

## MINUTES OF THE 80<sup>TH</sup> EXECUTIVE COMMITTEE MEETING

Date: Wednesday, December 16, 2020 (12.30 – 15.00 CET)  
Venue: Online (zoom)

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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	Mr. Frank Meinke-Hubeny
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	No	
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	Mr. Francesco Dalla Longa
14	New Zealand	EECA	Ms. Kate Kolich	Yes	Mr. Anand Krishnan
15	Norway	IFE	Ms. Kari Aamodt ESPEGREN	Yes	
16	Russia			No	
17	Spain	CIEMAT	Ms. Yolanda Lechón	Yes	
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	
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
Ms. Aisma Vitina	ENS, Denmark	Mr James Glynn	UCC, Ireland
Ms. Emer Dennehy	SEAI, Ireland	Ms. Kathleen Vaillancourt	ESMIA, Canada
Ms. Giada Venturini	DEA, Denmark	Kenneth Karlsson	EML, Denmark
Ms. Pernille Seljom	IFE, Norway	Mr. Benjamin Smith	Research Council, Norway
Mr. Stefan Petrovic	DEA, Denmark	Ms. Natalie Arnould	SPW, Belgium
Mr. Paul Dodds	UCL, UK		

AGENDA

No.	ITEM	
	<b>DOCS</b>	
1	QUORUM COUNT	
2	ADOPTION OF THE AGENDA	
3	MINUTES OF THE 79TH EXECUTIVE COMMITTEE	N1
3.1	<i>For adoption: Minutes of the 79th Executive Committee</i>	
3.2	<i>Matters arising</i>	
4	<b>IEA-ETSAP IMPLEMENTING AGREEMENT</b>	
4.1	<i>Communication from the Secretariat</i>	N2
	<i>4.1.a Process for incorporating the Framework for the Technology Collaboration Programme into the ETSAP IA</i>	N3
4.2	<i>ETSAP Participation and Outreach activities</i>	
5	<b>ANNEX XIV (2017-2019): UNDERSTANDING AND FACILITATING THE ENERGY TRANSITION TO ACHIEVE THE ‘WELL BELOW 20C’ GOAL</b>	
5.1	<i>Final report of Annex XIV</i>	N4
6	<b>ANNEX XV (2020-2022): ENERGY SYSTEMS AND SUSTAINABLE DEVELOPMENT GOALS</b>	
6.1	<i>Status report from Operating Agent</i>	
6.2	<i>Economy and budget</i>	N5
6.3	<i>Project proposals</i>	N6
7	<b>OTHER BUSINESS</b>	
7.1	<i>Next workshop and meeting: Spring 2021: Online meeting</i>	
7.2	<i>Successive meetings: Physical meeting Back-to-back with IEW 2021 (17-18 June)</i>	
7.3	<i>Others: Webinar review</i>	

**Attachments**

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N1	Minutes and Action list from of the 79th ExCo meeting, Online, September 17, 2020
N2	Incorporating the Framework for the TCP into the ETSAP
N3	Draft Final report of Annex XIV
N4	Economy and budget
N5	Project proposals

## 1. QUORUM COUNT

Quorum is 12. A quorum was present as 17 delegates were present.

## 2. ADOPTION OF AGENDA

Paul Dodds asked to include an agenda item under AOB to discuss and review the new ETSAP webinar series.

The ExCo adopted the agenda.

## 3. MINUTES OF THE 79TH EXECUTIVE COMMITTEE (ATTACHMENT N1)

### 3.1 For adoption: Minutes of the 79th Executive Committee

The ExCo adopted the minutes.

Update on Action list from 79<sup>th</sup> ExCo

Action List from 79 <sup>th</sup> 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	Kari has uploaded a document with TCP information and contact details from the IEA 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 Ongoing activity The TCP Combustion was invited to the TCP ETSAP winter WS 2020. We will continue to invite TCPs (storage, flexibility and C3E) to our 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(African Union Development Council) and EU-TAF (EU funded Technical Assistance Facility) on building modelling capacity for African countries will be explored further
Prepare Annex XIV Final Report as agreed.	This is an agenda item in the ExCo-meeting 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	Done (partly)
Allocate funding for top ranked research project, and additional projects by rank order as additional fees are received. Finalize the contracts	Kari. Three research projects from the 2019 budget contracted.
Start the process for incorporating the Framework for the Technology Collaboration Programme into The ETSAP Implementing Agreement	Brian/George/Kari provided the draft updated text of the IA to the 80 <sup>th</sup> ExCo-meeting

### 3.2 Matters arising

Matters arising dealt with as agenda items.

