



MINUTES
11 – 12 May 2017
Dublin, Ireland

49th Executive Committee Meeting
IEA Demand Side Management Technology Collaboration
Programme

Contents

1. GENERAL BUSINESS	4
Welcome	4
Pre-Meeting Information.....	4
Adoption of the Agenda.....	4
Approval of the Minutes from the 48th Executive Committee Meeting	4
Addition of a glossary to the Minutes	4
Status of the Agreement	4
IEA Secretariat News	5
Contacts with interested countries and sponsors.....	6
TCP relations, BCG and ECG	7
Project Preparatory Committee (PPC) report.....	8
International DSM Day, Dublin, Ireland	8
2. OPERATING AGENTS MEETING	8
3. EXTENSION OF WORK AND NEW WORK.....	8
Task 17: Integration of Demand Side Management, Energy Efficiency, Distributed Generation and Storage – Responsive Prosumer Networks (Phase 4).....	8
How to ‘do’ behaviour change in DSM – The A to Z model of behaviour change.....	10
Big Data for Energy Efficiency	11
3. CURRENT TASKS – LOAD LEVEL CLUSTER	12
Task 16 – Innovative Energy Services - Phase 4- Life-Cycle Costing; ‘Deep Retrofit’; Simplified M & V; Crowd-Financing & Energy Services Taxonomy	12
Task 25 – Business models for a More Effective Market Uptake of DSM Energy Services	13
4. CURRENT TASKS – LOAD SHAPE CLUSTER	15
Task 24 – Behaviour Change in DSM – Helping the Behaviour Changers	15
6. PROGRAMME VISIBILITY	17
Programme Visibility Report	17
Annual Report	17
Spotlight Newsletter.....	17
Programme Brochure	18
Key Publications.....	18
Website.....	18
Statistics	18
Social Media	19
Communications Plan and Dissemination Strategies	20
DSM University	20
7. ADMINISTRATIVE MATTERS	22
Task Zero – Running the DSM TCP	22
Strategy discussion – special session	24
2016 Financial Report and update 2017	24
Common Fund Payments	25
Plans for the Fiftieth and Fifty First Executive Committee meetings.....	26

8. OTHER MATTERS	26
9. ACTION ITEMS RESULTING FROM THE FORTY NINETH EXECUTIVE COMMITTEE MEETING.....	27
10. ATTACHMENT A.....	29
Participants.....	29
11. ATTACHMENT B	40
Agenda.....	40
12. ATTACHMENT C	43
Glossary	43
13. ATTACHMENT D	45
Participation Table	45
14. ATTACHMENT E.....	46
Strategy discussion - Power Point presentation	46

DISCLAIMER: The IEA enables independent groups of experts - the Technology Collaboration Programs, or TCPs. Information or material of the TCP focusing on demand-side management (IEA-DSM) does not necessarily represent the views or policies of the IEA Secretariat or of the IEA's individual Member countries. The IEA does not make any representation or warranty (express or implied) in respect of such information (including as to its completeness, accuracy or non-infringement) and shall not be held liable for any use of, or reliance on, such information.

1. GENERAL BUSINESS

Welcome

The meeting was opened by Josephine Maguire who welcomed the participants to Dublin, Ireland on behalf of the Sustainable Energy Authority Ireland, the host for the meeting. Rob Kool, Executive Committee Chairman, welcomed Park Byeong Seob Park, KETEP, Korea and Kwon Hee Cho from Korea Energy Agency (KEA) who attended the meeting in the absence of Mr. Sung Moon Jung and Ms. Su-Hyeon Jung, Korean Energy Agency (KEA). Michele de Nigris, member of the EUWP and Chairman of the ECG attended the meeting as an observer.

In the past six months Simone Maggiore has been appointed as the new Executive Committee member from Italy, replacing Walter Grattieri, and David Shipworth has been appointed Alternate Executive Committee member for the UK.

The meeting was well attended with 13 countries and sponsors present out of 18. Austria, India, RAP, Spain, and the European Copper Institute were unable to attend the meeting.

The participants are listed in Attachment (A).

Pre-Meeting Information

Anne Bengtson, the Executive Secretary, provided via e-mail to all members and Operating Agents, a Pre-Meeting Document (PMD) in two parts, containing material associated with the Executive Committee meeting.

Adoption of the Agenda

The agenda was reviewed and approved at the meeting as shown in Attachment (B).

Approval of the Minutes from the 48th Executive Committee Meeting

The Minutes from the 48th Executive Committee Meeting were distributed earlier and were approved at the meeting.

Addition of a glossary to the Minutes

The Executive Committee members decided to add a glossary to all future Minutes, to explain the numerous abbreviations of the Implementing Agreement, other IAs, organisations and working groups. See Attachment (C).

Status of the Agreement

- The former Desk Officer Tyler Bryant has finalised his three years at the IEA and has gone back to Canada. The new interim Desk Officer Melanie Slade was not able to participate in the meeting due to other assignments.
- Vice Chair Maria Alm is temporarily working for another Swedish Agency and Andreas K. Enge will be shifting to a new job end of June (need for replacements)
- Rob Kool, will step down as Chairman at the next Executive Committee meeting (new leadership needed)
- Anne Bengtson has retired but it won't affect DSM TCP work

- Michele de Nigris will attend the Ministerial meeting in Beijing in June and offered to distribute DSM brochures. Anne to send brochures.
- Four TCP's (HTS, ISGAN, 4E and DSM) met for an IEA TCPs Joint Workshop on Energy Efficiency in Future Electricity Systems: The Invisible Fuel, in Milan on 31 January 2017.
- On the 24 January 2017 the IEA held a meeting in Brussels titled: Market-based Instruments for Energy Efficiency – Policy Choice and Design for the Energy Transition. Rob Kool and Andrea K. Enge attended the meeting.
- The Task on Multiple Benefits has now been shaped as an EU proposal.

Several countries are not participating in any Tasks at the moment and the Chairman reminded all participating countries and Sponsors that they need to participate in at least one Task. These countries and sponsors are: Finland, India, Italy, Nova Scotia, Spain, UK and USA. The Chairman encourages these countries to delve deeper into the material of new Tasks, find funding and join a Task.

IEA Secretariat News

An IEA Secretariat overview report of current and future energy efficiency projects was provided by the IEA Secretariat for the Executive Committee meeting and was included in the Pre-Meeting Document. See pages 10 - 17 in the Pre-Meeting Document (PMD). The interim Desk Officer Melanie Slade was unable to attend the meeting due to other assignments.

A priority of the IEA is to strengthen and accelerate co-operation with non-member countries (partner countries). Chile and Mexico are Accession countries (in the process of becoming members of the IEA); At present there are six Association countries, namely: China, India, Indonesia, Morocco, Singapore, and Thailand (countries participating in a programme of association with the IEA) and would be natural new partners to the DSM TCP. The following recent activities support this enhanced engagement worldwide:

- An Indonesian Ministerial-level event in February 2016, which opened the way to creation of an Indonesian Centre of Excellence. Six TCPs contributed to an expert level workshop **“Bridging the Gap, Promoting Global Partnership”**.
- The IEA and China have launched the process of establishing a joint energy centre in Beijing and have deepened ties with an extensive three year work programme
- The Secretariat of the Clean Energy Ministerial will be housed at the IEA in Paris. The 2017 CEM Ministerial will be held in June in Beijing, China.
- The IEA is seeking enhanced engagement with Mission Innovation, which was launched at COP21. Mission Innovation is a global initiative of 22 countries and the European Union to dramatically accelerate global clean energy innovation.
- The World Energy Outlook 2017 will focus on energy and development
- The IEA and the Asian Development Bank have committed to step up co-operation by formalising an agreement through a memorandum of understanding. IEA and ADB will expand co-operation on energy technology assessments, energy data and statistics, energy efficiency supply, demand and investment modelling, renewable energy deployment and energy security analysis.
- In March 2017 the Governing Board approved creation of a new TCP, The Implementing Agreement for a technology Collaboration Programme on Clean Energy Education and Empowerment (C3E TCP).
- The CERT is scheduled to approve the final draft of the IEA Medium-term Strategy for Energy Research and Technology 2018-2022 at its meeting 14-15 June 2017, in view of a review by the Governing Board later this year.
- A universal meeting of all TCP's will be held during October 2017.
- On 20 June a CERT-SLT workshop will focus on two themes: Integrating High Shares of variable Renewables and Integrating renewable energy and energy efficiency policies.

Important CERT decisions

In February 2016 CERT meeting resulted in two important decisions concerning TCPs:

- New, simplified procedures for TCP requests for extension (RfE), effective for TCPs with end-of-term dates after 1 November 2016.

- A new “Communications Framework” (CF) for enhanced communication between the TCPs (with guidance from the Working Parties) and the CERT. Though the CF is formally effective beginning 1 November 2017, TCPs are encouraged to review the additional opportunities for interaction and reporting as soon as possible.

The aims of the Communications Framework are to:

- Enhance communication between the CERT, WP's and the TCPs
- Provide opportunity for discussions of TCP strategies
- Strengthen the role of the Working Parties (WPs)

The Communications Framework consists of four parts:

- TCP annual written briefings to the relevant Working Party (Annual Briefing)
- TCP in-person oral report to the CERT meetings or workshops (Status Update)
- TCP strategic communication with the CERT through the Working Party (Strategic Communication)
- Working Party periodic oral report to the CERT (Working Party Report)

TCPs are encouraged to consult the documents available on the Forum (www.iea.org/tcp/forum username: forum - password: network) and to seek guidance through their Desk Officer, the programme manager, or their respective working party.

Further, the IEA is building on the success of the Paris events in 2015 and 2016 by arranging four energy efficiency in emerging economies, training weeks during 2017. For more information see: <https://www.iea.org/topics/energyefficiency/e4/e4trainingweeks/>

Contacts with interested countries and sponsors

Contacts with the National Development and Reform Commission (NDRC) China and Hungary (through the IEA Secretariat), have taken place. During the past year contacts have also been established with (IBM) Germany, Canada, Australia and Portugal (through Sea) and contacts have continued with, Thailand (EGAT). During the past six months Peter Warren has approached Taiwan, Japan and Singapore who were invited to the Executive Committee meeting but were unable to attend due to other commitments. Peter will also try to approach South Africa and the Philippines. Contacts with Mexico and Chile have also emerged in the past 6 months.

A brief round table discussion revealed that although many of the Executive Committee member organisations belong to several TCP's, in general there is very little internal communication regarding the different TCP's within the organisations.

Rob Kool pointed out that it is crucial that we work closely with countries beyond our current membership.

Rob Kool stated that the IEA requires that all countries invited to participate in the DSM IA be formally invited and recorded in the Minutes on a regular basis. Therefore, the Executive Committee decided to again formally invite the following countries to join the IEA DSM TCP either as a Contracting Party or Sponsor:

IEA Member countries that are not yet participating in the DSM Energy Technology Initiative are:

Australia, Canada, the Czech Republic, Cyprus, Germany, Greece, Hungary, Japan, Poland, Slovakia, Portugal and Turkey.

Non-member countries that participate in other Energy Technology Initiatives:

Russia, South Africa, Mexico, Venezuela, Algeria, Brazil, Peoples Republic of China, Croatia, Egypt, Israel, Lithuania, Taiwan, Ukraine and the United Arab Emirates (UAE).

APEC countries:

Chile, Estonia, Hong Kong, China, Singapore, Kuwait and Thailand

Non-OECD countries:

Saudi Arabia
Serbia

The Executive Committee members renewed their invitation to the above-mentioned countries and/or any entity they may designate, to become Contracting Party to the DSM TCP.

The Executive Committee unanimously:

RESOLVED that IBM (research), Germany and EGAT (Thailand):

- (1) (hereafter 'The Potential Sponsor') be invited to join the DSM IA (Energy Technology Initiative) for Co-operation on Technologies and Programmes for Demand-Side Management on the terms as set out below:

If the Potential Sponsor joins the IEA DSM IA, they will:

- a) Have no greater rights or benefits than Contracting Parties from OECD member countries. No representative of any Sponsor may be designated as Chair or Vice Chair of the IA, nor vote on the accession of new Sponsors or Contracting Parties or on the election of existing Sponsors or Contracting Parties;
 - b) Pay an annual fee of USD 11,000 to the Common Fund
 - c) Be recognized as a Sponsor from the date they sign the IA;
 - d) Be entitled to send a representative and an alternate representative to the twice-yearly Executive Committee meetings of the IEA DSM IA;
 - e) Have a full single vote in the Executive Committee, equal to that of a Contracting Party on matters pertaining to the IEA DSM IA Programme of Work. This will enable Sponsors to make proposals for the work Programme, participate in the voting on all topics and all other matters excepting those items defined in item a) above; and
- (2) RESOLVED that Rob Kool, Chairman of the DSM Executive Committee, will expedite and finalise the formal procedures of membership on behalf of the Executive Committee.

DECISION:

- unanimously resolved to invite non-participating countries and sponsors to participate in the DSM IA (see above list of countries)
- renewed Executive Committee approval of the resolution to invite Sponsors

ACTION:

- maintain contacts with China (NDRC), Thailand (EGAT), Germany, Australia, Portugal, Chile, Mexico, Taiwan, Japan and Singapore.

TCP relations, BCG and ECG

Rob Kool, Chairman, did not attend the latest Buildings Co-ordination Group (BCG) meeting nor the Electricity Coordination Group (ECG) meeting, but did receive updated material from the meetings.

The Chairman attended the latest EGRD meeting and EGRD's latest reports are available on the DSM website.

- [Life in the Fast Lane: Evolving Paradigms for Mobility and Transportation Systems of the Future](#) (2016).

Project Preparatory Committee (PPC) report

The Chairman reminded the Executive Committee of their decision to set up a Project Preparatory Committee (PPC) consisting of the Chairman, the Vice-Chairs, the Advisor and the Visibility Chair. The aim of the group is to prepare work prior to Executive Committee meetings to avoid duplicate reporting and solve common problems that Tasks may have.

In the past six months the PPC has had two conference calls and numerous e-mails to primarily discuss: (1) Next Executive Committee meetings; (2) strategy; (3) collaboration; (4) membership; (5) new Tasks; (6) EUWP and BCG; (7) finances; (8) website; (9) communication; and (10) collaboration with others.

