

5MS Readiness Working Group (RWG) Meeting Notes

MEETING: 7
 DATE: Tuesday 10 December 2019
 TIME: 10:00 AM – 12:00 PM
 LOCATION: AEMO Offices Melbourne, Sydney, Brisbane, Adelaide and by Webex

Attendee	Organisation	Location
Aakash Sembey	ENGIE	Melbourne
David Waterson	Jemena	Melbourne
Malcolm Hempel	Tango Energy	Melbourne
Anne-Marie McCague	AEMO	Melbourne
Greg Minney	AEMO	Melbourne
Linda Brackenbury	Plus ES	Sydney
Samantha Markham	AER	Sydney
Austin Tan	AEMO	Sydney
Emily Brodie	AEMO	Sydney
Sharleen Flanagan	ERM Power	Brisbane
Gerard Dunne	Stanwell	Brisbane
Blaine Miner	AEMO	Brisbane
Adrian Honey	TasNetworks	WebEx / Dial In
Andrew Peart	AGL	WebEx / Dial In
Darren Pace	Alinta	WebEx / Dial In
David McKenzie	TBC	WebEx / Dial In
Dino Ou	Endeavour Energy	WebEx / Dial In
Fergus Stuart	Origin	WebEx / Dial In
Nick Gustafsson	Red/Lumo	WebEx / Dial In
Nicole Bright	Energy Queensland	WebEx / Dial In
Paul Greenwood	Vector	WebEx / Dial In
Steve Smith	Eureka	WebEx / Dial In
Steven Wilson	Hydro Tasmania	WebEx / Dial In
Terry Lodge	Energy Queensland	WebEx / Dial In
Tim Lloyd	Essential Energy	WebEx / Dial In
Warren Van Wyk	IntelliHUB	WebEx / Dial In

Note: some attendees who joined through WebEx and phone may not have been identified. Please advise via email to 5ms@aemo.com.au if you attended the meeting but have not been noted above.

1.0 Welcome and Introduction – G. Minney (Slides 1 - 2)

Attendees were welcomed to the 7th Readiness Working Group (RWG). Attendance was captured.

2.0 Minutes & Actions from previous meeting – G. Minney (Slide 4)

The meeting notes for the previous RWG held on 15 November were confirmed. The actions from meeting 6 have been reviewed and updated. Please refer to the meeting pack and list below for more details.

3.0 Workstream Update – G. Minney & E. Brodie (Slides 5 - 13)

AEMO presented an update on readiness papers, noting that a number of documents will be published in draft or final form over the new few weeks.

AEMO noted that the 5MS readiness workstream has been continually engaging with the industry on readiness issues, with four events held over the last month, with three events remaining over the month of December.

AEMO provided an update on metering procedures, noting that metering package 3 was published on 18 November. Any further changes to metering procedures will be discussed through BAU channels including the ERCF and B2B working group.

Energy Queensland commented that the information on ERCF and B2B working group is not up to date on the website. AEMO noted that the best way to get information is by contacting the ERCF and B2B working groups directly.

AEMO provided an update on the staging environment, noting that reallocations, bidding and the retail environments are now live. The next release is for the settlements environment on 16 March 2020.

More information can be found in the meeting pack.

4.0 Debrief on Reconciliation Support Workshop – B. Miner (Slides 14 - 20)

AEMO presented a debrief on the reconciliation support workshop, including the following topics:

- AEMO's calculation of UFE and UFEF – *example 1*
- RM46 UFE validation report
- How to calculate UFEA – *example 2*
- SR – Base energy summary
- FRMP Reconciliation

In response to a query from Alinta Energy, AEMO clarified that UFE will be published in energy values only between 1 July 2021 and 6 February 2022.

More details are available in the meeting pack.

5.0 Industry Readiness Reporting Plan – A.Tan (Slides 21 - 26)

AEMO provided an update on the Industry readiness reporting plan, noting that 11 responses were received in the consultation stage, five of which had either no comment or a minor comment. The plan is scheduled for publication on Friday 13 December.

AEMO presented the key feedback for each chapter of the reporting plan, and highlighting the proposed approach on a few items and invited the RWG to provide feedback.

In response to a participant request, AEMO agreed that a “n/a” response will be available to participants when providing responses to Metering transition plan monitoring criteria.

More details are provided in the meeting pack.

ACTION: 7.5.1 RWG to provide feedback on the Industry readiness reporting proposed approaches

6.0 Contingency Focus Group Workshop # 2 – A.Tan (Slides 27 - 30)

AEMO provided a debrief on the first Contingency Focus Group (CFG) that was held on 28 November 2019, noting that a total of 33 contingency scenarios were presented and discussed.

