



ANNUAL GENERAL MEETING of CIGRE Australia Ltd

MINUTES (DRAFT)

Friday 16th November 2018

Formal Proceedings 10:00am – 12:00 ACDT

Additional Reports & Business: 12:00 – 14:30 ACDT

Hobart

1. MEETING ARRANGEMENTS

a) Opening Welcome – 9:30am

Mr Trevor Armstrong opened the meeting with a welcome to all and a thanks to the traditional owners of the land. He thanked TasNetworks & Hydro Tasmania for their contributions to the arrangements of the ATC and AGM. In particular, he thanked Andrew Halley for his organising of the venue and facilities.

Mr Armstrong then introduced Mr Lance Balcombe, Chief Executive of TasNetworks who delivered the keynote address to the meeting.

b) Official Opening of the Meeting – 10:05am

Mr Trevor Armstrong officially opened the meeting at 10:05

c) Apologies

There were 15 formal apologies noted from members as listed in the Annexure 1 in this document.

Quorum & Other Business Items

Being more than 20 members present, there was a quorum of 43 attending members signed the attendance sheet and 46 members were present with 3 not signing in but noted.

Items of other business:

1. There were no items of other business recorded

d) Minutes of previous meeting

The minutes of the 2017 AGM had been circulated and amended. Mr Alex Cruickshank Moved they be accepted, Seconded Mr Russell Wheatland – all were in favour - accepted.

e) Remembrances

The Chairman advised a Remembrance for Mr Phil Ciufu, Associate Professor in School of Electrical, Computer and Telecommunications Engineering, University of Wollongong (UOW), who sadly succumbed to cancer and passed away on 18th February 2018.

Mr Alex Baitch noted a Remembrance for Mr Laurie Chappell. Both were active CIGRE members throughout their careers.

2. OFFICE-HOLDER REPORTS

a) Chairman's Report

The Chairman, Mr Trevor Armstrong, presented his report. Mr Armstrong advised that his formal report had been circulated with the meeting notifications. His presentation of the report focused on key areas of focus and the strategic direction for CIGRE.

Mr Armstrong spoke about the work done by Mr Doug Aberle in representing Australia on the global marketing and branding taskforce in the development of the new global marketing plan and branding resources.

Mr Armstrong spoke about the 5 core values that the Australian Board developed and why they were important to CIGRE Australia.

- Integrity
- Innovation
- Collaboration
- Inclusion
- Excellence

The Strategic themes aligned with the Paris themes and had a common trend toward renewables and consumers having more say in their energy choices along with helping develop people and skills. Additionally, he reinforced how CIGRE is seen as an unbiased source of power engineering knowledge.

A key part of the Chairman's report was the KPI's going forward for membership growth particularly in the renewable space and financial well-being. He advised that he had received international support for his appointment to the global CIGRE Steering Committee at the Paris Session 47 and was successful in that nomination.

He highlighted the on-going contribution of the NGN (young Engineers) committee and how the Board will work to provide the opportunity for the NGN members to become full contributing CIGRE members.

He stated that CIGRE had made very good progress and that we had had a successful year in terms of finances, membership growth and staging of events. Mr Armstrong said he was pleased that the goals of membership growth and attaining a surplus financial position by 2018 had been met.

He concluded by stating that the Paris session was very well attended and that we had laid a good foundation to ensure a bright outlook for CIGRE Australia over the coming years.

Mr Armstrong said that the upcoming 2019 planning session will set the scene for the next 3 years as we need to look at how we deliver the CIGRE message to a new audience and grow membership in CIGRE's non-traditional sectors.

Questions from the Members:

Mr. Patrick McMullan: In the long term, do supporting companies/members expect CIGRE to pick up any shortfall of ENA policies, documentation and future direction and if so, how will this be facilitated.

Answer: Mr Trevor Armstrong: It is not currently known the direction of ENA in this area and discussions may well need to take place over the coming year. The Board will take this on notice for the Strategic planning meeting and follow through with ENA to better assess their position.

a) Finance & Auditor's Report

The Treasurer, Mr Anthony Armstrong, presented the finance and audit report. He started by explaining how the financial well being of the Organisation is managed and thanked the FR& A subcommittee members and Executive Manager Mr Terry Killen for establishing and managing the financial controls.

