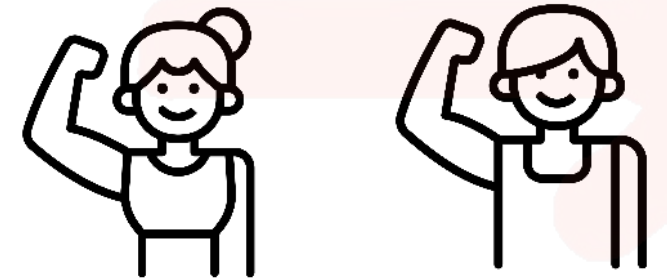


FlexForum Steering Group

Meeting agenda and context

12 December 2024



Agenda: 12 December 2024

1. Welcome

Strategic items

2. Bottom lines for partnering with EECA

Standing items

2. Engagement - update
4. Workplan - update
5. Finance - update

Procedural items

4. Membership requests
7. Actions
8. Next Steering Group meeting
9. AoB/Close

1 Welcome

Purpose of this item:

- Welcome
- Apologies
 - Toby Stevenson
 - Fiona Wiseman
 - Ryan Kuggeleijn
 - [Rebecca Osborne]
 - Peter Bartlett
 - Mark Herring
- 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 Bottom lines for partnering with EECA

Actions: Provide feedback on FF project term sheet by Monday 16 December 2025

Purpose of this item:

- Discuss the FlexForum bottom lines for an MOU with EECA to deliver a scaled demonstration pilot

Context: the SG agreed in-principle on 28 November to partnering with EECA to deliver a scale demonstration pilot project, and agreed to commit resources to work with EECA and others to develop the project scope and approach

Since then, the following plan and approach has been developed:

- develop a term sheet setting out bottom lines for FF involvement to provide guardrails for developing the draft MOU
 - key issues were discussed on 09-12. An initial draft is [here](#)
- talked further with EECA on 10-12 about its expectations about various who/how/what aspects of the project. We are working to understand the context people need to make decisions to participate
- undertake a discovery phase to identify the roles and functions and methodology for the pilot project
 - project success is ‘provide EDB asset management staff with practical and undeniable evidence that substituting ‘poles and wires’ investment with DF is a realistic and reliable alternative supply solution.’
 - leading up to Christmas we want to be asking a few FF Members (ie, network operators and others) what practical and undeniable evidence looks like to them, and how it might be obtained - ie, test a hypothesis
 - then in late January we will get FF Members to test the resulting project methodology and approach which would answer the hypothesis etc

3 Engagement

Actions: No action requested

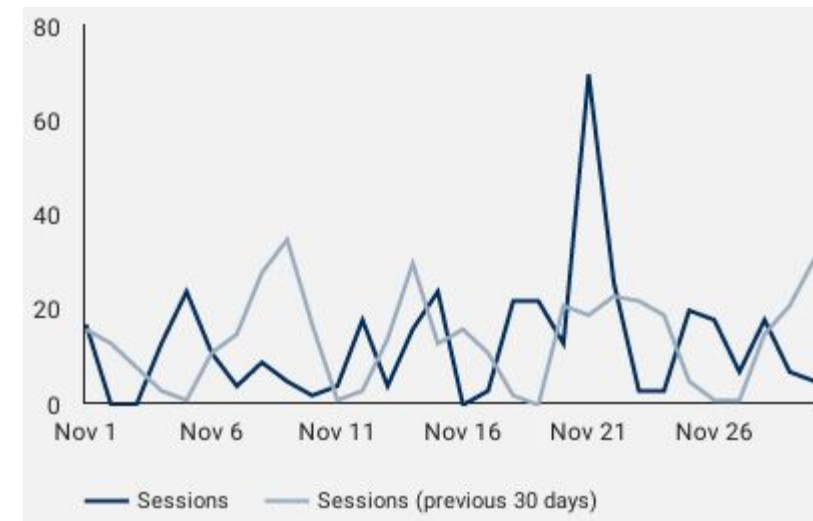
Purpose of this item:

