Draft Runsheet
Jemena Gas Network Focus Group 1
October 2023

Client:	Jemena Gas Networks
Details:	Draft Runsheet for small business focus group 1
Time and date:	• Parramatta Workshop 1: Wednesday, 25 October, 6 pm - 7.30 pm • Sydney workshop 1: Wednesday 18 October, 3 - 4.30 pm • Parramatta Workshop 2: Wednesday, 8 November, 6 pm – 7.30 pm • Sydney workshop 2: Wednesday, 1 November 3 – 4.30 pm
Project team attendees:	Andre Kersting, Merryn Spencer
Observers:	CCP tbc
Venue:	teams
Security:	Internal

Time	Mins	Item	Detail	Material	Who
	10 min	Bump in set up Login 10 minutes before the session commencement	Login to teams to ensure everything is working	Slide pack Menti or Blooket Mural or groupmap	Merryn
Introduction and about Jemena – 30min					
3-3.10 pm	10 min	Welcome Acknowledge country Set-up Note observers	Acknowledge observers Good afternoon everyone! Thank you for joining today and providing your insights. Today is being recorded. First a little exercise to help us get to know each other.	Teams gallery Slide pack	Merryn and Andre
3.10-3.20 pm	10 min	Ice breaker	Question: introduce yourself, and find a GIF that describes you or your business.	Teams gallery	Merryn

Time	Mins	Item	Detail	Material	Who
				Teams chat	
3.20-3.45 pm	25 min (pres 10min, QA 15min)	Introduction to JGN	Presentation: • Introduction to Jemena • Intro to JGN and the project • The Regulatory Reset process • Future gas challenges, opportunities and responses – present scenarios and explanation. • What we can and can't do under the rules • Feedback on what was said in the recruitment survey (eg the types of businesses we have here today, and how you use gas currently) Q&A – 15min • What questions do you have for Jemena? • What do you value about gas? • Are you thinking about leaving the network? Why or why not? • How do you see your gas use in future continuing (or stopping)?	Slide pack (4-12) Including <u>About Jemena and the reset video</u> Pre reading booklet previously circulated	Andre Merryn to Facilitate Q&A Teams gallery Plenary
Explore – 40 min.					
3.40 pm-3.55 pm	15min	Explore the response areas	We'll now explore the response areas that you started to read about in your pack and explore in more detail: • Note that we won't focus on not all seven but we will explain what they are and ask you to tell us what you want to hear more about. (call out all and explain what they are eg digital focused more on residential). • Go through 'parable of the coffee shop' and the response areas.	Slide pack (13-24) – preliminary overview of the 7 response options.	Andre
Break – 5 min if needed					
4.00 pm-4.20 pm	20min	Initial feedback and thoughts on the response areas and	• We're after your initial thoughts on these response areas. • The Customer Forum also looked at the regulatory	Plenary	Merryn

Time	Mins	Item	Detail	Material	Who
		options.	responses that Jemena can act on and what mix of these responses might be in customers' best interest. • In the next session, we'll ask you to look at the responses in more detail make recommendations back to us and compare this to what the customer forum said. • As a group, you will provide feedback to be fed into the draft Plan and tested in March 2024. Questions: • What questions do you have about these areas? • Thinking about these responses, is there anything you want Jemena to keep in mind? • Which ones are interested in exploring in more detail in the next session? • What are the critical issues for you around these topics?		
Conclusion / Wrap up / Prepare for the next session					
4.20-4.25 pm	5min	Check-in	• There's a lot of information here. • How are you feeling about what you've done today/tonight? Is it a lot to take in, or are you okay with it? • In 30 seconds, what would make you feel that Jemena has listened to small business voices?	Teams gallery Type in the teams chat Or call out if easier	Merryn
4.25-4.30 pm	5min	Next steps	Thank you, and details for the next session (1 Nov from 3-4.30pm / Wed 8 Nov from 6-7.30pm) / stipends to be issued by CRNRStone	Teams gallery	Merryn