



**18th IPHE Steering Committee Meeting (SC)
November 14, 2012
Seville, Spain**



Wednesday, November 14th, 2012



1. SC Welcome

1.1 Welcome

Welcome by the host and SC Chair



1. SC Welcome

1.1.1 Welcome and Introductions

- Roundtable Introductions

1.1.2 New Delegates and Observers

- ...



1. SC Welcome

1.2 Adoption of the Meeting Agenda and Objectives



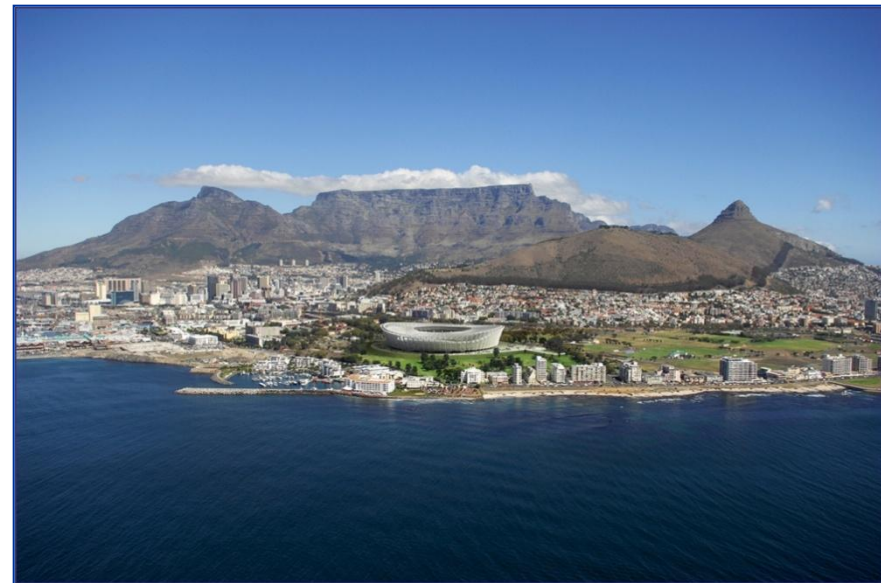
Meeting Objectives:

- Update on H2FC developments in IPHE countries and IPHE's business
- Adopt *IPHE Future Cooperation 2013-2023* and define work plan and support structure for Phase II
- Working Group Reports
- Workshop, Nov. 15-16, 2012:
“Hydrogen - a competitive energy storage medium for large scale integration of renewable electricity”
- Ongoing IPHE business including next chair and SC Meeting in 2013



1. SC Welcome

1.3 Adoption of the Minutes from the 17th IPHE SC Meeting in Cape Town, May 2012





2. SC Business Overview and Update

2.1 Overview and Update from the 17th IPHE SC Meeting in Cape Town, including Action Items and Decisions

- Roundtable with South African Stakeholders
- Preparing the workshop on hydrogen as a storage medium and involving IPHE members
- Discussing next steps and actions that need to be taken towards a second term of IPHE





2. SC Business Overview and Update

2.1 SC Decisions (Cape Town)

1. The Secretariat will endeavor to shorten the minutes to capture the main points of discussion, along with actions and decisions. Supplementary Annexes will be provided when additional information is required.
2. The SC approved the plans for the IPHE Workshop on Hydrogen as Energy Storage Medium to be held in Seville, Spain on November 15 - 16, 2012.
3. The EC will receive further nominations for participants for the IPHE Workshop on Hydrogen as Energy Storage Medium from IPHE delegates but is allowed to make the final decision on the invitation list. The EC is also given the freedom to fill open positions if either no nominations received or received after the deadline of June 15th 2012.



