

ETSAP - ENERGY TECHNOLOGY SYSTEMS ANALYSIS PROGRAMME
Implementing Agreement of the INTERNATIONAL ENERGY AGENCY – IEA/AIE

MINUTES OF THE 64th EXECUTIVE COMMITTEE MEETING
held on Tuesday, November 5 (14.00 – 16.00), 2013, at the
Oakwod Premier Coex Center, Seoul, Republic of Korea.

Table 1: Participants

N.	Country	Contracting Party	Delegate	Attended	Stand-ins
1	Belgium	BELSPO	Ms. Anne FIERENS, Vice-chair	Yes	Mr Brian O’Gallachoir
2	Denmark	DEA	Mr Aksel Laurids BECK	Yes	Mr Kenneth Karlsson
3	EC	JRC Petten	Mr Arnaud MERCIER	Yes	Mr Brian O’Gallachoir
4	Finland	VTT/TEKES	Ms. Pia SALOKOSKI	No	
5	France	ADEME/EDMP/ DGEMPEAD	Mr Richard LAVERGNE	No	
6	Germany	IER	Mr Alfred VOSS, Vice-chair	Yes	Mr Markus Blesl
7	Greece	CRES	Mr George GIANNAKIDIS, O.A.	Yes	
8	Italy	CNR/IMAA ENEA	Mr Vincenzo LAPENNA Mr Umberto CIORBA	Yes	Mr Giancarlo Tosato
9	Ireland	SEAI	Mr Brian Ó GALLACHÓIR, Chair	Yes	
10	Japan	Government		No	
11	Korea	KEMCO	Mr Kim Hoi Cheol	Yes	Mr Hong Souk, Shim
12	Netherlands	ECN	Mr Marc LONDO	Yes	Mr Markus Blesl
13	Norway	IFE	Ms. Kari Aamodt ESPEGREN	Yes	Ms. Pernille Seljom
14	Russian Fed.	ERI-RAS	Mr Sergey FILIPPOV	No	
15	Spain	CIEMAT	Ms. Helena CABAL	Yes	Mr Markus Blesl
16	Sweden	STEM	Mr Klaus HAMMES	Yes	Ms. Pernille Seljom
17	Switzerland	PSI	Mr Hal TURTON	No	
18	UK	DECC	Mr Sanchia BAILEY	Yes	Mr Gabriel Anandarajah
19	US	DOE	Mr Carmine DI FIGLIO	No	

Officers:

Mr GianCarlo Tosato,	ETSAP, Project Head, ASATREM srl, Italy
Mr Ken Noble	ETSAP, ANSWER Developer, Noble-Soft Systems, Australia
Mr Gary Goldstein	ETSAP, Liaison Officer, GAMS, MARKAL, DWI, US
Mr Amit Kanudia	ETSAP, VEDA Developer, KANORS-EMR, India
Mr Maurizio Gargiulo	ETSAP, TIMES training, E4SMA, Italy

Guests:

Mr Oleksandr Balyk	DTU, Denmark	Ms. Rikke Naeraa	DEA, Denmark
Mr Baltazar Solano Rodriguez	UCL, UK	Dr Toru Matsui	The Institute of Applied Energy, Japan

Table 2: Agenda

No.	ITEM	DOCS
1	Quorum Count	
2	Adoption of the agenda	
3	Minutes of the 63rd Executive Committee <i>(for the record)</i>	Z1
4	IEA-ETSAP Implementing Agreement	
4.1	<i>Communication from the Secretariat</i>	Z2
4.2	<i>ETSAP Participation</i>	
4.3	<i>IEA support to ETSAP, Update</i>	
4.4	<i>Collaborations</i>	Z3
4.5	<i>ETSAP Website</i>	Z4
5	Annex XII (2011-2013): Policy Analysis Tools for Global Sustainability (PAT-SUS)	
5.1	<i>Budget report for 2013</i>	Z5
5.2	<i>Progress of current projects and ETSAP tools</i>	Z6
6	Annex XIII (2014-2016): Tools for Analysis of a Future Energy Revolution	
6.1	<i>2014 Draft Program of Work and budget: discussion and adoption</i>	Z7
6.2	<i>Confirmation of the participation fee for 2014</i>	
7	Other business	
7.1	<i>Next workshop and ExCo meeting: Beijing, June 2014, together with IEW 2014.</i>	
7.2	<i>Successive meetings: Fall meeting 2014 Copenhagen.</i>	
7.3	<i>Others</i>	
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	Attachments	
Z1	<i>Minutes of the 63rd ExCo meeting, held in Paris Tuesday, June 18, 2013</i>	
Z2	<i>Communication from the Secretariat</i>	
Z3	<i>Collaborations</i>	
Z4	<i>ETSAP Website</i>	
Z5	<i>Budget report for 2013</i>	
Z6	<i>Progress of current projects</i>	
Z7	<i>Programme work and budget for 2014</i>	

