

MEMO

To: Sarah Gillies
From: Sean Martin
CC: Rob Bernau; Doug Watt; Julia Hall; Paul Sullivan; James Goodchild; Kirsty Hutchinson; Andrew Millar
Date: 10/01/2024
Subject: For your information: Risk Mamanherment Review engagement approach

Please find below for your information:

- details of the engagement approach for the review of risk management options for electricity retailers.
- a calendar of engagement and communications opportunities during the initial stage of the review.

Approach

- Stakeholder engagement managed primarily by project team (Doug/Julia/Rob) – notes taken to preserve record of discussion
- Project team open to meeting with parties to discuss process
- Andrew and Sarah available as point of escalation
- Regular flow of information with all relevant parties around the process
- Targeted interviews to glean more information where necessary but no comment on substance until project team has discussed and agreed with the Board (similar to ComCom) approach
- ComCom, MBIE and Minister's Office are regularly briefed on progress
- CE uses semi-frequent meetings with non-integrated retailers to update them on review (with input from project team)

Calendar of engagement

Items in red completed; green to do

Date	Engagement/communication channel	Who
22 December 2023	Response to letters to CE from Electric Kiwi and Section 9(2)(b)(ii)	Sarah Gillies
9 January	Follow up letters from CE to EK/S 9(2)(b)(ii) advising project team will be in touch to arrange meeting	Sarah Gillies
10 January	Section 46 letter to EK requesting complaint to ComCom	Julia Hall
By 12 January	Email from project team to suggest meeting	Rob/Julia
17 January	Project team update with ComCom	Project team
January TBC	Meetings with EK and Section 9(2)(b)(ii) with project team	Project team
w/c 29 January	Proactive news item to update on progress – ie we have begun reviewing information requested to date; next steps	Comms
w/c 29 January	Update MBIE and Min's Office on progress?	Project team
8 February	Overview of review for Quarterly Update and messaging for Select Committee appearance	Comms for Sarah
February TBC	Follow-up meeting with non-integrated retailers	Project team