

Terms of Reference

East Coast Gas System Reforms – Working Group

1 Mission

Energy Ministers have agreed to progress a package of priority reforms to establish a more secure, resilient and flexible east coast gas market. The Working Group is to support the implementation of the East Coast Gas System reforms ensuring these reforms are implemented ahead of winter 2023 to better manage gas supply adequacy and reliability risks.

2 Objective/scope

The objective of the Working Group is to enable effective and efficient engagement between AEMO and gas industry stakeholders to support the delivery of the East Coast Gas System reforms. The purpose of the Working Group is to:

- Provide a channel for information sharing regarding the upcoming changes.
- Provide an opportunity for stakeholders to help AEMO identify and address areas of concern.
- Enable industry to be usefully involved in the implementation of the reforms.

In scope:

- The Working Group will provide input into the development and amendment of relevant processes, procedures and guidelines.

Out of scope:

- The Working Group is not a decision-making body.
- The Working Group is not a consultative forum for policy development and design.
- Procedure development and consultation in this forum will not supplant any ongoing statutory consultation processes.

3 Participation

AEMO will seek to form a Working Group with representatives from gas industry participants which may include industry groups.

AEMO expect forum members to:

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- Have sufficient expertise and authority to consider matters on behalf of the organisation(s) they represent and provide the views of those organisations for the public record.
- Have a broad and strategic understanding of gas market reform programs.
- Have a detailed understanding of their own organisation's program's timelines, deliverables, and business impacts and how their program interfaces with AEMO's program.
- Work collaboratively with other Working Group participants.
- Provide Working Group outcomes back into their business and industry sectors, and
- Seek permission from AEMO before reporting on the operation or outcomes of Working Group meetings in the media or on social media, unless referencing the official minutes.

4 Governance

The Working Group will operate under the guidance of this Terms of Reference document. AEMO will provide support for the Working Group, including provision of meeting minutes, action items, and a register of key documents if appropriate.

5 Meetings

Working Group meetings will be conducted via videoconference and teleconference.

6 Administration

AEMO will prepare and distribute all meeting correspondence via email and manage any associated webpage.

AEMO will endeavour to provide stakeholders with:

- A draft agenda and relevant meeting papers five business days prior to the meeting.
- A meeting outcomes paper five business days after the meeting.
- AEMO will provide Chair, secretariat services and subject matter expert(s) for each meeting.
- Once approved, copies of the meeting papers will be published on a dedicated webpage on the AEMO website.

7 Resourcing and expenses

AEMO will provide Chair and Secretariat services to the Working Group.

Participation in the Working Groups is open to suitably qualified nominations from market participants and industry groups.

Any expense incurred as a result of attending meetings or activities associated with the Working Groups are at the expense of the participant or their employer.

8 Version control and contact details

Version	Effective date	Comments
1	20 December 2022	Published document (AEMO)

For more information on the East Coast Gas System Reforms please email GasReform@aemo.com.au.

Reference material will be updated on AEMO's [website](#).