

# Steering Group Meeting

12 October 2023

Agenda and content



# Draft agenda: 12 October 2023

1. Welcome
2. FlexForum Membership
3. Steering Group membership
4. Funding conversations
5. Engagement update
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  - a) Actions
  - b) Next FlexForum meeting

The purpose of the FlexForum is to **support coordinated and collaborative action** to make it easier for households, businesses and communities to maximise the value of consumer and distributed energy resources and flexibility to:

- support affordable and reliable operation of the electricity market and power system
- enable accelerated electrification by households and businesses as part of the transition in Aotearoa New Zealand to zero emissions economy

You should all be familiar with the requirements of the Commerce Act 1986, prohibiting anti-competitive conduct. You should not discuss commercially sensitive areas of competitive activity, including (but not limited to) relating to agreements to fix, control or maintain prices, restrict output or capacity, or allocate markets or customers

A written record of the discussions today will be available on the FlexForum webpage.

# 1. Welcome

- Apologies
- Confirm the agenda

## 2. FlexForum Membership (1)

### Purpose of this item:

- update on Membership status and receipt of 2023-24 subscriptions
- decide whether to grant the 3 requests to join
- decide on 1 request for a reduction/waiver of the 2023-24 annual subscription

### Update on Membership status. You become a FlexForum Member by doing 2 things

- ask to be a Member. The initial Members listed in the table confirmed they wanted to join as part of the incorporation process. Since incorporation, people join by asking the Steering Group. There is no specific application policy/procedure/process
- pay the applicable annual subscription set through the Annual Subscription Policy. People may lose their membership if they don't pay within 3 months. Invoices for the 2023-24 subscription were sent on 21 September to the initial Members.

#	Initial Members	2023-24 subscription
1	Orion	Paid
2	Ara Ake	
3	evnex	
4	Manawa Energy	Paid
5	Our Energy	
6	Cortexo	Paid
7	Graeme Weston	Individual
8	Transpower	
9	Energy Centre, University of Auckland	Discussing in-kind support
10	SEANZ	
11	Overlay	
12	Ecotricity	
13	revolve energy	
14	Vector	
15	Robinson Bowmaker Paul	Paid
16	Meridian	Paid
17	Mike Casey	Individual
18	Powerco	
19	Mercury	
20	Influx	
21	Wellington Electricity	
22	The Energy Collective	
23	Battery Storage and Grid Integration Program, Australian National University	Discussing in-kind support
24	Electricity Engineers Association	Discussing in-kind support
25	Vector Metering	

## 2. FlexForum Membership (2) – new Members

3 people have asked to join the FlexForum in response to the request to join in the September Newsletter

- To become a Member an applicant will apply to the Steering Group and agree to pay the applicable annual subscription. [cl 4.2]
- The Steering Group will have complete discretion about whether to allow the applicant to become a Member. The Steering Group will advise the applicant of its decision. The Steering Group will not be required to give any reason for a refusal to grant membership. [cl 4.3]

**ACTION:** decide whether to allow the applicants to become a Member

## 2. FlexForum Membership (3) – requests to waive/reduce the subscription

### 3 initial Members have indicated they will request a reduction/waiver of the subscription

- Energy Centre, University of Auckland. Offered researchers to support FF activities. Contacted Emilson 21-09 to discuss the nature of the support
- BSGIP, ANU. Meeting 19/10 to discuss nature of participation/how they can support the FF
- Electricity Engineers Association. Peter Berry, Executive Director, EEA made a formal request on 6 October for a subscription waiver while offering an alternative non-cash support. The EEA is in the \$10,000/year subscription category (as an industry association). Details of the request are:
  - As a small not-for-profit pan industry association we are not in a position to make a lump sum payment of \$10k, however the EEA do want to participate in Flexforum as we consider that our current (and future) work programme is well aligned with the direction and outputs of the forum.
  - EEA would like to request a subscription waiver and offers an alternative ‘non cash’ option (outlined below) to support FlexForum
  - Our proposed support comes in the form of the provision of an experienced resource to support the FlexForum workstreams, sharing the FlexTalk project learnings, and the use of the EEA’s existing knowledge hub software to provide an online knowledge hub for FlexForum and its work.
    1. Dr Stuart Johnston the EEA Lead Advisor (Engineer & Technical) lead the Australia programme of work that the NZ FlexForum is addressing - as part of his previous employment with the Energy Network Australia and AEMO. Dr Johnston brings a high level of intellectual support and practical experience of the challenges and solutions the NZ power industry need to consider in the area of delivering DER and as such will be very valuable in the workstream subcommittees work. Dr Johnston has already agreed to convene Flexforum’s “Flexible resource integration and visibility” workstream.
    2. EEA has also been managing the Flextalk project which is a collaboration with EECA and the wider industry to test the OpenADR 2.0 communication protocol which will be critical for managing increasing levels of DER. The findings and possible future work programmes from this project are due in the coming months and align with the FlexForum future focus so we are keen to collaborate with FlexForum and the wider industry.
    3. EEA also has an established online knowledge hub to support access to existing and future EEA technical guides, research and other information. For the moment its design is specific to EEA Members and their needs, however the platform is suitable and able to be modified and used by others who may wish to share information to a wider/different audience. This option is something the EEA would be happy to discuss with FlexForum. Use of an existing suitable platform would provide significant financial value for FlexForum as it would relieve it of the significant burden of designing, developing and funding a similar product.
  - As a final point that FlexForum may wish to note, a number of EEA corporate members, will be joining FlexForum and I want to avoid the impression that EEA members are paying twice; or a scenario where EEA is seen as providing an alternative access to FlexForum rather than direct membership funding of FlexForum by industry companies.