The European Copper Institute (ECI) has provided a “DSM presentation for general use” which is available on the DSM website: Further, ECI has also offered one of their consultants to map out international program efforts on DSM. The Executive Committee declined their offer due to the cost.

ECI also suggested sharing costs for the DSM University through a rebate of USD 5000 on the Common Fund fee. The Executive Committee members agreed, bringing the cost to USD 500 per webinar, which was considered reasonable. The ECI will therefore be invoiced USD 6,000 as of 2018.

The Executive Committee members **approved** the PPC Report.

DECISION:

- The Executive Committee members **approved** the PPC Report.

International DSM Day, Dublin, Ireland

The international DSM Day on the topic: Behavioural insights on energy efficiency in the residential sector was hosted by the Sustainable Energy Authority Ireland on 10 May and was very well attended by Irish businesses and organisations as well as Executive Committee members and Operating Agents. Presentations were made by Irish stakeholders as well as the Chairman and Operating Agents from the DSM TCP. See presentations:

<http://www.ieadsm.org/workshop/dublin-ireland-behvioural-insights-on-energy-efficiency-in-the-residential-sector/>

2. OPERATING AGENTS MEETING

No Operating Agents meeting was held prior to the Executive Committee meeting.

3. EXTENSION OF WORK AND NEW WORK

Task 17: Integration of Demand Side Management, Energy Efficiency, Distributed Generation and Storage – Responsive Prosumer Networks (Phase 4)

A proposal for Task 17 Phase 4 was provided on pages 18-25 in the Pre-Meeting Document (PMD) and was presented by René Kamphuis, TNO, The Netherlands.

The strategic discussion at the Executive Committee meeting in October 2016 revealed that there is a clear requirement for an interdisciplinary approach between technological and behavioral scientists in an innovation eco-system context. Task 17 Phase 4 will try to follow this in the DSM-

Programme portfolio by considering three aspects:

- **Responsive.** Responsive here reflects pro-activity and reactivity of the technological end-nodes but also of the (aggregated) users in providing responsiveness to different types of stakeholder requests in the energy commercial system and physical infrastructure.
- **Prosumer.** Prosumer, here, reflects part of the energy transition viz. the increased and, from a grid stability perspective, possibly disruptive production capabilities of small dispersed producers and also the increasing use of the electricity grid due to the increased electrification with HVAC (heat pumps) and electric mobility (EVs).
- **Networks.** The scope of networks considers the role of the physical grid, the aggregator and the, mostly rural, community/smart city dimension.

The following Subtasks further structure the activities to handle this emerging DG-RES and demand side challenge:

Subtask 14: Context analysis, use cases and SmartCity pilot positioning

Subtask 15: Metering, monitoring and coordination methods required to increase prosumer responsiveness

Subtask 16: Coupling to innovative user feedback, billing and transactive energy schemes

Subtask 17: Conclusions and recommendations

Country Experts input:

Country experts are requested to provide specific information about ongoing country specific developments related to the objectives in each individual subtask. Furthermore they aid in organizing national workshops to inform stakeholders as to the progress of the project and the findings. Country expert activity is estimated to be 200-300 hours for the 2-year duration of the project.

Operating Agent activities:

The Operating Agent organizes the events, structures the discussion and analyses the country specific inputs. Deliverable outlines and an overarching and detailed storyline is set. Contributions of participating countries are joined into a consistent package with conclusions and recommendations. After the first and second year international dissemination meetings will be organized, if possible aligned to conferences in the field. Participant country specific activities will also be supported.

There was a general positive response from the Executive Committee members with expressions of “maybe” from most. A relation to ISGAN will be investigated in the next six months and a group consisting of Michele de Nigris, Svetlana Gross and René Kamphuis was formed to look into if there is an overlap with ISGAN work.

It was **decided** that the proposal will be considered at the next Executive Committee meeting.

DECISION:

The Executive Committee:

- Consider at next Executive Committee meeting

ACTION:

- Michele de Nigris, Svetlana Gross and René Kamphuis will investigate any overlaps with ISGAN

How to 'do' behaviour change in DSM – The A to Z model of behaviour change

A concept paper on How to 'do' behaviour change in DSM – The A to Z model of behaviour change was provided on pages 26-29 of the Pre-Meeting Document, and was presented by Sea Rotmann, New Zealand. The concept paper was divided in two parts a) the substance of a new Task and b) different models on how to finance the Task.

Sea Rotmann started her presentation by pointing out that the objectives of the proposal are to clearly outline the next steps that need to be taken to make 'Behaviour Change in DSM' truly work in real life. The focus will be on tools developed by Task 24 in Phases 1 and 2 and will also incorporate and extend a framework for research-based behaviour change programmes developed by Task 24 project partners, the SEE Change Institute¹. The outcome will be a clear process of how to 'do' behaviour change research in real life, tailored to the needs of different countries, non-state actors from different sectors and different *End User* behaviours.

The proposal outline a different model of funding to what the DSM TCP has previously known in the DSM Programme. This is meant to:

- reduce the pressure on individual countries having to provide all the funding and expert capability to support the Task,
- enable all DSM countries and partners to participate in this important research which is unique to the DSM TCP, and
- stimulate non-state actor engagement in this crucial next step of field research and trialling of real-life pilots.

Sea Rotmann continued to say that it has become clear in Phase 2 of Task 24 that the most relevant *Behaviour Changers* to successfully conduct participatory field research trials are not found on the state level but in the non-state sector. They have the finances, motivation, leadership buy-in and fewer political pressures compared with e.g. some of our governmental ExCo members. The ExCo will still be the overarching steering committee of the research, but instead of focusing on only a few financially-participating countries, the whole ExCo will play an important function and role in steering the work.

The participatory action research that is proposed to be conducted, will combine the Task 24 tools and the *ABCDE model* (Audience, Behavior, Content, Delivery, Evaluation) and apply them to real-life DSM problems in a variety of countries, sectors, and behaviours. The team will create an overarching international standard of how to 'do' behaviour change in practice by showcasing how it is 'done' in (best) practice. Hence, this is called the *A to Z (model) of behaviour change*.

Structure of Subtasks:

Subtask 1 – International Expert Platform (continuing from Task 24 ST5)

Subtask 2 – The Who (Behaviour Changer Framework and Collective Impact Approach; continuing from Task 24 ST7 & 8)

Subtask 3 – The Why (Define audience and behaviour, observe theory of change, deliver problem and mission statements; SCI Phase 1 and Task 24 ST6)

Subtask 4 – The How (Design content and delivery, test internal validity, create optimised design and working pilot/prototype, SCI Phase 2 and Task 24 ST11)

Subtask 5 – The What (Deploy and evaluate, test external validity and multiple benefits, launch and reiterate programme, SCI Phase 3 and Task 24 ST7 and 9)

Subtask 6 – The So What (Develop full process of A-Z of behaviour change, tailored to different sectors, stakeholders and behaviours, Task 24 ST 8)

Subtask 7 – The Now What (Overarching summary and future research, continuing from ST10).

The work will be ongoing but is planned to last at least 2 years from January 2018 – December 2019.

¹ <http://www.seechangeinstitute.com/>

Main milestones:

- Find at least 3-5 non-state actors participating in action research pilots that will be fully, independently funded
- Develop roadmaps for each pilot research study
- Analyse and evaluate each pilot study, further developing the 'Beyond kWh' and other Task 24 tools to be tailored with different modules to different sectors, audiences and behaviours (e.g. the hospital sector and commercial office building sector)
- Write final reports and recommendations for each pilot study, all
- Contributing to an online guidebook and international best practice standard.

Three different funding models were presented:

Entrepreneurial model: € 3000-3500/country, which provides the ability to follow and shape the work programme and the flexibility of tailoring the work according to the amount of funding and pilot research studies that can be attracted; and the continued promotion of behaviour change in DSM in the TCP. (*Preferred model*). It would be easiest if the money would come in bulk from the common fund, to begin with (i.e. at least Year 1). This would be a proof-of-concept to the countries whose governments do not see behaviour change as a current priority that supporting the *people stream* of the DSM TCP is a worthwhile cause that will benefit our whole programme. It would also give the Operating Agent the support to promote, disseminate and collaborate the *people-focussed work* of this TCP with the IEA Secretariat, other TCPs and inter-governmental agencies and institutions.

Collaboration model: this option would involve another TCP, such as ISGAN, and would mean that ISGAN would be the main steering committee for the work and the whole behavioural work will move over to ISGAN (*Least preferred model*).

BAU funding as Phase 3 of Task 24: this option would involve a similar funding model that the DSM TCP is used to, with similar problems as today with not enough contribution from National Experts nor enough guidance from participating Executive Committee members (2nd preferred model).

The general reception from Executive Committee members was that the concept merits to be taken forward to the Task Definition stage with a detailed work plan, budget and deliverables and the Executive Committee members **decided** that an updated concept should be presented at the next Executive Committee meeting. Model 1 was the preferred model although some countries raised caution about an increase in the common fund. It was generally agreed that the behavioural task and people stream of the DSM TCP was unique among all the IEA TCPs and needed to be furthered and disseminated more.

DECISION:

The Executive Committee:

- Take to Task Definition stage and present at next Executive Committee meeting

ACTION:

- Take to Task Definition stage (work plan, budget, deliverables) and present at next Executive Committee meeting
- Structure the huge amount of available material of cases into something more operational

Big Data for Energy Efficiency

Matthias Stifter looked into Big Data together with Svetlana Gross at the Executive Committee meetings in Stockholm and Brussels. Austria said they would bring the topic further, but no one presented the topic at the meeting. The Executive Committee members therefore **decided** to postpone the topic until the next Executive Committee meeting.

Hans Nilsson pointed out that some valuable ideas were suggested during the DSM University

webinar #32 with Kornelis Blok and he may be able to assist in bringing the topic forward.

David Shipworth stated that the UK are willing to provide information and Switzerland is willing to collaborate with Austria in formulating a proposal.

DECISION:

The Executive Committee:

- Postpone the topic until the next Executive Committee meeting

ACTION:

- Present a concept paper on Big Data at the next Executive Committee meeting

3. CURRENT TASKS – LOAD LEVEL CLUSTER

Task 16 – Innovative Energy Services - Phase 4- Life-Cycle Costing; ‘Deep Retrofit’; Simplified M & V; Crowd-Financing & Energy Services Taxonomy

Task 16, Phase 4, Task Status Report was provided on pages 31-37 in the Pre-Meeting Document and was presented by Jan W. Bleyl, Energetic Solutions, Austria via Skype.

Jan started his presentation by stating that the extension of Phase IV has continued with the well-established structure already available in earlier Phases of Task 16. Phase IV focuses on Life-Cycle Cost Appraisals; ‘Deep Retrofit’; Simplified M&V; (Crowd)-Financing for EE & RE projects & Energy Services Taxonomy and is partially disseminated via the DSM University. Phase IV was initiated in July 2015 and will end June 2018.

Four countries are committed: GIZ (for 9 months), Nova Scotia (in kind only), Belgium, Netherlands, Norway and Switzerland.

Work accomplished in the past six months:

Subtask 19 Energy Service Expert Platform: (1) execution of a series of teleconferences with Task 16 experts to discuss and prepare a joint paper on life cycle cost benefit analyses of building deep energy retrofit in combination with Multiple Benefits; and preparations for the 20th experts meeting to be held on 28-29 May in France (back to back with the eceee Summer Study 2017).

Subtask 20 Think Tank for innovative energy service models and support tools: (1) Joint paper *Building Deep Energy Retrofits: Using dynamic cash flow analyses and Multiple Benefits to convince investors*. Finalized and accepted for publication and presentation at ECEEE summer studies 2017. In close cooperation with all Task 16 experts and IEA ECB Annex 61; (2) *Simplified Measurement and Verification Using Quality Assurance Instruments: A Proposed Concept for Energy, Water and CO₂-Saving Projects*. Paper re-submitted for peer-review and (hopefully) publication to the journal ‘Applied Energy’. In close cooperation with EfficiencyOne, Nova Scotia, Canada; and (3) *Crowd-Financing for Energy efficiency and renewable investments*: Can Crowd-Financing contribute to solve financing bottlenecks for EE and RE projects? e.g. through access to equity or (cheaper) debt financing? In particular for smaller projects in SME and communities? Bridge the mezzanine financing gap? Reduce risks and transaction cost? Analyses based on detailed LCC modeling of 2–3 cases

Subtask 21 Coaching of individual National Implementation Activities (NIA): (1) implementation of the individual NIA plans to develop know how and energy service markets were

followed up, the experts gave presentations and exchanged experiences and good practices during the last platform meeting and through teleconferences in between meetings.

Subtask 22 Dissemination and cooperation: Publications and presentation at various national and international conferences and seminars were given.

Work planned for the next six months includes:

Subtask 19 Energy Service Expert Platform: (1) execution of the 20th experts meeting and stakeholder workshop to be held 28-29 May, 2017 in France (back to back with eceee Summer Study 2017); and (2) continue to hold expert platform teleconferences on selected Think Tank topics such as life cycle cost analyses and multiple benefits).

Subtask 19 + 23 Stakeholder workshops: (1) presentation at the eceee 2017 Summer Study.

Subtask 20 Think Tank for innovative energy service models and support tools: (1) Follow-up of re-submission for peer-review of Simplified Measurement and Verification Using Quality Assurance Instruments: A Proposed Concept for Energy, Water and CO₂-Saving Projects. and publication to the journal 'Applied Energy', in close cooperation with EfficiencyOne, Nova Scotia, Canada; and Second draft for a Taxonomy paper on Energy Services Taxonomy paper to be published in a peer-reviewed journal in cooperation with Linköping university for internal discussion

Subtask 21 Coaching of individual National Implementation Activities (NIAs): (1) continue implementation of individual NIA plans to develop energy services know how and markets; and (2) follow-up, the experts will give detailed presentations and exchange experiences and good practices during the next platform meeting and through teleconferences in between meetings.

Subtask 22 Dissemination and cooperation: several publications, presentations and workshops are planned for the next six months.

The Executive Committee members were asked for guidance regarding further work, Jan Bleyl stated that if desired by Executive Committee members Task 16 would be happy to revitalize Task 26 or any other Multiple Benefits format.

