



EUROPEAN TECHNOLOGY PLATFORM
ZERO EMISSION FOSSIL FUEL POWER PLANTS
ZEP

CO-ORDINATION GROUP

Notes of Co-ordination Group #9 held at Brussels on 31Aug06

These notes are a record of the key actions and decisions made during CG#9 meeting held at the EC, Brussels on 31st August 2006. The following members of the CG were involved :-

Nick Otter
Kurt Haege
Olivier Appert
Gardiner Hill
Brian Morris
Heinz Bergmann
Robert van der Lande
Hans Modder
Denis O`Brien
Clas Ekstrom
Niels Peter Christensen
Paal Frisvold
Francois Giger
Pietro di Zanno

Apologies : Charles Soothill, Antonio Valero, Lars Stromberg, Johannes Heithoff, Andreas Pistauer, Tore Torp, Graeme Sweeney, Philippe Lacour-Gayet, Gabriela von Goerne, Alexandre Rojey

Also present was Hermione St Leger in her capacity as technical writer.

I. Opening Remarks

The main aims of the meeting were :

- to perform a final review on the drafts of the SRA and SDD following the comments received from the wider stakeholder community.
- To plan, if necessary, a final iteration of SRA/SDD for endorsement by AC on 6th September 2006
- to review the GA position/programme, especially any final preparation necessary for presentation of SRA/SDD and the WG Reports
- to review proposals of the Longer Term Task Force of a Forward Action Plan prior to presentation at the Advisory Council on 6th September 2006.



Notes of CG#8 held on 2nd August 2006 were accepted and noted that all actions to date were complete.

II. Action Timeline

The time-line agreed at the Advisory Council meeting in Trondheim on 22nd September 2006 remained in place :



ZEP ETP Action Plan : July-September 2006

ETP ZEP Co-ordination Group#9
Brussels
31st August 2006

- First "Shaky" Draft reviewed 22/June/06
 - closing date for comments (AC and MG) : 28/June/06
- Second Revised Draft
 - Production of revised draft : 7/July/06
 - Comments from AC/MG/CG : 14/July/06
- Third Revised Draft
 - production of revised draft : 28/July/06
 - review by CG [Frankfurt] : 2/Aug/06
 - send out for wider consideration (TGs,networks) : 7/Aug/06
 - summary of comments to be reviewed at GA : 25/Aug/06
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- Robust Draft
 - finalisation of robust draft : 30/Aug/06
 - issue to AC : 31/Aug/06
 - final endorsement by AC : 6/Sept/06
- Papers for General Assembly issued by 7/Sept/06
 - Agenda + SRA/SDD documents + Questions + Brochure
 - General Assembly 12-13/Sept/06

ZEP CG#9 Brussels 31Aug06

5

III. Position on Integrated Drafts of SRA and SDD

The versions of both the SRA and SDD (7th August 2006) had been distributed to the wider stakeholder community and comments received. These had been reviewed and new versions of the SRA and SDD distributed for discussion at the meeting.

Following the discussion at the meeting it was agreed that both documents needed another iteration prior to discussion at the Advisory Council on 6th September 2006. This would be done by Hermione St Leger for the morning of 4th September 2006.

IV. General Assembly

The status of the General Assembly preparation was reviewed, the GA Organisation Task Force continuing to `meet` on a weekly basis.

The venue (the Renaissance Hotel, Brussels) has been booked, as has the Concert Noble for the dinner. Speeches at the dinner are proposed as (i) welcome (Kurt Haege), (ii) view from ZEP `sponsors` (Graeme Sweeney on behalf of all) and (iii) response from the EC (Pablo Fernandez Ruis). A set of `gifts` will be given to all attendees; posters will be provided by `sponsors`



including one on the Platform (a preliminary version was shown and this would require revision).

Currently registered numbers are ~320. It was felt that the 350 maximum should be achieved.

Programmes for both days were reviewed. Day 1 is the `political day` and is firming up but still a little fluid. This would be discussed at the next Tsk Force telecom on 4th September 2006 (1430 CET). Day 2 is the `technical day` and it was agreed to revise the programme so that the WG reports come before the presentations and discussion of the SRA and SDD. These WG reports therefore lead into these latter presentations and so support them. Reviews of all presentations would be required prior to the event itself to ensure a seamless approach.

A meeting had been held with CIREX the company doing the electronic voting system and this now looks well prepared. A review of the Qs was undertaken and agreed. This would now be sent to CIREX for implementation.

V. Future Activity of ZEP

Communication Strategy

There was no progress report on this item.

Activity Plan after the General Assembly

A Task Force had been formed (comprising Nick Otter, Denis O`Brien, Robert van der Lande, Alexandre Rojey, Heinz Bergmann, Brian Morris and Paal Frisvold) and a presentation given on progress to date. This centred around 4 key areas of activity, namely :-



What needs to be done?

1. Implement SRA/SDD recommendations
2. Further develop strategy of ZEP
3. Organise external communication with wider ZEP community
4. Improve internal ZEP process

It was agreed that this presentation would be made at the Advisory Council on 6th September 2006 so that a plan of action could be agreed.



VI. Summary of Actions

ETP ZEP Co-ordination Group Meeting #9 Brussels 31st August 2006			
			ZEP CG#9Action Summary v1 31August06
Summary of Actions			
Action Number	Description	Owner	Completion Date
1	Revise SRA and SDD drafts in light of agreement at CG#9	Editors/Technical Writer	3-Sept-06
2	SRA and SDD drafts to be issued for discussion at next Advisory Council Meeting on 6 th September 2006 in order to get endorsement/agreement for issuing for the General Assembly	Robert van der Lande	3-Sept-06
3	All presentations for GA, including from WGs, SRA and SDD, to be reviewed prior to GA to ensure consistency. Need to be sent to Nick Otter by 8 th September 2006	Lars Stromberg, Tore Torp, Paal Frisvold, Francois Giger, Gabriella von Goerne, Charles Soothill, Gardiner Hill, Niels Peter Christensen, Nils Rokke	7-Sept-06
4	Re-issue General Assembly programme for Day 2 and confirm speakers	Nick Otter	1-Sept-06
5	Issue Qs for Day 2 of GA	Nick Otter	1-Sept-06
6	Present future activity framework for ZEP at next Advisory Council meeting.	Robert van der Lande	6-Sept-06

VII. Next Meeting

18th October 2006 at Air Liquide in Paris, 1000-1600 : Pietro di Zanno to confirm arrangements.