The general feedback from the CFG included:

- Link between the Contingency scenarios and Industry risk and issues register needs to be clearly defined/communicated.
- Add additional context for contingency planning scenarios
- Consider differentiating contingency scenarios by duration and timing (before or after rule commencement date)
- Consider if risks and contingencies are required to support 1 Dec 2022 rule requirements
- Ensure that final Industry risk and issues register is updated to include references to contingency scenarios

AEMO noted that the contingency scenarios register will be updated based on feedback from the first CFG, and feedback from the Risks and issues workshop. The updated register will be circulated to the CFG ahead of the second workshop on Friday 13 December.

AEMO noted that the third CFG *placeholder* is on 7 February 2020, where the draft Contingency plan will be discussed. The draft plan is scheduled for publication on Friday 20 December 2019.

7.0 Risks and issues workshop – G. Minney (Slides 31 - 34)

AEMO presented the outcomes from the risks and issues workshop, noting that a number of new readiness risks were proposed for inclusion in the register. A number of readiness workstream risks also had proposed amendments, including potential updates to the:

- Risk description
- Likelihood (Inherent and residual)
- Consequence (Inherent and residual)
- Controls
- Review date
- Contingency

AEMO noted that any proposed updates to the risk register will be presented to the PCF as part of RWG updates to the Industry Risk management process.

AEMO noted that the RWG will move to a risk review cycle based on the readiness reporting cycle, any outputs from the risk workshops will include assessment of risk trends, and recommendations for mitigations or escalation.

8.0 Industry cutover plans: B2M APIs and Reallocations – G. Minney (Slides 35 - 38)

AEMO outlined the planned cutover approach for B2M APIs release and reallocations release, noting that both releases involve the introduction of new capability to current market systems.

AEMO noted that integrated cutover plans and communications are not required, this is because:

- No existing participant interfaces require update at cutover
- No data conversion to be performed at cutover

AEMO proposed that it will deploy the capability into production once testing and assurance is successfully completed, and then confirm successful deployment of capability and production availability. Participants can then deploy in-line with their own program delivery.

In response to a question from Origin, AEMO clarified that this approach applies only to B2M APIs and Reallocations releases and not where there is a need for co-ordinated cutover planning and execution such as is required for the MDM go-live.

AEMO presented the planning timeframes for B2M APIs and reallocations, noting that the 17 March deployment milestone of B2M APIs has been identified as at risk. AEMO requested the RWG to provide feedback on potential impacts to their programs if this milestone shifts.

ACTION: 7.8.1 RWG to provide feedback on the impact to their organisations programs if the B2M API cutover milestone shifts.

9.0 Forward meeting plan and general questions – G. Minney (Slides 36 - 37)

AEMO noted that there will not be a RWG in January, and presented the proposed content for upcoming RWG meetings.

Attendees were thanked for their attendance and advised of future RWG meetings:

- Wednesday 12 February 2020
- Wednesday 11 March 2020

Next Systems Working group:

- Tuesday 21 January 2020
- Monday 17 February 2020

Next Program Consultative Forum

- Tuesday 4 February 2020
- Thursday 5 February 2020

Next Executive Forum

- 25 February 2020

Further information on the 5MS program, and a calendar of all meeting and forum dates can be found via the following link: <http://aemo.com.au/Electricity/National-Electricity-Market-NEM/Five-Minute-Settlement>.

10.0 General Questions – G. Minney (Slide 38)

No general questions were noted.



Item	Topic	Action required	Responsible	By
1.1.1	Welcome and Introduction	Participants to confirm to 5MS@aemo.com.au if required to be added to the RWG distribution list.	RWG	Completed
1.8.1	Market Readiness Strategy	RWG to provide feedback to AEMO on indicative timelines presented.	RWG	Completed
1.9.1	Interim Readiness Reporting	AEMO to release proposed interim reporting commencement dates to RWG.	AEMO	Completed
1.9.2	Interim Readiness Reporting	AEMO to provide the RWG with a draft interim readiness report structure for comment.	AEMO	Completed
1.10.1	Forward Meeting Plan	RWG members to provide proposed content/topic areas for upcoming RWG meetings.	RWG	Completed
2.4.1	Transition Timeline	AEMO to align dates and labelling of MDFF format data transition on staged transition timeline.	AEMO	Completed
2.4.2	Transition Timeline	AEMO to reflect UFE publication milestone of 1 July 2021 on staged transition timeline.	AEMO	Completed
2.4.3	Transition Strategy	RWG members to provide feedback on the presented transition approach at RWG 2 in-line with participant's own implementation programs.	RWG	Completed
2.5.1	UFE publication	AEMO to confirm if and when the draft report on UFE publication will be made available to participants.	AEMO	Completed
2.7.1	Readiness Deliverables	RWG to provide feedback on approach to merge Industry Test and Market Trial Strategy deliverables.	RWG	Completed
2.7.2	Readiness Deliverables	RWG to provide feedback on approach to delay engagement on the Accreditation Update approach from August to October.	RWG	Completed
2.8.1	RWG Content	RWG to provide feedback on proposed content and suggest content for future RWGs.	RWG	Completed



