



CSLF-P-2007-08  
Revised Draft 16 October 2007

**POLICY GROUP**

**REVISED DRAFT**

**MINUTES OF THE CSLF POLICY GROUP BUSINESS MEETING**

**PARIS, FRANCE**

**28 MARCH 2007**

Obsolete

Barbara N. McKee  
Tel: 1 301 903 3820  
Fax: 1 301 903 1591  
*CSLFSecretariat@hq.doe.gov*



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MINUTES OF THE CSLF POLICY GROUP BUSINESS MEETING  
PARIS, FRANCE  
28 MARCH 2007

*Note by the Secretariat*

Background

A business meeting of the Policy Group of the Carbon Sequestration Leadership Forum was held on 28 March 2007 in Paris, France. Initial draft minutes of that meeting were compiled by the CSLF Secretariat and were circulated with this Note to the Policy Group delegates for comments. Comments received were incorporated into this revised draft. Presentations mentioned in these minutes are now online at the CSLF website.

Action Requested

Policy Group delegates are requested to approve these revised draft minutes.

Conclusions

The Policy Group will be requested to note in the minutes of its next meeting that:  
“The Policy Group approved as final the minutes of its 28 March 2007 business meeting.”

**Carbon Sequestration Leadership Forum  
Draft Minutes of the Policy Group Business Meeting  
Paris, France  
Wednesday, March 28, 2007**

**LIST OF ATTENDEES (for Policy Group Meeting)**

**Policy Group Delegates**

|                      |  |
|----------------------|--|
| Chair:               | Thomas Shope                             |
| Australia:           | John Hartwell (Vice Chair), Dale Seymour |
| Canada:              | Ian Hayhow, Anne-Marie Thompson          |
| Denmark:             | Søren Frederiksen                        |
| European Commission: | Wiktor Raldow, Derek Taylor              |
| France:              | Bernard Frois, Phillipe Geiger           |
| Germany:             | Helmut Geipel, Hubert Höwener            |
| India:               | Anil Razdan, Alok Kumar                  |
| Japan:               | Akio Takemoto, Toshihiko Miyagawa        |
| Korea:               | Shin Sung-Chul, Kim Hyun-Cheol           |
| Netherlands:         | Hans Bolscher                            |
| Norway:              | William Christensen, Tone Skogen         |
| Russia:              | Gurgen Olkhovsky                         |
| Saudi Arabia:        | Fareed Alasaly                           |
| South Africa:        | Lesole Bethuel Kgobane, Leluma Matookane |
| United Kingdom:      | Brian Morris, Tim Dixon                  |
| United States:       | Judd Swift, Harlan Watson                |

**CSLF Secretariat**

Barbara McKee  
Robert Gentile  
Jeffrey Price  
Richard Lynch  
Rob Donovan

**Other Attendees**

Peta Ashworth, Australia  
Mark Bonner, Australia  
Damian Dwyer, Australia  
Cassandra McCarthy, Australia  
Howard Morrison, Australia  
Clement Yoong, Australia  
Didier Houssin, France  
Jacek Podkanski, International Energy Agency  
Chang-Keun Yi, Korea  
Enrique Moreno, Spain  
Jeff Chapman, United Kingdom

Barbara DeRosa-Joynt, United States  
John Grasser, United States  
Alicia Kersting, United States  
Arthur Lee, United States  
Raj Luhar, United States  
Philip Marston, United States  
Kenneth Nemeth, United States  
Mike Smith, United States

## **Policy Group Meeting, 28 March 2007**

### **1. Opening Remarks / Welcome**

Chairman Shope welcomed the Policy Group delegates and observers. Mr. Shope introduced himself as the Acting Assistant Secretary for Fossil Energy of the U.S. Department of Energy (US DOE) and new Chair of the Policy Group, replacing Mr. Jeffrey Jarrett, who had resigned his position with the US DOE. Mr. Shope expressed optimism about the CSLF and noted that he had just come from a press conference on the CSLF earlier in the morning with the Technical Group Chair, Trude Sundset, and the Policy Group Vice Chair, John Hartwell. He stated that the world's press has been generally unaware of the potential for carbon capture and storage, but that more reporters were present than expected. The reporters expressed considerable interest in carbon capture and storage, which appeared to be a new concept to many of them, and questions were sharp and respectful.

