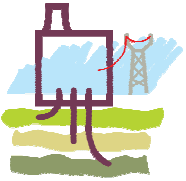# EUROPEAN TECHNOLOGY PLATFORM

FOR ZERO EMISSION FOSSIL FUEL POWER PLANTS

DRAFT MINUTES OF THE 16TH MEETING OF THE ADVISORY COUNCIL

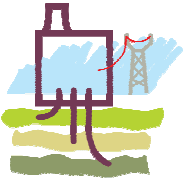## BRUSSELS, 10TH SEPTEMBER 2008

Attendees

meeting name	surname	invitation accepted
AC16	Kougionas	y
AC16	Johnston	y
AC16	Otter	y
AC16	Mason	y
AC16	Willnow	y
AC16	Tullius	y
AC16	st. Leger	y
AC16	Frisvold	y
AC16	Goldschmidt	y
AC16	Strömberg	y
AC16	Kalaydjian	y
AC16	Alvarez	y
AC16	Paelinck	y
AC16	Bergmann	y
AC16	Heithoff	y
AC16	Christensen	y, AC
AC16	Blum	y, AC
AC16	Lubbers	y, AC
AC16	Soothill	y, AC
AC16	Mabey	y, AC
AC16	Lambertz	y, AC
AC16	Hauge	y, AC
AC16	Appert	y, AC
AC16	Hill	y, AC
AC16	Røkke	y, AC
AC16	Suess	y, AC
AC16	Martinez Jubitero	y, AC
AC16	Garosi	y, AC
AC16	Giger	y, AC
AC16	Barbucci	y, AC
AC16	Thorvik	y, AC
AC16	Heitzmann	y, AC
AC16	Lampenius	y, AC
AC16	Fischer	y, AC
AC16	White	y, AC
AC16	Cordoba	y, AC
AC16	Kakaras	y, AC
AC16	Ricard	y, AC, replaces de Marliave
AC16	Pyka	y, AC, replaces Dubinski
AC16	Riley	y, AC, replaces Ludden
AC16	Laciok	y, AC, replaces Mr. Cmiral
AC16	Calvo	y, AC, replaces Valero
AC16	Sweeney	y, AC, up until 1500BR.
AC16	Liberali	y, EC
AC16	Boyd	y, EPPSA
AC16	prazak reisinger	y, observer OMV
AC16	Pinter	y, observer OMV

zep meeting attendance AC16 Brussels		
meeting name	surname	invitation accepted
AC16	Schneider	y, on behalf of candidate AC member Eickhoff
AC16	RALDOW	y, part of the meeting
AC16	Drosin	y, secretariat
AC16	Kamenik	y, supports Schneider
AC16	Bozon	y, McKinsey
AC16	Nouwen	y, McKinsey
AC16	Ball	y, McKinsey
AC16	Campbell	y, McKinsey
AC16	Vriesendorp	y, McKinsey
AC16	Van der Panne	y, secretariat

Decision register AC#16, 10th September 2008

| Decision D16.1	The AC decides that a document with the complete organisational structure must be composed and sent to all AC members.
Decision D16.2	The AC approves the amended governance proposal to give the ACEC limited decision power.
Decision D16.3	Trude Sundset and Jurgen Eikhoff are accepted as new AC members
Decision D16.4	The AC approves the proposal to limit the budget of the secretariat to 50% of current levels for the period in which there is no EC funding available..
Decision D16.5	The AC approves ZEPs presence at the COP meeting in Poznan.
Decision D16.6	The CG is asked to prepare a decision on the strategy of ETP-ZEP for the next AC meeting in November.
Decision D16.7	To change the restricted McKinsey meeting on the 27th of October 2008 to include an open part for all AC-members at which final approval for the study results will be sought.
Decision D16.8	AC members are invited to send written comments on the L.E.K. study.
Decision D16.9	The AC approves the path of actions and structure to agree on the technology matrix as proposed by the TF D&I with a discussion during the final meeting on the 26th of September 2008.
Decision D16.10	The AC approves the proposed actions of the TF Tech: - Wait with the final version of the pedagogical presentation of the technology blocks until the members comments have been included - Decide that TTech take on the cost update process - Adopt the plans for a Long term R&D plan - Use the compilation of the national R&D plans and demo project plans in the continued work with coordination between activities in the member states and the EU
Decision D16.11	The Chairman will compose a letter of support to amendment 500, with the point of view of ZEP included, and send it to all AC members for approval.

