

## **CIGRE-UK AGM**

### **MINUTES OF MEETING 18<sup>th</sup> November 2015 AT NATIONAL GRID WARWICK TECHNOLOGY PARK GALLOWS HILL WARWICK CV34 6DA**

#### **Present:**

Nick Winsor	Chairman – National Grid
Adam Middleton	Vice Chairman – Laing O'Rourke
Colin Ray	Secretary/Treasurer
Jonathan Halliday	ABB
Dominic Clater	AMEC
Aijuan Wang	Mott MacDonald
Kamal Siriwardhana	ARUP
Zia Emin	WSP PB Power
Paul Fletcher	Mott MacDonald
Aruna Gunatilake	TNEI
Ray Zhang	National Grid
Simon Neve	Balfour Beatty
Martin Ansell	LIG Consulting
Stuart Grattage	ABB
Amarjit Jhutti	Edif ERA
David Wright	National Grid
Rachel Hodges	TNEI
Ian Graves	Burns & McDonnell (bt invitation)
Warwick Glendenning	PSC Consulting
Roman Svoma	PowerSure Technology
James King	WSP PB Power
John Wright	GE
Chris Jones	Jacobs

#### **Apologies:**

Ian Naylor	EA Technology
Doug Gracias	Prysmian Cables & Systems
Ben Parker	Balfour Beatty
Leigh Williams	Carysium
Mark Waldron	National Grid
Andre Canelhas	HVDC Tech
John Capener	EDF Energy

#### **Minutes of last meeting**

1. These were accepted

## Outstanding Actions

2. All actions were either completed or on the agenda

### 3. Strengthening of Executive

Nick Winser presented proposals for some restructuring of the Executive team. In 2011 the Executive Committee initiated a review of its activities aimed at improving the management of the CIGRE-UK organisation. This resulted in the current WG structure which was agreed at the 2012 AGM and incorporated into the CIGRE-UK Constitution. All agreed that this WG structure had worked successfully and partly delivered the original aims of creating a more pro-active Executive team. It is prudent to review the experiences with this structure and build on it to strengthen the working of the Executive team further.

The current Constitution establishes a link between the general membership numbers and the number of Executive members, as the membership grows the number of Executive members can grow. The current membership numbers would allow 25 Executive members. With the growth in general membership it is appropriate to review the structure of the Executive team to ensure it meets the original aim of being a working body. It was proposed that the structure of the Executive team comprise 16 persons as follow:

- Chair
- Vice Chair
- WG leaders – Events
  - Marketing
  - Membership
  - External communications
  - Technical
  - NGN
  - Women’s network (UKWN)
  - Contact with other organisations (IET, IEEE, IAM, WEC)
  - Finance
- Five non-Executive members

The nomination/election process for all of the above posts will be managed by a Nominations Advisory Committee (NAC), it will comprise a Committee chairman (for 2016 this will be Chris Jones), the UK Secretary and past non-Executive members. It was proposed and agreed that the NAC would also cover the nomination/election of UK SC chairman and UK Regular Members. A paper detailing the nomination/election process, including succession planning, to be presented to the Executive meeting June 2016. **ACTION: CHRIS JONES.**

The Constitution will require some modification to incorporate these proposals and the changes are to be presented to the Executive meeting at its June meeting. **ACTION: CHRIS JONES/COLIN RAY.**

The paper detailing all the proposals is attached to these minutes.

All members agreed to the proposals and the new structure will be implemented with immediate effect.

## **CIGRE-UK Business**

### **Election of CIGRE UK Executive Officers**

5. The members considered the Executive membership for the next two years including Chairman and Vice Chairman. All members had been asked for nominations for Executive members for the period 2016 to 2017 and 21 names were received (the full list is attached at the end of these minutes). The list of names was considered and agreed. The members then considered the position of Chairman and Vice Chairman. Adam Middleton was nominated by Nick Winsor seconded by Chris Jones for the position of Chairman, there were no other nominations and this was accepted. David Wright was nominated by Adam Middleton seconded by Martin Ansell for the position of Vice Chairman, there were no other nominations and this was accepted. The new chair and vice chair will be effected from the Paris session 2016.

### **Approval of 2014 Accounts**

6. There followed a discussion of financial matters. First it was noted that the final accounts for 2014 have been signed off by the independent accountant.

