

**IEA TECHNOLOGY COLLABORATION PROGRAMME ON
USER-CENTRED ENERGY SYSTEMS (USERS TCP)**

**6th UsersTCP Executive Committee Meeting
Online 10th – 14th October 2022**

CONTRACTING PARTIES	ATTENDEES		AFFILIATION
AUSTRALIA	Iain	Macgill	UNSW Sydney
AUSTRIA	Tara	Esterl	AIT Austrian Institute of Technology
BELGIUM	François	Brasseur	SPF Economie
CANADA	Ben	Copp	Natural Resources Canada
CANADA	Zaiba	Ali	Natural Resources Canada
IRELAND	Josephine	Maguire	Strategic Energy Authority of Ireland
IRELAND	Daire	McCoy	Strategic Energy Authority of Ireland
KOREA	Kevin	Kim	Korea Energy Agency
NETHERLANDS	Nicole	Kerkhof	Netherlands Enterprise Agency
NEW ZEALAND	Nina	Campbell	Energy Efficiency and Conservation Authority
NORWAY	Even	Bjornstad	ENOVA SF
SWEDEN	Marianne	Karlsson	Swedish Energy Agency
SWEDEN	Helena	Karresand	Swedish Energy Agency
SWITZERLAND	Markus	Bareit	Swiss Federal Office of Energy
UNITED KINGDOM	Emma	Claydon	Department of Business, Energy and Industrial Strategy
UNITED KINGDOM (Chair)	David	Shipworth	University College London Energy Institute
IEA			
Desk Officer	Emi	Bertoli	IEA Energy Efficiency Division
ExCo SECRETARIAT			
Head of Secretariat	Samuel	Thomas	User-Centred Energy Systems TCP Ltd
Secretariat Support	Vikki	Searancke	User-Centred Energy Systems TCP Ltd
OBSERVERS AND EXTERNAL SPEAKERS			
AUSTRIA	Andrea	Werner	University of Applied Sciences Technikum Vienna
AUSTRIA	Lisa	Diamond	AIT Austrian Institute of Technology
AUSTRIA	Peter	Froehlich	AIT Austrian Institute of Technology
AUSTRIA	Andrea	Kollman	Energie Institut Linz
AUSTRIA	Beatrix	Hausner	Austrian Society for Environment and Technology
NEW ZEALAND	Sea	Rotmann	Sustainable Energy Advice
SWEDEN	Anna	Åberg	Chalmers University
SWEDEN	Martin	Hultman	Chalmers University
SWEDEN	Helena	Stromberg	Chalmers University
SWEDEN	Julia	Norman	
SWEDEN	Camilla	Andersson	
UNITED KINGDOM	Orson	Stanford-Durkin	Department of Business, Energy and Industrial Strategy
UNITED KINGDOM	Meghan	Keenan	Department of Business, Energy and Industrial Strategy
UNITED KINGDOM	Alexandra	Schneiders	University College London Energy Institute
UNITED KINGDOM	Jesper	Akesson	The Behaviouralist
UNITED KINGDOM	Ondrej	Kacha	The Behaviouralist
USA	Kira	Ahsby	Consortium for Energy Efficiency

Minutes

The sixth User-Centred Energy Systems Technology Collaboration Programme (UsersTCP) Executive Committee (ExCo) meeting took place online. These minutes present the discussion, decisions and actions made at the meeting. Decisions are summarised in Annex 1 and actions are summarised in Annex 2. Meeting papers and presentations are available in the ExCo channel of our MS Teams platform and also in the ExCo portal on the UsersTCP website <https://userstcp.org/account>

0.1 Draft agenda and minutes of the last meeting

1. The UsersTCP Chair, David Shipworth, welcomed delegates and observers to the meeting.
2. David welcomed new delegates Tara Esterl (Austria), Ben Copp (Canada), Mariann Karlsson (Sweden) and Ram Narayanamurthy (USA); and new alternate delegates Daire McCoy (Ireland), Sangku Park (Korea) and Osmond Borthwick (New Zealand).
3. The draft agenda was adopted through the written procedure.
4. The minutes from the previous meeting were previously approved and were provided for information.

