



AGENDA

VESI Technical Standards Committee Meeting

**Wednesday 25 September
Level 9, Small Boardroom
40 Market St, Melbourne
10:00am – 12:00pm**

Attendees: James Walker (CPPAL), Anthony James (CPPAL), John Mifsud (CPPAL), Merryn Wilson (ESC), Aaron Yuen (ESC), Glen Shallard (Winslow/CCF), John Kilgour (CCF), Geoff Reynolds (CCF), Chris Braddock (VPA), Craig Savage (UE), Michael Meraklis (UE), Saman De Silva (Ausnet), Max Demko (Jemena), Anthony Grodzki (ALDE)

Apologies: Adam Gellie (UE), James Osborne (Jemena), Sam Nettlebeck (Plan B Services), Andrew Cooke (Jemena), Michael Ciaverella (Jemena), John Paul Annal (Ausnet), John Forbes (UDIA)

ITEM	TIME	TOPIC	ALLOC
1	10:00 – 10:05	Housekeeping	5 min
2	10:05 – 10:15	Actions from previous meeting	10 min
3	10:15 – 10:30	Technical Standards Working Group progress update and next steps	15 min
4	10:30 – 11:00	Technical Standards gap analysis report	30 min
5	11:00 – 11:15	General / Other business	15 min
6	11:15 – 11:20	Actions Summary	5 min

Next meeting - 12 December 2019

Actions from 25 September meeting

Action	Description	Responsibility	Timing	Status
1.1	Provide Committee members with copy of relevant Technical Standards that define Type 1 and Type 2 kiosk substation as referenced in the Harmonisation Scope.	John Mifsud	30 September	Closed
1.2	With reference to Item 1.1, provide feedback to Anthony James (ajames@powercor.com.au) in regard to the improvement opportunity to standardize on Type 2 kiosks (as raised by Glen Shallard) as outlined in the Harmonisation Scope.	Committee Members	11 October	Open
1.3	Issue harmonization opportunities paper to Committee members for pre-reading ahead of 1 November meeting.	Anthony James	25 October	Open
1.4	Establish extraordinary meeting on 1 November to discuss and endorse harmonization opportunities.	John Mifsud	26 September	Closed
1.5	Establish a separate initiative to develop materials to support the implementation of the harmonized Technical Standards. (Note: This initiative does not fall within the scope of the VESI Technical Standards Harmonisation Committee).	James Walker	5 December	Open
1.6	Establish meeting between Powercor and interested Committee members to develop URD design requirements and advise suitability for inclusion in harmonized Technical Standards.	James Walker	5 December	Open

Actions from 25 June meeting

Action	Description	Responsibility	Timing	Status
1.1	Add additional detail in the Terms of Reference that led to Technical Standards Committee	James Walker	15 July	Closed
1.2	Add a design representative to Membership to Committee	James Walker	15 July	Closed
1.3	Add 'harmonisation' criteria to technical standards working group scope	Anthony James	15 July	Closed
1.4	Establish meeting of Working Group within next fortnight with Glenn Shallard to define the improvement opportunities	Anthony James	9 July	Closed
1.5	Add technical standards improvement items to working group scope	Anthony James	15 July	Closed
1.6	Amend plan to accommodate prioritised areas of improvement post meeting with Glenn this timeline would be updated and circulated for approval	Anthony James	15 July	Closed
1.7	Inform Technical Standards Committee of consultant decision	Anthony James	TBC – pending finalisation of submissions	Closed
1.8	Issue calendar invites for next two meetings (once design rep confirmed)	John Mifsud	22 July	Closed