



## **Empowering local renewable energy communities for the decarbonisation of the energy systems**

### **D8.6 – LocalRES Innovation Advisory Board**

08 June 2023



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## Executive summary

This document belongs to the framework of Work Package (WP) 8 within LocalRES project (Coordination) and provides the description of the process to carry out the creation of the LocalRES Innovation Advisory Board (IAB). Several stakeholders with social, technological, business or communication and dissemination profiles were identified to become members of this body. This deliverable also outlines the expected interactions between them and the LocalRES consortium along the project execution.

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## List of acronyms and abbreviations

CA	Consortium Agreement
CDA	Confidential Disclosure Agreement
DSO	Distribution System Operator
ESCO	Energy Services Company
GA	Grant Agreement
GDPR	General Data Protection Regulation
H2020	Horizon 2020
IAB	Innovation Advisory Board
LocalRES	Empowering local renewable energy communities for the decarbonisation of the energy systems
MEVPP	Multi-Energy Virtual Power Plant
POPD	Protection Of Personal Data
REC	Renewable Energy Communities
TSO	Transmission System Operator
WP	Work Package

## 1/ Introduction

### 1.1. Purpose and target group

The objective of this deliverable is to provide a comprehensive description of the process followed in order to recruit the members of LocalRES project Innovation Advisory Board (IAB). This board will be constituted by key experts who are expected to provide feedback and guidance in connection with the potential commercial exploitation and market take up of the project results.

The interaction of the IAB with the LocalRES consortium should be accomplished through a number of events (workshops and/or webinars at national level, exploitation workshops, project meetings, informative and training sessions). The expected frequency and outcomes are briefly outlined in this report. Subsequent updates will be provided within a specific section of the Periodic Project Reports.

LocalRES is a four-year EU-funded project under the Horizon call H2020-LC-SC3-2020-EC-ES-SCC which started in May 2021, that aims at promoting the participation of communities and people in the energy transition, using Renewable Energy Communities (RECs) as a core element. Thus, one of the main objectives of LocalRES project is to boost structural changes in the current energy system at different levels, such as generation, market, distribution and consumers, associated to the introduction of RECs in the energy sector.

To this aim, the project will mainly develop two digital tools linked to the activity of RECs: a planning tool to enable citizen participation in the decision-making processes related to the design of RECs, and a Multi-Energy Virtual Power Plant (MEVPP) approach for the optimisation in real-time of the different energy vectors (electricity, heating, mobility) and energy and flexibility services in the RECs.

### 1.2. Relation to other activities of the project

Table 1 highlights the relation of the present report with other deliverables of LocalRES project, which should be considered along with this document for a proper understanding of its contents.

*Table 1: Relation of current report to other deliverables*

Deliverables	Relation
<b>D5.7 LocalRES networking: BRIDGE, CE4EUI and other EU projects</b>	Report on the networking activities with European platforms, projects and initiatives.
<b>D7.9 Stakeholders engagement events</b>	Report on the workshops and webinars carried out at national level to engage stakeholders interested in being part of the replicability actions.
<b>D8.5 Data management plan</b>	Definition of the strategy to ensure that research data is findable, accessible, interoperable and reusable when possible,

	considering the General Data Protection Regulation (GDPR). This document determines how to manage research data during and after the project, and identifies cases for which considering an open-access approach is possible.
<b>D9.1 Protection of Personal Data (POPD)</b>	This deliverable about POPD will cover the compliance with the GDPR.
<b>D9.2 Humans (H)</b>	This deliverable will deal with the templates of the informed consent/assent forms and information sheets (in language and terms that should be intelligible to the participants) which will be collected from citizens involved in some tasks. In case of collection of personal data, the applicants must provide detailed information on the informed consent procedures in regard to data processing.