### **Arrangements for Paris 2016 Session**

There was a discussion of the arrangements for the Paris 2014 session as follows:

#### **NGN stand**

Is in progress.

#### **Young Member Showcase at 2016 Paris Session**

CIGRÉ-UK NGN is seeking backing from CIGRÉ Central Office to set up a showcase for international CIGRÉ Young Members (YMs) at the 2016 Paris Session to enable selected papers to be presented as part of each SC open technical session. Candidates would be selected from each participating country having the opportunity to present at the Session. This event would improve international collaboration between YM groups and increase YM participation in the Paris Session. This would benefit the individual YMs by providing a fantastic development and networking opportunity early in their careers, and support CIGRÉ in its aim to drive sustainable membership growth by engaging with potential future experts in the industry.

The presentation showcase proposed will involve:

- 1) Each participating country to nominate candidates to be put forward either by competitions held within a country or the participating countries can devise their own ways of selecting the best presentations in terms of technical quality and presentation skills. Each country can put forward up to four presentations. Each presentation must align with one of the Preferential Subjects (PSs) of the relevant Study Committee (SC).
- 2) The candidates from each country would then present in front of a large international audience during the SC discussion sessions at the 2016 Paris Session. The SC Chairs would have the final decision on whether a presentation is of sufficient technical quality to be included in their SC discussion session. The candidates will also be considered for inclusion in the SC poster sessions.
- 3) The winners will receive free conference registration from CO. Within the UK those who do not have the support from their organisation to attend the Session, two bursaries (up to £1000) will be made available (by CIGRÉ-UK) to cover travel/expenses to the Session.

All agreed with this proposal and Mark Waldron will report when this has been agreed at the Technical Committee and Steering Group. **ACTION: MARK WALDRON.**

The NGN chairperson will then organise the selection process in the UK. **ACTION: STEFIE CRAY**

In the case of the two CIGRE UK bursaries the NGN chairman is to liaise with the FWG. **ACTION: STEFIE CRAY.**

### **UK Networking Reception**

Colin reported that all arrangements have been made for this event to be held on Tuesday 23<sup>rd</sup> August 2016 starting at 18.30. Sponsors for this event are being progressed. **ACTION: COLIN RAY.**

### **UK Delegates meeting**

Martin reported that arrangements for this are being planned and Warwick Glendenning will now progress this. **ACTION: WARWICK GLENDENNING.**

### **Women's Network**

Biljana Stojkovska is progressing with this in co-operation with Central Office in Paris.

### **Review of NGN**

Chris Jones has been looking into how the NGN members could be encouraged to become more active and presented some thoughts from his analysis. There has been a very low conversion rate of NGN members becoming Individual Members after their three year membership subsidy and it is prudent to look at how NGN colleagues can better be integrated CIGRE. Chris pointed out that success is not the conversion rate into Individual Members but the rate of continuing to be engagement with CIGRE. This would require some investigation of the NGN database and current WG involvement etc. The issues reviewed covered:

- What can CIGRE UK do to encourage this further:
  - Suggest an NGN membership coordinator for each Collective
  - Suggest internal meetings e.g. "Lunch and Learn" within Collectives
  - Get NGN members to compare best practice amongst Collective Members
  - NGN are proposing NGN Champions which would cover aspects of the above
- Promote stronger links between IET Accredited schemes and NGN activities with Collective organisations. The IET initiative relationship may help this.
- Do we need to reconsider the NGN mode of operation?
  - Extend or reduce membership time?
  - Put more emphasis on NGN being for Student members and an earlier migration in full CIGRE UK? (Point for discussion).
- Under the Collective Membership umbrella model what changes in NGN are appropriate?
  - Specific roles within NGN (NGN Champions being considered)?
  - Specific roles within Collective members?
  - Use of NGN to invigorate Collective Members?
- The change in NGN subsidy is going to reduce the demands on CIGRE UK funds. We could consider ways of utilising these funds to promote activity within Collective Members
  - Collective Member Initiative Award for an NGN member/members who do things within their organisation to promote CIGRE
  - Collective Member web links on CIGRE UK homepage
  - Other ideas (not just for NGN members)
    - Webinars on topics such as WG involvement
    - What is CIGRE

Consideration should be given to a general review of membership fee structure which not only considers the value proposition for membership classes but sets the guidelines of how the membership funding arrangements for CIGRE UK should evolve. The Executive should set a timetable for a review of the membership fee structure review.

