

ANNUAL GENERAL MEETING of CIGRE Australia Ltd

MINUTES (DRAFT)

Friday 22nd November 2019

Formal Proceedings 09:30am – 12:00 AEST

Additional Reports & Business: 12:30 – 15:00 AEST

Brisbane

1. MEETING ARRANGEMENTS

a) Opening Welcome – 9:30am

Mr David Bones (GHD) opened the meeting with a safety briefing, welcome to all and a thanks to the traditional owners of the land.

Mr Trevor Armstrong (Chairman) then Welcomed everybody, outlined the Anti-competitive ACCC behaviour restrictions and introduced the guest keynote speakers

- Mr David Croft - ex ANC chairman, CIGRE global President 2000-2004
- Mr Richard Bevan - ex ANC Chairman, CIGRE Global Treasurer 2014-2018
- Mr Peter Tyree – ex ANC Chairman, CIGRE global Treasurer 2012-2016

Messrs Croft, Bevan and Tyree talked of their time in the CIGRE community and commented on some of the changes and identities that had been involved in CIGRE over a number of years.

Mr Croft reflected on the growth of CIGRE and the Paris Session over the last thirty years or so to today where the Paris Session has grown to a week long event of some 1000 reviewed papers and near to 4000 delegates. Mr. Croft commented on the work of the technical and Study Committees and the significant contribution that Australians had made over many years. He acknowledged the work of Richard Bevan and Peter Tyree in their roles as global treasurers and the impact of technology advances in the way that the CIGRE sessions and meetings are now run and the way that improvement in communications and the internet have aided the exchange and collation of information.

- Mr Tyree also commented on the significant contribution that Australians have made and continue to make to CIGRE work. In particular he highlighted the record number of papers Australia has had accepted to the Paris Session for 2020 (32) which is almost double the historical average. He spoke of his time as the Global Treasurer and congratulated the current board and executive for maintaining and growing the CIGRE Australia financial position whilst continuing to grow membership and offer technical events and information to members. Mr Tyree said that CIGRE provided a technical think tank to the industry and was instrumental in providing much needed technical information to the industry. He complemented Mr David Bones (the Australian Technical Chair) on the work of our technical committees and also praised the work of Mr, Michael Griffin in the establishment and running of the Australian Power Institute over the last 10 yrs. Mr Tyree completed his presentation by commenting that CIGRE must accept change and cautiously embrace it.
- Mr Bevan explained some of the early history of CIGRE and how it was formed in 1921 following the devastation to infrastructure across Europe caused by WW1. Mr Bevan spoke to some of the contributions that Australia had made to CIGRE globally over time, such as the introduction of the Knowledge Management System (KMS) and the influence on the global marketing and branding approach. Mr Bevan spoke to the issue that even today 20% of the global population does not have ready access to a reliable electricity supply and the work that CIGRE is involved in globally to help in alleviating this issue through promoting

diversity, collaboration and enablement. Mr Bevan suggested members go back to their respective organisations and encourage a focus on sustainable growth with prudent economic management.

Chairman Trevor Armstrong thanked all speakers and presented each of them with a small token of appreciation for taking the time to attend and present their views to members.

b) Official Opening of the Meeting – 10:19am

Mr Trevor Armstrong officially opened the meeting at 10:19

c) Apologies

There were 19 formal apologies noted from members as listed in attachment 1 to this document.

Quorum & Other Business Items

Being more than 20 members present, there was a quorum of 35 attending members.

Items of other business:

1. There were no items of other business recorded

d) Minutes of previous meeting

The minutes of the 2018 AGM had been circulated. Mr Alex Cruickshank Moved they be accepted, Seconded Mr Russell Wheatland – all were in favour - accepted.

e) Remembrances

The Executive Manager, Mr Terry Killen advised a Remembrance for Mr Tony Wilson who had sadly passed away recently.

Tony Wilson was in the State Electricity Commission of Victoria (SECV) for many years. He was Chief Engineer Distribution in the 1980s, then became Chief Engineer Power Grid Development, then General Manager Power Grid. He also held senior positions in the naval reserve. Mr Wilson had extensive involvement in CIGRE over a period of time. He was convener of AP36 – Interference (Electromagnetic Compatibility) in 1993 and was awarded a technical council Award in 1996.

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 commented that he and the board believed the ANC was in good shape with growth in membership and surplus financial returns although we do need to place more focus and emphasis on the end to end aspects of what CIGRE can deliver and the changing electrical environment. Mr Armstrong spoke to the global marketing and branding initiative and reiterated that due to Australia's lead in this area, we were now not having to spend a lot of money or resources in adopting this new structure and practices.

Mr Armstrong reiterated the CIGRE Purpose, Mission and Vision which CIGRE Australia as adopted values 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.