## 4 IEA-ETSAP IMPLEMENTING AGREEMENT

### 4.1 Communication from the Secretariat (Attachment N2)

Uwe Remme gave a brief overview on recent developments at the IEA. His [presentation](#) is available on ETSAP Teams folder. Uwe mentioned the release of the IEA World Energy Outlook 2020 and the IEA Iron and Steel report. He also referred to the IEA TCP Chairs meeting (8 October 2020), which focussed on innovation, with discussions on how to accelerate the process of bringing new clean energy technologies to market and mechanisms for enhancing TCP interaction with IEA technology work.

#### 4.1.a Framework for the Technology Collaboration Programmes (Attachment N2a)

The ExCo discussed a draft revised Implementing Agreement that incorporates the new IEA Framework for the Technology Collaboration Programme. The draft had been provided by the IEA Legal Team as agreed at the 79<sup>th</sup> ExCo meeting. The ETSAP Management team and ETSAP vice chairs had made some amendments to incorporate ETSAP specific information. The ExCo agreed that the Management team should continue to finalise the revisions to reflect current ETSAP operational rules and activities. The ExCo agreed with the changes made, and will discuss a revised IA draft at the next meeting, with a view to making a final decision.

### 4.2 ETSAP Participation and Outreach activities

The ExCo discussed open and possible invitations to potential new members, recalling that invitations to new contracting parties need to be accepted unanimously by ExCo.

- Austria: Austria has been invited previously to join ETSAP. ETSAP Project Head will follow up.
- Israel (Ministry of Energy) have contacted ETSAP as they are interested in the work and the models ETSAP use. The ExCo agreed to invite Israel to join ETSAP. The ETSAP Project Head will engage further with Israel.
- Turkey has shown interest in the ETSAP modelling approach and they have collaborated with Maurizio Gargiulo to build a TIMES model. Turkey has been a contracting party previously, so the ETSAP Management team will check if Turkey has formally withdrawn from ETSAP, before issuing an invitation.

## 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 (Attachment N3)

Although the deadline for contribution to the Annex XIV final report has passed, the ExCo was informed that not all national teams have provided the material asked for. The ExCo agreed that Kathleen will prepare the final report of Annex XIV and provide it to the 81<sup>st</sup> ExCo meeting, using the material she has gathered to date.

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

### 6.1 Status report from Operating Agent (Attachment N4)

A short [status report](#) was presented for the work done by the Operating Agent in 2020. The ExCo was reminded that all relevant documents (ExCo-meeting documents, economy overview, presentations, contracts) are uploaded at the ETSAP MS Teams Folder. 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](mailto:kari.espegren@ife.no) or [linda.oro@ife.no](mailto:linda.oro@ife.no)).

### 6.2 Economy and budget (Attachment N4a)

The Operating Agent also presented an overview of the [budget and expenditure for 2020](#). Some key points are

- ETSAP membership fees: 2 ½ countries/organisations have not paid the fee for 2020. IFE are still sending reminders.
- The ExCo discussed the appropriate level of transfer of income from 2020 to 2021. Should we build up a larger reserve that can cover all operational expenses (approx. €240k) in the following year? After some discussion, the Chair suggested increasing the transferred income to following years from 100k€ (as we did from 2019 to 2020) to 150k€. This will reduce risk but also acknowledge that the risk is low. The ExCo approved.
- With the above mention transfer of income, the balance in 2020 is 116k€. The ExCo agreed that this amount should be made available for research projects.
- If additional memberships fees are paid, the available budget for projects will increase accordingly.

The proposed budget for 2021 was discussed. The ExCo agreed to keep the annual budget for 2021 for base activities at the same level as previous years. The budget for 2021 includes the costs for auditing (new budget item). The workshop budget is increased to €50k to reflect that some workshops in 2021 hopefully can be physical again.

