

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

MINUTES OF THE 84TH EXECUTIVE COMMITTEE MEETING

Date: Monday, November 29, 2021 (14:00 – 17.00 CET)

Venue: Physical meeting: Oslo-Met, Kunnskapsveien 55, 2007 Kjeller and Online meeting (Teams)

Contacts: Kari Aamodt Espegren (Kari.Espgren@ife.no) Brian Ó Gallachóir (b.gallachoir@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. Frank Meinke-Hubeny	Yes	
3	Denmark	ENS	Mr. Kristoffer Steen Andersen	Yes	
4	Finland	VTT/Business Finland	Jussi Mäkelä	Yes	Tiina Koljonen, Vice Chair
5	France	ADEME/EDMP/ DGEMPEDAD	Mr. Emmanuel Combet Ms Nadia Maisi	Yes	
6	Germany	IER	Mr. Markus BLESL, Vice chair	Yes	
7	Greece	CRES	Mr. Philip Siakkis	Yes	
8	Italy	ENEA	Ms. Maria Gaeta	Yes	
9	Ireland	SEAI	Mr. Brian Ó GALLACHÓIR, Chair	Yes	
10	Japan	IEEJ	Mr. Yuhji MATSUO	Yes	Mr. Seiya Endo
11	Kazakhstan	NURIS		No	
12	Korea	KEA	Ms. HoChul Shin	No	
13	Netherlands	TNO	Mr. Bob van der ZWAAN	Yes	Francisco De la Longe
14	New Zealand	EECA	Ms. Kate Kolich	No	
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. Tom Kober
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

Uwe Remme	IEA Secretariat	James Glynn	Univ of Columbia, USA
George Giannakidis	ETSAP Project Head	Kathleen Vaillancourt	Esmia, Canada
Mr. Amit Kanudia	KANORS, India	Pernille Seljom	IFE, Norway
Gary Goldstein	ETSAP Liaison Officer	Kristina Haaskjold	IFE, Norway
Antti Lethila	VTT, Finland	Christoph Jessen	FZU, Germany
Kenneth Karlsson	Energy Modelling Lab, DK	Paul Dodds	UCL, UK
Dmytro Romanchenko	IVL, Sweden	Olex Balyk	MaREI, UCC, IRL

84TH EXECUTIVE COMMITTEE MEETING

AGENDA

No.	ITEM	DOCS
1	QUORUM COUNT	
2	ADOPTION OF THE AGENDA	
3	MINUTES OF THE 83 RD EXECUTIVE COMMITTEE	R1
	3.1 <i>Final Minutes of the 83rd Executive Committee</i>	
	3.2 Matters arising	
4	IEA-ETSAP IMPLEMENTING AGREEMENT	
	4.1 <i>Communication from the Secretariat</i>	R2
	4.2 <i>ETSAP Participation and Outreach activities</i>	
5	ANNEX XV (2020-2022): ENERGY SYSTEMS AND SUSTAINABLE DEVELOPMENT GOALS	
	5.1 <i>Status report from Operating Agent</i>	R3
	5.2 <i>Economy and budget</i>	R4
	5.2a <i>Annual report - introduction and discussion</i>	R5
	5.2b <i>ETSAP in social media</i>	R6
	5.3 <i>ETSAP TIAM - current status, discussion of next steps</i>	
	5.4 <i>ETSAP project proposals</i>	R7
6	OTHER BUSINESS	
	6.1 <i>Next ExCo meeting (85th): online, late February/early March 2022</i>	
	6.2 <i>Other meetings: 86th ExCo-meeting and summer workshop: Alongside IEW 2022 (25-27 May)</i>	

Attachments

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- R1 Minutes and Action list from the 83rd ExCo meeting, Online, September 28, 2021
 - R2 Communication from IEA Secretariat
 - R3 Status report from Operating Agent
 - R4 Economy and budget
 - R5 Annual report
 - R6 ETSAP in social media
 - R7 ETSAP Project proposals

1. QUORUM COUNT

Quorum is 12. A quorum was present as 18 delegates were present.

2. ADOPTION OF AGENDA

The ExCo adopted the agenda.

