

## CIGRE-UK EXECUTIVE COMMITTEE

### MINUTES OF MEETING 30<sup>TH</sup> NOVEMBER 2011 AT NATIONAL GRID WARWICKTECHNOLOGYPARK 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

#### **New Members Nominated for 2012 in Attendance:**

Clare Saxby	Parsons Brinkerhoff
Aijuan Wang	Mott MacDonald
Kamal Siriwardhana	ARUP

#### **Apologies:**

Mark Waldron	National Grid (chairing UKTC)
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
AmarjitJhutti	LPA
Ian Funnell	SSE

## 1. Minutes of last meeting

These were accepted

## 2. Outstanding Actions

All actions were either completed or on the agenda

## 3. Financial Report and Membership Update

The final accounts for 2010 have been signed off by the independent accountant.

The forecast accounts for 2011 were discussed, the final position will be presented to the Executive at their meeting in June 2010.

The membership fees for 2012 were discussed as follows:

### a) Paris Fee

The membership fee payable to CIGRE Paris in euros is to remain the same as 2011:

- Individual Member I € 74
- Individual Member II €37 (= Young Engineer status)
- Collective Member I € 500
- Collective Member II € 250

In line with previously agreed procedure the future Paris membership fees in sterling are based on the forward FOREX rates as applying at 31<sup>st</sup> October of the preceding year. In the case of 2012 the forward FOREX exchange rate as at 31<sup>st</sup> October 2011 for each quarter of 2012 is as follows:

Forward GBP/Eur rates,

Dec 11	1.149168
Mar 12	1.148249
Jun 12	1.147192
Sep 12	1.146047
Dec 12	1.14223

It was agreed that the CIGRE component of the membership fee in sterling would be based on a forecast exchange rate of 1.147 making the fees as follows:

Individuals	€74, £65	(no change)
Collective I	€500, £439	(no change)
Collective II	€250, £219.50	(no change)

b) UK fee

It was agreed at the Executive meeting and AGM in November 2010 that the Collective I and Individual UK membership fee as shown in the finance report as scenario 3 be adopted i.e. the fee increased by 10% in 2012.

c) Total fee

It was agreed that the total fee for the 2012 membership will be as follows (for comparison purposes the 2011 fee has been shown):

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

It was noted that the CIGRE-UK conference held in September had been a great success and that further conferences are planned as follows:

- a) planned event to be hosted by ABB programmed for 14<sup>th</sup> March 2012
- b) future event offered by Manchester University
- c) future event offered by National Grid

It was suggested that each study committee working group could be the basis for a tutorial in the UK organised by the appropriate UK working group member.

#### 4. UK Regular Members

The Study Committee UK Regular Members are reviewed every two years and the UKRM's for the period 2012 to 2014 is to be sent to CIGRE Central Office in January. Following a discussion the following was agreed:

1. accept those current UKRM's that are within their term of office in accordance with the CIGRE rules and are supported by the Study Committee chairman
2. where this creates a vacancy seek nominations from members  
**(ACTION: COLIN RAY)**

## **5. NGN Report**

A 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

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

A report was given on the Administrative Council and Steering Committee activities, the full report was circulated before the meeting, 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.

## 7. 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 meeting considered a revised structure comprising Chairman, vice Chairman, Secretary/Treasurer, Chairman of the Technical Group, Communications Group, Membership Group all reporting to the full Executive. This structure was agreed.

### 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 (issued)
- Document 2 – CIGRE Guide (issued)
- Document 3 – Selection of UK papers for Bi-annual Paris sessions – selection process and timetable (issued)
- Document 4 – CIGRE-UK information security management and privacy policy on personal data (issued)
- 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, this will be available in January 2012

- The web site collaboration tools will be available after 6 months.

## **8. Issues for Paris 2012 session**

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.

It was agreed that the previously named UK Cocktail Reception would be held but renamed the UK Networking Function. The event is to be fully funded by sponsors and CIGRE-UK Collective members will be asked if they wish to support this event. **(ACTION: COLIN RAY)**

Subsequent to the meeting we have been notified by central office that on-line registration will be available again this year with payment by credit card. As in previous recent years this method of registration will be used by UK delegates.

## **9. AGM agenda**

The AGM agenda was reviewed briefly

## **10. AOB**

The current collaboration agreement with the IET was discussed, it was agreed that a small group should review our links with the IET. The members of this group are Nick Winsler (Chair), Chris Jones, KamelSiriwardhana, Marc Boulter, Andy Booth, Colin Ray. **(ACTION: NICK WINSER)**

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