2. SC Business Overview and Update

2.1 SC Decisions (Cape Town)

4. *The next SC meeting will be held on November 14th, 2012 in Seville, Spain just before the IPHE Workshop on Hydrogen as Energy Storage Medium.*
5. *The SC agrees with the proposal of the Education WG to organize an Education Roundtable along one of the next SC meetings.*
6. *The SC is willing to endorse an educational encounter with IPHE along an IPHE meeting if organized by an organization of the host country.*
7. *The SC decided to invite Austria to the next SC meeting.*



2. SC Business Overview and Update

2.1 SC Action Items (Cape Town)

- 1. The Secretariat will distribute a revised version of the minutes of the 16th SC meeting by May 15th and allow a period of 3 weeks for comments. At the end of this comment period the minutes will be approved if delegates have no objections and posted to the IPHE website members section.*

Status

- Completed



2. SC Business Overview and Update

2.1 SC Action Items (Cape Town)

2. *Japan will provide the SC with an overview of their stationary residential FC program at the next SC meeting, to include data and descriptions of the overall experience.*

3. *SC members will share information and experiences with the SC, when appropriate, about on-going demonstration and deployment activities. Therefore more time shall be donated to the country updates at the next SC meeting.*

Status

- Both postponed to the next SC meeting



2. SC Business Overview and Update

2.1 SC Action Items (Cape Town)

4. *The IPHE Phase 2 Task Force, led by Germany, will revise the current draft of the proposal paper on IPHE's future cooperation (SC-C-23-12). The revised paper will be provided for comments by July 30th. Comments will be forwarded to the task force. A new draft will be available September 15th and a final version will be available by October 1st.*

Status

- Completed
- The *IPHE Future Cooperation Paper* (SC-C-026-12) is included in the binders



2. SC Business Overview and Update

2.1 SC Action Items (Cape Town)

- 5. The Secretariat will draft a revised version of the terms of reference (TOR) that incorporates the SC's decision to extend IPHE into Phase 2. The revised TOR will be circulated for review by the SC prior the next meeting.*

Status

- Pending
- TOR should be revised once the SC has defined the support structure for Phase II (Agenda Item 4)



2. SC Business Overview and Update

2.1 SC Action Items (Cape Town)

- 6. The IPHE Chair with support, in particular from the U.S., will develop an options- and background paper for consideration at the next IPHE SC meeting regarding the establishment of a permanent Secretariat. This paper will define an implementation framework for this process that includes background information about legal, financing, and administration options/implications. The final version will be sent for approval to the SC by October 1st.*

Status

- Completed
- Proposal for the *Support Structure of IPHE in Phase II* (SC-C-028-12) was prepared for discussion in the SC



2. SC Business Overview and Update

2.1 SC Action Items (Cape Town)

- 7. The SC chair will be in contact with countries that no longer participate in IPHE' SC meeting and encourage them to participate in IPHE 2.*

Status

- Completed

- 8. The Chair, with support from France, will explore options of further collaboration with the IEA and report to the SC at the next meeting.*

Status

- ongoing



2. SC Business Overview and Update

2.1 SC Action Items (Cape Town)

9. *The Education WG is expected to present a detailed proposal on an Education Roundtable at the next SC meeting.*

Status

- Pending

10. *The RCS WG is asked to explore and identify actions needed to accelerate the validation of hydrogen fuel quality measurements and its impact on a short and full stack PEM fuel cell.*

Status

- RCS WG update will be given under item 5.1



2. SC Business Overview and Update

2.1 SC Action Items (Cape Town)

11. *Current devices for hydrogen metering are not accurate enough for commercial sale, so the RSCWG was tasked to investigate how they can help address this issue.*

Status

- RCS WG update will be given under item 5.1



2. SC Business Overview and Update

2.1 SC Action Items (Cape Town)

12. *The IPHE Secretariat will send a letter to encourage Brazil, South Africa, Russia, India, Korea and New Zealand to provide data to Task 30 according to the data request form and appoint a contact person.*

Status

Complete – Thank You

- Australia
- Japan
- Korea
- France
- Germany
- Norway
- U.S.

