

## **CIGRE-UK AGM**

### **MINUTES OF MEETING 30<sup>th</sup> November 2011 AT NATIONAL GRID WARWICK TECHNOLOGYPARK GALLOWS HILL WARWICK CV34 6DA**

#### **Present:**

Chris Jones	Chairman - SKM
Nick Winser	Vice Chairman – National Grid
Colin Ray	Secretary/Treasurer
Stephen Trotter	ABB
Ian Cunningham	Alstom
Doug Gracias	Prysmian Cables & Systems
Jonathan Halliday	ABB
Bjarne Anderson	Consultant
Andy Booth	Ellis Patents
Marc Boulter	AMEC
Beatrice Chong	National Grid
Clare Saxby	Parsons Brinkerhoff
Aijuan Wang	Mott MacDonald
Kamal Siriwardhana	ARUP
KudzieMarawanyika	Lstc
Andy Balkwill	National Grid
Zia Emin	Parsons Brinkerhoff
Paul Jarman	National Grid
Julian Head	Prysmian
Paul Fletcher	Mott MacDonald
Richard Adams	Parsons Brinkerhoff
Phil Johnson	National Grid
Mark Waldron	National Grid

#### **Apologies:**

Mike Barlow	SSE
Martin Kearns	EDF Energy
Adam Middleton	CG Global
Andre Canelhas	Siemens
Aruna Gunatilake	Alstom
Leigh Williams	Atkins
John Finn	Siemens
Diane Clayton	Omicron
Nick Jenkins	Manchester University
Frank Duffy	Balfour Beatty
Ian Naylor	EA Technology
Simon Ryder	Doble
Amarjit Jhutti	LPA
Ian Funnell	SSE
Sam Hall	PowerTransformers

Eoin Nolan	Alstom
Stuart Grattage	ABB
Anthony Price	Consultant
Simon Neve	Balfour Beatty
Trevor Stokes	Consultant

### **Minutes of last meeting**

1. These were accepted

### **Outstanding Actions**

2. All actions were either completed or on the agenda

### **CIGRE-UK Business**

3. The members considered the nominations for UK Regular Members for the period 2012 – 2014. All Study Committee Chairmen had been asked their views on whether the current UKRM in their SC is active and contributing to the work of the SC and would support them continuing for the next two years. Also all the current UK RM's had been asked if they wished to continue, for some the term of office expires in 2012, for others they were not able to continue. The results of the consultation were discussed. In the case of SC's A2, A3, B1, B2, B3, C1, C4, C5, C6 and D1 it was agreed the current RM continue. In the case of SC's A1, B4, B5, C2, C3 and D2 it was agreed nominations should be sought from all members, where more than one nomination was received a vote of members would be carried out.
4. It was noted that of the current two UK study committee chairmen, Mark Waldron (SC A3) would end his term in 2012 and Bjarne Anderson (SC B4) would continue for another two years.
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 2012 to 2014 and 22 names were received (the full list is attached at the end of these minutes). It was noted that this number of Executive members could be accepted under the Constitution given the current number of CIGRE-UK 'equivalent' members. The Constitution allows for 12 Executive members (including chair/vice chair) plus co-opted members totalling two plus one for every 50 equivalent membership number above 250. The list of names was considered and agreed. Chris Jones expressed his thanks to all the existing Executive members for their effort and contribution over the past two years. The members then considered the position of Chairman and Vice Chairman.

Nick Winser was nominated by Chris Jones seconded by Mark Waldron for the position of Chairman, there were no other nominations and this was accepted. Adam Middleton was nominated by Chris Jones seconded by Mark Waldron for the position of Vice Chairman, there were no other nominations and this was accepted.

6. There was a discussion of the arrangements for the Paris 2012 session as follows:

- a) It was noted that authors of UK papers had now been contacted by Central Office and UK referees had been appointed to review the papers before they are sent to Paris in early January 2012.
- b) Arrangements for the UK Networking Function (previously named Cocktail Reception) have been made and sponsors to fund the event will now be sought. The process for managing invitations to the event was set out in a paper circulated before the meeting, this was considered and accepted. Promotional opportunities for sponsors was considered and it was agreed that if anything this was limited to sponsors logos on the invitation card and a poster at the event, sponsors would also be acknowledged on the CIGRE-UK web-site.
- c) A number of activities for NGN members are being progressed, this was covered in detail in the NGN report.