3. MINUTES OF THE 83RD EXECUTIVE COMMITTEE**3.1 Minutes of the 83rd Executive Committee - (Attachment R1)**

The ExCo adopted the minutes.

3.2 Matters arising

Action List from 83rd ExCo Meeting	Owner
If there is a delay in the meeting documents, the ExCo will be informed by e-mail.	Brian (ongoing)
Support existing ExCo members (Korea, Japan and Kazakhstan), follow up with Israel and reach out to new potential contracting parties (Latvia, Brazil, Azerbaijan, African countries, and Saudi Arabia) to ETSAP - The ExCo unanimously approved to re-iterate the invitation to Ukraine to join ETSAP. - Israel is still considering membership. - Follow up on Kazakhstan.	George/Brian/Kari (ongoing)
Invite TCP Bioenergy to our next ExCo discuss joint session in 1 st half of 2022. - Included in one of the ETSAP proposals.	Tiina
Continue to seek options for collaboration with other TCPs. - No update, but there are several proposals that aim to engage TCPs.	Brian/George /Kari/All (ongoing)
Seek to coordinate with IEA on joint training workshops for IEA Association Countries	George / Uwe (ongoing).
Prepare a discussion note on ETSAP-TIAM model for the 84 th ExCo meeting. Can it be made open or not? - Discussed under point 5.3.	Brian/George/ETSAP-TIAM team
Follow up on invoices for 2021 membership fees. - Still 4 members have not paid.	Kari/Linda
Prepare proposal on communicating and promoting ETSAP via social media - Discussed under point 5.2.	Kate
Continue with ETSAP webinar series – encourage ExCo members to participate - Webinar in October on Ancillary services markets. The next is planned to be in January. - ETSAP partners are encouraged to propose webinar topics to George.	George/Paul/ ETSAP CP

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Send Doodle for the winter WS and 84 th ExCo meeting Done	Kari
ETSAP annual report. Prepare a discussion note for next ExCo - Discussed under point 5.2.	Kari/Brian/George
Next meeting: include an agenda item on sharing experience from running TIMES in the cloud This will be a topic in the ETSAP WS 30.11.2021	Kari

4 IEA-ETSAP IMPLEMENTING AGREEMENT

4.1 Communication from the Secretariat (Attachment R2)

Uwe Remme gave a brief overview on ongoing activities at the IEA including latest and coming reports of IEA.

The Universal TCP meeting was held on October 26 and 28 as virtual events with sessions on enhancing collaboration among TCPs, expanding global outreach of the TCPs and improving communication.

4.2 ETSAP Participation and Outreach activities

IEA IETS-21: Anna Krook-Riekkola (LTU) will participate in a meeting on the 13th of December. They are interested in collaborating on modelling circular economy.

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

5.1 Status report from Operating Agent (Attachment R3)

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 or linda.oro@ife.no).

5.2 Economy and budget (Attachment R4)

Status of the economy in 2021:

The OA informed the meeting that four countries have not paid their membership fee. Linda will follow up with ETSAP members in CC.

Some of the expenses in 2021 is still uncertain (Workshop, auditing, bank expenses etc), so we will not have the final overview of the economy before February 2022.

The ExCo agreed previously to transfer €150 k to the next year budget to cover core ETSAP activities ensuring the OA can enter into necessary contracts before the membership fee for 2022 is paid. Thus, €150 000 will be transferred to 2022.

According to the economic overview (29.11.2021) we have €195 281 available for projects and other activities. Based on the discussion on ETSAP-TIAM (see agenda item 5.3), the ExCo decided to reserve €40 000 of the budget to allow for possible further expenditure on ETSAP TIAM following discussion at the 85th ExCo meeting in Spring 2022. The ExCo further decided to allocate €10 000 for the 'annual' report covering the two year period 2020-21. This allows up to €145 000 to be allocated to research projects (discussed under agenda item 5.4).

