

5MS Readiness Working Group (RWG) Meeting Notes

MEETING: 9
 DATE: Wednesday 11 March 2020
 TIME: 10:00 AM – 1:00 PM
 LOCATION: AEMO Offices Melbourne, Sydney, Brisbane, Adelaide and by WebEx

Attendee	Organisation	Location
Greg Minney	AEMO	Melbourne
Austin Tan	AEMO	Sydney
Emily Brodie	AEMO	Sydney
Blaine Miner	AEMO	Brisbane
Adrian Honey	TasNetworks	WebEx / Dial In
Andrew Lenga	ENGIE	WebEx / Dial In
Andrew Peart	AGL	WebEx / Dial In
Angela Sheehy	Stanwell	WebEx / Dial In
Con Michailides	Ausnet	WebEx / Dial In
David McKenzie	Flow Power	WebEx / Dial In
David Woods	SAPN	WebEx / Dial In
Elizabeth Byrne	Stanwell	WebEx / Dial In
Fergus Stuart	Origin	WebEx / Dial In
Gavin Douglas	Clean Co	WebEx / Dial In
Greg Szot	CitiPower/Powercor	WebEx / Dial In
Joseph Warda	ERM Power	WebEx / Dial In
Justin Stute	Mondo	WebEx / Dial In
Kevin Boutchard	Aurora Energy	WebEx / Dial In
Linda Brackenbury	PLUS ES	WebEx / Dial In
Mark Reid	Red/Lumo	WebEx / Dial In
Martin Andonovski	Ergon	WebEx / Dial In
Matt Porter	Evoenergy	WebEx / Dial In
Mohan Gunatilake	Alinta Energy	WebEx / Dial In
Nicole Bright	Energy Queensland	WebEx / Dial In
Owen Self	Stanwell	WebEx / Dial In
Raj Aravinthan	Jemena	WebEx / Dial In
Matthew Mullen	Jemena	WebEx / Dial In
Rajiv Balasubramanian	Jemena	WebEx / Dial In
Sabrina Akhter	Flow Power	WebEx / Dial In
Samantha Markham	AER	WebEx / Dial In
Sandra Ho	Snowy Hydro	WebEx / Dial In
Sharleen Flanagan	ERM Power	WebEx / Dial In
Snehal Jogiya	ERM Power	WebEx / Dial In
Shawn Tan	Tango Energy	WebEx / Dial In
Steve Smith	Eureka	WebEx / Dial In
Terry Lodge	Energex	WebEx / Dial In
Greg (?)	TBC	WebEx / Dial In
Tui Grant	AEMO	WebEx / Dial In
Anne-Marie McCague	AEMO	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 9th Readiness Working Group (RWG). Attendance was captured.

2.0 Minutes & Actions from previous meeting – G. Minney (Slide 3 - 4)

The meeting notes for the previous RWG held on 12 February were confirmed. The actions from meeting 8 have been reviewed and updated. Please refer to the meeting pack and list below for more details.

3.0 Readiness milestones and MTP update – G. Minney (Slide 5 - 13)

AEMO presented the 5MS Program Timeline, including level 1 and level 2 milestones. The completion of industry test and go-live for reallocations on 1 April 2020 was highlighted as a key upcoming milestone.

Referring to the Metering Transition Plan, AEMO commented that MCs are required to provide visibility of approach and timeframe for required meter replacement or reconfigurations by the end of March. In response to a query from TasNetworks, AEMO noted that it will follow up with the respective responsible MCs if this activity is not completed by the end date.

Origin suggested that MC responsibilities should also be tracked through readiness reporting. AEMO agreed that this will be included in the next round of reporting.

Action 9.3.1: AEMO to consider adding MC as a new Participant Type for readiness reporting purposes

4.0 Industry testing update –Tui Grant (Slides 14 - 17)

AEMO provided an update on discussions at the Industry testing working group.

In response to a query from Origin, AEMO noted that engagement with stakeholders at the ITWG has been brought forward. Origin requested if the table on slide 16 of the meeting pack could be updated to reflect this.

AEMO noted that the staging environment for Settlements package 2 will be deployed in the 5MS staging environment on 16 March 2020. The initial deployment will be configured for 30 minute settlement only, with transition to 5 minute trading intervals and global settlement to follow.

Various billing runs would be executed and made available in the staging environment, with the first prelim invoice expected for release on the week commencing 16 March 2020. AEMO requested for a whitelisted volunteer to assist in a shakeout test.

