

# TERMS OF REFERENCE

## Power of Choice – Systems Working Group (POC-SWG)

### 1. Background

The Australian Energy Market Operator (AEMO) is working with industry to implement procedural and system changes arising from a number of Australian Energy Market Commission (AEMC) interrelated rule changes which originated from the AEMC's Power of Choice (POC) review.

These rule changes include:

- Expanding competition in metering and related services – to open up competition in metering services and improve consumer access to wider service opportunities.
- Embedded networks – to reduce barriers to embedded network customers from accessing retail market offers and standardise metering arrangements.
- Meter replacement processes – to clarify rights and obligations on certain parties at a customer connection point when replacing a meter during the retail transfer process.
- Updating the electricity B2B framework – by updating Business to Business (B2B) arrangements in the National Electricity Rules (NER) and associated B2B Procedures to provide for parties using advanced metering services, and which AEMO is facilitating by implementing a new system/communications protocol for B2B service requests (that is, the Shared Market Protocol).

To implement the above rule changes, AEMO has established a POC Implementation Program. The Program includes a Systems work stream to assist and prepare industry and AEMO to implement system changes for the start of the revised market arrangements.

To support the Systems Work Stream and, in turn, overall progression of the POC Implementation Program, AEMO has established the Power of Choice – Systems Working Group (POC-SWG).

### 2. Purpose

To inform and consult on the development and enhancement of technologies (infrastructure, network, web services, gateways and systems) relating to the relevant B2B & B2M transactions to facilitate the new market arrangements.

### 3. Scope

The following activities are deemed within the scope of the POC-SWG:

- 3.1 Making information available for the technology solution for POC.
- 3.2 Contribute to the development of key deliverables, including the:
  - 3.2.1 Review of specific technical documents changed as a result of the rules.
  - 3.2.2 Provide guidance to technology options presented by AEMO.
- 3.3 Progression of any project deliverables that are deemed to be data and technology by nature; in accordance with overall POC objectives.
- 3.4 Identification of IT Systems related risks and issues in the lead up to the POC “go-live” date and developing mitigation strategies, in accordance with prescribed processes.
- 3.5 Ensure that all relevant information is communicated within member’s representative organisations.

### 4. Membership

In the interest of facilitating productive working groups, membership is limited to two representatives per organisation.

#### 4.1. Membership Criteria

The following membership criteria is targeted to all POC-SWG members on behalf of their represented organisation, noting that alternate or delegate members will be required to meet the same criteria:

- 4.1.1. A detailed understanding of the retail electricity market and changes as a result of the ammended Rules within the POC program.
- 4.1.2. Authorisation to consider matters, and provide official views and commitments, on behalf of their organisation.
- 4.1.3. Availability to consistently attend, and actively participate in, working group meetings.
- 4.1.4. Working knowledge of their represented organisations IT systems and associated business processes.

#### 4.2. Membership Accountabilities

On behalf of the represented business, members are accountable for:

- 4.2.1. The presentation and discussion of systems related subject matter, which they have gathered from internal experts (operations, regulatory and/or technical) across relevant business areas within their represented organisation.
- 4.2.2. Internal communication of the IT Systems deliverables and outcomes within their represented organisation.
- 4.2.3. Coordination of relevant internal resources to align with the POC implementation program activities and milestones.

## 5. Governance

The POC-SWG is a project-specific working group under the management oversight of AEMO's POC Program Consultative Forum (POC-PCF).

When guidance is sought by the POC-SWG, any recommendation will be based on those members present at that meeting and members that provide a proxy to AEMO if not in attendance. In certain circumstances (for example, where guidance is required out of session and/or at short notice), this may be sought via written correspondence (email).

POC-SWG members and/or the Chair will refer matters, risks and issues to the POC-PCF. All issues or risks must contain recommendations.

### 5.1. Administration

AEMO will prepare and distribute all meeting calendar invitations, agendas, meeting papers and meeting notes via email. AEMO will also provide the Chair, secretariat services and subject matter expert(s) for each meeting.

### 5.2. Meeting facilities

AEMO will provide meeting facilities for at least one of the AEMO offices listed below and, where possible, video-conference facilities between locations. A limited number of tele-conference lines and webinar may also be made available for members where they cannot attend an AEMO office location.

Meeting Location:	AEMO Office:
Melbourne	Level 22, 530 Collins Street, MELBOURNE VIC 3000
Sydney	Level 2, 20 Bond Street, SYDNEY NSW 2000
Brisbane	Level 10, 10 Eagle Street, BRISBANE QLD 4000
Adelaide	Level 9, 99 Gawler Place, ADELAIDE SA 5000

### 5.3. Meeting timings

Meeting frequency: To be determined by the POC-SWG, but at least every month is expected.

Meeting papers: AEMO will endeavour to provide advice and all meeting documentation no less than three business days prior to each meeting.

Meeting notes: AEMO will endeavour to circulate all meeting notes and outcomes within three business days after each meeting.

All documents will be made available on AEMO's website following each meeting.

## **5.4. Disbandment**

The POC-SWG will be disbanded when the POC Implementation Program is completed, or as decided by the POC-PCF.

## **5.5. Resourcing**

Any expenses incurred as a result of attending meetings or activities associated with meetings are at the expense of the member's employer.

For more information or for other enquiries, please email the POC inbox: [poc@aemo.com.au](mailto:poc@aemo.com.au)

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