

Meeting Minutes

Meeting Details

Meeting Purpose: Consultative Committee Meeting: Powercor/UDIA/ALDE/CCF and other industry participants

Meeting Co-Ordinator: Jan Needham

Location: 40 Market Street (Room G1) **Date:** 04/06/2019 **Time:** 1:00 PM to 3:00 PM

	Name	Organisation
Attendees:	James Walker (JW)	CitiPower & Powercor
	Jan Needham (JN)	CitiPower & Powercor
	Felicity Galluzzo (FG)	CitiPower & Powercor
	Craig Guymer (CG)	CitiPower & Powercor
	Aza Masourdtehrani (AM)	CitiPower & Powercor
	Sam Koski (SK)	CitiPower & Powercor
	Merryn Wilson (MW)	ESC Victoria
	John Kilgour (JK)	CCF
	Matthew Varcoe (MV)	Stockland
	Abhikesh Datt (AD)	UCS
	Alex Anderson (AA)	Daly's Construction
	Sam Nettelbeck (SN)	Plan B
	David Woodcock (DW)	Spiire
	John Federico (JF)	Blue Frog Design
	Anthony Grodzki (AG)	ALDE/Urban Design & Management
	John Forbes (JF)	UDIA/ Dennis Family Corporation
	Mark Flemming (MF)	ALDE
	Lance Bennett (LB)	UCS
	Geoff Reynolds (GR)	CCF
	Colin Jenkins (CJ)	CitiPower & Powercor
Apologies:	Name	Organisation
	Neville Worme	ALDE/ BG&E
	Stephen Watters	SMEC
	Anthony James	CitiPower & Powercor
	Neville Hodge	Daly's Construction
	Neil O'Connor	Villawood

	Peter Brenchley	Plan B
	Tim Harris	Plan B
	Claire Cass	CitiPower & Powercor
	Ben Hallett	CitiPower & Powercor
	Sam Towan	UCS
	Danny Jutrisa	CitiPower & Powercor
	Aaron Yuen	ESC Victoria

Minutes documented By: Sam Koski

1. Welcome and Safety Share

JW provided details of what participants should do in the event of an evacuation from 40 Market St.

A discussion was held around copper theft. This is a significant issue within Powercor resulting in regular conversations with police. The committee has also experienced theft with it being prevalent for some as high as 1 in 4 jobs affected. Cable is even being stolen from live pits imposing safety implications. Suggestions on how to overcome this issue welcomed.

2. Review Previous Minutes and Actions

Item	Action	Responsible	Status
A	Establish an industry working group to review the role/authority of the PM2, and how to best maintain the quality of the built electrical asset prior to final audit and handover	FG & JN to initiate	Closed
B	Provide feedback on the proposed charter	All	To be finalised and published by Friday 14 th June
C	Provide feedback on membership of the group	All	Closed

A. Nominations from Industry have been received. The representatives of the working group are:

Name	Organisation
Alex Anderson	Daly's Constructions
Sam Nettelbeck	Plan B
John Forbes	UDIA
John Federico	Blue Frog Design
Mark Flemming	ALDE
John Kilgour	CCF
Matt Varcoe	Stocklands
Felicity Galluzzo	Powercor
Jan Needham	Powercor

It was noted that one of the challenges Powercor faces is to define who the responsible person onsite is and that feedback from this working group could help to improve the contestable works agreement.

- B. Feedback on the proposed charter was received and will be finalised and published by Friday 14th June. Update ESC on charter at mid-July meeting ***ACTION**
- C. Feedback on membership of the group has been received and incorporated into the charter. A final copy of the charter will be published by Friday 14th June and can be found on our websites "What's New" page under Industry Engagement. <https://www.powercor.com.au/industry/supplier-resources/contestable-works/whats-new/>

It was noted that the objectives of the group are to engage with industry for the purpose of:

- Improving safety on site
- Improving the quality of the built asset
- Communicating process changes and receiving and incorporating feedback
- Improving the understanding and application of technical standards
- Providing certainty of timeframes and increasing levels of responsiveness

3. Improvement Initiatives

FG presented the new Contestable Works webpages to the committee which was redeveloped to ensure information can be more easily accessed from a single page on the Powercor website. Feedback on the website is encouraged to allow for further improvement. The website can be accessed via the following link: <https://www.powercor.com.au/industry/supplier-resources/contestable-works/>

FG advised that the main Contestable Works page provides links to recognised contractors, information on what are non-contestable services, a link to the existing Technical Standards portal, access to mySupply, a link to the ESC connections 2018 review page and a new escalations and complaints dedicated email address (contestable@powercor.com.au). Existing documents have been collated and can be found in the Documents and Resources section with attachments updated when required. Master Plan guidelines are available and Powercor are now accepting Master Plans.

The "What's New" page is updated monthly and includes process changes, minutes and quarterly audit results including visibility on turnaround times. The page can be accessed from the following link: <https://www.powercor.com.au/industry/supplier-resources/contestable-works/whats-new/>

4. Performance and Trends

Contestable Works

CG presented a slide pack documenting a number of improvements being implemented by Powercor across the end-to-end delivery process. Examples of improvements included:

- New master planning process will remove staged scopes from the critical path of each development stage.
- Powercor looking to introduce rating system for electrical designers, with a plan to investigate reducing audit requirements for highly rated designers.
- New tie-in process allowing energisation of assets to occur within as little as 4 weeks from practical completion.
- Development of an online portal to track progress of contestable works projects.