The Executive Committee members **approved** the Task Status Report.

DECISION:

- The Executive Committee members **approved** the Task Status Update.

Task 25 – Business models for a More Effective Market Uptake of DSM Energy Services

The Task 25 Status Report on Business models for a more effective market uptake of DSM Energy Services was provided in the Pre-Meeting Document on pages 38-44 by Ruth Mourik, DuneWorks, the Netherlands.

The Task focuses on identifying existing business models and customer approaches providing EE and DSM services to SMEs and residential communities, analysing promising effective business models and services, identifying and supporting the creation of national energy ecosystems in which these business models can succeed, provide guidelines to remove barriers and solve problems, and finally working together closely with both national suppliers and clients of business models. The longer-term aim of the Task is to contribute to the growth of the supply and demand market for energy efficiency and DSM amongst SMEs and communities in participating countries.

Accomplishments in the last six months include:

Subtask 1: (1) overall project coordination and management, including contact relationship

management is **on-going**; (1.2) attendance at Executive Committee meetings, conference and reporting to the Executive Committee is on-going; and (1.3) feedback to a group of stakeholders (ExCo, IEA, intermediaries from research industry, government, community sectors) is on-going as alternative to the set-up of an Advisory Board.

Subtask 2: Subtask 2 will be finalised with the addition of the South Korean contribution.

Subtask 3: (1) develop an online toolkit for business developers and a workshop format for the participating partners. Decision was made that the database with cases will be part of this toolkit; (2) Explore the creation of policy guidelines with necessary policies and strategies of different stakeholders and their timing to encourage market creation and mainstreaming of selected business models in participating countries. Recommendations were included in the eceee paper which will be presented at the eceee 2017 Summer Study in France in June and a final positioning paper will be written together with Sweden and Norway on the topic of policy system, economic system and the development of energy efficiency services (deliverable 6); and (3) continue setting up piloting activities in participating countries during workshops and in the form of coaching of entrepreneurs. Close collaboration with Sweden as a pilot partner.

Subtask 4: (1) traditional dissemination to external stakeholders and academia is on-going; (2) continue creating and facilitating a good connection to existing digital and off-line expert platforms with the IEA.

Many teleconference and Skype meetings have been held with individual experts and several reports have been produced in the past six months.

Objectives for the next six months include:

Subtask 3: (1) finalise the online toolkit and workshop format; (2) finalise positioning paper on policy, economy and services; and (3) potentially organise a workshop in Sweden for piloting the toolkit and in Norway for disseminating the findings.

Subtask 4: (1) continue to link to existing DSM IA expert platforms and experts and maintain a section for Task 25; and (2) continue discussions with representatives from ISGAN, EDNA and the IEA Secretariat.

Planned Experts meetings: June in France, and workshops in South Korea and Norway if necessary in the spring 2018.

Reports in the next six months include: (1) acceptance of papers submitted to Energy Efficiency and Journal for Cleaner Production; and (2) positioning of Paper D6.

The Executive Committee members **approved** the Task Status Report and the definition of new Subtasks.

Executive Committee members were asked for guidance for further ideas for new work. Ruth Mourik provided the following list of ideas for a Phase 2 of Task 25:

- After analysis of the 42 cases so far we have a working hypothesis about service oriented BMs outperforming the more traditional ones. However, the data we collected is very rich and more valuable analysis could be performed, for example with the patient mother, context, other issues explaining the inertia of EE uptake. In addition the business model logic appears to be different in wall insulation than in lighting or home automation? We feel that there are additional valuable insights to be gained from a further analysis of the case data, and this could be a topic for a potential phase 2.
- In addition we would like to continue with collection of interesting new cases and analysing their business model (subtask 2) with a range of new topics, including
 - Demand Response energy service business models,
 - ICT and open data energy services business models

- Cases explicitly focused on delivering multiple benefits first and EE/energy savings second
- New roles/new aggregators services around DR
- Set up a strong training system based on subtask 3 toolkit and workshop format; and do road shows with you and or other relevant organisations in the countries (e.g. business development agencies, advisors) to train policymakers, entrepreneurs and other relevant stakeholders in more service oriented business modelling and the necessary ecosystem changes.
- Organise user centred business modelling interventions in different countries (including the users of the services). Which means we organize interaction between business model/energy service developers and actual (potential) end-users to experiment with end-user centred business models
- Set up a MOOC based on the Task, in close cooperation with Leonardo academy/DSM university
- Proactively target other technical-driven implementing agreements and offer them Task25-tools and cooperation

Participating Executive Committee members were requested to provide input to the beta version of the assessment tool FIT TO SERVE by answering the following questions: (1) is the test comprehensible? Suggestions to improve!; (2) when will it become useful for you/your organisation?; and (3) thoughts on support programs for entrepreneurs.

DECISION:

- The Executive Committee members **approved** the Task Status Report.

4. CURRENT TASKS – LOAD SHAPE CLUSTER

Task 24 – Behaviour Change in DSM – Helping the Behaviour Changers

The Task 24 Phase II Status Report on Behaviour Change in DSM – Helping the Behaviour Changers was provided on pages 45-51 in the Pre-Meeting Document and was presented by Sea Rotmann, New Zealand.

Sea Rotmann started her presentation by saying that there is no behaviour change 'silver bullet', like there is no technological silver bullet that will ensure energy efficient practices. Designing the right programmes and policies that can be measured and evaluated to have achieved lasting behavioural and social norm change is difficult. This Task, and its extension, helped address these difficulties and has come up with guidelines, recommendations and examples of best (and good) practice and learnings from various cultures and contexts.

Phase II of Task 24 takes theory into practice, building on the solid theoretical foundations of Phase I. Phase II is looking at the: a) what; b) who; 3) how; 4) why; and 5) so what.

Progress towards objectives during the past six months include:

Subtask 6 – Subtask 6 has now had over 20 workshops, in NL, NZ, CA, SE, IE, US and at the ECEEE summer study and Energy Cultures, BECC and BEHAVE conferences Task 24 has started collecting lists of DSM interventions and energy efficiency and behaviour priorities in most of these countries and has created a report template, which has been filled in for Sweden, NL and NZ. The top 3 issues of each country have been discussed during workshops and it was decided to focus on the following main interventions: Powering tomorrow's neighbourhoods via smart grid sharing in New Zealand; supporting building management operators in hospitals to produce better documentation and communication of energy savings in Canada (on hold as the funding didn't eventuate); empowering building operators in hospitals to re-set BMS setpoint overrides in Charlotte, North Carolina (participant of Subtask 11); landlords and tenants co-designing green

leases in commercial buildings in Sweden; promoting better use of ICT in Universities in the Netherlands; using libraries as Middle Actors to distribute energy-saving kits in Ireland and developing better evaluation methods for DSM intervention under the new energy efficiency legislation in Austria.

Subtask 7 – Behaviour Changers have been identified for the top issues decided on in Subtask 6 for Canada, Sweden, Ireland, the Netherlands, Austria, US and New Zealand. Their sector stories have been told during workshops and we have initiated deep discussions around relationships, mandates, stakeholders, restrictions and value propositions for each of the Behaviour Changers using the ‘Behaviour Changer Framework’.

Subtask 8 – Task 24 OA is co-editing a Special Issue on Storytelling for the Journal of *Energy and Social Science Research*. The ‘Behaviour Changer Framework collaboration tool has just been published at the ACEEE summer study and the BEHAVE conference and was presented ‘in action’ at the ECEEE Summer Study this year. The Task has successfully trialled design charettes to co-design a pilot intervention in the 2nd largest hospital network in North America, Carolinas Health Services (CHS) as part of Subtask 11. This work will be presented by an international expert panel, which Task 24 is part of, at this year’s BECC conference and published with the ACEEE. Work on the Decisionmaking Tool is underway and the Task is collecting insights on multiple benefits of interventions in each of the country workshops.

Subtask 9 – Karlin (the Principal Investigator of this Subtask) et al have published papers at the IEPPEC conference in August 2015 and 2016 that outline the basics of the Beyond kWh toolkit they are developing for Subtask 9, and the results from the psychometric testing. It was co-funded to the tune of ~US\$100,000 by PG&E and Southern California Edison and received very positive feedback at the BEHAVE Task 24 conference, attended by over 70 experts. As it stands, the tool will not be able to be validated in each of the participating countries as only 3 countries paid to contribute (instead of the 4 needed for the contract). However, the tool will be tailored and tested on the highly-relevant residential energy-savings kit trial in Ireland and its usability was discussed in the Task 24 workshop in Austria in May. We are working on finding funding to develop different ‘modules’ for the tool, for example, in the commercial office sector (SE and AT) or hospital sector (US and CA).

Work planned for the next six months include:

Subtask 5: (1) continue attracting experts to the Task; (2) finalise >30 papers for special edition on storytelling; and (3) finalise revisions on peer-reviewed publications and attend and present Task 24 at several international conferences (ECEEE Summer Study and BECC).

Subtask 6: (1) start writing issues reports and collate DSM lists in New Zealand, Sweden, Netherlands, Ireland and Austria.

Subtask 7: (1) hold another 6 workshops in the next six months (ECEEE Summer Study, Netherlands, Sweden, Austria, New Zealand and Ireland), to pull together most relevant Behaviour Changers in each participating country; (2) write up workshop notes; (3) finalise workshop protocols; and (4) animate all Behaviour Changer Frameworks (BCFs) in presentations.

Subtask 8: (1) continue working on storytelling and evaluation guidelines, including the paper for the Special Issue on storytelling in energy and climate change; and (2) finalise decision-making tree.

Subtask 9: (1) continue working on the ‘Beyond kWh’ toolkit and see how to best utilise it in Austria and Ireland.

Rob Kool pointed out that the Netherlands participated only in the initial proposal of Phase 2 and this should be reflected in the “budget” slide presented at the meeting.

The Executive Committee members **approved** the Phase II Task Status Report.

DECISION:

- Executive Committee members **approved** the Phase II Task Status Report.

6. PROGRAMME VISIBILITY

Programme Visibility Report

The Programme Visibility Report was provided on pages 52-54 in the Pre-Meeting Document and was briefly presented by Sea Rotmann who reminded the Executive Committee members that the members of the Visibility Committee are the Chairman Rob Kool, the Vice-Chairs Maria Alm, Andreas K. Enge (or their replacements), Chair of the Visibility Committee Sea Rotmann, the Executive Committee representative Harry Vreuls, the Spotlight Newsletter Editor, Pam Murphy, the Executive Secretary, Anne Bengtson, and the Operating Agent representative Sea Rotmann. The Visibility Committee did not meet prior to the Executive Committee meeting.

Annual Report

The 2016 Annual Report, including a Theme Chapter on “What does DSM mean in your country” was made available electronically to Executive Committee members, Operating Agents and the EUWP and EEWP by the end of January 2017 and was uploaded to the IEA DSM website.

It was decided at the Executive Committee meeting in Stockholm, March 2016 that printed copies will not be available any longer, however the IEA would like to be able to print on demand and Anne Bengtson confirmed that a printable pdf version from the desktop publisher is already/will be provided every year.

Spotlight Newsletter

In the past six months two issues of the Spotlight Newsletter (Issues 63 and 64) have been published and posted on the IEA DSM website and distributed electronically. Executive Committee members were reminded that the Spotlight Newsletter should be distributed widely.

Topics in Issue 63 – December 2016:

- Note from the Chairman
- Thailand
- Intenerational Day
- Market Report
- Energy Efficiency future
- Task 17: New reports now online
- DSM University
- DSM publications

Topics in Issue 64 – March 2017:

- Task 24: Creating “Magic” with Non-State Actors
- Chairman’s note
- IEA DSM: at Work on Innovative Energy Services
- Switzerland
- DSM University

Next dates for submission to the Spotlight Newsletter:

Issue 65/June 2017 – articles due 15 May

Issue 66/September 2017 – articles due 15 August

The next issue of the Spotlight Newsletter will be distributed in June and December 2017. Four issues of the Spotlight Newsletter are scheduled for 2017. However, this is only possible if everybody contributes. The Spotlight has a new look and Pam is looking for articles on DSM work in different countries and other work Operating Agents and Executive Committee members are involved in.

The IEA DSM Technology Collaboration Programme (TCP) has tremendous news to share so please continue to think about, suggest and submit future articles to the Spotlight Editor Pam Murphy pmurphy@kmgpr.net

Programme Brochure

The DSM Brochure is the DSM Programme's main PR document and is designed to last 3-5 years.

Sea pointed out that the flyers are continuously updated and that it is important to visit the website flyer section to make sure that the latest version of the flyers are inserted into the brochure pocket at the time of dissemination at a conference or seminar. The main inserts and Task flyers were last updated in September 2016.

Key Publications

During the past six months no key publications have been added to the website:

See latest publications: <http://www.ieadsm.org/publications/key-publications/>

Executive Committee members and Operating Agents are reminded that it is up to them to nominate publications to become "key" to the Visibility Committee Chair, Sea Rotmann.

Website

The website has been updated and has been operational since July 2015. It has undergone annual maintenance and upgrades. All ExCo delegates and Operating Agents are strongly encouraged to review the whole website regularly, particularly areas relevant to their activities. It is very easy for information to become out-dated and it is particularly important to upload any new reports and publications as soon as they come out (also include them as headline news items by ticking the appropriate box). Operating Agents have considerable freedom to keep their own Task areas up to date, but other feedback, reporting of functions that appear not to work and suggestions for further improvements should be made via Anne Bengtson anne.bengtson@telia.com and/or the Visibility Committee. In particular, we would be interested to know how useful the social network links are.

Statistics

Total website hits:

September 1, 2016 to March 31, 2017: 7,168 Sessions, 4,820 users

Hits per day:

September 1, 2016 to March 31, 2017: 33.8

Average time on website:

September 1, 2016 to March 31, 2017: 2mins 38 seconds

Google Analytics

GA from September 1, 2016 to March 31, 2017 show 7,168 sessions (up from 5125) with 4,820 unique users (up from 1327) who spent an average of just under 3 minutes per session on the website, viewing an average of 2.5 pages. 65.7% of them were new visitors.

