

FLEXFORUM |

Steering Group meeting

When	Monday 21 July 2025, 0930-12
Where	Virtual
Who	Shay Brazier, Toby Stevenson, Matt Smith, Tim Calder, Fiona Wiseman, Daniel Gnoth (Ara Ake), John Campbell, Secretariat: Craig Evans, Lyndal Blatch Observers: Brian FitzGerald (EECA), Sean McCready (CC),
Apologies	Mark Herring (EA), Peter Bartlett (MBIE), Rebecca Osborne, Terry Paddy

Session notes

1: Welcome

The Chair welcomed everyone to the session.

The SG:

- confirmed there was a quorum
- noted their individual obligations relating to the Commerce Act 1986 prohibiting anti-competitive conduct
- noted apologies
- confirmed the agenda.

Strategic items

2: Members views on the FlexForum value proposition

The SG discussed the insights and observations of the Chair from conversations with the membership.

- 19 Members have been contacted so far to discuss FlexForum. These perspectives were shared:
 - We want the opportunity to share what we are doing / find out what others are doing

- o Keep the forum in FlexForum and have a place to test issues with civility and curiosity
- o Make FF content accessible to a wider range of readers than active FF participants
- o Not an advocacy or policy shop... but, it is important to represent the view of Members to decision-makers.
- This is where the idea of lunchtime seminars came from. They are to help keep the forum in FlexForum by giving Members a place to come together and share a story/success, share problems and test ideas.
- The SG agreed that this initiative should go ahead to connect people and share challenges, while noting operational considerations.
- The SG discussed ways to get and share information outside the lunchtime sessions, noting the value of curious and civil conversations about controversial topics.

3: Engagement

The SG discussed engagement activity since the previous SG meeting.

- Flex Day 2025 is happening on 9 September in association with EECA and EEA.
 - o The morning session is available to all comers who sign up to the workshop. The afternoon session is exclusively for FlexForum members only. The agenda is still being prepared but we will hold a Q&A session and a discussion on progress with the flexplan.
 - o The SG welcomed the offer of support and assistance from Ara Ake
- The SG noted conversations had and upcoming, including the successful seminar at ANU, and the upcoming presentation to the ENA FNF forum
- The SG noted an update on website, newsletter and LinkedIn channel activity.

4: Workplan

The SG noted an update on workplan activity.

- **Supporting the EECA scaled DF pilot project:** participating distributors are scoping/developing their pilots. Most of the distributors are part of a coordination group.
- **Assessing progress with the Flexibility Plan:** survey results are in with 15 responses (35% members) from a cross section of members.
- **Deep Dive into Digitalisation and Data:** the take-outs to the recent workshops will be available soon to everyone. Progress is taking second place to the 2025 progress assessment.
- **Advice to regulators:** three bits of advice sent to the EA since the previous SG meeting. The effort directed to consultations needs to be managed, noting priorities and FF is not an advocacy body. The SG agreed to focus on issues relevant to delivering the flexibility plan.

5: Finance

The SG noted the finance update.

- 2025 budget is tracking under budget due to availability of extra doers
- member subscriptions are being received.

The SG discussed a 2026 budget proposal to take to the 2025 AGM. The proposal was developed to align with the needs and expectations of Members and match expenses to subscription income. The SG endorsed taking the 2026 budget proposal to the AGM.

- the 2026 budget proposal supports a workplan to deliver the core FF function of maintaining and reporting Flexibility Plan progress, keeping the forum in FlexForum, flexibility leadership through deep dives and supporting learning by doing.
- the budget proposal assumes current membership levels. Expenses are similar to 2026. The SG noted membership renewal is not guaranteed, but the chair observed that interactions with members indicate satisfaction with the FlexForum proposition.

Procedural items

6: Steering Group Nominations

The SG noted seven nominations were received for the seven SG vacancies.

The SG

- confirmed the nominees each meet the criteria and requirements of a SG member and reflect a diverse and whole-of-supply chain interests and participation in FlexForum.
- agreed that a Member vote is not necessary because the number of nominations matches the number of vacancies.

7: Membership requested

The SG noted 2 membership enquiries.

8: Actions

The SG noted the status of actions from previous sessions. All actions are underway.

9: Next Steering Group meeting

The SG confirmed the next SG meeting is Thursday 14 August 2025.

The SG noted the 2025 AGM is 28 August 2025.

10: AoB/Close

No other business.

Meeting finished at 11am.