

ETSAP - ENERGY TECHNOLOGY SYSTEMS ANALYSIS PROGRAMME

Implementing Agreement of the INTERNATIONAL ENERGY AGENCY – IEA/AIE

MINUTES OF THE 63rd EXECUTIVE COMMITTEE MEETING
held on Tuesday, June 18 (14.00 – 17.00), 2013, at the
International Energy Agency, Paris, France.

Table 1: Participants

N.	Country	Contracting Party	Delegate	Attended	Stand-ins
1	Belgium	BELSPO	Ms. Anne FIERENS, Vice-chair	Yes	
2	Denmark	DEA	Mr. Aksel Laurids BECK	Yes	Mr. Kenneth Karlsson
3	EC	JRC Petten	Mr. Arnaud MERCIER	Yes	Mr. Christian Thiel
4	Finland	VTT/TEKES	Ms. Pia SALOKOSKI	Yes	Mr. Antti Lehtila
5	France	ADEME/EDMP/ DGEMPEAD	Mr. Richard LAVERGNE	Yes	Ms. Nadia Maizi
6	Germany	IER	Mr. Alfred VOSS, Vice-chair	Yes	
7	Greece	CRES	Mr. George GIANNAKIDIS, OA	Yes	
8	Italy	CNR/IMAA ENEA	Mr. Vincenzo LAPENNA Mr. Umberto CIORBA	Yes	Ms. Maria Gaeta
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. Tom Kober
13	Norway	IFE	Ms. Kari Aamodt ESPEGREN	Yes	Ms. Eva Rosenberg
14	Russian Fed.	ERI-RAS	Mr. Sergey FILIPPOV	No	
15	Spain	CIEMAT	Ms. Helena CABAL	Yes	
16	Sweden	STEM	Mr. Klaus HAMMES	Yes	Ms. Anna Krook-Riekkola
17	Switzerland	PSI	Mr. Hal TURTON	Yes	Mr. Martin Densing
18	UK	DECC	Mr. Jonathan ROBERTS	Yes	Mr. Paul Dodds
19	US	DOE	Mr. Carmine DI FIGLIO	Yes	Mr. Vatsal Bhatt

Officers:

Mr. Uwe Remme,	IEA, Desk Officer
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. Maurizio Gargiulo	ETSAP, TIMES training, E4SMA, Italy
Ms. Maryse Labriet	ETSAP, TIAM user's support, ENERIS, Spain

Guests:

Mr. In-Soo Kim	Executive Director	Mr. Dolf Gielen	Director IICT–Bonn,
	KEMCO, Republic of Korea		IRENA.
Mr Victor Nian	Energy, Climate and Urbanisation, National University of Singapore		

Table 2: Agenda

No.	ITEM	DOCS
1	Quorum Count	
2	Adoption of the agenda	
3	For the record	
3.1	<i>Acknowledgement of the contribution of Denise Van Regemorter to ETSAP</i>	
3.2	<i>Minutes of the 62nd Executive Committee</i>	Y1
3.3	<i>Results of the Written Procedure</i>	Y2
4	IEA-ETSAP Implementing Agreement	
4.1	<i>IEA support to ETSAP: discussion</i>	Y3
4.2	<i>Communication from the Secretariat</i>	Y4
4.3	<i>ETSAP reporting to CERT. Change of end date of current term.</i>	Y5
4.4	<i>Participation in ETSAP</i>	
4.5	<i>ETSAP-TIAM model availability</i>	Y6
4.6	<i>Collaboration with IRENA: Report of workshop session and proposals</i>	
5	Annex XII (2011-2013): Policy Analysis Tools for Global Sustainability (PAT-SUS)	
5.1	<i>Budget report for 2012</i>	Y7
5.2	<i>Progress of current projects and ETSAP tools</i>	Y8
5.3	<i>2013 Program of Work and budget: Updates, New Projects</i>	Y9,Y10
5.4	<i>Annex XII Final Report Outline</i>	Y11
6	Annex XIII (2014-2016): Tools for Analysis of a Future Energy Revolution	Y12
6.1	<i>Final approval; invitation to participate</i>	
6.2	<i>Round table: intention to participate and discussion on the work program</i>	
7	Other business	
7.1	<i>Election of a Chairperson</i>	
7.2	<i>Next workshop and ExCo meeting: South Korea, November 2013</i>	
7.3	<i>Successive meetings</i>	
7.4	<i>Others</i>	
Annexes		
Y1	<i>Minutes of the 62nd Executive Committee, held in Lisbon, on December 11th, 2012.</i>	
Y2	<i>Results of the written procedure</i>	
Y3	<i>IEA-Support-to-ETSAP</i>	
Y4	<i>Communication from the Secretariat</i>	
Y5	<i>ETSAP End of Current term Extension</i>	
Y6	<i>ETSAP-TIAM-Availability</i>	
Y7	<i>Budget report for 2012</i>	
Y8	<i>Progress of current projects and ETSAP tools</i>	
Y9	<i>Project ranking for funding in 2013</i>	
Y10	<i>Budget for 2013</i>	
Y11	<i>Annex XII Final report outline</i>	
Y12	<i>Annex XIII “Tools for Analysis of a Future Energy Revolution (TAFER)”, approved document</i>	

