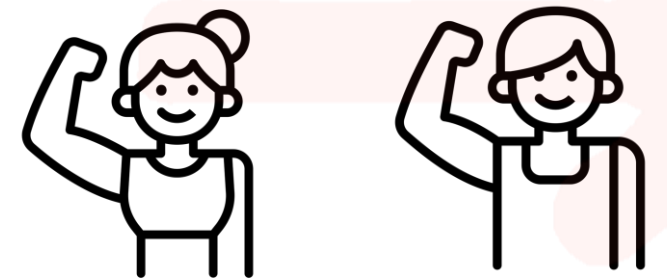


FlexForum Steering Group

Meeting agenda and context

13 March 2025



Agenda: 13 March 2025

1. Welcome

Strategic items

2. Scale demand flexibility demonstration project - what now

Standing items

2. Engagement

4. Workplan

5. Finance

Procedural items

4. SG membership

5. Membership requests

6. Actions

7. Next meeting

8. AoB/Close

1 Welcome

Purpose of this item:

- Welcome
- Apologies
- Interests and reminders
- 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 Scale demonstration demand flexibility project - what now

Purpose of this item:

- to get an update on progress with the project
- to discuss the draft services agreement to fund the FlexForum services for the project

MOU is in place: the FF/EECA MOU was finalised on 26 February 2025 and effective from 1 March 2025

- Members got an overview of the project concept and the MOU on Friday 7 March

Services agreement: A services agreement is being developed. It needs to be finalised before 31 March. The Chair will speak to this

- we developed the list of tasks based on schedule 2 in the MOU.
- EECA is translating the tasks into a draft services agreement. It is due imminently
- reminder: the SG approved on 13/02/25 the Chair (Toby) agreeing and signing a scope of work and associated fees for a services agreement with EECA asap, with the agreement to include a provision to review the scope/fees to manage material changes to the scope/effort required; and checking back with the SG before signing that the scope of services is fully funded.

Project status

- EECA has/will shortly agree a collaboration agreement with a distributor. It has asked FF (Steve) to lead the discussion of collaboration agreements with the other distributors interested in participating. These agreements need to be signed by 31 March, and will include a set of pilot principles and framework that all collaborating EDBs sign up to
- detailed project design will start once the collaboration agreements are signed, including working out who else needs to be involved and how

Actions:

1. give feedback on Services agreement asap

3 Engagement

Actions: none requested

Purpose of this item:

- Session with the EA/MBIE/Commission people on the holes in the value stack
- the Energy Transition Framework
- Knowledge Hub launched
- update on who is listening to FlexForum through its website, newsletter and linkedin channels

Session with the EA/MBIE/Commission people on the hole in the value stack

- a small group of FF Members gave an overview of the holes in the value stack on Thursday 5 March. A more focused follow up conversation is being arranged

Energy Transition Framework

- the Framework Steering Group met on 28 February and is to meet quarterly. See notes for a summary of the topics/decisions
- Security of supply is a key focus. It's not clear how much thinking has gone into how distributed flexibility might be able to help. The to do list includes sharing some ideas with the working group
- a working group made up of the industry associations which is expected to coordinate activity/get stuff done. The supply-side bias of the measures and metrics reporting has been raised with this working group. Extra/better measures might be developed

Knowledge Hub - launched

- the Knowledge Hub has 3 elements
 - a new Knowledge Hub page on the FF website to describe what it is and take people to the KH resource library and Members to the KH forums
 - the KH resource library will hold flexibility resources. This is a public space hosted by the EEA on its Knowledge Network platform
 - the KH forums is a Members only space hosted by the EEA on its Knowledge Network platform
- we have improvements to make. We will talk to the EEA about these soon

Concept request that FF help fund/share a proposal for a multi-client study of vehicle to grid technology.

