

## **ELECTRICITY MARKET REFORM: INSTITUTIONAL FRAMEWORK EXPERT GROUP - TERMS OF REFERENCE**

### **Objectives:**

- Support the development of the Institutional Framework for delivering Electricity Market Reform;
- To test the emerging policy delivery process e.g. the delivery plan, annual reports and the decision-making process, to check that this meets the needs of consumers, industry and the Government;
- To provide advice from their experiences on how best to structure the relationship between key institutions such as DECC, Ofgem and National Grid;
- Provide expert feedback and recommendations on specific aspects of the Institutional Framework;
- To act as a forum to gather views on potential conflicts of interest and synergies and discuss potential measures to manage these;
- Ensure that a wide range of expert input is available to inform the design of the Institutional Framework; and
- Provide an interface for keeping stakeholders informed of progress on the Institutional Framework.

The expert group will discuss proposals as requested by DECC. DECC will consider all feedback the group gives in its policy development and will retain responsibility for all advice and recommendations made to Ministers.

### **Meetings:**

The expert group will provide input through a mixture of formal meetings and informal correspondence by phone and email.

Regularity and length of meetings will depend on the topics identified for discussion and the amount of work that can be progressed by correspondence. There are likely to be between one and two meetings per month for 2 hours. However, this may vary with some months having less or more than this average, dependent on the current developments in the project. DECC will provide the chair and the secretariat.

### **Papers:**

DECC will aim to circulate papers for the Group a week in advance of meetings taking place; though there may on occasion be exceptions.

Group members will be required to handle any papers with discretion. If any protectively marked documents are shared with members, guidance on document handling will be provided and must be followed.

### **Minutes:**

Regular summaries of expert group discussions will be made available on the DECC website, and members will be expected to gather feedback on discussions as appropriate.

## Membership:

Members have been selected on the basis of their expertise and it is this individual expertise that we are seeking to support our work. Substitutes will not therefore be generally accepted. DECC does, however, understand that circumstances might arise where members will be unable to attend meetings for a given period and will ensure that an appropriate alternate sits on the Group.

Members of the Group are also expected to act impartially and they, their organisations or any of their subsidiaries will not be bound by any recommendations made by the Group.

OfGem officials that are members of this group do not represent the views of the Gas and Electricity Markets Authority. Their attendance should therefore not be considered an implicit or explicit endorsement or agreement to the outcomes and will not fetter the Authority discretion in the future. Similarly representatives from National Grid that are members of this group do not represent the views of National Grid PLC or any of its subsidiaries and will not be bound by any recommendations made by the group.

DECC reserves the right to review membership in future to ensure the group remains effective.

<b>Member</b>	<b>Organisation</b>
Alon Carmel	DECC
Jonathan Doyle	DECC
Giuseppina Squicciarini	OfGem
Janet Bidwell	National Grid
Richard Hall	Consumer Focus
Danielle Lane	DONG
David Love	Drax Power
Stefan Leedham	EdF
Barbara Vest	Energy UK
Paul Jones	Eon
Simon Lord	International Power
Robert Longden	Mainstream Renewable Power
Jeremy Sainsbury	Natural Power
Patrick Smart	RES
Dr Bill Reed	RWE
James Saunders	Shepherd and Wedderburn