Opening

The Chair, Mr Brian Ó Gallachóir, opened the meeting at 14:00, thanking KEMCO for the organisation of the ETSAP workshop and the Executive Committee meeting.

1. Quorum Count

ETSAP has 19 Contracting Parties (CP), the quorum is 10. Two delegates attended in person and eleven CPs through their stand-ins (see above, Table 1). A quorum was present.

2. Adoption of the agenda

The Chair presented the agenda of the Executive Committee (ExCo) meeting. The agenda was adopted without changes (see above, Table 2).

3. For the record

3.1 Minutes of the 63rd Executive Committee – for the record (Attachment Z1)

The minutes of the 63rd Executive Committee meeting were distributed to the CPs after the meeting, no comments were received and the final version was adopted in September 2013.

4. IEA-ETSAP Implementing Agreement

4.1 Communication from the Secretariat (Attachment Z2)

The Chair presented briefly the communication sent by Mr Remme on the latest updates from the Secretariat, one of which was the appointment of a new Deputy Executive Director at the IEA.

4.2 Participation in ETSAP

The Chair updated the delegates on the progress of the participation of China, which is delayed due to re-organisation of the invited Contracting Party (Energy Systems Analysis Center, Energy Research Institute, National Development and Reform Commission). In Ukraine, changes in the Ministries have caused delays. Both China and Ukraine continue to express their interest in joining ETSAP.

The Chair also informed the delegates that following the successful IEA-ETSAP Lisbon meeting in December 2012 coupled with organisational changes at Ministerial level in Portugal there is a renewed prospect that Portugal may join ETSAP. He suggested re-issuing the invitation sent in 2008 in order to help the process. In addition, the Univ. of Auckland has expressed interest in the participation in ETSAP of New Zealand. The delegates agreed in unanimity to re-issue the invitation to Portugal and to invite New Zealand to join ETSAP.

4.3 IEA support to ETSAP, update

The O.A. updated the delegates, that according to the decision of the 63rd ExCo meeting, a letter addressed to the IEA Deputy Director was drafted, but due to the recent change (see point 4.1) it was not sent yet. The Chair informed the delegates that the letter will be sent to the new Deputy Director.

4.4 Collaborations (Attachment Z3)

The Chair updated the delegates on the collaboration with IRENA, after the common workshop which was held during the ETSAP June meeting in Paris. A number of ETSAP participants have worked on the preparation of a set of results using their models on a consistent basis, which will be compared with the results of IRENA. The focus of the activity so far was on the REMAP project (targeting the doubling of renewable energy penetration between 2020 and 2030). This initial collaboration may lead to a project proposal for the next ExCo meeting. Overall the collaboration with IRENA has been very constructive so far both for ETechDS and REMAP.

The O.A. updated the delegates on the possibility of collaboration with the World Bank (WB) on the Climate Smart Planning Platform (CSPP), which was presented in detail by Mr Goldstein during the ETSAP workshop. Mr Blesl noted that it is positive for ETSAP to participate and that we should explore further the

ANNEX XII: Policy Analyses Tools for Global Sustainability

benefits that could arise. A first immediate step in the process would be to make the ETechDS available through the platform. The delegates agreed that ETSAP should be a “core partner” in the CSPP, and that Mr Goldstein will have as a priority, in his role as the Liaison Officer of ETSAP, to participate in the working group of the World Bank for CSPP. Mr Goldstein will present the outcome of this process in the next ExCo meeting. The Chair will send an email to the head of the World Bank CSPP project to express the interest and commitment of the ExCo for ETSAP to be a core partner and Mr Goldstein to act as the representative of ETSAP in the working group.