The views from Chris were accepted and Chris was asked to come forward with some firm proposals to progress this issue for the executive meeting in June 2016.

**ACTION : CHRIS JONES**

### **NGN proposal to reduce subsidy**

James King gave a presented a paper reviewing the current membership fee subsidy arrangements. The NGN exists to encourage younger engineers to become involved in CIGRÉ, and since its founding the NGN has offered its members free CIGRÉ memberships to enable this. The memberships are made free by CIGRÉ-UK covering the costs (subsidising) the fees that are owed to CIGRÉ Central Office (CO).

Currently, all new members receive up to 3 years of fully subsidised membership, comprising 2 years of Individual II membership (IM2: "young" member, which is for under-35s only and is limited to 2 years) followed by 1 year of Individual I (IM1: the standard personal membership of CIGRÉ). In their 4th and 5th years of NGN membership, NGN members must pay the full cost of an IM1 membership to continue (which few choose to do, this issue is being addressed by Chris Jones, see previous item) or, if they are part of an organisation that has Collective Membership of CIGRÉ, the members can continue as "Collective-only" members. The Collective-only option was introduced in 2015 to help prevent members simply "disappearing" into a Collective membership but wanted to continue as part of the NGN. The Collective-only option allows members to receive the same NGN benefits as any other member (attending NGN events, for example) while they derive the benefits associated with being a CIGRÉ member through their organisation's Collective Membership. Student Member was also introduced in 2015 is free to the member as there are no fees owed to CO.

It is proposed that the NGN would have 3 types of membership:

1. Student: no change from the current situation; would remain free (subject to eligibility checks for each year of membership).
2. Members with Individual Membership: NGN members with IM2 or IM1 membership. Full subsidies would be available for up to three years for members who were not part of a Collective organisation. Members in Collective organisations who wished to have Individual Membership would need to pay the standard rates for that. Individual Memberships would be

at the standard rates for all Members in their 4th and 5th years (excluding any time spent as a Student Member).

3. Collective-only: NGN members falling under their organisation's Collective membership for all years of NGN membership.

The 5 year cap on NGN membership would remain (excluding any time spent as a Student Member).

The proposals presented were accepted for implementation in 2016. **ACTION: JAMES KING/COLIN RAY.**

## **CIGRE-UK Executive working groups**

### **Finance WG**

Nick Winser gave an overview of the Finance WG activities:

- Application has been made to HMRC to register CIGRE to have 'not for profit' status. This will enable members to have tax relief on the membership fee.
- An asset register will be established to record items purchased – all assets fully depreciated in year of purchase.
- Recommends a comprehensive upgrade of the UK website to include membership database.
- Integration of NGN into Collective, this is being progressed by Chris Jones
- A new budgeting process has now completed one year of application and a review will be undertaken.
- Income from events held during the year now provides potential to develop an investment strategy, this will be developed in co-operation with all Executive WG's.
- The investment plan will require greater financial rigour to ensure value for members.

A number of financial forecasts were presented showing the range of future income/cost reflecting various uncertainties. The financial forecasts show healthy position maintaining the agreed target reserve level of £40k.

The budget outturn for 2015 was presented along with the budget for 2016, both were accepted and agreed.

The membership fee for 2016 was discussed, the relevant factors considered were:

- CIGRE Central Office fee – no change
- Forecast 2016 exchange rate – 1.34

- Forecast CIGRE-UK balance/reserve scenarios presented

It was proposed that there should be no change to membership fee, remaining at the 2015 level. All agreed, the fee structure for 2016 would be.