## **NGN Report**

An NGN Update report was circulated before the meeting, the main points from the report are:

- current membership is 199 divided into 159 members and 40 Associate members
- during 2011 three events were held, a visit to Dinorwig Electric Mountain, a workshop on technologies for smart grids, visit to the National Grid Control Centre. NGN members also attended the CIGRE-UK conference hosted by Alstom 'Connection of remote off-shore wind farms'
- in 2012 a number of events are planned and currently being co-ordinated
- during 2011 two promotional events were held, one at Alstom and another at National Grid. Further promotional events are planned at ABB and the University of Nottingham during 2012
- NGN members are involved in the shadow WG B5.43 'Co-ordination of Protection and Control for Future Networks'

- The Newsletter for CIGRE-UK and CIGRE-UK NGN have been combined and the first combined Newsletter was circulated in August 2011
- The International Friends of CIGRE continues to expand and now includes China, Germany, Australia, America and Brazil

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

A report was given on the Administrative Council and Steering Committee activities, the full report is attached to these minutes, the main aspects are:

- President Andre Merlin, Technical Committee Chairman Klaus Frohlich and Treasurer Paulo Esmeraldo will all come to the end of their respective terms of office in 2012. A call for candidacies will be made in January 2012 to be considered by the Steering Committee in June 2012 and for voting/approval by the Administrative Council in August 2012.
- TC awards for 2011 include UK members, David Hearnshaw (B2) and Richard Adams (B5). Congratulations to them both.
- The CIGRE Soiree held during the Paris session will be held on Tuesday 28<sup>th</sup> August 2012 (in the past this has been held on the Thursday). The venue will be the Louvre museum.

## **CIGRE-UK Strategic Plan**

A presentation was given to members on the current position on the CIGRE UK Strategic Plan initiative, the slides used can be viewed on the CIGRE-UK web-site at [http://cigre-uk.org/Technicalactivities\\_files/cigre\\_uk\\_2020\\_nov\\_11.ppt](http://cigre-uk.org/Technicalactivities_files/cigre_uk_2020_nov_11.ppt)

Following a few introductory slides the presentation covered the four parts of the work as follows:

### a) Organisation

At the June Executive it was agreed that the roles, responsibilities and structure of the Executive Committee proposed should be reviewed by the Organisation Working Group. The slide gave the revised structure comprising Chairman, vice Chairman, Secretary/Treasurer, Chairman of the Technical Group, Communications Group, Membership Group all reporting to the full Executive.

### b) Technical

A number of documents have been prepared including:

- Document 1- Procedure for establishing working groups including shadow UK WG's and UK only WG's
  - Document 2 – CIGRE Guide
  - Document 3 – Selection of UK papers for Bi-annual Paris sessions – selection process and timetable
  - Document 4 – CIGRE-UK information security management and privacy policy on personal data
  - Document 5 – Procedure for CIGRE-UK conferences (Draft)
- c) Membership  
The focus over the last six months has been on segmentation analysis and identification of target segments for membership development. Target segments will be: Distribution Network Operators; Smart Grid System Integrators; Offshore Renewable players.
- d) Communications  
Members were briefed on the on-going actions concerning the CIGRE Central Office web-site development project. The current plan is:
- A national committee web site will be available for testing by selected NC's will be available in January 2012
  - The web site collaboration tools will be available after 6 months.

## **Study Committee Business**

7. The chairman of the UK Technical Committee gave a report from the UKTC held earlier that day, a copy of the report is attached to these minutes, the main points are:

a) UK National Committee

The newsletter is seen as a key tool for improving interaction within CIGRE UK community. The following key points were raised during the discussion.

- The role of the newsletter needs to be clear (technical, advertising, event management)
- Any CIGRE member should be able to propose items for the newsletter. For technical items UKTC members can be approached to confirm suitability of material.
- UKTC members are encouraged to propose newsletter items.
- The inclusion of standing/regular items, such as new WGs established, were supported with hyperlinks to further information.
- Using the newsletter to stimulate discussions such as LinkedIn was considered a good idea.