The highlights of the report included a review of the past 5 years to explain how the CIGRE financial position has evolved. This included how the financial structure needed the investment of new staff, branding and change to fee structures to drive growth and an appropriate revenue stream within CIGRE Australia. He explained that this has led to achieving the target of a

surplus for the first time in 5 years. Mr Armstrong discussed the biennial cycle which currently sees the Paris Session and SEAPAC conference in the same financial year. He discussed how this influences the cash flows and commented on aligning Term Deposit investments to ensure cash was available when required to meet commitments.

Mr Armstrong highlighted that when CIGRE made the change from a cash-based accounting system to an accrual-based system in 2015, there was a book item of unearned revenue which has now been deemed material and brought to account in the current financial year. Whilst not impacting our cash position it has reduced our reported accounting profit. Mr Armstrong highlighted the boards concern to ensure that invested funds are capital secure and that to date we had only invested in Bank provided Term Deposits.

There were expenditure increases due to the increased involvement of members in active working groups and technical activities. He went on to explain the current budget and the forward forecast for the following 2 years to 2021 showing a surplus in each year.

Mr Armstrong highlighted the current conundrum of presenting a budget to members 5 months into the budget year and so also presented the 2019/20 forecast for member's consideration.

Mr Armstrong presented the financial risks associated with the budget including seminar and conference costs and how this is to be managed. This was also supported by the planned increase in membership and how these seminars are a focus of the strategic plan.

Mr Armstrong presented the new fees and how the fee structure had been compiled. He noted that whilst Paris had increased their component of the fee by 4% to 5%, the CIGRE Australian board had determined to only apply the Australian CPI of 2.1% to the total fee increase.

He then followed up with a summary of the highlights for the financial year.

Questions from Members:

Mr John McCormack: There is little to no movement in Collective 1 and 2 and most movement is in Individual 1.

Answer: Mr Terry Killen explained that this is basically correct, although we have had new Collective 1 members, we have also lost some due to amalgamations within the industry. Mr Killen explained that one of the focuses for the coming year will be to seek new Collective memberships, particularly in the 'non traditional' CIGRE areas.

Mr Greg Thorpe: What is preventing the larger Collective members deciding to leave CIGRE.

Answer: Mr Terry Killen explained that we are aiming to show the Corporates the value that is attainable from a CIGRE membership. Several of the corporate members are also supporting us at events and gain additional value and exposure by doing so. He highlighted how they get value for money through their employees participation.

Mr Richard Bevan: Has the Board considered if they have appropriate equity required for CIGRE moving forward in the event of a financial crisis.

Answer: Mr Trevor Armstrong explained that the Board is regularly looking at "weathering a possible a storm" and having sufficient funds to achieve this and looking at the way that cashflows are more balanced to ensure the on-going financial stability of CIGRE Australia.

Investments and known cashflows are planned and monitored to ensure that we have sufficient cash to fund activities. Current Term Deposits are only held with major banks and so are relatively safe.

Mr Ray Brown: With regard to member fees, if there are more members and member fees have increased over last year, why is the member revenue for 2018 showing as less than for 2017.

Answer: Mr Terry Killen explained was due to a number of factors, including a reduction in panel members, amalgamation of some collective members and some audit categorisation differences between 2017 and 2018.

There being no further questions Mr Trevor Armstrong asked if a member would move that the Financial and Auditor's reports be accepted:

Moved by Mr Philip Dulhunty and Seconded by Mr Patrick McMullan. The motion was carried by a unanimous show of hands.

b) Additional Notation on Auditor's Report

The financial report and Auditor's report were presented by Mr Tony Armstrong within the financial report. Mr Armstrong stated that the auditor had presented an unqualified report, finding no irregularities or concerns and that copies had been made available to members for their review.

c) Executive Manager's Report

The Executive Manager, Mr Terry Killen, gave a presentation focusing on a 5 year retrospective. Mr Killen explained that it was 5 years ago that the then board made the significant decision to implement the branding and marketing campaign in light of falling member numbers and perceived CIGRE relevancy. Co-incidentally that AGM was also in Hobart, so given the degree of change over the last five years, a retrospective summary seemed appropriate.

