PoC – Procedures Working Group (PWG) Meeting: Meeting Notes

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| DATE: | Thursday 14 January |
| TIME: | 11.00 am – 12.00 pm  |
| LOCATION: | AEMO Melbourne office and teleconference |
| Contact: | POC@aemo.com.au |

ATTENDEES listing:

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| **NAME** | **ORGANISATION** | **COMMENT** |
| Brendan Ring | AEMO | Chair |
| Aaron Bensted | AEMO | Secretariat |
| Lee Brown | AEMO | Melbourne |
| Sarah Eager | AEMO | Melbourne |
| David Ripper | AEMO | Melbourne |
| Tim Sheridan | AEMO | Melbourne |
| Jeff Roberts  | ActewAGL | Melbourne |
| James Golding  | Acumen Metering | Melbourne |
| Peter Ellis | Ausnet Services | Melbourne |
| Randall Brown | Energy Australia | Melbourne |
| Karly Train | Energy Australia | Melbourne |
| Nirav Rajguru | Jemena | Melbourne |
| Mara Tenis | Lumo/ Red Energy | Melbourne |
| Darren Bailey | Origin Energy | Melbourne |
| Camille Hymer | Pacific Hydro | Melbourne |
| Stephen Thomson | United Energy | Melbourne |
| Glenn Palleson | ActewAGL | Teleconference |
| Caroline McGeechan | Active Stream | Teleconference |
| Shaun Cupitt | Acumen Metering | Teleconference |
| Jenny Baltatzidis | AGL | Teleconference |
| Stephen Zok | Ausgrid | Teleconference |
| Jackie Krizmanic | Ausnet Services | Teleconference |
| Trent Jenkins | Brave Energy | Teleconference |
| Naomi Feast | Blue NRG | Teleconference |
| Greg Szot | CitiPower | Teleconference |
| Mark Pilkington  | CitiPower | Teleconference |
| Susan Streeter  | ENA | Teleconference |
| Anton Muller | Endeavour Energy | Teleconference |
| Brendon McEntee | Endeavour Energy | Teleconference |
| Lyn McBryde | Energex | Teleconference |
| Douglas Miles | Energex | Teleconference |
| Mottel Gestetner | Enernoc | Teleconference |
| Peter Munson | Ergon | Teleconference |
| Jenna Polson | ERM Power | Teleconference |
| Tony Woolfe  | Essential Energy | Teleconference |
| Leon Vilfand | Jemena | Teleconference |
| Vincent D’Agostino | Landisgyr | Teleconference |
| Stefanie Macri | Lumo / Red Energy | Teleconference |
| Andrew Mair | M2 | Teleconference |
| Charles Coulson | Metropolis | Teleconference |
| Joanne Tseng | Mojo Power | Teleconference |
| Robert LoGiudice | Origin Energy | Teleconference |
| Oliver Derum | PIAC | Teleconference |
| David Rofe | Powercor | Teleconference |
| Vannasone Sihathep | Powercor | Teleconference |
| Ian Wolhuter | Powermetric | Teleconference |
| Haiden Jones | Powershop | Teleconference |
| Peter Van Loon | Powershop | Teleconference |
| Marcus Hankey | Select Solutions | Teleconference |
| Krys Baker | Service Works | Teleconference |
| Umesh Dutt | Service Works | Teleconference |
| Monalisa Navaria | Service Works | Teleconference |
| Alan Love | Simply Energy | Teleconference |
| Gavin Dufty | SVDP | Teleconference |
| Ty Crowhurst | TAS Networks | Teleconference |
| Warren Brooks | TAS Networks | Teleconference |
| Verity Watson | United Energy | Teleconference |
| Doug Ross | Vector AMS | Teleconference |
| Opal Russ | Vector AMS | Teleconference |
| Brian Sykes | Western Power | Teleconference |
| Adam Spink | Wipro | Teleconference |
| Krishna Mandalika | Wipro | Teleconference |

**Red text highlights action items.**

The following notes are a summary of the conversation that took place with reference to the slides within the presentation: ***POC – Procedures Working Group (PWG) Industry Meeting - 14 January 2016***

***Meter Replacement Process (MRP) Rule Change***

* AEMO noted this rule change is currently at draft determination stage with the final determination not expected until March 2016. There are potential changes to procedures, in addition to those already being amended as part of Metering Competition (MC) and Embedded Networks (EN).
* Upon the release of the final determination, AEMO will assess the impact to procedures and if necessary, will incorporate changes for MRP into the topics for discussion at the pre-consultation workshops.