The breakdown of sessions by country is as follows:

	Country	Sessions	% Sessions
1	Russia	674	9.40%
2	United States	632	8.82%
3	United Kingdom	532	7.42%


4	Sweden	427	5.96%
5	Netherlands	325	4.53%
6	France	316	4.41%
7	China	295	4.12%
8	India	278	3.88%
9	Italy	275	3.84%
10	Belgium	274	3.82%
	All Others	3140	43.80%

Visits from Russia have increased substantially, however Russian visitors are less engaged than average, with an average session duration of just 27 seconds. Swedish users were the most engaged in the top 10, spending an average of 4 minutes and visiting 3.2 pages. Of note is a significant increase in engagement from Iran, with a 178% increase in traffic (145 visits up from 52) and an average time on-site of 11mins.

Downloaded reports for Tasks – we had 633 total downloads since Sept 1, 2016 (up from 91) of which 316 were unique files (including legal texts but excluding Spotlight newsletters which do not show up in this analysis). The top 5 topics for report downloads were: Task 17, Task 25, Task 24, EGRD and Task 13.

Social Media

The IEA DSM technology Collaboration Programme is getting more traction on social media. We now have a presence on:

-  **Facebook** (IEA DSM Group) with 190 members and growing. Even though most posts are by Anne Bengtson, Rob Kool and Hans Nilsson, there are regularly posts and questions by other participants;
- **LinkedIn** (IEA DSM Group) with 33 members and staying static. This group has been closed.
- **Twitter** (@IEADSM) with 450 followers. This is the fastest growing social media platform and has fostered a lot of good engagement, re-tweets and mentions. Especially the Academic and Industry sectors seem to respond to this medium. Dr Sea Rotmann is posting for this group.
- **IEA DSM YouTube Channel** - with 66 videos – 35 are Task 24 videos and 31 are DSM University webinars. We need more content from other Tasks. If we start filming some Executive Committee workshops, this would be a great channel to distribute visual information fast.
- **IEA DSM SlideShare** - already highly successful. 142 slide shares.
- **Task 24 Expert Platform** - 245+ members, invite-only (www.ieadsmtask24.ning.com). Very successful multi-media platform to distribute findings from Task 24. The platform is also linked to a dropbox, a Wiki (www.ieadsmtask24wiki.info) and a Twitter account.
- **Templates** – Templates have been developed for reports and power points, please use them and make sure to use the ones with correct fonts (NOT HelveticaNeuSt).

The Executive Committee members **approved** the Visibility Committee report.

Communications Plan and Dissemination Strategies

Any comments related to the visibility of the IEA DSM TCP should be sent to the Visibility Chair Sea Rotmann drsea@orcon.net.nz.

DECISION:

- The Executive Committee **approved** the Visibility Committee Report

DSM University

The Status Update Report for the DSM University was provided on pages 56-64 in the Pre-Meeting Document and was presented by Hans Nilsson, Advisor to the DSM IA.

Hans Nilsson started his presentation by saying that the DSM University is developing according to plan at a steady pace, making it possible to deliver in a way that creates confidence from users and interested parties, thanks to the Leonardo Energy's webinar platform provided by the European Copper Institute. The "Heartbeat" of the DSM-U is the webinars that are broadcast once a month.

The webinars have attracted some interest from the IEA TCP family when presented at a conference in Milan in January 2017 in the presence also from the IEA CERT and EUWP chairs.

Objectives for the last six months

Up to 20 April 2017, 32 webinars have been arranged.

Leonardo changed the platform for administering all webinars where all webinars are announced (<http://www.leonardo-energy.org/calendar>) and it looks as if this has given us a wider audience (see attachment).

The webinars are recorded and both slides and supporting material is made available for registered users. There has been produced a flyer (<http://www.ieadsm.org/wp/files/DSMU-flyer-December-2016-corr.pdf>) that provides data on past webinars and on where material can be found for registration and downloading from Leonardo and from YouTube..

Contacts with the IEA Secretariat and IPEEC have been particularly fruitful and will be further developed. The University was presented and discussed at a joint TCP meeting in Milan in the presence also from the IEA CERT and EUWP chairs.

Some voices were raised that the IEA should have its own facility for webinars but it looks quite obvious that the cooperation with the Copper Institute benefits our outreach. The latest 8 webinars attracted registrations from 116 countries.

Objectives for the next six months

Webinars

The webinars will be arranged and announced in a rolling 6 months plan.

Other guest opportunities:

- a) Guest TCPs: 4E, ISGAN
- b) Policy issues: Club of Rome (Wijkman), Municipalities (Mayor NN), EE in buildings (Adrian Joyce)
- c) Planning and integration follow up on DSMU 31: Peter Lund (Helsinki University)

Attraction-knowledge

Problem: High quality content remains underexploited.

Solution: develop short policy briefs (~2 pages) post-webinar to re-promote content.

A “test” package of past webinars have been composed and sent to some universities as a teaser (Attachment 2)

“Tracks, programmes and Certification”

Tracks: DSM for regulators, DSM for utility engineers

Future: Organising webinars into learning programs leading to certification

DSM 101: Basic elements of DSM and energy efficiency explained in short presentations that can be downloaded at any time.

Ideas for new work

Steps on the ladder

From this first step follows two more that successively builds the DSMU

1. Platform (to share)

Presently there have been 32 webinars most of them based on material from tasks that have been performed and some on-going. This makes the platform for the DSMU and it has been shared with organisations that have similar objectives such as ISGAN, eceee, IPEEC, RAP and S3C (an EU project). Thereby the outreach is widened and the DSMU made relevant for bigger audiences.

The webinars are recorded and available both on LEONARDO and on YouTube. The Leonardo source also contains slides from presentations and extra material such as task-publications and articles/papers of relevance.

2. Substance (themes)

Next step, creating a substance of text-presentations that can be replicated and used by interested parties according to their own wish, is in preparation. It goes under the work name “DSM 101” and will be a series of internet-based short courses (20-30 minutes each) on the themes for DSM:

- The logic of DSM
- Governance
- Energy efficiency - Load level (technical issues)
- Flexibility - Load shape (technical issues)
- Integration (with RES and distributed generation)
- Business models

3. Consolidation

Finally there is a need for consolidation so (a group of) participants can rely on that the information provided is stable and meaningful in its communication. This may call for a system of examination and that there is a responsibility for maintenance and updating. Preferably this will be established in cooperation with a university or an organisation that has reputation in the field of energy efficiency. Several of the operating agents for different Tasks have such roles and might serve as “midwives” for this final step.

The European Copper Institute asked for a rebate of €500 per DSMU webinar session (10 per year) to be deducted from their yearly Common Fund fee. This was **approved** by the Executive Committee members.

The Executive Committee members **approved** the Status Report.

DECISION:

The Executive Committee:

- approved the Status Report
- approved a rebate of €500/DSMU webinar session

ACTION:

- Hans De Keulenaer and Hans Nilsson should continue to move forward as planned with the DSM University

7. ADMINISTRATIVE MATTERS

Task Zero – Running the DSM TCP

The Task Zero Update was provided in the Pre-Meeting Document on pages 66-69 and was presented by Hans Nilsson, Advisor.

Hans Nilsson started his presentation by stating that Task Zero is an effort to in a formal way create a comprehensive and coherent overview of the IEA DSM Technology Collaboration Programme (TCP) material and to ensure that resources are used in the most efficient manner.

The mission of the IEA DSM TCP is to deliver to its stakeholders, materials that are readily applicable for them in crafting and implementing policies and measures. In order to do so we have several outreach tools that we need to maintain but also develop to ensure that results are disseminated in ways that are useful for people in everyday practice, for example:

- Administration (Secretary and Advisor)
- Informational tools
- Our networks and in particular the local ones run by Executive Committee participants
- Dissemination and the extension of the DSM University

To ensure that different activities are coherent all these actions are gathered into a Task called Task ZERO. This Task is mandatory for participants and builds on both cost- and task-sharing.

Responsibilities: The Programme Secretary is the co-ordinator for Task ZERO. The co-ordinator together with the “Visibility Committee”, gathers the necessary information from those concerned with Subtasks described above in order to produce a work plan and a budget for the Executive Committee members to decide upon annually.

Management and Outreach

The Task is led by the Chair who may delegate responsibilities in particular to the secretary and the vice-chairs and who has the Project Preparatory Committee, PPC, as a “steering committee”.

The Chair has run 3 Project Preparatory Committee (PPC) meetings to discuss and prepare the development of the TCP. An issue has been interest from new countries and other parties to participate:

- Hungary: information is sent.
- Taiwan and Japan. Peter has been there and has contacts.
- Mexico appears frequently on the DSMU list
- Germany: Sea has contact with Marcel Schweiker of Karlsruhe
- Associate countries: Hans will see who we can find in the DSMU list. We may want to find ways to bring such partners “up to speed” on DSM
- Saurabh Kumar (India) is now working on the biggest ESCO of India. They have a huge contract on LED lighting. Hans will follow up on the contact.
- The Indian project on DSM for agriculture is now made an Indian national service
- Some states in the US are very advanced in different DSM aspects and there have been interest to participate in single Tasks
- “Crowdfunding” has been discussed
- The preparatory work on “Multiple benefits” has been useful and the project is now a part of a EU Horizon 2020 application under leadership of Fraunhofer Institute in Germany and with Catherine Cooremans as one of the leading partners.

There has been a joint TCP meeting in Milan for the DSM, ISGAN, 4E and Superconductivity TCPs in which Task 24, 25 and the DSM University were presented and discussed with colleagues.

Finance

The costs for administration has developed as follows (USD)

2012		2013		2014		2015		2016		2017	
Budget	Performance	Budget	Performance	Budget	Performance	Budget	Performance	Budget	Performance	Budget	Performance
168,000	162,074	168,000	145,985	144,000	176,213	144,000	192,659	176,000	78,959	176,000	-
+6 000		+22 000		-32 000		-49 000		+97 041		-	

With the new level on the fee for the common fund we could expect to balance the budget. The common fund presently, with 16 participants paying 11,000 USD each, receives an income of 176,000 USD per year.²

The expenses between years fluctuates widely, partly because of fluctuations in exchange rates. The Programme has managed to meet rising costs and rising expectations during its lifetime with rationalising the work not the least by making full use of the IT-development. During these years we have also managed to build a common fund that has been touching the limit of 300,000 USD. This has allowed the Programme to facilitate upstart of new Tasks from a seed funding.

The value of work put into the DSM University is approximately 45,000 USD per year. Part of this is covered by in-kind contributions, and part of it is covered within the budget.

Report (for the period October 2016-April 2017)

The following table is an attempt to pull the task zero elements together and provide a comprehensive overview. Further details are presented under other agenda items as indicated.

Issue	See agenda item																																																
Administration	Financial report																																																
Informational tools	<p>Programme visibility Statistics</p> <ul style="list-style-type: none"> • Total website hits: Sept 1, 2016 to March 31, 2017: 7,168 Sessions, 4,820 users • Hits per day: 33.8 • Average time on website: 2mins 38 seconds • viewing an average of 2.5 pages. 65.7% of them were new visitors. <p>The breakdown of sessions by country is as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>Country</th> <th>Sessions</th> <th>% Sessions</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Russia</td> <td>674</td> <td>9.40%</td> </tr> <tr> <td>2</td> <td>United States</td> <td>632</td> <td>8.82%</td> </tr> <tr> <td>3</td> <td>United Kingdom</td> <td>532</td> <td>7.42%</td> </tr> <tr> <td>4</td> <td>Sweden</td> <td>427</td> <td>5.96%</td> </tr> <tr> <td>5</td> <td>Netherlands</td> <td>325</td> <td>4.53%</td> </tr> <tr> <td>6</td> <td>France</td> <td>316</td> <td>4.41%</td> </tr> <tr> <td>7</td> <td>China</td> <td>295</td> <td>4.12%</td> </tr> <tr> <td>8</td> <td>India</td> <td>278</td> <td>3.88%</td> </tr> <tr> <td>9</td> <td>Italy</td> <td>275</td> <td>3.84%</td> </tr> <tr> <td>10</td> <td>Belgium</td> <td>274</td> <td>3.82%</td> </tr> <tr> <td></td> <td>All Others</td> <td>3140</td> <td>43.80%</td> </tr> </tbody> </table> <p>Of note is a significant increase in engagement from Iran, with a 178% increase in traffic (145 visits up from 52) and an average time on-site of 11mins.</p> <p>633 total downloads since Sept 1, 2016 (up from 91) of which 316 were unique files (including legal texts but excluding Spotlight</p>		Country	Sessions	% Sessions	1	Russia	674	9.40%	2	United States	632	8.82%	3	United Kingdom	532	7.42%	4	Sweden	427	5.96%	5	Netherlands	325	4.53%	6	France	316	4.41%	7	China	295	4.12%	8	India	278	3.88%	9	Italy	275	3.84%	10	Belgium	274	3.82%		All Others	3140	43.80%
	Country	Sessions	% Sessions																																														
1	Russia	674	9.40%																																														
2	United States	632	8.82%																																														
3	United Kingdom	532	7.42%																																														
4	Sweden	427	5.96%																																														
5	Netherlands	325	4.53%																																														
6	France	316	4.41%																																														
7	China	295	4.12%																																														
8	India	278	3.88%																																														
9	Italy	275	3.84%																																														
10	Belgium	274	3.82%																																														
	All Others	3140	43.80%																																														

² The fee to the common fund has been 8000 USD per annum since the programme started more than 20 years ago but is now raised to 11000 USD for the majority of the participants.

	newsletters which do not show up in this analysis). The top 5 topics for report downloads were: Task 17, Task 25, Task 24, EGRD and Task 13.
Our networks and in particular the local ones run by Executive Committee member participants	Still poor local connections and Executive Committee member engagement
Dissemination and the extension with the “DSM-University”	<p>DSM University</p> <ul style="list-style-type: none"> • Growing development in terms of webinar participation. More than 100 countries registered in the last 8 webinars • Fruitful connections with “supportive” organisations • DSM 101 Under way • Possible base for an extended IEA University and collaboration with institutions for education

Executive Committee members noted that the budget in the slides shown at the meeting were inaccurate and should be corrected. See above correction in yellow.

The Executive Committee members **approved** the Task Zero Status update.

DECISION:

- Executive Committee members **approved** the Task Zero Status update.

