



STORAGE RESEARCH INFRASTRUCTURE ECO-SYSTEM

D1.1 – “Definition of governance for the WGs”

WP1 - Set-up the research and industrial
hybrid ES ecosystem

T1.1: Building a long-term forum/ecosystem on hybrid ES

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DISSEMINATION LEVEL

CO	Confidential	Confidential, only for members of the consortium (including the Commission Services)
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ABBREVIATIONS AND ACRONYMS

AB	Advisory Board
AC	Associated Countries
ES	Energy Storage
GB	Governing Board
Lol	Letter of Intent
LTP	Linked Third Party
MS	Member States
R&I	Research and Innovation
RI	Research Infrastructure
RTO	Research and Technology Operator
SC	Steering Committee
SRIA	Strategic Research and Innovation Agenda
ToR	Terms of Reference
WG	Working Group
WP	Work Package



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1 INTRODUCTION AND BACKGROUND OF THE STORIES PROJECT

In December 2019, the European Commission has presented the “European Green Deal”, a set of policy initiatives aiming at ensuring the EU becomes climate neutral by 2050. These policy initiatives have strong implications for the energy sector, including the energy storage sector. New energy storage technologies will supply more flexibility and balance in the grid, providing a back-up to intermittent renewable energy and contribute to seasonal energy storage challenges. Above all, the main challenge for energy storage development is economic.

To address these challenges, the [StoRIES project](#) brings together a consortium of beneficiaries, such as ESFRI facilities, technology institutes, universities, and industrial partners, with the scope to jointly improve the economic and sustainability performance of storage technologies. Among these, members of the [European Energy Research Alliance \(EERA\)](#) and the [European Association for Storage of Energy \(EASE\)](#) have a long-term history of co-operating with each other and are establishing the core of this world-class European eco-system.

The main technological objectives of StoRIES are linked to the energy storage development by providing access to world-class research infrastructures and services, with a focus on improving materials for devices and optimizing hybrid energy systems with a view to make energy storage technologies more competitive and reducing costs, also considering life-cycle aspects of the technologies, components, and materials involved. In addition, StoRIES project focuses on the analysis of socio-technical and environmental aspects of new developments and systems and provides training and education on these issues.

By promoting complementary expertise, interdisciplinary cooperation and a broader exchange of knowledge and technologies throughout the academic world and with industry, StoRIES will significantly improve the technological basis for energy storage applications. The existing [joint energy storage roadmap](#) of EASE and EERA will be expanded with the aim of optimizing the upgrade and networking of research infrastructures to promote short-term innovations. On top of this, StoRIES will establish an eco-system with international peer partners from research and industry to foster open science and promote new energy technology standards.

To facilitate the achievement of the high-level objectives settled, the eco-system will be organised in four Working Groups (WGs), consisting of internal and external experts, to provide guidance on the development of the core outcomes of the project. In this regard, the present deliverable comprises the Terms of Reference (ToR) that aim to define the Governance structure of these WGs.

The ToR are intended to describe the roles and responsibilities of the StoRIES WGs in the context of Work Package 1 (WP1), of which the scope is to establish a long-term eco-system on hybrid energy storage gathering experts and stakeholders to foster discussions and provide feedback to the results of the project.

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2 MAIN OBJECTIVES

The main objectives of StoRIES eco-system are:

- Ensure the StoRIES community receives proper feedback
- Provide input to the roadmap, SRIA and the materials intelligence platform
- Provide input to the definition of call topics
- Provide input to the Transnational Access activities based on the submitted and approved user proposals and the feedback from the users and the Research Infrastructures
- Provide input resulting from the Transnational Access projects to the consortium
- Provide input to the assessment of the technical and non-technical barriers that prevent effective development of ES

3 THE MANAGEMENT AND GOVERNANCE STRUCTURE OF STORIES ECO-SYSTEM

To have a broad representation of stakeholders and offer agile and efficient operation, the Management and Governance structure of StoRIES eco-system is organised as it follows:

- **Four Permanent Working Groups (WG)** opened to energy storage experts are settled to provide their expertise towards achieving the objectives of StoRIES as well as technical input to corresponding Work Packages (WPs).
- **Secretariat** to support and manage the eco-system in its functioning and execution of activities.

As a separate entity from the StoRIES eco-system, the **Governing Board (GB)** consists of one representative from each partner organisation (17 members in total) and is acting as the project's supervision and evaluation body. The GB will play an instrumental role in milestone events and on the major decisions taken regarding the set up and the Work Plan of each WG. The full list of GB members can be found in [ANNEX I](#).

3.1 Role and Responsibilities of the Working Groups

A WG comprises internal and external high-level experts who participate in the WG activities based on respective expertise and representing their originations' (e.g. RTOs, companies, etc) perspective related to the execution of the project. WG members should equally represent RTO's and Academia, Industry, Associations and Member State/AC representatives. Each WG member should have expertise relevant to the WG activities and goals. Each WG will consist of at least approximately 10-15 members.