The economy for 2020 and budget 2021 in summary (numbers in €):

Balance	2020		2021	
<b>Base Activities</b>	<i>Contracted</i>	-513 200	<i>Initial budget</i>	238 700
<b>Research Projects</b>	<i>Approved</i>	0	<i>Budget</i>	0
<b>Income Participants</b>	<i>Actual Income</i>	413 000	<i>Initial budget</i>	0
<b>Income Training</b>	<i>Actual Income</i>	8 450	<i>Budget</i>	0
<i>Transferd committments</i>	<i>YES</i>	-274 755	<i>YES</i>	36 800
<i>Transferd Income</i>		482 969		150 000
<b>Balance</b>		<b>116 464</b>		<b>-125 500</b>

### 6.3 Project proposals

There were five project proposals submitted for funding (Attachment N5) and these were presented in the ETSAP workshop prior to the ExCo meeting.

The delegates voted on the research projects proposed and the results of the voting are provided in attachment N5a. PSI abstained from ranking projects in which they participated. Denmark was not able to submit their votes due to technical issues in accessing the related files.

Based on the €116k allocated, only the two top ranked projects will be funded immediately. The third ranked project is a two-year project, and ExCo discussed the possibility of funding only the first year of this project. The other project that reached the agreed threshold score of 70 or more will be funded if additional income is received.

## 7. OTHER BUSINESS

### 7.1 Next workshop and ExCo meeting:

The 81<sup>st</sup> ExCo-meeting will take place on the 25<sup>th</sup> March (online, 2 hour meeting, 7:00 CET). The ETSAP management team proposed and the ExCo agreed that the summer ExCo meeting will take place at 12 noon CET and the Fall / Autumn meeting at 19.00 CET.

### 7.2 Successive meetings

IEW 2021 is currently planned to take place in Freiburg on 14-16 June. The ExCo agreed that we will have the ETSAP WS and ExCo meeting 17-18 June (online and hopefully also physical). The ExCo meeting will be 17 June, at 12 noon CET.

### 7.3. Any Other Business

Webinar series:

- Two ETSAP internal web seminars took place in October and November with about 60 people attending.
- One additional seminar with IEA presenters was held in December, it was promoted externally and had 120 attendances.
- The fourth seminar is planned on GitHub in January.

All webinars are recorded and are available on the website (<https://iea-etsap.org/index.php/workshops/webinars>).

The ExCo discussed this new ETSAP activity, agreed this is a useful way to have more in-depth presentations, thanked Paul Dodds at UCL for hosting these webinars and agreed to continue with the webinar series. ETSAP members are encouraged to propose topics for new webinars to George. The numbers of seminars was not prescribed.

## 8. AGREED ACTIONS

Action List from 80 <sup>th</sup> ExCo Meeting	Owner
If there is a delay in the meeting documents, the ExCo will be informed by e-mail.	Brian (ongoing)
Explore opportunities for developing joint annexes or tasks. ETSAP management engage with other TCPs to explore possible collaboration opportunities	George / Kari We will invite other TCPs to our next workshops to have joint sessions and explore options for collaboration. TCP Storage: collaboration project is ongoing (PSI). Workshop with the TCP in March, and joint workshop with ETSAP summer 2021. We can also invite TCP End users and on Industrial related technologies and systems (IETS) for the following WS.
Seek to coordinate with IEA on joint training workshops for IEA Association Countries	George / Uwe (ongoing).
Prepare Annex XIV Final Report as agreed.	Kathleen Will finalize the final report before the next ExCo-meeting, based on input received.
Allocate funding for top ranked research project as agreed by ExCo, and additional projects by rank order if additional fees are received. Finalize the contracts	Kari Allocate funding and make contracts
Continue the process for revising the ETSAP Implementing Agreement, incorporating the new Framework for the IEA Technology Collaboration Programme	Brian/George/Kari Will provide a revised text of the IA to the next meeting
Activity to include new contracting parties to ETSAP	George/Brian/Kari Invite Israel and Turkey to join ETSAP (check if Turkey has formally redrawn) Follow up on the Austrian representative
ETSAP Webinar	George/Paul Continue with ETSAP webinar series – encourage EcCo members to participate