Strategy discussion – special session

The strategy discussion was prepared and led by Svetlana Gross. The Power Point presentation can be found in Attachment E. Issues discussed included:

- What do Executive Committee members do to prepare for meetings?
- What are the national challenges?
- How can other Executive Committee members be of assistance?
- How can (vice) chairs be of assistance?
- What do we want the DSM TCP to be/do for participants?
- The setting of new Tasks – roles
- Some ideas on new funding models
- Work on capacity building as the global arena for DSM
- Action plan
- DSM activities besides Tasks that create value for the participants

Other questions that Executive Committee members were asked included: (1) what value do you get from membership in the DSM TCP today?; (2) How do you/your organisation contribute to the DSM TCP today?; (3) what value do you expect six years from now (2023)?; and (4) how can you/your organisation contribute to create the value you expect?

The current term for the DSM TCP is 1 March 2014 to 28 February 2019, and a report in an IEA template is due latest February 2018.

The work on the strategy will continue in the next 6 months and will be presented at the next Executive Committee meeting.

2016 Financial Report and update 2017

Andreas K. Enge, Vice-Chairman, Norway, with support from Anne Bengtson, Executive Secretary prepared the financial report for the period 1 January through 31 December 2016. The Financial report was provided in part 2 of the Pre-Meeting Document and was presented by Even Bjørnstad.

2016

Income:

Income from Common Fund country payments were under budget by \$8 893. Three countries (Italy, India and Spain) have not paid their 2016 invoices. Repayment of seed funds (granted in 2015) gave a positive contribution to the income for 2016.

Expenses:

Total expenses were \$72 476 below budget. Both operating expenses and information activities were well below budget by \$60 304 and \$36 363 respectively. The savings on ExCo support by \$30 552 were the most important contributor, but is heavily dependent on the ability of the ExCo presidents (or other representing the ExCo) ability to get cost recovery from the Country/organisation he/she represents in ExCo.

Balance:

Due to substantial cost reductions well above the reductions in income in 2016 the finances of the ExCo has improved. Closing balance of 2016 (opening balance 2017) were \$178 051.27 compared to the closing balance in 2015 of \$98 500.

2017

Income:

Income is made up exclusively of Common Fund country payments. As of April 2017 nine countries (including ECI) have paid their invoices for 2017. Two countries, India and Spain, have not paid since 2014 (should be taken into consideration for the 2018 budget). The budget for 2017 is based on 16 countries at \$11,000 each.

Expenses:

Expenses consist of operating expenses, expenses for information activities and financial expenses: Operating expenses: As of April the operating expenses are linked to EXCO support and the Advisor. The workload is normally concentrated at the end of the year. As of April we expect to be within budget for 2017 on operating expenses.

Information expenses:

One issue of the Spotlight newsletter has been issued during the first quarter of 2017. Website expenses are linked to maintenance and support in addition to annual hosting costs.

Executive Committee members should let Joe Miller know as soon as an invoice has been paid, with a copy to Anne Bengtson.

Even Bjørnstad was **approved** as interim Vice Chair to replace Andreas K. Enge who leaves the Executive Committee end of June 2017.

The Executive Committee members **approved** the financial report 2016 and update for 2017.

DECISION:

- Executive Committee members **approved** the financial report 2016 and update 2017.
- Even Bjørnstad was **approved** as interim Vice Chair

ACTION:

- Executive Committee members should let Joe Miller know as soon as an invoice has been paid – with a copy to Anne Bengtson

Common Fund Payments

India and Spain have not paid their 2015, 2016 and 2017 invoices, but no problems are foreseen in

receiving these funds. The Executive Secretary will continue to send out reminders to those failing to pay, until payments are received.

ACTION:

- Executive Committee secretary should keep reminding those who have outstanding payments

Plans for the Fiftieth and Fifty First Executive Committee meetings

The 50th Executive Committee meeting will be held in The Hague, The Netherlands on 5–6 October 2017.

The 51st Executive Committee meeting. No country stepped up at the meeting to host the 51st meeting.

8. OTHER MATTERS

In the future the first day of the Executive Committee meeting will include Executive Committee members and Operating Agents. The second day will be open only to Executive Committee members.

The Executive Committee members thanked Josephine Macguire for the excellent meeting arrangements and the Chairman adjourned the meeting.

9. ACTION ITEMS RESULTING FROM THE FORTY NINTH EXECUTIVE COMMITTEE MEETING

11-12 May, Dublin, Ireland

WHO	ACTION	WHEN
India Korea Spain	Pay Common Fund invoice for 2015	ASAP
India Spain	Pay Common Fund invoice for 2016	ASAP
Anne Bengtson	Keep reminding those who have outstanding payments to the Common Fund	On-going
ExCo members	Let Joe Miller and Anne Bengtson know when an invoice is paid	On-going
Rob Kool Sea Rotmann	Maintain contacts with China (NDRC), Thailand (EGAT), IBM (Germany), Australia, Portugal and Chile.	On-going
Hans Nilsson Hans de Keulenaer	Move forward with the DSM University according to plan – as well as continue to plan/hold webinars the first weeks of every month	On-going
Operating Agents	Update a more clear definition in Legal Annex text of their Task	ASAP
Matthias Stifter René Kamphuis	Further proposal for a Task 17 Phase 4 and present at the next ExCo meeting	On-going
Anne Bengtson Josephine Maguire	Prepare administrative details for the Forty Ninth Executive Committee Meeting in Dublin, Ireland	ASAP
Anne Bengtson	Send out invitations first week of August	8 August 2017
ExCo members	Review website regularly and suggest further developments	On-going
ExCo members	Suggest topics for the Spotlight Newsletter and provide input for those articles to Pam Murphy	On-going
All	Follow Visibility Committee Chair recommendations to update the website	On-going
Operating Agents	Prepare Task Information Plans and include in each Task Status Report.	On-going
Pam Murphy	Distribute issues of the DSM Spotlight Newsletter	March 2017 June 2017
Operating Agents	Include 1-2 slides in Task presentation, highlighting the main findings to date in respective Task(s).	Present at next ExCo meeting

Hans Nilsson	Task Zero: Prepare Task Status Report and send to Anne Bengtson for inclusion in the Pre-Meeting Document.	Friday 8 September 2017
Hans Nilsson Hans de Keulenaer	Prepare Status Report on the development of the DSM University and send to Anne Bengtson for inclusion in the Pre-Meeting Document (PMD).	Friday 8 September 2017
Jan Bleyl-Androschin	Prepare a Task Status Report for Task 16 Phase 4 and send to Anne Bengtson for inclusion in the Pre-Meeting Document (PMD).	Friday 8 September 2017
Matthias Stifter René Kamphuis	Prepare Status Report for Task 17 Phase 4 and send to Anne Bengtson for inclusion in the Pre-Meeting Document (PMD).	Friday 8 September 2017
Rob Kool	Prepare PPC progress report and send to Anne Bengtson for inclusion in the Pre-meeting Document (PMD).	Friday 8 September 2017

David Shipworth Markus Bareit Matthias Stifter	Prepare concept paper on Big Data for Energy Efficiency and send to Anne Bengtson for inclusion in the Pre-meeting Document	Friday 8 September 2017
Sea Rotmann	Prepare Task Status Report Task 24 Phase II and send to Anne Bengtson for inclusion in the Pre-Meeting Document (PMD).	Friday 8 September 2017
Sea Rotmann	Prepare a status report How to 'do' behaviour change in DSM – The A to Z model of behaviour change and send to Anne Bengtson for inclusion in the Pre-Meeting Document (PMD).	Friday 8 September 2017
Ruth Mourik	Prepare Task Status Report for Task 25 and send to Anne Bengtson for inclusion in the Pre-Meeting Document (PMD).	Friday 8 September 2017
Even Bjørnstad Anne Bengtson	Prepare Financial Report and send to Anne Bengtson for inclusion in the Pre-Meeting Document	Friday 8 September 2017
Sea Rotmann	Prepare Visibility Committee Report for inclusion in the Pre-Meeting Document.	Friday 8 September 2017
Weber Web	Provide statistics for every Task every six months and send to Sea Rotmann/Anne Bengtson for inclusion in the Pre Meeting Document.	Friday 8 September 2017
Anne Bengtson	E-mail pdf file of Pre-meeting Document for the Fiftieth ExCo meeting to the Executive Committee members and Operating Agents.	Monday 18 September 2017

10. ATTACHMENT A

Participants

Executive Committee Members DSM Technologies and Programmes

*Participants at the Executive Committee meeting 11 - 12 May, 2017, Dublin, Ireland

Chairman

Mr. Rob Kool*
Netherlands Enterprise Agency
Croeselaan 15
P.O. Box 8242
3521 BJ Utrecht
The Netherlands
Telephone: (31) 886 022 503
Telefax: (31) 886 029 025
Mobile: (31) 646 424 071
E-mail: rob.kool@rvo.nl

Vice Chairman

Mr. Andreas K. Enge
ENOVA
Abelsgate 5, N-7030 Trondheim
Telephone: (47) 73 190430
Mobile: (47) 99 790 785
Telefax: (47) 73 19 04 31
E-mail: andreas.k.enge@enova.no

Vice Chairman

Dr. Maria Alm (from 8 April, 2016)
Swedish Energy Agency
Box 310
S-631 04 Eskilstuna
Telephone: (46) 16 544 2000
Telefax: (46) 16 544 2099
E-mail: maria.alm@energimyndigheten.se

Chairman of the Visibility Committee

Dr. Sea Rotmann*
SEA-Sustainable Energy Advice
43 Moa Point Road
6022 Wellington
Telephone: (64) 4380 7374
Mobile: (64) 212 469 438
E-mail: drsea@orcon.net.nz
Twitter: @DrSeaRotmann
Facebook: DrSea Rotmann
LinkedIn: Dr Sea Rotmann

AUSTRIA

Contacts for Austria

Ms. Sabine Mitter
E-mail: sabine-mitter@bmvit.gv.at

Mr. Michael Huebner
E-mail: Michael.huebner@bmvit.gv.at

Robert Schmid
schmied@grazer-ea.at

BELGIUM

Mr. Francois Brasseur*
Attaché
Direction Générale Energie –
Relations Extérieures
SPF Economie
Boulevard du Roi Albert II, 16, 1000 Bruxelles
Telephone: (32) (0) 22 779 852
Telefax: (32) (0) 22 775 202
E-mail: francois.brasseur@economie.fgov.be

FINLAND

Mr. Jussi Mäkelä*
TEKES
P.O. Box 69
FI-00100 Helsinki
E-mail: jussi.makela@tekkes.fi

INDIA

Dr. Ajay Mathur
Director General
Bureau of Energy Efficiency
Government of India, Ministry of Power
4th Floor, Sewa Bhawan
R.K. Puram, Sector 4, New Delhi – 110066
Telephone: (91) 11 2617 8316
Telefax: (91) 11 2617 8328
E-mail: dg-bee@nic.in

Replacement for Ajay Mathur:

Mr. Abhay Bakre
E-mail: dg-bee@nic.in

Ms Pravatalanalini Samal
Bureau of Energy Efficiency
Government of India, Ministry of Power
4th Floor, Sewa Bhawan
R.K. Puram, Sector 4, New Delhi – 110066
Telephone: (91) 11 2610 4834
Telefax: (91) 11 2617 8352
E-mail: psamal@beenet.in

Mr. Arijit Sengupta (contact person)
Bureau of Energy Efficiency
Government of India, Ministry of Power
4th Floor, Sewa Bhawan
R.K. Puram, Sector 4, New Delhi – 110066
Telephone:
E-mail: asengupta@beenet.in

Copy of e-mails to: Meera Shekar
E-mail: shekar.meera@gov.in

Ireland

Ms. Josephine Maguire*
National Coordinator Better Energy
Sustainable Energy Ireland
Wilton Park House
Wilton Terrace
Dublin 2
Telephone: (353) (0) 1808 2088
E-mail: Josephine.maguire@seai.ie

Mr. Jim Scheer
National Coordinator Better Energy
Sustainable Energy Ireland
Wilton Park House
Wilton Terrace
Dublin 2
Telephone: (353) (0) 1808 2093
E-mail: jim.scheer@seai.ie

ITALY

Mr. Simone Maggiore*
Ricerca sul Sistema Energetico – RSE S.p.A
Energy Systems Development Department
Via Rubattino 54
20134 Milano
Telephone: (39) 02 3992 5238
Telefax: (39) 02 3992 5597
E-mail: simone.maggiore@rse-web.it

Mr. Marco Borgarello
Ricerca sul Sistema Energetico - RSE S.p.A
Power System Development Department
Via Rubattino, 54, 20134 Milano
Telephone:
Telefax:
E-mail: Marco.Borgarello@rse-web.it

REPUBLIC OF KOREA

Mr. Sun Moon Jung
Korea Energy Agency (KEA)
Policy Team Manager
Korea Energy Agency
388 Poeun-Daero. Suji-Gu,
Yongin-Si,
Gyeonggi-Do, 16842
Telephone: (82) 31 260 4181
Mobile: (82) 10 4220 3447
Telefax: (82) 31 260 4189
E-mail: jsmoony@energy.or.kr

Ms. Su-Hyeon Jung
Korea Energy Agency (KEA)
388 Poeun-Daero. Suji-Gu,
Yongin-Si,
Gyeonggi-Do 16842
Telephone: (82) 31 260 4184
Telefax: (82) 31 260 4189
Mobile: (82) 10 4741 1310
E-mail: suhyeonco@energy.or.kr
mailger89@gmail.com

Mr. Kwon Hee Cho*
KEA
388 Poeun-Daero,
Suji-gu, Yongin-si,
Gyeonggi-Do, 16842,
Republic of Korea
Telephone: (82)10 3660 2738
E-mail: khblue@energy.or.kr

Mr. Park Byeong Seob*
KETEP
Teheran-ro 114gil 14,
Gangnam-gu,
Seoul, Korea
Telephone: (82)10 3469 8455
E-mail: bspark@ketep.re.kr

NETHERLANDS

Mr. Rob Kool*
Netherlands Enterprise Agency
Croeselaan 15
P.O. Box 8242
3521 BJ Utrecht
The Netherlands
Telephone: (31) 886 022 503
Telefax: (31) 886 029 025
Mobile: (31) 646 424 071
E-mail: rob.kool@rvo.nl