Balance (Budget)		2020		2021	
Income Membership	Actual	440 000	Actual	300 000	
Income (training, change OA)	Actual	674 509	Actual	8 087	
Income (transferd from previous year)	Actual	-	Actual	665 049	
Base Activities	Actual	- 302 960	Contracted	- 133 700	
Coordinated Projects	Approved	- 159 100	Application	-	
Commitments from previous year	Actual	- 311 555	Actual	- 494 155	
Transfer Income (savings)	Budget	- 170 000	Budget	- 150 000	
Balance		170 894		195 281	
Commitments transferd to next year	Budget	494 155	Budget	-	
Transferd Income to next year	Budget	- 665 049	Budget	- 195 281	
New Balance		-		-	

Budget for 2022:

- Based on the discussions in the ExCo, Kari will update the 2022-budget.
- Ken Noble has retired and requests no further funding is required to support Answer-TIMES users in 2022.
- Previously half of the TIMES users used Answer whereas now almost all use VEDA2.0. Amit requested that the ExCo increase the annual fee for VEDA licenses to Contracting Parties from €1000 per CP per annum to €2000 per CP per annum. The rationale for this request is as follows: *The current arrangement is €1000 per year per paying ETSAP contracting party for a small group license and has not been reviewed for over ten years. There are 6 programmers working on Veda2.0, compared to 2 on Veda_FE/BE, enhancements are made more frequently than before. The existing arrangement with ETSAP needs additional contracts for these enhancements to be made available. Therefore, an increase to €2000 per paying ETSAP contracting party for a small group license is requested.* This request was not made in time for a decision at the ExCo meeting, hence the ExCo decided this proposal will be circulated to the ExCo by e-mail for decision by written procedure.
- The final budget for 2022 will be circulated after the voting for funding projects.

5.2a Annual report – introduction and discussion (Attachment R5)

According to the new implementing agreement, ETSAP is required to have an annual report. This will replace the annex reports which were published every three years. The first report will be a 2-year report (2020-2021), while the following will be published annually. Kathleen Vaillancourt has agreed to be responsible for the first 2-year report and the ExCo agreed to allocate €10,000 to fund this.

All contracting parties (CP) must contribute by at least one page per contracting party with description of modelling tools, scenario analysis, results, policy impacts and other relevant impacts. Kathleen specifies that previously it has been challenging to collect contributions. Everyone is welcome to send text to Kathleen as soon as some work is ready. Kathleen sends out an email to each contracting party on what is required from each CP and the timeline, as well as a reminder in January of each year. Contribution should be submitted to Kathleen by the end of January. Nadia suggested that individual contacts of contracting parties are responsible on providing Kathleen required text.

The annual report will also include descriptions of the research projects and consultancy activity funded by ETSAP. A template for reporting activities will be developed.

Alec and Brian volunteered to read and revise the document as native English speakers.

5.2b ETSAP in social media (Attachment R6)

The ExCo discussed the document on the Social Media approach, starting with a “proof of concept” over a 6-month period, prepared by Kate Kolich and Olexandr Balyk. Alec Waterhouse emphasised the importance of defining the criteria for success. What quantifies success in this sense, e.g., how many new numbers of followers are expected? This should be included in the document before it is approved.

The ExCo decided to fund the project "ETSAP Social Media Channel approach" if the proposal is updated with a description of a reasonable outcome regarding the number of hits/followers so that we can measure the success of the action at the end of six months. A total of €2000 will be allocated for this activity.

5.3 ETSAP TIAM – status, discussion of next steps

Sandrine could not participate in the ExCo but had prepared an update of the ETSAP-TIAM model improvements, which was included in the TEAMS folder for the 84th ExCo meeting. The plan was initially to complete the ETSAP-TIAM model by the end of 2021. Most of the improvements have been done by Amit, whereas updates on CCS and Hydrogen are done by others. Sandrine suggested that for further TIAM model developments, the current setup is not ideal and suggested that a better approach would be to hire a person at the level of postdoc dedicated to do work with ETSAP-TIAM and update the model.

Amit proposed that KANORS can contribute to finalizing the model in a short period of time. Amit indicate that that the status of the current model is not as pessimistic as stated in the project update.