2 ExCo Business

2.1 Chair Election

1. David Shipworth was elected unopposed to a new two-year period as TCP Chair through the written procedure.
2. Delegates approved the expenditure of Common Funds on a minimal cost-recovery basis to his university for his time in the Chair role through the written procedure.

2.2.1 Status of the TCP

1. David [presented](#) the key developments of the TCP since April 2022, as set out in the Executive Steering Committee Report (ESC), and fed back on meetings over the last two weeks at the IEA. At the [special workshop on reducing energy demand with behaviour and awareness campaigns](#), the TCP was well-represented, by the Chair, who chaired a session, the Task Leaders of the Behavioural Insights Platform and the Hard-to-Reach Task who both presented their work, and the TCP Operating Agent. The workshop also featured presentations from many countries that have put campaigns in place this year, to drive both demand reduction and the uptake of social protection support. Emerging research needs include understanding context, effect duration and transferability across groups and borders. At the ISGAN/IEA [special workshop on flexibility for resilience in integrated systems](#) emerging research needs included the social acceptability and perceived fairness of tariff structures, tradeoffs between complexity and comprehensibility, and the coordination of local energy assets.

2.2.2 Arrangements for future meetings/knowledge sharing

1. Sam reminded delegates that, at the last meeting, ExCo members had discussed meeting in-person once per year and online once per year. For next year's in-person meeting, Ben said that he would be happy to welcome delegates, with June being a better time to visit than April. Tara also preferred June, from a COVID risk perspective, and said that she would be prepared to travel.
2. David suggested that, if meetings in-person are only held once a year, all delegates should be prepared to travel. Josephine mentioned that this was the case with some meetings in her organisation. Helena Karresand (Sweden) noted that hybrid meetings can be great with good technology. Anna noted that they need lots of planning. Markus Bareit (Switzerland) noted that time zones are the key problem with hybrid meetings in the TCP context; it is never possible for all delegates to be together at a time convenient to all. Andrea mentioned that it would have been great to have had an in-person meeting during the development of the concept note. Alexandra noted the value in making host country contacts through the in-person ExCo meetings.
3. Sam mentioned that he had also discussed with the IEA the possibility of hitching the ExCo meeting to the IEA' annual energy efficiency conference. However, this will take place in Paris, France next year. France is not a member of the TCP. Costs of room hire might than need to be funded by the TCP, unless the hosts of the IEA conference were able to free up space. Sam said that he would keep the idea as a potential back-up plan and consider it for future years too, particularly when held in a member country.

4. **Action: Sam to work with Ben to find a date and venue for the next ExCo meeting in Canada, in late spring 2023, potentially alongside a relevant event.**
5. Emma asked whether we could improve knowledge sharing across the ExCo, taking advantage of the international network at delegate level. She also mentioned that Ben Walker (former UK delegate) had suggested the possibility of arranging secondments between organisations represented on the ExCo. David suggested that knowledge sharing might feed into Task development. Emma said that agenda items for sharing headline findings from research by member countries could be useful. David asked whether a list server would be a good idea for the TCP, through which members could ask questions for answer by anyone in the group. Josephine said that this would be helpful.
6. **Action: David to investigate setting up a Users TCP list server.**

