

Conservation Framework: Mid-term Review

Advisory Group

Terms of Reference

Overview and Context

The IESO's Conservation Framework: Mid-Term Review engagement initiative will work with stakeholders and communities to conduct a combined mid-term review of the 2015 to 2020 Conservation First Framework (CFF) and Industrial Accelerator Program (IAP) – referred to here as the conservation framework. A third party consultant, through a competitive procurement process, will support the IESO with completion of the mid-term review. The review will focus on targets, budgets, progress, lessons learned (on cost recovery, performance incentive mechanisms and CDM contribution to regional planning), and alignment with Ontario's Climate Change Action Plan (CCAP), for CFF and IAP. The results of the review will inform potential approaches to achieving objectives of the conservation framework for the remainder of the term to 2020 and beyond.

This Conservation Framework: Mid-Term Review Advisory Group will provide advice to the IESO for the completion of the mid-term review. The Mid-term Review Advisory Group will complement input provided through a public engagement process by providing a dedicated, consistent group of interested parties to provide input to the review.

Objectives and Scope

The Conservation Framework: Mid-Term Review Advisory Group (the "Advisory Group") will provide comments and advice to inform the IESO in the completion of the mid-term review. Comments and advice will be collected at Advisory Group meetings and in writing on specific items and topics.

Specifically, the Advisory Group will review and provide comment on the study plan, study topics, and draft report(s) for the mid-term review study.

Written feedback provided by Advisory Group members will be compiled on the IESO Conservation Framework: Mid-Term Review engagement webpage. The IESO will respond to this feedback to advise how the views of stakeholders and other interested parties have been considered and incorporated. The final content of the mid-term review report will be determined by the IESO.

In the context of the engagement, the Advisory Group's activities will be integrated with the broader engagement; as the study plan and key topics for the final report are discussed and

advanced in the Advisory Group setting, they will then be brought forward for discussion with all stakeholders through the broader engagement initiative.

Composition of the Advisory Group

Members are expected to be able to commit time and resources to support the group, in order to provide feedback, attend scheduled meetings, and review information/materials (some of which may be communicated between meetings). Delegates are not encouraged. A tentative meeting schedule for 2017 is provided in Appendix A.

The IESO will seek a balance of different types of stakeholders on the Advisory Group to ensure feedback from different points of view.

Direct meeting participation will be limited to members. Membership in the Advisory Group will be limited to 12 to 14 participants, selected based upon their experience and background. Membership will be balanced to provide representation from different regions of Ontario and different interested groups.

[The meeting will be open to registered observers who have been invited and/or selected by the IESO and limited to one individual per organization. Delegates are not encouraged. Observers will be invited to provide comment or ask questions at the discretion of the Advisory Group's Chair.](#)

The Advisory Group will consist of the following representation within the group:

- five consumers (representing a mix of sectors, and distribution/transmission connected customers)
- five LDCs (where possible representing different size utilities and different regions and progress towards CFF targets)
- two consultants, service providers/delivery agents and/or manufacturers that are engaged in CDM
- IESO (Chair plus staff support)

The Advisory Group may also include observers from:

- natural gas utilities
- industry/customer associations
- Environmental Commissioner's Office
- Ontario Energy Board
- Ministry of Energy

Organization and Administration of Meetings

- a) IESO staff will chair the meetings. The Chair may act as the facilitator for the meeting, or a separate independent facilitator may be used. The Chair or facilitator will be responsible for the role of a time keeper.
- b) The Chair will provide all meeting agendas and support material at least two business days in advance of the meeting dates to the Mid-term Review Advisory Group members.
- c) All meeting materials including meeting notes will be recorded and posted on the IESO Conservation Framework Mid-Term Review engagement webpage.
- d) Attendance may be in person, via teleconference or webcast. In person attendance is strongly preferred and encouraged.
- e) Monthly meetings are planned for the period of Q1 2017-Q1 2018 (a mix of in-person at the IESO offices, 120 Adelaide St. W and teleconference meetings are anticipated depending on the number of agenda items). Additional, ad-hoc teleconference discussions may be added on an as needed basis as the Mid-term review study is executed.
- e)f) The IESO will coordinate attendance through on-line meeting invitations. These invitations are intended for members and registered observers only and are not to be forwarded to any other parties without the consent of the Advisory Group Chair.

Appendix A
Conservation Framework: Mid-Term Review Advisory Group
Draft Meeting Schedule

- Meetings to take place ~~at the IESO offices at 120 Adelaide Street West~~ in downtown Toronto
- In-person meetings may be substituted with teleconferences or web meetings when the agenda allows
- Meeting times below are subject to change and intended to provide an idea of the frequency of meetings

January 31, 2017

February 23, 2017

March 23, 2017

April 27, 2017

May 25, 2017

June 22, 2017

July 20, 2017

August 24, 2017

September 21, 2017

October 19, 2017

November 23, 2017

January 9, 2018

February 15, 2018

March 20, 2018