***Review of Objection Codes in MSATS***

* AEMO noted the COAG Energy Council had requested AEMO to review objection codes and MSATS procedures. This review will take place simultaneously with the procedure changes for MC and EN with AEMO to discuss the outcomes of the objection code review at the pre-consultation workshops.

***Procedure Framework***

* AEMO outlined its proposed changes to the procedures framework which will involve consolidating, streamlining and removing any outdated, irrelevant or duplicated provisions in existing procedure documentation.
* AEMO indicated that the content of procedures must be accurate and the format/ structure needs to be compliant. At the commencement of formal consultation, AEMO will release documentation specifying the amendments made to the procedures under the new framework. This will include the rationale for any changes that are proposed for consultation and mapping of documents and provisions under the old and new procedure frameworks.
* Participants queried how the framework changes will relate to B2B Procedures. AEMO indicated that there is the potential for definitions in the B2B Procedures to be included in the new Glossary document. This could simplify the existing set of B2B procedures, but that B2B procedures are the responsibility of the Information Exchange Committee (IEC).
* AEMO will provide an overview of the approach to the AEMO procedure framework to the IEC at the upcoming IEC strategy day.
* AEMO indicated that formal consultation will commence on 22 April 2016 in accordance with the prescribed consultation process and timelines under the NER.

***Workshop Participation***

* Based from participant feedback received at the December workshop, AEMO indicated the format of future workshops will be focused on specific themes/ topics. Discussions will be on technical/ procedural matters and will not be information or training sessions based on material already published in the final rule determinations.
* Participants queried the role of representatives at future workshops indicating that only Subject Matter Experts (SMEs) should attend, with participation limited to only 1 person per organisation (where applicable).
* Participants queried whether other working groups could be utilised, i.e. Meter Provider (MP) and Meter Data Provider (MDP) working groups.
* AEMO confirmed that working groups would be open to all interested parties, whilst strongly recommending that representatives attending should have appropriate expertise to provide input into the process. AEMO accepted the suggestion that specific development of technical matters could be considered at the MP and MDP forums, both of which are being scheduled prior to 22 April.
* Participants queried the timeliness of producing agendas and workshop materials 10 days before the scheduled date allowing for review and provide in the workshop valuable input on matters. Further to this ensuring the workshops have smaller attendance to appropriately facilitate for effective outcomes in relation to the rules.
* AEMO acknowledged the open nature of attendance for working groups/ forums and the time criticality of producing the materials in a timely manner that having a smaller attendance for the workshops will be critical for completing the required work. Further this it was noted that businesses need to coordinate adequate representatives attend the working groups. It is possible that at times AEMO will not meet the timelines set of producing specified agendas and meeting papers.
* AEMO also informed Industry there may be a requirement to hold ad-hoc teleconferences on a particular matter outside of the workshop schedule.

***Workshop Discussion Topics***

* AEMO indicated that the next workshop is scheduled for 3 and 4 February 2016. AEMO will assess at that meeting whether 2 day workshops are necessary and productive, given the cost to stakeholders of supporting such a process. Prior to this workshop, AEMO will send a discussion paper outlining the topics and questions where input will be sought from Industry participants.
* Participants suggested that the meeting and working group invitations are sent out to clearly outlining the purpose of workshop and the potential need to have the relevant business SMEs in attendance. AEMO acknowledged this point however remains conscious not to limit attendance.