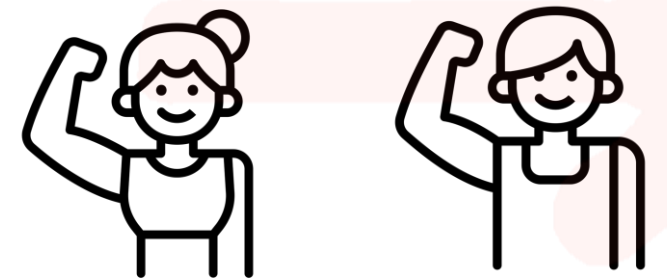


# FlexForum Steering Group

## Meeting agenda and context

12 May 2025



# Agenda: 12 May 2025

## 1. Welcome

### Strategic items

2. How can FlexForum support more effective coordination
3. Flex Day 2025

### Standing items

2. Engagement
3. Workplan
4. Finance

### Procedural items

2. 2025 AGM arrangements
3. Actions
4. Next meeting
5. AoB/Close

# 1 Welcome

## Purpose of this item:

- Welcome
- Apologies
  - Fiona
  - Brian
- 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 How can FlexForum support more effective coordination

### Purpose of this item:

- to discuss how FF can achieve more effective coordination and collaboration across the growing list of flexibility projects

There is a growing list of complementary projects relevant to delivering Flexibility Plan 2.0. The projects include:

- EECA Scaled demand flexibility demonstration pilot project [no project webpage. Just this news release about the [Counties pilot](#)]
- Local Flex [no project webpage, though the project is seeking external input from FF and others]
- Transpower WBOP project [see Transpower [Western Bay of Plenty Development Plan](#). Detailed design and delivery plan ready by early 2026]
- Powerco flexibility projects [see Powerco [Flex solutions](#) information and its April 2025 [INTSA application](#)]
- Ara Ake projects include the ‘visibility’ challenge [no project webpage yet], [Queenstown flex challenge](#), [Kāinga Ora Multiple Trading Trial](#), [Flexviz](#),
- [Queenstown Electrification Accelerator](#) and [Electrify Queenstown](#) event
- EEA FlexTalk Seed and Seed extension projects [see [EEA FlexTalk information](#)]
- Otago Energy Research Centre ‘Access to electricity smart meter data’ project and ‘Baselining’ project [no project webpages]
- Electricity Authority [power innovation pathway projects](#). [limited project information or progress updates available]
- others...

Most of these projects have common or complementary participants, objectives or elements. Coordination would make the learning cheaper and faster and more robust

- coordination = regular sharing and enabling practical involvement
- siloes and low transparency remain a feature of learning-by-doing. Particularly in the design and set up phase. Coordination is not deliberate or comprehensive. It happens in pockets (eg, Transpower and Powerco), but mostly relies on knowing the right people....

How can FlexForum support more effective coordination?

- what is preventing routine regular sharing of information and experience, particularly before project launch?
- what is preventing routine involvement of parties who would be interested/able to help?

# 3 Flex Day 2025

## Purpose of this item:

- preparing for Flex Day 2025

The inaugural Flex Day was 17 October 2024. It was organised in response to discussion at the AGM on 22 August 2024 (6 weeks). Arrangements will be made for Flex Day 2025 based on what you say about...

- Is a Flex Day 2025 needed?
- What should it be about?

## Actions:

1. Confirm approach to Flex Day 2025

## 4 Engagement (1)

Actions: none requested

Purpose of this item:

- Flexibility Plan 2.0 tour venues and dates
- Conversations had and being arranged
- update on who is listening to FlexForum through its website, newsletter and linkedin channels

Flexibility Plan 2.0 tour schedule

- Flexibility Plan 2.0 is nearly public. The chair is committed to raising awareness and discussing the opportunities with decision-makers and partners. [Here](#) is a long list of 27 people to meet with.
- The meeting porpoises will involve 1 or more of the following
  - Inform. Introduce the Flexibility Plan, how it will be used, and their potential role
  - Encourage participation.
    - Not currently members (\$); or
    - Where a member already, encourage greater participation (resources)
  - Enable more effective coordination
    - Help join the dots between different initiatives; and/or
    - Enable more coordination (\$ or resources).

What advice and suggestions do you have about: what FF wants from the meetings, who to speak with and when.

Conversations had and being arranged

- MEUG. A FF intro and overview of the holes in the value stack. Happened 30 April
- Electricity Authority (Tim Sparks and Janet Humphris) on holes in the value stack. Happened 7 May
- Commerce Commission (Sean McCready) on holes in the value stack. Being arranged
- Electricity Authority (Nathan Spence) about its [decentralisation paper](#) on 29 May