- Update on communications channel activity

Website interaction

- total users in November = 256. Newsletter is a key channel for page views

Total users	New users	Sessions	Engaged sessions	Views
256	219	388	198	749.0
↑ 5	↑ 1.4%	↓ -6.5%	↓ -16.8%	↓ -21.8%



Newsletter

- November newsletter sent 21-11-24 to 357. Favourite items were the [FF insights on holes in the value stack](#) and the [cash is king blog post](#)

Recipients	Open Rate	Total Opens	Click Rate	Total Clicks
357 ↓ 8	52% ↑ 7	429 ↑ 101	18% ↑ 6%	216 ↓ 9

LinkedIn

- Follower numbers = 423. Still going up
- less content posted this month, which flows through to activity/engagement. Finding time to produce content is tough

Total Number of posts	Total Engagements	Reactions/Likes	Comments	Shares
3 ↓ 2	17 ↓ 126	13 ↓ 114	4 ↓ 10	0 ↓ 2

4 Workplan (1)

Actions: No action requested

Purpose of this item:

- Update on progress with the workplan and other FlexForum tasks

The FlexForum workplan currently has 3 sets of activity/task

Supporting learning-by-doing. The expectation is FF activity supports learning-by-doing to accelerate delivery of the Flexibility Plan, and particularly focusing on activities which build confidence in flexibility and provide tangible benefits to humans.

- Flex Day produced 6 ideas, on top of 17 ideas provided as homework
 - a mix of views on which Flex Day idea FF should focus on
- FF is working with EECA to develop the scope and approach to its scaled demonstration pilot. The output is a draft MOU by mid-February 2025
 - see item 2 for an update on the approach to develop the draft MOU and determine FF participation

Updating the Flexibility Plan. FF agreed to update the Flexibility Plan and include priorities, goals and timelines.

- Members have been asked to provide information independently or via mini workshops about flexibility business case questions, how these questions are answered now, and what actions could make answering easier/routine
- the results will be processed in January ahead of a full FF workshop to discuss/agree the updated Plan. This will be late February 2025

Advice to regulators. We are focusing on regulatory consultations which deal with FlexForum priorities

- Advice was provided to MBIE on its voltage limit proposals.
- Advice will be provided to the EA on its 2025-26 levy proposal and indicative work plan. The response is table stakes to talk to the EA about opportunities to get more bang for buck from its market development activity
- Under development. Advice to the Taskforce (and EA) on filling holes in the value stack. The 19 November workshop was excellent. The insights and suggestions are being synthesised ahead of a further discussion early 2025.

5 Finance update

Purpose of this item:

- note cashflow projections
- note status of payment of invoiced subscriptions

Cashflow projection is positive to September 2025 under single and extra doer scenarios

- Finalising contract for extra doer
 - budgeting 80 hours months December 2024 to September 2025 (extra doer scenario - black line)
 - initial focus and output is draft MOU with eeca (28 February)
 - specific outputs beyond this will be determined as we know more
- **Status of subscriptions**
- 7 new/renewing membership invoices paid in November
- 3 membership invoices outstanding.
 - 3 renewing Members overdue at 31 November (\$41,500). Follow ups have happened. These payments are not included in the cash position

Action:

1. Follow up outstanding membership invoices

Actions: No action requested

6 Membership

Purpose of this item:

- note Membership enquiries, requests and decisions since previous meeting

-

7 Actions

Purpose of this item:

- Note actions

Actions from FlexForum and Steering Group meetings from 1 July 2023 to 28 November 2024 are documented here: [FF collated actions - FF and SG meetings](#)

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

Actions: No action requested

8 Next meeting

Purpose of this item:

- Confirm the date for the next Steering Group meeting

Next Steering Group meeting

- a SG meeting is scheduled (diarised) for 9 January. The one following is 13 February

ACTION: confirm the date for the next SG meeting

9 Other business

Purpose of this item:

- Any other business