

## **IEA DSM-Programme 41<sup>st</sup> meeting (Utrecht) 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](mailto:nosslinh@telia.com)

#	Issue	
1 General Busi- ness	Status of the Implementing agreement	<p>Exit France - as already alerted at the 40<sup>th</sup> meeting. The Korean vice-chair has taken up a new position in the Korean administration, and wasn't able to attend the meeting. The Norwegian delegate will be shifted due to change in organisation.</p> <p>South Africa was welcomed and declared that they have decided to join the DSM Programme.</p>
	IEA Secretariat	<p>The IEA secretariat was not present but phoned in for information.</p> <p>The proposal from the IEA secretariat to contribute to the staff cost was debated. Delegates should bring the issue as a matter of principle to the attention of their representatives in the Governing Board in respective countries.</p> <p>The ExCo was not pleased with the deteriorating relations and that the secretariat now has issued further restrictions on their presence and also asked for voluntary contributions (financing) for parts of the service to the IAs.</p>
	Coordination groups (Contacts with other IAs)	<p>The chairman reported on contacts in the IEA Coordination groups for Buildings and Electricity.</p> <p>The Future Buildings Forum has had a meeting and the report will be distributed by the chairman.</p> <p>Contact with other IAs, in particular ISGAN, are developing both on a central level and between Tasks.</p>
	Contacts	<p>Thailand has asked to be excused for this meeting and might come to the next meeting.</p> <p>Contacts are maintained with Kuwait and Saudi Arabia who both claim a huge interest in the substance matters.</p> <p>There are several changes in the Indian administration and people with whom we have had contact earlier will return.</p> <p>Contacts have been taken with Alstom to inform them about our activities and to sense their interest.</p>

	Operating Agents meeting	<p>The meeting was held as a preparation of the ExCo in order not to duplicate reporting and in order to solve some common problems that Tasks might have.</p> <p>VAT is such a common problem. O.A.'s should invoice without VAT, to avoid double payment. Invoices outside Europe do not need VAT, national rules may apply</p>
3. Extensions and New work	a) "DSM-university"	<p>Hans de Keulenaer presented a roll-out proposal in five steps for the suggested DSM-university. (1) Create a web space, (2) Fill the website library (in order to properly identify available material), (3) Promote the website, (4) Disseminate key messages in blog, (5) Make yearly overviews.</p> <p>It was decided to:</p> <ul style="list-style-type: none"> <li>a) Move forward as proposed</li> <li>b) Make pilot-cases in collaboration with Operating Agents</li> <li>c) Return in October with a more detailed plan (including financing)</li> <li>d) Consider future development with more formal training, summer-studies etc.</li> <li>e) Continue discussions with possible partners that have similar interests</li> </ul> <p>It was decided that the chairman should be able to request further assistance from the advisor up till 28 500 USD extra for the next 6 months if necessary.</p>
	b) Task 17 extension	<p>Rob Kool presented the case for an extension of Task 17. The reception from the ExCo was generally positive, especially expressed by Austria, Finland, Netherlands, Switzerland, RAP and Sweden.</p> <p>The Task was formally declared to be extended as proposed. Formal cooperation with ISGAN is expected.</p> <p>It was decided that seed money (limited to 15000 USD) should be granted from the common fund.</p>
	c) Task 25	<p>The concept (Market Characterisation and potential for HEM) was presented by Beth Karlin via Skype. Positive interest was voiced by The Copper Association, Austria, Sweden, US and RAP.</p> <p>The proposal should be further developed by Sea Rotman according to comments made and brought back to the attention of the ExCo at the next meeting</p>
4 Load Shape issues	b) Task 23	The Task Status Report was approved.
	c) Task 24	The Task Status Report was approved. The ExCo was positive to a stretching in time that would allow newcomers to join and have same sort of deliverables. Countries that have been participating from the beginning will receive their material as promised at the outset.
	c) Task 24 extension	<p>The ExCo found that the proposal has interesting merits. There were positive sentiments expressed by Finland, Italy, New Zealand, Netherlands, Switzerland, RAP, US, South Africa and Sweden.</p> <p>Most thought that the existing Task needs to be evaluated first. A modular</p>

		structure was suggested meaning that there should be one compulsory part and one that could be depending on participants “wishes”. Budget structure needed a revision.
5 Load Level issues	a) Task 16	The Task status report was approved.
	b) Task 21	The Task status report was approved. There might be a suggestion for a new subtask at the next meeting in October
	c) Task 20	The Task status report was approved. Remaining work is assumed to be reported at the next meeting in October.
6 Future of the DSM Programme	Application for new 5 year term	<p>The application for a new term should be developed based on the discussion in which the need to be more active on behavioural issues was stressed as an observation that the technical <b>Potential</b> for Energy Efficiency (both load shape and load level) is well established but there is a need to raise the <b>Acceptance</b>. In this work there is a need to notice also planning issues and issues of business development.</p> <p>DSM may have to be explained by a subtitle to the Agreement and <b>“Guidance for prosumer implementation”</b> was suggested since that would also highlight the role of local (distributed) supply.</p> <p>The chair and the advisor should continue the work.</p>
7	Programme Visibility	<p>The Task Status Report was approved.</p> <p>It was discussed and judged that the present web-platform was insufficient for today’s needs and opportunities. A definition (RFP) for a new site should be made.</p>
8	Administrative matters	The Financial Status Report was approved.
		The 42 <sup>nd</sup> meeting in Switzerland 16-18 October 2013
		The 43 <sup>rd</sup> meeting in New Zealand mid-March 2014