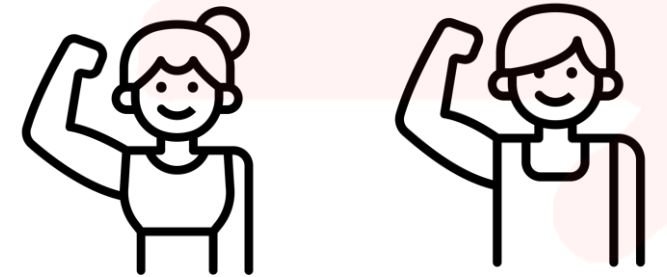


# **FlexForum Steering Group**

## **Meeting agenda and context**

**7 March 2024**



# Draft agenda: 2 February 2024

1. Welcome

## **Strategic items**

2. Workplan story
3. Workstream participation

## **Standing items**

2. Engagement update
3. Workplan update
4. Finance update

## **Procedural items**

2. Membership requests
3. Actions
4. Next Steering Group meeting
5. AoB/Close

# 1 Welcome

## Purpose of this item:

- Welcome
- Apologies
- Interests
- Confirm the agenda

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.

**As steering group members you are acting in an individual capacity not as a representative of your organisation.**

## 2 Workplan story

### Purpose of this item:

- to discuss the workplan story and what we want people to know, feel and do, and how to present a clear why and wiifm

### Workplan context

- the FlexForum workplan is a set of initial tasks that Members agreed needed to be done (ie, prioritised) to deliver the Flexibility Plan 1.0 and the FlexForum objective
- no task is being undertaken by anyone else based on public information and what we have been told, eg, by FNF and regulators. The task scoping process has been transparent. All key actors had opportunities to raise duplication/opportunities to coordinate
- the tasks will be delivered through four workstreams

<b>Consumer participation:</b> households, business and community can easily make choices about and maximise the benefit of flexibility	
<b>Market frameworks:</b> pricing and financial interactions enabling market operation and consumer participation	<b>System integration:</b> operational and physical interactions enabling system operation and consumer participation
<b>Digitalisation:</b> to provide the platform for digitalised financial and operational interactions	

## 2 Workplan story (2)

**An overarching story has been developed** – check it out [here](#)

- the individual tasks collectively will produce 4 meta outputs which are necessary conditions for successful electrification and to enable flexibility
  1. An initial blueprint for the future market and power system actions and interactions required to deliver flexibility outcomes available to or sought by households, business and communities.
  2. A list of the existing and potential future components of how flexibility can practically deliver value, i.e., the current and future flexibility value stack (this is an initial show me the money exercise)
  3. A list of the operational actions and interactions, and the associated capabilities, to physically integrate flexible resources and enable the safe and reliable operation of electricity networks and power system.
  4. A digital architecture and capabilities required to enable the signals and information flows to support the financial and operational actions and interactions involved in maximising the value of flexible resources

**...work to date has focused on specific industry concerns, eg, DSO models or consenting. There is nothing setting out what a consumer-centric power system and market should look like**

- this absence means market design work does not have a robust and the resulting counterparty relationships, financial and information flows will not deliver the energy outcomes that humans want and need

**...the workplan outputs provide a whole-of-system current state and future state (ie, a practically focused vision, and the gaps between now and that vision) based on the flexibility outcomes sought by/available to households, businesses and communities**

- this output fills a gap by providing the practically based north star which is needed to coherently direct efforts and set priorities

**...flexibility is a good starting point for developing the future state because it is the key to unlocking a truly consumer-centric electricity market and system by giving households and businesses greater agency and autonomy over their energy costs and outcomes.**

- flexibility is not a bolt on nice to have optional extra. It is the centrepiece of a consumer-centric, efficient and reliable power system that encompasses all resources and energy outcomes (compared to the existing supply-side-centric arrangement). This is because **maximising the demand-side and supply-side benefits requires integrating flexible resources into the power system**

No action requested

## 3 Workstream participation

### Purpose of this item:

- to discuss ways to achieve productive and effective workstream participation

### **Workstream participation is critical to achieving the FlexForum objective and purpose...**

- what we produce is only as good as the expert input
- delivering the workplan tasks require 2-3 workshops a month from March to July, plus targeted check in sessions with key experts
- there is competition for time, eg, FNF and Framework activities

### **A FlexForum session is being arranged for 26 or 27 March – it will have 2 parts**

- for Members: to update Members on the workplan and the importance of Member participation
- for all comers: to describe and discuss the workplan outputs and how these fit into the bigger picture (ie, the workplan story)

No action requested

## 4 Engagement update

Purpose of this item:

