



CIGRÉ-UK Next Generation Network (NGN)

Steering Committee Teleconference Agenda 20 February 2015

A MEETING INFORMATION

- Location: teleconference
- Date & Time: Friday 20th February 2015, 1100-1200hrs

B ATTENDEES LIST

Initial	Name	Email	Present
AR	Angela Rotheram	angela.rotheram@pbworld.com	(accepted)
CA	Chichi Agwu	chidinma.agwu@alstom.com	(accepted)
DS	Dionisis Stamatiadis	dionisis.stamatiadis@mottmac.com	(accepted)
FS	Fahad Al Sokhiry	fsss_sa@yahoo.com	
JK	James King	james.king@pbworld.com	(accepted)
MA	Mohammed Alam	mohammed.t.alam@alstom.com	
MH	Mike Holmes	mike.holmes@ukpowernetworks.co.uk	(declined)
MM	Michal Madera	mick.madera@gmail.com	
NC	Nathaniel Cowton	nathaniel.cowton@pbworld.com	(declined)
SCo	Simon Cole	simon.cole@mottmac.com	(accepted)
SCr	Stefie Cray	Stefie.Cray@nationalgrid.com	
SM	Shakeel Mohammad	shakeel.mohammad@alstom.com	(accepted)
SW	Supipi Weerasinghe	supipi.weerasinghe@jacobs.com	(accepted)
TH	Thomas Haslam	Thomas.Haslam@eon.com	
TX	Tianning Xu	tianning.xu@alstom.com	(declined)
XC	Xi Chen	xi.chen-11@postgrad.manchester.ac.uk	(tentative)
YL	Yunling Li	yli@westernpower.co.uk	(accepted)

C AGENDA

Time	Item	Required
1100-1110	Discussion on how to develop NGN Strategy	ALL
1110-1120	Event in March/April (possibly an evening event)	JK / SW
1120-1125	NPg Innovation Challenge	JK
1125-1130	Strathclyde University event	SCr / DS
1130-1135	Update from YM Chair call	CA
1135-1153	Action review	ALL
1153-1155	SC contact list	JK / SW
1155-1157	Date for next meeting	ALL
1157-1200	Any Other Business	ALL

D OUTSTANDING ACTION LIST

Ref	Action & Comments	Responsible & Due Date
Communications		
2014-05-30 1.1	Put case studies in next month's newsletter. <i>Update 2015-01-27: January newsletter has too much content, postpone until February newsletter.</i>	NC 2015-02-27
2014-05-30 7.3	Circulate details of new UK RMs in newsletter after Paris. <i>Update 2015-01-27: This to be included in the February newsletter.</i>	NC 2015-02-27
2014-09-11 6.1	Collate Paris 2014 content for website.	JK 2015-02-27
2015-01-27 1.2	NGN presentations to be updated with photographs of current SC members.	JK 2015-02-27
2015-01-27 1.4	Advertise the Marketing Coordinator support role in January newsletter.	NC 2015-01-30
2015-01-27 4.3.9	Advertise the Events Lead role in the January newsletter.	NC 2015-01-30
2015-01-27 4.7	Email the NGN Constitution document to all NGN members for consultation.	JK 2015-02-13
2015-01-27 4.8	Investigate the pros and cons of having a combined or separate CIGRÉ-UK and NGN LinkedIn groups.	SCo 2015-02-27
Events / Marketing		
2013-08-21 4.3.3	Arrange for attendance certificates at upcoming events. <i>Update 2015-01-27: SW to email SM to get an update, cc DS on the email.</i>	SW / DS / SM ONGOING
2014-05-30 2.3	Gas Turbine visit: NC to obtain contact at Siemens.	NC 2015-02-27
2014-05-30 7.2	Put together a calendar of university/company marketing events and refresh marketing material. <i>Update 2015-01-27: JK to speak to YL by 2015-02-06 to get an update on Marketing.</i>	YL 2015-02-27
2014-09-11 1.1.4	Investigate visiting an E.ON CCGT (Connah's Quay in particular, or Grain) or wind farm site (London Array in particular). <i>Update 2015-01-27: JK to speak to TH.</i>	JK / TH 2015-02-13
2014-12-02 5.0	University of Strathclyde event: SCr to investigate further. <i>Update 2015-01-27: Event details are finalised, event will be held on 2015-06-04.</i>	SCr ONGOING
2015-01-27 4.3.2	JK to contact Aruna Gunatilake regarding the potential workshop on DC Grids at Alstom Stafford and update NGN SC by mid-February.	JK 2015-02-20
2015-01-27 4.3.3	SW to contact the NPg CLNR team to get update on the potential CLNR event in March 2015.	SW 2015-02-06
2015-01-27 4.3.4.1	Presentation event for NGN members all over the world – JK to discuss this during the YM Chair call in February.	JK 2015-02-27
2015-01-27 4.3.4.1	Presentation event for NGN members all over the world – SCr to speak to Mark Waldron to see if it is possible to get a presentation slot during the Opening Ceremony in CIGRÉ Paris 2016.	SCr 2015-02-27
2015-01-27 4.3.6	Investigate the possibility of an event at to NG Electricity Control Centre.	SCr 2015-02-27
2015-01-27 4.3.7	Investigate the possibility of an event at to NG Gas Control Centre – it may be possible to combine both NG Gas and Electricity Control Centres into one event.	SCr / MH 2015-02-27

Ref	Action & Comments	Responsible & Due Date
2015-01-27 4.3.8	XC to liaise with IEEE PES MEEPS organising committee and report back to NGN on potential for collaboration.	XC 2015-02-27
IET/IEEE Liaison		
2014-05-30 3.3.3	Talk to contact at IMechE Young Member group. <i>Update 2015-01-27: SW spoke to IMechE in NE, keep in contact for future. MH to request an event calendar from IMechE Midlands.</i>	SW / MH 2015-01-30
Membership		
2013-08-21 4.2.2	Coordinate development of welcome pack for new members.	MA / JK 2015-02-27
2014-12-02 4.0	Send membership survey data to SCo for analysis.	JK 2015-02-13
2015-01-27 1.1	Contact former NGN members (in their 4 th and 5 th years of NGN membership) who may fall under collective membership to inform the recent changes to the NGN membership.	AR / JK 2015-02-27
Website Update		
2014-12-02 7.3	Website update: SCo to look into update the NGN website by the end of new year.	SCo 2015-02-27
2015-01-27 4.2.1	SCo to come up with a design for the NGN homepage and share with SC members for comments.	SCo 2015-03-27
2015-01-27 4.2.2	SCo to contact JK to get the Google analytical data of the website.	SCo 2015-02-27
Other		
2014-01-30 3.2	Western Link: investigate possible options for visit. <i>Update 2015-01-27: Agreed to wait until March/April 2015 to speak to Western Link. This could be a potential joint event with CIGRÉ-UK.</i>	MH / SCr 2015-03-27
2014-02-27 7.2	Investigate possible involvement of the NGN in the development of the B3 Substations Green Book.	SCr 2015-03-27
2014-12-02 7.5	UKPN Innovation competition event: speak to Chris Jones to find out more information. <i>Update 2015-01-27: Chris Jones talking to NPG to host instead; JK to contact Chris for update.</i>	JK 2015-02-06
2015-01-27 3.0	Send a doodle poll for next tele-con meeting in w/c 2015-02-27.	SW 2015-02-06
2015-01-27 4.5.1	MH to contact Colin Ray to ask for the budget procedure.	MH 2015-02-06
2015-01-27 4.6	Develop 1) SC role certificates and 2) thank you cards / notes.	AR 2015-02-27