

# AGENDA

## DER REGISTER STAKEHOLDER ENGAGEMENT WORKING GROUP MEETING

**MEETING:** DER Register – Stakeholder Engagement Working Group Meeting #1  
**DATE:** Tuesday, 9 July 2019  
**TIME:** 2.00 pm – 4.00 pm (AEDT)  
**LOCATION:** AEMO Brisbane, Sydney and Melbourne, and Webex / phone  
**TELECONFERENCE:** [Join Webex meeting](#)  
 Dial: +61-2-9037-0069 or 1800 468 102 | Meeting number (access code): 574 500 285 | Meeting password: 54283324  
**CONTACT** [DERRegister@aemo.com.au](mailto:DERRegister@aemo.com.au)

No.	Time	Topic	Key Discussion points	Responsible
1.	2.00 – 2.15	Welcome and Introductions	Agenda Working Group objectives	AEMO
2.	2.15 – 2.30	Status	Project update status / overview	AEMO
3.	2.30 – 3:00	Summary of planned engagement	High level plan for discussion	AEMO
4.	3:00 – 3:30	Insights	Attendee views and previous experiences	All
5.	3.30 – 3.40	Further Engagement	Overview of key stakeholders	AEMO / All
6.	3.40 – 3.50	Other business		AEMO / All
7.	3.50 – 4.00	Next steps		AEMO
8.	Meeting Close			AEMO

# STAKEHOLDER ENGAGEMENT WORKING GROUP

The focus of the Stakeholder Engagement working group is on ensuring stakeholders have an aligned view of the change being progressed to implement the DER Register and that stakeholders have visibility and a means to act early on related stakeholder challenges and/or opportunities.

## OBJECTIVES

The working group will function through to the duration of the implementation of the DER Register (on 1 December 2019), and then beyond into February 2020. Its primary focus is on the communications and engagement activities that will support the successful implementation of the DER Register.

Specific objectives include:

- Share expertise and knowledge sharing on stakeholder engagement activities, including discussing issues that need to be overcome and opportunities to support implementation.
- Share communications material through communications channels to ensure a smooth implementation of the register
- Facilitate timely feedback, including prioritisation of issues, that can contribute to a shared understanding and approach to resolve key challenges.
- Allow better information sharing between AEMO and stakeholders.

## ATTACHMENT 1 - TERMS OF REFERENCE

On 13 September 2018 the AEMC made a final rule for the Australian Energy Market Operator (AEMO) to establish a register of distributed energy resources (DER) in the National Electricity Market by 31 November 2019. AEMO completed its [consultation](#) on the DER Information Guidelines and Information Collection Framework on 31 May 2019.

To move forward with the effective implementation of the DER Register and associated systems, AEMO has established a series of public working groups, which will meet and engage under this Terms of Reference.

### TERMS OF ENGAGEMENT

The working group will consider technical matters on the development, implementation and operation of the DER Register and provide advice or information to support its successful implementation. As AEMO is ultimately accountable for the implementation and operation of the DER Register it is therefore responsible for final decisions associated with the DER Register.

The working group should be considered public but AEMO recommends that stakeholder representatives with the appropriate background.

AEMO reserves the right to add additional representatives if their contribution is expected to increase the value or the effectiveness of the working group. AEMO also reserves the right to remove participants who are considered to intentionally impede the groups effectiveness.

### COMMUNICATION

Communication will be as scheduled or on an ad-hoc basis, reflecting the current stage and needs of the DER Register project. Documents will typically be provided via email, with meetings scheduled to discuss larger or more complex issues, and to update stakeholders on progress.

AEMO will make meeting materials, including final meeting minutes, publicly available on the project website.

### MEETING MATERIALS

AEMO will prepare and distribute all meeting correspondence via email; publish meeting records on the AEMO website; circulate relevant materials and an agenda prior to a meeting; and circulate draft minutes after each meeting for feedback.

### WORKING GROUPS OVERVIEW

To support the implementation process AEMO has collated together open forums to cover off three key areas that will support implementation and build on the delivery teams that have contributed to prior consultation.

**Data integration** to focus on the integration of available existing datasets from NSPs and other stakeholders to support the implementation and operation of the DER Register.

**IT implementation** will focus on managing and addressing challenges arising from the system-to-system integration required to implement the DER Register.

**Stakeholder engagement** will ensure key stakeholders have an aligned view of the changes required and access to the material required to support implementation of the DER Register.