Mr. Harry Vreuls
Netherlands Enterprise Agency
Department of International Innovation
Box 965
Slachthuisstraat 71
6140 CB Roermond
Telephone: (31) 886 022 258
Telefax: (31) 886 029 021
Mobile: (31) 630 608 163
E-mail: harry.vreuls@rvo.nl

NEW ZEALAND

Mr. Simon Arnold
Chief Executive
National Energy Research
Institute (NERI)
Level 8, 44 The Terrace
Wellington 6140
Telephone: (64) 6 364 3155
Mobile: (64) 27 248 1753
E-mail: simon@neri.org.nz

Dr. Sea Rotmann*
SEA-Sustainable Energy Advice
43 Moa Point Road
6022 Wellington
Telephone: (64) 4380 7374
Mobile: (64) 212 469 438
E-mail: drsea@orcon.net.nz
Twitter: @DrSeaRotmann
Facebook: DrSea Rotmann
LinkedIn: Dr Sea Rotmann

NORWAY

Mr. Andreas K. Enge
ENOVA SF
Abelsgate 5
N-7030 Trondheim
Telephone: (47) 73 190430
Mobile: (47) 99 790 785
Telefax: (47) 73 19 04 31
E-mail: andreas.k.enge@enova.no

Mr. Even Bjørnstad*
Enova SF
Abelsgate 5
N-7030 Trondheim
Telephone: (47) 73 19 04 75
Mobile: (47) 99 638218
Telefax: (47) 73 19 04 31
E-mail: even.bjornstad@enova.no

Nova Scotia (Canada)

Ms Sarah Mitchell*
Energy Efficiency Nova Scotia – Efficiency One
230 Brownlow Avenue, Suite 300
Dartmouth, NS B3B 0G5
Nova Scotia, Canada
Telephone: (902) 470 3584
Telefax: (902) 470 3599
E-mail: SMitchell@efficiencyns.ca

Mr. Chuck Faulkner
Energy Efficiency Nova Scotia – Efficiency One
230 Brownlow Avenue, Suite 300
Dartmouth, NS B3B 0G5
Nova Scotia, Canada
Telephone: (902)
Telefax: (902)
E-mail: cfaulkner@efficiencyone.se

SPAIN

Ms. Susana Bañares
RED Eléctrica de España
Plaza del Conde de los Gaitanes, 177
La Moraleja 28109 Alcobendas, Madrid
Telephone: (34) 91 659 99 35
Telefax: (34) 91 650 4542
E-mail: sbanares@ree.es

SWEDEN

Dr. Maria Alm
Swedish Energy Agency
Box 310
S-631 04 Eskilstuna
Telephone: (46) 16 544 2000
Telefax: (46) 16 544 2099
E-mail: maria.alm@energimyndigheten.se

Ms. Svetlana Gross*
Swedish Energy Agency
Box 310
S-631 04 Eskilstuna
Telephone: (46) 16 544 2000
Telefax: (46) 16 544 2099
E-mail: svetlana.gross@energimyndigheten.se

SWITZERLAND

Mr. Markus Bareit*
Departement für Umwelt, Verkehr,
Energie und Kommunikation
Swiss Federal Office of Energy
Mühlestrasse 4, 3003 Bern
Telephone:
Telefax:
E-mail: markus.bareit@bfe.admin.ch
www.bfe.admin.ch

Mr. Klaus Riva
Swiss Federal Office of Energy
3003 Bern
Telephone: (41) 31 322 5706
E-mail: Klaus.riva@bfe.admin.ch

UNITED KINGDOM

Mr. Peter Warren*
Senior Scientific officer
Department for Business, Energy & Strategy
3 Whitehall Place
London SW1A 2AW
Telephone: (44) 300 068 6984
Email: peter.warren@beis.gov.uk

Mr. David Shipworth*
UCL Energy Institute
Central House, 14 Upper Woburn Place
WC1H 0NN London
United Kingdom
Telephone: (44) 118 378 7177
Telefax: (44) 118 931 3856
E-mail: d.shipworth@ucl.ac.uk

UNITED STATES

Mr. Larry Mansueti*
Director, State and Regional Assistance
Office of Electricity Delivery
and Energy Reliability
U.S. Department of Energy
1000 Independence Ave. SW,
Washington D.C. 20585
Telephone: (1) 202 586 2588
Telefax: (1) 202 586 5860
E-mail: lawrence.mansueti@hq.doe.gov

SPONSORS

Regulatory Assistance Project (RAP)
Mr. Richard Cowart
Regulatory Assistance
Project (RAP)
Rue de la Science 23
1050 Brussels, Belgium
Telephone: (1) 802 272 8550
Mobile: (32) 2 789 3010
E-mail: rcowart@raponline.org

Mr. Frederick Weston
Regulatory Assistance
Project (RAP)
The Energy Foundation – Beijing Office
CITIC Building Room 2504
No 19 Jianguomenwai Dajie
1000004 China
Cina Mobiel: +136 9332 6094
E-mail: rweston@raponline.org

European Copper Institute

Mr. Hans De Keulenaer
European Copper Institute
Avenue de Tervueren 168 B10
1150 Brussels, Belgium
Telephone: (32) 2 777 7084
Telefax: (32) 2 777 7079
E-mail: hans.dekeulenaer@copperalliance.eu
www.eurocopper.org

Mr. Philip Zhang
International Copper
Association
Beijing Office
Room 2605-2608 Tower A Bldng 1
Tianzou International Center
No.12 Zhongguancun South Ave
Haidian District, Beijing, 100081
Telephone: (86) 10 6804 2450 203
Telefax: (86) 10 6802 0990
Mobile: (86) 139 1008 2556
E-mail: philip.zhang@copperalliance.asia
www.copperalliance.asia

ADVISOR TO EXCO

Mr. Hans Nilsson*
Grubbensringen 11
112 69 Stockholm
Sweden
Telephone: (46) 8 650 6733
E-mail: nosslinh@telia.com

CHAIRMAN and EXECUTIVE COMMITTEE SECRETARY

Ms. Anne Bengtson*
Grindtorps Skolgränd 28, 183 47 Täby
Sweden
Telephone: (46) 70 7818501
E-mail: anne.bengtson@telia.com

SPOTLIGHT/NEWSLETTER EDITOR

Ms. Pamela Murphy*
KM Group
9131 S.Lake Shore Dr.
Cedar, MI 49621
United States
Telephone: (1) 231 228 7016
Telefax: (1) 231 228 7016
E-mail: pmurphy@kmgrp.net

IEA SECRETARIAT

Ms. Melanie Slade
9 rue de la Fédération
75739 Paris Cedex 15
Telephone: (33) 1 40 57 6729
Telefax: (33) 1 40 57 6759
E-mail: melanie.slade@iea.org

WEB MAINTENANCE

Mr. Karl Weber
Weber Web Ltd (WeberWeb)
43 Moa Point Road
Moa Point
6022 Wellington
New Zealand
Mobile: (64) 22 693 5134 or (61) 417 396 352
E-mail: karl.weber@gmail.com

OTHER ATTENDEES

Mr. Michele de Nigris
Director - Dpt Sustainable
Development and Energy Sources
Ricerca sul Sistema Energetico
- RSE S.p.A
54, Via R. Rubattino I
20134 Milano - Italy
Telephone: (39) 02 3992 5890
Telefax: (39) 02 3992 5557
E- mail: michele.denigris@rse-web.it

DSM Implementing Agreement on Demand Side Management Technologies and Programmes – Operating Agents

* Participated at the Executive Committee meeting 11 – 12 May, 2017, Dublin, Ireland

Task 16 – Energy Performance Contracting - Competitive Energy Services - Operating Agent

Mr. Jan W. Bleyl-Androschin*
Graz Energy Agency
Kaiserfeldgasse 13/1
A-8010 Graz, Austria
Telephone: (43) 316 811848 -20
Telefax: (43) 316 811848 – 9
Mobile: (43) 650 799 2820
E-mail: energeticsolutions@e-mail.de

Task 17 – Integration of Demand Side Management, Distributed Generation, Renewable Energy Sources and Energy Storages - Operating Agent

Mr. Matthias Stifter
AIT Austrian Institute of
Technology GmbH
Energy Department
Complex Energy Systems
Giefinggasse 2,
1210 Vienna, Austria
Telephone: (43) 50550-6673
Telefax: (43) 50550-6613
Mobile: (43) 664 8157944
E-mail: matthias.stifter@ait.ac.at
www.ait.ac.at

Mr. René Kamphuis*
TNO, Netherlands Organization for
Applied Scientific Research/Energy
Efficiency and ICT Program
PO Box 1416, 9701 BK Groningen
The Netherlands
Telephone: (31) 621134424
E-mail: rene.kamphuis@tno.nl
www.tno.nl

Task 24 – Closing the loop: Behaviour change in DSM – from theory to policies and practice - Operating Agent

Dr. Sea Rotmann*
43 Moa Point Road
6022 Wellington
New Zealand
Telephone: (64) 4 380 7374
Mobile: (64) 212 469 438
E-mail: drsea@orcon.net.nz
Twitter: @DrSeaRotmann
Facebook: DrSea Rotmann
LinkedIn: Dr Sea Rotmann



**Task 25 – Business models for a More Effective Uptake of DSM Energy Services
Operating Agent**

Dr. Ruth Mourik*
Eschweilerhof 57
5625 NN Eindhoven
The Netherlands

Telephone: (31) 40 2425683
Mobile: (31) 6 25075760
E-mail: info@duneworks.nl

11. ATTACHMENT B

Agenda

IEA Demand-Side Management Energy Technology Initiative Forty Ninth Executive Committee Meeting 10 – 12 May, 2017, Dublin, Ireland

Tuesday 9 May

18:00 – 20:00

Operating Agents Meeting – venue TBD
Visibility Committee Meeting – venue TBD

Wednesday 10 May

DSM DAY
Location to be determined

Thursday 11 May

9:00 – 17:00

Executive Committee meeting
Hilton Hotel
Charlemont Place
Dublin 2

Friday 12 May

9:00 – 14:00

Venue:
Hilton Hotel
Charlemont
Dublin 2

09:00 – 10:00

1. GENERAL BUSINESS/WELCOME

- 1a. Welcome – *Rob Kool*
- 1b. **ExCo approval** of the Agenda
- 1c. **ExCo approval** of the Forty Eighth ExCo meeting Minutes – Brussels, Belgium
- 1d. Status of the Implementing Agreement
- 1e. IEA Relations
 - Secretariat news
 - Contacts with possible sponsors/new participants – *Rob Kool*
 - IA relations, BCG and ECG, – Rob Kool
 - Report from the Project Preparatory Committee (PPC) – Rob Kool
 - Operating Agents meeting report – Rob Kool

10:00 – 10:30

Coffee break

10:30 – 12:30

2. NEW WORK

- 2a. Proposal: Task 17 Phase 4 – Responsive prosumer networks – *René Kamphuis, TNO, the Netherlands*
- 2b. How to ‘do’ behaviour change in DSM – The A to Z model of behaviour change – *Sea Rotmann, New Zealand*
- 2c. Big Data

The proposed New Tasks discussion will aim at one of the following decisions:

1. Decide to **initiate the new Task** based on work done to date.
2. Decide to initiate the **Task Definition** for a new Task. Interested countries must be prepared to assign the appropriate expert(s) to participate in that process.
3. Decide that additional work is needed on the **concept paper**. Interested countries must be prepared themselves, or to assign the appropriate Experts to help further develop the concept.
4. Decide to pursue the subject in co-operation with other parties within the IEA or elsewhere
5. Rejection (or moth-balling)

12:30 – 13:30

Lunch

3. CURRENT TASKS – LOAD LEVEL CLUSTER

13:30 – 14:00

3a. Task 16 – Phase 4 – Competitive Energy Services
– Task Status Report
– *Jan W. Bleyl, EnergeticSolutions, Austria*

14:00 – 14:30

3b. Task 25 Business models for a more effective market uptake of DSM energy services. Task Status Report –
– *Ruth Mourik, DuneWorks, the Netherlands*

14:30 – 15:00

Coffe break

4. CURRENT TASKS – LOAD SHAPE CLUSTER

15:00 – 15:30

4b. Task 24 Closing the Loop – Behaviour Change in DSM:
Helping the Behaviour Changers – Phase II.
Task Status Report
– *Sea Rotmann, SEA - Sustainable Energy Advice, New Zealand*

15:30 – 16:00

5. PROGRAMME VISIBILITY

5a. Programme Visibility Report *Sea Rotmann*
– *Sea Rotmann*

16:00 – 16:30

5b. Development of the DSM University
– *Hans Nilsson*

16:30 – 18:00

6. ADMINISTRATIVE MATTERS

6a. Task Zero, status report

6b. Financial Report 2017 – *Andreas K. Enge*
Accountax Status Report
Status of Common Fund payments

6c. Decision on plans for the Fiftieth ExCo meeting
October 2017

6d. Plans for the Fifty First ExCo meeting April 2018

19:00 Hosted Dinner

Friday 12 May

09:00 – 10:00

7. PRESENTATIONS by ExCo members and Observers

10:00 – 10:30

Coffee break

10:30 – 12:30

8. DISCUSSION: Strategy of the IEA DSM TCP

12:30 – 13:30

Lunch

APPENDIX TO THE AGENDA “Issues for the decisions and the process to reach decisions”

The delegates are URGED to prepare their responses to presentations carefully and primarily by contacting possible stakeholders before the meeting. The format for these proposed New Tasks will be a brief presentation that focuses on the:

- Motivation for the proposed work (what issues does it tackle?) what is it trying to achieve? Who is the target audience?;
- Objectives;
- Approach to accomplishing the proposed work;
- Expectations/Results and Deliverables
- Dissemination plan – what will need to be done to get the results adopted? Who will do it?
- Required resources

Concept and Task Definition Papers (Process and phases)

Before a new Task is starting the concept has to be defined and presented in order to attain the interest of possible participants.