Opening

The Chair, Mr. Brian Ó Gallachóir, opened the meeting at 14:00.

1. Quorum Count

ETSAP has 19 Contracting Parties (CP), the quorum is 10. Five delegates attended in person and twelve CP 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 Acknowledgement of the contribution of Denise Van Regemorter to ETSAP.

The Chair requested from Mr. Tosato to say a word in memory of Denise Van Regemorter who passed away in February. Mr. Tosato attended the service held in Brussels and read a small text on behalf of ETSAP expressing the gratitude of all ETSAP members for her long standing contribution to the community. The ExCo decided to dedicate the Final Report of Annex XII to Denise and will include a short text and a photograph on the second page. A minute of silence was held in memory of Denise.

3.2 Minutes of the 62nd Executive Committee – for the record (Attachment Y1)

The minutes of the 62nd Executive Committee meeting were distributed to the CPs after the 62nd meeting, no comments were received and the final version was adopted in January 2013.

3.3 Results of the Written Procedure (Attachment Y2)

A written procedure was distributed in April 2013 proposing two resolutions. The first was a response to the request of the IEA Deputy Executive Director regarding the possibility of covering part of the fees for Ms. Anne Lechartier, so that she can continue to offer legal services to the IAs. The request was for €2,000 for 2013. This resolution was approved by the written procedure.

The second resolution regarded the two contracts to Dr Giorgio Simbolotti for the revision of the first set of completed E-TechDS briefs and the revision of the second set of briefs contracted in 2012. For administrative reasons Dr Simbolotti requested that these contracts are issued to ASATREM srl, and he would be subcontracted by ASATREM srl.. This resolution was approved by the written procedure.

4. IEA-ETSAP Implementing Agreement

4.1 IEA support to ETSAP: discussion (Attachment Y3)

The O.A. presented the letter from the IEA Deputy Director, Ambassador Jones, sent to all Implementing Agreements (IAs) requesting each to cover part of the fees for Ms. Lechartier to continue offering legal advice. This, together with the replies of the other IAs were forwarded to the CPs before the ExCo meeting. All the IAs acknowledged the quality of service Ms. Lechartier offered to them, but expressed concern regarding this development and found it inappropriate that the IAs' budgets be used to pay for Secretariat salaries. The majority of the IAs accepted the proposal as a temporary solution for 2013 only and requested that the IEA come up with a long-term solution to this issue.

Mr. Tosato pointed out that there was further cause for concern regarding the IEA's level of interest in and support for the IAs. The text of the IA states that the documents with the CP signatures are deposited to the Agency. Furthermore the IEA is the organisation under which the IAs were created and the IEA-CERT carries out a review every five years presenting the activities of the IAs and checking that they are in line with the objectives of the IEA. The reference in the Dep. Director's letter that the IA are legally independent is therefore not fully in line with what has been approved by the Governing Board. A second point that the IAs are financially independent does not mean that they should pay for legal support from the Secretariat.

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The offer of legal advice to the I.A.s is part of the in-kind support offered by the Secretariat. A third point regarding the long term solution: Ms Lechartier has a contract for 2013 and the Secretariat is looking for alternative options for the next years in the form of part time personnel. This is not satisfactory since legal support for about forty IAs is a full time job. Mr. Tosato proposed that the ExCo should decide whether ETSAP should answer to the letter of the Dep. Director with more detail and if CPs would like to contact the Governing Board members of their countries and raise these points, so that they could stress them in the next meeting of the GB. The Chair opened the floor for discussion on these points.