Additionally, a set of tasks related to the present deliverable should be also considered, and are included in Table 2:

*Table 2: Relation of current report to other tasks*

Tasks	Relation
<b>Task 5.5 - Contribution to the BRIDGE and CE4EUI initiatives and collaboration with other EU projects</b>	IAB members will be invited to participate in joint and open events organised with other similar EU-funded projects, including projects from BRIDGE and CE4EUI initiatives.
<b>Task 6.2. - Exploitation plan of the project results</b>	Feedback on the different versions of the Exploitation plan will be requested from the IAB members. In particular, the IAB members representing potential clients and end-users of the results generated by LocalRES project will be asked to provide feedback on the selected exploitation routes. Other IAB members will be asked to advise on potential barriers to exploitation.
<b>Task 7.4- Dissemination Activities</b>	IAB members will be invited to participate in relevant events aimed at presenting the results generated within LocalRES project.
<b>Task 7.5.- Stakeholders engagement</b>	IAB members will be invited to participate in workshops and / or webinars with other stakeholders such as RECs, network operators, manufacturers or software developers.



## 2/ Selection process to recruit the IAB members

LocalRES project will be supported by the active engagement of the members of the IAB, as expert stakeholders, who will be invited to follow the project progress, and this way assess and guide the adequate development of the main project results. In the end, the contributions of the IAB are expected to be key to help LocalRES in its ultimate goal of fostering the RECs. To this aim, a specific procedure has been devised with the purpose of inviting and recruiting the members of the IAB. This process has already started and will continue during next weeks and months. According to the Grant Agreement (GA), the IAB should constitute an external body which will interact with other bodies and partners of the consortium. The relations of the IAB with the rest of bodies within the LocalRES project management and decision-making structure can be seen in Figure 1.

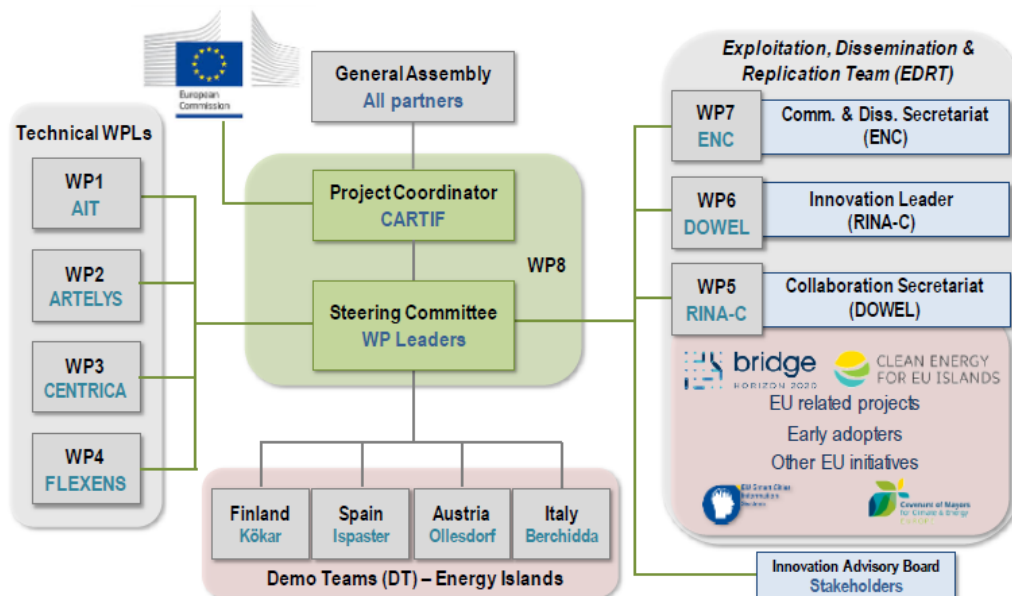


Figure 1: LocalRES project management and decision-making structure

As a first step, a list of stakeholder groups to which the members of the IAB should belong to was clearly defined, including the identification of the different stakeholders mainly considered in each of the groups. The list of groups and stakeholders can be found in Table 3. This sorting system of the main stakeholders of the IAB aims at ensuring that all required profiles to cover the project needs are included in this body. The target of the IAB is to achieve the involvement of at least one member under each of the groups of stakeholders as listed in Table 3.

