



TERMS OF REFERENCE

Planning Reference Group (PRG) 2017

Group objectives

- Share expertise and facilitate the continued development and accuracy of AEMO's gas and electricity planning functions, processes and procedures.
- Provide the opportunity to raise and address issues that may affect the planning functions which AEMO has within the NEM.
- Provide the opportunity for consultation and feedback on AEMO planning publications.
- Allow for improved information sharing between AEMO and industry.

Functions

The Planning Reference Group will provide a forum for interested parties to:

- Consult on and consider issues relating to the range of AEMO planning reports and investigations.
- Consider formal consultations that may be active within AEMO's Planning functions.
- Share new ideas and methods that may be of value to industry and AEMO to consider in planning functions across industry
- Formally record the attendance and discussions had at each meeting.

The Planning Reference Group provides a consultative forum, and it is not a decision making body.

Participation

The PRG is an open forum for all interested industry and government stakeholders whom may attend and participate.

AEMO especially looks forward to the opportunity to share expertise and explore new approaches to addressing the challenges of planning in a rapidly changing energy industry.

October 2017



Meetings

Meetings will typically be held monthly. If cancellations occur, these will be notified as soon as possible, and are on an as-needs basis.

A review will be done on the value of these meetings in December 2017. After this, a decision will be made as to if they will continue in 2018.

Locations: AEMO Offices:

Adelaide	Level 9, 99 Gawler Place, Adelaide, SA
Sydney	Level 2, 20 Bond Street, Sydney, NSW
Melbourne	Level 22, 530 Collins Street, Melbourne, VIC
Brisbane	Level 10, 10 Eagle Street, Brisbane, QLD
Perth	Level 44, 152 St Georges Terrabe, Perth, WA (<i>as required</i>)

Administration

AEMO will prepare and distribute all meeting correspondence via email.

AEMO will endeavour to provide interested stakeholders with:

- An agenda 3 business days prior to the meeting.
- Relevant meeting papers 3 business days prior to the meeting.
- Draft minutes 5 business days after the meeting.

Resourcing

AEMO will provide chair and secretariat services to the PRG. PRG will need to work with AEMO to prioritise actions. AEMO will make the final decision on the level of resourcing available.

To avoid doubt, any expenses incurred as a result of attending meetings or activities associated with the PRG are at the expense of the representative's employer.

For more information: prg@aemo.com.au

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