The O.A. presented to the delegates the next point regarding the publication of ETSAP research results through commercial publishers. Mr Tosato explained that there were two proposals from publishers as described in Attachment Z3. He pointed out that the delegates should discuss under which conditions ETSAP can accept its logo on published material or results of the work of CPs. The EC (through the Stand-in) stated that they would prefer to have further information in terms of making a decision on this issue. Mr Blesl stated that it is a good idea to publish under the ETSAP logo as a means to achieve further dissemination of the collaborative work done with ETSAP tools. The Chair invited all partners who wish to publish collaborative research work to submit an outline (or draft publication) to the ExCo for approval, if it is intended to use the IEA-ETSAP logo. The ExCo will then decide on a case by case level.

4.5 *ETSAP Website (Attachment Z4)*

The O.A. presented the input received to date from the delegates on the plans to update the ETSAP website, based on the presentation of Mr Tosato during the workshop.

An initial offer from “TwoBirds” for the setup of the basic design from a professional web designer was presented to the ExCo as an indication of the level of the required cost.

The Chair proposed approving a base allocation for the start of a new website of up to €10,000, to “TwoBirds” to create a new visual design and rearrange the layout, and to KanORS-EMR to populate the website using the design layout, to improve the visibility of the website and enhance the use of social media (e.g. Linked-In and Facebook) to promote ETSAP. The delegates approved the budget allocation.

5. **Annex XII (2011-2013): Policy Analysis Tools for Global Sustainability (PAT-SUS)**

5.1 *Budget report for 2013 (Attachment Z5)*

The O.A. presented the total income of ETSAP for 2013 through the fees of 17 paying contracting parties and the fees of the training courses, and the total expenses that took place in 2013 (Attachment Z5). The O.A. also presented the contracts commissioned in 2013 for the four projects according to the ranking decided in the 63rd ExCo meeting in Paris. The delegates approved the budget report.

Ms Seljom commented that (as was discussed by the Norwegian delegate in the 63rd ExCo) CPs from non-paying countries participating in ETSAP funded projects should not receive any funding until the participation fees are paid. Mr Kanudia noted that the same should apply to ETSAP-TIAM and the maintenance of ETSAP tools.

The Chair asked the delegates to provide suggestions for the next ExCo meeting on how the three issues of funding through ETSAP projects, access to ETSAP-TIAM and ETSAP tools maintenance fees, for non-paying members, can be approached.

Mr Goldstein suggested that the annual budget of ETSAP could be divided in three parts, the first one being the general operating costs, the second the advancement of tools, documentation and training material and the third one the research projects. It was noted that all three types of project did receive funding during the past two processes in which proposals were prioritised.

5.2 *Progress of current projects and ETSAP tools (Attachment Z6)*

The O.A. presented the progress of current projects that are funded by ETSAP as described in detail in Attachment Z6. The delegates approved the current progress.

6. Annex XIII (2014-2016): Tools for Analysis of a Future Energy Revolution (Attachment Z7)

6.1 2014 Draft Program of Work and budget: discussion and adoption

The O.A. informed the delegates that after the approval of the text of Annex XIII in the 63rd ExCo, two letters of participation were received by the IEA secretariat, and therefore Annex XIII is in-force.

The O.A. presented the proposed budget for 2014 (Attachment Z7). The budget allocation for 2014 is the same as the allocation for the previous year. The budget for coordinated projects and studies will be decided in the next ExCo meeting, after the submission of new project proposals. The delegates approved the proposed budget allocation for 2014.

Mr Noble suggested that there is a need for the update for the documentation of ETSAP tools (last version updated in 2005). The delegates agreed that there is a need for this update and assigned to the O.A. the task of contacting experts and putting together a proposal for the documentation update to be submitted to the next ExCo, or earlier through a written procedure if deemed necessary.

6.2 Confirmation of the participation fee for 2014

The participants confirmed the participation fee of €20,000 for 2014.

7. Other business

7.1 Next workshop and ExCo meeting: Beijing, China, 2-3 June 2014

The delegates agreed that the next meeting will be held in Beijing, China on the 2-3 June 2014, before the IEW 2014, which will take place 4-6th June 2014.

7.2 Successive meetings

The Fall 2014 meeting will be held in Copenhagen, Denmark. The exact dates will be announced in due time.

The Chair closed the meeting at 16:00, thanking KEMCO for organising a successful workshop.