



PROJECT CONTROL COMMITTEE MEETING

Stability-Enhancing Measures for Weak Grids - Study

MEETING DETAILS

Date: Friday 31 July 2020

Time: 11:00 am to 12:30 pm

Venue: Video conference

ATTENDEES

AusNet Services: Jacqueline Bridge

AEMO: Babak Badrzadeh

Hitachi ABB Power Grid: Sasan Zabihi

ARENA: John Goodrich

Monash University: Behrooz Bahrani (Project Director), Tony Marxsen (PCC Chair), and Mara Jorgovic (minutes)

AGENDA		Who	Notes	Status
1	Welcome	Tony, Behrooz		Completed
2	Introduction	All	This committee is accountable for making sure this project develops full value, making sure everything is deliverable and has timeframes. This research project has potentially enormous impact to help Australia and further research may come out of this.	Completed
3	Governance framework	Tony	Committee has approved the ToR for the governance structure, nothing that the names of parties have been added.	Approved
4	Stakeholder Reference Group membership	Behrooz	The SRG membership list has been approved with some suggestion for additions for DNSP's and connecting parties. The committee will work towards adding these to the list.	Approved
5	Project plan and budget Document: Project Proposal and Funding Agreement	Behrooz, Tony	Committee discussed project plans and proposal set out in the project proposal and agreed to out of session approval with some minor changes of wording to be confirmed next week.	Minor offline changes and will be sent for offline approval
6	Risk management plan and knowledge sharing plan Document: Funding Agreement and Risk Management Plan	All	Funding agreement The committee has approved the project budget and noted the necessity of flexibility of the labour hire component of the budget to ensure the best resources. Risk Management Committee considered the risk management plan and noted its agreement with the plan as embedded in the ARENA agreement. Studies module Committee reviewed the knowledge sharing plan and endorsed and welcomed establishment of project page on GIH website.	Approved
7	Current activities	Behrooz	Research fellow hiring and PhD students Information has been provided to the committee.	Information provided
8	Preparation for Milestone1	Behrooz, Tony	To be reviewed and signed off to be discussed signed off early November. Comments and drafts to be discussed offline in the meantime	
9	Next meeting agenda	All	1pm-2:30pm Friday 30 October 2020	
10	Any other business	All	N/A	



PROJECT CONTROL COMMITTEE MEETING

Stability-Enhancing Measures for Weak Grids - Study

MEETING DETAILS

Date: 30 October 2020

Time: 1:00 pm to 2:30 pm

Venue: Video conference

ATTENDEES

AusNet Services: Erika Twining

AEMO: Babak Badrzadeh

Hitachi ABB Power Grid: Sasan Zabihi

ARENA: Adrian Rule (Observer)

Monash University: Behrooz Bahrani (Project Director - PD), Tony Marxsen (Chair), and Mara Jorgovic (minutes)

AGENDA		Who	Notes	Status
1	Welcome	Chair	Erika Twining replaces Jacqui Branch who has left AusNet	
2	Actions arising	All	Actions reviewed and either closed or addressed in this meeting.	
3	Staff hiring	PD	New research fellow well integrated in the project, two more research fellows plan to join the project in January 2021. Four PhD students have joined the project.	Tracking to plan.
4	Project progress	PD	Task 1 has started and is well underway. Task 2 is producing some good results, to be shared with SRG at its next meeting. Task 3: Some progress, waiting on third research fellow to join to continue progress. All tasks going well, happy with progress to date.	Tracking to plan
5	Report for the 1st milestone	PD	Draft Milestone 1 report reviewed – provides evidence that the project is fully established and underway, currently running close to schedule. Project Director will finalise and submit report to ARENA.	Committee endorsed draft report
6	Next meeting agenda	All	Add standing agenda items from next meeting onwards: <ul style="list-style-type: none"> • Financial Report • Risk review • Project strategy review. 	
7	Any other business	All	None	
8	Next Meeting		Friday 30 th April 2021 1pm	