

**MINUTES OF PREPARATORY MEETING OF THE  
ENERKEY PROGRAMME MANAGEMENT COMMITTEE**

**23 JUNE 2008**

**TWICKENHAM GUEST HOUSE, JOHANNESBURG**

	<b>1 Welcome and Apologies Chair: Mr Jerry Mafereka</b>	<b>Action</b>	<b>By When</b>
<b>1.1</b>	<p><b>Apologies:</b></p> <p>Crystelle Beyers Ajay Trikam Joachim Von Zimmermann Lerato Liphoto David Hancock Alan Nurick Carel Snyman John Ledger Mathetha Mokonyama Mark van Ryneveld</p> <p>Notes: An attendance register is attached in Appendix A Presentations and minutes from the EnerKey meetings will be place on the EnerKey website (<a href="http://www.enerkey.info/downloads.html">http://www.enerkey.info/downloads.html</a>).</p>		
	<b>2 Approval of Minutes of Previous Meeting and New additions to Agenda</b>		
<b>2.1</b>	<p><b>Only 1 Addition to Agenda:</b></p> <p>DME Renewable Energy Summit - Date has changed and still needs to be confirmed</p>	Mr Goyns to get more Info and circulate	
	<b>3 Programme Co-ordination</b>	Mr Goyns	
<b>3.1</b>	Mr Goyns summarised the programme manager's role and what was expected from module leaders. He welcomed the new partners from University of Pretoria and the Gauteng Provincial Govt. Modules leaders to give Mr Goyns feedback every two (2) months. A Google calendar has been set up and the participants were asked to please use it		

	<p>so everyone can see what is taking place-:</p> <p><a href="mailto:Username-member@Enerkey.info">Username-member@Enerkey.info</a></p> <p>Password-“the key element”</p> <p>Mr Mafereka stipulated that a list of events needs to be listed. No events have been added yet as specific dates need to be finalised.</p> <p>Other tasks not noted under the programme manager’s responsibilities should be addressed to Dr Eltrop or Professor Annegarn directly.</p> <p>Module leaders asked about responsibility of financing for activities of the module and get together meetings. Funding needs to be defined and a plan formulated by each module leader to apply for funds and it was noted that auditable records should be kept of these activities to ensure transparent application of funds.</p>		
	<p><b>4 Presentation of EnerKey Modules: Individual presentations from German and South African Partners.</b></p>		
4.1	<p><b>Integrated Energy planning and Climate change Modelling (Module 1)</b></p> <p>Dr Fahl presented the German perspective of the module and stipulated the importance of the involvement of not only the JET Cities but also the importance to get other Government departments and SANERI involved and to try to have representation from each one at all the meetings.</p> <p>Mr Trikam’s report back was read out by Mr Goyns</p> <p>A copy is included in Appendix B</p>		
4.2	<p><b>Socio – Economic Drivers of Energy use and Stakeholder Relations (Module 2)</b></p> <p>Mr Wehnert presented the way forward and mentioned that DBSA indicated they would participate in a meeting held the previous Friday.</p> <p>The Gauteng Provincial Govt’s involvement will be endorsed by the PMC and the MEC will be approached and asked to chair this module. Mr Goyns to write the letter which will include the roles and responsibilities of participants.</p> <p>Professor Annegarn proposed a new module 8 be added with the heading: Near Term Urgent Needs of Energy Requirements, Solar Water Heating/Free Basic Electricity.</p> <p>It was agreed that these urgent matters will be dealt with as</p>		

