

## Energy Research Partnership - Operating Principles 2017 -19

### Future direction

The Energy Research Partnership (ERP) aims to be a thought leader and highly relevant in the UK's energy landscape, with four key pillars to future success:

- Close links with UK Government and their advisors,
- Focussed on the critical questions of the day,
- Able to move quickly,
- Highly engaged membership, who can engage and convene with wider stakeholders.

### Mission statement

“ERP is a public /private partnership seeking to accelerate innovation in the energy sector through enhancing dialogue and collaboration.”

### Aims

- Create an open forum that seeks to inform debate, and helps shape energy and industrial strategy.
- Identify recommendations to help shape future policies and regulations that benefit the UK economy and society as a whole.
- Allow all Members to influence groups more effectively than otherwise they would be able to do so on their own.
- Support UK trade and investment by identification of areas for export of British expertise.

### Membership

The Membership will aim to reflect a balanced range of organisations with an interest in the energy sector including, Government, Industry, Regulators, Academia, NGOs and SMEs. Members will receive the following benefits:

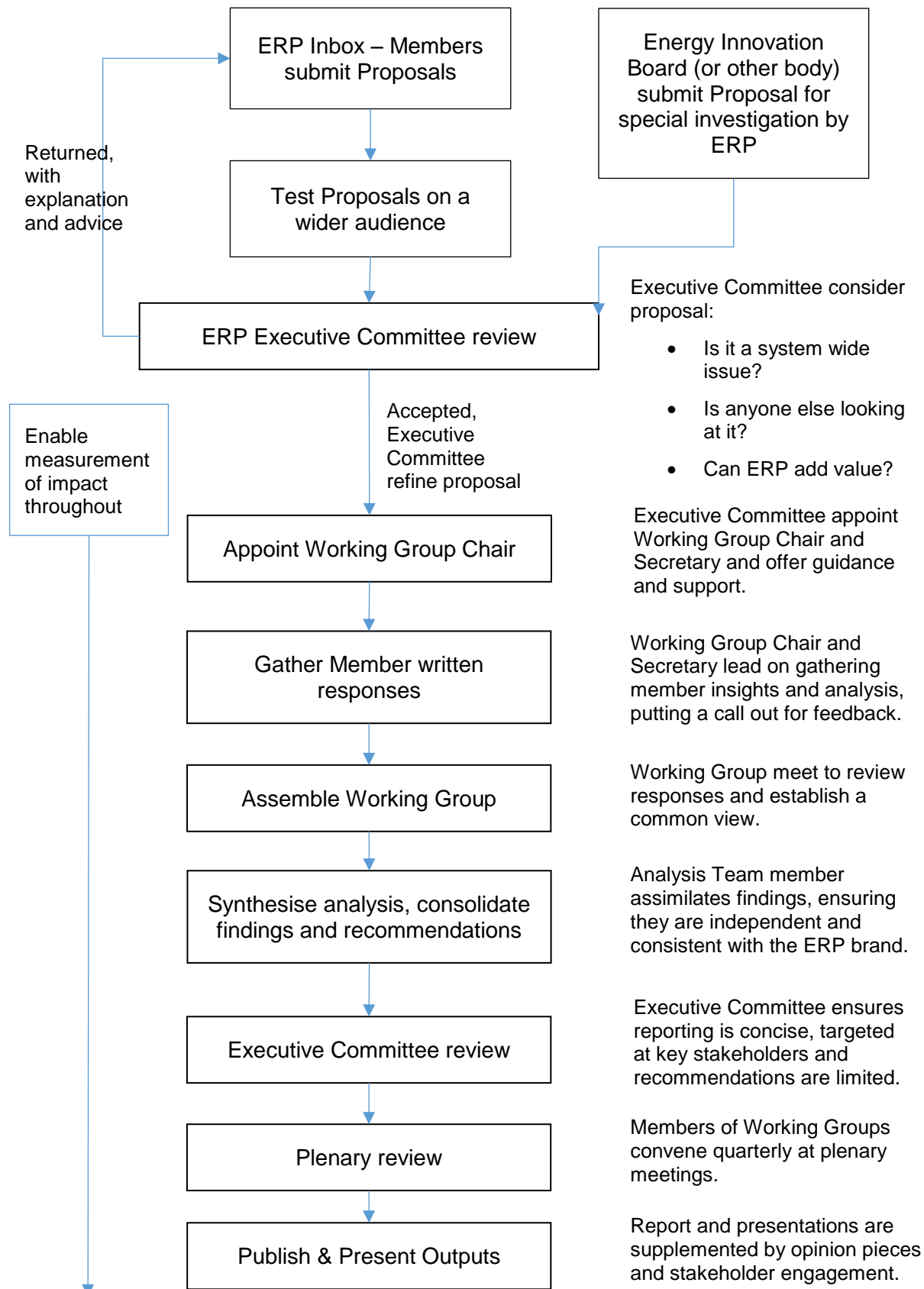
- Briefings, debate and networking at up to four plenary sessions per year.
- Networking at two post plenary lunches per year and at two post plenary evening functions per year.
- Access to a private Members directory.
- ERP distribution list and first sight of request for Responses to Proposals.
- Invitation to join Working Groups to address Proposals.
- Early sight of reports ahead of plenary meeting endorsement.
- Priority access to report launch events and post plenary meetings.
- Members will be able to propose projects to the Executive Committee for consideration by ERP members.
- ERP will have a key link in to the EIB, and will offer a conduit for Members to express views on Proposals.

