5MS Program Consultative Forum No.1 Meeting Notes

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| MEETING: | Program Consultative Forum (PCF) |
| DATE: | Friday 13 July 2018 |
| TIME: | 10:00 AM - 1:00pm |
| LOCATION: | AEMO Offices Melbourne, Sydney, Brisbane, Adelaide- Video/Teleconference |

Attendees:

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| **Attendee** | **Organisation** | **Office** |
| Chris Muffett | AEMO | Sydney |
| Gary Eisner | AEMO | Sydney |
| Emily Brodie | AEMO | Sydney |
| Graeme Windley | AEMO | Melbourne |
| Jennifer Fikret | AEMO | Melbourne |
| Annebelle Horkan | AEMO | Brisbane |
| Hamish McNeish | AEMO | Brisbane |
| Robert Lo Giudice | Acumen | Melbourne |
| Linda Brackenbury | Plus ES | Melbourne |
| Stephen Thompson | AusNet Services | Melbourne |
| Peter Spittle | Jemena | Melbourne |
| Melinda Green | Energy Australia | Melbourne |
| Christian Suprijatna | Acciona | Melbourne |
| Chris Streets | AGL | Melbourne |
| Piera Lorenz | Telstra | Melbourne |
| Daniel Hillier | Meridian | Melbourne  |
| Aakash Sembey | Simple Energy | Melbourne |
| Justin Stute | Select Solutions | Melbourne |
| Emma Youill | AusNet Services | Melbourne |
| Justin Stute | Select Solutions | Melbourne |
| Paul Greenwood | VectorAMS | Melbourne |
| Justin Betlehem | AusNet Services | Melbourne |
| Christine Lu | Infigen Energy | Sydney |
| Darren Pace | Alinta Energy | Sydney |
| Fergus Stuart | Origin Energy | Sydney |
| Jonathan Briggs | Metering Dynamics | Brisbane |
| Scott Sheehan | Arrow Energy | Brisbane |
| Damien Lynch | EnergyQ | Brisbane |
| Adam Branson | Stanwell | Brisbane |
| David Woods | SA Power Networks | Adelaide |
| Daniel Mascarenhas | AGL | Dial-In |
| Dannii Upham | Energex | Dial-In |
| Jeff Roberts | Evo Energy | Dial-In |
| Gabriel Clarke | Power Metric | Dial-In |
| Peter Van Loon | Meridian Energy | Dial-In |
| Panos Priftakis | Snowy Hydro Limited | Dial-In |
| Paul Willacy | Aurora Energy | Dial-In |
| Leanne Rees | TasNetworks | Dial-In |
| Terry Lodge | Energex | Dial-In |
| Matthew Parker | Endeavour Energy | Dial-In |
| Chris Murphy | Telstra | Dial-In |

1. **APOLOGIES**

Gary Butcher – Geomatic Technologies

Catherine Fetherstonhaugh – Energy One

Kristie Brennan – Energex

Dean Lane – Origin

1. **WELCOME**

Attendees were welcomed to the Program Consultative Forum and apologies noted.

1. **PCF OBJECTIVES AND EXPECTATIONS – C. Muffett**

The 5MS program engagement structure reflects the PCF role in coordinating planning and addressing risks and issues to deliver the program objectives. The Executive Forum is chaired by Peter Geers – EGM Markets, and aimed at executive level managers overseeing the program to also ensure the necessary support and visibility at an appropriate level. The PCF is not a decision-making group, with contentious issues being escalated to the Executive Forum, AEMO’s Steering Committee or Board of Directors.

Working groups will consist of Procedures, Systems and Readiness. Attendees were encouraged to nominate representatives to these groups.

The PCF will meet monthly for three hours with VC and dial in facilities, however attendees are encouraged to attend via VC at AEMO offices.

Procedures Working Group (PWG) call for nominations will commence today.

1. **PROGRAM BACKGROUND – G. Windley**

The background of 5MS was summarised and a high-level overview given. Procedures go live 1 December 2019 and are currently in progress.

Readiness will accelerate at completion of Procedures in December 2019.

IT development is planned for completion by 1 July 2020 to allow for testing.