Table 3: Groups of expected stakeholders

Group	Stakeholder
<b>Social / Civil community</b>	Citizens, municipalities, Cooperatives, Energy Communities, NGOs, housing associations, Condominiums
<b>Industrial &amp; Technological</b>	ESCOs, technology providers, Manufacturers Network and system operators (DSO, TSO)
<b>Scientific</b>	Research institutions, academia
<b>Regulatory</b>	Regulatory agencies, policy makers
<b>Business &amp; financial</b>	Financial institutions
<b>Communication &amp; Dissemination</b>	Online newspapers, online journals, local, national and international press, EU-funded projects

During the proposal preparation phase, as foreseen in Annex I of the GA, several letters of support were gathered from different kinds of stakeholders, some of which are being considered as potential members of the IAB. Moreover, since the beginning of the project some institutions and organisations have already been contacted, and they have expressed their interest in taking part in the IAB.

In order to formalize the invitation to become a member of the IAB, a letter drafted by CARTIF has been sent to candidates. The text is a short and informative document which briefly explains about project and states the expected involvement of the IAB members. A copy of this letter can be found in the Annex. Invitation letter for IAB members.

Additional stakeholders are expected to join the IAB during the following weeks and months. The interested members must be experts on relevant topics for the project (e.g. RECs, local energy planning, participatory processes, smart grids), and will be selected under purely technical criteria, assessing their experience and knowledge regarding RECs. Thus, during the selection process of IAB members, there will not be any type of discrimination based on aspects such as sex, race, nationality, etc.

The main selection criteria will be the following one:

- The selected subject must be over eighteen years old (or the minimum legal age), thus being excluded as participants vulnerable or high-risk groups. No children, adults unable to consent, people in dependency relationship, vulnerable persons will be addressed during the development and progress of LocalRES project.
- Expertise in the interdisciplinary activities to be carried out in the project. As a minimum, requirement participants should have knowledge in innovative local energy systems driven by RECs or socially fair energy transformation. The members will have social, technological, business and dissemination related backgrounds.
- There will not be any discrimination between male or female candidates. LocalRES consortium commits their best efforts to achieve a gender-balanced representation in the

IAB and interaction with other stakeholders in dissemination events and other activities of the project.

In case a large volume of stakeholders expresses their interest in becoming members of the IAB (e.g. more than 15 candidates), a scoring system may be proposed to ensure an objective selection process.

### 3/ Functions

It must be noted that one of the main tasks of the IAB will be to assist and facilitate the decisions made by the General Assembly, which will appoint and steer this body and their members. The Coordinator will write the minutes of the IAB meetings and submit them to the General Assembly. The IAB members may be allowed to participate in General Assembly meetings, upon previous invitation, but without any voting rights. The voting rules applicable for this external body are adopted in a similar way to the provisions contained in section 6 of the Consortium Agreement (CA). Decisions of the IAB will not be binding but will provide guidance to the project.

As mentioned in page 19 of the deliverable D8.5 *Data management plan*, the inputs generated by IAB members will be considered as dataset 8.4, being used for dissemination and communication objectives.

The IAB will be invited to take part in LocalRES activities, mainly in connection with WP5 *Replication and policy promotion*, WP6 *Exploitation of project results and business models* and WP7 *Dissemination and Communication*, within specific tasks:

#### TASK 5.5.- CONTRIBUTION TO THE BRIDGE AND CE4EUI INITIATIVES AND COLLABORATION WITH OTHER EU PROJECTS

In addition to its participation to BRIDGE and CE4EUI, LocalRES will exploit potential synergies with similar EU-funded projects and seek to organize additional joint events/ webinars with other projects on Energy Communities (in cooperation with WP7), involving key stakeholders. IAB members –being themselves key stakeholders- will be invited to participate in these open events and share their expertise through an active involvement in debates and discussions. Additionally, IAB members may be also invited to participate in data collection activities such as interviews, questionnaires or surveys in the scope of the participation of LocalRES in these initiatives and collaborations. IAB members will exchange their knowledge and best practices in connection to relevant topics for LocalRES project, such as regulatory framework, data management or consumer engagement

