

Data Strategy Advisory Council

Terms of Reference – Draft for Comment

Introduction

The IESO's Data Strategy Advisory Council is a committee of representatives within Ontario's electricity sector and other sectors as applicable, appointed by the IESO, to provide input in the review and development of products and processes for the implementation of third party access to the data within the Province's Meter Data Management/Repository (MDM/R).

Overview and Context

In accordance with its Orders dated January 26, 2016 (http://www.rds.ontarioenergyboard.ca/webdrawer/webdrawer.dll/webdrawer/rec/514364/view/licence_order_es_SME_20160126.PDF) and November 24th 2016, (http://www.rds.ontarioenergyboard.ca/webdrawer/webdrawer.dll/webdrawer/rec/552233/view/d/ec_order_es_SME_20161124.PDF) the Ontario Energy Board (OEB) directed the IESO, as the Smart Metering Entity (SME) for Ontario, to enhance the data within the MDM/R to prepare for the implementation of access to this data by third parties. In January 2017 the IESO completed its initial work with stakeholders to establish protocols for the collection of additional information; specifically, postal codes, distributor and commodity rate classes and occupant change dates. These data enhancements are now in place and the SME has launched an engagement initiative to work with stakeholders to finalize the next phase of the OEB Orders, an implementation plan for Third Party Access to the enhanced MDM/R data.

This Data Strategy Advisory Council, along with the IESO's Stakeholder Advisory Committee (SAC), the Office of Information Privacy Commission of Ontario and a privacy consultant, Privacy Analytics Inc. along with other organizations is intended to inform the development of IESO's third party access implementation efforts to the data within the MDM/R, in a manner compliant with privacy requirements.

In supporting this initiative, the IESO will follow the established principles, mechanisms and processes with respect to stakeholder engagement.

Objectives and Scope

The Data Strategy Advisory Council (the "Advisory Council") will provide comments and advice to inform the IESO in the third party access implementation initiative

Comments on this draft Terms of Reference can be submitted to engagement@ieso.ca

The IESO will look for the Advisory Council to help guide the continued development and design work of the various elements within the Third Party Access Implementation Plan. The Advisory Council will provide input and advice on several aspects of the Third Party Access implementation plan, including the following :

- Business processes and functional/non-functional project requirements
- The Data Governance framework
- Training and extended communication plans for LDCs and third parties
- Third Party Access Pilot Plan
- Program Evaluation strategy

Composition and Role of the Advisory Council

Members are expected to be able to commit time and resources to support the group such as attending scheduled meetings, and reviewing information/materials (some of which may be communicated between meetings) and providing feedback. Delegates are not encouraged.

The IESO will seek a balance of different types of representation on the Advisory Council to ensure feedback is heard from different points of view.

Membership in the Advisory Council will be limited to 12 to 15 participants, selected based upon their experience and background. Membership will be balanced to provide representation from different regions of Ontario and different interested groups.

Meeting participation will be limited to members and those registered observers who have been invited and/or selected by the IESO, 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 Council's Chair.

The Advisory Council will consist of 12 to 15 members with representation within the following categories:

- electricity consumers (representing a mix of sectors)
- local distribution companies (representing different size utilities and different regions)
- consultants, academia representatives, service providers/delivery agents
- municipalities representatives
- IESO Chair (plus staff support and any appointed presenters)

The Advisory Council may also include a limited number of observers with representation from:

- natural gas utilities
- industry/customer associations
- Ontario Energy Board
- Ministry of Energy

Comments on this draft Terms of Reference can be submitted to engagement@ieso.ca

The Advisory Council may develop a 'sub-group' where a sub-set of members investigates and considers in detail a particular issue or subject area. The sub-group will then report back to the whole Advisory Council on its findings.

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 Data Strategy Advisory Council members.
- c) All meeting materials including meeting notes will be recorded and posted on the IESO Data Strategy Advisory Council webpage.
- d) Attendance may be in person, via teleconference or webcast. In person attendance is strongly preferred and encouraged.
- e) Monthly meetings will be planned for the period of Q2 2017-Q4 2018 (a mix of in-person meetings 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.
- f) In-person meetings will take place in downtown Toronto but may be substituted with teleconferences or web meetings when the agenda allows.
- g) 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 Council Chair.

Comments on this draft Terms of Reference can be submitted to engagement@ieso.ca