Alec pointed out that we need to understand what is required to make TIAM an operational model. Brian suggested setting aside a funding reserve of €40 000 for the further development of TIAM for 2022. The ExCo agreed to this and to consider ideas for how to allocate this funding at the 85th ExCo meeting.

Markus volunteered to test the existing version of the model and make a list of what is remaining. It was further suggested that ETSAP-TIAM can be made open-source through e.g. GitHub. This will be discussed once an updated fully functional version of the model is available. The ExCo agreed to seek other volunteers to also test the model and that this would help determine current model operational status and next steps.

5.4 ETSAP project proposals

Based on the ETSAP economy 2021, up to 145 000 € can be allocated for projects. Before deciding on submitted project, the ExCo decided to allocate €10 000 to fund the update of the TIMES-Starter because this falls within the funding threshold that can be allocated by ExCo decision at a meeting. The ExCo agreed to allocate up to €135 000 for research projects to be selected through the agreed ETSAP procedures. The ExCo further agreed to discuss the procedures for allocating funds to projects at the 85th ExCo meeting and requested ideas from ExCo members to inform that discussion.

Following vote, the final rating of the project proposal are as follows:

1. Workshop series “Improving the modelling of energy behaviour in TIMES models - Approaches to include human and social dimensions in energy system modelling” (€36k)

2. Workshop series “Improving the modelling of cross-border electricity trade in national TIMES-based energy system models” (€39k)
3. Best Practice Guide for Applying FAIR Principles to TIMES Models (€14k)
4. Bridging TIMES-based scenarios and IAMC databases (€30k)
5. Modelling of advanced combustion technology & joint workshops with Combustion TCP (€24.2k)
6. GIS Data for TIMES Models (GIS4TIMES) (€70k)

Based on the budget agreed, projects ranked 1-5 will be fully funded. Projects 1-4 can be funded immediately and project 5 will require additional CP fees being received for 2021. Project 6 falls outside the €135k budget allocated and therefore cannot be funded.

6. OTHER BUSINESS

6.1 Next ExCo meeting

The ExCo agreed that the *Next ExCo meeting (85th)* will be online, late February/early March 2022, early in the morning European time. Kari will send a Doodle poll.

6.2 Successive meeting

The ExCo agreed the summer 2022 ETSAP workshop, along with the 86th ExCo will be arranged on the 23rd and 24th of May 2022, i.e. alongside IEW in Freiburg (25-27 May).

8. AGREED ACTIONS

Action List from 84 th ExCo Meeting	Owner
If there is a delay in the meeting documents, the ExCo will be informed by e-mail.	Brian (ongoing)
Support existing ExCo members, follow up with Israel and reach out to new potential contracting parties to ETSAP - Resend the invitation to Ukraine - Follow up on Kazakhstan.	George/Brian/Kari (ongoing)
Seek to coordinate with IEA on joint training workshops for IEA Association Countries	George / Uwe (ongoing).
Finalization of the current the ETSAP-TIAM project and the next steps for the model - Submit a document describing clearly the status of the model, what has been updated (Amit/Sandrine) and what are the remaining points to be updated in order to have a fully functional model. - test and review the current status of the model in order to make sure that we have a functional starting point (Markus Blesl + others in ETSAP-team) - discuss next steps for ETSAP TIAM and allocation of €40k at 85 th ExCo	George/Amit/Sandrine/Markus +
Prepare an updated description for ETSAP in social media	Kate
Follow up on invoices for 2021 membership fees. Still 4 members have not paid.	Kari/Linda
ETSAP annual report. Develop the template for CPs and officers reporting to the first annual report (2-year report)	Kari/Kathleen Brian/George
Make consultancy contracts	Kari/Linda
Make contracts – Research projects according to the votes	Kari/Linda
CPs submit (before 85 th ExCo) ideas for amendments to process for allocating funds for projects, to be discussed at 86 th ExCo meeting	CPs / Kari
Continue with ETSAP webinar series – encourage ExCo members to participate - The next webinar is planned to be in January. - ETSAP partners are encouraged to propose webinar topics to George.	George/Paul/ ETSAP CP
Send Doodle for the winter WS and 85 th ExCo meeting	Kari