- Articles on technical developments that are of relevance to CIGRE membership could be included provided these cannot be construed as having an advertising/commercial bias.

b) CIGRE Technical Committee

An overview of the ongoing TC projects, network of the future & efficiency was given. It is important that the definition & frame of reference of "efficiency" is clear in anything that is published.

All CIGRE SCs have been requested to identify & initiate work that is specifically relevant to Medium Voltage. Close co-operation with CIRED is also encouraged in this area.

The topic of publishing refereed scientific papers in ELECTRA caused some concerns regarding the role of ELECTRA, the intended target audience and the overall value of ELECTRA as a technical journal. There was a broad consensus that using ELECTRA to publish more in-depth reports of CIGRE related activities was preferable to developing it as a technical journal.

SCs have been requested to consider publishing material that is suitable for a wider, less technically expert audience in order to broaden the influence of CIGRE and the work that it does. At the same time, due to an ongoing legal case, all SCs are asked to be particularly vigilant regarding publication of information that might be commercially sensitive.

c) CIGRE-UK Technical Committee

It is vital that issued documents such as the recently prepared ones on CIGRE overview, Working Group Procedure & Paris Paper Selection are made available on the CIGRE-UK website.

The programme of UK conferences was discussed. Topics such as operating the network in 2020 including electricity market review & demand side response were suggested.

There was no specific feedback from the two active UK working groups. The ongoing management & reporting of these groups will be reviewed.

UKTC members were requested to highlight the use of UK WGs & mirror WGs via their liaison meetings. The promotion & use of mirror WGs is, in the first instance, the responsibility of UK regular members of SCs.

d) Study Committees

Annual reports from each regular member are due in November each year. The topic of WG membership was raised. UK membership of CIGRE WGs is to be managed by the UK regular member. Direct approaches by WG convenors to individuals who may be interested in the work are an accepted practice but final nomination of the UK member(s) MUST be agreed with the UK regular member of the SC.

## Financial Report and Membership Update

8. The final accounts for 2010 have been signed off by the independent accountant.
9. The accounts for 2011 have yet to be finalised, the final position will be presented to the Executive at their meeting in June 2012.
10. There was a discussion on a number of membership issues in particular to decide the membership fees for 2012. The membership issues were as follows:
  - a) because the subsidy of Collective II members had stopped in 2011, 17 of the University members had chosen not to renew their membership. This leaves 13 participating Collective II members.
  - b) the membership fee payable to Paris had been calculated based on the FOREX euro/sterling exchange rates quoted at 31<sup>st</sup> October 2011. It was agreed the membership fee for 2012 be based on 1.147 euros to the pound sterling.
  - c) the CIGRE-UK component of the membership fee for 2012 was calculated based on the agreement made at the 2010 AGM, i.e. Collective I and Individual fee increased by 10%.
  - d) it was agreed the total membership fee for 2012 would be:

Membership category	Membership fee 2012 £ Excl VAT	Membership fee 2011 £ Excl VAT
	Paris/UK	Paris/UK
Collective I		
- Category A	439/2147	439/1952
- Category B	439/1341	439/1219
- Category C	439/22	439/20
Collective II	219.5/0	219.5/0
Individual	65/29.0	65/26.5

- e) It was noted that the membership numbers had dropped in 2011 due to the loss of some Collective II members but this had been offset by increases in other areas.

**AOB**

Nick Winser thanked Chris Jones for his leadership during his period as chairman and he was leaving the CIGRE-UK in a healthy position for the future.

