

5MS Readiness Working Group (RWG) Meeting Notes

MEETING: 3
 DATE: Tuesday 27 August 2019
 TIME: 10:00 AM – 1:00 PM
 LOCATION: AEMO Offices Melbourne, Sydney, Brisbane, Adelaide and by Webex

Attendee	Organisation	
Wayne Rau	ENGIE	Melbourne
Andrew Peart	AGL	Melbourne
Mike Stockley	AGL	Melbourne
Malcolm Hempel	Tango Energy	Melbourne
Greg Minney	AEMO	Melbourne
Tui Grant	AEMO	Melbourne
Fergus Stuart	Origin	Sydney
Darren Pace	Alinta	Sydney
Samantha Markham	AER	Sydney
Emily Brodie	AEMO	Sydney
Monica Morona	AEMO	Sydney
Austin Tan	AEMO	Sydney
Adam Neilson	Stanwell Corporation	Brisbane
Blaine Miner	AEMO	Brisbane
David Woods	SA Power Networks	WebEx / Dial In
Dino Ou	Endeavour Energy	WebEx / Dial In
Greg Szot	Powercor	WebEx / Dial In
Chris Murphy	Telstra	WebEx / Dial In
Con Michailides	AusNet Services	WebEx / Dial In
Alison Davis	Evo Energy	WebEx / Dial In
Adrian Honey	TasNetworks	WebEx / Dial In
Cameron Bath	EnergyAustralia	WebEx / Dial In
Sharleen Flanagan	ERM Power	WebEx / Dial In
Snehal Jogiya	ERM Power	WebEx / Dial In
Steve Smith	Energex	WebEx / Dial In
Terry Lodge	Energy Queensland	WebEx / Dial In
Tony Bergmeier	Snowy Hydro	WebEx / Dial In
Cameron Bath	EnergyAustralia	WebEx / Dial In
Corinna Woolford	Aurora Energy	WebEx / Dial In
Jeff Roberts	Evo Energy	WebEx / Dial In
Jon Ham	EnergyAustralia	WebEx / Dial In
Justin Stute	Mondo	WebEx / Dial In
Linda Brackenbury	Plus ES	WebEx / Dial In
Nicole Bright	Energy Queensland	WebEx / Dial In
Owen Self	Stanwell	WebEx / Dial In
Prabpreet Calais	AEMC	WebEx / Dial In

1.0 Welcome and Introduction – G. Minney (Slides 1 - 2)

Attendees were welcomed to the third Readiness Working Group (RWG). Attendance was captured and it was noted to attendees that the meeting would be recorded for the purpose of preparing meeting notes.

2.0 Minutes & Actions from previous meeting – E. Brodie (Slides 3 - 8)

The meeting notes for the previous RWG held on 26 July were confirmed. The actions from meeting two have been reviewed and updated. Please refer to the meeting pack and list below for more details.

Stanwell suggested that given vendor delivery timeframes are dependent on the finalisation of technical specifications, and encouraged AEMO to communicate with vendors on the delivery timelines of these documents.

AEMO noted that there are upcoming discussions at the PCF regarding AEMO's role to facilitate information sessions with vendors. AEMO reiterated that vendor engagement is the responsibility of market participants, and AEMO will provide informational assistance as relevant. An information session for vendors is currently planned for October 2019.

In response to a question from Stanwell, AEMO noted that the PCF requested for additional questions relating to vendor delivery to be added to the next Interim Readiness Reporting questionnaire.

3.0 Workstream Update – E. Brodie (Slides 9 - 11)

AEMO presented the timelines for readiness papers, noting that currently stakeholders are given 4 weeks to provide feedback on the 'Industry Test and Market Trial Strategy' and the 'Transition and go-live strategy'. The RWG agreed that 4 weeks is an adequate timeframe to provide feedback.

In response to a question from Origin, AEMO clarified that the Industry Test and Market Trial Strategy document will detail the overall framework, but not include specific test scenarios.