Membership category	Membership fee 2014 £ Excl VAT
	Paris/UK
Collective I	
- Category A	439/2362
- Category B	439/1475
- Category C	439/24
Collective II	219.5/0
Individual	65/32

## Membership WG

Jonathan reported on the activities in the last 6 months and what is planned for the next six months. This included:

- Promoted membership @ RTDN
- Preparing for and attending the LCNI
- 2015 Membership Survey
- Sharing of best practice guide
- Supporting the Women's Network

He gave initial feedback on the results of the membership survey:

- 142 responses (2013: 142 responses)
- Strong correlation with results from 2013 Membership Survey
- 70% Individual / NGN members (where are the Collective responses ... up x2 from 2013 survey)
- 60% with less than 5 years membership (where are the core members ... consistent with 2013 survey)
- Active / Somewhat Active members increase by 10% (to 2013 survey)
- 95% of members would consider attending events; 80% interested in "Networking Dinner"
- Long list of comments and proposals for improvement
- Organisation needs to modernise (E.g. Membership management; Communications) ... Appetite for More – but who will deliver it?
- 90% agree / strongly agree "extremely satisfied" with membership
- CIGRE UK still difficult to navigate, especially for new members
- Noticeable improvements have been made
- Don't become the IET ... do not spread too thinly
- Improve the technical involvement ... must have more feedback and engagement from the Regular Members



- Strong demand for Regular Members / Technical WGs to run tutorials / seminars to share their know-how ... still difficult to join WGs
- Must promote new talent into the Technical WGs
- Take on board the issues for DNOs / DERs ... take a more System view
- Need to better exploit the World wide nature of CIGRE
- More engagement, more activities, more technical focus (E.g. Mirror WGs) ... need to cover Scotland
- Need to get greater active participation from UK Members

### **External Communications WG**

Adam gave a report from the communications WG pointing out that due to the resource required to support the Events WG that no progress had been made since the June Executive. For the future there is the need to:

- Appoint a new WG chairmen
- Conduct a review of the role of this WG
- Select the next set of Technical Insights

### **Technical WG**

Simon reported that the process for selecting the UK Regular Members for the period 2016 to 2018 had been completed and three new RM's had been elected. All agreed that these names should now be submitted to Central Office. The full list of RM's is attached to these minutes. There is still the need to raise the profile of the RM post and Simon suggested the following:

- Post the profile of 2 RM's on each newsletter
- Ensure they are provided will all the information they need to complete the task
- Awarded with an official Cigre UK Certificate
- Generate formalised handover process

The UK currently has no Study Committee chairman but there are six SC chairman who complete their term of office in 2016 there the opportunity to promote UK members for this role. This was done successfully and we will have two SC chairman that will take up their role at the CIGRE Paris session in 2016, these are:

- Simon Ryder elected for A2.
- Zia Emin elected for C4

Simon reported that the process for selecting UK papers for the 2016 Paris session is complete and of the 26 synopses submitted 22 have been accepted and papers are in preparation.

### **Marketing WG**

Martin reported on the progress mentioning:

- Newsletter continues to be successfully delivered and now moved to a Quarterly schedule

- Web-site in need of a make-over and steps are in hand for this.
- A number of promotional events have been supported the IET RTDN, LCNI & AGM as well as conferences for UK members.
- New leaflets/flyers have been prepared and available
- Event coordination with IEEE, IET & CO
- Need to recruit more willing volunteers to the WG
- Promote and support expansion of the webinar events

Martin had previously announced that he standing down from the Executive and a Warwick Glendenning has agreed to take for the lead of the Marketing WG. The chairman thanked Martin for all his efforts over the years in progressing a number of new initiatives and the support given to other Executive WG's.

### **Events WG**

Adam reported a very successful year for events that covered:

- ARUP: Offshore Networks
  - April 2015
  - Full day seminar
  - 120 participants
- Prysmian / Southampton University: Power Cable Tutorial
  - September 2015
  - Full day event
  - 64 participants
- WSP: HVDC Projects:
  - October 2015
  - Evening Event
  - 60 participants

For 2016 a promising schedule of events is planned covering:

- University of Birmingham: Q1/2016  
Working Title: "The Energy Internet: Connecting Everything"
- University of Strathclyde: Q1/2016  
Working Title: "Future Networks"
- Laing O'Rourke: TBC  
Working Title: "Applying Digital Engineering to Power Sector Construction"
- VYSIION (ex-RFL): TBC
- Siemens: TBC
- Atkins: TBC

Adam also reported that a new chairman of the events team is being sought and should be announced soon.

### **NGN**

James reported that the NGN currently stands at 176 members, which is an increase compared to last year (162) and includes a significant number of Student Members (49).