1.   Opening

1.1.   Introduction

Dr. Graeme Sweeney opens the meeting, thanks the AC for being appointed Chairman of ZEP and looks forward to a turbulent present and future. He emphasises that timing is of the essence. This meeting he wants to move from intentions to decisions. The main decisions to be made in this meeting are:
- How will we improve our governance model to be able to act quickly?
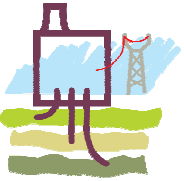
- Action points regarding the McKinsey-study
- Action points regarding the Technology blocks
- Whether or not to send a letter supporting the Davies Amendment

1.2.   Welcoming of new AC members, ZEP director of public communication

The Chairman welcomes the new AC members:

- Eloy Alvarez
- Rudolf Blum
- Martin Cmiral
- Ricardo Cordoba
- Georg Gasteiger
- François Giger
- Reinhardt Hassa
- Martha Heitzmann
- Emmanuel Kakaras
- Sanjeev Kumar
- Ruud Lubbers
- Nick Mabey
- Jordi Martinez Jubitero
- Nils Røkke
- David White

The Chairman also welcomes Eric Drosin, the public communication director of ZEP.

1.3.   Adoption of agenda

The Chairman proposes the following agenda, changed to better cope with the time pressure which is likely to rise during the meeting:

2: Organisational issues, including the governance of ZEP
3: Objectives, plan and organisational structure for the next 2 years
4: Progress Taskforces and GG
- 4.1: TF PC presentation
- 4.2: TF D&I, including discussion of the McKinsey Study and the Technology Blocks
- 4.3: TF Tech
- 4.4: GG
- 4.5: TF P&R

This change of the agenda is accepted by the AC.

1.4.   Approval of minutes AC#15

The minutes of AC#15 minutes are approved[1].

1.5.   Decisions last AC-meetings and actions, milestones ahead

Robert van der Lande presents his overview of the decisions taken at AC#15[2] and the Key CCS events[3] that are coming up.

Ruud Lubbers asks for a complete overview of the organisational structure and the names within that structure. The Chairman concludes that referring to the website is not the best way to approach this and decides that a document with the complete organisational structure must be composed and sent to all AC members.

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[1] ZEP_AC#16_10Sep08_agendapoint 1.4 minutes ac15.doc
[2] ZEP_AC#16_10Sep08_agendapoint 1.5 decisions AC#15.ppt
[3] ZEP_AC#16_10Sep08_agendapoint 1.5 decisions AC#15.ppt
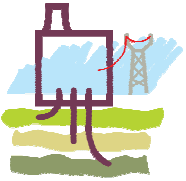
Decision D16.1
The AC decides that a document with the complete organisational structure must be composed and sent to all AC members.

2. Organisational issues

2.1. Governance of ZEP

Gijs van Breda Vriesman presents the governance proposal which aims to improve the agility and flexibility of ZEP to respond to developments that need short term reactions and decisions. The proposal is endorsed by the CG and the Advisory Council Executive Committee (ACEC). Its main point is to shift some decision making power to the ACEC.

