

## 5MS Readiness Working Group (RWG) Meeting Notes

MEETING: 4  
 DATE: Tuesday 24 September 2019  
 TIME: 10:00 AM – 1:00 PM  
 LOCATION: AEMO Offices Melbourne, Sydney, Brisbane, Adelaide and by Webex

Attendee	Organisation	Location
Wayne Rau	ENGIE	Melbourne
Andrew Peart	AGL	Melbourne
Greg Minney	AEMO	Melbourne
Jim Agelopoulos	AEMO	Melbourne
Fergus Stuart	Origin	Sydney
Emily Brodie	AEMO	Sydney
Austin Tan	AEMO	Sydney
Adam Neilson	Stanwell	Brisbane
Hamish McNeish	AEMO	Brisbane
Blaine Miner	AEMO	Brisbane
Adrian Honey	TasNetworks	WebEx / Dial In
Alison Davis	Evo Energy	WebEx / Dial In
Cameron Bath	EnergyAustralia	WebEx / Dial In
Con Michailides	AusNet Services	WebEx / Dial In
Dale O' Donnell	Tango Energy	WebEx / Dial In
David Woods	SA Power	WebEx / Dial In
Darren Pace	Alinta	WebEx / Dial In
Dino Ou	Endeavour Energy	WebEx / Dial In
Elizabeth Byrne	Stanwell	WebEx / Dial In
Greg Szot	Powercor	WebEx / Dial In
Helen Vassos	PLUS ES	WebEx / Dial In
Jeff Roberts	Evo Energy	WebEx / Dial In
Mark Reid	Red/Lumo	WebEx / Dial In
Nathan Reeve	EnergyAustralia	WebEx / Dial In
Nick Hickman	Ergon	WebEx / Dial In
Nick Gustafsson	Red/Lumo	WebEx / Dial In
Nicole Bright	Energy Queensland	WebEx / Dial In
Owen Self	Stanwell	WebEx / Dial In
Pradeep Mehta	Ausgrid	WebEx / Dial In
Sivan Sivaprakash	AusNet	WebEx / Dial In
Steve Smith	Energex	WebEx / Dial In
Terry Lodge	Energy Queensland	WebEx / Dial In
Tony Bergmeier	Snowy Hydro	WebEx / Dial In
Warren Van Wyk	IntelliHUB	WebEx / Dial In

**Note: some attendees who joined through WebEx and phone may not have been identified. Please advise via email to [5ms@aemo.com.au](mailto:5ms@aemo.com.au) if you attended the meeting but have not been noted above.**

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

Attendees were welcomed to the fourth 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 - 4)**

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.

AEMO noted that a participant has requested a follow-up reconciliation support workshop. Stanwell queried (via chat function) whether this workshop could be combined with the Settlement Managers Working Group meeting scheduled for 21 October.

**Action 4.2.1:** AEMO to consider combining the Settlement Managers Working Group with the reconciliation support workshop.

## **3.0 Workstream Update – E. Brodie (Slides 5 - 8)**

AEMO noted that future RWG meetings will be transitioning to the middle of the month to better align workflows between the PCF and RWG. It was confirmed that there will be an RWG meeting in December, but no meeting in January.

AEMO provided a brief update on the readiness papers, noting that 9 submissions were received during the consultation stage for the Market Readiness Strategy.

AEMO noted that the Transition Focus Group was held on 30 August in Melbourne and 23 September in Sydney, and that a debrief of the focus groups was included in today's agenda.

## **4.0 Interim Readiness Reporting – A. Tan (Slides 9 -16)**

AEMO presented the results of the second interim readiness reporting survey. It was noted that the key findings from the previous survey remain consistent with the most recent survey, and reflects a general level of progress since July.

In response to a prompt from AEMO, participants noted that it is still too early to know if their program will commit to being available for market trials and industry testing. Stanwell commented that having more information on functionality drops, including timings on when they will be available in the staging environment will help inform the decision on whether to participate in testing.

Origin and Alinta commented on the challenges of committing to industry testing, at this stage of the program, given that key documents are still being finalised and many participants are still in the discovery stage of their 5MS and GS program.

