

MINUTES OF THE 79TH EXECUTIVE COMMITTEE MEETING

Date: Tuesday, September 17, 2020 (12.00 – 14.00 CET)
Venue: Online (zoom)

Contacts: Kari Aamodt Espegren (Kari.Espegren@ife.no) Brian Ó Gallachóir (b.ogallachoir@ucc.ie)

TABLE 1: PARTICIPANTS

N.	Country	Participant	Delegate	Attended	Stand-ins
1	Australia	CSIRO	Mr. Luke REEDMAN	Yes	
2	Belgium	VITO/SPW/Brussels	Mr. Jan DUERINCK	Yes	
3	Denmark	ENS	Mr. Kristoffer Steen Andersen	Yes	
4	Finland	VTT/Business Finland	Aila Maijanen	Yes	Ms. Tiina Koljonen, Vice Chair
5	France	ADEME/EDMP/DGEMPEDAD	Mr. Emmanuel Combet Ms Nadia Maisi	Yes	Ms. Sandrine Seloisse
6	Germany	IER	Mr. Markus BLESL, Vice chair	Yes	
7	Greece	CRES	Mr. Philip Siakkis	No	
8	Italy	ENEA	Ms. Maria Gaeta	Yes	
9	Ireland	SEAI	Mr. Brian Ó GALLACHÓIR, Chair	Yes	
10	Japan	IEEJ	Mr. Yuhji MATSUO	Yes	
11	Kazakhstan	NURIS		No	
12	Korea	KEA	Ms. HoChul Shin	No	
13	Netherlands	TNO	Mr. Bob van der ZWAAN	Yes	Francesco Dalla Longa
14	New Zealand	EECA	Ms. Vij Kooyela	No	
15	Norway	IFE	Ms. Kari Aamodt ESPEGREN	Yes	
16	Russia			No	
17	Spain	CIEMAT	Ms. Yolanda Lechón	No	
18	Sweden	STEM	Ms. Josefin THORESSON	Yes	Ms. Anna Krook-Riekkula
19	Switzerland	PSI	Ms. Anne-Kathrin FAUST	Yes	Mr. Evangelos Panos
20	UK	BEIS	Mr. Alec WATERHOUSE	Yes	Mr. Paul Dodds
21	US	DOE	Ms Angelina LaRose	Yes	
22	Sponsor	ENEL Foundation	Mr. Carlo PAPA	Yes	Mr. Claudio Pregagnoli

OFFICERS AND GUESTS

Mr Uwe Remme	IEA Secretariat	Mr. Antti Lehtila	VTT, Finland
Mr. George Giannakidis	ETSAP Project Head	Mr. Gary Goldstein	ETSAP Liaison Officer
Mr. Amit Kanudia	KANORS, India	Mr. Maurizio Gargiulo	E4SMA. Italy
Mr. Fabian Schipfer	University of Vienna, Austria	Mr James Glynn	University College Cork, Ireland
Ms Emer Dennehy	SEAI, Ireland	Ms. Kathleen Vaillancourt	ESMIA, Canada
Mr. Asbjørn Zachariassen Hegelund	ENS, Denmark	Kenneth Karlsson	Energy Modelling Lab, Denmark
Ms. Pernille Seljom	IFE, Norway		

ANNEX XV (2020-2022):
ENERGY SYSTEMS AND SUSTAINABLE DEVELOPMENT GOALS

AGENDA

No.	ITEM	DOCS
1	QUORUM COUNT	
2	ADOPTION OF THE AGENDA	
3	MINUTES OF THE 77TH EXECUTIVE COMMITTEE	
	M1	
3.1	<i>For adoption: Minutes of the 78th Executive Committee</i>	
3.2	<i>Matters arising</i>	
	<i>3.2.a Updated template for project proposals</i>	M2
4	IEA-ETSAP IMPLEMENTING AGREEMENT	
4.1	<i>Communication from the Secretariat</i>	
	<i>4.1.a Process for incorporating the Framework for the Technology Collaboration Programme into the ETSAP IA</i>	M3
4.2	<i>ETSAP Participation and Outreach activities</i>	
5	ANNEX XIV (2017-2019): UNDERSTANDING AND FACILITATING THE ENERGY TRANSITION TO ACHIEVE THE 'WELL BELOW 20C' GOAL	
5.1	<i>Final report of Annex XIV</i>	
	M4	
6	ANNEX XV (2020-2022): ENERGY SYSTEMS AND SUSTAINABLE DEVELOPMENT GOALS	
6.1	<i>Status report from Operating Agent</i>	
6.2	<i>Economy and budget</i>	
	M5	
7	OTHER BUSINESS	
7.1	<i>Next workshop and meeting: Winter 2020: Online meeting</i>	
7.2	<i>Successive meetings: Physical meeting Back-to-back with IEW 2021 (17-18 June) Online spring meeting?</i>	
7.3	<i>Others</i>	

Attachments

M1	Minutes and Action list from of the 78th ExCo meeting, Online, July 02, 2020
M2	Updated template for project proposals
M3	a) ETSAP IA- existing agreement b) Model Implementing agreement - new (September 2020)
M4	Example country contribution: Final report of Annex XIV (from Norway)
M5	a) Economy and budget b) Auditing

1. QUORUM COUNT

Quorum is 12. A quorum was present as 16 delegates were present.

