

FlexForum session 17: 07-10-22 notes

When	0900 – 1100, Friday 7 October 2022
Where	Virtual
Who	<p>Glen Baxter (Ara Ake), Shay Brazier (ReVolve Energy), John Campbell (Our Energy), Jason Christini-Crawford (Ecotricity), Glenn Coates (Aurora), Jenny Van der Merwe (Kāinga Ora), Tom Rose (evnex), Terry Paddy (Cortexo), Eric Pyle (solarZero), Buddhika Rajapakse (Mercury), Scott Scrimgeour (Wellington Electricity), James Tipping (Vector), Evie Trolove, (Orion), Mike Ulrich (Influx), Nicolas Vessiot (Transpower), Fiona Wiseman (Manawa Energy).</p> <p>Observers: Nicole Kirkham, MBIE, Geoff Parr, Electricity Authority, Clare Penno, EECA</p> <p>Secretariat: Craig Evans, Matt Smith</p>

Session notes

Agenda overview

The group agreed the agenda.

Item 1: Draft workplan – activities, approach and resourcing

The group agreed to consider the draft workplan following the session and suggest what tasks can or should be completed and tasks where they could lead or provide support.

The draft workplan is intended to give more detail about who and when specific tasks will be completed. The workplan groups tasks into two categories:

- Coordination of the Flexibility Plan
 - Engagement
 - Management
 - Insights
 - Delivery model for ongoing implementation of the Flexibility Plan
- Delivery of the specific steps in the Flexibility Plan.

The group agreed the FlexForum must continue to be action oriented and focus on delivering tangible things. There are three types of tangible outputs:

- insights obtained through demonstration projects – these would relate to specific steps in the Flexibility Plan
- insights drawing on the extensive content produced through the sessions from February and August 2022 – these would contribute to current and future discussions on flexibility and would inform focus and priorities of specific steps in the Flexibility Plan
- an update interaction map and a gap analysis of activity against the Flexibility Plan – this would capture demonstration projects.

Item 2: Delivery model workshop – purpose, structure and organisation

The group discussed the purpose, structure and organisation of the delivery model workshop.

Purpose and objective

The group agreed the purpose of the workshop is to get a broad consensus on the role and responsibilities, membership and operation of the entity which would be responsible (and accountable) for delivering the Flexibility Plan from May 2023.

The group agreed a permanent delivery model should be in place before the May 2023 deadline if possible.

The group agreed the objective of the workshop is to identify a minimum viable delivery model for the Flexibility Plan.

The group discussed the context for the workshop, and an ongoing role for the Flexibility Plan, including ensuring there is clarity that the intention is the FlexForum will not be just another working group. Members noted the founding reasons for the FlexForum include it provides a genuine cross-supply chain group focused on coordinating action and collaboration.

The group discussed the potential for the workshop to share insights on the demonstration projects but agreed this warranted a dedicated session.

Attendance

The group agree the workshop attendance should be from those actively wanting to assist in delivering the Flexibility Plan and representatives from key industry associations.

Attendance should align with FlexForum whole-of-supply chain approach and have diverse representation from across the supply chain.

Agenda and approach

The group agreed the indicative agenda for the workshop and discussed the pros and cons of the approach, noting the agenda was ambitious.

The group agreed to request expressions of interest to gauge numbers before confirming the (in-person and online) approach.

The group requested material be prepared to support discussion at the workshop. This content should clearly identify the desired outcomes from the workshop and the process for achieving these outcomes.

Design sessions

The group agreed with the purpose of the three 'design' sessions:

1. confirm the role and responsibilities for the entity
2. identify a model for participation which is inclusive, provides robust oversight and gets things done
3. identify how to ensure sufficient resources are available to fulfil the role and responsibilities.

Feedback on three sessions was:

- ensure the anticipated responsibilities (activities) of the role are clearly described for attendees to consider, including the relationship between responsibility and accountability for the Flexibility Plan
- develop diagrams outlining the delivery model options, including interaction between the entity and workstream/project layers, and who does what
- provide options for key questions, including the potential make-up of the steering committee to allow people to consider the trade-offs between diversity and nimble decision-making
- include questions about how to ensure the steering committee is accountable to the wider group of participants and how to ensure selection/appointment is independent
- focus the discussion of operation and resourcing on principles, eg, for participation and financial contributions. It is possible attendees will not be able to make commitments then and there. A key principle is a financial contribution is not necessary for participation.

Process for finalising delivery model after the workshop

The group agreed to provide responses on the questions and proposal on page 9 of the pre-reading.

Options for finalising the delivery model were discussed:

- enable attendees to review a mural board for a week following the workshop to offer a thumbs up/down on key elements
- set up the steering committee and leave it to decide details about the delivery model, including developing terms of reference.

The group agreed to confirm the process for finalising the delivery model after considering options and scenarios.

Item 3: Engagement

The group discussed outcomes of engagement during the Flexibility Plan 1.0 roadshow.

4: Administration

The group heard an update on the FlexForum budget and commitments to support phase 2.

Several parties from outside the FlexForum have indicated interest in participating and providing financial support, including SEANZ and ERANZ. The group needs to discuss whether these parties will become members of the FF for phase 2.

The group noted the list of demonstration projects is a key way for the FlexForum to show it is walking its talk – members need to include projects, even if they are just ideas.

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