

## AGENDA – DER REGISTER: DELIVERY TEAM 2 MEETING

MEETING: DER Register – Delivery Team 2 (Process Design) Meeting  
 DATE: Monday, 6 May 2019  
 TIME: 2.00 pm – 4.00 pm (AEDT)  
 LOCATION: Webex / phone  
 TELECONFERENCE: [Join Webex meeting](#)  
 Dial: +61-2-9037-0069 or 1800 468 102 | Meeting number (access code): 572 888 143 | Meeting password: 96678772

CONTACT: [DERRegister@aemo.com.au](mailto:DERRegister@aemo.com.au)

No.	Time	Topic	Key Discussion points	Responsible
1.	2.00 – 2.10	Welcome and Introductions	<ul style="list-style-type: none"> <li>Terms of Reference</li> </ul>	Tom Butler
2.	2.10 – 2.15	Update on project	<ul style="list-style-type: none"> <li>Project status and direction</li> </ul>	Tom Butler
3.	2.15 – 2.40	Summary of stakeholder engagement	<ul style="list-style-type: none"> <li>Overview of submissions</li> </ul>	Tom Butler
4.	2.40 – 3.20	Draft collection process	<ul style="list-style-type: none"> <li>Considerations in light of the collection process</li> </ul>	Tom Butler
5.	3.20 – 3.50	Data validation and integrity	<ul style="list-style-type: none"> <li>Considerations of integrity challenges and opportunities</li> </ul>	Tom Butler
6.	3.50 – 4.00	Next steps		Tom Butler
7.	Meeting Close			Tom Butler

# DELIVERY TEAM TERMS OF REFERENCE

On 13 September 2018 the AEMC made a final rule for the Australian Energy Market Operator (AEMO) to establish a register of distributed energy resources (DER) in the national electricity market by 31 November 2019. To facilitate the effective delivery of the DER Register, AEMO are establishing a delivery team to support effective communication and collaboration between AEMO and industry representatives.

## TEAM OBJECTIVES

- Share expertise and facilitate the development and construction of the DER Register (across the four streams).
- Provide the opportunity to raise and address issues relating to the establishment of the DER Register.
- Facilitate timely feedback, including prioritisation of issues, that can contribute to an iterative design process.
- Allow better information sharing between AEMO and industry.

## SCOPE

The DER Register delivery team will function through the duration of the project to the implementation of the DER Register (by 31 November 2019), ceasing operation upon implementation. The work of the delivery team will be split into four streams to better manage the broad set of skills needed in this project.

### *Stream 1: Data model*

- Advice and testing of DER configurations to ensure the data model is fit for purpose.

### *Stream 2: End to end process design*

- Defining the end-to-end process for collection and dissemination of DER Register data.
- Integrating of the DER Register with existing data collection processes.

### *Stream 3: Integration of existing datasets*

- To be kicked off Q2 2019 (closer to implementation).
- Provision of existing datasets from NSPs.
- Integration and validation with the CER dataset.
- Advice on the completeness of existing data and applicability to the proposed data model.

### *Stream 4: IT implementation*

- To be kicked off Q2 2019 (closer to implementation).
- Advice on integration with DNSP systems.
- Active involvement in User Acceptance Testing.

## TERMS OF ENGAGEMENT

The delivery team will consider technical matters of the development, implementation and operation of the DER Register and provide advice or information to support the successful delivery of the DER Register.

AEMO is ultimately accountable for the delivery and operation of the DER Register and therefore is responsible for final decisions associated with the DER Register.

AEMO reserves the right to add additional representatives to the delivery team if their contribution is expected to increase the value or effectiveness in relation to any or all streams.

## COMMUNICATION

Communication will be on an ad-hoc basis for each stream, reflecting the current stage and needs of the DER Register project. Documents will typically be provided via email, with meetings scheduled as required for larger or more complex items that require discussion.

## MEETING MATERIALS

AEMO will:

- Prepare and distribute all meeting correspondence via email;
- Publish meeting records on the AEMO website;
- Circulate relevant materials and an agenda prior to a meeting; and
- Circulate draft minutes after a meeting.