Mr. Remme confirmed that this is a temporary solution due to the budget pressure faced by the IEA. IEA is also contributing to Ms Lechartier costs and is working towards establishing a long term solution.

Mr. Thiel stated that ETSAP should respond in more detail and agreed along the lines Mr. Tosato mentioned that we should clarify that from our perspective ETSAP is legally dependent on the IEA, and that we need legal support from the secretariat

Ms. Maizi, stated that France responded negatively to the written procedure, since the annual contribution to ETSAP is aimed at funding the research activities and there would be problems to justify the expense to the Government if this continues in the future, given the budget constraints that we all face.

The O.A. clarified that the decision of the written procedure was to cover the voluntary contribution only for 2013 and the ExCo has to decide about the future steps.

The Chair summarised that the ExCo is in favour of sending a more detailed response to the Dep. Director, stating that ETSAP agreed to offer the contribution for 2013, outlining our concerns and pointing out the issues raised in the discussion. A letter will be drafted, circulated among the CPs and will be send by the Chair. The delegates approved in unanimity.

Regarding the voluntary contribution for the next year the delegates agreed to postpone the decision for the next ExCo meeting.

4.2 *Communication from the Secretariat (Attachment Y4)*

Mr. Remme gave an update on the 64th and 65th CERT meetings that took place after the previous ExCo meeting. One of the issues discussed was how to manage better the Working Parties and the Implementing Agreements in view of the financial pressure. The activities of the Secretariat over the last months are described in the attached document.

4.3 *ETSAP reporting to CERT. Change of end date of current term (Attachment Y5)*

At its meeting on 21-22 November 2012, the IEA Committee on Energy Research and Technology (CERT) decided that future requests for extension of the Implementing Agreement for the Programme of Energy Technology Systems Analysis (ETSAP IA) will be made directly to the CERT. The CERT also invited the ETSAP IA to request of the CERT, on a one-time basis, to approve a change in its current end-of-term date from 28 February 2015 to 30 June 2015 in order to align with the Schedule for Implementation. Following this decision, the Executive Committee of the ETSAP IA, acting by unanimity, requests the CERT to extend the current term of the Implementing Agreement to 30 June 2015.

4.4 *Participation in ETSAP*

The Chair informed the delegates that an invitation was issued to China and to Ukraine to join ETSAP, over the last six months, which is a promising development. Expressions of interest for participations also came from Mexico, the Czech Republic and Singapore. The Executive Committee of ETSAP IA, acting in unanimity, approved the invitation of Mexico, the Czech Republic and Singapore to become contracting parties.

4.5 *ETSAP-TIAM model availability (Attachment Y6)*

Following the discussion in the previous ExCo meeting in Lisbon, on the availability and usage of ETSAP-TIAM by Institutes that ceased to be paying Contracting Parties of ETSAP, the delegates were invited to discuss. Mr. Thiel pointed out that guidance is needed for this issue on how this can be legally enforced.

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According to the Chair the main issue is if ETSAP wants to restrict ETSAP-TIAM to paying participants and the question of how to enforce this will come next.

Mr. Dodds commented that UCL uses the model in projects and research and has invested a lot in it, but UCL cannot guarantee that the country will continue to be a Contracting Party. Mr. Karlsson seconded that Universities have based their research on the model while the participation to ETSAP does not depend on them, so this could be an issue to the research development. Mr. Dodds suggested that a way to avoid CP who only pay the fees for a year, would be to request an up-front payment for some years for new members, but this would discourage new participants as was pointed out by the Chair. Mr. Goldstein suggested that a clause could be added for new CPs that it would be possible to get ETSAP-TIAM only after a year of full participation to ETSAP in order to show there is commitment to participate to this cooperative activity. There was discussion among the delegates on whether this would discourage new participants or not. The Chair proposed to discuss further the subject in the next ExCo meeting when more clear proposals can be formulated capturing the discussion points. The delegates approved.