This proposal is discussed extensively. The Chairman proposes that the various amendments to the governance proposal are to be included in an update of the proposal to be presented in the afternoon[4].
In the afternoon, Gijs van Breda Vriesman presented the amended governance proposal, with the inclusion of several comments made by the AC:
- Delegation of limited decision making power to the Advisory Council executive committee (ACEC) in between Advisory Council meetings, conditional to the definition of limited and only when urgent;
- Proposals for decisions can be made by the taskforces and need to be discussed at the Coordination Group meeting;
- The ACEC will meet at the end of the Coordination Group to discuss and decide on these proposals. The ACEC can also discuss and decide by telephone;
- The taskforce leaders need to send the proposals for decisions one week in advance of Coordination Group meeting to the ZEP Secretariat
- The ZEP secretariat will make the proposals for decision available to all the AC Members and the Coordination Group members
- Decisions made by the ACEC in this way, will be reviewed by the successive AC meeting and can be made undone by a 2/3 majority
- The Government Group will join the Coordination Group
- This proposal will be tried for one year and be reviewed by the Advisory Council Meeting in Q4 2009.

The Chairman concludes that this is a fair representation of the discussion in the morning. Pietro Barbucci notes that he would propose to define 'limited decision making power'. The Chairman agrees and states that an agreement of the AC on the amended governance proposal would be on the condition that this will be defined. Furthermore, the AC agrees that if any decision can be postponed to the following AC meeting it must be. The ACEC is therefore only to make decision on matters that need immediate conclusion. This being said, the AC agrees on the proposal.

Decision D16.2
The AC approves the amended governance proposal to give the ACEC limited decision power.
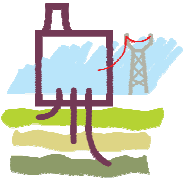
2.2. Financing and membership of the AC

The Chairman emphasises that all AC members are equal and thus have equal voting power. Funding additional ZEP activities (such as the McKinsey study) will not affect this.

Decision D16.3
The AC accepts Trude Sundset and Jurgen Eikhoff as new AC members.

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[4] ZEP_AC#16_10Sep08_agendapoint 2.1 governance proposal amended

2.3.   Solicitations for AC

The Chairman proposes Jürgen Eikhoff[5] as a member of the AC to bring in coal-related knowledge and his network. The Chairman also proposes Trude Sundset[6] as a member of the AC, to replace Arve Thorvik. The AC supports the decision to welcome these new members to the AC. However, Pietro Barbucci mentions he opposes the membership of Jürgen Eikhoff, not on personal, but on management grounds; he believes the AC is at the right size at the moment.

2.4.   Procedure for continuation of the secretariat

Robert van der Lande describes the funding gap with regard to the funding of the secretariat. The Chairman asks the commission, Raffaele Liberali, to clarify when a decision will be made on the issue of the costs to be funded retrospectively. Mr. Liberali states this will be next week. On advice of the Chairman, the AC approves the continuation of the secretariat. The funding solution during the funding gap, proposed by Mr. Van der Lande is approved.

Decision D16.4
The AC approves the proposal to limit the budget of the secretariat to 50% of current levels for the period in which there is no EC funding available..

2.5.   Events ahead: GA2008

Robert van der Lande presents the plans on the General Assembly[7] and the key objectives to communicate the urgency, need and outlines of the flagship programme and to put this and other ZEP efforts in a global perspective by not only inviting stakeholders from within Europe, but also from countries abroad. The GA will have a format with fewer speeches and more discussion compared to previous GA's. Nick Mabey underlines the importance of giving the GA a global character. The Chairman advises the GA2008 organisation committee to also invite stakeholders from the USA and South-Africa.

2.6.   Events ahead: COP meeting in Poznan

Eric Drosin presents the plans for the Poznan meeting[8] and emphasises that it is an essential meeting to get broad support and to increase the visibility of ZEP. The AC is divided, because not all AC members see the need to be present at Poznan, while other AC members note that ZEP should take every possibility to increase ZEP's visibility and get media coverage on CCS. The Chairman requests a vote on this issue which results in support from the AC to be present at Poznan (12 votes in favour, 8 against and 7 abstain).

Decision D16.5
The AC approves ZEPs presence at the COP meeting in Poznan.

Roberto Garosi notes that the AC should give Eric Drosin his budget and a strategy, so the AC doesn't have to vote on each event. The Chairman explains that this is the goal of the communication plan to be proposed later in the meeting, but this Poznan meeting occurs before that general public communication budget is available. The € 50.000,- needed will have to come from industry. Pietro Barbucci notes that he is willing to provide funding.