## 4 Engagement (2)

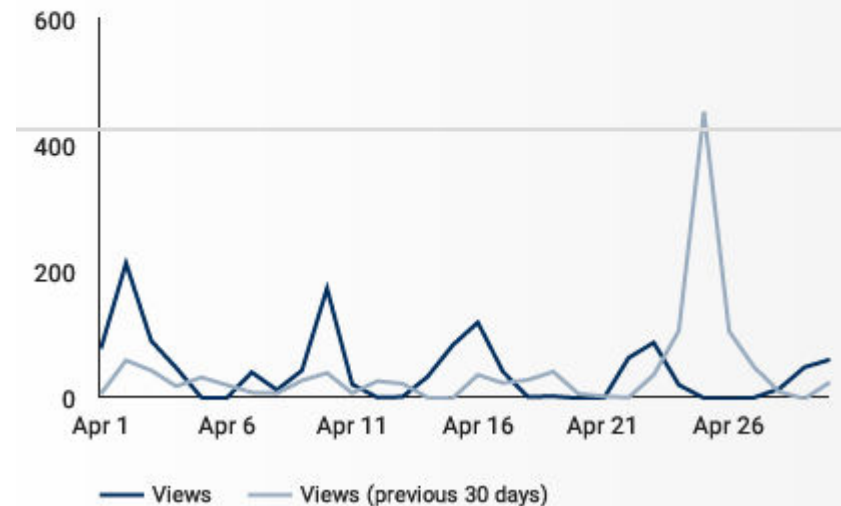
Actions: no actions requested

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

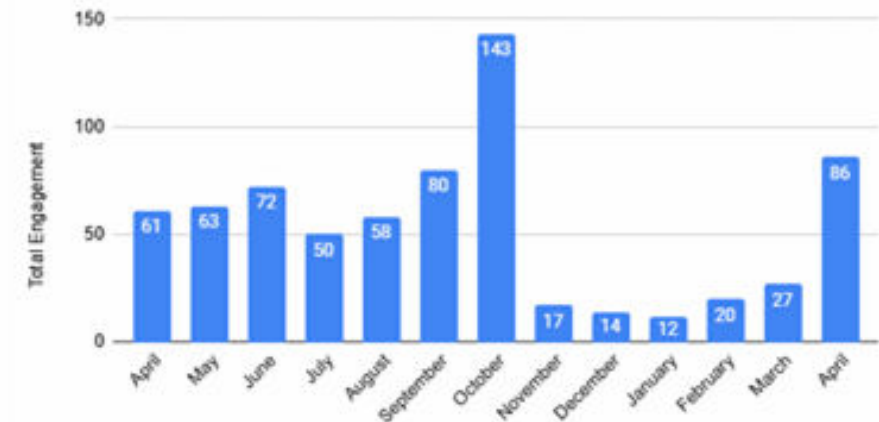
- Baseline website traffic in May was up compared to April. No newsletter spike because it went out mid-pm 30 April (and will show up in May results). May newsletter interest was low compared to April. LinkedIn engagement was up. The flexibility sandwich linkedin post was popular, but resources/time is not always available to produce similarly engaging posts.
- Developing 2 webinar ideas. 1 = a podcast-style event with Ahmad Faruqi. 2 = a webinar exploring the emissions, reliability and affordability outcomes that people want, and current day practical experiences.

Recipients **392** ↑ 13      Open Rate **22.3%** ↓ 17.7%      Total Opens **185** ↓ 14      Click Rate **7.3%** ↓ 5.1%      Total Clicks **91** ↓ 60

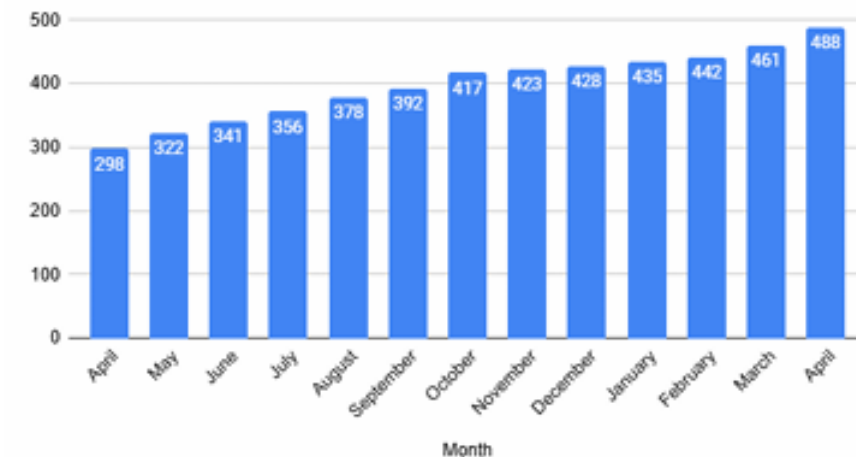
How are page views trending compared to prior month?



Total Engagement



LinkedIn Followers



## 5 Workplan (1)

Actions: No actions requested

Purpose of this item:

- an update on progress with the 4 tasks/activities FlexForum is working on

Supporting the EECA scaled DF pilot project. Spoke with EECA 5 May.