The NGN has made good progress against the short-term aims set in the previous Update Report:

- Delivery of the second half of the events programme: completed, with events held at the Western Link HVDC converter station site and at National Grid's control centres in Warwick.
- Taking forward the Paris presentation showcase proposal: this has been developed into a detailed proposal which shall be raised with the CIGRÉ Technical Committee at the end of November 2015.
- Refreshing marketing strategy and materials: a marketing strategy has been developed and agreed, and revised marketing materials are under development.
- Appointment of a Technical Lead and re-establishing that role: Qiteng Hong (University of Strathclyde) was appointed in September, and has so far contributed significantly to the Paris showcase proposal.
- Recruitment of a Communications Assistant: Gordon Watson (SgurrEnergy) was appointed in to that role in October
- Arranging the elections and attracting candidates: there were candidates for each of the four elected roles, with the elections held during the NGN AGM on the 12th November. The results are:
  - a. Chair (2016-2017): Stefie Cray (National Grid – current Vice Chair)
  - b. Vice Chair (2016): Supipi Weerasinghe (Jacobs – current Secretary & Treasurer)
  - c. Secretary & Treasurer (2016): Xialong Hu (University of Manchester / National Grid)
  - d. Communications Lead (2016): Thomas Haslam (E.ON Technologies – current Marketing Assistant)

The priorities for the NGN over the next 6 months are:

- handing over the elected roles,
- completing the refresh of NGN marketing materials,
- implementing the Paris Session Young Member showcase,
- holding a competition to select the showcase candidates from the UK,
- improving NGN Member involvement

### **Women's Network**

Biljana was unable to attend the meeting and Adam gave the Women's Network report as follows:

- establish the WN in a similar way to NGN, with the Chair taking a seat on the CIGRE UK Executive Committee
- establish Role Models for new women engineers within the Electrical Supply Industry

- provide a mechanism and support for the active coaching and development of women members within CIGRE UK
- have the proposed outline and draft constitution for the AGM in November 2015
- co-ordinate with other NC's and to join the global Women's Network in Paris 2016

## **Report from the Executive Committee and Administrative Council**

12. Mark Waldron was unable to attend but provided a report which was presented by Colin Ray, the report is as follows:

### **Changes to statutes & EGM**

Two series of revisions of the Statutes have been agreed by the AdCo. The first is an adaptation of the organization of the General Assembly and the second is an adaptation of the Statutes to enable CIGRE governing bodies to be more effective.

#### **Adaptation of the organization of the General Assembly**

Due to changes in French law, the approval of accounts by the General Assembly now has to be before the end of June of the following year; therefore it was suggested to change the corresponding articles of the CIGRE Statutes to:

'The Ordinary and Extraordinary General Assemblies take place possibly by correspondence or by other conventional or modern means'.

It will be clear in the Statutes that a face to face meeting remains at the Paris Session every second year. These modifications are to be approved by an Extraordinary General Assembly. Before the extraordinary General Assembly is called, the National Committees will be contacted by the Central Office to explain the motivation and changes.

CIGRE members will have the possibility to vote by proxy and are not expected to attend in person.

#### **Adaptation of the Statutes to enable CIGRE governing bodies to be more effective**

The governance system is being adapted to give more flexibility to the Steering Committee to get on with the day to day running of CIGRE without frequent referral to the Administrative Council. To ensure that all National Committees feel represented by the Steering Committee, only National Committees that do not have a "fixed" seat on the Steering Committee will participate in the vote for the remaining seats.

Views have also been expressed that the CIGRE Regions should also be systematically represented in the Steering Committee such that their countries would feel more connected. This was discussed but no conclusions drawn. A Task force will study a possible future modification of the Statutes regarding the elected seats of the Steering Committee and the representation of the CIGRE regions. This study will be presented to the next Steering Committee meeting.

Agreed changes will be proposed at the General Assembly for approval in August 2016.

### **Strategic plan**

The existing CIGRE masterplan is being updated as a strategic plan under the leadership of the treasurer. The plan is to have a "glossy flyer" style of document which would include (in no particular order):

- cover sheet/branding/vision
- general context/background
- message from the President/Secretary General
- Strategic themes/current capabilities/key deliverables over next 4 years
- CIGRE Governance/Structure.

Plus a working document that amplifies the fourth dash point above.

The aim is that this will be ready well in advance of Paris 2016.

### **Legal case**

The previous Secretary General has appealed against the decision of the French employment tribunal that upheld his dismissal. A further hearing is scheduled for 26<sup>th</sup> November. Given the apparent decisiveness of the first judgement CIGRE expect a positive result.