The presentation can be found [here](#).

It was noted that Master Plans are now contestable and variation sheets have been introduced.

Audit Results and Trends

JN presented Powercor's audit results and trends which can be found on the "What's New" page on Powercor's website. <https://www.powercor.com.au/industry/supplier-resources/contestable-works/whats-new/>. It was recognised that changes to the walk away policy, an increase in resources and the inclusion of an additional auditor onsite (2 auditors) had contributed to the reduction of re-audits and a reduction in turnaround times (days). As the financial year comes to an end, audit volumes have doubled.

Trends in non-compliances haven't changed much in the past 2 – 3 years. The top things every year are marker tape and As Built detailing issues. A discussion was had about recent industry changes to marker tape (now 300 mm) with feedback being positive. Sam Nettelbeck requested access to further detail related to issues being found with cable detail inaccuracies so specific actions can be mapped out to improve quality ***ACTION**

Lighting poles being 'not straight' was also identified as a recurring non-compliance. It was advised that in regards to public roads, AusNet Services has recently commenced referencing VicRoads standards which has been helpful and asked Powercor to consider this in the future. Powercor advised that new inclinometers have recently been purchased to help auditors determine if the pole is in fact straight. It was the committee's preference that these be digital.

Technical Standards

AM advised the committee on marker tape and AGI-pipe standards. The committee suggested that Civil standards would be very helpful to view via the website without having to go through the portal. Powercor advised it continues to look into the feasibility of this however IT security remains a hurdle to be overcome.

The group raised some concerns regarding the delays between Technical Bulletins being released and published technical standards being updated; this exposes external parties to applying a technical standard without realising the standard has been superseded by a technical bulletin. It was suggested that Powercor provide something to indicate on the standard that there is an updated bulletin to assist in eliminating any confusion. ***ACTION**

5. ESC Overview

JW updated the group on the outcome of the fourth ESC governance meeting which took place on the 14th May, 2019. The DBs are making good progress on delivering to their commitments and feedback from industry shows improvements have been made. The minutes of the last meeting can be found on the ESC website and accessed via the following link: <https://www.esc.vic.gov.au/electricity-and-gas/inquiries-studies-and-reviews/electricity-connections-process-review-2018#tabs-container2>

CitiPower/Powercor has committed to improvements over six work streams with all being 'on track' except for the Technical Standards committee. This is due to the initial set up stage taking a significant amount of time. The Technical Standards committee will have a main focus on Civil Standards and are currently looking to engage a consultant to complete a gap analysis. The first Committee meeting is scheduled for 25th June, 2019. The slides presented can be viewed on our website via the following link: <https://www.powercor.com.au/industry/supplier-resources/contestable-works/whats-new/>

Daly's Construction asked if energisation would be made contestable within Powercor. It was advised that energisation will remain a non-contestable service within Powercor.

Merryn Wilson from the ESC added that the meetings have been valuable and that it's great that all the DBs have embraced the commitments. There has been good feedback from UDIA and the Property Council and she looks forward to seeing the performance reports and making them public.

The next ESC governance meeting is scheduled for 14th July, 2019.

6. Round Table Updates: ALDE, UDIA, CCF, PM2/Designer, Electrical, Civil

The room was opened for feedback.

1. A discussion took place around audits and the rating system put in place by Powercor. It was suggested that Powercor could review the rating system at their annual mid-year review and potentially revisit the legalities of providing rating information for contractors to third parties. Powercor will provide an example report showing an overview of all contractor ratings. ***ACTION**
2. A discussion around the Contestable Works Agreement and the importance of defining the "PM2" role was had.
3. A discussion around who can access the Technical Standards Portal. Powercor advised that this has recently been opened up to include anyone that is in the industry or is a stakeholder. You need to advise the project on which you are working, who you are working with in Powercor (e.g. PDL), your company name, address, suburb and phone number. The website outlines the criteria and can be found via the following link: <https://www.powercor.com.au/industry/supplier-resources/technical-standards-and-work-practices/>

JW asked how the format of this forum was working for the group. Feedback received was that the format seems to be working and there is constant improvement. It was suggested Powercor consider including a road contractor (senior project engineer) in the committee. ***ACTION**

7. Other Business

Meetings will be held quarterly and hosted at Market Street.

The next meeting is scheduled for 3rd September, 2019.

Summary of Actions

Action	Responsible	Due Date
Update ESC on Charter at next meeting scheduled for the 14 th July 2019	Powercor	14 th July
Provide further information on cable details inaccuracy audit category.	Powercor	3 rd September
Link Bulletins to Technical Standards and provide process clarification	Powercor	3 rd September
Powercor will provide an example report showing an overview of all contractor ratings.	Powercor	3 rd September
CCF to provide nominations for Road Contractors to attend the committee	CCF	3 rd September