

**TECHNOLOGY PLATFORM FOR ZERO EMISSION FOSSIL FUEL POWER
PLANTS**

ADVISORY COUNCIL

TERMS OF REFERENCE

1. ADVISORY COUNCIL MISSION

To develop and consolidate a joint vision for European Zero Emission Fossil Fuel Power Plants and to facilitate the smooth and efficient running of the Technology Platform, ensuring its strategic relevance within a global context and that its direction is consistent with European Union policy.

2. ROLE OF THE ADVISORY COUNCIL

The Advisory Council (AC) will:

- set overall scope, strategic goals, performance targets and deliverables for the platform;
- steer the platform technical and non-technical operations, by proposing efficient organisational structures, and implementing procedures aimed at meeting the goals and deliverables and for monitoring progress and quality;
- seek to advise on public private partnerships and initiatives that are mutually beneficial;
- act as a focal point for developing a policy interface between platform operations and policy-making bodies.

3. GUIDING PRINCIPLES AND VALUES

The advisory council will seek to ensure that EU policy objectives, principles and values are fully reflected in target setting and implementation of platform operations.

To enable the platform to realise its full potential, the Advisory Council will support the development of an integrated EU strategy for European Zero Emission Fossil Fuel Power Plants, stimulating the mobilisation of all major stakeholders – as partners to research and demonstration projects, or as participants to Steering Panels and/or Initiative Groups.

The Advisory Council will ensure that the results of target-driven research and demonstration projects undertaken as part of the platform operations will be widely disseminated to maximise transparency and encourage inclusion.

This will include reviewing existing activities and recommending and undertaking, with the assistance of the secretariat, or other such bodies as may be established, the creation of steering panels and initiative groups, as well as fostering the setting up of projects, clusters, networks and initiatives (for the operational part of the platform). These groups and activities will complement the steering functions of the Advisory Council and will be

charged with defining and implementing specific activities and producing deliverables relevant to steer the platform towards its goals.

4. DELIVERABLES

The Advisory Council will deliver, with the assistance of the secretariat and/or other groups or activities established for the purpose:

1. Proposals for an efficient platform governance structure and its implementation, showing the inter-relationships, traceability and accountability between the advisory council, steering panels, initiative groups and other activities being carried out under the platform operations and links with complementary initiatives.
2. An action plan defining the scheduling of main lines of activity and indicative timing of the platform deliverables.
3. Procedures for monitoring progress and quality assurance of platform operations.
4. Annual reports on platform progress, including a non-technical section to inform policy-makers and the general public.

Other main platform deliverables, such as:

- strategic research agenda
- deployment strategy and lighthouse projects
- policy interface, or framework, and investment and business development initiatives
- European Roadmap for Zero Emission Fossil Fuel Power Plants
- strategy for international co-operation
- action plan on safety, codes and standards
- action plan for education and training and promoting public awareness

will be co-ordinated and overseen by the Advisory Council.

5. SCOPE OF ACTIVITIES OF THE ADVISORY COUNCIL

The Advisory Council will ensure the following activities are fully addressed, by means of its own resources (stakeholder organisations), with the support of the secretariat, or through other means of support, such as may be defined:

1. **Structuring:** Develop and evolve the structure of the activities that make up the Technology Platform for Zero Emission Fossil Fuel Power Plants – e.g. initiate specific steering panels, initiative groups on key themes/issues;
2. **Monitoring and quality assurance:** Regularly review the progress and quality of platform activities and deliverables, identifying EU strengths and weaknesses from both technical and socio-economic points of view;
3. **Recommendations for policy development:** Where appropriate, contribute objectively to policy development through providing advice, representation and reporting on key issues (legislation, fiscal policy, non-fiscal incentives, financing research) that affect development of zero emission fossil fuel power plants.

4. **Reporting:** Define scope and content of the periodic reports, the political interface, and reports to the general public, as set out in Section 4 – Deliverables. These will include a technical section covering EU and MS programmes and initiatives, and report on progress towards a European Research Area. To assist with the compilation of these reports, managers of platform operational activities and steering activities should be invited to contribute.
5. **Communication:** In close contact with the secretariat, and with their support, develop and ensure the implementation of a communications strategy based on the internet and other media.
6. **International Co-operation:** Ensure the necessary co-ordination for optimising the interface between the European strategy and other international initiatives. Report on international competitiveness issues.
7. **Technology watch and strategic studies:** Ensure a process for reporting and assessing technology breakthroughs – liaison should be established with relevant platform operational activities and bodies, institutes and networks. If appropriate, identify and specify requirements for key strategic studies needed to support technical and non-technical actions, and/or respond to emerging political issues.
8. **Complementary initiatives:** The Advisory Council will undertake to exchange information, guide the platform activities, and explore mechanisms of collaboration with other complementary initiatives. It will also establish appropriate contacts and dialogue with other relevant bodies, such as the various committees of the European Parliament.

6. ADVISORY COUNCIL COMPOSITION, MEMBERSHIP AND RULES OF PROCEDURE

6.1 Rules and procedures

The Advisory Council shall adopt its operational rules and procedures, including participation rules (the “Rules of Procedure”). These will include procedures for decision-making, selection procedures and criteria for members, defining meeting frequency, members’ commitment and obligations, procedures for replacing non-active members, etc.

6.2 Composition, balance and inclusiveness

The Advisory Council will be composed of an appropriate number of members, as deemed necessary to carry out its mission. They will be drawn from a range of relevant stakeholders including, but not exclusively, representatives of the following::

- Power and energy Utilities.
- Oil and Gas Suppliers.
- Supply Industry – systems, equipment and component suppliers.
- Academia and Research organisations –public and private.
- Public authorities and regulators, including the European Commission.
- Financial community.
- Civil society, e.g. NGOs representing the consumers and environmental associations.
- Others as appropriate.

The range of stakeholders will reflect the need for maximum efficiency and transparency. Stakeholders should reach consensus to facilitate a balanced composition of the advisory council with regard to members' nationalities, gender, industrial sectors as well as company and association representation.

6.3 Member profile

Members should be at a high level in their organisation which should have significant involvement in the Platform-related activities. They should also have access to authoritative experts of international standing involved in a wide range of activities relevant to the Platform.

Members should be able to make an active contribution to the Advisory Council, and be in a position to influence stakeholders on the planning of research programmes, to foster partnerships and to leverage resources. They will need to be able to demonstrate a high degree of commitment to the Platform and be able to devote sufficient time to its activities.

They will participate in a personal capacity, not representing their specific organisation, but a field of activity.

7. METHOD OF WORKING

The Advisory Council will maintain a joint vision and direction for European Zero Emission Fossil Fuel Power Plants. Periodic reports together with platform deliverables, position papers, opinions, and recommendations as necessary will be communicated to the Member States, the European Institutions, relevant non-governmental organisations and all stakeholders. Copies of these documents will be made available to the public (e.g. by web site).

An annual executive summary will be sent to appropriate committees of the European Parliament, and other European Institutions.

7.1 Secretariat

A secretariat will be created to assist the technology platform, including its advisory council. The secretariat will be responsible, *inter alia*, for the organisation of meetings, the execution of the advisory council's calendar, the preparation of minutes of the meetings, the publication of annual reports and the implementation of an information and communication strategy, including the maintenance of an internet site.

The secretariat will also support the organisation of steering panels and initiative groups, by acting as the focal point for collecting and disseminating their reports. Steering panels and initiative groups are however expected to be self-supporting in terms of progressing work, scheduling and organising meetings and in the preparation and delivery of reports.