Members of the Executive Committee will also convene annually at a ‘Leaders’ dinner’ with a guest speaker/attendee. Members who have provided a high level of support to working groups and projects throughout the year will be invited to join the Leaders’ dinner.

ERP is a non-profit organisation; fees will aim to cover operating costs and expenses of Projects, and fund ERP events and publications.



**Operating procedure**



**4 January 2017**

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## Project Sponsors

The ultimate 'customer' is society as a whole.

The Project Sponsor will identify areas where ERP support to understand in more detail and address ('Proposal') would be beneficial. Proposals will be issued to the ERP Executive Committee for their review and advice.

Principally, Proposals will be initiated by Members, informed by their own insights and supported by engagement between ERP and the Energy Innovation Board, which will help identify emerging priorities for Government in energy system topics.

An ERP inbox will also be established to help members suggest Proposals for consideration. These will be tested with a wider audience, through publishing of short opinion pieces or by engagement through social media.

Government bodies such as EIB will have a key link to ERP and may sponsor specific packages of work that require focussed effort of ERP resources over and above normal activities. Such activities will be treated as Projects but funded separately by the requesting body.

In future other Project Sponsors could include:

- National Infrastructure Commission,
- Others, for example DFID, UKti, ESC/ETI, EPSRC, Innovate UK.

## Executive Committee

The Executive Committee will be the key interface with the EIB or Project Sponsor and the timing to align ERP Responses and the main outputs from them.

The Executive Committee will meet approximately eight times a year - to review Proposals after Plenary meetings and to review Responses before Plenary meetings.

The meeting will be held virtually, with Members invited to join as they so wish.

The Executive Committee will be formed from:

- Government co-chair,
- Industry co-chair,
- Government secretariat,
- Industry secretariat,
- ERP manager,
- Working Group chairs of current projects,
- Member representatives.

The Executive Committee will assess Proposals for investigation by ERP on the following merit:

- Does the Proposal cover system wide issues that will be vital to support the UK economy in the future?
- Does the Proposal cover system wide issues that are not currently being addressed?
- Would the Proposal benefit from the collective input from ERP Members, to deliver informed, independent and impartial advice to stakeholders?

