

**CIGRE-UK EXECUTIVE COMMITTEE
MINUTES OF MEETING
HELD ON
11TH NOVEMBER 2010
AT
NATIONAL GRID OFFICES
WARWICK TECHNOLOGY PARK
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	Areva-td
Michael Simms	Prysmian Cables & Systems
John Finn	Siemens
Adam Middleton	GE Energy
Jonathan Halliday	Areva-td
Bjarne Anderson	Consultant
David Wallis	RWE Npower
Andy Booth	Ellis Patents
Marc Boulter	AMEC
Leigh Williams	Atkins
Diane Clayton	Omicron
Nick Jenkins	Manchester University
Andre Canelhas	Areva-td
Frank Duffy	Balfour Beatty
Elena Petrova	ABB

Apologies:

Mark Waldron	National Grid (chairing UKTC)
Mike Barlow	Scottish & Southern Energy
James Marshall	British Energy

Minutes of last meeting

These were accepted

Outstanding Actions

All actions were either completed or on the agenda

Financial Report and Membership Update

The final accounts for 2009 have been signed off by the independent accountant.

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

There was a discussion on a number of membership issues in particular to decide the membership fees for 2010. The different economic conditions have placed pressure on the finances because of the changes in exchange rates over the last two years and the much lower level of interest earned on the reserves. Because of this a review of membership fees has been undertaken by Chris Jones and Colin Ray and a report was circulated ahead of the meeting. This report showed that if no changes are made the reserves will be exhausted in two years. The report showed a number of scenarios in which the income and costs were varied with the aim in the short term of minimising any increase in the UK part of the membership fee. Following lengthy debate it was agreed:

- a) National Grid continue to provide the secretariat service at a charge of £34kin 2011 rising by RPI pa thereafter.
- b) the Collective I and Individual membership fee shown in the report as scenario 3 be adopted as the basis for the 2011 membership fee. The Collective I and Individual membership fee for 2011 will be as follows:

Membership category	Membership fee £ Excl VAT
	Paris/UK
Collective I	
- Category A	439/1952
- Category B	439/1219
- Category C	439/20
Individual	65/26.5

- c) the Collective II members be invoiced for the full CIGRE fee of £219.5 plus VAT
- d) the NGN budget be reduced by 50%
- e) the longer term financial arrangements are reviewed as part of the 2020 strategic plan

A NGN Update report was circulated before the meeting. CIGRE-UK NGN will continue to attract more members and improve the CIGRE image and to bring value events and networking possibilities to all CIGRE-UK NGN members. The report included an overview of the Core Technical Events and Paris session that took place during 2010 as well as work done on the CIGRE-UK NGN website and other communication tools.

Some of the regular CIGRE UK members have volunteered to help NGN organize technical events and requested additional information on NGN activities. CIGRE-UK NGN has received very positive feedback from Executives and CIGRE UK Members.

Review of Paris Session

The 2010 Paris session was reviewed. A number of UK papers were presented at the technical sessions and this seemed to go well. Members who attended the session were asked for their views on the session and the views received, which were circulated in advance of the meeting, were discussed at the meeting and it was agreed the main points will be communicated to the Secretary General. The UK Cocktail Reception was a great success with the largest number of guests for many years, it was agreed that the same venue be booked for 2012.

Report from the Executive Committee and Administrative Council

In line with previous CIGRE Paris Sessions two Administrative Council Meetings were held during the Paris session (one with outgoing Admin Council and one with new Admin Council) together with a meeting of the Steering Committee. The Steering Committee also met in May 2010 in France.

Chris Jones prepared a report on these meetings which was circulated to Executive members before the meeting and presented in detail at the AGM, a summary of the key points are recorded in the AGM minutes.

Promotional Issues

At the Executive meeting on June 10th 2010 topics for future one day conferences were discussed and it was suggested that we organise further events in the future. The idea suggested was that CIGRE-UK company members could organise a CIGRE-UK event offering members an opportunity of technical discussion/networking. At the meeting Andre Canhelas offered to host an event in 2011 and this is being progressed. Members were consulted before the meeting on their suggestions for suitable future conference topics, members views were circulated before the meeting. It was agreed that as part of the Strategic 2020 Plan further conference topics should be identified.

CIGRE-UK Strategic Plan

A detailed report was made upon the CIGRE UK "Roadmap to 2020" program, covering the four strategy working groups (Organisation; Technical; Membership; Internal/External Communications).

This included preliminary analysis of the 2010 UK Membership Survey.

The action plan presented was approved by the Executive Committee.

AGM Agenda

The AGM agenda was reviewed briefly.

AOB

No items were raised.