2.3.1 Implications of energy crisis for the TCP's current work programme (until end of mandate in February 2025)

1. David presented the current energy price context before opening the discussion on potential new TCP work to participants. Sea Rotmann (Task Leader, Hard-to-Reach Task, New Zealand) suggested an analysis of the equity implications of behaviour interventions to drive energy demand reduction. Daire McCoy (Ireland) suggested the potential for a Task that evaluated the various behavioural interventions put in place by countries in response to the crisis. David suggested that evaluations might focus on particular elements of theories of change and their transferability. Daire highlighted the need to look at multiple objectives together, in this case the take-up of bill support, investment support and behaviour change.
2. Jesper Åkesson (Task Leader, Behavioural Insights Platform, United Kingdom) suggested that it might be interesting to look at "crowd-in" and "crowd-out" effects through field experiments. He also suggested that survey instruments could be used to test responses to different messages, potentially with click options to help reveal effects. In response to Sea, he noted that, to reach hard-to-reach groups, the survey would need to expand and bake-in qualitative analysis. Daire noted that, in Ireland, they had ran a pretest, the results of which he could share.
3. David summed up, by suggesting that potential work in this area could involve a landscape review of existing campaigns; a stated preference online survey experiment; and a wrap-around that focused on hard-to-reach groups. An output could be a best practice guide for evaluation of awareness campaigns.
4. Further discussion focused on the potential for peak time savings (Lisa Diamond, Task Organiser, Social License 2.0, Austria), tariff design (Tara Esterl, Austria), the intersection of gender and energy (Anna Åberg, Task Leader, Gender & Energy Task, Sweden), the implications of speeding up the transition on energy infrastructure needs, which could potentially be taken on board in the new Public Engagement Task (Emma Claydon, United Kingdom) and the link between short-run actions and long-run needs (all).
5. David suggested that a landscape review of alternate pricing structures and their implications for users and user-engagement, could be a useful future project for the TCP.
6. Martin Hultman (National Expert, Gender & Energy Task, Sweden) highlighted his work on the impact of social media stories on the effectiveness of policies. David noted that this could be an interesting topic of future work for the TCP.

2.3.2 Kicking off the development of the Strategic Plan for 2025 – 2030 (David Shipworth, Chair)

1. David and Sam [presented](#) slides to introduce the session. Sam set out the process for agreeing the next mandate for the TCP, for 2025-2030. The ExCo will need to submit a new Strategic Plan to the IEA's End-Use Working Party in summer 2024, agreeing the final text at the spring 2024 ExCo meeting. In previous years, a sub-committee of the ExCo has taken forward the drafting of the Strategic Plan, and this could be a good way forward this time too.
2. Sam also assessed progress towards delivering on the TCP's mission and objectives for the 2020-2025 period. The TCP has already overachieved its goal of building networks, based around new Tasks, but more work is needed to make outputs more policy relevant and more could be done with other TCPs as part of the broader IEA TCP network.

3. David set out five key issues to resolve in the drafting of the Strategic Plan. Our degree of engagement in collaborations; the breadth of scope of our work programme; the role of the ExCo; our membership model; and the balance between basic research and policy responsiveness.
4. Delegates were split into three groups to discuss.

2.3.3 Feedback from the 2025-2030 Strategic Plan Breakout Sessions

1. Tara fed back from Group 1. She said that there had been agreement in the group that the TCP's uniqueness lay in its focus on behavioural issues (in their broadest sense). Work with other TCPs would allow our TCP to marry collaboration on specific technological topics, with the Users TCP bringing social science expertise and other TCPs more technological expertise. The range of topics that the TCP covers is broad, but this is not necessarily a problem. Policy briefs would be valuable outputs that we should focus more on.
2. Josephine fed back from Group 2. She highlighted the need to find the right balance between breadth and depth and, as with Group 1, mentioned the need to strengthen links to policy, suggesting easily digestible one-pagers associated with all the key TCP Task outputs. She noted the importance of maintaining good links with the IEA, given their greater reach on policy and higher profile. Finally, she discussed strengthening links between Tasks and the ExCo, suggesting a possible role for alternate delegates in summarising progress with Tasks. Ben reinforced the point around strengthening the link between the research and policy.
3. David fed back from Group 3. He said that there had been agreement on keeping the breadth of topic coverage in the TCP. There had been discussion in the group on how to interact with other TCPs, particularly on how to overcome logistical issues, so that Task Leaders are not pulled in different directions. In terms of topics for the 2025-2030 period, energy security appeared to be a potential topic, as did the need for carbon efficiency, and how that translates into policy design. One suggestion was to frame the strategic plan in terms of principles that govern our work plan.
4. David also mentioned that he would be travelling to Canada for the Future Buildings Forum (19-21 October 2022) organised by Energy in Buildings and Communities (EBC) TCP and the IEA's Buildings Coordination Group. He would look for areas of common interest and feedback on potential topics and the mechanics of collaboration.
5. Ben, Daire and Tara said that they would like to be part of a sub-group of the ExCo to take forward the development of the 2025-2030 Strategic Plan.
6. **Decision: Ben Copp (Canada), Daire McCoy (Ireland) and Tara Esterl (Austria) will work with the ESC to develop the Strategic Plan 2025-2030 for agreement at the spring 2024 ExCo meeting.**

