

# Steering Group

## Agenda and materials

Meeting date: 13 July 2023

Shared: 7 July 2023

**FLEXFORUM** | 

# Draft agenda – meeting 13 July 2023

1. Finalise arrangements for the incorporation meeting.
  - a) confirm the candidates for independent chair
  - b) confirm the materials to be sent to Members for the incorporation meeting
2. Agree a FlexForum submission to the Commerce Commission on the draft Input Methodologies
3. Agree to publish the FF insights: Barriers to increasing the availability of flexible resources

Bonus item: How shall we manage the SG Changes?

- Can incorporate with the 7 of us, or
- Can approach the Member who received the next highest number of votes at our meeting in May -> if they are still interested we can include them in the list of steering group members as part of incorporation.

# 1. Finalise arrangements for the incorporation meeting

Two decisions are needed to finalise the arrangements for the incorporation meeting on 20 July 2023:

1. confirm the candidates for independent chair – which nominees should be accepted as candidates and voted on by Members?
2. confirm the materials to be sent to Members for the incorporation meeting.

**Confirm that the nominations for independent chair should be accepted as candidates and voted on**

Details of the nominations received will be collated and provided asap after 5pm Wednesday 12 July 2023

Decision: Do all nominations proceed to voting by Members?

**Confirm the materials to be sent to Members**

- see pages 7-13 of this package

Action: Agree to send out the materials as scheduled.

## 2. Agree a FlexForum submission to the Commerce Commission on the draft Input Methodologies

The FlexForum has committed to providing a perspective on major regulatory consultations such as the Commerce Commission draft IM's.

- submissions are due by **5pm Wednesday 19 July 2023**

Input was requested from several people

- at 7 July 2023, there was not sufficient input to prepare a useful submission

The proposed focus is:

- it should add value to the ComCom process – if we don't have something useful to say, don't say anything.
- not be a vehicle for repeating the positions of a specific silo, unless these positions are consistent with the views of the wider FF membership
- stick to our strengths and interests – leave the technical stuff to the technical experts.

If available, the draft submission will be shared with the Steering Group prior to 13 July.

### 3. Agree to publish the FF insights: Barriers to increasing the availability of flexible resources

Decision: approve publication

The FF Insights: Barriers to increasing the availability of flexible resources was discussed at the 2 March 2023 FF meeting

- the purpose is to collate the barriers identified from discussions in 2022, particularly the dedicated session on 7 July 2022, with a coherent narrative
- This is one of the four workplan tasks the group agreed to deliver...with several volunteers agreeing to assist with finalising the *FF Insights: Barriers to increasing the availability of flexible resources*
- MBIE and various regulators are the main audience, but firms should benefit from the access to the framework and list of barriers. MBIE was informally provided the draft in March after asking for it

Publishing this piece alongside the submission to the draft IMs would:

- provide a single public reference point for the FlexForum perspective on regulatory barriers which affect progress across the system when advising MBIE or a regulator to take a particular action
- provide additional weight to the points made in the submission on the IM's, highlighting that there are also a much wider range of issues
- make use of the work already done and demonstrate the FF continues to deliver things and prompt conversation about opportunities and challenges
- provide a safety net if insufficient input is received to prepare a coherent and useful submission to the ComCom.

[draft] Materials to be sent to Members for incorporation meeting

Decision: confirm the materials to be sent to Members for the incorporation meeting (Slide 3 above).

# Incorporation Meeting

20 July 2023

Shared 13 July 2023

**FLEXFORUM** | 

The logo icon consists of a red circle containing a stylized white 'F' shape with an arrow pointing to the right, suggesting a forum or a path.

# Incorporation Meeting: session overview

The meeting is for the prospective Members of FlexForum Incorporated to decide on three things to complete the set-up and incorporation of the FlexForum.

Members will vote on the following prior to the incorporation meeting:

1. to approve the draft constitution.
2. to approve the independent chair from the available candidates. (using Ranked Choice Voting)

Voting is open until 5pm Wednesday 19 July 2023; all members will receive an email with a link that allows 1 vote using the OpaVote platform

Members will vote on the following at the incorporation meeting:

3. to approve to resolve to apply for incorporation. (this includes confirming the results of the advance voting)

Subject to the resolutions being approved, an application to incorporate the FlexForum will be submitted following this meeting.

- Note: applications to incorporate take about 3 days to process



## Members are eligible to vote on the 3 resolutions

Members are people and organisations that have provided written confirmation to the secretariat

- confirming they want to join the FlexForum
- confirming they are prepared to pay the relevant annual subscription.