In response to a query from Stanwell, AEMO noted that the decision to schedule testing for GS 3rd quarter 2021 was to allow the use of standing data and metering data that would be updated by 1/7/21 rather than manufacture test data across the industry to support GS

In response to a query from Stanwell, AEMO explained that the release notes and the technical specifications are the same document. This document would contain the detail of what settlement runs would be produced each week.

In response to a query from Stanwell, AEMO confirmed that there will be no impact on settlement systems from the reallocations go-live.

In response to a query from Stanwell, AEMO commented it can assist participants to find other participants to conduct bi-lateral testing with if required.

In response to a query from Stanwell, AEMO noted that the release of new functionality of email and SMS alerts will be included in the reallocations go-live on 1 April 2020. AEMO is currently confirming if these features will be active in the pre-production environment.

In response to a query from Stanwell, AEMO noted that Q&A sessions are currently organised on an ad-hoc basis and at the request of the RWG. AEMO agreed to organise another Q&A session.

Action 9.4.1: RWG to inform AEMO if they are able to assist with shake out of the latest settlements deployment into the staging environment

Action 9.4.2: AEMO to organise industry testing Q&A session

Action 9.4.3: AEMO to update table on industry testing, on RWG 9 slide 16.

5.0 Metering Procedures Update Plan – E. Brodie (Slides 18 - 20)

AEMO presented an update on metering procedures, noting that this is an ongoing BAU activity and is conducted through the Electricity Retail Consultative Forum (ERCF) and the B2B Working Group (B2BWG).

AEMO provided a status update on the below 5MS and GS related procedure issues:

- MDFF file size and transaction limit in file
- Proposed procedural change to MDFF quality flag (N flag)
- Proposal for RWD
- Removal of end user details from inventory table
- TNI 2 for cross-boundary meters
- Obligation for MC to provide update or substitution data in the cases of theft or fraud

More details can be found in the meeting pack.

Origin noted that the new procedural issue of the obligation for MC to provide updated or substitution data in the cases of theft or fraud is not possible for the MC participant type. AEMO noted that this discussion would be most appropriate at the ERCF.

In response to a query from Energy Queensland, AEMO noted that the Removal of End User Details procedure change will be discussed with Participants at the ERCF.

6.0 Industry Readiness Update – E. Brodie (Slides 21 - 27)

AEMO highlighted the past and upcoming stakeholder engagement events with the industry.

AEMO provided an update on readiness papers, noting that the Contingency Plan was reissued as a second draft with industry feedback due on 20 March 2020. AEMO invited the RWG to inform if this date was appropriate.

AEMO outlined the approach to maintaining readiness papers, and noted that any changes to these documents will be tracked through a newly introduced document control log that would be provided on the AEMO website.

7.0 Transition Focus Group debrief and forward view – B. Miner (Slides 28 - 35)

AEMO noted that the TFG on 28 February 2020 focused on the approach regarding the execution of various MTP activities. A summary of discussions, next steps and actions was provided on the following topics:

- Agreements to allow 5-min data delivery prior to 1 July 2021
- Transition to 5-min metering data delivery for Type 4/4A and VIC AMI
- Non-contestable unmetered loads: MSATS standing data creation
- Tier 1 basic meters: DataStream creation and data delivery
- Alignment of meter RegisterIDs and Suffixes in the MSATS CRI table for interval meters
- Updating LR and FRMP fields to GLOPOOL for existing NMIs

Additional details on these topics can be found in the meeting pack.

Origin queried if the volume of changes proposed at the ERCF will put the 5MS program at risk. AEMO noted that the 5MS team frequently monitors these ERCF changes. AEMO noted it is mapping a timeline of proposed changes, and considering any potential impacts to the 5MS program. AEMO also noted that this risk will be discussed at the Executive Forum on 12 March.

Ausnet noted that there has been no mention of the removal of Register ID field from the CATS CRI table through procedure changes as previously communicated. AEMO noted that this item will be considered as a priority at the TFG. AEMO invited Ausnet to raise this item with the ERCF for discussion at the next forum.

AEMO proposed that the TFG will meet on a monthly basis to discuss key Metering Transition Plan elements. Origin, Energy Queensland, Metering Dynamics, Stanwell and Red/Lumo supported meeting on a monthly basis.

