

TERMS OF REFERENCE

Task force scenarios

This document describes the terms of reference for the task force scenarios.

Contact

usersgroup@elia.be

Elia System Operator SA/NV

Boulevard de l'Empereur 20 | Keizerslaan 20 | 1000 Brussels | Belgium



Contents

1. Goals	3
2. Scope	4
3. Chairman & secretariat of the Task Force	4
4. Composition of the Task Force.....	5
5. Annual process	5
6. Meetings, agenda and governance.....	5
7. Notes	6

Contact

usersgroup@elia.be

Elia System Operator SA/NV

Boulevard de l'Empereur 20 | Keizerslaan 20 | 1000 Brussels | Belgium



1. Goals

Elia establishes the Task Force, as a consultative body for the development of future scenarios for the power system. The task force aims at co-creating storylines & scenarios for electrical demand and supply, both qualitatively & quantitatively for the use in studies performed by Elia. The final deliverable of the annual scenario creation process is the publication of a Belgian scenario report that serves as input for these studies. This final report will be published on the Elia website at the end of each year.

The task force will add value to the scenario creation process by means of:

- *Increasing stakeholder participation:* stakeholders will be more involved in the scenario creation process. Stakeholders will be actively called upon to provide evidence based data to feed the various discussions. Stakeholders will become more involved in prioritization of scenario related research topics. Stakeholders will, thanks to this task force, also be involved in long term storyline creation that will be used in Elia studies.
- *Increasing transparency:* the task force aims to rationalize the scenario creation process, discuss openly on the correct interpretation of parameters, visualize assumptions in a consequent manner and communicate transparently on the level of agreement.
- *Improving coherence:* creating a Belgian quantified scenario framework for Belgian scenarios as the final deliverable of this task force increases coherency between a growing amount of annually performed studies.
- *Improving data quality:* by providing a forum for discussion, in which scenario specific topics (demand, market response, renewables ...) are covered separately and in depth, stakeholders have the opportunity to delegate subject matter experts to the task force in an ad hoc manner. In organizing a call for evidence, a larger number of trustworthy sources can be harnessed for the creation of scenarios.
- *Increasing efficiency:* by centralizing scenario governance, this task force eliminates a part of the need for scenario discussions at individual study level, thus freeing up time for study specific discussions in the respective task forces.
- *Comply to EU regulations:* for European studies, TSO's are required to submit scenario data for their country. The data for Belgium will be collected through this task force. When countries can perform additional analyses based on modified data and/or perform sensitivities, these options can also be discussed in the task force.

These Terms of Reference describe the organization and operation of the Task Force.

Contact

usersgroup@elia.be

Elia System Operator SA/NV

Boulevard de l'Empereur 20 | Keizerslaan 20 | 1000 Brussels | Belgium



2. Scope

The task force will provide a forum for stakeholders to engage with Elia and each other in discussions. This section describes the scope of these discussions.

The following topics are considered in scope of this task force:

- scenario storylines, both bottom-up and top-down;
- scenario quantification, both for the short term (coming 5 to 10 years) and long term (up to 30 years). It is important to understand that this task force is not only gathering data for adequacy assessments. The scenarios created in the task force will be used for economic analyses, prospective studies, ... as well;
- discussions on evidence based data, as provided by the stakeholders in the 'call for evidence', in the form of presentations given by stakeholders themselves, or ad hoc invitees;
- the relationship between the co-created scenarios and their application in the different Elia studies;
- closing discussions following the consultation of the final scenarios before the scenario report creation.

The following topics are considered out of scope of this task force (non-exhaustive list):

- discussions on market modelling methodology (e.g. flow-based, ...). Questions about this can be addressed to the concerned studies' task force.
- discussions on grid modelling (e.g. discussions on load flow models, model reduction techniques, ...).
- discussions on study results, and how they compare to other studies. These are to be held in their respective task force.

3. Chairman & secretariat of the Task Force

Chairman:

- o The Task Force will be led by the Chairman, appointed by Elia
- o The Chairman presides over the Task Force
- o The Chairman will ensure that the guidelines regarding governance are respected.