2.4 Communications Strategy (2022 – 2025)

1. Sam [presented](#) the TCP's communications strategy. A review of the TCP's current communication activities by the ESC concluded that the TCP lacks a cohesive strategy to communicate with its desired audience. Strategy actions include expenditure estimated at 2 800 Euros on upgrades to the website, a ramp up in social media activity, driven by Task content, and a greater focus on policy-relevant outputs, including Policy Briefs.
2. Lisa asked by when the website redevelopment could be completed. Vikki Searancke advised that she would meet with the website designer after the ExCo to put together a timeline starting in November and let Task Leaders know when the development site was ready to view.
3. **Decision: The ExCo approved the communications strategy, including expenditure on the website upgrade.**

2.5 TCP Guidance Update

1. Sam outlined the updates to the Task Initiation and Management Guidance document.

2.6 Secretariat Report

1. The ExCo approved the Secretariat Report through the written procedure.

2.7 Budget 2023-24 – allocating reserves to ExCo projects

1. The ExCo approved the finance statement for the first six months of the 2022/23 financial year through the written procedure.
2. The ExCo approved the draft budget for 2023/24 through the written procedure, pending the resolution of one issue escalated to the ExCo meeting agenda by François Brasseur (Finance sub-committee, Belgium). He explained that, considering the financial reserve to date, we could afford to spend some budget on ExCo projects, e.g., to help kicking off a project that would be deemed as promising by the ESC, or indeed to follow up on identified needs during the energy crises.
3. Sam Thomas (Users TCP Operating Agent) explained that the expected income and expenditure were balanced for 2023/24, with no funds allocated to prospective ExCo projects - research funded, partly or entirely, by the TCP Common Fund. However, the TCP's reserves sat at 225 000 Euros at the start of the 2022/23 financial year, effectively providing a buffer of one year's operating costs.
4. Josephine Maguire (Ireland) agreed with François that, at this moment, it would be sensible for the TCP to use some of its reserves on crisis-related research. The ExCo discussed the minimum amount of reserves that it would be prudent to retain and agreed that keeping one year's worth of operating expenses in reserve would be sufficient.
5. **Decision: The ExCo agreed that the Users TCP shall retain twelve months operating expenses in its reserves and consider balances above that level for expenditure on common fund projects on a case-by-case basis.**

2.8 Gender & Energy Policy Brief Feedback

1. Item withdrawn from agenda.

2.9 IEA Secretariat Update (Emi Bertoli, IEA Desk Officer)

1. Emi presented her report as the IEA Desk Officer for the TCP on the recent activities of the IEA. She highlighted the Energy Efficiency Division's work on behaviour change since the Russian invasion of Ukraine, including their work with the European Commission, for example in the [Playing my Part](#) analysis. Emi mentioned that the special workshop on reducing energy demand (see above) received 5 000 online views with 24 hours.
2. The IEA will be publishing two relevant reports in the coming months. The World Energy Outlook Special Report on Heat Pumps will be launched on 30 November and the Energy Efficiency Market Report on 1 December, with a Users TCP Academy presentation on 7 December. The Market Report will feature analysis of responses to the energy crisis, including supply chain constraints, as well as a focus on the ASEAN region. The confidential internal briefing for ExCo members can be found in the [slide deck](#) in the secure Teams site.