	implementation streams under module 7		
4.3	<p><b>Retrofitting of Buildings and New Settlements Energy Efficiency laws, policies and procedures (Module 3)</b></p> <p>Mr Wössner presented the German perspective of this module. This module includes the schools project. The City of Joburg and the Clinton Foundation are involved in a project in relation to this module and are going to be approached to play a part in this module. Mr Brown also involved in this module from Green Building Media's side.</p>		
4.4	<p><b>Energy Efficiency – Transportation, traffic and Mobility (Module 4)</b></p> <p>Mr Brosthaus presented TÜV Rheinland's perspective of this module and mentioned that CSIR is working closely with them to develop the project plans.</p>		
4.5	<p><b>Energy Supply Technologies (Module 5)</b></p> <p>Dr Eltrop welcomed University of Pretoria's Dr Raj Naidoo onto the EnerKey project. Professor Annegarn expressed his thanks to the City of Joburg for their pilot studies that are been rolled out.</p>		
4.6	<p><b>Climate Protection Policy and CDM Projects (Module 6)</b></p> <p>Mr Kober presented TÜV Rheinland's perspective of this module, summarised key points of the Kyoto protocol and CDM, highlighted renewable energies and energy from waste as having the highest potential and summarised the work plans for the next 18 months. The work plan consists of training workshops and seminars about CDM, development of guidelines and CDM evaluation tools.</p> <p>Ms Ntuli presented on local needs for CDM expertise and knowledge, the need for local projects and the requisite for CDM projects monitoring. The focus of the module will be on mitigation rather than adaption. Ms Ntuli gave a summary of the South African policy framework and reiterated the work packages defined by Mr Kober.</p>		
4.7	<p><b>Implementation , Technology and Knowledge Transfer</b></p> <p>Mr Ndzana mentioned how his organisation Inep Institute will fit into the EnerKey project. Mr Mothusi to be involved with Mr Ndzana on the educational side of this module. Mr Ndzana is sub contracted by IER to roll out this</p>		

	<p>module.</p> <p>Mr Ndzana presented the concept of a low cost energy efficient house. The house can be built from modular units which can be added to make bigger houses or joined type houses.</p>		
	<p><b>5 Business Plan of EnerKey Solutions for Mass Roll out Of SWH; FBAE; etc</b></p>		
5.1	<p>Mr Botha presented the various options for the organisational and legal structure of the proposed EnerKey Solutions (ES) and discussed the advantages and disadvantages of these options.</p> <p>Mr Botha stipulated that all risks and benefits must be reported back to the EnerKey Governing Board. All Presentations must be presented to the EGB for approval and a mandate from the EGB would be the overriding base for the corporate governance of ES.</p> <p>Enerkey must be run as an independent entity and handle daily operations including finance, administration and product development with ultimate accountability to the EGB. The aim is for ES to be an implementation agent of the broader EnerKey Project.</p>		
5.2	<p><b>Implementation and Roll out</b></p> <p>Mr Guy stipulated that his module had to do with the low income groups. The Youth play a big roll in the component and it involves education. The free basic alternative energy (FBAE) subsidy is involved with this module, it is imperative that roll out starts ASAP and the centre be implemented and asked to be part of module 7 instead of a new module.</p>		
	<p><b>6 Way Forward and Programme of Action</b></p>		
6.1	<p>Mr Mefereka mentioned the workshop on Thursday and clarified the meetings of module leaders and the venues for the next two days. They must all bring feedback from the South African and German partners.</p> <p>Professor Annegarn to find a chairperson from UJ in the absence of Mr Matsau who gave apologies.</p>		
	<p><b>7 Meeting closed and Strategic Planning Workshop for the 26<sup>th</sup> June confirmed</b></p>		

## Appendix A: Attendance register

Full Name	Company	E-mail
Andre Botha	Quantum Leap Consultanting	Andre@psaagrigo.co.za
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Dr Ludger Eltrop	IER Stuttgart	LE@ier.uni-stuttgart.de
Erhard Seiler	German chamber of commerce	eseiler@germanchamber.co.za
Gordon Brown	Green Building	gordon@greenbuilding.co.za
Hans Erhorn	Fraunhofer Institute of Building Physics	erh@ibp.fraunhofer.de
Harold Annegarn	University of Johannesburg GEMES	hannegarn@gmail.com
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Ntombifuthi Ntuli	Ekurhuleni	ntombifuthin@Ekurhuleni.com
Philip Goyns	IER, University of Stuttgart	philip@goyns.com
Prof. Dr. Bernd Heins	INEP gGmbH – Int. Institute for Sust. Energy Management, Politics, Risk and social Innovations	bernd.heins@indep-institut.org
Raj Naidoo	UP	Raj@up.ac.za
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Simon Woessner	Fraunhofer Institute of Building Physics (IBP)	sw@ibp.fhg.de
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Tony Surridge	SANERI	Tonys@saneri.org.za
Ulrich Fahl	IER UNI Stuttgart	uf@ier.uni-stuttgart.de
Xolile Mabusela	City of Johannesburg	xolileM@joburg.org.za