For the Metering service provider accreditation update plan, the RWG also agreed that providing feedback over the summer period from November to January is reasonable.

AEMO noted that the Transition Focus Group will meet on Friday 30 August in Melbourne.

4.0 Staging Environment Support – T. Grant (Slides 12 -17)

AEMO provided an update on the 5MS staging environment, including support arrangements.

AEMO presented the indicative staging environment software drops for settlements, metering and dispatch. AEMO noted that more information on what is included in each software drop will be provided at a later stage.

More information on the staging environment, including the timing of each software drop is available in the meeting pack.

Action 3.4.1: AEMO to provide RWG with definitions of what is included in the package content of each software drop

5.0 Interim Readiness Reporting – A. Tan, E. Brodie (Slides 18-29)

Alinta noted that their program is in the discovery phase, and are still working to understand the entire level of complexity of upgrading systems given that there are dependencies on metering procedures and data model packages to be finalised.

Alinta also queried if AEMO intends to take any action given that the results from the first Interim Readiness Reporting survey indicated that metering service providers (MSPs) are relatively less progressed compared to other participant types. AEMO clarified that more information is required to understand this observation before any action is taken. The next survey will provide more insight on the progress of MSPs.

In response to prompts from AEMO, Plus ES noted that their organisation just concluded a major program in July 2019, hence there has been limited progress on 5MS and GS to date due to competing resource requirements. Endeavour Energy noted that they are still waiting for the finalisation of Metering Package 2 to understand the scope and complexity of the required changes.

Origin noted that there are more complexities associated with the transition to Global Settlement compared to 5MS.

Origin queried if AEMO had a strategy to ensure that the survey response rate will continue improving over time to minimise the risk of non-readiness. AEMO noted that Interim Readiness Reporting focuses on the establishment of projects, and does not track delivery milestones towards readiness. Engagement on the Readiness Reporting Plan will commence in September and the RWG will be invited to provide input to the readiness reporting strategy.

In response to a query from Origin, AEMO reiterated its confidence that the 34 organisations that responded to the survey represents a reasonable cross-section of the industry and covers the key organisations.

The RWG agreed that the survey question around industry testing and market trials should be split into:

- an organisations intention to participate; and
- an organisations confidence level that it will be ready to participate in market trials.

Alinta suggested that the Interim Readiness Reporting questionnaire should survey market participants on their level of confidence in each engaged vendor, and for participants to list out any areas of concern if delivery confidence is low. This information could then also be used as the basis for discussions at the vendor briefing session proposed for October.

AEMO presented the approach to managing risks and issues identified through the RWG. AEMO also presented the risks that were surfaced through the first Interim Readiness Reporting and aligned each risk to existing risks in the 5MS industry risk register.

AGL noted that the risks identified through readiness reporting should be separated into discrete risks when possible; for example, the captured risk of internal resourcing and systems should be split into two discrete risks given that they have different mitigating actions. It was also suggested that given that these are participant risks, it is the primary responsibility of the participants to manage that risk, and to keep AEMO informed. AGL also requested for AEMO to take on actions to assist participants in mitigating these risks.

AEMO noted that it will reconsider the approach to managing risks and issues identified by the RWG, noting that from September the intention is for the RWG to convene and discuss readiness risks and issues every second month. Alinta suggested that AEMO should consider aligning the cadence of these session with the PCF quarterly risk assessment sessions.

In response to a question from AGL, AEMO reiterated that while risks can be raised through readiness reporting, raising any industry risks at the monthly PCF or RWG is the best way to inform AEMO of industry risks in a timely manner.

AEMO noted Alinta's suggestion that the risk of 'AEMO internal project not ready for 5MS Go-live (R11)' as recorded in the industry risk register, should be updated to reflect deliverables that are sequenced over time instead focusing on the final 5MS go-live date.