**ACTION:** decide whether to approve the EEA request for a waiver based on the proposed support

### 3. Steering Group Membership

#### Purpose of this item:

- Note Mark Herring's resignation.
- decide how to appoint a new member(s)

The Steering Group will comprise between seven and eight members, plus an independent Chair who does not need to be a Member. All other Steering Group members must be Members or their representatives. [cl 6.2]

- SG has 6 members (plus the Chair) as Mark Herring resigned on 5 October as he begins employment at the Electricity Authority on 30 October 2023 (and the EA is not a Member)

Any vacancy in the number of members of the Steering Group may be filled by the Steering Group. Any person so appointed will hold office until the conclusion of the next Annual General Meeting. [cl 6.9]

- how the appointment is made is at the discretion of the Steering Group. There is no policy/process
- the appointee should probably meet the criteria set out in the constitution, eg, 'an ability for independent thinking, pragmatism, and a preference for learning by doing...

**ACTION:** decide how to appoint a new member(s) of the Steering Group to have the required number of members

## 4. Funding conversations

### Purpose of this item:

- discuss progress with funding requests



## 5. Engagement update

### Purpose of this item:

- Discuss engagement activity since the previous SG meeting and upcoming

### Since last meeting

- MBIE – 2 x workshops on EMM consultation
- MBIE. 06-10-23. Nicole, Steve and Craig. Preparing for the EMM consultation workshops
- EECA. 27-09-23. Murray Bell and Steve about FF and EECA relationship
- Future Networks Forum. 22-09-23. James Tipping, Sam Elder and Steve. Discussed the working relationship
- EEA. 20-09-23. Peter Berry, Stuart Johnston and Craig. Discussed nature of EEA participation
- EEA and switchDin. 18-09-23 Stuart Johnston, Josh McLaren and Craig. Making arrangements for a FF speaker series webinar
- Ara Ake. several. Steve, John and Fiona about funding proposal

### Coming up

- Utilities Disputes. 13/10/23. Neil Mallon, Deputy Commissioner

## 6. Workplan update

### Purpose of this item:

- Discuss workplan activity since the previous SG meeting

### Focus has been on arranging the initial Workstream sessions

- Digitalisation workstream initial session = 17 October
- Market frameworks workstream initial session = 18 October
- Flexible resource integration workstream is indicatively scheduled for 24 or 25 /10
- Consumer information and participation workstream... [a plan is being made]

### FF Insights: Agile change processes are needed to enable flexibility and accelerate electrification

- published 18 September

### Participation in the initial workstream sessions (at 9 October)

Consumer information and participation		Flexible resource integration and visibility		Market frameworks		Digitalisation	
Human	Member	Human	Member	Human	Member	Human	Member
Steve Batstone		Stuart Johnston	EEA	Grace Burtin	Manawa	Terry Paddy	cortexo
Rob Speirs	evnex	Briony Bennett	Ara Ake	Fiona Wiseman	Manawa	Peter Jaksons	Orion
Briony Bennett	Ara Ake			Rob Speirs	evnex	Michael Johnston	Overlay
Saurabh Choudhary	Vector Metering			Peter Kimber	influx	Matt Smith	Vector
Paul Atkins	Vector Metering			Andy Cooper	The Energy Collective	Briony Bennett	Ara Ake
Graeme Weston				Stephen Batstone		Philip Plimmer	Vector Metering
				Jeremy Levy	Mercury	Tim Moore	ANU
				Evie Trollove	Orion	Jason Christini-Crawford	Ecotricity
				Tim Robinson	RBP	David Pollard	influx
				Briony Bennett	Ara Ake		
				Luz Rose	Vector Metering		
				Jason Christini-Crawford	ecotricity		

## 6. Finance update

Purpose of this item:

- Discuss finance update

## 7. Procedural matters

### Purpose of this item:

- Deal with procedural and administrative matters

Actions – go to [FF collated actions.xlsx](#) to view actions and status from Steering Group and FlexForum meetings

Interests – advise these to Steve

Register of Members - The Steering Group will keep a Register of Members, which will include contact details of an Applicant and the applicant's logo or branding (if relevant)

- the Register of Members is being set up