He showed the achievements of CIGRE over the last 5 years with respect to memberships. Membership since 2013 has continued to grow and the financial surplus target by the board and identified back then for this year has been achieved. Mr Killen provided several sets of statistics and results in his presentation among which he highlighted that over the last 5 years CIGRE has reimbursed/funded over \$1.1Million toward supporting members in costs for attending CIGRE working groups and technical activities.

Also of specific note was the number of technical events and presentations. Over the last five years, seven hundred and thirty delegates (730) have attended CIGRE Australia events and some three hundred and thirteen (313) technical papers have been presented.

Mr Killen highlighted that more use is being made of social media forums and our website has had over thirty-six thousand visitors from one hundred and seventy countries in that time. We have almost one thousand followers on LinkedIn and have produced sixteen editions of the In The Loop newsletter with some sixty-four technical references/articles.

Mr Killen advised that all presentations delivered at the AGM will be available to members via the CIGRE KMS site, website and a link mailed to members in the coming weeks.

Questions:

Mr Richard Bevan – What is the linkage to API.CIRED, Engineers Australia and other professional bodies and how do we leverage commonalities.

Answer: Mr Terry Killen explained that CIGRE and API often work together, for example recently the API and CIGRE jointly brought out Dr, Wallace Vosloo from Sth Africa to run a series of HV insulator master classes, CIGRE usually have a speaker at the API summer school. CIGRE have also had several discussions with ENA (who are CIGRE members) in regard to asset management and how we can work more closely together.

3. ORDINARY RESOLUTIONS

Following the acceptance of the Financial & Auditor's reports, Mr Tony Armstrong asked that a member move an ordinary resolution for the re-appointment of the auditors, Pilot Partners.

The motion moved by Mr Patrick McMullan, seconded by Mr Philip Southwell and the motion was unanimously approved by a show of hands by members present.

4. NEXT MEETING

The Chairman proposed the 2019 AGM be held somewhere in Queensland, most likely Brisbane to be advised early in 2019. There were no objections.

5. ELECTION OF DIRECTORS

The Company Secretary Mr Kerry Williams advised that the Board elections had taken place. Only one position of general director was open for election.

The position was declared vacant and Mr. Williams advised that the four nominations were received from Dr Stephen Jay, Dr Thomas Smolka, Mr Damien Sanford, Ms Siham Knowles.

Mr Terry Killen then advised that all votes had been counted and that Dr Stephen Jay was re-elected as the incoming Director.

Mr Williams welcomed Dr. Jay as the elected Board member and then handed the Chair back to Mr Trevor Armstrong.

6. OTHER BUSINESS

There was no other business.

CLOSE OF FORMAL PROCEEDINGS

The formal Annual General Meeting proceedings meeting closed at 12:30pm

Signed as a true and correct record.

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CHAIRMAN

/ /
Dated

7. CIGRE Australia Other Activities & Reports

a) Awards:

An award of Honorary Member was presented at the Paris Session 47 to Mr Terry Krieg for his outstanding international work on the B3 study committee.

Mr Hans Meyer was awarded the Distinguished Member award at the Paris Session 47 for his technical contributions to CIGRE over the many years of his involvement.

b) The Australian Technical Committee report

The ATC report was delivered by Mr David Bones. He highlighted contributions from the Australian members to the Paris Session 47. He recognised that there were many challenges this year with the changes that were implemented throughout the process. David highlighted the significant contributions by members as special reporters and convenors of working

groups and other activities. He highlighted the linkage to the NGN involvement in Australian Panels and how every panel had at least one NGN nominated.

Mr Bones highlighted the new KPIs that have been implemented to drive improvement within the panels. These KPI's focused on how panels need to be active and contribute to the industry and track the health of the panels.

A KPI of aiming to support ten WG convenors had been developed in addition to the sixteen Panel convenors currently supported.

Mr Bones presented an overview of the annual technical seminar which had 78 attendees and allowed people to understand more of how the SC contribute and their activities. David recognised the contribution of Terry Krieg for his term as B3 study Committee chair and then welcomed Alex Cruickshank as the new Chair of the C5 Study Committee.

David finished his report by highlighting upcoming seminars and opportunities for members and others to attend these and create a successful formula for the future.