Origin commented that there would be a degree of subjectivity in the provided responses to interim reporting. It was suggested that rating definitions could be provided for each response option to guide participants towards a common interpretation. Alinta commented that this suggestion may be better suited to when formal readiness reporting commences in early 2020.

Stanwell and Alinta suggested that participant commentary should be reflected in the results to additional context, while maintaining anonymity of participants.

Stanwell and AEMO agreed that the outputs from readiness reporting should lead to actionable items which may be more relevant with the move to full readiness reporting. AEMO will provide further details on this at the next RWG.

AGL suggested that an indication of total participants versus respondents by each participant type could be provided with future reports. AEMO noted that the survey is only sent out to RWG members, and will not be a perfect representation of the industry.

AEMO noted that the draft report for the second round of interim readiness reporting was sent out on Monday 23 September. The RWG were asked by AEMO to provide feedback on the report by Friday 27 September both during the meeting and via a follow-up email after the meeting.

**Action 4.4.1:** AEMO to provide more information on how readiness reporting can be 'actionable'.

## **5.0 Contingency Management Approach – G. Minney (Slides 17 - 21)**

AEMO presented the contingency management approach. The implementation approach for staged deployments, rollback, and individual participant contingency approaches were presented.

AEMO indicated that the rollback contingency as discussed related to the rollback of a systems deployment during a cutover event.

A participant commented that the impacts of a roll-forward approach post deployment has to be understood, if a market rollback was not considered a component of the contingency approach. AEMO clarified that the most appropriate contingency response, potentially including rollback or roll-forward, will be considered for each contingency scenario.

In discussion of this approach, a participant raised as an example the risk of market settlement calculations being incorrect after the cutover date. It was suggested that this risk must be considered as part of contingency planning including what other mitigations could be put in place prior to cutover to take account of the rollback approach.

Origin queried if schedule contingency allowances are currently reflected in the project plans, AEMO clarified that the schedule of the transition approach reflects the planned delivery and does not currently include contingency allowances.

Origin suggested that AEMO include a 'shadow box' (or similar indication) for contingency arrangements on the transition Gantt chart. AEMO noted that contingency can be time, resourcing or investment and that a shadow box would therefore only indicate the 'time' component of the planned contingency.

AEMO presented a range of example contingency scenarios, including the trigger, approach, decision consideration, decision owner and reporting mechanism.

In response to a query from Energy Australia, AEMO noted that the intention is to have internal dress rehearsals for each go-live, however these may not extend to full cross-participant dress rehearsals where environment co-ordination challenges cannot be met.

In response to a query from Origin, AEMO clarified that the agreed readiness criteria will include information on AEMO's go or no-go decisioning criteria, including the acceptable level of defects.

In response to a question from Alinta, AEMO clarified that the approach to contingency will be available for comment in the Transition and Go-live Strategy.

**Action 4.5.1:** AEMO to consider including a 'shadow box' (or similar indication) for time based contingency arrangements on the transition gantt chart.

**Action 4.5.2:** AEMO to consider scheduling arrangements for developing agreed contingency scenarios and incorporation into transition plans.

## **6.0 Risks Session – G. Minney (Slides 22 - 27)**

AEMO presented the approach to managing risks raised by the RWG, noting that readiness related or other issues and risks may be raised by AEMO or Industry, or become apparent via readiness reporting. The RWG can escalate risks/issues to the PCF for potential inclusion in the 5MS/GS program's Industry Risks and Issues Register.

The RWG was asked to consider the risks currently in the Industry Risks and Issues Register, and also other risks raised by the RWG and TFG. More information on these risks can be found in the meeting pack.

The RWG and AEMO agreed that R02 is a very broad risk, and that this risk should be further broken down to capture more specific Readiness related aspects, that can then be documented, managed, and mitigated as appropriate.

Origin suggested that a risk could be included regarding 'unknowns' around transition and testing, this is to keep the PCF informed that there are a number of issues still under discussion at the focus group level.