2.8.2	Readiness Deliverables	AEMO to consolidate and discuss Readiness Workstream deliverables with the RWG, including the draft and final dates for each deliverable.	AEMO	Completed
2.9.1	Vendor Engagement	RWG to provide feedback on areas that AEMO could consider further vendor engagements, including approach, areas of significance and timing.	RWG	Completed
2.9.2	Readiness Risks	RWG to provide feedback on the proposed approach to managing readiness issues and risks.	RWG	Completed
3.4.1	Software drops	AEMO to provide RWG with definitions of what is included in the package content of each software drop.	AEMO	Completed
3.5.1	Readiness Risks	AEMO to refine approach to managing industry risks and issues identified by the RWG.	AEMO	Completed
3.5.2	Readiness Risks	AEMO to align cadence of RWG readiness risk assessment sessions with the quarterly PCF risk assessment sessions.	AEMO	Completed
3.5.3	Readiness Risks	AEMO to consider updating R11 in the industry risk register to reflect deliverables that are sequenced over time instead focusing on the final 5MS go-live date.	AEMO	Completed
3.7.1	Focus Groups	RWG to provide suggestions for focus groups and/or topic areas.	RWG	Completed
4.2.1	Reconciliation Support Workshop	AEMO to consider combining the Settlement Managers Working Group with the reconciliation support workshop.	AEMO	Completed
4.4.1	Readiness Reporting	AEMO to provide more information on how readiness reporting can be 'actionable'.	AEMO	Completed
4.5.1	Contingency Arrangements	AEMO to consider including a 'shadow box' (or similar indication) for contingency arrangements on the transition gantt chart.	AEMO	Completed
4.5.2	Contingency Arrangements	AEMO to consider scheduling arrangements for developing agreed contingency scenarios and incorporation into transition plans	AEMO	Completed



4.6.1	Readiness Risks	AEMO to consider proposing a new risk in the industry risk register to manage any risks arising from transitional requirements not defined in procedures.	AEMO	Completed
4.6.2	BSB working group	AEMO to include B2B working group debriefs on the RWG forward agenda when appropriate.	AEMO	Completed
4.6.3	Metering Transition	AEMO to confirm Rule requirements relating to 5 minute metering data (delivery and reception) pre 1 July 2021.	AEMO	Completed
4.6.4	Readiness Risks	AEMO to propose a new risk in the industry risk register to manage risk arising from the ambiguity of 5 minute responsibilities pre-1 July 2021.	AEMO	Completed
4.7.1	Readiness Reporting	RWG to provide feedback on the proposed structure of the industry readiness reporting plan.	RWG	Completed
5.6.1	B2M APIs, Reallocation APIs	RWG members to provide indication of their intent and timing (if known) to implement Reallocation APIs or B2M APIs as components of their programs	RWG	Completed
5.6.2	Focus Groups	RWG to provide feedback on timing, duration, format and requests for pre-meeting materials for the RWG risks and issues workshop, and industry testing and cutover focus groups.	RWG	Completed
5.8.1	MSP accreditation plan	RWG to provide feedback on the proposed MSP accreditation approach.	RWG	Completed
5.9.1	Readiness documents	AEMO to develop a consolidated view of the engagement timelines for all readiness documents.	AEMO	Completed
6.1.1	Contingency Planning	AEMO to categorise the contingency strategies to reflect the pre-existing risks and actions.	AEMO	Completed
7.5.1	Readiness Reporting	RWG to provide feedback on the Industry readiness reporting proposed approaches	RWG	Wed 11 Dec
7.8.1	B2M API	RWG to provide feedback on the impact to their organisations programs if the B2M API cutover milestone shifts.	RWG	Fri 20 Dec