

IEA DSM-Programme 43rd meeting (Wellington) QUICK MINUTES

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

Budget/ country	#	Issue	
	1 General Busi- ness	Status of the Implementing agreement	<p>The process to change the term for the IA to five years (instead of two) is moving on in a “fast-track” procedure with the assistance of the EUWP vice chair.</p> <p>China (NRDC) has shown interest and was present as an observer. Thailand has previously attended as observers but were unable to attend. South Africa attended the meeting as observers and stated that they will join in May 2014.</p>
		Operating Agents meeting	<p>The meeting was held as a preparation of the ExCo in order not to duplicate reporting and in order to solve some common problems that Tasks might have.</p> <p>There was a discussion about the length of Task proposals suggesting that they be developed in sequence:</p> <ul style="list-style-type: none"> • Idea (2 pages): Short description of the idea, and how it fits in the research area of the IA. • Proposal (5 pages). This proposal should contain the following topics: <ul style="list-style-type: none"> ❖ Title/Research Area ❖ In brief: research question, methodology of work and necessary experts (not names but area of expertise), both to perform the task itself and the additional national experts. ❖ Deliverables (incl. dissemination) ❖ Timeframe ❖ Budget indication • Work plan can be added after decision <p>An ExCo member will be chosen to coach the preparation of a proposal. OAs will formally be appointed only after the proposal has been decided and approved.</p>

	2	The way forward	<p>The action list requires us to complete the following:</p> <ul style="list-style-type: none"> • Vice chair(s) • Communication plan • Finalized strategy • Edited Document (Colourful, Simple, Complete) <p>Short messages should be developed on:</p> <ul style="list-style-type: none"> • Collaboration • Technology evolution • Technology development • Organisation and behavioural change • Policy relevance • Other remarks <p>Two break-out sessions under the leadership of Andreas and Paul reported. See full report in Minutes.</p>
See Task Zero	3. Extensions and New work	a) “DSM-university”	<p>The first 2 webinars have been delivered and three more are in preparation. The schedule aims at having one webinar per month (first week).</p> <p>A work plan and budget was presented and accepted.</p>
		b) Task NEW	<p>“Step change for energy markets? DSM combined with distributed renewable energy generation”. This concept from Australia should be discussed further with Task 17. Boris will coach the process.</p>
TBD		c) Task NEW	<p>“Impact assessment of behavioural base energy efficiency programmes” a concept presented by Harry Vreuls. The ExCo decided that the concept was worth to develop further (to a 5-pager). Boris and Maria were elected as ExCo coaches for the Task development.</p>
€62500		d) Task 24 extension	<p>Sea Rotmann presented the extension of Task 24. There was sufficient support for taking the issue further. Andreas and Maria should coach the process.</p>
		e) Task NEW	<p>“Information Exchange Forum” was received with great sympathy because of the ambitions, but rejected in the present format since there were diverging opinions about how (and what) information should be gathered, structured and used.</p> <p>The resemblance with the DSM-U Product “Community of practice” that is anticipated to be developed at a later stage, was noted.</p>
	4 Final management report	Task 21	<p>The final management report was approved. It shows that the work done contains a lot of very interesting observations on how data reported for planning is often “misleading”. This merits a wider interest from both practitioners and researchers.</p>
€30000	5. Load Shape issues	a) Task 17 phase 3	<p>Matthias Skyped in and presented the suggested Phase 3 and reported on the commitment from Austria, Switzerland, The Netherlands and the European Copper</p>

			<p>Alliance. The issue is under consideration in Sweden, India and the US. Finland has interest but no funding secured.</p> <p>Some liaison with Australia will be explored, see agenda item 3b.</p> <p>Start-up is planned for May 19th at “The smart grid week” in Graz.</p>
		b) Task 23	The Task Status report was delivered in a joint oral and Skype session. The report and the Mid-Term evaluation were both approved.
		c) Task 24	The Task Status Report was approved
€52000	6 Load Level issues	a) Task 25	Ruth presented the Task Status report via Skype which was approved. There was broad interest expressed among participants but also that many of them have to go into processes of some length to be able to release funding.
		b) Task 16	The Task Status Report was approved and the OA was encouraged to prepare for an extension.
		c) Task 20	Balawant did not show up to report.
	7	Programme Visibility	<p>The Task Status Report was approved.</p> <p>Data for hits on the website seems to be grossly exaggerated.</p> <p>The RFP for web-site improvements will be sent out.</p> <p>A communication plan has been prepared and will be distributed</p>
	8	Administrative matters	The Financial Status Report was approved.
			<p>Seed-funding: The decision on seed-funding opportunities made at the 35th ExCo-meeting were reiterated and confirmed:</p> <p>In this context the ExCo was reminded that it has also been decided to create and maintain a catalogue for project (Task) development for planning purposes that could be useful.</p>
€11000			<p>“Task Zero”: The idea to gather the duties and services for running the Implementing Agreement and add the services for the DSM University in a more formal “Task Zero” was discussed.</p> <p>The proposal should be developed for the next ExCo and also consider e.g. the management of the IA (PPC, strategy, coaching etc.)</p>

			A vice chair responsible for financial matters should be elected at the next ExCo.
			<p>Coming meetings:</p> <ul style="list-style-type: none"> • The 44th meeting will be in Graz in Austria October 15-17, 2014 • The 45th meeting will be in Cape Town South Africa (probably in April 2015 after Easter) • The 46th meeting might be in Sweden