### **2. Introduction of Delegates**

Policy Group delegates present for the session introduced themselves. Sixteen of the twenty-two CSLF Members were represented at this meeting.

### **3. Adoption of Agenda**

The Agenda was adopted without change. Australia, however, noted that it would raise the issue of stakeholder involvement during Agenda Item 8, New Business.

### **Review and Approval of Minutes of Delhi Meeting**

The Draft Minutes of the previous Policy Group meeting held in Delhi, India, in April 2006 had been circulated for comments to the Policy Group prior to the meeting and the final draft had been posted on the CSLF website. The final draft of the Policy Group minutes from the April 2006 CSLF meeting in Delhi, India was approved with no changes.

### **Review of the Delhi Meeting Action Items**

Chairman Shope called on Barbara McKee, Director of the Secretariat to discuss the status of the Action Items from the Delhi meeting of the Policy Group. The status reported is shown in the following table.

| Lead                                | Action   | Status  |
|-------------------------------------|--|---|
| Members                             | Provide comments or objections to the Final Draft of the CSLF Strategic Plan to the Secretariat within 30 days | Completed.  |
| Finance Task Force                  | Develop a detailed plan for financing projects in emerging economies   | This has not been done and was discussed later in the meeting under Agenda Item 5.  |
| Capacity Building Task Force        | Hold a consolidated capacity building workshop and develop plans to assist individual emerging economy members | The workshop will be held in May in Pittsburgh.   |
| Secretariat and European Commission | Work together to develop procedures for the next elections of Chairs and Vice Chairs                           | Completed.  |
| Secretariat                         | Create and administer a CSLF blog for a 6-month trial period   | The blog has been up and running since November 13. To date (March 28), that is about 4½ months, leaving about 2 months left on the trial period. |
| Secretariat                         | Work with Members to create a list of public outreach experts  | Secretariat has requested Members to provide lists.   |
| Secretariat                         | Hold public outreach workshop after next CSLF meeting  | Ongoing.  |
| Secretariat                         | Create a web directory on the CSLF website using annotated links   | Completed.  |
| Secretariat                         | Implement the CSLF Project Template  | Completed.  |
| Members                             | Provide information to Secretariat on public outreach activities and identify public outreach experts          | To date, only five members have provided information (Canada, India, Korea, UK and US).   |
| Members                             | Identify stakeholders for inclusion in the registry  | To date, 83 stakeholders are listed on the registry.  |
| Chair and Vice Chairs               | Get together once or twice before the next meeting to discuss activities and the agenda of the next meeting    | The Chairs and Vice Chairs have met in person and held conference calls since Delhi.  |
| Members                             | Inform Secretariat of interest in hosting the next meeting within 60 days                                      | Completed. Offer from France was accepted.  |
| Secretariat                         | Inform Policy Group Chair of offers received to host the next meeting.   | Completed.  |

#### 4. Implementation of the Policy Group Aspects of the CSLF Strategic Plan

The Director of the Secretariat, Barbara McKee, presented recommendations for action by the Policy Group to implement those aspects of the CSLF Strategic Plan for which it is responsible. She noted that the Policy Group was responsible for Strategies 2 through 6 of the Action Plan component of the CSLF Strategic Plan. (The Technical Group is responsible for Strategy 1.) After discussion, the Policy Group reached consensus on the following actions:

##### Strategy 2: Policy and Legal Framework

- The Technical Group will be requested by the Secretariat to identify policy and legal strategies and instruments needed for research needs.
- Australia, as chair of Legal/Regulatory Task Force, will consider whether needs identified by the Technical Group warrant further useful actions by the Legal/Regulatory Task Force.

