

AGENDA – Operational Transportation Service Code Panel (OTSCP)

MEETING: OTS Code Panel Meeting 1
 DATE: 20 March, 2020
 TIME: 12:00PM-1:00PM (AEDT)
 LOCATION: Video and Teleconference;
 TELECONFERENCE: Meeting link: Available [here](#)
 Meeting phone number: 1800 468 102
 Meeting number: 577 162 130
 Meeting password: SSsk22c3328 (77752223 from phones)
 CONTACT: otscodpanel@aemo.com.au

ITEM	TIME	TOPIC	PAPERS	RESPONSIBLE	ACTION
1.	12:00-1:10pm	Welcome and Apologies		Hugh Ridgway (Chair)	Note
2.	12:10-12:15pm	Confirm Agenda		Hugh Ridgway (Chair)	Discuss
3.	12:15-12:20pm	Code Amendment Log	Code Amendment Log	Hugh Ridgway (Chair)	Note
4.	12:20-12:30pm	AER OTSA Compliance Review	AER Compliance Review Report	Hugh Ridgway (Chair)	Discuss
5.	12:30-12:40pm	Proposed changes to OTS Code Panel Election Procedures and Operating Manual	Change-marked OTS Code Panel Election Procedures and Operating Manual	Jordan Daly (AEMO)	Discuss
6.	12:40-1:00pm	Other business and next meeting		Jordan Daly (AEMO)	Discuss

Note: This Panel meeting may be recorded to assist with minuting

OPERATIONAL TRANSPORTATION SERVICE CODE PANEL

MINUTES

MEETING: OPERATIONAL TRANSPORTATION SERVICE CODE PANEL

DATE: Monday, 23 March 2020

TIME: 11:00am-12:00pm (ADST)

LOCATION: Webex

ATTENDEES:

NAME	COMPANY / DEPARTMENT	CAPACITY
Hugh Ridgway	AEMO	Chair
Jordan Daly	AEMO	Secretary
Michael Handley	Origin	Member - Transportation Facility User (Large)
Jan Peric	Jemena	Member - Transportation Service Provider
Susan Moore	APLNG	Member - Transportation Facility User (General)
Alexandra Curran	APA/SEAGas	Alternate Member - Transportation Service Provider

APOLOGIES:

NAME	COMPANY / DEPARTMENT
Ainslie Lynch	APA/SEAGas

1. Meeting Opened

2. Confirmation of Minutes of Previous Meeting

As this is the inaugural meeting of the OTS Code Panel, there were no previous minutes to discuss.

3. Action Items

As this is the inaugural meeting of the OTS Code Panel, there were no previous actions to discuss.

4. Agenda Items

a. Welcome and apologies

Hugh Ridgway (AEMO) welcomes attendees to the inaugural OTS Code Panel meeting.

b. Confirm agenda

The agenda was agreed to. No conflicts of interest were declared. Alexandra Curran (APA/SEAGas) was unanimously accepted as the alternate representative for APA/SEAGas

c. Code amendment log

Hugh Ridgway (AEMO) noted that the Code amendment log template, circulated as part of the meeting pack, would continue to be updated as amendment proposals were received by the Panel.

d. AER OTSA Compliance Review

Hugh Ridgway (AEMO) noted the publication of the Australian Energy Regulator OTSA Compliance Review and that a number of areas of the OTS Code were identified as potentially warranting further development or consideration by the Panel.

e. Proposed changes to the Procedures

Jordan Daly (AEMO) outlined the changes indicated in the the change-marked Operating Manual and Election Procedures. As these are non-urgent administrative changes, they can be delayed until the standard consultative procedure no longer requires a newspaper advertisement to be posted or more substantial changes are suggested,

5. Other Business

The indicative date of the next Panel meeting is Wednesday 16 September 2020.

6. New action items raised at meeting

ITEM	TOPIC	ACTION REQUIRED	RESPONSIBLE	BY