

Consumer Advisory Committee Charter

Background

On 7 December 2006, the *Electricity Act 1994* and the *Gas Supply Act 2003* were amended to facilitate the introduction, from 1 July 2007, of full retail competition in the supply of electricity and gas in Queensland.

These amendments set out the framework for the operation of full retail competition and confer administrative and regulatory roles on:

- the Queensland Competition Authority in relation to making, amending and enforcing industry codes, changes to notified retail electricity prices and provision of retail price information and comparisons; and
- the Energy Ombudsman in relation to small customer complaints and disputes.

Consumer Advisory Committee

An important element of the framework is the establishment of a Consumer Advisory Committee to advise the Authority on the performance of its functions under the Acts, including:

- (a) the making, or amendment, of an industry code; and
- (b) any other matter about the electricity supply industry or reticulated processed natural gas markets.

The Committee will report to the Authority on a regular basis.

Interpretation

In this Charter, unless the contrary intention appears:

“Authority” means the Queensland Competition Authority.

“Energy” means electricity or gas; and

“Presiding Officer” means the chairperson of the Consumer Advisory Committee.

Terms of Reference

The Consumer Advisory Committee will:

- advise the Authority on the interests of consumers (primarily small consumers) in the performance of its responsibilities under the *Electricity Act 1994* and *Gas Supply Act 2003*;
- advise the Authority on issues of interest to consumers (primarily small consumers) in the competitive energy markets;
- advise the Authority on the practices of energy entities that are of note, by virtue of being either exemplary or deficient; and
- provide the Authority with an opinion in relation to any matter upon which the Authority may request advice from time to time.

Establishment of the Committee and Proceedings

The Authority will appoint Members to the Committee after consultation with groups who represent the interests of consumers. In general, the Authority will appoint organisations as Members rather than individuals. Where an organisation has been appointed, that organisation may choose one of its members to represent it.

The Presiding Officer of the Committee shall be appointed by the Chairperson of the Authority and will be a staff member of the Authority.

Should the Presiding Officer not be able to attend a Committee meeting, the Chief Executive of the Authority may nominate an alternative person to act as Presiding Officer.

The Committee will be comprised of the Presiding Officer and Members as appointed by the Authority

The Presiding Officer may invite relevant Queensland Government representatives to attend Committee meetings as observers.

From time to time, industry participants, such energy retailers and distributors, may be invited by the Presiding Officer to provide information to the Committee.

The Authority will appoint each Member of the Committee for a period of no greater than 12 months.

Upon the expiry of a Member's term of office, the Authority may re-appoint the Member for a further term.

The Authority may cancel the appointment of a Member at any time.

The Committee shall meet on a quarterly basis. Additional meetings may be convened by the Presiding Officer where required by the Authority or in response to reasonable requests from one or more Committee Members.

A quorum at a meeting of the Committee shall consist of the Presiding Officer and three Members.

The Committee is not a decision making body. However, the Committee can raise matters of concern to the Authority through the minutes of Committee meetings.

The Committee's Charter may only be amended by the Authority.

Remuneration

Members who are not employees of a government department or statutory authority shall be paid fees that are consistent with remuneration levels prescribed in *Remuneration of Part-time Chairs and Members of Government Boards, Committees and Statutory Committees* issued by the Queensland Department of Industrial Relations and shall be paid by the Authority.

Committee Support

The Authority will provide reasonable assistance for the Committee in the performance of its functions, including the preparation of agendas, the taking of minutes and the preparation of necessary correspondence.

The Committee must submit a written request to the Authority if it considers that additional resources are required to allow it to meet the Terms of Reference or other requirements of this Charter.

Confidentiality

Members are bound by the confidentiality provisions of the *Queensland Competition Authority Act 1997*.

Other Matters

The Presiding Officer will present the minutes of a Committee meeting to the next available meeting of the Authority. Minutes of Committee meetings will be posted on the Authority's website.

Brian Parmenter
Chairman
Queensland Competition Authority