

IEA DSM-Programme 50^a meeting (The Hague) QUICK MINUTES

NOTE: These quick minutes are made only for the practical purpose of recalling main items and decisions at the meeting and to allow a fast feedback from the EXCO before the minutes from the meeting are processed. Hans Nilsson, is responsible for these quick-minutes and should be contacted with questions and for corrections nosslinh@telia.com

#	Issue	
1 General Busi- ness	Status of the Implementing agreement and IEA relations	The former desk officer, Melanie Slade, has been replaced by Jeremy Sung who participated in this meeting.
		The meeting did not have sufficient participation for quorum (at least 50% of the members) but mail “ballots” have been received to make up for the absentees for the purpose to approve task reports and proposals. Korea, Sweden and Nova Scotia have sent material.
		Jeremy mentioned that the Efficiency Market Report has just been released. It is launched with the headline “ Energy Efficiency at a crossroads ”(https://www.iea.org/efficiency/). The report highlights the need for stronger governments initiatives since energy efficiency has started to fall behind last year instead of improving as needed.
		He further explained about “The Global Exchange Platform” that is under construction. He encouraged the TCP to be active in promotion and testing of the platform.
		<ul style="list-style-type: none"> • Maria Alm (VC) has left and is now working at another Swedish agency. Her successor as Swedish representative is not yet named • Andreas Enge (VC) has left ENOVA, Even Bjørnstad has taken over. • Anne Bengston has retired, but it won't effect her work • Rob Kool steps down as chair/exco member, Gardien Weger will be the next Dutch EXCO member • IEA is taking a closer relationship between TCP's seriously: 9th October 2nd joined meeting (Rob will attend) • New Zealand might withdraw. (Neri will stop), but they look at options to continue • EEWP: Ruth Mourik participated on behalf of TCP, notes will be added to the meeting minutes. • Rob will attend the Future Building Forum in October in Singapore.
		The new CERT communication strategy has consequences for the TCP's concerning reporting and strategy development. ¹
	Sponsors and new possible participants	Good, new contacts with India Hungary is interested. Energy Efficiency Renewable Energy Alignment: possible partner? UNEP? – links with task 16 – 25. The report of Ruth has to be followed up, as more options are mentioned.
	Operating Agents Issues	Exchange of information between the OAs but no issues of importance to report to the ExCo
2. New work	2a) Task 17 phase 4	There was generally a positive response from the participants with expressions of “maybe” from mostly all. It seems highly likely that there will be sufficient support for the task phase 4 before the end of the year.

¹ See **Communications Framework (CF)**: TCP forum: www.iea.org/tcp/forum username Forum password network

	2b) How to do behaviour change in DSM	<p>The chairman made the opening statement that since the meeting did not have quorum it was not possible to decide upon a common fund “seed-funding”. He further stated that it was not possible for the ExCo to decide upon sponsoring a project without CERT approval, but that the financing idea was certainly worthwhile to be worked on.</p> <p>It was unclear what the relation is/should be between this project and task 24.</p> <p>The general reception was that the concept could be taken further as a task (but also downsized). Most participants were not able to accept the proposal as it stands now. Another option could be to start a new TCP, on sociology and efficiency.</p>
3. Load Level cluster	a) Task 16	<p>The Task Status Report was approved.</p> <p>The operating agent was asking for guidance about work after June 2018 and the ExCo was encouraged to provide such directly to him.</p> <p>The OA specifically mentioned the issue of multiple benefits. This issue was identified as being of interest to UK and Nova Scotia.</p>
	b) Task 25	The Task Status Report was approved.
	c) Task 25 phase 2	<p>The OA provided as background a written overview of recent work and suggested issues of training and MOOC facilities.</p> <p>There was positive response from countries present that motivates to advance the project further (Ireland, Belgium, Norway, The Netherlands and Sweden)</p>
4 Load shape cluster	Task 24	<p>The Task Status Report was approved. The final report will be pushed forward till mid 2018 but within the budget.</p> <p>However, the chair asks to separate contracted work and additional presentations and collaborations. Although the outreach is appreciated and it an example for other tasks to improve their outreach, the overkill of data blurs what is in the contract and what not, and as such a proper evaluation of the contracted results.</p>
5. Programme Visibility	a) Visibility Report	<p>The Task Status Report was approved.</p> <p>The chair emphasised the need for our “messages” to be designed to fit what prospective receivers where looking for. And that there are responsibilities for all exco members.</p>
	b) DSM University	The first 34 webinars have been delivered. The task status report was approved.
6 Administrative matters	a) Task zero	The Task Status Report was approved.
	b) Financial report	<p>The Financial Status Report was approved.</p> <p>The financial problems that we had before raising the contributions to the common fund seems to be solved. It is difficult to judge the status just by comparison of 2 years since cost varies a lot between y.</p> <p>A budget line didn’t make the report, Even shows this line, with the totals.</p> <p>There is a debate on the costs of the newsletter, which will be repeated at the next exco. Pam, who edits and combines the letters made it very clear there are no obligations and that she will step down immediately if required.</p> <p>The exco member of NZ repeats her statement of earlier meetings that the website operator and she can do this much cheaper. The chair points at the</p>

		fact that she is also an operating agent, offering more work, and as such there are serious conflicting interests.
	c) Future meetings	<ul style="list-style-type: none"> Norway has volunteered to arrange the next meeting in April 2018. UK would consider to have the meeting in the autumn 2018 Italy should be approached for subsequent meeting
	d) New chair.	<p>There were no candidates for new chairmanship.</p> <ul style="list-style-type: none"> Even Bjoernstad has accepted to be vice chair for financial matters David Shipworth has accepted to be interim vice chair (for development issues). Ireland will support the vice chairs in their roles in any way they can
7.	Strategy Session	<p>The strategy discussion was divided in the categories suggested in the PMD:</p> <ol style="list-style-type: none"> The challenge (pg. 108 - 109) Our role (as a TCP) (pg. 110-115) Our stakeholder relations (pg. 115-116) How to become operational (pg. 116-117) <p>Notes taken in the workshop will be analysed further.</p>
	Extension timetable	<ul style="list-style-type: none"> Sep 2017-Jun 2018: The ExCo discusses and prepares the Supporting Documentation (if this has not already taken place). (Anne/Rob/Hans) 1 Jul 2018: The ExCo Chair submits the Supporting Documentation to the IEA (carrie.pottinger@iea.org). 15 Jul 2018: The IEA returns the Supporting Documentation to the ExCo Chair, including any comments on whether the CERT requirements have been fulfilled, together with questions of clarification or suggested corrections or revisions to the information presented. 15 Aug 2018: The ExCo Chair submits the final Supporting Documentation to the IEA. The Secretariat prepares the formal document that is to be submitted to the EUWP. 1 Sep 2018: The TCP submits the RfE presentation to the IEA which follows the outline of the EoT and the SP, with key indicators from the RfE Questionnaire. Sep 2018 (date of the EUWP meeting TBD): The Chair presents the RfE to the EUWP in person (Paris). Oct-Dec2018: The CERT reviews the EUWP recommendation via written procedure (unless there are exceptional circumstances such as a shorter term) Feb 2019 (date of the CERT meeting tbd): The CERT records the decision taken via written procedure during the plenary meeting. 28 Feb 2019: The Secretariat sends the formal letter of notification of the CERT decision to the TCP Chair, together with the WP Feedback Form completed by the EUWP.