MDP re-accreditation – requirement on re-accreditation of MDPs who modify their systems. AEMO is looking at changes to interfaces and will need to change systems and thus necessitate reaccreditation. (Action required)

Industry testing as planned will be over summer and holiday period and may be better placed earlier. Industry Testing will consist of bids and offers submission and how interactions are developing with AEMO market systems.

Concern was expressed around the size of the workgroup structure, as it is restrictive to smaller organisations who do not have the resources to have representation on all work groups. Updates will be provided via communications (newsletters, fact sheets etc.), however it is up to participants to ensure they are ready. AEMO is currently sending a fortnightly update and at the end of year an email newsletter will commence to broader industry and AEMO’s website, focussing on key information. Factsheets will also be published to assist and can address specific groups across industry.

5MS Drafting Rule change on the project plan has been included as a contingency if part of the rule change is inoperable. AEMO may be required to submit a rule change to the AEMC seeking clarification or amendment to improve the implementation of the rule. The concern is the rule may not provide clarity of the hand over for participants. (Action required)

Concern was expressed on commencing build prior to procedures completion, however it was noted the IT packages are occurring first in the procedures and testing is 2020. December go live is not Market go live. All procedures must be ready by 1 December 2019 but they will be staggered and prioritised, with most being implemented well in advance of this date.

1. **PROGRAM UPDATE**

Procedures are currently on track and Systems are in the design and planning stage – with internal architecture and increases in data occurring. Other industry initiatives coming on line during the three years are also being considered to allow flexibility.

Life support changes do not have any implications for 5MS with procedure development, however it may affect AEMO internally from a system perspective. The Global Settlement Rule Change has been included as the opportunity was available to provide the capability to turn it on as part of the 5MS changes. The DER Register rule change has no direct impact on 5MS scope, however it is another activity that AEMO’s systems must cater for.

An additional forum with a two-way interaction at a more senior level was suggested for AEMO on system planning. Attendees mentioned the sheer amount of industry change occurring and felt there needs to be more planning and discussions. (Action required)

1. **PROCEDURES WORKSTREAM UPDATE**

5MS and five-minute forecasting project - Changes as part of 5MS are about bid and offer granularity whereas the 5 minute Forecasting program is around inputs into the dispatch engine from AWEFS and ASEFS. This work feeds into the dispatch system, meaning the programs are not related.

1. **SYSTEMS WORKSTREAM UPDATE**

Work is being prioritized in line with procedures work and impact on participants. SWG on 24 August will discuss meter data and bids and offers, including EMMS systems and interfaces of meter data going into the MSATS system.

After SWG is formed the initial meeting will focus on forming sub-groups. The Standing Data review requires a specialist skill set and should be flagged with the Executive Forum.

The project timeline allows for a gradual transition to the five-minute timeframes. Timelines will be confirmed when the design is in place and are currently indicative. (Action required)

1. **PROCEDURE WORKING GROUP APPROACH**

The PWG is the forum for industry to engage on 5MS procedure development. The PWG will meet monthly for three hours at AEMO offices via video conference. PCF representatives will nominate a PWG representative (and an alternative if desired). AEMO will endeavour to provide meeting material 5 business days prior to the meeting. (Action required)

For complex areas, focus groups may be formed to work through the detail of procedures. The PWG will have input into the formation of these focus groups and will nominate the members. Other existing groups can also be used for this purpose e.g. the Settlement Residue Committee, Metering Data Provider working group and the Settlement Managers Working Group.

There was discussion around smaller organisations with resource constraints struggling to attend the various 5MS program forums. Participants suggested information sharing or utilising larger organisations’ representatives to pass on information could assist. (Action required)

AEMO will also look at other working groups that may potentially impacted, or able to provide input to the program i.e. ERCF on MSATS and CATS procedures. (Action required)

1. **RISK AND ISSUE MANAGEMENT – G. Windley**

Issues affecting schedule/delivery will come via the PCF, be registered and escalated to the EF if they are significant enough to affect the entire program. (Action required)

1. **GENERAL QUESTIONS**

Working groups on financial market impact – Mike Chadwick, AFMA are intending to form a Five-Minute working group and the ASX have expressed interest regarding facilitating changes to the exchange trading instruments.