### **CIGRE Science & Engineering**

Three issues have now been published. There remains a need for submission of high quality papers for future issues in order to truly establish the journal.

### **New SC chairs and changes in SC C3**

The following SC chairs were approved to take over in 2016.

- A2, Simon Ryder (UK), Consultant
- B1, Marco Marelli (IT), Manufacturer

- B2, Herbert Lugschitz (AT), Utility
- C2, Susana Almeida de Graaff (NL), Utility
- C3, Henk Sanders (NL), Utility
- C4, Zia Emin (UK), Consultant
- D1, Ralph Pietsch, (DE), Manufacturer
- D2, Philippe Quenaudon, (FR), Utility

Due to the resignation of the chair of SC C3, Henk Sanders has taken over with immediate effect.

### **Membership system**

30 National Committees out of 58 are operational but some National Committees have not started using the new membership management online tool decided in 2014. As a result the Central Office has to spend a lot of time in managing the membership data of the non-operational NCs, instead of advancing the development of the new system. The experience with the operational NCs has shown that option A is not as robust as option B, especially when the operator in charge at the NC has been renewed. CO would prefer all NCs to move to option B.

### **Finance**

The Administrative Council accepted the recommendations from the Steering Committee:

- To continue the policy of increasing membership and Session registration fees, although the result of the biennial period 2013-2014 was positive for CIGRE.
- To add the yearly result of the Association, amounting to **+1 712 125.59 €**, in the accounting line "balance carried forward", awaiting final decision of the 2016 General Assembly.
- To ask the General Assembly to agree to a 2 % per annum increase of Membership fees for the next two years (2017 & 2018), in line with inflation.
- To accept the increase in Session fees as follows:

<b>Session fees</b>	<b>2014</b>	<b>Increase</b>	<b>2016</b>
Early bird	850 €	4.80 %	<b>890 €</b>
Non member	1050 €	4.76%	<b>1100 €</b>
Tariff II - member	980 €	5.01%	<b>1030 €</b>
Tariff II - non member	1180 €	5.08%	<b>1240 €</b>
Tariff III - member	1010 €	4.95%	<b>1060 €</b>
Tariff III - non	1240 €	4.84%	<b>1300 €</b>

member			
Companion	150 €	20 %	<b>180 €</b>

- To restore the funding to support National Committee promotion activities at 50 k€ per year.

### **Role of the CIGRE regions and regional working groups**

A meeting was held in Paris between the CIGRE officers (excluding the Treasurer) and the chairs of the CIGRE regions. Good agreement was reached that the primary role of the regions is to promote CIGRE by providing a forum for collaboration between NC with a common geography or cultural similarity. The regional chairs will produce a "terms of reference" to capture the key themes.

Technical work taking place within regions must not compromise CIGRE's wider goals of publishing unbiased, expert technical documentation. Publication of conference papers, survey material etc is not contentious but anything published "in the name of CIGRE" (i.e. purporting to represent CIGRE in some way) must be prepared with the agreement and review of the relevant SC chair(s). Guidance will be prepared by the TC in this area. NC publications remain unaffected by these decisions providing that they are clearly and unambiguously associated with the NC.

### **Women in CIGRE**

The UK and China have taken the lead so far. The UK activity to date is reported separately by Biljana.

In China a women in engineering event was held in conjunction with the SC B5 colloquium. The event was successful in bringing together inspirational stories and shared experiences from successful women in the field of electric power systems, both from China and from further afield. A detailed report forms part of the next CIGRE newsletter.

A CIGRE women in engineering forum will be held as part of Paris 2016 and the Steering Committee are still debating actions in this area and welcome proposals for "tangible actions" that **integrate** more women into the work of CIGRE.

### **Paris 2016**

The paper selection process has been completed (late) and authors will be notified imminently. All other aspects are in preparations and will be discussed at the Steering Committee/Technical Committee meetings happening during November 2015.

### **Website collaborative tools**

The new collaborative tools will “go-live” for the nominated trial groups (CO, SC, WG) imminently.