Origin queried if the approach to updating LR and FRMP fields to GLOPOOL for existing NMIs should also include business representatives together with the SWG. AEMO noted the comment and will consider if a special session with SWG and business representatives should be organised to discuss this item. AEMO also suggested that the a SWG representative could be invited to the next RWG to discuss this item.

Action 9.7.1: Ausnet to raise ICF through the ERCF regarding the potential removal of the RegisterID field from the CATS CRI table

Action 9.7.2: AEMO to invite SWG rep to the next RWG or TFG to discuss potential approaches to updating the applicable LR and FRMP fields to GLOPOOL

8.0 Industry readiness reporting - Round 1 – A. Tan (Slides 36 - 46)

AEMO presented a recap on the background for readiness reporting and outlined the survey response rate, noting the strong survey response rate across participant types. It was highlighted that some follow up is required to increase coverage in key participant areas.

AEMO highlighted the readiness reporting results, calling out that most participants have well established 5MS and GS programs, and are currently commencing the developed of 5MS and GS capability.

Activities in the Metering Transition Plan were on track, however, follow up is required to ensure that participants provide responses that are aligned to the MTP transition end dates. AEMO noted that it will be following up with these participants.

In response to a query from Origin, AEMO noted that it will follow up with TNSPs that did not respond to the survey, given that a few of them are responsible for transitioning wholesale meters, which will be critical for 5MS commencement.

TasNetworks noted that activity A39 in the MTP could be clarified further, noting that all aspects of the activity is completed, except for NCUL meter installation type codes. AEMO should clarify that this activity is only relevant to type 1-3 and subset of 4 meters.

Stanwell requested that AEMO organise a Q&A session on readiness reporting results. The RWG agreed that this would be beneficial.

AEMO presented the risks and issues that were raised in readiness reporting, noting that these will be discussed in further detail with the RWG at the April risks and issues workshop. The RWG will then recommend any amendments to the Industry risks and issues register to PCF. The RWG was invited to raise any further risks and issues for discussion at the next RWG in April.

In response to a request from Stanwell, AEMO noted that the proposed approach to independently validate Global Settlement calculations will be presented at the next PCF. The RWG will also be informed at the next RWG.

In response to a question from AEMO, the RWG agreed that there is value in continuing to report on vendor related readiness criteria through readiness reporting.

AEMO invited the RWG to provide feedback on the presentation approach and format of readiness reporting, and asked the RWG to consider if there is value in making participant responses in readiness reporting more transparent to the industry.

AEMO noted that readiness reporting will no longer present the readiness status of critical stakeholders separately for each readiness criteria. Instead, the industry participation rate for each survey round will be highlighted, and a separate section will explicitly note if the critical mass has been achieved and on track for each participant type.

Action 9.8.1: AEMO to organise Q&A session on interpretation of readiness reporting round 1 results

Action 9.8.2: RWG to provide explanation when a n/a response is provided for MTP activities.

Action 9.8.3: TFG to update MTP sub-category/activity descriptions to ensure there is enough detail to report against (e.g. A39)

Action 9.8.4: AEMO to follow up with participants that are yet to complete MTP activities by transition end date

Action 9.8.5: RWG to raise any further risk and issues for discussion at the next RWG in April

Action 9.8.6: RWG to provide feedback regarding the presentation approach and format of readiness reporting

Action 9.8.7: RWG to provide feedback regarding extent that AEMO should make individual survey responses transparent to the industry

Action 9.8.8: RWG to provide feedback regarding any other changes to the readiness report/plan

Action 9.8.9: AEMO to include in readiness report if critical mass for each participant type is on track

9.0 5MS Industry readiness contingency plan – E. Brodie (Slides 47 - 53)

AEMO noted that the plan released on Friday 6 March is a second draft and not a final version. The updated version includes stakeholder feedback and also substantive new sections on establishing critical participants.

AEMO presented the proposed 'critical mass' metrics for each participant type. AEMO also noted that each participant type has essential roles for 5MS and GS commencements, and also for the uninterrupted and reliable operation of wholesale markets.

The RWG was invited to provide feedback to the second draft of the Contingency Plan, and to inform AEMO if the feedback timeline is appropriate.

Action 9.9.1: RWG to provide feedback on response end date on second Contingency draft plan.

10.0 Cutover approaches for reallocations – G. Minney (Slides 54 - 55)

AEMO noted that industry testing for reallocations is underway, and is on track for go-live on 1 April 2020.

More details on the reallocations timeline is provided in the meeting pack.