Questions from Members:

Unknown Questioner: Would a new title for the annual ATC meeting be better to attract more attendees?

Answer: There will be a review of this in the Board strategy meeting in Feb 19.

Patrick McMullan – Would it be possible to do a deal with Paris for cheaper green books to be available at the B3 seminar?

Tri Tran – Green book – asked how should it be promoted and if there are opportunities for a mark up to add additional revenue to Australia.

Answers: These are good comments and will be considered at the strategic meeting – there may well be opportunities but the cost of some of the books is quite high.

Richard Bevan – Made a comment with regard to branding and the inclusion of the distribution there is a transmission tower as the image on the B2 WG branding cover.

Greg Thorpe: Commented on the activities of some other professional bodies on how they promote themselves as collators of information including CIREC and how CIGRE may look to collaborate with others.

Answer: Mr Trevor Armstrong explained that we are working with others in regard to this area, Trevor explained that the Board will be reviewing this in the Strategic plan. We do not necessarily compete, and we need to look at a linkage to them.

Ken Barber: Comment. - In SE Asia they work well with some and Australia may need to look at Asia & improve the relationship with those groups.

Alex Baitch – The branding information does not seem to be readily available. There is a link on the KMS website.

Answer: There are current linkages to the Australian branding material under the membership section on the CIGRE Australia website. Mr Killen explained that we are in the process of adding the appropriate links to the new Paris material, however it will take a little time to have them embedded into our current site.

c) B3 Study Committee Past Chair Report

Mr. Terry Krieg provided a short overview of the role of a SC Chairman and the highlights of his time as the B3 Chair. He highlighted some of the key items where families are involved in supporting members in their activities along with the work being done in third world countries. He completed his presentation with a thanks to the CIGRE Board & ATC for their continued support throughout his term.

d) Outstanding Academic Achievement Award:

This was presented to Professor Michael Negnevitsky of University of Tasmania. Professor Negnevitsky was then invited to give a short presentation on his achievements which led to the successful nomination for the award. He thanked those who nominated him for the award and said that he was honoured and the award was greatly appreciated coming from his peers.

e) NGN Report:

Ms Angela Rozali & Mr Bing-Xiang Lin presented the NGN report which explained the committee structure of the NGN and highlighted why it is important to engage NGN members in the technical panel work. They highlighted their involvement with the SC Panels in Australia and how they encourage members to deliver publications and webinars. There was a highlight with regard to Paris Session and 4 members attending.

There was a new “organisational chart” that allows everyone to see who the key NGN committee members are and who the Panel convenors are with their NGN representative.

Questions from Members:

Patrick McMullan: Does NGN have a separate LinkedIn account?

Answer: Not at this stage but it may be possible to set up one for additional communication.

Joe Tusek – Comment: Look at linkages via EA to encourage young engineers to join NGN.

Answer: Possibly an item for the Strategy meeting.

f) International Study Committee:

Mr Alex Cruickshank presented some of the newer branding and marketing approaches of CIGRE’s communication to the industry. He highlighted how KMS (Knowledge Management System) has been accepted and user numbers are growing and some innovations that are planned. He detailed some statistics of the CIGRE Paris session and the demographics of who attended. He showed how the feedback from the surveys can facilitate changes to improve the outcomes of the sessions.

g) Mr Philip Dulhunty was invited to present a short talk of the CIGRE history in Australia and his written collection of Poems on CIGRE members and about notable individuals and events. Some copies were made available for those present.

Chairman Mr Trevor Armstrong thanked Mr Dulhunty for his long CIGRE involvement and support and acknowledged the wit and thought that had gone into writing the booklet of poems.



Annexure 1

ANNUAL GENERAL MEETING of CIGRE Australia Ltd

APOLOGIES – AGM 2018

Below are the names of Members who have notified the Company Secretary of their Apology for the 2018 AGM:

Name
Thomas Smolka
Colin Peacock
Robert Lake
Hans Mayer
Kerrod Beaton
Trevor Blackburn
Steven Jones
John Diesendorf
Leslie Brand
Crina Costan
Prof Simon Bartlett
Stephen Clark
Doug Aberle
Henry Kent
Marian Piekutowski