#### TASK 6.2. - EXPLOITATION PLAN OF THE PROJECT RESULTS.

The IAB members will help to foster exchanges with external industrial players as regards the exploitation plan of LocalRES results. Within this task, the exploitation plan will be outlined and risks

and opportunities will be identified by all involved partners. The IAB will be consulted to evaluate the specifications and the achievements, and to provide guidance for future work in the project, ensuring practical consistency and concord with real world problems.

Under the management of DOWEL, as leader partner of WP6 and this task in particular, three exploitation workshops will be held (tentatively during the second, third and final year of the project) to collectively develop and agree on the exploitation plan for project results. In line with the timeline of these workshops and the elaboration of the exploitation plan, the IAB members will be consulted (either by e-mail or during the dedicated meetings foreseen by the coordinator) to validate specific components of the plan. The IAB members are expected to provide assessment and guidance on the different assumptions made in the exploitation plan and on the selected exploitation routes. Their feedback will be requested more specifically for the Key Exploitable Results (e.g. on targeted market segments, sales channel, potential barriers to market uptake, etc.)

#### TASK 7.4.- DISSEMINATION ACTIVITIES

The members of the IAB will be invited to take part of relevant events for the dissemination of project results, either with a secondary participation as attendees, or with a main role, actively collaborating in the preparation and development of the activities.

#### TASK 7.5.- STAKEHOLDERS ENGAGEMENT

The objective of this task, led by Energy Cities, will be to gather stakeholders associated to RECs, network operators, manufacturers, software developers, etc. interested in the integration of multi-energy networks, in four workshops and/or webinars organised at national level. This task will ensure a collaboration framework with stakeholders that are interested in replicability actions.

## 4/ CA regulation

The CA of the project was approved on the 31<sup>st</sup> March 2021, comprising the internal arrangements of the partners excluding any provision contrary to the GA (article 41.3 of the GA). A couple of provisions of the CA deal with the IAB:

First, section 6.1 of the CA regulates the main activities of the IAB: "The Innovation Advisory Board will be integrated by key representatives from EU associations and networks. The Innovation Advisory Board will provide feedback, advice and guidance to the main elements of the LocalRES work and the avenues used to exploit results. The Coordinator will ensure that a Confidentiality Disclosure Agreement (CDA) is executed between all Parties and each member of the Innovation Advisory Board as foreseen in Attachment 5".

Second, a tailored CDA is introduced in pages 64 and 65 of the CA. This tailored text includes a confidentiality statement to be signed by the selected members of this external body before any confidential information is disclosed. The Coordinator will ensure that the agreement is signed by each IAB member. This preventive measure protects confidential information that, being the property of the partners or internal to the consortium, is communicated to the members of the IAB. Next, the text of this CDA is included:

*"This Confidential Disclosure Agreement (CDA) entered into force on [Date]*

*I, [Name] with identification number [tax identification number/social insurance number] and birthday date [Birthday date]*

*Acting as a member of the Innovation Advisory Board, regulated in Section 6.1 of the Consortium Agreement, of the LocalRES project and serving as professional belonging to the entity [Name of institution] in accordance with my functions, and by virtue of the access to confidential information relating to participating parties, I agree to respect, in its entirety, the confidentiality of information concerning the LocalRES Project. Consistent with this:*

- I manifest that I am aware of my responsibilities in terms of not undermining the integrity, availability and confidentiality of the information that I will process. This information will be available only as regards the responsibility acquired with the consortium of LocalRES project.*
- I agree to respect all ethical principles foreseen for preserving the privacy and dignity of all participants involved. I agree to maintain professional secrecy with this regard over all personal data and any other confidential information accessible by the entity or myself during the project lifecycle.*
- I agree to respect the confidentiality of the actions carried out within the framework of the activities of this project. I will not modify and/or disclose any information or data obtained from said actions public, maintaining the obligation of secrecy even after my relation with the parties concerned in the*

