

Terms of Reference – FMAR Industry Experts Committee

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1. Purpose

- 1.1 The FMAR Industry Experts Committee has been established to provide expertise to Elexon as it undertakes the phase 1 FMAR design period.
- 1.2 This committee was formed as Elexon recognises the critical need for independent, expert engagement to refine elements of the current thinking and design artefacts as Elexon's design workshops with wider industry unfold. It will foster collaboration and ensure the successful evolution of the vision for FMAR and its design artefacts.
- 1.3 The committee will engage with independent technical advisors from Industry, Academia, and Government. This diverse representation ensures we capture broad perspectives, accurately reflect the voice of the consumer, and provide strategic input to Elexon's Architecture Team and horizon scanning activities.

2. Objectives and Scope

- 2.1 The primary objective of the FMAR Industry Experts Committee is to provide expert input, share diverse views, and offer a dedicated forum for brainstorming and refining the present thinking and vision behind FMAR. The committee will also monitor the progress of the latest thinking throughout the phase 1 FMAR design period.
- 2.2 Key areas of focus for the committee include:
 - Accelerating the FMAR design by providing timely feedback, strategic insights, and proactive solutions to help streamline the phase 1 design.
 - Gap analysis on the FMAR artefact roadmap, including recommending standards and new artefacts to ensure a comprehensive, robust and future-proof architecture.
 - Ensuring the evolving FMAR framework drives tangible consumer value by addressing their needs and promoting fair and efficient build.
 - Facilitating joined-up efforts with other parallel initiatives, such as standards development work and international parallel initiatives, to ensure consistency and avoid duplication of effort.
- 2.3 Elexon will provide a forward-looking view outlining the specific topics on which FMAR Industry Experts Committee members' input will be required. This view may be subject to change as the phase 1 design period progresses.
- 2.4 **Decision-making and Escalation:**
 - 2.4.1 The FMAR Industry Experts Committee will operate on a consensus-seeking basis. Where consensus cannot be reached, Elexon will facilitate further discussion or escalate the matter to the appropriate Elexon governance body for resolution.
 - 2.4.2 A formal escalation process will be established to ensure urgent matters, particularly those impacting the speed of FMAR delivery and consumer value, can be addressed promptly.
 - 2.4.3 Key points or unresolved issues requiring broader attention or executive decision will be formally escalated by the Chair to the relevant Elexon internal governance committees, with a clear summary of the discussion and any differing viewpoints.

- 2.4.4 Decisions made by Elexon's governance bodies, resulting from escalations or requiring expert committee awareness, will be communicated back to the committee at the subsequent meeting, or sooner if urgency dictates, providing clear rationale and next steps.

2.5 Scope Limitations (Rules of Engagement):

- 2.5.1 No new information about design artefacts that isn't already in the public domain via design workshops can be shared in this committee.
- 2.5.2 No new design artefact change requests can be raised here; all such requests must be submitted via the formal GitHub Issues approach.
- 2.5.3 Discussions will not delve into the commercial aspects of the upcoming solution build phase.
- 2.5.4 All interactions within the committee are subject to wider competition law.

3. Membership

3.1 Members

- 3.1.1 Membership to the FMAR Industry Expert Committee is by invitation only, at the sole discretion of Elexon.
- 3.1.2 Members are expected to actively participate in discussions, contributing positively and constructively to each session.
- 3.1.3 Elexon reserves the right to excuse members from the committee at its discretion, for reasons including, but not limited to, consistent non-participation or a breach of these terms of reference.

3.2 Role of Members

- 3.2.1 Members are expected to draw on their individual expertise and experience to represent the views of the broader sector. Their contributions should consistently prioritise driving consumer value, rather than serving organisational interests.

3.3 Attendance and Alternatives

- 3.3.1 Given that members are selected based on their individual expertise, consistent attendance at all meetings is expected.
- 3.3.2 If a member is unable to attend, they should inform Elexon in advance. If an alternate attends, they must be fully briefed and capable of contributing meaningfully to the discussion.

3.4 Chair & Secretariat Function

- 3.4.1 FMAR Industry Experts Committee will be chaired by a representative from Elexon.
- 3.4.2 The Chair will provide leadership, facilitate discussions to ensure all members can share their views openly and transparently, and ensure that the committee's objectives are met.
- 3.4.3 The Chair is responsible for ensuring discussions remain on topic and do not venture into areas that could pose a conflict of interest or violate the agreed-upon scope limitations.
- 3.4.4 Elexon will provide secretariat support to this committee. This will include the following:
- Working with Elexon's Architecture Team to prepare agendas, circulate supporting materials in advance of meetings, and clearly communicate the key asks of the committee and associated timescales.
 - Taking accurate meeting notes and maintaining a feedback log to capture feedback on material presented for review. This feedback log will also track subsequent actions or issues taken to address this feedback.

4. Ways of Working

4.1 Meetings

- 4.1.1 The committee will meet monthly, commencing in June 2025.
- 4.1.2 Meetings will be held virtually via Microsoft Teams.

- 4.1.3 Active participation from all FMAR Industry Experts Committee members is crucial for gathering diverse industry views and factoring them into the work in a timely manner.

4.2 Agenda

- 4.2.1 The agenda for each meeting will clearly outline the required outcomes for each agenda item and set review expectations.
- 4.2.2 Elexon will aim to share the agenda and supporting materials one week before each meeting. However, if timelines do not allow this, the committee will be given adequate time to review content and provide feedback after the meeting.
- 4.2.3 FMAR Industry Expert Committee members may request additional items to be included on the agenda. Elexon will review and facilitate these requests as best as possible, aligning them with the committee's overall objectives.
- 4.2.4 The Chair will ensure that discussions remain focused on the agenda, and members are expected to actively participate and contribute constructively.
- 4.2.5 Elexon will take the meeting notes, ensuring that key discussions, decisions, and action items are accurately captured. Elexon will share the meeting notes within one week of the meeting date.

4.3 Transparency

- 4.3.1 All agendas, accompanying materials and meeting notes (including any issues raised) will be sent via email to members.
- 4.3.2 Key outputs, excluding commercially sensitive information or personal data, may be published on designated Elexon communication channels to ensure wider transparency with stakeholders.

5. Conflict of Interest

- 5.1 It shall be each Member's responsibility to disclose to the Elexon, from time to time, any interests of such Member which constitute, in such Member's reasonable opinion, an actual or perceived conflict of interest with their functions as a member of the FMAR Industry Experts Committee.