In response to a question from AGL, AEMO clarified that the PCF receives regular reports on AEMO readiness through monthly reporting of program milestones. AEMO also clarified that the 5MS industry risk and issues register not only captures industry risks, but is also intended to capture any concerns across the industry on any items that may impact 5MS program delivery.

AEMO also noted that the 5MS industry risks and issues register will be revised at the next industry risks and issues review to be held at the October PCF. Potential revisions may include the addition of mitigation factors, and expanded risk ratings to include inherent risk and also residual risk.

Alinta suggested that the risk of vendors not having adequate capacity could be broken down further into a participants capacity to engage vendors, and a participants capacity to negotiate with vendors. Alinta also noted AEMO's proposal to capture more information on vendor readiness in the next round of Interim Readiness Reporting.

AEMO clarified that vendor risk is treated as both a dependency to participant readiness risk and also as a separate risk to the program.

AEMO noted that a number of participants raised the risk of a short testing and market trial period. This risk will be considered based on feedback to the Industry Testing and Market Trials Strategy.

AEMO noted that an observation from Interim Readiness Reporting was that some participants felt that AEMO should have an increased focus on industry issues. Origin remarked that the planned activities of the Transition Focus Group is likely to mitigate this risk, and suggested that this item could be re-visited as the 5MS program progresses.

Action 3.5.1: AEMO to refine approach to managing industry risks and issues identified by the RWG.

Action 3.5.2: AEMO to align cadence of RWG readiness risk assessment sessions with the quarterly PCF risk assessment sessions.

Action 3.5.3: AEMO to consider updating R11 in the industry risk register to reflect deliverables that are sequenced over time instead focusing on the final 5MS go-live date.

6.0 5MS/GS Metering Transition – G. Minney (Slides 30-35)

AEMO presented the transition timeline for market systems and metering.

In response to a query from AGL, AEMO confirmed that there is no standing data field in MSATS which specifies if a meter is 5, 15 or 30-minute capable.

AEMO presented the context and proposed approach for 5MS and GS metering transition across the NEM. This included highlighting the key requirements, categories of work and associated timeframes. AEMO noted that detailed activities, dependencies and timeframes will be discussed with the Transition Focus Group on 30 August 2019.

In response to a participant query, AEMO acknowledged that there is a requirement to identify and agree various aspects associated to non-contestable unmetered loads between the distributor, retailer and customer. Load profiles associated to these loads will require AEMO approval.

It was also noted that AMI meters in Victoria are classified as type 5 meters and that 5MS requirements are applicable to them in a similar way as type 4 meters across the NEM.

In response to a participant query, AEMO clarified that it will work with metering service providers to determine the required level of accreditation progressively, noting that the level of accreditation will be dependent on the amount of change to the MSPs people, processes and systems.

7.0 Managing Focus Groups – M. Morona (Slides 36-38)

AEMO noted that the focus groups have been transitioning from content relating to procedures to system and readiness issues. AEMO had also received feedback from participants that they are finding it challenging to find the right resources to attend the focus groups.

Alinta Energy agreed that now is the right time to reconsider the structure and governance of the focus groups given that AEMO is now increasing its focus on readiness, and market participants are also transitioning from project establishment to project delivery.

AEMO highlighted that they would be seeking participant feedback in the review of the Working and Focus Groups, and invited the RWG to provide suggestions for focus groups and topic areas.

Alinta agreed with AEMO's proposed approach for review. ENGIE also noted that the time spent at focus groups would be more productive if focus group members are able to familiarise themselves with the meeting pack prior to the focus group. AEMO reiterated that the aim is to send out meeting packs to attendees a week in advance to facilitate this approach.

In response to a request from Origin, AEMO noted that a session to go through MSATS standing data in detail is in plan.

In response to a question from Energy Queensland, AEMO noted that nominations for the Testing Working Group will likely be sought in October.

Action 3.7.1: RWG to provide suggestions for focus groups and/or topic areas.