## Appendix B: Ajay Trikam Module 1 SA reportback

**Project: EnerKey Gauteng Megacity**

**Section: Module 1: Integrated Energy Planning**

**Report type: PMC update brief**

### Background

The objectives of this module are to combine long term energy planning with detailed planning of certain components of the energy system being analysed. This is to be done through the use of system analysis methods and energy system models and in collaboration with key stakeholders with refinement of the model data input coming from actual implementation projects.

The aim of Integrated Energy Planning for Gauteng Mega-city is hoped to be achieved through the following outcomes: a database of relevant energy information, the construction of an appropriate energy system model, the exploration of future scenarios and their impacts and the extension of the energy analysis into a greenhouse gas inventory.

These outcomes are to be obtained through the use of work packages as presented in the EnerKey proposal. And these are outlined below:

- WP 1: Data requirement and data provision
- WP 2: Ways of representing the local energy system
- WP 3: Baseline scenarios
- WP 4: Strategy development
- WP 5: Capacity building & training

The overall process flow and conceptual framework of Advanced Local Energy Planning (ALEP) which is the methodology to be used is described in the diagrams below:

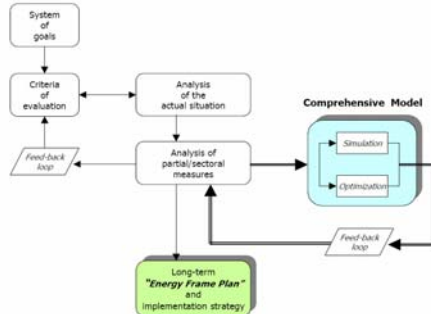


Fig. 1-1: Traditional LEP and ALEP approach (double line) using support of existing software tools and a „comprehensive model“ (of the entire local energy system)

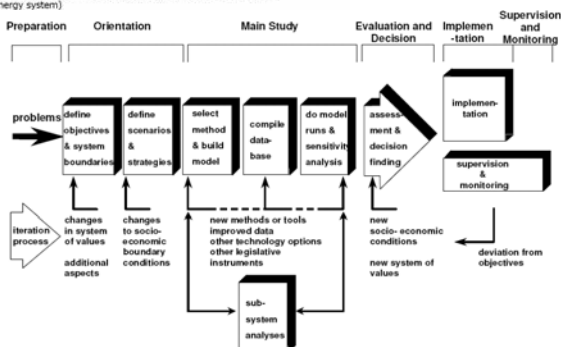


Figure 3-2: Phases and Tasks of the ALEP process

### Activities to date

The ERC together with SEA have embarked on WP1. The analysis of the actual situation as shown in Fig1-1 above begins with compiling basic data for the database in Fig 3-2. This data can be further refined and improved upon in iterations and with necessary sub-system analysis and feedback.

#### **Challenges experienced**

- Information regarding electricity consumption by ESKOM clients has been restricted and is substantially more than the combined consumption of the municipalities..
- Coal consumption and distribution has also been scarce with no improvement on energy strategy reports
- Access to ENATIS for transport and vehicle population characteristics has been restricted
- Further investigation of building types and typical energy intensities is required
- Further investigation of supply technologies and resources is required
- Integration of different energy related initiatives with support for the local government is needed so as not to duplicate work already underway and exhaust relatively small human resource in local government.

#### **Proposed Solutions**

- To allow for restricted data to be made available, high level agreements have been proposed. These need to be actioned to allow data flow and not hinder the work.
- Feedback from the other modules regarding further investigations is necessary.
- Integration of resources and roles and responsibilities from project partners to be defined at upcoming workshops.