4.6 Collaboration with IRENA: Report of workshop session and proposals

Dr Gielen thanked the ExCo for the invitation to participate in the meeting. He referred to the package of ten technology briefs which were published by IRENA in January, which is a joined product of IRENA and ETSAP. Another package of ten briefs will be published later this year. The average download rate from the IRENA website is 15,000-20,000 per month. This was a very successful collaboration between IRENA and ETSAP. Dr Gielen stated that a new field of collaboration can be the on-going REMAP project, in the framework of which IRENA will produce by the end of the year, renewable energy cost supply curves and pathways to double the existing renewable energy penetration worldwide. The common session in the workshop held on the 16th June showed that there is a lot of interesting input that ETSAP's tools can give to this exercise and there is room for collaboration. Dr Gielen already had discussions with the Renewable Energy department of the Secretariat which was encouraging such a collaboration and mentioned the possibility of involving the Renewable Energy Technology Deployment (RETD) IA as well, either through a joint Annex or a joint project.

Mr. Tosato mentioned that a common project with RETD was done some years ago with co-funding from both IAs, since the possibility of a joined Annex was considered too bureaucratic. He suggested therefore that a common project would be a more flexible approach.

Dr Gielen clarified that for the short-term aim of producing a report by the end of this year IRENA will contact modelling teams on a bi-lateral basis in order to collaborate on the issue. But in the longer term IRENA would like to continue this collaboration in a more formal way, the format of which needs further discussion.

The Chair proposed that ETSAP and IRENA would work together to examine the development of a mechanism to collaborate on this topic on a longer term basis. The delegates approved in unanimity the proposal.

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

5.1 Budget report for 2012 (Attachment Y7)

The O.A. presented the total income of ETSAP for 2012 through the fees of 16 paying contracting parties and the fees of the training courses, and the total expenses that took place in 2012 (Attachment Y7).

The O.A. also presented the contracts commissioned in 2012 and 2013 according to the project ranking decided in the 61st ExCo meeting in Cape Town.

According to the decision of the 61st ExCo meeting (point 4.3), the report of the accounting system of the O.A. will replace the report of external auditors for the annual accounts of ETSAP. The delegates approved in unanimity the annual accounts for 2012.

5.2 Progress of current projects and ETSAP tools (Attachment Y8)

The O.A. presented the progress of the currently funded projects by ETSAP and the newly commissioned projects (details in Attachment Y8).

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The Chair raised the point of a few of projects that haven't delivered for some time and withhold funding that could be used for other projects. This could be discussed in the next ExCo.

Mr. Thiel pointed out that although there is a lot of information on the website it is difficult to find it. The Chair seconded that a more user friendly website is necessary in order to improve access to all the information that is there. The Chair asked the CPs to submit comments and suggestions for the website to the O.A. in order to proceed with an overall update of the website and the documents presented on it.

Regarding the run time license for ETSAP tools users only, Mr. Goldstein presented the proposal of GAMS to offer 50% discount on commercial license fees and stop offering the outreach license. This will not affect academic users. The existing users have a choice of switching to this pricing for the software updates or continue with their full outreach license. A new user would have the choice of a commercial license at full cost or a runtime license that can only be used for ETSAP tools, at 50% of the cost. The technical aspects of this approach are ready and the new license will be available soon. The delegates accepted this change in pricing.

The "solving in the cloud" approach did not prove to be advantageous, so the ExCo agreed not to pursue further action for now and will re-examine in the future pending how things evolve.

5.3 2013 Program of Work and budget: Updates, New Projects (*Attachments Y9, Y10*)

The O.A. presented the income of ETSAP in 2013. Nine countries have paid the fees by the end of May and the income from the successful training session in Paris was considerable. The O.A. also presented the contracts commissioned and the cost of sponsoring IEW-2013.

Mr. Thiel commented that there are some members who did not pay the participation fee in the past. The Chair explained that it is impossible to enforce the payment of fees and, since the procedure of becoming a member can be time consuming, the approach up to now has been not to expel non-paying CPs but rather to continue declaring them as members to encourage them to actively re-engage as fee paying members in the future..

Regarding the new project proposals the delegate from Norway submitted an email stating that ETSAP should pay companies for services that are needed (software development, training, documentation etc.) but companies and institutions from non-paying countries should not receive project funding from ETSAP. The Chair asked from the delegates to consider this proposal. No decision was taken.

The new project proposal ranking was done by the delegates according to the three priority areas which were defined in the 61st ExCo meeting: relevance to the topics of the work programme, level of cooperation and expected outcome for ETSAP, and are presented in Attachment Y9. Ms. Maizi asked whether the project proposals will cover all the available funding for projects for this year or will there be another call for proposals in the next ExCo meeting. The Chair clarified that according to the decision of the 61st ExCo meeting, the projects selection will be done on an annual basis. Ms. Maizi proposed to have the discussion on the projects the day before the ExCo in order to have the time to discuss the proposals. The Chair accepted the suggestion and it will be observed in the next round for proposals.