Secretary:

- o Elia will appoint a secretary.
- o The secretary will provide administrative, logistical and technical support.
- o The secretary will take responsibility for organizing the meetings, drafting the minutes of meeting (MoM) and is the general point of contact (SPOC) for the members of the Task Force.

Contact

usersgroup@elia.be

Elia System Operator SA/NV

Boulevard de l'Empereur 20 | Keizerslaan 20 | 1000 Brussels | Belgium



4. Composition of the Task Force

The Task Force is composed as follows:

- The Elia delegation is composed of a Chairman and the secretary. Based on the agenda of the meeting, additional experts from within Elia will be invited.
- A composition of members from industry, regulators, government, system operators, environmental organizations... composed after an official Call for Members.
- Participation remains open during the first year (2021). Request for invitation to the Task Force can be sent to the usersgroup mailbox.
- Topics for workshops will be announced in advance. Members are allowed to invite experts from within their organization.
- The participants should be present in the workshops, actively engage in the discussions and react to the public consultation of the scenario report.

5. Annual process

Although at the time of writing the annual process is still under construction, the following general principles will be upheld:

- The process for co-creating scenarios will be reiterated every year. However, the recurrence of long term scenario creation will be linked to the recurrence of studies depending on these scenarios, whereas an updated quantification of the short term scenarios will be in scope every year.
- The annual process will be split in two parts: an exploration and a consolidation phase.
- In the exploration phase, a call for evidence will be held, topics for discussion will be prioritized, and one or more workshops to discuss these topics will be organized. In these interactions, consensus is the desired outcome, but not the end-goal.
- In the consolidation phase, Elia will consolidate all input into scenarios, which are then consulted upon. They will be made available via the Elia website. The delivery date for these scenarios is expected to be October of each year. Upon completing this consultation, final tweaking is performed after which a scenario report will be drafted by Elia. For the sake of transparency and future reference, Elia will clarify whether the data was achieved through consensus or dissension. This scenario-report will be made available on the Elia website as well and its delivery is to be expected in December of each year.

6. Meetings, agenda and governance

- The Task Force will meet at Elia's headquarters, unless a different venue is decided on by the Chairman, in consultation with the members of the Task Force.
- Instead of physical meetings, digital meetings will be put into place when safety restrictions require so (e.g. in the case of a health crisis).

Contact

usersgroup@elia.be

Elia System Operator SA/NV

Boulevard de l'Empereur 20 | Keizerslaan 20 | 1000 Brussels | Belgium



- Meetings will be conducted in English
- For workshops, stakeholders will be able to co-create the agenda by prioritizing the subjects for discussion, proposing own presentations, proposing guest speakers...
- In Q1 of each year, a kick-off meeting will be organized where a high-level planning is communicated to the members. This kick-off meeting will be followed by 2 – 4 workshops during the rest of the year, depending on the topics to be discussed.
- Specific dates for meetings and workshops will be announced, at least 3 weeks in advance.
- The Chairman sends out the agenda to all members of the Task Force, at least two weeks in advance. The members have until two days before the meeting to send in possible remarks or additions.
- The meeting will begin and end in time
- An atmosphere of trust, respect and confidentiality is asked of the participants
- Participants will respect differences of opinion by acknowledging the other person's stance and not pushing the acceptance of theirs.
- The Chairman will ensure that these guidelines are respected

7. Notes

- The secretary drafts the report of the meeting in English. This report will be a representation of the main discussions held during the meeting and the actions that came as a result.
- Documents and presentations that have been discussed during the meeting will be in support of the report. These documents and presentations can be in French, Dutch or English and will not be translated. They will be published on the ELIA website
- A draft version of the report is sent to the members of the Task Force by e-mail, the aim is to send this within three weeks after the meeting.
- The members of the Task Force will have three weeks to send in comments by e-mail to the secretary.
- The report will be formally approved during the next meeting of the Task Force.
- This final report will be published on the Elia website

Contact

usersgroup@elia.be

Elia System Operator SA/NV

Boulevard de l'Empereur 20 | Keizerslaan 20 | 1000 Brussels | Belgium