- Note engagement activity since 3 February
- Note upcoming engagement activity

Date	Who	What
22-02-24	Framework	Listen in to discussion to finalise the Framework
21-02-24	Future Network Forum (co-chairs)	Routine information sharing
23-02-24	Minister for Energy	Introduce FF
28-02-24	Mercury	Framework
29-02-24	Consumer Advocacy Council	FF workplan and opportunities to collaborate
04-03-24	Commerce Commission	DPP4 Reset workshop on innovation and non-traditional solutions
05/06-03	Downstream	About FF
<b>COMING UP</b>		
07-03-24	Electricity Authority	Network pricing and equity impacts
08-03-24	Consumer Advocacy Council	FF workplan
TBC	Electricity Authority	FF workplan / EA work programme. Time to be confirmed
?	Potential Members	FlexForum membership

No action requested

# 5 Workplan update

**Purpose of this item:**

- Complete the 2024 Workplan initiation process
- Update on progress with the workplan - what will be done and what Members should expect over the coming 4-6 weeks
- Update on progress with the deliverables listed in the funding agreement

**The workplan initiation process is complete**

- Members approved the FlexForum Workplan on 30 November 2023 and agreed the workstreams would ‘initiate’ 12 tasks by preparing task plans setting out outputs, approach, timeframes and resourcing
  - a 13th task to assist EECA codesign its EV charging workplan will be added to the workplan subject to EECA confirming the task scope and resourcing. A task plan has been prepared.
- the workstreams finalised task plans for 10 of 13 tasks
  - a task plan was not developed for 2 ad hoc BAU tasks ‘Respond to regulatory and policy proposals’ and ‘Lessons from learning-by-doing’
  - a task plan was not developed for the foundational task ‘A plausible future state for flexibility’ as the output will be delivered through 2 other tasks
- conveners reviewed and endorsed the task delivery schedule. See **page 9**

**The Steering Group needs to confirm...**

- the SG workplan responsibilities and roles agreed on 13 December 2023

**Action**

- Confirm the situation described for 1-3 meets the requirement.

SG workplan role	Situation
1. Each task aligns with the FlexForum objective and purpose and the Flexibility Plan	This is so. Each task is on the FlexForum Workplan and each task plan describes the flexibility-related reason for undertaking the task and references relevant Flexibility Plan steps.
2. Members have agreed to include the task in the Workplan or the task is necessary to achieve a specific FlexForum purpose	This is so. Each task is on the FlexForum Workplan, except for the extra task to assist EECA codesign its EV charging workplan. Members will be asked to confirm adding it to the workplan. Notwithstanding, the task is necessary to achieve a specific FlexForum purpose (provide advice to a regulator)
3. Workstream Conveners (individually and collectively) are satisfied with the task scope/initiation plan	This is so. Workstream conveners have endorsed the task plans and delivery schedule
4. The resourcing envelope for the Workstreams (collectively)	The available resourcing envelope is on average sufficient to meet the delivery schedule. <b>See page 9</b>



## 5 Workplan update (2)

### **The resource envelope is sufficient to deliver the initial round of workplan tasks**

- Note: Resource envelope v Estimated effort v Committed resources to presented for the period 1 March to 31 July when the 1st tranche of tasks will have been delivered.

### Action

- Confirm the proposed resource allocation to deliver the workplan tasks for the period 1 March to 31 July

## 2024 Workplan delivery schedule with estimated support (hours/month) required to deliver each task

- Lighter orange tasks will be initiated on confirmation resources are available

Task	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25
1. Plausible future state for flexibility											
2. Involving households, businesses and communities in the path to distributed flexibility											
3. The many ways a household, business or community can benefit from distributed flexibility											
4. Exploring how to get consumers usable information about distributed flexibility at the point of decision											
5. Designing a workplan to encourage smart EV charging											
6. Set the scene for digitalising the electricity ecosystem											
7. Explore the functionality and attributes for flexible devices and the role of standards											
8. Flexibility stocktake - capability and opportunities											
9. Lessons from the system and market integration pathway for distributed flexibility elsewhere in the world					60	50	50				
10. Updating the Flexibility Plan											
11. Tracking progress with delivering the Flexibility Plan											

## 5 Workplan update (3)

### What will be done and what Members should expect over the coming 4-6 weeks

- outputs, activity and timing are from the task plans
- these are the do first activities in order of priority

Output ( <i>task</i> )	Activity and timing
Set of plausible household/business/community flexibility outcomes ( <i>The many ways a human can benefit from flexibility</i> )	Workshop by mid-March, preceded by small group input to develop initial outcome scenarios. This activity provides the basis for 3 outputs
Plausible flexibility outcomes for humans ( <i>Plausible future state for flexibility</i> )	
Set of use cases enabled by digitalisation ( <i>Set the scene for digitalising the electricity ecosystem</i> )	
Develop agreed facts about EV charging ( <i>Designing a smart EV charging workplan</i> )	[subject to EECA confirmation] Workshop by end-March. Targeted input may be sought to prepare for the workshop
Build a list of flexible resources + market opportunities ( <i>A stocktake of flexibility interactions and opportunities</i> )	Workshop by end-March, but sooner if no conflict with outcome scenario work
Collate information of progress with steps ( <i>Tracking progress with delivering the Flexibility Plan + Updating the Flexibility Plan</i> )	Desktop exercise with input via call out to Members
Map of data flows ( <i>Set the scene...</i> )	Desktop exercise ahead of workshop in April
Identify ways to earn a social license ( <i>Designing a smart EV charging workplan</i> )	[Subject to EECA confirmation] Desktop exercise ahead of workshop in April

## 5 Workplan update (4)

Update on progress with the deliverables listed in the funding agreement.