11.0 Forward meeting plan and general questions – G. Minney (Slides 56 - 60)

AEMO proposed content on future agenda items based on survey responses received from participants and invited feedback from the RWG to confirm intent and coverage of those items.

AEMO noted that the stakeholder engagement survey for Q1 2020 will be release by 30 March.

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

- Tuesday 14 April 2020
- Thursday 14 May 2020

Next Systems Working group:

- Wednesday 22 April 2020

- Wednesday 20 May 2020

Next Program Consultative Forum

- Thursday 9 April 2020
- Tuesday 5 May 2020

Next Executive Forum

- Thursday 11 June 2020

Action 9.11.1: RWG to provide feedback on proposed content and suggest content for future RWGs.

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>.

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	Completed
7.8.1	B2M API	RWG to provide feedback on the impact to their organisations programs if the B2M API cutover milestone shifts.	RWG	Completed
8.4.1	Workstream update	AEMO to organise open forum for Staging Environment over WebEx in March	AEMO	March
8.4.2	Metering Procedures	AEMO to provide additional details regarding the “Wash-up” consolidation of metering procedure changes	AEMO	Completed

8.5.1	Metering Transition Plan	AEMO to schedule the next Transition Focus Group	AEMO	Completed
8.5.2	Metering Transition Plan	RWG to suggest agenda items for discussion at the TFG, including any queries relating to the Metering Transition Plan	RWG	Completed
8.9.1	Forward meeting plan and general questions	AEMO to consider creating a dedicated section in the RWG pack to facilitate the flow of information between TFG and RWG.	AEMO	Completed
8.9.2	Forward meeting plan and general questions	AEMO to propose a new risk to the Industry Risks and Issues Register regarding the uncertainty on how Metering Transition Plan activities will be implemented, in particular standing data updates.	AEMO	Thu 5 Mar
9.3.1	Industry readiness reporting	AEMO to consider adding MC as a new Participant Type for readiness reporting purposes	AEMO	Tue 14 Apr
9.4.1	Industry testing	RWG to inform AEMO if they are able to assist with shake out of the latest settlements deployment into the staging environment	RWG	Fri 27 Mar
9.4.2	Industry testing	AEMO to organise industry testing Q&A session	AEMO	Completed
9.4.3	Industry testing	AEMO to update table on industry testing, on RWG 9 slide 16.	AEMO	Tue 14 Apr
9.7.1:	Transition focus group debrief	Ausnet to raise ICF through the ERCF regarding the potential removal of the RegisterID field from the CATS CRI table	Ausnet	Tue 14 Apr
9.7.2:	LR and FRMP fields	AEMO to invite SWG rep to the next RWG or TFG to discuss potential approaches to updating the applicable LR and FRMP fields to GLOPOOL	AEMO	Tue 14 Apr
9.8.1	Industry readiness reporting	AEMO to organise Q&A session on interpretation of readiness reporting round 1 results	AEMO	Completed
9.8.2	Industry readiness reporting	RWG to provide explanation when a n/a response is provided for MTP activities.	RWG	Tue 14 Apr
9.8.3	Industry readiness reporting	TFG to update MTP sub-category/activity descriptions to ensure there is enough detail to report against (e.g. A39)	TFG	Tue 14 Apr

9.8.4	Industry readiness reporting	AEMO to follow up with participants that are yet to complete MTP activities by transition end date	AEMO	Tue 14 Apr
9.8.5	Industry readiness reporting	RWG to raise any further risk and issues for discussion at the next risks and issues workshop in April	RWG	Fri 27 Mar
9.8.6	Industry readiness reporting	RWG to provide feedback regarding the presentation approach and format of readiness reporting	RWG	Fri 27 Mar
9.8.7	Industry readiness reporting	RWG to provide feedback regarding extent that AEMO should make individual survey responses transparent to the industry	RWG	Fri 27 Mar
9.8.8	Industry readiness reporting	RWG to provide feedback regarding any other changes to the readiness report/plan	RWG	Fri 27 Mar
9.8.9	Industry readiness reporting	AEMO to include in readiness report if critical mass for each participant type is on track	AEMO	Tue 14 Apr
9.9.1	Contingency plan	RWG to provide feedback on response end date on second Contingency draft plan.	RWG	Fri 27 Mar
9.11.1	RWG Content	RWG to provide feedback on proposed content and suggest content for future RWGs.	RWG	Fri 27 Mar