## CIGRE-UK Executive 2012-2014

### Executive Member Nominations

Chris Jones	Sinclair Knight Merz
Nick Winser	National Grid
Doug Gracias	Prysmian
Adam Middleton	CG Global
Frank Duffy	Balfour Beatty
Stephen Trotter	ABB
Nick Jenkins	Manchester University
Ian Cunningham	Alstom
Aijuan Wang	Mott MacDonald
Jonathan Halliday	ABB
Andre Canelhas	Siemens
Leigh Williams	Atkins
Marc Boulter	AMEC
Andy Booth	Ellis Patents
Diane Clayton	Omicron
Ian Naylor	EATechnology
Clare Saxby	Parsons Brinkerhoff
Simon Ryder	Doble
Ian Funnell	SSE
Martin Kearns	EDF Energy
Kamal Siriwardhana	Arup
AmarjitJhutti	LPA
UK Study Committee Chairmen	
Barjne Anderson	Consultant
UK Technical Committee Chairman	
Mark Waldron	National Grid
NGN Chairman	
ArunaGunatilake	Alstom
Secretary/Treasurer	
Colin Ray	Consultant



# CIGRE-UK NATIONAL COMMITTEE TECHNICAL COMMITTEE MEETING

30<sup>th</sup> November 2011 @ 10:00-13:00  
NATIONAL GRID HOUSE, WARWICK CV34 6DA

## NOTES

### Membership & Attendance

**Attending:** Paul Jarman (A2), Julian Head (B1), Paul Fletcher (B3), Richard Adams (B5), Zia Emin (C4), Andy Balkwill (C5), Phil Johnson (D2), Colin Ray (UK Exec, part time), Bjarne Anderson (Chairman of B4, part time).

**Apologies:** Leslie Falkingham (A3), Simon Neve (B2), Norman Macleod (B4), David Wright (C1), Ian Welch (C2), Goran Strbac (C6), Gordon Wilson (D1), Beatrice Cheong (NGN).

**Absent:** Neil Connolly (A1), Ian Glover (C3).

### UK National Committee

**2020 Strategy** was presented at full UK Exec & AGM. Presentations available from Mark Waldron or Colin Ray if required.

The **newsletter** is seen as a key tool for improving interaction within CIGRE UK community. The following key points were raised during the discussion.

- The role of the newsletter needs to be clear (technical, advertising, event management)
- Any CIGRE member should be able to propose items for the newsletter. For technical items UKTC members can be approached to confirm suitability of material.
- UKTC members are encouraged to propose newsletter items.
- The inclusion of standing/regular items, such as new WGs established, were supported with hyperlinks to further information.
- Using the newsletter to stimulate discussions on fora such as LinkedIn was considered a good idea.
- Articles on technical developments that are of relevance to CIGRE membership could be included provided these cannot be construed as having an advertising/commercial bias.

### CIGRE Technical Committee

An overview of the ongoing **TC projects**, network of the future & efficiency was given. It is important that the definition & frame of reference of “efficiency” is clear in anything that is published.

All CIGRE SCs have been requested to identify & initiate work that is specifically relevant to **Medium Voltage**. Close co-operation with CIRED is also encouraged in this area.

The TC has decided not to establish any specific activity relating to **DC networks**. The present position of B4 taking the lead on strategic DC issues will be retained.

The topic of publishing refereed **scientific papers in ELECTRA** caused some concerns regarding the role of ELECTRA, the intended target audience and the overall value of ELECTRA as a technical journal. There was a broad consensus that using ELECTRA to publish more in-depth reports of CIGRE related activities (e.g. interim reports from WGs, final output from “small” WGs) was preferable to developing it as a technical journal. High quality colloquium/symposium papers could also be published.

SCs have been requested to consider publishing material that is suitable for a wider, less technically expert audience in order to broaden the influence of CIGRE and the work that it does. At the same time, due to an ongoing legal case, all SCs are asked to be particularly vigilant regarding publication of information that might be commercially sensitive. CIGRE must retain its ability to publish technically verifiable data but the inclusion of specific company information, opinion and conjecture should be avoided.

### **CIGRE-UK Technical Committee**

It is vital that issued documents such as the recently prepared ones on CIGRE overview, Working Group Procedure & Paris Paper Selection are made available on the CIGRE-UK website. UKTC members expressed a preference for “official” communications (e.g. circulation of issued procedures!) from CIGRE-UK to come from a dedicated CIGRE e-mail address or alias so they can be clearly identified.

The programme of **UK conferences** was discussed. Topics such as operating the network in 2020 including electricity market review & demand side response were suggested.