No action requested

Thing	Due date	Current state and expected delivery
Deliver an operating Knowledge Hub		
1.1 Deliver a set of criteria and specifications for a knowledge hub...	31 March 2024	Underway. Draft criteria and specifications were sent to the EEA 22-02-24 to confirm doability.
1.2 Provide content and/or outputs to populate the knowledge hub	See 3.2	Underway. Existing FF content is being loaded to the website. The knowledge hub will provide a more functional option to load new content coming from workstreams, plus from other learning-by-doing, eg, FlexTalk, FNF
1.3 Commission the development of the knowledge hub. A condition of final payment.	30 June 2024	Underway Once the criteria/specifications are settled, we will <ul style="list-style-type: none"> <li>document the relationship between the EEA and FF re: knowledge hub</li> <li>confirm implementation timeframe.</li> </ul>
Monitor and update the Flexibility Plan		
2.1 Maintain and update the Flexibility Plan...	ongoing	There is a dedicated workplan task to update the Flexibility Plan. Given updates are decided by Members at the AGM (or a SGM), v2.0 will not be available until about September 2024
2.2 Deliver 6-monthly progress reports...A condition of the final payment	30 June 2024	FF has committed to regular public progress reports and there is a dedicated workplan task. Timing is not decided, but likely to be sooner than July 2024.
2.3 Develop and maintain a list of priorities....[outlining actions with consensus and critical uncertainties]. A condition of 3rd payment	31 May 2024	The list of priorities is a function of the FlexForum workplan and workstream activities. An ideal time to collate the initial list will be in the next public progress report

## 5 Workplan update (5)

Update on progress with the deliverables listed in the funding agreement continued.

Thing	Due date	Current state and expected delivery
Produce advice and insights which assist to deliver the Flexibility Plan		
3.1 Develop and maintain a 24-month workplan...A condition of 3rd payment	31 May 2024	This is done. The FlexForum Workplan approved by Members on 30 November 2023 sets out tasks to be delivered in 2024 and beyond. Further tasks will be added to the workplan as they are identified.
3.2 Coordinate delivery of 4-8 outputs....A condition of final payment	30 June 2024	This requires delivering the workplan. The FF Workplan will result in at least 4 outputs by 30 June 2024, noting that the initial workplan tasks each include several outputs.
3.3 Develop a FlexForum engagement plan....A condition of 3rd payment	31 May 2024	Underway. The engagement plan will build on work done in 2022 and will be right-sized.
Establish and maintain Member-driven workstreams		
4.1 Establish workstreams	NA	This is done.
4.2 Workstreams to identify workstream outputs and timelines....A condition of the 2nd payment	31 March 2024	This is done.
4.3 Provide....with advice on key questions that would best be answered through pilots and trials. A condition of 3rd payment	30 June 2024	Issues requiring learning-by-doing will be identified through delivering the FlexForum workplan, workstream activities and by other parties, eg, Future Networks Forum. The issues can be collated in the next public progress report.

## 6 Finance update (1)

Purpose of this item:

- note status of payment of 2024 subscriptions
- note cashflow projection

# 7 Membership requests

Purpose of this item:

- note Membership requests since previous meeting

## Membership requests

- Rewiring Aotearoa is the 27th FF Member. It asked to join 16 February. The subscription invoice was sent 20 February and paid 21 February (equal fastest payment).
- Smartco asked about membership via the website. Information was sent 26 February.

No action requested

# 8 Actions

Purpose of this item:

- Note actions

Actions from FlexForum and Steering Group meetings since 1 July 2023 are documented here: [FF collated actions - FF and SG meetings 2023-24](#)

- all time-bound / time critical actions are complete or underway

No action requested



## 9 Next meeting

### Purpose of this item:

- Confirm the date for the next Steering Group meeting
- Note the date for the next FlexForum meeting

### Next Steering Group meeting

- SG meetings have been scheduled for 1st Thursday of the month from 7 March to 5 December 2024 (0930-1200). The next meeting is 4 April

### Next FlexForum meeting

- 26 or 27 March – 0930-1130 in two parts (Members then All comers)
- will be announced in March Newsletter on Friday 8 March

**ACTION:** confirm the 4 April SG meeting