3 Task Status Reports

3.1 Global Observatory on Peer-to-Peer, Community Self-Consumption and Transactive Energy Models (GO P2P) Status Report (Alexandra Schneiders)

1. The ExCo accepted the GO-P2P status report through the written procedure.

3.2 Hard-to-Reach Energy Users Task (HTR) Report (Sea Rotmann)

1. The ExCo accepted HTR Task status report through the written procedure.

3.3 Energy Sector Behavioural Insights (BI) Platform Status Report (Jesper Akesson/Ondrej Kacha)

1. The ExCo accepted the BI Platform status report through the written procedure.

3.4 Gender and Energy Task Status Report (Anna Aberg)

1. The ExCo accepted the Gender & Energy Task status report through the written procedure.

3.5.1 Public Engagement for Energy infrastructure Task

1. The ExCo accepted the Public Engagement Task status report through the written procedure.

3.5.2 Public Engagement for Energy infrastructure Task verbal update (Orson Stanford-Durkin, Department of Business, Energy and Industrial Strategy (BEIS), UK)

1. Orson provided an update on the status of the Task, explaining that he would be moving roles within BEIS and introducing Meghan Keenan, who would be managing the UK's work on the Task with Emma.
2. Orson explained that they would be looking to launch the invitation to tender (ITT) for the Task Leader role in early November, with a view to work beginning in early 2023. Five countries (Ireland, the Netherlands, Sweden, Switzerland and the UK) had committed funding totalling 100 000 Euros. The Task Leaders would be expected to produce a detailed literature review and guidance with recommendations for policy makers. The UK and the Netherlands would lead the procurement exercise, with the ITT publicised through the TCP and national channels. The Task's Common Fund would be held by the Users TCP and the Task Leaders would invoice the TCP. In response to a question from the Chair, Orson explained that the National Experts would be expected to steer the work and feed in ideas, rather than participating in the writing process for the outputs.
3. **Action: The UK to send the Invitation to Tender for the Public Engagement Task to the Secretariat in early November 2022.**

4 Future Work

4.1 Hard-to-Reach Energy Users Task (HtR) Draft Proposal for Extension (Sea Rotmann, Sustainable Energy Advice)

1. Sea [presented](#) a draft proposal for an extension to the current Task focusing on Hidden Energy Hardship and the role of middle actors in reaching and delivering energy services. She presented outputs from the current Task, highlighting the nested nature of hard-to-reach characteristics and the aggravating effects of COVID and the energy crisis on the extent energy hardship. The likely costs would be around 30 000 Euro per country per year (NZD 55,000, to be paid in local currency), assuming the participation of 3-5 countries.
2. Representatives of all of the funders of the current Task (Nina Campbell (New Zealand), Marianne Karlsson (Sweden) and Kira Ashby (Consortium for Energy Efficiency, United States) said that they were interested in principle but would need to investigate funding possibilities. Tara said that she would investigate whether Austria might be able to get involved during the next funding period (after September 2023). Ben Copp (Canada) noted the involvement of Canadian utilities in the current Task and expressed his interest in finding out more details of the proposed Task extension. No objections were raised from the ExCo as a whole.
3. **Decision: The ExCo asked that a full proposal for extension of the Hard-to-Reach Task be brought to the next ExCo meeting in spring 2023.**

4.2 Global Observatory on Peer-to-Peer, Community Self-Consumption and Transactive Energy Models (GO P2P) Proposal for Extension (Alexandra Schneiders, UCL)