2. ADOPTION OF AGENDA

Paul Dodds asked to include under 7.3 *Other items* a discussion on who to invite to the planned ETSAP hydrogen WS . With this amendment, the ExCo adopted the agenda.

3. MINUTES OF THE 76TH EXECUTIVE COMMITTEE (ATTACHMENT M1)

3.1 For adoption: Minutes of the 78th Executive Committee

The ExCo adopted the minutes.

Update on Action list from 78th ExCo

Action List from 78 th ExCo Meeting	Action
If there is a delay in the meeting documents, the ExCo will be informed by e-mail.	Brian apologised for the delay in sending out the minutes
Develop a contact list of TCPs for the ETSAP members, beginning with identified TCPs	There are some legal issues in publishing names and contact details in IEA's newsletter but the information for ExCo chairs is available in the contact information for each TCP on IEA's website .
Explore opportunities for developing joint annexes or tasks. ETSAP management engage with other TCPs to explore possible collaboration opportunities	This will be organised by George and Kari for the next workshop.
Seek to coordinate with IEA on joint training workshops for IEA Association Countries	This is an ongoing process. Uwe had a discussion with the African Union Development Centre (AUDC) and the EU-Technical Assistance Facility (EU-TAF) on the use of TIMES. More discussions will follow.
Prepare Annex XIV Final Report as agreed.	The contracting parties should provide the information which was requested in the form of a ppt. An example of the activities reported by Norway exists in the TEAMS folder and can be used as a guideline for the CPs.
Template slide for slide-show version of final report is developed and uploaded in Teams.	Each country provides slides for final report
Allocate funding for top ranked research project, and additional projects by rank order as additional fees are received. Finalize the contracts	IFE has issued the contracts and is in the process of finalising the legal issues.
Discuss and decide on auditing of accounts in 79th ExCo	See point 6.2 below
Send doodle for the Winter WS and 80 th ExCo-meeting	Done. 16-17 December 2020 most popular
Start the process for incorporating the Framework for the Technology Collaboration Programme into The ETSAP IA	A first meeting was held with IEA legal, see point 4.1.a
Refine template for project proposals	Template refined and available in the TEAMS folder.

3.2 Matters arising

3.2.a Updated template for project proposals (Attachment M2)

Brian presented and explain the new template which was approved by the delegates. The ExCo also decided that the deadline for proposal would be 1 month prior to the winter meeting of each year. The deadline for project proposals for 2020 is therefore on 15.11.2020.

4 IEA-ETSAP IMPLEMENTING AGREEMENT

4.1 Communication from the Secretariat

Uwe Remme gave a brief overview on recent developments at the IEA. On July 9, the IEA held its first Clean Energy Transitions Summit, with around 40 energy ministers/vice-ministers attending. After a three year gap, the new edition of [Energy Technology Perspectives \(ETP\)](#) was launched on September 10, focussing on the role of technology innovation for reaching net zero emissions. Uwe thanked ETSAP for its support and contributions to ETP-2020. An ETP Special Report on CCUS is scheduled to be released on September 24. This year's edition of the World Energy Outlook is scheduled to be launched on October 13. A virtual TCP Chairs meeting will be held on Thursday 8 October 2020. The meeting will focus on innovation, based on the revamped ETP-2020 and its related special reports on Clean Energy Innovation and Carbon Capture, Utilisation and Storage (CCUS), and seeks feedback from the TCPs on the key messages of ETP-2020 and the new [ETP Clean Energy Technology Guide](#).

4.1.a Framework for the Technology Collaboration Programmes (Attachment M3a and M3b)

As agreed during the previous ExCo meeting, the ETSAP management team have had one meeting with K.C. Michaels to start the process to make necessary amendments to incorporate the new Framework for the Technology Collaboration Programme into the ETSAP Implementing Agreement. This transition is an opportunity to simplify the agreement and use simpler language than the existing agreement (making it more user friendly). The goal of the new framework is to protect the things that are working well, and to ensure better collaboration and easier access for sponsors and non-member states in annexes and tasks. The ETSAP management team hope to have a draft text ready before the next ETSAP meeting. The ExCo agreed that we will continue the process and have a discussion in the next ExCo on the draft.

4.2 ETSAP Participation and Outreach activities

New Zealand is now a full member of the ETSAP TCP with a group of three governmental institutions. The membership fee is paid, and the official letters are signed.

Austria: The Austrian representative (Mr. Fabian Schipfer) attended the meeting as an observer. ETSAP management team will follow up.

5. ANNEX XIV (2017-2019): UNDERSTANDING AND FACILITATING THE ENERGY TRANSITION TO ACHIEVE THE 'WELL BELOW 2°C' GOAL

5.1 Final report of Annex XIV

Deadline for contribution from national teams with the material requested in the power point template which is available in the TEAMS folder is set to 17.10.2020 (one month from now). An example of draft report from a national team is in attachment M4.