Incomplete

- China
- Canada
- New Zealand

In Progress

- UK
- Italy

No data provided

- Brazil
- Russia
- South Africa
- India



2. SC Business Overview and Update

2.1 SC Action Items (Cape Town)

13. The SC will review and provide comments on the two outcome documents of the IPHE Roundtable by May 31st. The documents will then be posted to the IPHE website.

Status

- Completed

14. The U.S. agrees to provide the updates of the IPHE Hydrogen and Fuel Cell Global Commercialisation & Development and the Hydrogen and Fuel Cell Global Policies documents.

Status

- 1st draft of the 2012 HFC Commercialisation Update was send out for members input in October 2012
- Will be further discussed under item 7.2



3. Country Updates

3.1 Country Updates

Brief country updates (coffee break in between – 10h15-10h35)

- 5 minutes each
- presentations will be posted to the IPHE website

3.1.1 *China*

3.1.2 *European Commission*

3.1.3 *France*

3.1.4 *Germany*

3.1.5 *India*

3.1.6 *Italy*

3.1.7 *Japan*

3.1.8 *Korea*

3.1.9 *Norway*

3.1.10 *Russia*

3.1.11 *South Africa*

3.1.12 *U.S.*

3.1.13 *United Kingdom*



Coffee & Tea





4. IPHE Phase II

4.1 Current Situation

- **Nov. 2011 - IPHE Roundtable Meeting with stakeholders**
concluded that FCH technologies will need greater attention and commitment by governments towards market introduction
 - *IPHE has a role to play (see Future Cooperation Paper)*
 - *Decision at the 16th SC Meeting in Berlin to extend IPHE beyond its current term ending in November 2013*



4. IPHE Phase II

4.1 Current Situation

- **May 2012 - 17th SC Meeting, Cape Town**, discussion included:
 - Future role of IPHE
 - Duration of a second term and
 - Establishment of a permanent secretariat
- *Consensus and decision to continue IPHE for a 10 year term with a review point after 5 years*
- *Revision of the Proposal Paper on IPHE's future to better define the added value of IPHE 2 for Governments and present IPHE's role and purpose in a more convincing way* → Future Cooperation Paper



4. IPHE Phase II

4.1 Current Situation

- **Nov 2012 - 18th SC Meeting, Seville:**

Proposal for SC decision

The SC adopts the Future Cooperation Paper (SC-C-026-12).

Based on the framework defined in the Future Cooperation Paper the following items have to be defined:

- IPHE's future work plan – Agenda Item 4.2
- Proposal for the support structure of IPHE in Phase II
– Agenda Item 4.3.



4. IPHE Phase II

4.2 IPHE's future work plan

The proposed IPHE Work Plan is based on the functions of the IPHE as defined in the Future Cooperation Paper

- (1) Promoting an international stakeholder dialogue on technological and marketplace issues related to hydrogen and fuel cells
- (2) Coordinating international activities related to hydrogen and fuel cells that address non-technical barriers
- (3) Analyzing public policy and providing guidance to policy makers to support national and regional hydrogen and fuel cell policy-making and market development leading to the commercial adoption of the technology



4. IPHE Phase II

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4.2 IPHE Work Plan 2013-2018

			2013	2014	2015	2016	2017	2018	
	Preparation of Phase II		Define and implement IPHE support structure	Phase II					review point
(1)	Promoting an international stakeholder dialogue on technological and marketplace issues related to hydrogen and fuel cells	IPHE Roundtable Meeting with stakeholders							
		IPHE Workshop	e.g. infrastructure	e.g. back-up power	e.g. emerging markets				
(2)	Coordinating international activities related to hydrogen and fuel cells that address non-technical barriers	Steering Committee Meetings including - Country Updates - Int. Energy matters	◇	◇	◇	◇	◇	◇	◇
(3)		Analyzing public policy and providing guidance to policy makers to support national and regional hydrogen and fuel cell policy-making and market development leading to the commercial adoption of the technology	topics tbd by SC		study A	study B	...		
	Dissimination		install and maintain an international database including e.g. project lists, incident reports, etc.						
		IPHE article in peer reviewed journal (e.g. "Int. Journal of Hydrogen Energy")							
	IPHE Working Group RCS		specific tasks tbd						
	IPHE Working Group Education		specific tasks tbd						



