

5MS Program Consultative Forum (PCF) Meeting Notes

MEETING: 3
 DATE: Monday, 3 September 2018
 TIME: 10:00 AM – 1:00 PM
 LOCATION: AEMO Offices Melbourne, Sydney, Brisbane, Adelaide and Video/Teleconference

ATTENDEES:

ATTENDEE	ORGANISATION	OFFICE
Darren Pace	Alinta Energy	Sydney
Christine Lu	Infigen	Sydney
Chris Muffett	AEMO (Chair)	Sydney
Emily Brodie	AEMO	Sydney
Justin Betlehem	Ausnet Services	Melbourne
Peter Spittle	Jemena	Melbourne
Mel Green	Energy Australia	Melbourne
Shaun Cole	Origin Energy	Melbourne
Roy Thompson	Ausnet Services	Melbourne
Chris Murphy	Telstra	Melbourne
Daniel Hillier	Powershop	Melbourne
Piera Lorenz	Telstra	Melbourne
Dan Mascarenhas	AGL	Melbourne
Ben Pryor	ERM Power	Melbourne
Robert Lo Giudice	Acumen Metering	Melbourne
Jennifer Fikret	AEMO (Secretariat)	Melbourne
David Woods	SA Power Networks	Adelaide
Brad Pye	Metering Dynamics	Brisbane
Robert Pane	Intergen	Brisbane
Mark Williamson	Energy Queensland	Brisbane
Adam Branson	Stanwell	Brisbane
Dino Ou	Endeavour Energy	Dial in
Haiden Jones	Powershop	Dial in
Jeff Roberts	Evoenergy	Dial in
Leanne Rees	Tas Networks	Dial in
Linda Brackenbury	Plus ES	Dial in
Mark Maiolo	Hansen Technologies	Dial in
Paul Greenwood	Vector AMS	Dial in
Scott Sheehan	Arrow Energy Trading	Dial in
Shane McCarthy	Hydro Tasmania	Dial in
Unknown	Flow Power	Dial in
Bob Poker	Alinta Energy	Dial in
Hamish McNeish	AEMO	Dial in

Preliminary Matters

- Attendees were noted and welcomed to the Program Consultative Forum. Kristina Thompson (United Energy), Trevor Lane (Powercor Australia), Robert Mitchell (Energy Queensland), Graeme Windley (AEMO) and Gary Eisner (AEMO) were noted as apologies.

2. The Program Consultative Forum confirmed the minutes of meeting number two held on 8 August 2018.

The actions from meeting two have been reviewed and updated (see list below).

Matters for Noting

3. Program Update – C. Muffett (Slides 4 to 6)

Development of Procedures are progressing on track. Systems work is commencing with the first SWG meeting on 24 August. Vendor briefing was targeted in the systems area sessions.

The Global Settlement draft determination has been published by the AEMC. Forum members were encouraged to review and provide feedback to the consultation prior to 25 October.

AEMO are progressing their list of drafting amendments to the 5MS rule change as they arise in the PWG.

Stakeholder engagement is occurring regularly with one-on-one discussions aimed at a cross-section of participants. Observations have shown participants are at different stages of preparedness.

Engagement has highlighted a preference for AEMO to work with external software providers ensuring their awareness to support participants businesses. AEMO have added this risk to the Risk Register for monitoring.

Regular stakeholder meetings will continue, and AEMO will consider ways of publishing feedback from interactions without including any identifiable information. **(Action 3.1.1)**

AEMO advised that they are intending on utilising an online survey regularly for participants to provide feedback on the program.

4. Industry Risks & Issues – E. Brodie (Slides 7 to 9)

Industry Risk/Issue Register is available [here](#).

The following changes to the register were identified:

- R08 added - Potential inefficiencies with Rule drafting that impact operational implementation.
- R09 added - Large amount of change in industry stretching resources and creating potential for inefficiencies and/or contradictions.
- I02 and I03 were duplicates and have been removed.
- Two industry champions were nominated for risks R01 and R06.

AEMO will provide regular updates on risks and issues at each PCF meeting.

5. Procedures Work Stream – E. Brodie (Slides 10 – 12)

In terms of Metering activities, the PWG engagement has occurred and the consultation paper should be released in September 2018. A joint focus group is planned for Metering and Systems and the call for nominations is currently out. There may be a slight delay in the

consultation paper being released and the PCF will be notified of any amended publication timings.

Settlements SRA Guide has been published. Estimations guide will be discussed at the Settlement Managers Working group.

Dispatch Focus Group on Bids and Offers provided direction on updating the document. Dispatch Pricing procedures package was presented to the PWG.

6. Systems Work Stream – H. McNeish (Slides 13 – 17)

The SWG discussed the wholesale and retail systems. Items priorities dispatch & bids and offers, interface architecture and meter data interface. Focus groups will look at these items in further detail.

Requirements gathering is continuing, with a focus on procedures and obtaining feedback from groups to finalise decisions as early as possible. Internal options around metering and settlements are also being investigated.

The next SWG will be split into two sessions for retail and wholesale to gain a greater amount of detail and focus.

Timelines will be dependent on outcomes from Focus Groups. The proposed Sandbox environment (available approx. Nov 19 – Jul 21) is a system AEMO would provide to participants allow testing of interfaces, validation and confirmation their system build conforms with technical specifications. Participants have requested a second pre-prod which AEMO is currently investigating and will provide feedback to the SWG. AEMO is planning on a staggered approach to the releases.