3 Engagement (2)

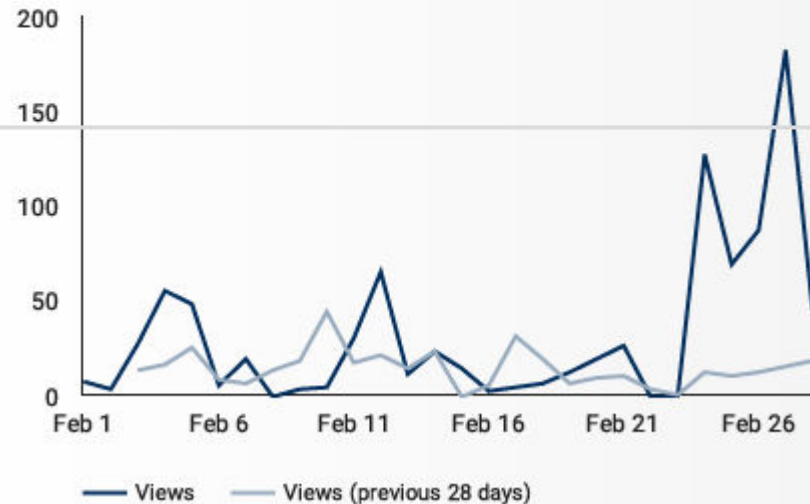
Actions: no actions requested

Update on who is listening to FlexForum through its website, newsletter and linkedin channels

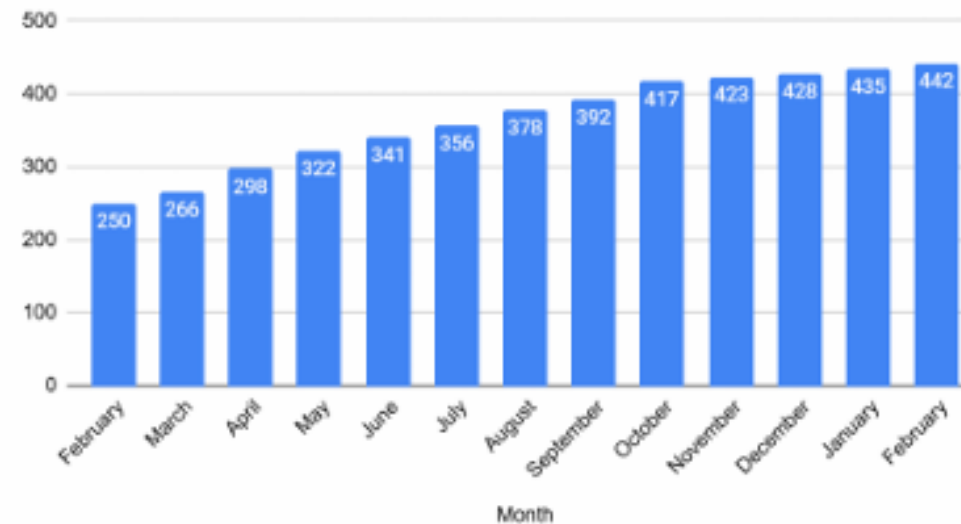
- Website visits up from January (not a surprise). Newsletter went to 375 people (up 16 from January) on 27 February; it is a healthy source of website traffic. It is a A good way to get people to the website. LinkedIn keeps growing, but more slowly; pushing out our content more frequently would be good.

Recipients	Open Rate	Total Opens	Click Rate	Total Clicks
375 ↑ 16	30.9% ↓ 2.5%	200 ↑ 21	16% ↑ 3%	257 ↑ 69

How are page views trending compared to prior month?



LinkedIn Followers



4 Workplan

Actions: No action requested

Purpose of this item:

- Update on progress with the 4 tasks/activities FlexForum is working on now

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.

