

CAEEPR ADVISORY BOARD TERMS OF REFERENCE

BACKGROUND

The CAEEPR Agreement 2021-6 formalises the commitment to a collaborative and cooperative relationship to develop a more sophisticated and contestable energy policy advice. The objectives of CAEEPR are to:

- refine the ANEM Electricity Market Model, produce applied energy economics and policy research, and undertake associated briefings,
- promote and foster sustainable partnerships, information sharing, and collaboration that can be leveraged for policy and research outcomes, and
- improve capability in the sector through access to the University's diverse and flexible pipeline of talent and human capital.

PURPOSE

The Advisory Board is established under the Agreement to guide the funded work program to:

- assist the parties to agree on the scope and further evolution of the energy system model, monitoring progress and resolving issues,
- guide the focus of quantitative and policy research effort,
- guide the analysis of Queensland's economy through electrification and green hydrogen, and
- consider and resolve any issues that may have arisen in relation to the model and its policy applications, and
- identify and invite additional members to join CAEEPR.

In particular, the Advisory Board provides senior strategic leadership related to the ongoing development of a sophisticated model of the National Electricity Market to ensure:

- effective evaluation and causality of changes can be established and attributed,
- assess policy interventions and quantify the upstream and downstream impacts,
- the benefits of electrification and green hydrogen are articulated and promoted, and
- services are delivered more effectively, with improved policy capability and better connections between the different tiers of government in the design and delivery of energy services.

The Advisory Board will be provided with regular updates from the internal Project Management Committee and will also consider:

- whether an activity is not to be continued and removed from the work program and
- whether a new activity should be added, including agreeing the scope and terms and conditions.

MEMBERSHIP

- Chair (Craig Rogers, King and Wood Mallesons)
- Pro Vice-Chancellor (Business), Griffith University
- Dean of Research, Griffith Business School
- Representatives from the partner organisations, each with a three-year term.
- CAEEPR Industry liaison
- A technical expert in the area of energy modelling and data. Ex-officio
- Secretariat Delegates
- Delegates from partner organisations are welcome if the founding partner representative is unable to attend.

CONFLCITS OF INTEREST

Board members must disclose any interests that could constitute an actual, perceived or potential conflict of interest with respect to participation on the Board:

- When they are first appointed to the Board; and
- At the commencement of each meeting

Members must identify any actual, perceived or potential conflict of interest, including family or other personal relationship/s which may exist in respect of any of the items on the agenda.

When an interest has been declared, the Chair may resolve that the member:

- Leaves the meeting while the item of business is discussed; or
- Participates in the discussion but withdraws from the meeting before the vote and/or decision; or
- Stays but does not participate in either the debate or vote/decision; or
- Stays with full debating and voting/decision rights.

CONFIDENTIALITY/NON-DISCLOSURE

Member of the Advisory Board includes senior industry personnel, some of whom work for businesses that compete with each other.

In line with the purpose of the Advisory Board, it is not intended that discussions during Advisory Board meetings involve members sharing information that is commercially in-confidence or details that could be competitively sensitive.

In light of the above, and in order to ensure compliance with all laws, members are asked to acknowledge and agree that:

- a) Matters discussed between Advisory Board members must only be for the purposes of the Advisory Board providing strategic leadership in respect of energy policy matters; and
- b) Members will not share confidential information received during or in connection with Advisory Board matters with anyone within their respective organisations.

Research, modelling and thought piece outputs will not include competitively sensitive information and therefore members are free to utilise any research, modelling and/or thought piece outputs.

SECRETARIAT

The Secretariat will support these meetings by:

- liaising with the Chair to identify and call on members for agenda items
- managing the compilation and distribution of meeting papers and briefing material
- identifying meeting attendees and distributing invitations and managing meeting logistics
- disseminating decisions and meeting outcomes
- monitoring the implementation of decisions and meeting outcomes
- liaising with CAEEPR researchers to provide foundational members with updates on progress.

CHAIR

The Chair may appoint an acting Chair.

FREQUENCY

The Advisory Board is expected to meet quarterly. It may address items out of session, and where Board meetings coincide with CAEEPR workshops, the Board meeting will be held on the same day.

QUORUM

A quorum shall be formed by half plus one of the members and must include at least one member from each of Griffith University and the partners.

ADDITIONAL MEMBERS/ATTENDEES

Further to the standing members of the Committee, the Chair may also invite additional attendees as required.

REVIEW

There should be a yearly review of these terms of reference.

CONTACT

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