National teams do not need to bother with the format of the power point, it is the contents that are important. If the national teams keep the deadline, Kathleen can have parts of the final report ready by the next ETSAP ExCo, but not the full report.

6. ANNEX XV (2020-2022): ENERGY SYSTEMS AND SUSTAINABLE DEVELOPMENT GOALS*6.1 Status report from Operating Agent*

All relevant documents are uploaded at the ETSAP MS Teams. If any ETSAP member have problem with access, or want to include others from their organisation, please contact the Operating Agent (kari.espegren@ife.no or linda.oro@ife.no).

6.2 Economy and budget

The budget for 2020 is included in M5a.

- ETSAP membership fees: six countries/organisations have not paid the fee. IFE are sending reminders.
- Research contracts: Income and expenditure for 2019/2020 is still being finalised. It is hoped that all project proposals that were over the threshold (December 2019 meeting), will receive funding, and contracts will be prepared accordingly.
- The workshop budget will be reduced, as travel and physical workshops are limited in 2020.

The budget in summary:

Balance transferred from 2019	632 969
Income from membership fee (July 2020)	211 000
Income from training (July 2020)	2 600
Income, September 2020	846 569
Contracts, base activities, improvements and training 2020	362 700
Research contracts – not finalized (from 2018 and 2019)	212 755
Research contracts (new)	98 800
Total commitments, September 2020	674 255
Preliminary 2020 balance available	172 315
Possible income:	
Membership fee 2020	219 000
Income from training	4 950
Possible available 2020	396 264

6.2a Auditing of ETSAP account (attachment M5b)

The ExCo decided that the accounts should be audited, subject to costs being reasonable. The accounts were audited previously, until 2011 when CRES replaced ASATREM (GianCarlo Tosato) as ETSAP Operating Agent. The ExCo subsequently decided not to have an external audit as the cost estimate for auditing was considered too high.

IFE have estimated cost of an audit to be: €2000 – €3000 (1st year - 2020) and about €5000 (subsequent years). The ExCo had a discussion and decided to have an audit this year (2020) and decide subsequently on following years.

7. OTHER BUSINESS

7.1 Next workshop and ExCo meeting:

Based on the votes in Doodle, the ExCo decided for the winter meeting to be on 16-17th of December, as an online meeting. We will invite a number of other TCPs to the winter WS, for short presentations and discussion of collaboration opportunities.

The 80th ExCo meeting will take place on the 16th December (2 ½ hour meeting, including 1 hour for discussion of project proposals). The presentation of the projects will be done during the workshop (the timing will be arranged so that the presentations are before the ExCo meeting).

Paul Dodds introduced the idea to also have webinar-series (in addition to the ETSAP-WS). This could be an arena for longer presentations, and for PhD students and their supervisors.

Decision: A trial webinar will take place before the winter meeting.

Responsible group: Anna (Sweden), Kristoffer (Denmark), Paul (UK) and George (Project Head)

7.2 Successive meetings

The ExCo decided on having an online spring ExCo meeting. The date will be decided during the December meeting.

IEW 2021 is currently planned in Freiburg 14-16 June. It is agreed that we will have the ETSAP WS and ExCo meeting 17-18 June (online and possibly also physical).

7.3. Any Other Business

Hydrogen WS will be arranged the 24th of September 2020 starts at 13:00. All ETSAP partners that are interested, can attend.

We can share the results from the hydrogen modelling project with the hydrogen TCP in a webinar.

Jan Duernick (Belgium) announced this would likely be his final ExCo meeting as he will retire. The ExCo thanked him for his contribution to ETSAP over many years and wished him well in retirement.

8. AGREED ACTIONS

Action List from 79 th ExCo Meeting	Owner
If there is a delay in the meeting documents, the ExCo will be informed by e-mail.	Brian (ongoing)
Develop a contact list of TCPs for the ETSAP members, beginning with identified TCPs	George / Kari will upload the documents with contact details from the IEA website in the TEAMS folder
Explore opportunities for developing joint annexes or tasks. ETSAP management engage with other TCPs to explore possible collaboration opportunities	George / Kari We will invite some TCPs (storage, combustion, flexibility and C3E) to our next WS to have joint sessions
Seek to coordinate with IEA on joint training workshops for IEA Association Countries	George / Uwe (ongoing). The contact with AUDC and EU-TAF will be explored further
Prepare Annex XIV Final Report as agreed.	ETSAP teams should provide input by 17/10/2020. Kathleen will prepare a first draft for the next ExCo meeting based on the input received.
Template slide for slide-show version of final report is developed and uploaded in Teams. Each country provides slides for final report	ETSAP teams should provide input by 17/10/2020.
Allocate funding for top ranked research project, and additional projects by rank order as additional fees are received. Finalize the contracts	Kari
Start the process for incorporating the Framework for the Technology Collaboration Programme into The ETSAP Implementing Agreement	Brian/George/Kari will provide the draft updated text of the IA to the next meeting