3.   Objectives, plan and organisational structure for the next 2 years

Nick Otter presents ZEPs objectives and plans for the next 2 years[9], in which the efforts of ZEP are put in a wider context and the importance of the Coordination (and Integration) Group is underlined.

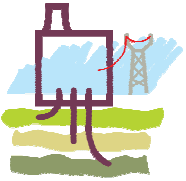[5] ZEP_AC#16_10Sep08_agendapoint 2.3 candidate members AC Jürgen Eikhoff
[6] ZEP_AC#16_10Sep08_agendapoint 2.3 candidate members AC Trude Sundset
[7] ZEP_AC#16_10Sep08_agendapoint 2.5 General Assembly 2008.ppt
[8] ZEP_AC#16_10Sep08_agendapoint 2.6 and 5.3 public communication.ppt
[9] ZEP_AC#16_10Sep08_agendapoint 3 1 strategyactionorganisation (2).ppt

He proposed to set up a 'special action group' to align the TFs, including the new TF on infrastructure, with the strategy of ZEP. The AC discussion on this matter moves the Chairman to state that the information has been made available too late to propose a voting on this. It needs to be discussed in the CG and the AC is to give Nick Otter guidance in the next few months. Ruud Lubbers volunteers to support Nick Otter in this.

Decision D16.6
The CG is asked to prepare a decision on the strategy of ETP-ZEP for the next AC meeting in November.

4.   Progress taskforces and GG

4.1.   Taskforce Public Communication

Eric Drosin present the progress of the TF Public Communication[10] and states that currently there is not enough public acceptance of CCS. This is partly due to the lack of a single body, a trusted voice, to speak for CCS. With a proactive approach, ZEP could become this voice. He presents the key aspects and a tier system of the communication plan[11], which has to be a 2-year plan to be able to make sufficient impact. The Chairman notes that the TF PC is going to speak to each AC member individually on this issue, the results of those individual AC interviews will be presented at the next AC meeting.
Previewing those actions, several remarks are made by AC members:
- Communication must follow the ZEP strategy and vision
- Take different needs of different MS and regions into account in the communication plan
- Be proactive, but keep in mind to focus on education, not on 'selling a product'
- ZEP communication can learn from the IPCC role and image of a technology broker
- The website of ZEP, being designed for platform-communication, is inadequate for true public communication.
- A budget of €100.000,- is needed for immediate actions; a new website and the Poznan meeting

4.2.   Taskforce Demonstration and Implementation

Two points are presented by the TF D&I, first an update on the McKinsey study[12] and second an update on the technology matrix[13].

Gijs van Breda Vriesman and Willem Vriesendorp of McKinsey present an update and action points regarding the McKinsey study. September 11th 2008, the day after the AC#16, all AC members will receive an updated list of criteria from the McKinsey study and are asked to give written comments and questions on it. Tone Skogen of the GG notes that the GG will be happy to be of assistance. Paal Frisvold from Bellona notes that Bellona has 15 years of experience on the 'why CCS?'-part and is willing to assist with this part of the study.

The Chairman concludes that the AC needs to approve the results of the McKinsey study and that this can only be done in an open AC-session, not in a restricted meeting. An extra AC meeting is therefore necessary before the General Assembly. He proposes to make part of the restricted meeting on the 27th of October 2008 an open meeting for all AC members (a regular AC-meeting).