The delegates approved in unanimity the funding of the projects according to the ranking presented in Attachment Y9, subject to funding availability.

5.4 Annex XII Final Report Outline (*Attachment Y11*)

The Chair presented the layout proposal for the final report of Annex XII which is a very comprehensive report of what was done over the last three years. Mr. Karlsson requested clarification on the origin of the layout and how the work would proceed. The Chair explained that the layout is a proposal from Ms. Kathleen Vaillacourt who carried out the report of the previous Annex and was proposing to compile this report as well. Mr. Voss asked how to organise the final report analysis and if the CPs should work on this. The chair clarified that as in the report of Annex XII, the proposal is that the work is done by Ms. Vaillacourt by compiling and arranging material that already exists in publications. This approach minimises the work of CPs. The Chair also asked whether a detailed report (as the previous one) was appropriate or whether a more brief report would be more useful in presenting ETSAP's work.

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Mr. Thiel commented that the last report was hundreds of pages long but was very useful for JRC as a collection of scientific references for modelling experts. For the purpose of promoting ETSAP's work to non-modelling experts perhaps a very brief document containing only high level highlights would be more appropriate. Ms. Krook also commented that the previous report was useful and it was easy to find what one was looking for. Mr. Dodds seconded that presenting the work by country was useful in order to present the work done to the country representatives. An approach to follow in the new layout would be to have the list of references organised by country, as an indication of the level of activity. Mr. Tosato commented that the previous report was organised by country with a long list of publications which could be used as a reference for researchers. The proposed layout is more challenging and it could be shorter, trying to organise by topic the most important work done over the last three years.

The Chair summed up that the detail in the report is useful and the new layout will be a challenge but it should be tried. More engagement by the CPs on the topics that will be included would be very useful. The delegates agreed to proceed with the proposed layout.

6. Annex XIII (2014-2016): Tools for Analysis of a Future Energy Revolution (*Attachment Y12*)

6.1 Final approval; invitation to participate

The Chair presented the work-programme which was discussed in the 62nd ExCo and was distributed to the delegates for comments. The delegates approved in unanimity the work-programme for Annex XIII.

6.2 Round table: intention to participate and discussion on the work program

The delegates were invited to express whether their country intends to participate to Annex XII. Denmark, Ireland and Norway intend to participate, Germany, UK, USA, Finland, Italy, Greece, Spain, Switzerland are positive but since the budget is on an annual basis cannot commit at this point, the European Commission, Netherlands, Sweden, Korea and France, will know at a later time.

7. Other business

7.1 Election of a Chairperson.

The O.A. assumed the Chair in order to proceed with the election of the Chairperson for the next twelve months. Mr. Karlsson proposed to confirm for the next year Mr. Ó Gallachóir as the Chairperson and the two Deputy-Chairpersons Ms. Fierens and Prof. Voss.

The delegates agreed in unanimity and so Mr. Ó Gallachóir was confirmed as a chair for next year. Prof. Voss and Ms. Fierens were confirmed as deputy-chairpersons. Mr. Ó Gallachóir assumed the chair.

7.2 Next workshop and ExCo meeting: South Korea, 4-6th November 2013

The O.A. stated that there was a firm offer from the Rep. of Korea to host the winter 2013 ETSAP workshop and meeting in Seoul and a firm offer from Denmark to host the winter 2014 ETSAP workshop and meeting. Mr. Hong Souk, Shim, the representative of the Rep. of Korea delegate, proposed to have the next ETSAP meeting on 4th-5th November 2013, a special session on the modelling activities in the Rep. Korea and the region on the 6th November 2013 and a training session on 7-8th November 2013. In addition it was agreed that a common workshop on the EFDA model will be organised on Monday 4th November 2013 comprising a session in Seoul and a session in Copenhagen, with both sessions linked via teleconferencing.

7.3 Successive meetings

The summer 2014 meeting will be back to back with the next IEW workshop which will be held in Beijing in June 2014. The exact date is yet to be announced. The fall 2014 meeting will be held in Denmark and the exact dates will be announced in due time.

The Chair closed the meeting at 17:15, thanking the IEA for hosting the workshop.