### Strategy 3: Capacity Building

- The Technical Group will be requested by the Secretariat to develop mechanisms to involve emerging economies in industrialized country and lighthouse projects (including defining lighthouse projects).
- Materials from the Capacity Building Workshop to be held in May 2007 in Pittsburgh will be distributed to Members.
- Information sharing will continue through workshops and on the CSLF website, including a section of the CSLF Strategic Plan Implementation Report (SPIR) to report on recognized projects.
- The Task Force on Capacity Building in Emerging Economies will consider further activities at its meeting in Oslo during June, including resource needs, and identify projects similar to those already recognized in emerging economies.
- Several Members expressed a willingness to contribute to the work of the Capacity Building Task Force, including Australia, the European Commission, the United Kingdom, India, and the United States. India offered to provide facilities for capacity building.

### Strategy 4: Public Awareness and Acceptability

- Recognizing the importance of public awareness, Members will identify points of contact on public outreach to Secretariat.
- The list of registered stakeholders will continue to be expanded.
- Each country will report its public outreach activities to the Secretariat in order to further enable the sharing of information and public outreach materials.
- The CSLF Website and PuMP will continue to be updated.
- The Policy Group will consider virtual meetings of Task Forces using the CSLF PuMP.
- The CSLF will not have a public outreach workshop.
- Canada reported that it will hold a workshop for social science researchers on the current status of public outreach for carbon capture and storage and was requested to invite experts from CSLF Members. Canada agreed to consult with the workshop's steering committee regarding participation by CSLF Members.

### Strategy 5: Involve Stakeholders

- While stakeholders may participate in plenary meetings and task forces, there is a division within the Policy Group on the role of stakeholders and no consensus was reached on a seat at table in Policy or Technical Group meetings.

### Strategy 6: Collaboration with Other Organizations

After soliciting input from Members, the Secretariat will develop recommendations for collaboration with other international organizations.

### Updating the Strategic Plan

The Secretariat also noted that no mechanism existed to update the CSLF Strategic Plan. Consensus was reached to have Australia and the European Commission, which had developed the original draft of the CSLF Strategic Plan, work together to review the strategic plan and recommend updates to it as needed.

### Revisions Needed for Terms of Reference

The Secretariat recommended three changes to the CSLF Terms of Reference and Procedures, stating that these changes were necessary in order to add clarity:

1. Delete “suspended” paragraph of Section 2.1
2. Make Section 2.2 more precise by replacing the existing text with the following:

#### *2.2 Offer*

*If the Policy Group approves the application, membership will then be offered to the national governmental entity that submitted the application.*

3. Add election procedures for Chairs and Vice Chairs to Section 3.3a. when agreed upon by the Policy Group.

Consensus was reached to accept these recommended changes.

### Status of the Public Meeting Place (PuMP)

The Secretariat stated that the CSLF Internet Blog authorized at the Delhi meeting was now called the CSLF Public Meeting Place or “PuMP.” It was also noted that the PuMP had other potential uses as a venue for private virtual meetings of CSLF working groups. The PuMP had been authorized for a six-month trial period and had, as of the date of this meeting, been in operation for only four and a half months. During this period, it had not received much exposure or use. An extension of the test period was therefore requested in order to give it a chance for greater exposure.

Consensus was reached on a further twelve month test period for the PuMP.

### Requests to Use the CSLF Logo

The Secretariat noted that two requests had been received to use the CSLF logo. One, for the Sixth Annual Conference on Carbon Capture and Sequestration, to be held in Pittsburgh in May 2007 was accepted and the other, for a commercial conference, was not accepted.

## **5. Discussion of Financing CCS**

Chairman Shope noted that financing is very important, but that the CSLF has made no progress to date on this issue. He invited discussion on this issue, which

ensued. This discussion emphasized the importance of financing and noted activities in this area by the World Bank and IEA.

Consensus was reached that the Financial Issues Task Force will develop a detailed plan for financing projects in emerging economies. India will continue to lead the Task Force. Members will include Australia, the European Commission, Korea, the Netherlands, South Africa, the United Kingdom, and the United States. Work of the Financial Issues Task Force will be supported by the CSLF Secretariat and reported in the SPIR.