- Update on the Scale DF demonstration project provided at item 2

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

- Members gave advice/views on the flexibility journey in late December and January which informed a working draft of Flexibility Plan 2.0. Updated (proposed) steps exist for the Discover and Assess stages of the journey (enable and operate to go)
- A working version of the updated steps was shared Monday 10 March. A workshop is scheduled for Friday 14 March

Deep dive - FlexForum Insights on finding and filling the holes in the value stack

- constructive feedback from Members on the draft *FlexForum Insights How to find and fill holes in the value stack*. Discussion at the 7 March workshop was particularly useful
- some differing opinions on a couple of points, but no major disagreement with any key statements/conclusions
- the document is being updated ahead of going back to Members to check/confirm. Target publication is 25 March

Advice to regulators. Advice is being prepared for the Energy Competition Taskforce on its proposals to require distributors to pay injection rebates and to require large retailers to offer time-varying pricing plans

- the advice will draw on the FF insights... which holes do the proposals fill?; which holes remain?; and what options can be prioritised to fill the remaining holes?.
- Members may not get lots of time to review the advice

5 Finance update

Purpose of this item:

- note updated cashflow projections to 28 February 2026
- note status of payment of invoiced subscriptions

Cashflow projection is positive to 28 February 2026

Two scenarios

- scenario 1. funded for eecca project; subscriptions are renewed
- scenario 2. no eecca project; subscriptions are renewed

Things to note

- eecca year 1 funding estimate based on discussions to date
- funding low point is September: \$90k (scenario 1) and \$82k (scenario 2)
- both include allowances for FlexDay 2025 and legal costs to update the constitution
- both allocate funds for 28h/month extra doing
- cash balance estimates are sufficient to get comms support for the value stack work

Status of subscriptions

- 1 (small) membership invoice outstanding.

Actions:

1. Approve allocating funds up to \$10,000 to get communication support for the holes in the value stack work
2. Approve allocating funds up to \$2500 to get legal support to update the constitution to comply with the Incorporated Societies Act 2024

6 SG Membership

Purpose of this item:

- discuss how to fill the vacant SG position

Resignations from the SG

- Steve Batstone was appointed to the SG on a temporary basis while the chair was convalescing. Steve has now resigned. This was expected
- Ryan Kuggeleijn advised the chair on 6 March he is not able to make the necessary time commitment and is resigning. Ryan has suggested he be replaced by Tim Calder, a Meridian colleague who also works with Drive Electric.

The SG needs to fill at least 1 vacancy until the AGM

- with the 2 resignations, the SG has 7 members including the independent chair. It needs at least 8 members
- any vacancy in the number of members of the Steering Group may be filled by the Steering Group. How the appointment is made is at the discretion of the Steering Group. There is no policy, but it would be good form for the person to meet the criteria set out in the constitution, eg, 'an ability for independent thinking, pragmatism, and a preference for learning by doing...
- any person so appointed will hold office until the conclusion of the next AGM.

Actions: Decide who to approach about joining the SG until the 2025 AGM

7 Membership requests

Purpose of this item:

- note Membership enquiries, requests and decisions since previous meeting

Membership requests and decisions

- Daniel Satur, a post graduate university student and a consumer who is an individual asked to join FlexForum on Thursday 5 March
 - Daniel is at Victoria University and will follow up about its Engineering Department getting involved
- Prospero [rebranding as Factor] (Jessica Venning-Bryan) asked to join on 10 March 2025 and is prepared to pay the relevant subscription (\$1500)

Actions: Approve the FF membership requests

8 Actions

Purpose of this item:

- Note actions

Actions from FlexForum and Steering Group meetings from 1 July 2023 to 13 February 2025 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

9 Next meeting

Purpose of this item:

- note a FF Members meeting is scheduled for 4 April
- confirm the date for the next Steering Group meeting

FlexForum Members meeting on 4 April

- this Members meeting is to discuss progress with stuff, get Member views and (hopefully) approve a change to the Flexibility Plan

Next Steering Group meeting

- a SG meeting is scheduled (diarised) for Thursday 10 April.

ACTION: confirm the date for the next SG meeting

10 Other business

Purpose of this item:

- Other business