# Submission by [REDACTED] (for role of Alternate Delegate) and [REDACTED] (as Task leader) for Lot 1

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| ***Criterion*** | ***Description*** |
| 04 | **Service delivery****For Alternate Delegate Role**My position at the university allows for paid consultancy up to 28 days / year, and this work is valued by management. I am involved on several ongoing projects, but have a research team of six, which would allow me to prioritise this role when needed. I will be happy to attend ExCo meetings in person or online, in agreement with DESNZ to ensure maximum value, and value for money, for UK. I have shown willingness to attend in person, having travelled to Italy and Japan. Where needed, I will brief the DESNZ representative on meetings they were not able to attend, with a written note.I can arrange meetings with DESNZ flexibly. My main teaching commitment runs March – May, but only occupies 4 hours/week across six weeks. In May/June I have exam and coursework marking, which reduces my capacity for about two weeks, but the timing of it is flexible.Plan of work:Specific tasks would be: (with days/year)Participating in ExCo meetings: 5 days* Attending 2 x 2-day meetings, either in-person or online
* 0.5 day/meeting for reading papers and preparing speaking notes for self or DESNZ delegate ahead of ExCo meeting

Other TCP activities: 4 days* Gathering information for and drafting Annual Report for IEA, when requested, in consultation with DESNZ: 2 days
* Participating in other TCP activities, including assisting delivery of the UK-led Annex, contributing to webinars, conferences and tasks, timing as required: 1 day
* TCP admin, invoicing etc on an ongoing basis: 1 day

Managing National Team and other knowledge transfer: 3 days* I would hold an annual 2hr online meeting for the National Team, 1 day of work to prepare, host and follow-up with note of meeting.
* An additional day to send circulate ‘update’ emails between ExCo meetings, and liaise with individuals, in particular from UK industry, outside of these formal meetings.
* Additional Knowledge Transfer, including discussion forum with DESNZ officials, and for the UK-led Annex: 1 day

Additional engagement with DESNZ: 1 day* Progress meetings with DESNZ delegate, approx. 30 minutes, every two months, potentially additional time ahead of ExCo meetings: 0.5 days
* Annual report to DESNZ: 0.5 days

**For Annex Leader role – Programme of Work for MDES**My present state of employment is that I am paid 60% of full-time by [REDACTED] for combined teaching and research duties and 20% of time for [REDACTED]. (a University spinout company). My teaching activity at the University did not shrink proportionately to the reduction in my salary during the 2022-2023 academic year but the lesson has been learned firmly by both the University and by me and in the future this proportionality will be assured. Even with that shrinkage in teaching, I my University time will be slightly over-committed and hence the wish to manage this work externally to the University – though with the full knowledge of University seniors. I prepared the original and revised outline plans (with [REDACTED].) for the MDES annex and those plans remain entirely applicable other than a slight slippage due to my unexpectedly high continued teaching commitments at the University. The annex plans focused on the structure but they did not address the time resources required for leadership. I foresee the following elements of contribution:* Developing level-2 plans for each one of the sub-work-packages, confirming the activity leads and explaining/discussing these plans with the leads: 4 days before July 2024
* Providing direct support to the sub-package leads: 2 days
* Leading the development of webpage elements and arranging for the content programming 4 days
* Preparing and attending at least 1 meeting for each one of the sub-packages of work for the annex 4 days
* Organising two further open one-day events[[1]](#footnote-1) on MDES and inviting delegates from the IEA to contribute 1 day
* Direct communication with the UK Delegate and Alternate Delegate on progress with the annex MDES and with the other IEA Tasks/annexes 2 day

In total, the above commitment reaches 17 days. It is proposed to establish a website for the Annex, to provide an effective means of communicating with Annex participants, and for dissemination to wider stakeholders. Pages will be set up for sub-tasks, contacts, reports/publications/literature, and for shared software. This has been costed separately. Since the existing MDES Annex work programme was written by me and is necessarily available to the awarding panel, there seems little point in reprising that here other than to note that it comprises the following four main sub-packages with nominated leadership already proposed for each one:* *Definitions and Taxonomy*
* *Almanac of what LS-MDES systems could/do exist.*
* *Regional dimensions of LS-MDES*
* *Policy and Market Frameworks*
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1. Some of this work is naturally covered by my University research activities on research grants in any case and that is why it is reasonable to request [↑](#footnote-ref-1)