PHASE 1: IDENTIFY NEW ACTIVITIES

Resulting in a CONCEPT PAPER (2-5 pages) containing

- Motivation
- Objectives
- Approach
- Expectations/Results

PHASE 2: DEFINE NEW ACTIVITIES

Requiring an EXPERTS MEETING to propose

Table 1. Task Work Plan Resource needs: Task or cost sharing

Table 2. Dissemination, Task Information Plan

CONTENTS OF PROPOSALS FOR NEW WORK

The document that will propose the new work to the Executive Committee could be organized and have the Following contents:

1. Background and motivation
 2. Objectives
 3. Issues for the new work (scope)
 4. Structure (sub-tasks)
 5. Management (responsibilities of the Operating Agent, Subtask leaders and Experts)
 6. Deliverables (for whom, target groups)
 7. Time Schedule and milestones
 8. Funding and Commitments (Resources needed)
 9. Meetings plan
 10. Information activities
 11. Co-operation with other IA's, the Secretariat and other interested parties
 12. Country contributions to funding and Tasks
- Annexes: Detailed description of Subtask

12. ATTACHMENT C

Glossary

Abbreviation	Explanation
APEC	Asia-Pacific Economic Cooperation
BCG	Buildings Co-ordination Group (consists of 7 Implementing Agreements)
CERT	Committee on Energy Research and Technology in the IEA
CIGRE	International Council on Large Electric Systems
CTI	Implementing Agreement on Climate Technology Initiative
DHC	Implementing Agreement on District Heating and Cooling
DSM	Implementing Agreement on Demand-Side Management
EC	European Commission
ECEEE	European Council for an Energy Efficient Economy
ECES	Implementing Agreement on Energy Storage
ECI	European Copper Institute
EEWP	Energy Efficiency Working Party in the IEA
ENARD	Electricity Networks Analysis, Research & Development
EOT	End of Term
ESD	Energy Services Directive in the European Commission
ETE	Energy Technology Essentials (3-4 page briefs)
ETSO	European Transmission System Operators
EU	European Union
EUWP	End-Use Working Party in the IEA
FBF	Implementing Agreement on Future Buildings Forum
GHG	Green House Gas
HPC	Implementing Agreement on Heat Pump Centre
ICLEI	International Council for Local Environmental Initiatives
IEA	International Energy Agency

IPCC	Intergovernmental Panel on Climate Change
ISGAN	International Smart Grid Action Network (ISGAN)
JFS	Japan Facility Solutions (Japanese Sponsors participating in Task XVI)
KEA	Korea Energy Agency
KIER	Korea Institute of Energy Research
NEET	New and Emerging Environmental Technologies (IEA networking project - Gleneagles G8)
NDRC	National Development and Reform Commission, China
PMD	Pre-Meeting Document
PVPS	Implementing Agreement on Photovoltaic Power Systems
REEEP	Renewable Energy and Energy Efficiency Partnership
SANEDI	South African National Energy Development Institute
SANERI	South African National Energy Research Institute
SHC	Implementing Agreement on Solar Heating and Cooling
TSO	Transmission System Operators

If you would like to add to the glossary send your suggestion to anne.bengtson@telia.com

13. ATTACHMENT D

Participation Table

Participant	In force						Proposed Tasks/ extensions
	17 Phase 3	24 Phase 2	25		16 Ext. Phase 4		
	Integration of DSM, Distributed generation, Phase 3	Behaviour Change in DSM – Helping the Behaviour Changers	Business models and the effective market update of DSM Energy Services	DSM University	Competitive Energy Services Phase 4		
Australia				u			
Austria	X	X	X	u	u		
Belgium			u	u	X		
Finland			u				
India	X						
Italy				u			
Korea			X	u	u		
Netherlands	X	X	X		X		
New Zealand		X		u			
Norway			u	u	X		
Saudi Arabia							
South Africa							
Thailand							
Spain				u			
Sweden	X	X	X				
Switzerland	X		X	u	X		
United Kingdom		u	u				
United States	X	u		u			
RAP *				X			
European Copper Institute*	X		X				
Efficiency One		u	u	u		u	
OPERATING AGENT (OA)	Matthias Stifter & René Kamphuis	Sea Rootmann	Ruth Mourik	Hans Nilsson, Hans de Keulenaer	Jan W. Bleyl-Androschin		

X = participant

u= interested

* = Sponsors

X = in-kind



14. ATTACHMENT E

Strategy discussion - Power Point presentation



Strategy Workshop

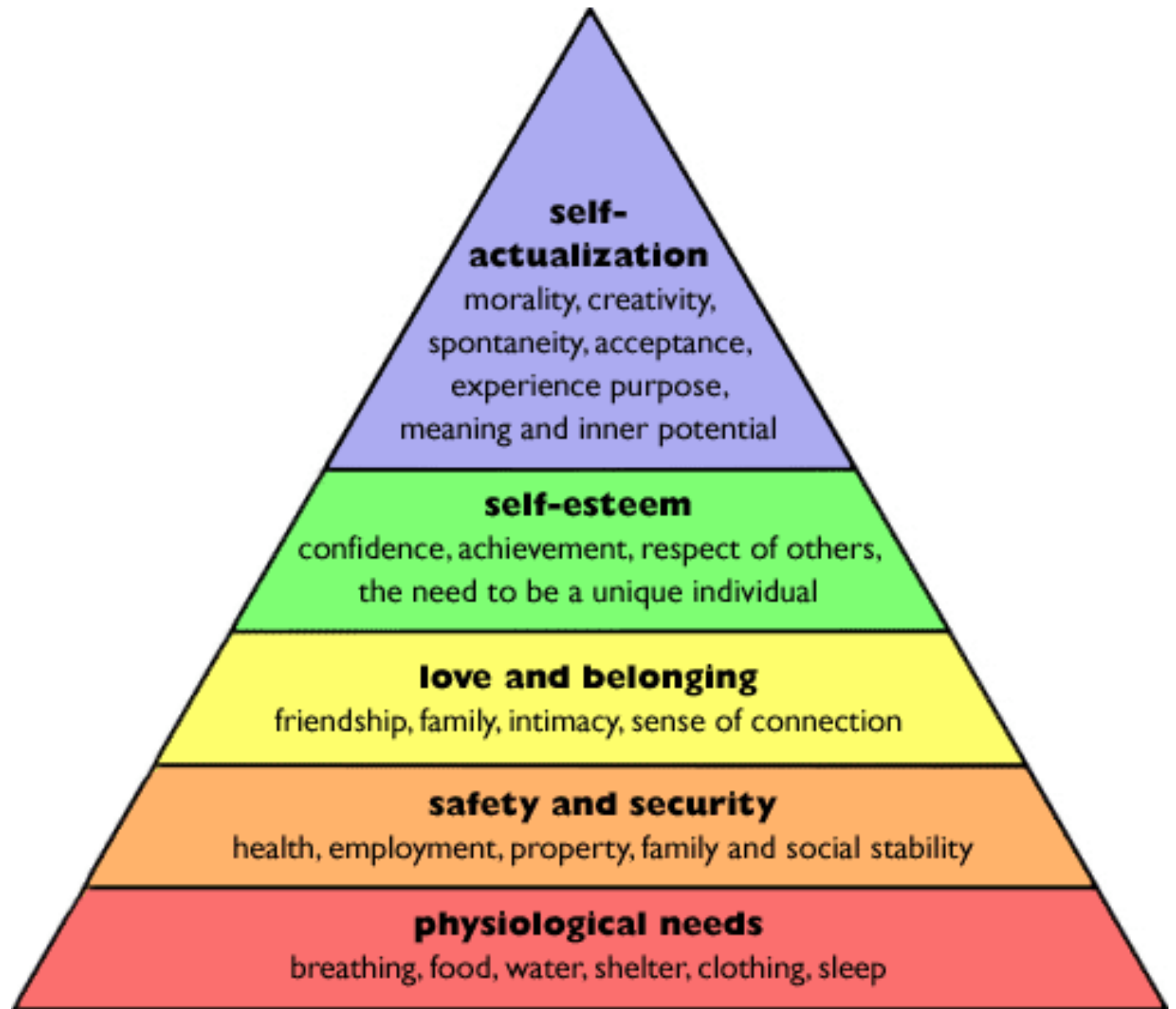
IEA DSM 49th ExCo meeting, Dublin, Ireland
12 May 2017

Svetlana Gross, Swedish Energy Agency

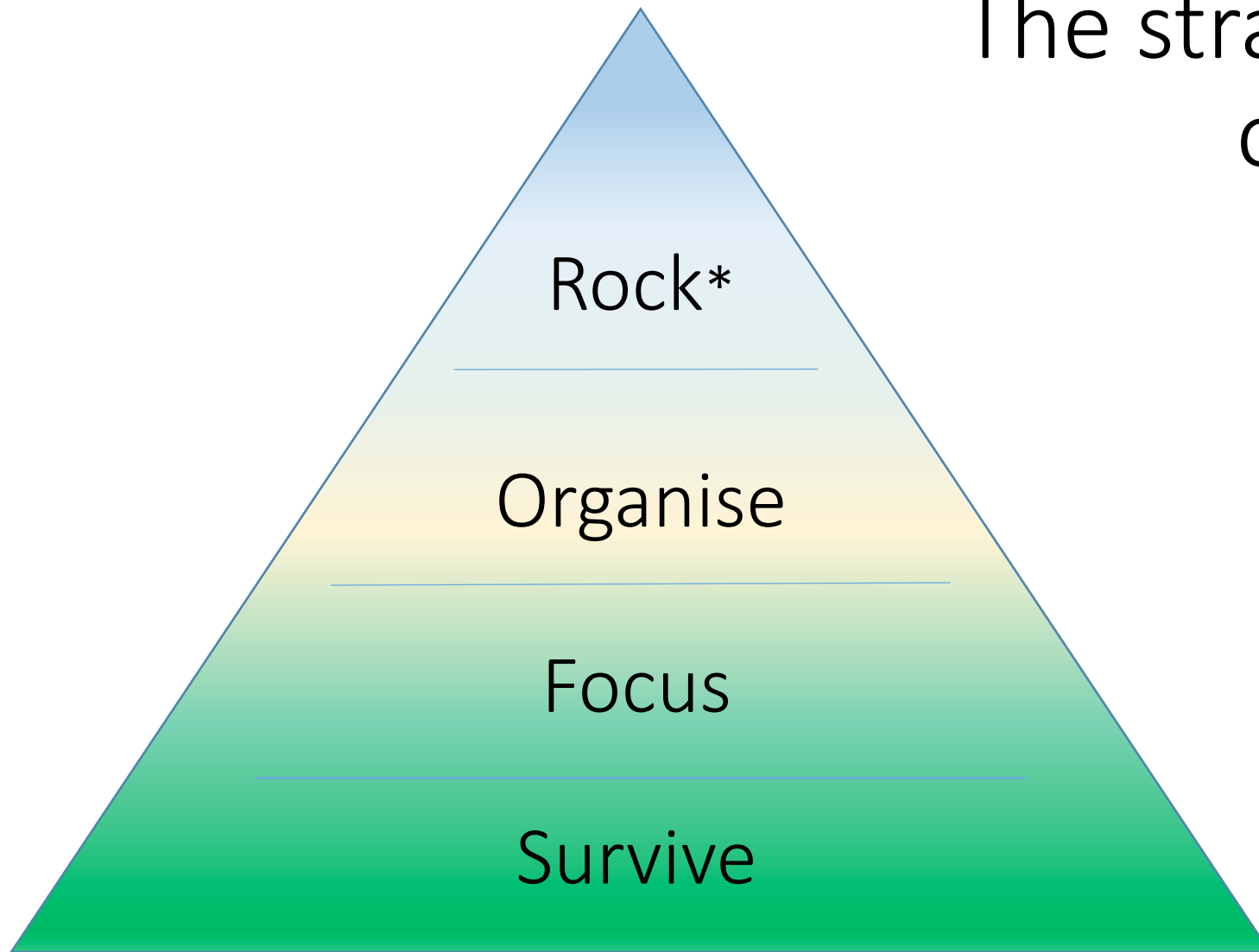
Why and when do we need strategy?

- Strategic communication needs to be presented to EUWP in order to extend the term for DSM TCP
- Current term: 1 March 2014 to 28 February 2019
- Deliverable: a report in an IEA template due latest February 2018