There was no specific feedback from the two active **UK working groups**. The ongoing management & reporting of these groups will be reviewed. It was agreed that, for multi-year groups, interim reports should be made to the annual UKTC meeting.

UKTC members were requested to highlight the use of UK WGs & **mirror WGs** via their liaison meetings. The promotion & use of mirror WGs is, in the first instance, the responsibility of UK regular members of SCs.

### **Study Committees**

Annual reports from each regular member are due in November each year. Please respect this timetable. Please also ensure that annual liaison meetings are held and that the dates/details are notified well in advance to Colin Ray for wider circulation.

The topic of WG membership was raised. UK membership of CIGRE WGs is to be managed by the UK regular member. Direct approaches by WG convenors to individuals who may be interested in the work are an accepted practice but final nomination of the UK member(s) MUST be agreed with the UK regular member of the SC. A request was made for a full list of UK WG participation. An analysis will be made of whether this is easy to extract from the WG membership data held on the CIGRE website. This would allow us to better manage WG membership from UK.

### **AOB**

Will the new CIGRE website have an expert management system akin to that used by IEC?

Questions were raised about availability of documents & document overviews. Specifically:

- Is the old paper catalogue of publications maintained?
- How can colloquium papers be accessed (symposium papers believed to be available on e-cigre)?
- How do we know what we don't know i.e. is everything indexed and if not how do we know to ask for it. Example of SC9 publication 09-428 from 1966 quoted?

## **CIGRE Business – Reports on Administrative Council and Steering Committee Activities – November 2011.**

### ***Introduction***

In line with years between Paris sessions there has been one Administrative Council Meeting held since the last CIGRE UK Exec/AGM meeting, this was in Seoul (June 2011) and unusually two Steering Committee meetings, one in May 2011 in Frankfurt and another very short meeting in Seoul (June 2011).

Provided here is a summary of the key discussion points and decisions from these meetings.

### ***Technical aspects***

TC Chairman, Klaus Frohlich, continues to report positively on the good progress of the technical activities of CIGRE and performance of the Study Committees. Some specific points:

- “Network of the Future” project - 2 models for the future development of the system had been identified: large networks for bulk transmission and clusters of small self contained distribution networks. A blend of both models would be the likely option.
- “power system efficiency” project – 2 aspects would be followed up: efficiency of equipment and best utilization of the system.
- Procedures have been put in place (TORs drawn up and circulated) and are closely followed, contributing to the good organization and operation of Working Groups whose numbers are increasing with constantly enhanced output.
- It was agreed that CIGRE needed to have more involvement in MV/LV and a dedicated WG would be created for this purpose.
- Overall performance of SCs satisfactory and the prevailing good team spirit.
- New SC Chairmen for 2012 were approved:

#### **Present Chairman**

A1	BRAZIL	E.Figuieredo (2008)
A2	CANADA	C. Rajotte (2010)
A3	UNITED KINGDOM	M.Waldron (2006)
B1	FRANCE	P. Argaut (2010)
B2	GERMANY	K. Papailiou (2010)
B3	SWITZERLAND	F. Besold (2008)
B4	UNITED KINGDOM	B.Andersen (2008)

#### **Recommendations for 2012**

BRAZIL	Term extended
CANADA	Continuation of term
JAPAN	– Hiroki ITO
FRANCE	Continuation of term
GERMANY	Continuation of term
AUSTRALIA	- Terry KRIEG
UNITED KINGDOM	Term extended

B5	SPAIN J.Amantegui (2008)	BRAZIL – Iony PATRIOTA DE SIQUEIRA
C1	AUSTRALIA P. Southwell (2008)	AUSTRALIA - Term extended
C2	GERMANY J. Vanzetta (2010)	GERMANY Continuation of term
C3	ITALY A. Negri (2006)	PORTUGAL - Fancisco PARADA
C4	ITALY C.A. Nucci (2006)	USA – Pouyan POURBEIK
C5	NORWAY O. Fosso (2008)	NORWAY - Term extended
C6	GREECE N. Hatziaargyriou (2008)	GREECE - Term extended
D1	GERMANY J. Kindersberger (2010)	GERMANY Continuation of term
D2	SPAIN O. Samitier (2010)	SPAIN Continuation of term