**4 January 2017**

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If the Proposal:

- Does not meet these criteria, this will be fed back to the Project Sponsor to refine the Proposal or address it by an alternative approach.
- Does meet these criteria, the Executive Committee will initiate a 'Project' to form a Response to the Proposal. The Executive Committee will appoint a Working Group chair and Secretary to lead the gathering of Member insights.

The Executive Committee will:

- Provide guidance to the Working Group chair and secretary, and help set the aims and objectives for the Project.
- Identify key stakeholders to target the outputs and identify ways to measure the impact from the Project, and use this to help guide and inform the approach.
- Agree a budget and outline programme for the work, including resources and expenses.

The ERP approach would aim to deliver a coordinated response from a range of recognised authorities and industry members, in a cooperative manner that is not only faster than a normal parliamentary inquiry, but also offer recommendations that can be delivered by Government, Regulators and Industry.

The focus of Projects will be to collate and present the views and insights from the Membership, supported by whole systems analysis and literature review delivered by the Analysis Team.

### **Working Groups (previously Steering Groups)**

The Working Group chair and secretary will manage the Project, developing a plan for the Members' input and putting a call out to them for their input.

Members will individually draft a response outlining their views, opinions and recommendations. This will be an opportunity for Members to feed in their own analysis.

To support this process, Members will need to be actively represented by key persons in their organisation.

Findings will then be consolidated at a workshop meeting, to form a single Response from ERP Members.

The workshop will be facilitated by an Analysis Team member, either a member of ERP staff or secondee from a Member organisation. Together, the Analysis Team member, Working Group chair and secretary, will seek to assimilate findings; ensuring they are consistent, independent and align with the ERP brand.

The aim of the Project will be to leverage insights from the ERP Members. This will seek to differentiate ERP outputs, recognising the unique cooperation in the public/private partnership and the value of the response from a respected, diverse and independent membership. The Executive Committee expect significant Member input to Working Groups from all Members. This could be delivered by providing any of the following;

- A Secretary to the Working Group,
- Background research,
- Analysis time to help interpret and consolidate Responses,
- Resource seconded into the Analysis Team.

Members will be encouraged to commit to at least one Working Group to be able to contribute fully at plenary meetings.

**4 January 2017**

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## **Analysis Team**

The Analysis Team will need a mix of skills, provided by a combination of permanent staff employed by ERP, staff seconded into ERP to support projects as required, and resource provided by Members to support Projects. Capabilities will include:

- Conduct literature reviews of existing work to identify common trends and gaps.
- Gather groups together, organise workshops, facilitate meetings and write up the results.
- Conduct numerical and system wide analysis to support and challenge findings from members.
- Delivery of findings through reports, opinion pieces, presentations, communications and stakeholder management.

## **Executive Committee review**

The Executive Committee will meet before and after Plenary meetings, with an opportunity to discuss and agree the Response from the Working Groups.

## **Plenary**

The Executive Committee and Working Group members will convene quarterly to present and share the findings of the Project. The Response and their recommendations will be ratified.

Following plenary endorsement the Response will be published.

At each plenary, Members will receive a briefing from the Government Co-chair or his delegate, briefing Members on their current key issues.

## **Post plenary sessions**

Post plenary sessions will be held, alternating between an evening social and networking event and an afternoon working session.

All Members and their guests will be welcome.

## **Communications**

The Response will be issued in a short report with focussed recommendations. The reports need to be clear, concise and easily digested by key stakeholders.

Opinion pieces will be published on the ERP website and possibly other platforms such as LinkedIn Pulse, Medium or ERP member websites as they so wish.

1 to 1 discussions and engagement with wider forums will be carried out by the Working Group chair or his delegate.

## **Measuring impact**

Impact will be subjective, but the ultimate test will be to identify whether, 'things are different because ERP exists'.

ERP will catalogue recommendations and review annually, feeding back to Members and stakeholders.

After recommendations are made there will be a need to promote, track and potentially refine them to maximise impact. This responsibility will be retained by the Executive Committee, with support from the Analysis Team.