The WGs' main scope is to provide expertise to the StoRIES WPs in achieving their overall objectives, providing technical and valuable input to documents, publications and activities.

The election and renewal procedures for WG Chairmanships and Experts Memberships are set up and explained in detail in sections [3.2](#) and [3.4](#) of this document.

Each WG should draft a Work Plan detailing the course of actions, the specific objectives of the WG, the foreseen deliverables and its internal working procedures. Given that the Work Plans of the WGs are tightly linked to the work and deliverables of the WPs, WG Chairs will seek close collaboration with the task leaders avoiding duplication of work.

WGs shall plan their activities according to their Work Plan which should be approved by the GB and shall internally organise their execution in the most efficient way considering the expected deliverables, deadlines, and available resources.

Respective WGs Terms of References (ToR) should be in line with the present ToR document and will be drafted by each WG Chair.

3.2 Working Groups Chairmanships

Each WG has a Chair, in charge for a period of two years. After, WG chairs can renew their term for another two years upon approval of the GB.

The position of the Chair is not subjected to any additional remuneration other than what is foreseen in the Grant Agreement of the StoRIES project.

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The process for the selection of the WG Chairs is overseen by the Secretariat and is described in the steps below:

- At the beginning of the project, the Secretariat, in coordination with the Steering Committee of the StoRIES project will appoint an interim Chair for each WG, to avoid any delays in the execution of the project activities. Once ToRs are approved, the Chairs will be appointed following the procedures described herein;
- Each WG interim Chair will invite experts to join the respective WG. To assure their engagement during the project duration, potential members should sign a Lol/LoS;
- WG Interim Chair will launch the call for the election of the permanent WG Chair. Only WG members who signed a Lol/LoS can be appointed as Chair;
- Before transmitting to the GB the final recommendations on the WG composition, the list of applications will be examined by the Secretariat which reserves the right to modify the composition of each WG, based on StoRIES needs;
- The WG Chair(s) and members of the WGs will be finally appointed by the GB with a majority vote.

In case the position of the Chair will become vacant, the Secretariat will reinitiate the process as described above.

3.3 Roles and responsibilities of the WG Chairs

The WG Chair in coordination with the WG members drafts a Work Plan and ToR. These will be submitted to GB for approval.

The WG Chair is responsible for keeping the WG work and activities within the description of action outlined in the Work Plan and in accordance with the defined ToR.

The WG Chair chairs the WG meetings, invites WG members for meetings (including invitations to external experts), requests, coordinates and consolidates feedback and inputs.

The WG Chair produces the minutes after each meeting summarizing the relevant decisions and actions and distributes them to the WG members.

The Secretariat supports the WG Chair in the execution of the above activities as needed.

The WG Chair must assure a regular communication with the Secretariat.

3.4 WG Members

3.4.1 Internal WG members

Internal WG members invited to join WGs will comprise WP1 participants, Linked Third Parties of EERA and EASE and the greater consortium, as per the Grant Agreement. Their contribution and efforts are indicated in the Annex 2 of the StoRIES Grant Agreement. Internal WG members will be considered only among those that have provided the WG Chair with signed Lol/LoS. Each WG can decide whether the requested Lol/LoS should be signed by a physical person or an organisation.

3.4.2 External WG members

External WG members are high-level experts external to the consortium (including Linked Third Parties (LTPs)) with strong interest to actively participate in StoRIES supporting WG activities and objectives. It is expected that external WG members contribute to the activities of the WG on a voluntary basis. They will be requested to state their commitment by signing an Lol/LoS.

Each WG will define its own selection criteria (outlined in the Work Plan) for admitting **External Members**. The selection criteria will aim to:

- Avoid expertise gaps not covered by the Internal WG Members (e.g., representatives from national authorities).
- Facilitate a balanced representation among Member States / ACs
- Ensure a sound gender balance
- Promote a balance of views between industry and academia

The application and selection procedure of **External Members** will follow the steps described below:

- Each WG will launch an open call for external experts to join the WG. The call should be accessible via the StoRIES website;
- Anyone from the public can apply to become a WG member by answering to the open call and by signing an Lol/LoS;
- The applications will be handled and evaluated by the WG Chairs with the support of the Secretariat. The decision for admitting new external expert candidates will be taken by consensus among the WG Chairs and the Secretariat.

The complete list of WGs' members will be transmitted to the GB for its approval.

In case of the replacement of one WG member with another person coming from the same company/research centre/university, the replacement person should send the application to the Secretariat and the WG Chair for their reference. In this case no additional approval neither by the Secretariat nor the Governing Board is requested.

There is not a limit to the number of WGs that one person can apply to.