1. Alexandra [presented](#) a proposal to extend the GO-P2P Task to the end of the current mandate period (February 2025). Alexandra highlighted the large network built up through the Task, and its role in initiating pilots, as well as analysing them. At the same time, P2P applications are developing so quickly that policy is struggling to keep up, creating many risks for users. To help policy makers respond and pre-empt issues, the extension would focus on the development of a policy toolkit, similar in design to the one developed for the Behavioural Insights Platform, as well as a greater emphasis on engagement with policy makers through their relationship with the IEA 3DEN programme and the TCP ExCo.
2. Alexandra explained that there were no direct budget implications for member countries and that she was searching for, and reasonably confident of finding, funding to cover her role as Task Leader. Josephine said that Ireland would be happy to see their National Experts continue participating in the TCP using their own funding and that they would like to see more interaction with policy. Nina also provided positive feedback from New Zealand's National Experts, and mentioned the need also to upskill the middle actors developing P2P pilots. Alexandra mentioned that she had received feedback that the template used for data collection on the pilots

could be a useful checklist for those developing such schemes. There were no objections from the ExCo as a whole.

3. **Decision: The ExCo approved the extension of the GO P2P Task to February 2025 with no conditions.**

4.3 Behavioural Insights Platform Proposal for Extension (Phase 3) (Jesper Akesson, The Behaviouralist)

1. A proposal for Phase 3 of the BI Platform to run from March 2023 to February 2025, was [presented](#) by Jesper. The objective of Phase 3 is to develop resources and activities to help policymakers apply behavioural insights to increase consumer demand flexibility. Jesper explained that participating countries would need to pay around 25 000 Euros to participate in Phase 3, in which they would undertake randomised control trials (RCTs) to test messaging around topics such as willingness to sign-up for time-of-use tariffs, the uptake technologies that facilitate flexibility, engagement with energy communities and willingness to change behaviour and shift energy consumption. The Task Leaders have already applied for match funding from the [J-Pal](#) initiative, which funds projects using RCTs. To increase value to members, members-only workshops would be held. Some resources would be devoted to building a network of policy makers and practitioners working in the field. At the end of the Phase, a guidebook would be produced. Participating countries would be expected to help the Task Leaders find utility partners with whom to partner in the running of the trials.
2. Tara asked about the availability of data for the experiments. Jesper said that the questions asked would vary depending on the availability of data. Where consumption data are available, outcome-based data could be used; in other cases, intermediate outcomes, such as take-up of technologies and offers could be tracked. Data cleaning was already included in the proposed budget. Lisa asked how potential overlaps with the Social License to Automate 2.0 proposal would be handled. Jesper said that the BI Platform Phase 3 focused on testing what works best. Tara also noted this, wondering whether there was some scope for joint work. David suggested that the Social License proposal was much broader, but indeed there could be scope for working together.
3. Daire asked what the optimal mix of interventions to test would be, given the very broad range presented. The more similar they are across countries, the more international comparisons can be made; but for the guidebook, diversity of approaches would be preferable. Jesper agreed that this was an interesting problem to resolve, and that ultimately, pragmatism often dictates the interventions that are able to be tested in particular countries.
4. Emma asked whether the guidebook will be truly generalisable, from an international perspective, and cast doubt on the efficacy of devoting too many resources to community building, given the relatively low financial contributions being asked for from participating countries. Jesper said that they were confident that they can do the work quite efficiently, given their experience in running trials of this kind, and that the network building aspect would most likely take the form of inviting external speakers to events. He also said that the guidance could be informed by the other work being undertaken in the field.
5. David asked how intellectual property would be treated. Jesper said that they would most likely sign memoranda of understanding with utilities, and that this was something that they had done many times in previous trials.
6. Amongst the current funders of Phase 2, Daire confirmed Ireland's participation in Phase 3; Ben said that Canada is very interested and would like to discuss with other countries the tests to run; Emma said that her team cannot fund the work, but that she is waiting for confirmation from another team in her UK Department that can; Switzerland said that they would not participate in this Phase, owing to the proposed content focus; and Jesper explained that they had had discussions with the Netherlands, who were not in the ExCo meeting at this point. Jesper also explained that they have received interest from a Portuguese utility about getting involved, and this could be a way of bringing them into the TCP. Jesper said that the he was confident of the viability of the Task with a minimum of four participants. There were no objections raised from the ExCo as a whole.
7. **Decision: The ExCo approved the extension of the BI Platform to February 2025 subject to the participation of four countries.**
8. **Decision: The BI Platform Task Leaders shall discuss with the Social License to Automate 2.0 Task Leaders the scope for joint work and avoiding duplication.**