Alinta noted that generators are most at risk of resource constraints around the summer periods. It was suggested that AEMO should include more flexibility around market trials during periods of high demand or high market volatility. It was also suggested that this risk could be considered for inclusion in the industry testing and market trials strategy to gauge stakeholder feedback. Participants also discussed that each participant would have various resourcing challenges and that the appropriate approach may be to resource constraints over summer in mind, but each participant would need to manage their own resource constraints.

AEMO noted there was discussion at the recent Transition Focus Group regarding the exclusion of transitional requirements in Metering Procedures. Origin noted that given some of these transitional matters are potentially only being discussed at focus groups, participants not represented in these focus groups are at higher risk of not being aware of these requirements. AEMO will consider proposing a new risk in the industry risk register to manage any risks arising from transitional requirements not being defined in procedures.

In relation to the discussion on risk R02, Stanwell commented that the EMMS tech specs that were recently released was not, in its view, at a standard that their program can use for engagement with vendors.

In response to a query from Energy Queensland, AEMO clarified that the 5MS working groups will be kept informed of any relevant information coming out of the B2B working group, through inclusion in RWG agendas.

In response to query from Origin, AEMO clarified that AEMO will continue to monitor and table for discussion any emerging risks raised in readiness reporting with the RWG.

Endeavour Energy queried who had the requirement to deliver and receive 5 minute meter data pre-1 July 2021. Alinta suggested that a new risk should be created in the industry risk register to reflect the risk arising from ambiguity in the Rules regarding 5 minute responsibilities pre-1 July 2021. AEMO noted that it would investigate this aspect of the Rules.

**Action 4.6.1:** AEMO to consider proposing a new risk in the industry risk register to manage any risks arising from transitional requirements not captured in the procedures.

**Action 4.6.2:** AEMO to include B2B working group debriefs in the RWG forward agenda when appropriate.

**Action 4.6.3:** AEMO to confirm Rule requirements relating to 5 minute metering data (delivery and reception) pre 1 July 2021.

**Action 4.6.4:** AEMO to propose a new risk in the industry risk register to manage risk arising from the ambiguity of 5 minute responsibilities pre-1 July 2021.

## **7.0 Industry Readiness Reporting Plan – Proposed approach – E. Brodie (Slides 29 - 35)**

AEMO presented the industry readiness reporting plan proposed objective and scope. AEMO then presented the proposed principles of readiness reporting, noting that these principles builds on the market readiness principles defined in the draft market readiness strategy.

AEMO presented the industry readiness reporting plan proposed structure, noting that more details will be provided at the next RWG.

Origin noted that if any participants have dependencies on other participants to progress their program, direct communication between the affected parties is the best approach.

A participant suggested that any risks or issues raised through readiness reporting should be made as visible as possible where it is a critical item that may impact multiple participants (e.g. a number of wholesale meters that are not set up for 5MS).

As part of the discussion on readiness reporting formats, Stanwell and Energy Queensland both noted that they currently type up their interim Readiness responses in the excel template, then submits them through the provided Survey Monkey email. AEMO noted it will take participant preparation requirements into account when establishing the format and approach for readiness survey responses

The RWG was invited to provide feedback on the proposed structure of the industry readiness reporting plan.

**Action 4.7.1:** RWG to provide feedback on the proposed structure and approach of the industry readiness reporting plan.

## **8.0 Staging environment: Update on functionality drops** – P. Fromager, H. McNeish, J. Agelopoulos (Slides 36 - 50)

AEMO presented an update on functionality drops that will be made available in the staging environment in Q4 of 2019. More details on the reallocations, bidding and retail functionalities are in the meeting pack.

In response to a question from Alinta, AEMO noted that the feedback received from the SWG was in relation to the process of accessing the staging environment. Alinta request that this information be made available to the RWG or PCF, and uploaded on the AEMO website when available.

Stanwell queried if the staging drop will include EMMS data on reallocations, AEMO clarified that the intention is to roll out the data model changes to the staging environment.