### Eligible members are listed in the table

- the cut off for parties to confirm participation and be eligible to vote on the three resolutions was 3pm Thursday 13 July 2023
- eligible members will receive an email on 13 July 2023 with secure, single-use voting links that ensure only authorised voters can vote, once.

### Eligible members at [12] July 2023.

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#	Member
1	Orion
2	Ara Ake
3	evnex
4	Manawa Energy
5	Our Energy
6	Cortexo
7	individual (consumer)
8	Transpower
9	University of Auckland, Energy Centre,
10	SEANZ
11	Overlay
12	Ecotricity
13	revolve energy
14	Vector
15	Robinson Bowmaker Paul
16	Meridian
17	individual (consumer)
18	Powerco
19	Mercury
20	Influx
21	Wellington Electricity
22	The Energy Collective
23	Australian National University, Battery Storage and Grid Integration Program
24	Electricity Engineers Association

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# Vote 1. Approve the draft constitution

The incorporation process requires a confirmation that a majority (ie, 50%) of prospective Members have approved the constitution.

Members choose between two versions of draft constitution

- **submit your vote by 5pm Wednesday 19 July 2023** through the OpaVote platform (eligible voters will receive an email)
- no proxies will be required or accepted for this vote
- results will be announced and confirmed at the incorporation meeting.

## The only difference between Constitutions A and B (shared separately) is the process used to select an independent chair

1. Constitution A – version agreed by Members on 4 May with minor changes. Members nominate candidates, SG shortlists candidates, and Members vote at the AGM using the single transferrable vote process
2. Constitution B – modified selection process. SG has responsibility for recruiting candidates for the independent chair and proposing a single candidate for Member approval at AGM

	Independent Chair selection process: Constitution A	Independent Chair selection process: Constitution B
Recruitment of candidates	Each member may nominate a single candidate. The nomination must be accepted by the nominee [cl.6.6(b)] Note: the Steering Group (SG) or any Member could undertake a recruitment process to determine nominations.	The Steering Group (SG) determines the recruitment process for the Chair. Members may not nominate candidates but may make recommendations for the SG's consideration. [cl.6.6(a), (b)] Note: the SG is not obliged to consider any recommendations
Determining Shortlist of candidates	The SG will prepare a shortlist of candidates [cl.6.6(c)] Note: the SG shortlisting process checks that nominees meet the requirements for the role, and will be consistent with the FlexForum Policies and Procedures	The SG determines the recruitment process for the Chair [cl.6.6(a)], this would include the process of reviewing the candidates for the role.
Proposed Candidate(s) for Voting	The SG will provide the shortlist of candidates to Members [cl.6.6(d)] Note: the SG could indicate a preferred candidate, consistent with the FlexForum Policies and Procedures.	The SG will propose a single candidate for election at the next Annual General Meeting [cl.6.6(c)] Note: a vote by the SG to determine the single candidate will be required.
Voting for Independent Chair	The vote for the chair will take place at a General Meeting using the single transferrable vote process. The first candidate to receive 50% of all votes of Members present will be elected as chair [cl.6.6(e),(f)]	The vote for the Chair will take place at the AGM. [cl.6.6(d)] If the proposed candidate exceeds 50% approval of votes from all Members present, they will be elected [cl.6.6(e)] If the candidate does not exceed 50% approval, then the SG will propose a new candidate for election at a subsequent General Meeting [cl.6.6(f)]
The first independent Chair will serve until the conclusion of the first <u>Annual</u> General Meeting of the FlexForum. [Const A cl.6.10 / Const B cl.6.7]		

## Vote 2. Approve the independent chair from available candidates

FlexForum participants were asked on 29 June 2023 to nominate a candidate to be independent chair

[5] nominations were received (see table) by 5pm Wednesday 12 July 2023

- [5] nominations were received, but without confirmation the nominee accepted the nomination. These nominations were not accepted.

Members will rank the candidates by order of preference

- **submit your vote by 5pm Wednesday 19 July 2023** through the OpaVote tool (eligible voters will receive an email)
- no proxies will be required or accepted for this vote
- results will be announced and confirmed at the incorporation meeting.

## Vote 3. Approve to resolve to apply for incorporation

The incorporation process requires a confirmation that a majority (50%) of prospective Members want to incorporate. Members need to choose to apply for incorporation based on the constitution approved through vote 1.

- the vote **will occur at the incorporation meeting** being held via Microsoft Teams on Thursday, 20 July 2023, 0900-1030
- proxies will be accepted for this vote and should be notified to [info@flexforum.nz](mailto:info@flexforum.nz) by 5pm Wednesday, 19 July 2023

thanks everyone