We'll start here



The strategy hierarchy of needs



Rock*

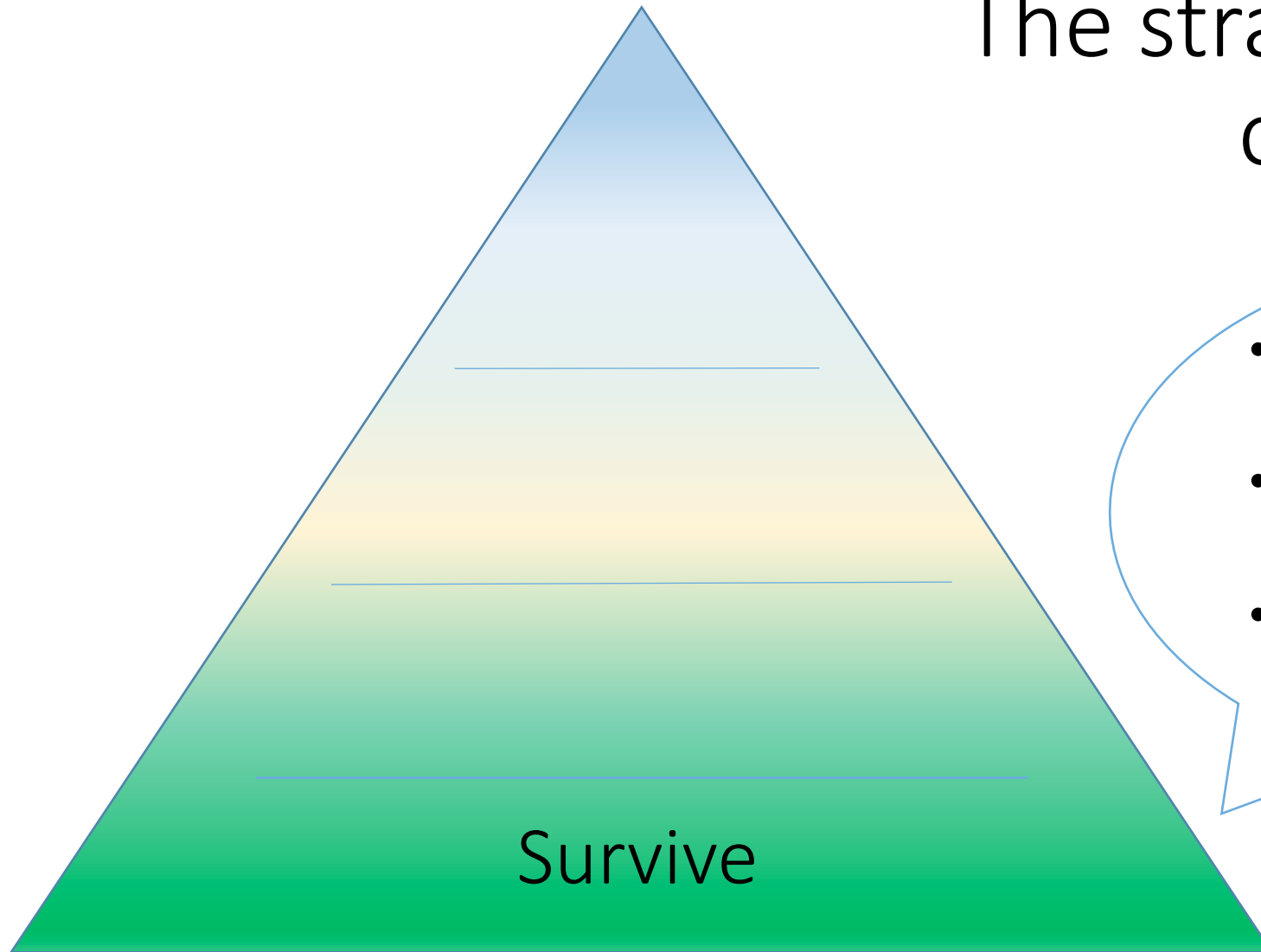
Organise

Focus

Survive

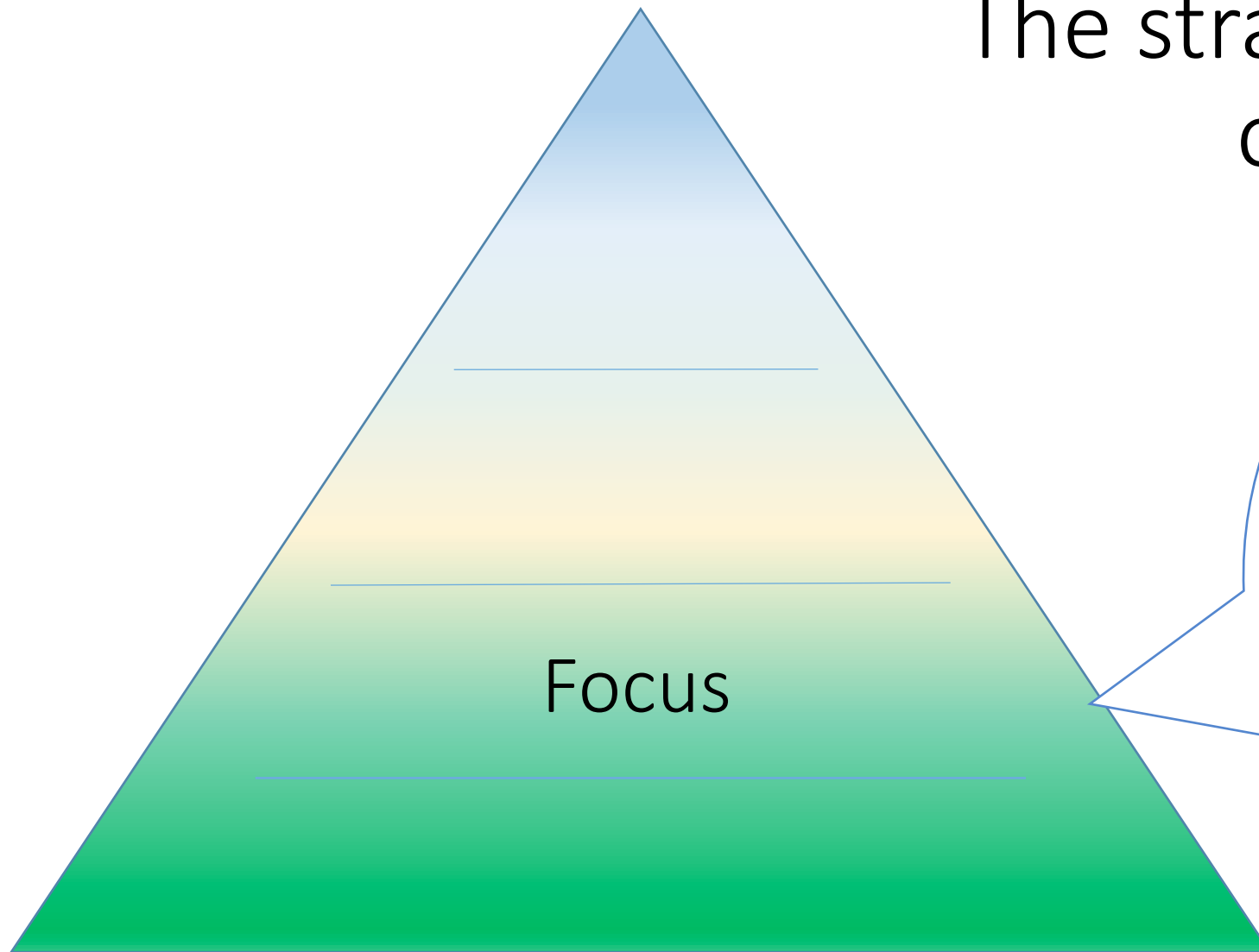
* Disseminate, collaborate and grow

The strategy hierarchy of needs



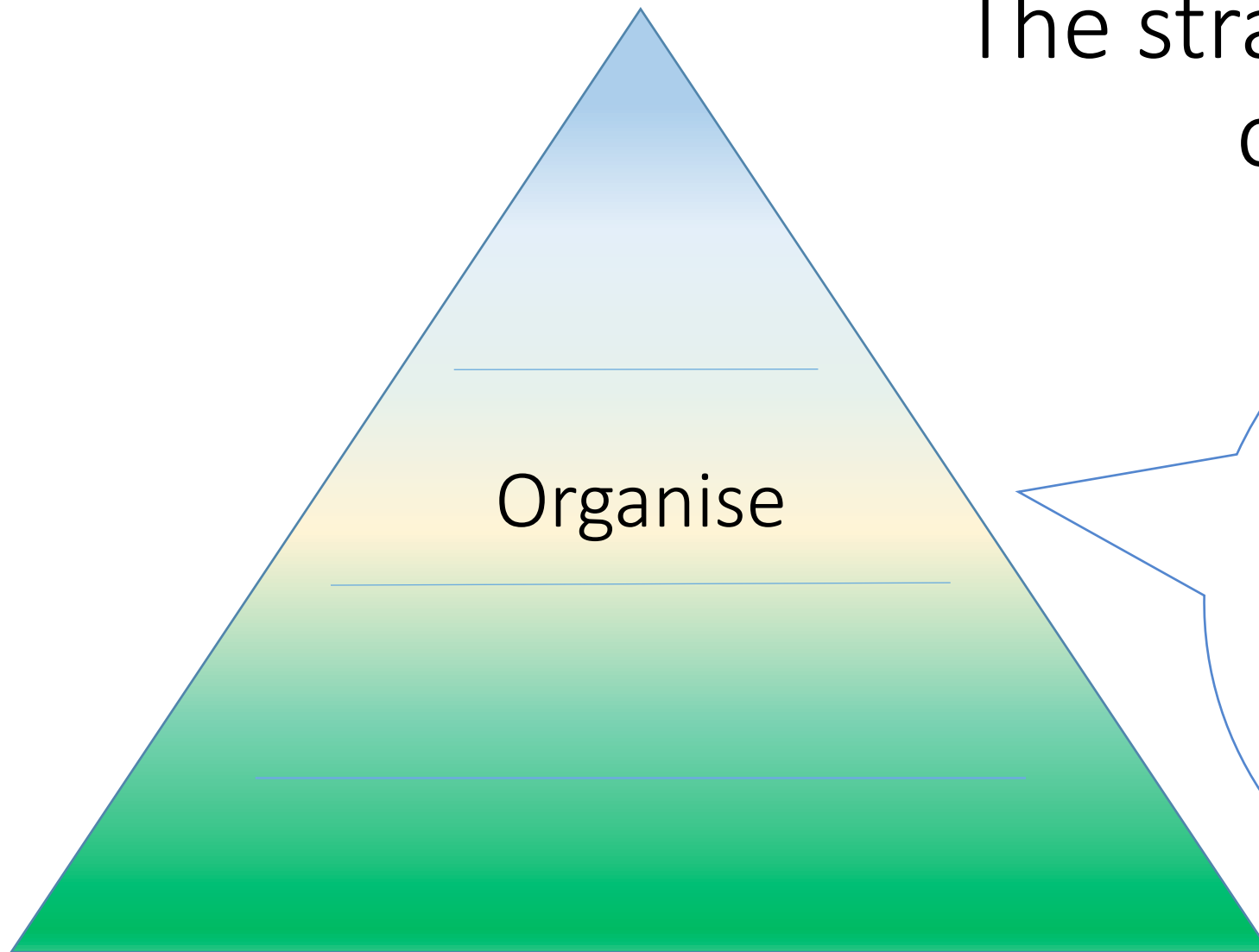
- New leadership needed
- Member countries need to step up
- We need to be able to fund Tasks

The strategy hierarchy of needs



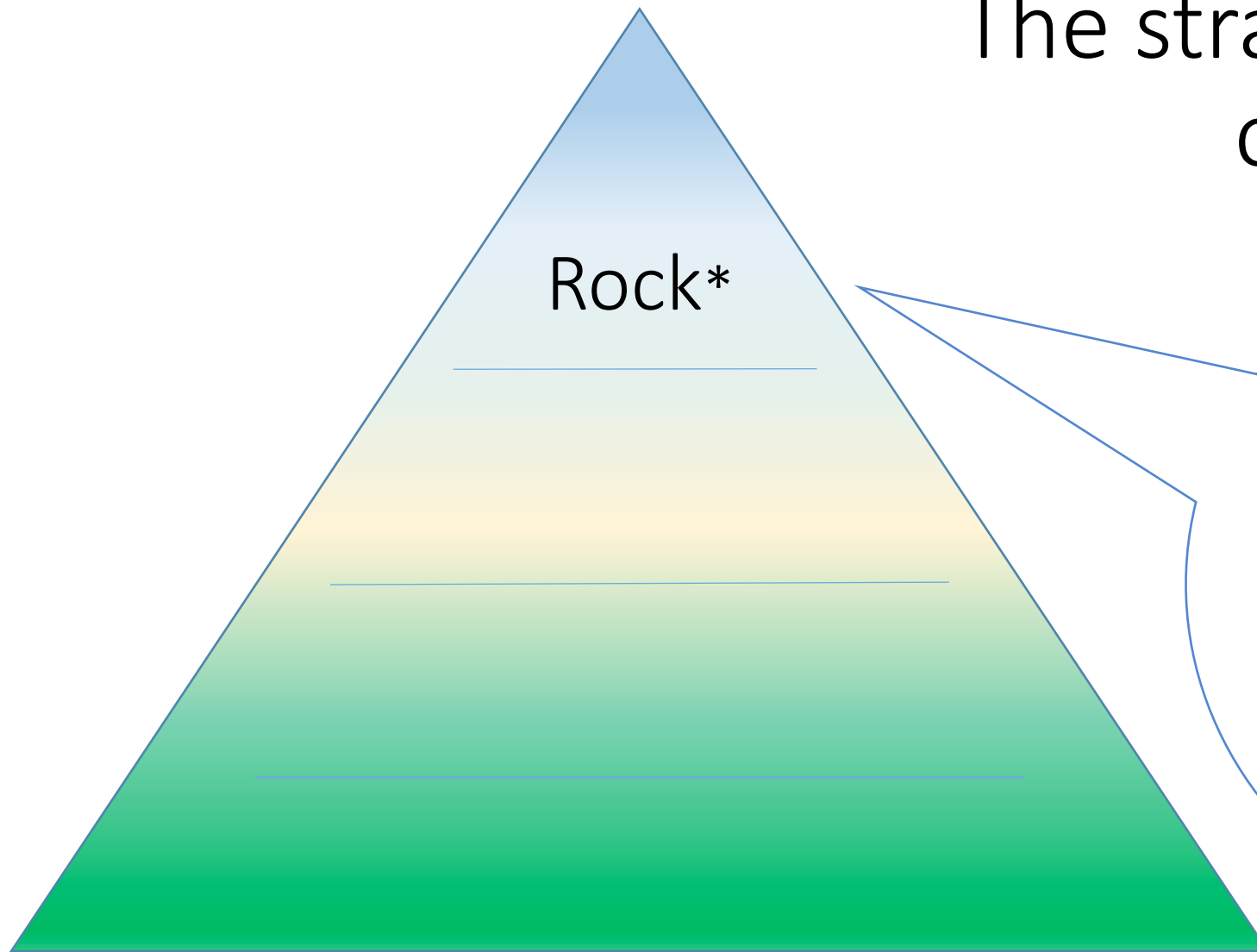
- Has effects on who to collaborate with/new members
- Has effects on who the ExCos are
- Essential to the message and the language for this TCP
- Balance historical and current work

The strategy hierarchy of needs



- Effective and transparent process (calls?)
- Strategic communication
- Forms for collaboration (ExCos, ExCos and Task experts, TCPs, IEA)
- Impacts all activities

The strategy hierarchy of needs



- Active and internationally acclaimed tasks
- Academic and industry collaborations
- Impact towards IEA, other TCPs, MI, CEM
- New members
- Rock!

* Disseminate, collaborate and grow

A TCP is its member countries, it's up to us

Q1: What value do you get from membership in DSM today?

Q2: How do you/your organisation contribute to TCP today?

A TCP is its member countries, it's up to us

Q3: What value do you expect six years from now (2023)?

Q4: How can you/your organisation contribute to create the value you expect?