*LocalRES project has ended and, even, posterior to my employment relationship with my current employer involved in the LocalRES project will have ended. As a consequence of the aforementioned, the confidential information to which I have access will be shared when necessary, by virtue of the tasks that are assigned within the framework of the project.*

- *I agree that member of LocalRES project can use the input of the Innovation Advisory Board members for implementation and exploitation of the project.*

*Additional amendments to this CDA shall be made in writing.*

*This CDA shall be construed and interpreted by the law of Belgium. The court of Brussels shall have jurisdiction.*

[Name]


Signature

*Done at [Place] on [Date, same as the one stated above]"*

## 5/ Conclusions

This document provides all the basic information in relation to the composition, selection process and expected functions of the IAB for the LocalRES project. The IAB will be integrated by representatives of key stakeholders, adopting a role of support in the management and dissemination of the project results. The IAB will be also invited to collaborate with partners and participants of the consortium. Currently, at month 9 of the project (i.e. January 2022), the abovementioned conditions of the IAB such as the addition of members or functions to be developed may change as the project develops. Therefore, it must be noted that this deliverable is a living document which only expresses the initial status of this external body, and any update to the content of this deliverable will be provided in the Official Report.

## 6/ Annex. Invitation letter for IAB members



Empowering local renewable energy communities  
for the decarbonisation of the energy systems

Dear Sir or Madam,

On behalf of the LocalRES Consortium, we are happy to invite you to become a member of LocalRES Innovation Advisory Board.

**LocalRES** is a four-year EU-funded project under the Horizon call H2020-LC-SC3-2020-EC-ES-SCC which started in May 2021, that aims at **promoting the participation of communities and people in the energy transition**, using **Renewable Energy Communities (RECs)** as a core element. Thus, one of the main objectives of LocalRES project is to boost structural changes in the current energy system at different levels, such as generation, market, distribution and consumers, associated to the introduction of RECs in the energy sector.

To this aim, the project will develop two digital tools linked to the activity of RECs: a planning tool to enable citizen participation in the decision-making processes related to the design of RECs, and a Multi-Energy Virtual Power Plant approach for the optimisation in real-time of the different energy vectors (electricity, heating, mobility) and energy and flexibility services in the RECs.

As a member of LocalRES Innovation Advisory Board (IAB), you will be invited to actively participate at different stages of the project to provide your valuable inputs, receive first-hand knowledge on the project's results, and learn together about other innovative initiatives. In particular, you will be invited to participate in:


- **Workshops and/or webinars at national level:** four events with relevant stakeholders will be organized during the project, focused on Renewable Energy Communities and integration of multi-energy networks. As a member of the IAB, you will have the opportunity to actively participate, also as a speaker on sessions associated to your expertise.
- **Exploitation workshops:** one workshop will be organized every year, starting on the second year of the project (three in total), to identify and characterize results, prepare and assess exploitation routes and business opportunities and study further development and/or commercial exploitation of results. In case of face-to-face sessions, expenses are not covered by LocalRES project, but online access would be provided.
- **Discussions during Project Meetings:** specific sessions will be organized to share key updates on the project and discuss about relevant topics. As a member of the IAB, you will be invited to take part and give guidance on the work achieved and key results.
- **Other informative and training sessions:** different sessions will be organized for communication, dissemination and replication, including events in collaboration with other initiatives, conferences or replication workshops. You will be informed about these events, and very welcome to participate in any of them.

Finally, if you agree you will also receive regular updates on the project through our **newsletter**.

**If you are interested in getting engaged in our Innovation Advisory Board, please, let us know with your answer to this email.**

We are very much looking forward to cooperating with you in LocalRES!

LocalRES Consortium

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