The duration of the membership to the WG(s) is illimited, and it applies to all admitted members (internal and external) of each WG.

3.5 Representatives of Members States and Associated Countries

Representatives from Members States and Associated Countries will be invited occasionally to participate in workshops organised -among other- in topics relevant to the outcome of the WGs.

3.6 Role and Responsibilities of the Secretariat

The overarching objective of the Secretariat is to ensure that the WGs are set up and operate according to the ToR and the Grant Agreement of the StoRIES project.

The Secretariat will support the WGs and WG Chairs in organisational and logistical matters as needed, and in the execution of other relevant activities (e.g., handling the members applications etc.) mentioned in the previous sections.

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The Secretariat will keep a frequent contact with the WG chairs and strive to participate in the WG meetings.

4 TERMS OF REFERENCE OF THE EACH WORKING GROUP

4.1 Introduction

The four permanent WGs will ensure the involvement and contribution of stakeholders from all Energy Storage (ES) technologies, in providing vision, inputs, guidance, and continuous feedback for the development of different StoRIES documents, publications, and activities. The following WGs will be established:

- WG1: Roadmap and SRIA for hybridisation of ES
- WG2: Selection of call topics
- WG3: Transnational Access activities based on the submitted and approved user proposals and the feedback from the users and the RIs
- WG4: Technical and non-technical barriers

4.2 Specific Objectives per Working Group

a) WG1 will provide input and recommendations to the development of SRIA and the roadmap for hybridisation of ES within Task 3.3. The requested input will cover different areas and topics such as the identification of hybrid combinations as well as needs in terms of innovation, research infrastructure, technology development, cost reductions, integration for single technologies and combinations to be viable.

b) WG2 will undertake several activities relevant to the identification, ranking and launching of the transnational and virtual access call topics including but not limited to the actions listed below:

- Collection of the preliminary call ideas to identify the problems and gaps in the energy storage
- Analysis of the ideas, feedback on the possible call topics and define selected call topics
- Provision of the ranking of topics according to the expertise within the WG
- Consultations with StoRIES External Layer, especially with industry, to enable the optimal impact of the project users
- Final call topic definition and initiation of the promotion of the call

c) WG3 will oversee the Transnational Access activities based on the submitted and approved user proposals and undertake actions for the reporting on the overall analysis of the Transnational activities. Some of these actions include the following:

- Pre-screening of applications before the peer-review process by the Selection Panel
- Evaluation, analysis, and dissemination of the projects' documentation within the External Layer and beyond
- Providing information resulting from the user projects analysis (gaps, technical barriers, hybrid technologies assessment, needs) to the WG1 and WG4
- Gathering feedback from the previous call(s) for the preparation of the upcoming calls

d) WG4: Assessment of the technical and non-technical barriers that prevent effective development of ES, such as technical, regulatory and standardisation issues and their potential solutions.

4.3 Organisation of the Working Groups / Working procedures

The decisions in each WG will be taken by consensus or through majority vote in case consensus is not reached.

4.3.1 Meetings

The WGs will decide and agree on the regular meetings that can be held physically or virtually (giving preference to the virtual options when possible).

Each WG Chair will choose the dates of each meeting and communicate them with all WG members after consulting their availability, well in advance before the meeting is taking place.

Each WG Chair decide these dates according to their Work Plan and the respective timeline, aiming at maximising members' attendance.

The WGs should organise meetings (physical or online) at least twice per year. Based on the needs of each WG, ad-hoc meetings can be held as required.

All WG members are invited, and expected, to attend the WG meetings.

4.3.2 Agenda and Minutes of the meetings

The agenda of each meeting will be prepared by the WG Chair assisted by the Secretariat as needed two weeks before the meeting. The agenda will include relevant GB decisions, previous decisions, follow up actions from the previous meeting and important discussion points.

After each WG meeting, the minutes should be prepared by the WG Chair and circulated within two weeks-time. If no objections to the minutes are received ten days after the distribution of the minutes, then they will be considered as approved by all WG participants.

4.3.3 WG Documents Management

To support the work of each WG, the Secretariat will set up a folder management structure in the SharePoint and ensure access to all Internal WG Members.

APPENDIX I - GOVERNING BOARD MEMBERS

KIT: Stefano Passerini / Myriam Elisa Gil Bardaji

AIT: Yannick Wimmer

CIEMAT: Rocio Bayon

CLERENS: Emin Aliyev

CNR: Marco Ferraro

CSIC: Xavier Granados

DTU: Peter Holtappels

EASE: Emin Aliyev

ECCSEL: Volker Röhling

EDF: Philippe Stevens

EERA: Ivan Matejak

ENEA: Margherita Moreno

Eni: Chiara Busto

FZJ: Stephan Baumann

SINTEF EN: Ellen Krohn Aasgård

SINTEF AS: Roberto Scipioni

UNIPG: Linda Barelli