### ***Financial/Membership Aspects***

A negative result was achieved for the period 2009 -2010 due to the higher levels of cost incurred in 2010: a number of factors contributed to this including:

- Operating with two secretary Generals for 6 months
- Higher than anticipated travel and other costs

Forecast for 2011 also shows some deterioration of the result due to:

- Legal costs incurred due to the case brought by Sergi
- Higher publishing costs for Electra
- Publishing and postage costs for History of CIGRE following decision to post a copy to all members
- Higher general costs including €10k more on web site

Total additional spend for 2011 is forecast to be €174k more than the budget of €2154k

As a result it was decided that a small increase in the Paris registration fee would be investigated and this was subsequently approved at an increase of €50 or 6.6%, the first increase since 2006.

Remembering that it had already been decided to slightly increase fees in 2011 which will also apply in 2012.

Young Member Fees will increase by €1 (€37)

Member Fees will increase by €2 (€74)

Collective Member I will increase by €20 (€500)

Collective Member II will increase by €10 (€250)

The fund of €100k (over 2 years) established for financial support of National Committees has been reduced to €50k for 2011/2012.

Global equivalent membership is now approaching 12000 with over 7000 Individual Members. Comparable figure for 2008 was 10494 equivalent members.

It has been suggested by some NC's that CIGRE Young Member status should not count for a full member in terms of equivalent membership, the logic being linked to the reduced membership fee paid. As a result the link between equivalent membership and membership fees, which is not consistent, should be reviewed by the Steering Committee. So far agreement has not been reached on this matter.

### ***Elections of Officers***

President Andre Merlin, Technical Committee Chairman Klaus Frohlich and Treasurer Paulo Esmeraldo will all come to the end of their respective terms of office in 2012. A call for candidacies will be made in January 2012 to be considered by the Steering Committee in June 2012 and for voting/approval by the Administrative Council in August 2012.

A point of discussion was the continuation of the apparent "rotation" of the role President between Europe, Americas and Asia in recent years. It was agreed that this was not a requirement, the best person for the role should be selected.

### ***Awards***

TC awards for 2011 include UK members, David Hearnshaw (B2) and Richard Adams (B5). Congratulations to them both.

### ***CIGRE Logo and Affiliations***

A proposal was submitted from the UK that CIGRE members be encouraged to use CIGRE affiliations on business cards, e.g. MCIGRE, DMCIGRE. It was also suggested that organisations be able to promote their CIGRE collective memberships on websites and company stationery. It was agreed that this could be done for business cards but guidelines are to be prepared by Central Office on this.

It was suggested that the CIGRE logo should be given a facelift to coincide with the new CIGRE website, however it was decided by the Admin Council that this was not necessary.

### ***2012 Session***

The guest speaker at the 2012 session will be Mr LIU Zhenya General Manager of State Grid of China. Opening panel will likely be on "Supergrids" although title has not been finalised.

CIGRE evening event will move to the Louvre on Tuesday evening.

### ***General***

A new set of CIGRE Powerpoint presentations and brochures have been issued to facilitate the promotion of CIGRE by National Committees. It is also likely that in 2011 a DVD/Video will be commissioned for promotional purposes.

A new group has been set up to look at the CIGRE website and ensure that the web site encompasses latest features of usability and content. Group will be headed by a specialist consultant working with selected NC representatives including Adam Middleton from the UK who has led the so called PWG.

The central office new site is in the final stages of preparation and testing and will go live in January. Beta testing of a new NC web site will start in December.

Key for the UK will be the third element the "collaboration tools" where a decision will have to be taken in early 2012 as to whether the tools being developed by the organisation Kaliop working with CIGRE central office will meet WG/SC and NC requirements.

Volume 1 (General CIGRE History) of the History of CIGRE has been finalized and in accordance with a decision taken by the Admin Council will be posted to all members.

Chris Jones

23<sup>rd</sup> November 2011

Any questions please contact me. [cjjones@globalskm.com](mailto:cjjones@globalskm.com)