Co-ordination may be required with AFMA and ASX for information, however no specific forum is required. AEMO and the ASX will have a participant in AFMA working group.

Other exchange platforms should also be kept in the loop on 5MS changes.

PCF meeting invitations will be sent. (Action required)

EF agenda and slidepack should be sent to PCF. (Action required)

1. **FORWARD MEETING PLAN**

Attendees were thanked for their attendance and advised the next PCF will be Friday, 24 August 2018.

Actions arising from PCF meeting on 13 July 2018

| **Item** | **Topic** | **Action required** | **Responsible** | **By** |
| --- | --- | --- | --- | --- |
| 4.1 | Program Background | AEMO to provide further detail on MDP re-accreditation requirement and discuss with PWG.  | Emily Brodie | 20 Aug. 2018 |
| 4.2 | Program Background | AEMO to provide a list of the potential items that require a clarification to the rules in order to support 5MS implementation | Emily Brodie | 8 Aug. 2018 |
| 5.1 | Program Update | Discuss need for additional forum with a two-way interaction at a more senior level on system planning with Executive Forum. | Graeme Windley | Complete |
| 5.2 | Program Update | Discuss interaction with, and resource requirements of, other initiatives (e.g. DERR, standing data review) with EF | Graeme Windley | Complete |
| 5.3 | Program Update | Update project plan to align with systems workstream | Graeme Windley | 8 Aug. 2018 |
| 7.1 | Systems Work Stream | AEMO to provide some clarification on how we aim to manage the go-live – i.e. that bids/offers and meter data will support the new interfaces/processes earlier than 1-Jul-2021. | Hamish McNeish | 8 Aug. 2018 |
| 8.1 | Procedures Working Group | PCF member to provide feedback on the PWG Draft Terms of Reference available at: <http://aemo.com.au/Electricity/National-Electricity-Market-NEM/Five-Minute-Settlement/Procedures-Workstream/Procedures-Working-Group>  | PCF Members | 27 Jul. 2018 |
| 8.2 | Procedures Working Group | PCF members to provide PWG nominations to 5ms@aemo.com.au. | PCF Members | 20 Jul. 2018 |
| 8.3 | Procedures Working Group | PCF members to provide feedback on how resource constrained smaller participants can engage with the work of the PCF, PWG and SWG.  | PCF Members | 1 Aug. 2018 |
| 8.4 | Procedures Working Group | AEMO to consider how resource constrained participants can engage with the work of the PCF, PWG and SWG.  | Gary Eisner  | 8 Aug. 2018 |
| 8.5 | Procedures Working Group | AEMO to change PWG meeting date because the July meeting clashes with an industry event.  | Emily Brodie  | Complete |
| 8.6 | Procedures Working Group | AEMO to engage with PWG on how procedures are packaged and prioritised. | Emily Brodie  | 3 Aug. 2018 |
| 8.7 | Procedures Working Group | AEMO to provide feedback to PCF about formation and timing of focus groups  | Emily Brodie  | 8 Aug. 2018 |
| 8.8 | Procedures Working Group | AEMO to provide procedures tracking dashboard to PCF each month | Emily Brodie  | Ongoing |
| 8.9 | Procedures Working Group | AEMO to ‘track change’ procedure documents for the PWG’s consideration.  | Emily Brodie  | Ongoing |
| 8.10 | Procedures Working Group | Provide master list of procedures to PWG | Emily Brodie  | 3 Aug 2018 |
| 8.11 | Procedures Working Group | AEMO to consider other forums that may be impacted, or able to contribute to 5MS | Emily Brodie | 3 Sep 2018 |
| 9.1 | Risk and Issue Management | Present an industry risk/issue register at next PCF meeting. | Graeme Windley | 8 Aug. 2018 |
| 10.1 | General Questions | PCF meeting invites to be sent | Jennifer Fikret | Complete |
| 10.2 | General Questions | Include on Copy EF agenda/slidepack email to PCF | Graeme Windley | Complete |