

ENERGY MARKET LEADERS FORUM (EMLF)

TERMS OF REFERENCE

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Document History

VERSION	DATE	AUTHOR(S)	CHANGES AND COMMENTS
0.1	8 March 2013	AEMO	Draft circulated to forum for finalisation
0.2	23 April 2013	AEMO	No changes – draft version 0.1 agreed at first meeting of EMLF

This Terms of Reference is approved by AEMO and may be amended from time to time by AEMO following consultation with the Energy Market Leaders Forum.

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1. Objectives and Functions

The Energy Market Leaders Forum (EMLF) is a forum, chaired and facilitated by the Australian Energy Market Operator (AEMO), intended to facilitate meaningful dialogue between AEMO and senior industry executives about current and future issues of importance across the wholesale gas and electricity markets. The Forum will provide a central industry platform for constructive discussion regarding energy reforms driven by the Ministerial Council for Energy (MCE) / Standing Council for Energy and Resources (SCER) and jurisdictional policy makers. AEMO intends for the Forum to facilitate senior level dialogue on forward looking challenges across the energy industry, considering a range of matters across the markets and related regulatory, operational and network planning issues, helping to steer priorities for policy development across the medium to long term.

The EMLF will not be the sole consultative mechanism used by the industry and the AEMO for this purpose but will play an important role in helping to set priorities and determine directions.

The objective of the EMLF is:

To facilitate meaningful dialogue between AEMO and senior industry executives about current and future issues of importance across the wholesale gas and electricity markets.

The functions of the EMLF are:

1. To operate as an effective source for the exchange of ideas between AEMO, as gas and electricity market operator, with senior executives across the wholesale energy markets in a confidential environment. The Forum meetings would cover forward looking issues of strategic relevance affecting the Southern and Eastern Australian wholesale gas and electricity markets and networks.
2. To create and foster an interactive environment between AEMO and Forum members, with both AEMO and participants actively raising and leading discussions.
3. AEMO would develop meeting agendas, with input from the Forum, that cover topical issues of both current and future potential impact on the energy sector, which are expected to attract high interest levels from Forum members.
4. To ensure that meetings provide value to participants as well as providing strategic guidance to AEMO in its future operations and setting priorities for development work. This includes ensuring that there is follow up on matters raised in meetings.

2. EMLF Participation

The Forum would be chaired by the Chief Executive Officer, with commitment for ongoing senior executive level engagement with the forum, including meeting attendance by the Executive General Manager Corporate Development. Equivalent executive level commitment is sought from members of the Forum on an ongoing basis.

It is intended that the membership should reflect and incorporate a broad cross section of energy market stakeholders, including a consumer voice:

- a) Chairperson appointed by AEMO;
- b) Secretariat function provided by AEMO;
- c) AEMO representatives as required;
- d) Generators;
- e) Gas Producers;
- f) Network and Pipeline Asset Owners or Operators;
- g) Retailers; and
- h) End-user representatives

Membership will be reviewed after 18 and 24 months of operation. For the Forum to be successful we need the active participation and attendance of members to each of the scheduled forums.

3. Governance and Administration

3.1 Notice of meetings

AEMO will consult with the EMLF at its initial meeting and subsequently publish the forward meeting dates. Subsequent to this we will consult with the EMLF at each meeting and seek to publish dates for subsequent meetings well in advance.

3.2 Proceeding for meetings

The Chairperson may determine the procedures for meetings of the EMLF.

It is AEMO's intention that meetings be held three times per year. Meetings to be hosted at both of AEMO's Melbourne and Sydney offices, with use of video-conferencing facilities to reduce travel requirements for attendees where possible.

3.3 Matters for consideration

AEMO will welcome advice from members of matters that they consider warrant discussion at the EMLF.

The Chairperson will determine which items of business are considered at a particular meeting of the EMLF.

3.4 Record of meetings

In order to facilitate a free and unencumbered discussion at each meeting; it is AEMO's intention that the record of the meeting will report those in attendance (or have registered apologies), the general nature of business considered by the Forum, and any outcomes or actions to be taken forward.

This record of the meeting and any relevant non-confidential papers for the meeting will subsequently be published by AEMO on its website, in a publicly accessible area.

4. Expenses for EMLF meeting attendances or activities

For the avoidance of doubt any expenses incurred as a result of attending meetings or activities associated with the EMLF are at the expense of individual business or businesses that the person may represent.

5. Review of Operation of EMLF

The role and operation of the EMLF will be reviewed by AEMO every two years in consultation with group members.