



Board Committee Charter

Technical, Markets & Systems

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This document is owned and updated by the AEMO Board and will be reviewed, at minimum, biannually. Any queries or suggestions for improvement should be addressed to the Company Secretary.

1 Purpose

The Technical, Markets and Systems Committee is a committee of the AEMO board of directors.

The committee will assist the board in the effective discharge of its responsibilities for oversight and governance of:

- Technical matters, including information technology (IT) strategy and programs, Energy Systems, Energy Markets, technical publications, key industry developments, and emergency preparedness.
- Reform and Regulatory matters;
- Emerging and future technologies; and
- General technical issues significantly impacting the security, stability and reliability of Australia's energy system and efficiency and effectiveness of the market.

2 Authority

Except where stated to the contrary, the responsibility for, and the power to make, decisions with respect to these matters remains with the board.

The board has authorised the committee, within the scope of duties and responsibilities set out in this charter to:

- Perform the activities required to address its responsibilities and make recommendations to the board
- Subject to meeting protocol:
 - Require the attendance of any company manager or staff member at meetings, as appropriate
 - Have unrestricted access to management, employees and information it considers relevant to its responsibilities under this charter.

3 Membership

The committee will be composed of all directors of the board.

The committee may invite attendance from:

- Independent advisors; and
- Any other persons considered appropriate to attend meetings of the committee.

The company secretary or their designate is the committee secretary.

4 Chair

The board chair is responsible for nominating the committee chair for approval by the board.

The committee chair must not be the chair of the board.

Should the committee chair be absent from a meeting, the committee members present must appoint a chair for that particular meeting.

5 Education

The company will assist the committee in developing appropriate technical and energy sector literacy. The company is responsible for providing new members with an appropriate induction program and educational opportunities, and the full committee with educational resources relating to technical, markets and systems topics pertinent to the company, and other resources, as reasonable and requested by the committee.

6 Meetings

The committee must meet a least four times per year. If a member is unable to be physically present, they may participate by video or tele-conference.

A notice of each meeting, with relevant supporting agenda papers, confirming the date, time and venue is to be forwarded to each committee member at least five working days before each meeting.

The committee chair, the board chair or any other committee member may call a meeting of the committee. The committee chair may waive the five working days' notice period if agreed by all members.

The committee chair may invite any person or persons (other than duly appointed members) to attend meetings of the committee, but not necessarily for the full duration of the meeting. A standing invitation shall be issued to:

- The CEO
- The EGM Operations
- The EGM Digital
- The EGM Reform Delivery
- The EGM System Design
- The EGM Western Australia & Strategy

Five members will constitute a quorum.

The committee chair is not entitled to a second or casting vote.

7 Minutes

The committee secretary or delegate must prepare the minutes of the committee meetings on a timely basis.

After the committee chair has given preliminary approval, the draft minutes are circulated to all committee members.

The minutes of meetings must be confirmed and signed at the next committee meeting.

8 Communication

The committee is expected to maintain free and open communication with management.

9 Duties and responsibilities

In assisting the board to fulfil its responsibilities, the duties of the committee are as follows:

The committee's duties and responsibilities are:

9.1 Technical Publications

- Provide input to the strategic direction of AEMO's technical publications, such as:
 - The Electricity and Gas Statement of Opportunities (NEM and WEM)
 - The Integrated System Plan
 - Other major regular or ad-hoc publications.
- Review and provide input into the key messages in required publications.
- Review external stakeholder feedback on AEMO's technical publications.

9.2 Information Technology (IT) and Operations Technology (OT) Strategy

- Review and provide input into development of IT and OT strategic plans.
- Monitor progress against IT and OT strategic plans.
- Review and provide input into strategic IT and OT projects.
- Review and monitor IT and OT system approach for major projects and reforms such as WEM Reform, ESB reforms, Operations Tools and similar projects/programs and reforms.
- Review and monitor cyber security and resilience.

9.3 Operational preparedness

- Review significant operational and market incidents, assess the demonstrated performance of AEMO in the management of these incidents, and review and recommend changes to processes and procedures to improve AEMO's management of such incidents.
- Discuss and provide input on key industry developments such as regulatory and market developments needed to respond to energy transition or key industry reforms such as major high-risk programmes.

9.4 Emergency management

- Monitor to ensure that appropriate policies and principles applicable to emergency management are developed and maintained for both gas and electricity operations.
- Monitor AEMO's implementation of improvements to emergency management processes and policies.
- Review outcomes and AEMO and industry performance during exercises and actual emergencies.

9.5 Reform and Regulatory Matters

- Monitor the regulatory environment in which AEMO operates to identify regulatory developments that may impact on AEMO and the markets it operates.
- Review AEMO's analysis and approach to key regulatory changes and reviews by regulatory bodies.

- Monitor international trends and reviews of energy market policy and regulations that may be relevant to AEMO's operations.
- Provide input into key areas of reform.

9.6 Other matters

- Review the audits on AEMO's gas safety case.
- Review strategy and approaches of key technical management matters, e.g. new technical standards.
- Consider matters as are referred to the committee by the board or other board committees.

10 Reporting

In addition to providing the board with a copy of the agenda, committee papers and minutes of its meetings, the committee will ensure that:

- The committee chair reports to the board on committee meetings, regarding all relevant matters and appropriate recommendations, for noting or approval by the board.
- The committee addresses any other reporting responsibilities.

11 Review

To ensure that the committee is fulfilling its duties to the board, the committee will:

- Review, at minimum every two years, the committee charter and recommend to the board any appropriate amendments for approval.
- Review the annual workplan
- Conduct an annual assessment of its performance against its charter duties and responsibilities and provide a report of the findings to the board.

12 Definitions

The following words have the following meaning when used in this charter.

AEMO	Australian Energy Market Operator Limited and includes its subsidiaries
Board	The directors formally appointed to the AEMO Board
Chair	A director formally appointed to the role of board chair or committee chair
Charter	An AEMO Board approved document outlining the role and responsibilities of the AEMO Board or one of its approved sub committees
Committee	An approved committee of the AEMO Board that has its role and responsibilities defined within an approved committee charter, comprising a number of appointed members and a chair