In response to a question from Energex, AEMO noted that CATS will likely be available in 5MS staging in Q1 or Q2 in 2020. Functionality for non-contestable unmetered loads will likely be available mid-2020.

In response to a query from Evoenergy, AEMO noted that the new NMI classification codes will be progressively made available in line with the functionality releases. AEMO will keep providing updates as more information on the staging environment becomes available .

## **9.0 Debrief on the Transition Focus Group** – B. Miner (Slides 51 - 54)

AEMO noted that the Transition Focus Group (TFG) was held on 30 August and 23 September. It was noted that the meeting pack for the first TFG can be found on AEMO's website.

AEMO provided a debrief on the TFG held on 23 September, noting that there a was balanced representation of retailers, NSPs and MSPs at the focus group.

AEMO stressed that system timelines, in many instances, do not equal transition timelines i.e. a system may be capable of supporting 'x' from a certain date but transition may chose not to leverage that capability until a later date to enable a more appropriate transition approach.

AEMO gave a brief overview on the following topics discussed at the second TFG:

- Meter installation and re-configuration
- Meter data delivery
- Standing data management

AEMO noted that the RWG will be cc'd when the TFG meeting notes are sent out, and also when TFG actions have been completed.

In response to a question from ENGIE, AEMO clarified that the TFG would initially focus on the metering transition plan, and then move to on to other transition plans as appropriate.

In response to a query from Alinta, AEMO noted that the content and timing of the next TFG is still being considered, pending the action responses from the recent TFG.

## **10.0 Forward Meeting Plan** – G. Minney (Slides 55 - 56)

AEMO presented the proposed content for upcoming RWG meetings.

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

- Tuesday 22 October 2019
- Friday 15 November 2019
- Tuesday 10 December 2019

Next Systems Working group:

- Monday 21 October 2019

Next Program Consultative Forum

- 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>.

#### **11.0 General Questions – G. Minney (Slide 58)**

No general questions were noted.

Item	Topic	Action required	Responsible	By
1.1.1	Welcome and Introduction	Participants to confirm to <a href="mailto:5MS@aemo.com.au">5MS@aemo.com.au</a> 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	Completed
3.5.1	Readiness Risks	AEMO to refine approach to managing industry risks and issues identified by the RWG.	AEMO	Completed
3.5.2	Readiness Risks	AEMO to align cadence of RWG readiness risk assessment sessions with the quarterly PCF risk assessment sessions.	AEMO	Completed
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	Completed
3.7.1	Focus Groups	RWG to provide suggestions for focus groups and/or topic areas.	RWG	Completed
4.2.1	Reconciliation Support Workshop	AEMO to consider combining the Settlement Managers Working Group with the reconciliation support workshop.	AEMO	Tue 22 Oct
4.4.1	Readiness Reporting	AEMO to provide more information on how readiness reporting can be 'actionable'.	AEMO	Tue 22 Oct
4.5.1	Contingency Arrangements	AEMO to consider including a 'shadow box' (or similar indication) for contingency arrangements on the transition gantt chart.	AEMO	Tue 22 Oct
4.5.2	Contingency Arrangements	AEMO to consider scheduling arrangements for developing agreed contingency scenarios and incorporation into transition plans	AEMO	Tue 22 Oct



4.6.1	Readiness Risks	AEMO to consider proposing a new risk in the industry risk register to manage any risks arising from transitional requirements not defined in procedures.	AEMO	Tue 22 Oct
4.6.2	BSB working group	AEMO to include B2B working group debriefs on the RWG forward agenda when appropriate.	AEMO	Tue 22 Oct
4.6.3	Metering Transition	AEMO to confirm Rule requirements relating to 5 minute metering data (delivery and reception) pre 1 July 2021.	AEMO	Tue 22 Oct
4.6.4	Readiness Risks	AEMO to propose a new risk in the industry risk register to manage risk arising from the ambiguity of 5 minute responsibilities pre-1 July 2021.	AEMO	Tue 22 Oct
4.7.1	Readiness Reporting	RWG to provide feedback on the proposed structure of the industry readiness reporting plan.	RWG	Fri 11 Oct