### **Officers from 2016**

The present officers were all appointed at the same time in 2012. In 2016 the President will have reached maximum term and must retire and the Treasurer has also indicated that he will not seek any extension. Whilst there is no formal agreement in place the expectation from all sides is that the TC chairman will continue for a further two years to provide some continuity. Unofficially, emerging candidates for the Presidency appear to be Rob Stephen (SA), Mohamed Rashwan (CA), Clark Gellings (US).

### **AOB**

13. No items were raised.

## **STRENGTHENING OF EXECUTIVE**

### **PROPOSALS FOR DISCUSSION**

#### **Background**

In 2011 the Executive Committee initiated a review of its activities aimed at improving the management of the CIGRE-UK organisation. This resulted in the current WG structure which was agreed at the 2012 AGM and incorporated into the CIGRE-UK Constitution (the appropriate clauses are shown in Appendix I to this paper).

This WG structure has been working successfully for the past three years and has partly delivered the original aims of creating a more pro-active Executive team. It is now prudent to review the experiences with this structure and build on it to strengthen the working of the Executive team further. This paper sets out proposals for this.

#### **Proposals**



## **Executive team**

The current Constitution establishes a link between the general membership numbers and the number of Executive members, as the membership grows the number of Executive members can grow. The current membership numbers would allow 25 Executive members. With the growth in general membership it is appropriate to review the structure of the Executive team to ensure it meets the original aim of being a working body. It is proposed the structure of the Executive team comprises 16 persons as follow:

Chair

Vice Chair

WG leaders – events

Marketing

Membership

External communications

Technical

NGN

Women's network (UKWN)

Contact with other organisations (IET, IEEE, IAM, WEC)

Finance

Five non-Executive members

## **Elections**

The term of office for each of these roles will be two years for example 2016 & 2017. All members will be invited to put their name forward for these posts, this to be done in a set order as follows:

- First – call for nominations for chair and vice chair and agree choice.
- Second – call for nominations to lead a WG and agree choice. Note, the election of NGN and Women's Network chair will be made by election amongst the members in each of these sections.
- Third – call for nominations for non-Executive role and agree five persons.

## **Nominations Advisory Committee (NAC)**

The nomination/election process will be managed by a committee of members comprising:

Committee chairman to be agreed by the outgoing chairman – for 2016 this will be Chris Jones

Secretary

The outgoing non-Executive members

The NAC to endeavour to ensure each member category is represented i.e Collective I, Collective II, Individual, NGN, UKWN and Honorary.

The NAC will need to balance and ensure each person appointed:

- Understands they have a specific role including WG Leadership. As might be expected these are the heaviest roles in terms of commitment
- Acknowledges they represent an important stakeholder group within CIGRE UK and must actively reach out to all other members in their group e.g. Collective II
- Agrees to be active across one area or indeed a number of areas
- Acknowledges that as senior people in CIGRE-UK they will commit their corporate resources for CIGRE UK.

### **Meetings of the Executive members**

Regular meetings will be held as follows:

- Full meetings of the Committee will be held in June and November each year. Extraordinary meetings can be called if requested by at least three members.
- Each WG leader to decide the frequency of meetings of their WG
- The chairman, vice chairman, secretary to hold informal meetings as decided by the chairman, this may include WG leaders.

### **Implementation**

The proposals outlined in this paper will be progressed as follows:

- Paper to be presented to Executive in November for agreement and ratified at AGM in November. Changes to the Constitution will be agreed.
- Election of Executive for 2016 agreed at 2015 AGM as normal and phased into new structure
- Agree terms of reference for each WG and the process to ensure efficient co-ordination across all WG's and their interface with the Executive.

## **CIGRE-UK Executive Team 2016 – 2018**

Adam Middleton	Laing O'Rourke
Andre Canelhas	HVDC Tech
David Phillips	Balfour Beatty
John Wright	Alstom
Dominic Clater	AMEC
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James King	WSP/Parsons Brinckerhoff
Chris Jones	Jacobs
Jonathan Halliday	ABB
Rachel Hodges	TNEI
Aijuan Wang	Mott MacDonald
Leigh Williams	Carysium
Nick Randles	Ramboll
Stuart Grattage	ABB
Warwick Glendenning	PSC Consulting
David Wright	National Grid
Amarjit Jhutti	EDIFERA
Ian Graves	Burns McDonnell
Stefie Cray – NGN chair	National Grid
Biljana Stojkovska – Women's Network chair	National Grid

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