## **6. Procedure for Election of CSLF Chairs and Vice Chairs**

The report of the Secretariat and the European Commission on election procedures was discussed. Consensus was reached on the following procedures which will be incorporated into the CSLF Terms of Reference and Procedures:

- 1. At least 3 months before a CSLF decision is required on the election of a Chair or Vice Chair a note should be sent from the Secretariat to CSLF Members asking for nominations. The note should contain the following:  
  
Nominations should be made by the heads of delegations. Nominations should be sent to the Secretariat. The closing date for nominations should be six weeks prior to the CSLF decision date.*
- 2. Within one week after the closing date for nominations, the Secretariat should post on the CSLF website and email to Policy and Technical Group delegates as appropriate the names of Members nominated and identify the Members that nominated them.*
- 3. As specified by Article 3.2 of the CSLF Charter, the election of Chair and Vice- Chairs will be made by consensus of the Members.*
- 4. When possible, regional balance and emerging economy representation among the Chairs and Vice Chairs should be taken into consideration by Members.*

## **7. Election of Policy Group Vice Chairs**

Chairman Shope noted that there was no time in which to implement the procedures just agreed upon. Therefore, the floor was open to nominations for the two Policy Group Vice Chair positions that needed to be filled at this meeting.

Australia nominated the United Kingdom. Norway, Germany, South Africa and the European Commission endorsed this nomination. Canada nominated South Africa and this nomination was endorsed by the United States and India. Consensus was reached on these two nominations. The United Kingdom accepted. South Africa's delegate, Lesole Bethuel Kgobane, stated that he would need to consult with his government and agreed to inform the CSLF within two weeks.



## **8. New Business**

Australia stated that it would no longer raise the issue of stakeholder involvement given that this topic was covered during the earlier discussion of the CSLF Strategic Plan.

Consensus was reached on a suggestion by the United Kingdom that the CSLF support the amendment of the London Protocol on 2 Nov 2006 to allow CO<sub>2</sub> storage in sub-seabed geological formations, and welcomes the proposed amendment to the OSPAR Convention which will be considered in June 2007.

## **9. Date and Venue of Next Meeting**

South Africa offered to host the next Annual Meeting of the CSLF. In addition, the United Kingdom offered to host a future meeting and Japan offered to consider hosting a future meeting.

Obsolete

## ACTION ITEMS ARISING FROM THE POLICY GROUP MEETING

| Item | Lead  | Action   |
|------|---|--|
| 1    | Technical Group   | Identify policy and legal strategies and instruments needed for research needs   |
| 2    | Australia   | Review proposals by the Technical Group to see if they warrant further useful actions by the Legal/Regulatory Task Force   |
| 3    | Technical Group   | Develop mechanisms to involve emerging economies in industrialized country and lighthouse projects   |
| 4    | Secretariat   | Distribute materials from the Capacity Building May 2007 workshop to CSLF Members  |
| 5    | Capacity Building Task Force  | Consider further activities in its area of responsibility  |
| 6    | Australia, European Commission, Netherlands, United Kingdom, India, United States               | Participate in the Task Force on Capacity Building in Emerging economies   |
| 7    | Secretariat   | Continue information sharing through the CSLF website and a section of the SPIR to report on recognized projects   |
| 8    | Members   | Report public outreach activities to Secretariat   |
| 9    | Members   | Identify points of contact on public outreach to the Secretariat   |
| 10   | Members and Secretariat   | Add to list of registered stakeholders   |
| 11   | Policy Group  | Consider virtual meetings of Task Forces using the CSLF PuMP   |
| 12   | Canada  | Consult with steering committee for workshop on public outreach to be held for social science professionals regarding attendance from CSLF Members and report to Secretariat |
| 13   | Secretariat   | Solicit input from Members and develop recommendations for collaboration with other international organizations  |
| 14   | Australia and European Commission   | Recommend updates to the CSLF Strategic Plan as needed   |
| 15   | India   | Continue to Chair the Financial Issues Task Force  |
| 16   | Australia, European Commission, Korea, Netherlands, South Africa, United Kingdom, United States | Participate on the Financial Issues Task Force   |
| 17   | Secretariat   | Support the work of the Financial Issues Task Force  |
| 18   | Secretariat   | Continue test period of CSLF PuMP for 12 months  |
| 19   | South Africa  | Respond within two weeks as to acceptance of the position of Vice Chair of the Policy Group  |
| 20   | Secretariat   | Work with South Africa on the 2008 Annual CSLF Meeting   |