**TERMS OF REFERENCE**

**Executive Forum**

**(5MS – EF)**

AEMO is implementing the Australian Energy Market Commission’s (AEMC) Five-Minute and Global Settlement reforms by 1 July 2021. AEMO is establishing an open Executive Forum to facilitate communication between AEMO and senior-level organisational representatives.

**Purpose**

The Executive Forum will act as an information and discussion forum for executive-level representatives of interested organisations, throughout implementation of the Five Minute and Global Settlement (5MS) program.

**Scope**

The 5MS program comprises the design and implementation of the required changes to:

* Electricity Metering;
* Retail and Wholesale market arrangements;
* Settlement;
* Bidding and Infrastructure.

The Forum will provide updates and facilitate discussion on implementation of the above Rule Changes, including associated regulatory and system changes. Decision-making about 5MS will continue to occur through existing AEMO program management governance channels.

**Representation**

AEMO is inviting generators, retailers, distribution companies, metering service providers and consumer representatives to each put forward one representative to attend each Executive Forum.

**Governance**

AEMO has internal program governance arrangements for the implementation of 5MS, with the exception of B2B changes that are governed by the Information Exchange Committee.

The Executive Forum will act as an open information forum to complement the above governance channels. The Forum is targeted at **senior** organisational representatives. It will complement working level groups such as the Program Consultative Forum and the 5MS Working Groups.

**Meetings**

Meetings will be chaired by the Executive General Manager, Markets (AEMO).

Meeting Location: AEMO offices (Melbourne, Sydney, Adelaide, Brisbane) via videoconference.

Meeting Frequency: meetings will be held approximately every two months.

**Secretariat**

AEMO will provide Chair, secretariat services and subject matter expert(s) for each meeting.

AEMO will endeavour to provide representatives with a draft agenda and relevant meeting papers prior to the meeting.

For more information or for other enquiries, please contact [5ms@aemo.com.au](mailto:5ms@aemo.com.au).

TERMS OF REFERENCE