8.0 Forward Meeting Plan – G. Minney (Slides 39-41)

AEMO presented the 2019 RWG meeting plan, including the meeting dates and proposed content. A participant noted that there will be value in having a RWG in December given that there will be feedback due in November on AEMO Readiness documents.

Attendees were thanked for their attendance and advised of future RWG meetings for 2019:

- Tuesday 24 September 2019

- Monday 28 October 2019
- Thursday 28 November 2019

Transmission Focus Group

- Monday 23 September 2019

Next Procedures Working group:

- Wednesday 18 September 2019

Next Systems Working group:

- Tuesday 17 September 2019
- Monday 21 October 2019

Next Program Consultative Forum

- Friday 6 September 2019
- Thursday 3 October 2019

Next Executive Forum

- Monday 11 November 2019

Further information on the 5MS program, and a calendar of all meeting and forum dates can be found via the following link: <http://aemo.com.au/Electricity/National-Electricity-Market-NEM/Five-Minute-Settlement>.

9.0 General Questions – G. Minney (Slide 42)

No general questions were noted.

Item	Topic	Action required	Responsible	By
1.1.1	Welcome and Introduction	Participants to confirm to 5MS@aemo.com.au if required to be added to the RWG distribution list.	RWG	Completed
1.8.1	Market Readiness Strategy	RWG to provide feedback to AEMO on indicative timelines presented.	RWG	Completed
1.9.1	Interim Readiness Reporting	AEMO to release proposed interim reporting commencement dates to RWG.	AEMO	Completed
1.9.2	Interim Readiness Reporting	AEMO to provide the RWG with a draft interim readiness report structure for comment.	AEMO	Completed
1.10.1	Forward Meeting Plan	RWG members to provide proposed content/topic areas for upcoming RWG meetings.	RWG	Completed
2.4.1	Transition Timeline	AEMO to align dates and labelling of MDFF format data transition on staged transition timeline.	AEMO	Completed
2.4.2	Transition Timeline	AEMO to reflect UFE publication milestone of 1 July 2021 on staged transition timeline.	AEMO	Completed
2.4.3	Transition Strategy	RWG members to provide feedback on the presented transition approach at RWG 2 in-line with participant's own implementation programs.	RWG	Completed
2.5.1	UFE publication	AEMO to confirm if and when the draft report on UFE publication will be made available to participants.	AEMO	Completed
2.7.1	Readiness Deliverables	RWG to provide feedback on approach to merge Industry Test and Market Trial Strategy deliverables.	RWG	Completed
2.7.2	Readiness Deliverables	RWG to provide feedback on approach to delay engagement on the Accreditation Update approach from August to October.	RWG	Completed
2.8.1	RWG Content	RWG to provide feedback on proposed content and suggest content for future RWGs.	RWG	Completed

2.8.2	Readiness Deliverables	AEMO to consolidate and discuss Readiness Workstream deliverables with the RWG, including the draft and final dates for each deliverable.	AEMO	Completed
2.9.1	Vendor Engagement	RWG to provide feedback on areas that AEMO could consider further vendor engagements, including approach, areas of significance and timing.	RWG	Completed
2.9.2	Readiness Risks	RWG to provide feedback on the proposed approach to managing readiness issues and risks.	RWG	Completed
3.4.1	Software drops	AEMO to provide RWG with definitions of what is included in the package content of each software drop.	AEMO	Tue 24 Sep
3.5.1	Readiness Risks	AEMO to refine approach to managing industry risks and issues identified by the RWG.	AEMO	Tue 24 Sep
3.5.2	Readiness Risks	AEMO to align cadence of RWG readiness risk assessment sessions with the quarterly PCF risk assessment sessions.	AEMO	Tue 24 Sep
3.5.3	Readiness Risks	AEMO to consider updating R11 in the industry risk register to reflect deliverables that are sequenced over time instead focusing on the final 5MS go-live date.	AEMO	Tue 24 Sep
3.7.1	Focus Groups	RWG to provide suggestions for focus groups and/or topic areas.	RWG	Fri 13 Sep