- status of each scaled pilot. There are potentially 6 pilots; 2 signed; 1 close to signing; and 3 a bit further away. 5/6 are FF Members
- FF role is coordination and assessment/feedback. We are still confirming the specific activities involved in each activity.
  - there are two parts to the coordination activity.
    - assisting with coordination of each individual pilot. This is subject to agreement of the distributor leading each pilot.
    - assisting with overall EECA DF project coordination. This involves giving expert advice to EECA about how things could be done to deliver the project objective, eg, what monitoring data is needed, trial design, and who needs to be in the conversation
  - the assessment/feedback activity involves quarterly and annual updates on project progress using information provided by EECA/the distributors (both must agree to information being publicly available), and independent market feedback gathered from FlexForum members and key stakeholders
    - the assessment/feedback will be an independent expert review of project progress
    - the assessment/feedback will be provided via webinars (quarterly) and report (annually). Timing/scope of these will be confirmed once there is certainty about the FF role and the number/nature of pilots
- we are waiting on information from EECA about the state of play with the confirmed pilots and participants.



## 5 Workplan (2)... continued

### Actions:

1. Confirm the process for assessing progress with the Flexibility Plan

Assessing progress with the Flexibility Plan. The proposed 2025 progress assessment process involves:

- Get status updates from the responsible parties identified in the Plan. This is a new thing. We will work with the parties to make the update process as easy and useful as possible.
- Get information on relevant learning-by-doing from Members and partners.
- A Member survey to obtain their insight and expert opinion. This was done in 2024 through a survey and workshops to discover. A similar approach will be used for 2025.
  - Delivery of outputs for each step in the Plan - 'Is progress complete/underway/planned/not started?'
  - Impact of progress for each step in the Plan - 'Has the progress achieved made flexibility easier / more routine?'
- Collating insights and results into an initial Progress report which will be shared with Members
- A final Progress report will be presented to Members at the 2025 AGM. This provides the timeframe for the assessment process.

Deep dive into the 'digitalisation and data' snake pit

- we are not starting from scratch. We have outputs of a May 2024 FF workshop, this May 2024 initial [think piece on flex data needs](#) prepared by Bluecurrent, and the scope for a task to [Set the scene for digitalising the electricity ecosystem](#) (agreed in February 2022)
- several parties have said they are keen to be involved, including Cortexo, Bluecurrent and Otago. Otago has research underway into Access to Electricity Smart Meter Data (see pages notes for more detail)
- the deep dive will not start until June-ish without extra resources due to an immediate focus on the Progress report.

Advice to regulators.

- we gave [this advice](#) to the Commerce Commission on its draft decision to approve Transpower's WBOP project. Without any coordination, our advice was aligned with what Powerco said.
- we are speaking with the EA on 29 May about its issues paper on [the opportunities and challenges of a more decentralised electricity system](#). Feedback is due by 4 June. Any FF advice beyond the conversation can probably just point to Flexibility Plan 2.0 which describes the actions required to implement a decentralised power system.
- Things in the pipeline. The EA is understood to be consulting on DSOs and digitalisation in the next month or so. Both these topics are relevant to the Flexibility Plan.

## 6 Finance update

### Purpose of this item:

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

### Cash balance projection is positive to February 2026

- budget includes EECA funds for supporting DF project
- tracking \$7k under budget for the 3 months to 30 April including extra comms spend

### Status of subscriptions

- 1 (small) membership subscription outstanding
- 1 new (small) and 3 renewing membership in May.

**Actions:** No action requested

# 7 2025 AGM arrangements

## Actions:

1. Confirm the AGM process
2. Confirm the proposed AGM date

## Purpose of this item:

- confirm the process and arrangements for the 2025 AGM

FF must hold its 2025 AGM by 30 September. Business will include:

- present a report from the independent chair on FF affairs for 2024-25. *This will be prepared by the chair/secretariat.*
- present the 2024-25 statement of accounts. The accounts were finalised by the accountant and signed in April.
- decide appointments to the Steering Group. *There are at least 6, and up to 7, vacancies to fill. The nomination and voting process must start 45 days before the AGM.*
  - Shay, John, Terry, Matt and Fiona need to stand down. SG members will serve for an initial two-year term but may be appointed for a further two year term.
  - Tim was appointed to serve until the AGM.
- review progress against the Flexibility Plan. *This will involve discussing the 2025 progress report.*
- review the workplan and approve the annual budget. *To be prepared.*
- if necessary, changes to the Flexibility Plan. *No changes anticipated.*
- if necessary, changes to the constitution. *The constitution must be updated before 5 April 2026 to align with the new Incorporated Societies Act 2022.*
  - [here](#) is a draft constitution with revisions required to comply with the Act. *An explainer of the changes will be prepared.*
- any other business included in the notice of meeting. Members can request other business by notifying the SG.

Proposed AGM date = 28 August. This is just over 16 weeks (110-ish days) away.

- 5 June = the meeting notice would be sent and SG appointment process started

## 8 Actions

### Purpose of this item:

- Note actions

Actions from FlexForum and Steering Group meetings from 1 July 2023 to 30 April 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:

- confirm the date for the next Steering Group meeting

### Next Steering Group meeting

- a SG meeting is scheduled (diarised) for Thursday 12 June.

**ACTION:** confirm the date for the next SG meeting

# 10 Other business

Purpose of this item:

- Other business