Stakeholder group Terms of Reference and workplan

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Long Term Development Stakeholder Group

1st meeting, 12 November 2012, Brussels

Reliable Sustainable Connected

Stakeholder group – Expectations from ENTSOE

- **Enhance communication between ENTSO-E and stakeholders in order to improve the quality and robustness of the development plan (TYNDP) and related issues;**

- **Contribute to more productive information exchanges and the creation of a shared understanding of different views on relevant development/ research/assessment topics; and**

- **Facilitate greater stakeholder involvement in the TYNDP process, and enable interested parties to play an active role in the TYNDP deliverables.**

Participants

We've sought to ensure a balanced participation from various organisations representing.

1. **Generating companies, distribution companies, traders**
2. **Consumers representative NGO**
3. **Environmental Non-Governmental Organizations**
4. **Electrical equipment manufacturers, suppliers**
5. **Local authorities**
6. **Trade Unions**

Our expectations of participants

We would like to ask members of the group to:

- **Consistently attend meetings (with a stable membership).**
- **Actively participate in meetings.**
- **Liaise with their own members and stakeholders to update on the process of TYNDP 2014 and represent their views and concerns.**
- **Highlight issues and concerns of their organization.**

Do you think these expectations are reasonable and what do you think is the best way to achieve this?

ENTSO-E will

- **Act in an open and transparent manner**
- **Provide information to facilitate participant's understanding**
- **Initiate and provide information on aspects where participants input is expected**
- **Provide agenda's or objective of the meeting at least 2 weeks prior to a meeting date and working documents at least 1 week before.**

What do you think is the best way of working?

Publication of Information

Transparency

- **We think that transparency will benefit the group & intend to make all information related to the stakeholder group available via the ENTSO-E website.**
- **This will include presentations and records of meetings.**
- **It is recognized that all information shall be treated as work in progress and shall be provided without prejudice to the right of participants to update or amend their positions and to respond to formal consultations as they see fit.**

Records of meetings

- **ENTSO-E will produce a minute of each meeting which accurately reflects discussions.**
- **Participants shall be provided with a week in which to comment on minutes.**
- **Comments received, when justified, shall be incorporated into a final version of the minute which shall be published.**
- **In the event that no comments are received the minutes shall be deemed to be approved.**

The ”official” role of the group

- We hope & expect that the group will become an important source of advice, challenge and suggestion.
- However the group’s role is an informal/advisory one.
- We shall not be bound to accept any suggestion provided by any stakeholder (as we’re the sole party legally responsible for the development of the TYNDP)
- We will however try and be clear on how the observations received have been taken into consideration and explain our reasons.

Workplan for discussion and decision

		Indicative topics
12 November 2012	1st Stakeholders' group meeting - kick of meeting	Expectations, TOR, 3rd party procedure, CBA
Beginning February 2013	2nd Stakeholders' group meeting	CBA update, TYNDP methodology, novel technologies
end May 2013	3rd Stakeholders' group meeting	Permitting, public acceptance, Selection of common position papers, PCI
end September 2013	4th Stakeholders' group meeting	TYNDP 2014 expected results - preliminary view - Rgs view;, common position papers review
end November 2013	5th Stakeholders' group meeting	2050E-Highway ; common position papers review(if the case)
end February 2014	6th Stakeholders' group meeting	TYNDP 2014; CBA final methodology; common position papers review
end June 2014	7th Stakeholders' group meeting	Report on consultation and the final outcome; TYNDP 2016 methodology?, common position papers review
further meetings to be established	8th Stakeholders' group meeting	

But this is not set in stone & we are willing to adapt.

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