4. IPHE Phase II

4.2 IPHE Work Plan – frame for 2013-2018

Suggested SC decision

- Continue to do Stakeholder Roundtable Discussions to discuss barriers towards market introduction
- Continue to do Workshops addressing specific issues (tbd by SC)
- Hold two SC meetings per year to improve information exchange
- Perform policy studies (topics tbd by SC on an annual basis)
- Improve dissemination
- Continue valuable Working Groups



4. IPHE Phase II

4.2 IPHE Work Plan – Action Items for 2013

Suggested SC decision

- Hold Stakeholder Roundtable Discussions to discuss barriers towards market introduction in Q4/2013 (in conjunction with SC; location tbd)
- Hold two SC meetings to improve information exchange (see Agenda Item 7.4)
- Improve dissemination
 - install and maintain an international database including e.g. project lists, incident reports, etc.
 - IPHE article in peer reviewed journal (e.g. "Int. Journal of Hydrogen Energy")
- Continue valuable Working Groups (specific tasks tbd by SC)



4. IPHE's Future

4.3 Structural Support for IPHE Phase II

- Review and discussion of Proposal Paper for the Support Structure of IPHE in Phase II (SC-C-028-12)



4. IPHE's Future

4.3 Structural Support for IPHE Phase II

Proposal for SC decisions

- Tasks for a permanent secretariat
- *The SC agrees that a permanent secretariat would enable IPHE to better fulfill its role and ensure continuity and enhance results, communication and outreach.*



4. IPHE's Future

4.3 Structural Support for IPHE Phase II

Proposal for SC decisions

➤ Required expertise

- *The SC agrees that the role of the IPHE Chair includes the responsibility to provide sufficient organizational support for the SC meetings as well as to pro-actively steer the ongoing IPHE business.*
- *The SC agrees that a minimum set of tasks in regards to the organization and the communication require permanent attention by a dedicated Secretariat including the role of a General Manager whereas other tasks may be addressed topic specific.*



4. IPHE's Future

4.3 Structural Support for IPHE Phase II

Proposal for SC decisions

➤ *Terms of Reference*

- *The SC agrees that an IPHE Secretariat hosted by a third party organization and funded by voluntary contributions (financial and/or in-kind) from members is an appropriate model for IPHE in its upcoming phase starting November 2013.*



4. IPHE's Future

4.3 Structural Support for IPHE Phase II

Proposal for SC decisions

➤ *Next steps*

- *The SC agrees on the next steps described in the Proposal for the support structure of IPHE in Phase 2 (2013-2022) (SC-C-028-12).*
 - Identify members who are willing to make multi-annual commitments to provide resources
 - Identify a third party who can accommodate/host the IPHE Secretariat
 - Define control mechanisms that assure oversight by the IPHE SC for IPHE Secretariat
 - Modification and approval of TOR
 - Negotiate with the third party organization and finalize agreements with the contributing members



5. IPHE Working Group Updates

5.1 Regulation Codes and Standards WG

5.2 Education WG

6. IPHE Workshops

6.1 Preview of the IPHE H₂ Storage Workshop



Coffee & Tea





7. IPHE Business

7.1 Next Chairmanship

**7.2 Hydrogen and Fuel Cell Global Commercialization
& Development Update 2012**

7.3 Interests in IPHE membership

7.4 SC Meetings 2013



8. Meeting Wrap Up

8.1 Wrap up of Action Items and Decisions



Joint Dinner

Restaurant Casa Robles Placentines

Calle Placentines, 2

Sevilla

20h00