Meter data interface and validation changes are being prioritised, along with browser and report changes.

Matters for Discussion

7. Small Participant Engagement – C. Muffett (Slides 18 – 20)

Smaller participants with resource constraints are being considered as to alternative means of engaging with the program, such as distribution lists, publishing information to AEMO's website, peer representation and targeted engagement toward the latter stages of the program. Consultations will be summarised for ease of sourcing information and the supply of targeted fact sheets.

Engagement on procedures includes formal consultation.

Smaller participants will be informed of key systems activities and summaries of specifications, so they have targeted and focussed information.

Readiness timelines will be made clear to smaller participants and will include focused work groups.

AEMO's role is not to dictate changes to participants, however AEMO will try to highlight potential changes that are expected. The Readiness Work Group will discuss these and AEMO will aim to meet with smaller participants one-on-one at this stage.

Feedback can be supplied to 5ms@aemo.com.au.

8. Feedback on Focus Groups – E. Brodie (Slides 21-23)

AEMO have conducted both the Dispatch and Metering Focus Group meetings.

A concern was raised at the PWG meeting around potential divergence of the PWG and SWG on some issues. To mitigate this:

- Procedures items arising in the SWG or technical items raised in the PWG will be referred to the corresponding working group.
- Cross dependent issues will be handled in joint focus groups.

Next week's Metering and System joint focus group meeting will cover the transition to 5-minute data and a key outcome will be high level staging to prepare the industry to handle 5-minute data. Nominees were requested from those having knowledge of rules, procedures for metering and experience in business systems and how they interface with AEMO for systems.

The cancellation of the second Metering FG meeting was queried by P. Spittle (Jemena). The recent SWG meeting recognised the transition process would require both groups to decide on the options and capacities for transition.

Other Business

9. General Questions

M. Green suggested the Executive Forum be handled as an email update rather than meeting as it appears the project is on track. General support was expressed by attendees for an email update for this EF and we engage the EF when there are items requiring their time. **(Action 3.9.1)** C. Muffett to discuss with P. Geers.

Regulatory and government involvement with the 5MS program was queried. The AER have a representative on the PCF and are regularly updated by AEMO. There has not been a lot of engagement with the AEMC regarding 5MS yet. **(Action 3.9.2)** AEMO to discuss with AEMC their required level of engagement and report back to the next PCF.

10. Forward Plan

Future dates were listed as per slide 27 and contact details for the Five-Minute Settlement project were given. The next PCF is scheduled for Thursday, 4 October. AEMO have also set up a new calendar on the 5MS webpage here showing all dates.

11. Next meeting

The next Program Consultative Forum meeting is scheduled for Thursday, 4 October at 10 am.

The meeting closed at 12:30pm

12. Update of Previous Action Points & New Actions Raised

Item	Topic	Action required	Responsible	By
PCF 2				
2.8.4	Procedures Working Group	AEMO to consider how resource constrained participants can engage with the work of the PCF, PWG and SWG. Carry over to PCF on 3 Sep 2018 – further discussion required. On agenda 3 Sep 18	Gary Eisner CLOSE	8 Aug. 2018 3 Sep 2018 CLOSE
2.8.11	Procedures Working Group	AEMO to consider other forums that may be impacted, or able to contribute to 5MS E. Brodie to update at next PCF Meeting. Late slide addition to pack displayed current meetings where 5MS is engaging. ERCF still requires engagement upon MSATS procedures package commencement.	Emily Brodie	8 Aug 18 3 Sep 18 CLOSE
2.2.2	Procedures Work Group	AEMO to consider timing of next PWG	Chris Muffett	COMPLETE
2.3.1	Risk & Issues Register	AEMO to consider Industry Champion concept and potentially approach members directly.	Gary Eisner	COMPLETE
2.3.1	Risk & Issues Register	R04 Time to be allocated in focus groups around transition and cut over amendments.	Emily Brodie	COMPLETE
2.3.1	Risk & Issues Register	R06 AEMO to consider approach to coordination of multiple reg. changes, including forums available that may be utilised to cover multiple programs.	Emily Brodie	COMPLETE
2.3.1	Risk & Issues Register	Additional vendor risk to be added to risk register and re-visit after SWG commences.	Gary Eisner	COMPLETE
2.3.1	Risk & Issues Register	PCF members to speak to their AFMA rep about 5MS working group	PCF	COMPLETE

2.3.1	Risk & Issues Register	Add risk register to website	Jennifer Fikret	COMPLETE
2.3.2	Potential Drafting Amendments	Action on industry to consider all items and provide details to assist AEMO to make representation to the AEMC. AEMO to accommodate plan to include drafting amendments into procedures.	Chris Muffett	ONGOING
PCF 3				
3.1.1	Program Update High Level status	AEMO to consider items discussed in one-on-one meetings being published.	Gary Eisner	
3.9.1	Other Business	Consider cancelling EF meeting and replace with email update. C. Muffett to discuss with P. Geers.	Chris Muffett	
3.9.2	Other Business	AEMO to discuss with AEMC their required level of engagement and report back to the next PCF.	Emily Brodie	