4.4 Social License to Automate 2.0 Task Proposal

(Lisa Diamond, Austrian Institute of Technology; Andrea Werner, University of Applied Sciences Technikum Vienna, Austria)

1. Following the approval of the Concept Note at the previous ExCo meeting, Lisa and Andrea [presented](#) the full proposal for this new Task-shared Task.
2. Lisa highlighted the context (war, speed up, need to avoid patch-up) and the current situation in which things are targeted at individuals but in a generic way. They want to understand the contribution potential of energy communities in granting the social license, understand the gender aspect, and analyse consumption data. So they want to adapt the concept and develop stakeholder-specific recommendations.
3. Andrea Werner explained that there would be three subtasks focused on the three key objectives, and a fourth associated with dissemination. Subtask 1 would focus on the role of gender and diversity factors, focusing on motivation, energy literacy, practices and identity-creating roles, alongside data on gender, age, class and physical limitations. The findings will provide useful policy information on fairness and financial viability by group. 18 use cases have already been identified for analysis. Subtask 2 will look at the contribution potential of energy communities, looking at entry barriers (with implications for financial viability), and clustering community energy concepts for the analysis, with partners from outside the project envisaged from Colombia and Japan. The role of middle actors / aggregators will be qualitatively assessed, particularly in terms of financial reward allocation. Subtask 3 will look at consumption profile markers to identify existing flexibilities amongst target clusters. Load profiles will be subject to econometric analysis related to markers identified in the data, following an assessment of data quality and availability. Subtask 4 will bring together the results in a coherent way and facilitate knowledge exchange amongst stakeholders.
4. Lisa explained that the outputs would include stakeholder recommendations for policy makers and industry, criteria for flexibility profiles and associated data quality criteria, a qualitative assessment of the contribution potential of energy community clusters, and a gender and diversity-specific flexibility framework including associated guidance.
5. Since the concept note, the Task Organisers have reached out to other Tasks, ISGAN and will be reaching out to the Cities TCP as well as the Hard-to-Reach and Behavioural Insights Platform. David suggested that a mini-workshop or conference on the points of intersection between Tasks could be worthwhile, focusing on a topic, e.g. energy equity and just transitions, the diversity of responses from end-users, or community level issues. Other stakeholders, such as the Clean Energy Ministerial, ISGAN and the IEA 3DEN project could also be interested.
6. Austria, Ireland, the Netherlands, Norway, Sweden and Switzerland have committed to participate in the Task. Australia should be able to contribute as long as the issue of the Australian Contracting Party is resolved. Nicole explained that the Netherlands explained that there were a number of use cases that they could bring to the Task and mentioned that ISGAN Annex 7 would also be interested in the Task. Josephine mentioned that Ireland was particularly interested in the community aspects being addressed in the Task. The TCP as a whole did not object to the Task Proposal on the basis of scope or reputational risks.
7. **Decision: The ExCo approved the Proposal and Work Plan and congratulated the new Task Leaders on the kick-off of the new Task in November 2022.**
8. **Action: ESC to explore the possibility of a workshop on points of intersection between Tasks, potentially with other international organisations.**