Decision D16.7
To change the restricted McKinsey meeting on the 27th of October 2008 to include an open part for all AC-members at which final approval for the study results will be sought.
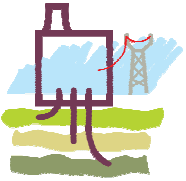
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[10] ZEP_AC#16_10Sep08_agendapoint 2.6 and 5.3 public communication
[11] ZEP_AC#16_10Sep08_agendapoint 5.3 public communications
[12] ZEP_AC#16_10Sep08_agendapoint 5.1 presentation mckinsey
[13] ZEP_AC#16_10Sep08_agendapoint 5.1 presentation on technology matrix

Philippe Paelinck presents the technology matrix which receives positive feedback from several AC members. Especially Lars Strömberg from the TF Tech is positive on the readability. He warns against rushing the final report. The TF D&I asks for endorsement and trust of the AC on the proposed document and structure. AC members can send in written comments. The list of all comments will be distributed to the AC on Friday the 19th of September 2008, which is the Friday before the final meeting on technology matrix on the 26th of September 2008. The Chairman asks to issue comments only if they are very relevant.

Decision D16.8
AC members are invited to send written comments on the L.E.K. study.

The Chairman proposes to approve the path of actions and structure set out by the TF D&I, with the remark that the meeting on the 26th of September 2008 should be a full day. The AC agrees.

Decision D16.9
The AC approves the path of actions and structure to agree on the technology matrix as proposed by the TF D&I with a discussion during the final meeting on the 26th of September 2008.

4.3.   Taskforce Technology

Lars Strömberg presents an update on the activities of the TF Tech[14]. His request to wait with the final version of the technology blocks fits the TF D&I planning to invite AC members to send in written comments. The Chairman notes that the other items on the AC decision proposal also seem non-controversial, but notes that the TF Tech should keep short term FP7 goals in mind next to the long term R&D plan and keep exchanging knowledge with other industries.

Decision D16.10
The AC approves the proposed actions of the TF Tech:
- Wait with the final version of the pedagogical presentation of the technology blocks until the members comments have been included
- Decide that TTech take on the cost update process
- Adopt the plans for a Long term R&D plan
- Use the compilation of the national R&D plans and demo project plans in the continued work with coordination between activities in the member states and the EU

4.4.   Government Group

Tone Skogen present her update on the GG[15], in which the goals and details on the Event for Environmental Attaches on the 1st of October 2008 are outlined. Also the other GG activities are presented. She notes the perceived tension in the MS between energy ministries/entities on the one side and environment ministries/entities on the other. The GG sees a role for itself as a mediator between national governments, between parties within national governments and between industry and national government. The Chairman asks if the GG gets the needed support from the AC and she answers yes.

4.5.   Taskforce Policy & Regulation

Paal Frisvold presents some critical issues with respect to the presentation of the TF P&R[16]; the EU negotiation and adoptions of Directive on Storage of CO_2 and revision of EU emission Trading Scheme. The vote on the Directive will take place on the 7th of October 2008, 'Super-Tuesday'.
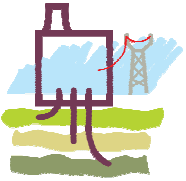
Although several members of the AC have stated during the meeting that ZEP is a technology advisor and not a lobbying group, Paal Frisvold stresses that all AC members are asked to lobby

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[14] ZEP_AC#16_10Sep08_agendapoint 5.4 TTech
[15] ZEP_AC#16_10Sep08_agendapoint 4.1 Government Group
[16] ZEP_AC#16_10Sep08_agendapoint 5.2 policy and regulation presentation

extensively for support of the Davies amendment 500. This is crucial, because it allows for funding to be allocated to the demonstration projects. The McKinsey study will be rendered useless if this amendment is not approved by the Itre and the EC. Not all AC members are convinced.

The Chairman asks to be given the authority from the AC to send out a letter of support to the amendment 500, with the inclusion of a 'However, if it was up to ZEP…-part'.

Due to the fact that a large number of AC members have left the meeting by this time, a vote is impossible. Therefore, it is decided that the Chairman will compose the letter and send it to all AC members for approval.

Decision D16.11
The Chairman will compose a letter of support to amendment 500, with the point of view of ZEP included, and send it to all AC members for approval.

5.   Miscellaneous

No remarks are made.

6.   Close of meeting

The Chairman closes the meeting and expresses thanks for the decisions and steps that were made today by the AC to get closer to achieving the vision of ZEP.