Feedback from Task Leaders Meeting

1. The Task Leaders meeting was held prior to Day 2 of the ExCo meeting. Task Leaders discussed Day 1, focusing on the possible landscape review of the current information campaigns in particular.
2. The schedule of forthcoming Academy webinars was discussed. Forthcoming Task-related webinars will take place in November (Gender and Energy), February (GO P2P) and May (Hard-to-Reach), with other Tasks next presenting in the 2023/24 academic year. To complete the schedule for 2022/23, Task Leaders will investigate whether their National Experts have interesting user-centred research to present. Alexandra Schneiders (Task Leader, GO P2P, United Kingdom) suggested the potential for a P2P pilot programme in New Zealand; Lisa Diamond mentioned existing work undertaken by the Irish prospective National Experts to the Social License 2.0 Task as a possibility; Sea suggested social retailers in New Zealand (Nau mai Rā and Toast Electric) or to have a combined webinar with TLs and ExCo members discussing unintended consequences that can arise from top-down interventions. Task Leaders will also be preparing input for the next TCP Newsletter in early December; we should highlight any of our Task work that may be presented in the IEA Energy Efficiency Market Report there.
3. Sam asked whether the current Irish information campaign might be a good candidate for a presentation at the Academy. Daire said that they were rolling out a series of surveys asking people what they had done the day before. Sufficient data should be available in time for a presentation in March.

Annex 1: Summary of Decisions from 6th UsersTCP ExCo Meeting**10 – 14 October 2022**

Decision 6.1	The ExCo approved the draft agenda.
Decision 6.2	David Shipworth was re-elected to the Chair position for a further 2 years.
Decision 6.3	The ExCo approved the use of Common Funds to cover the time of the Chair.
Decision 6.4	Ben Copp (Canada), Daire McCoy (Ireland) and Tara Esterl (Austria) will work with the ESC to develop the Strategic Plan 2025-2030 for agreement at the spring 2024 ExCo meeting
Decision 6.5	The Executive Steering Committee (ESC) report was accepted.
Decision 6.6	The ExCo approved the communications strategy, including expenditure on the website upgrade
Decision 6.7	The Secretariat report was accepted.
Decision 6.8	The ExCo approved the year-to-date financial statement for 2022/23.
Decision 6.9	The ExCo approved the draft budget for 2023/24 including the paid Chair role.
Decision 6.10	The ExCo agreed that the Users TCP shall retain twelve months operating expenses in its reserves and consider balances above that level for expenditure on common fund projects on a case-by-case basis
Decision 6.11	The ExCo accepted the GO-P2P Task status report
Decision 6.12	The ExCo accepted the Hard-to-Reach Task status report
Decision 6.13	The ExCo accepted the Behavioural Insights Platform status report.
Decision 6.14	The ExCo accepted the Gender and Energy Task status report
Decision 6.15	The ExCo accepted the Public Engagement Task status report.
Decision 6.16	The ExCo asked that a full proposal for extension of the Hard-to-Reach Task be brought to the next ExCo meeting in spring 2023
Decision 6.17	The ExCo approved the extension of the GO P2P Task to February 2025 with no conditions
Decision 6.18	The ExCo approved the extension of the BI Platform to February 2025 subject to the participation of four countries.
Decision 6.19	The BI Platform Task Leaders shall discuss with the Social License to Automate 2.0 Task Leaders the scope for joint work and avoiding duplication
Decision 6.20	The ExCo approved the Social License to Automate 2.0 full task proposal and work plan

**Annex 2: Summary of Actions from 6th UsersTCP ExCo Meeting,
10 – 14 October 2021**

Action 6.1	Head of Secretariat to work with Canadian delegate to find a date and venue for the next ExCo meeting in Canada, in late spring 2023, potentially alongside a relevant event.
Action 6.2	Chair to investigate setting up a Users TCP list server
Action 6.3	The UK to send the Invitation to Tender for the Public Engagement Task to the Secretariat in early November 2022.
Action 6.4	ESC to explore the possibility of a workshop on points of intersection between Tasks, potentially with other international organisations
Action 6.5	
Action 6.6	
Action 6.7	
Action 6.8	