Mr Armstrong commented that the return rate on the member survey was disappointing at only a 16% response rate, although in that 16% the general view was that members were happy with what CIGRE Australia was doing and 85% thought CIGRE provided good value and had made positive progress over the last 6 years or so.

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 the surplus financial position attained in 2019. However we still had some work to do, particularly in the renewable sector and he would like to realise the potential we have for further growth.

He concluded by thanking his fellow board members and the Executive Manager for their support and work over the year.

Questions from the Members:

Mr. Patrick McMullan: Asked if we were going to see further collaboration with CIREC as CIGRE move and confirm their work in the Distributed Energy area as CIREC was also an underappreciated organisation in Australia.

Answer: Chairman Armstrong agreed with Mr McMullan's comments and suggested it was some that we should consider in Australia. Mr Alex Cruikshank (Study Committee C5 Chairman and Technical Council member) stated CIGRE was actively putting papers into some of the CIREC conferences, we are in the same area but doing different things and we want to further develop and keep that cross linkage going. Mr Richard Bevan confirmed there was an MOA in place between CIGRE and CIREC at the Central office level so we could perhaps liaise with the Paris Office to find out what that encompassed.

a) Finance & Auditor's Report

Finance Risk and Audit committee member, Dr. Stephen Jay presented the Finance report in the absence of The Treasurer, Mr Anthony Armstrong.

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.

Dr Jay commented that the Finance Subcommittee and Board were happy with the surplus reported in the 2019 yr and reminded members that although we are a not for profit organisation, we should also be aiming for a 'Not for Loss' approach to our financial management.

Dr Jay spoke to the investment options that the board had considered over time and in particular the investment the board had taken in placing \$500,000 of our funds with the FIIG Managed Bond investment portfolio. This has and is forecast to return more on funds invested than the banks are currently able to offer and is a professionally managed service consisting of corporate bonds held in Investment grade entities.

The financial report and Auditor's report were presented by Dr Jay within the financial report. Dr Jay 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.

Mr Daniel Gill, partner at Pilot Partners Auditors was present at the meeting.

Dr Jay presented the new fees and how the fee structure had been compiled. He noted the CIGRE Australian board had determined to apply the Australian CPI of 1.6% to the total fee increase.

Questions from Members:

Mr Peter Tyree: Commented that whilst the financial situation was commendable, we also need to be cognisant of any special projects we may need to implement continue to support our NGN members and to keep a reserve of funds whilst investing wisely.

Executive Manager acknowledged the comments and replied that we have significant reserve funds and are still actively supporting non finance return activities such as the STELR program in schools.

Mr Steve Jones commented that it was great to see the good results and profitable events. He said he would caution against becoming reliant on conferences to make our money. Some smaller panels may be reluctant to host events if they think the pressure is on them to make a profit.

Executive Manager Terry Killen commented that whilst we aim to make a reasonable return on our key events such as SEAPAC and CIDER, we do target breakeven or accept small losses on some other events in order to continue to disseminate technical information and know how. We do encourage any of our panels to run information sessions or events and scale the event according to the target market, so some of our offerings may well be quite small technical discussions, often on the back of panel meetings.

Mr Ray Brown observed that the forecast differences between a Paris year and non Paris year seem to be less than they have been historically. He asked what is driving this.

Executive Manager, Terry Killen replied that it is due to some greater income from events in the non Paris year and a concerted effort to smooth expenses where possible across years.

Mr Richard Bevan: Has the Board considered What the approximate level of cash reserve is ?.

Answer: Mr Trevor Armstrong (Chairman) 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. Our review is that that figure is certainly less than \$500,000 which would allow for the payout of all current liabilities and likely wind up costs.

Executive Manager reiterated, that whilst we may not be in the 'business of making money' we do try to not lose too much and preserve members capital. In fact the income from our invested funds is roughly equivalent to the membership fees of 30 Collective 1 members. The board would consider any worthwhile project which had reasonable return/value to members, as they did with the introduction and expenditure on the branding and marketing campaign initiated in 2013.

Mr Patrick McMullan asked if it would be possible for CIGRE to come to some arrangement with universities to have the Green Books and tutorials available at a discounted rate and maybe put into the university libraries. This would present CIGRE to more universities.

Steve Jay stated that that was an interesting option and something we could look at although the Green book costing is controlled by the Paris head office and any deal would need to be negotiated through them. Executive manager agreed to liaise with Mr McMullan to develop a proposal to approach the Paris office.

Ms Angela Rozali asked what funds were forecast in the budget/forecast for the Cairns Symposium.

Executive Manager Terry Killen answered that whilst there are cash flow impacts, there are no costing impacts on the budget or forecast as we use accrual accounting and the Cairns Symposium is outside of the current accounting window so does not appear.

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 Richard Bevan and Seconded by Mr Patrick McMullan. The motion was carried by a unanimous show of hands.

The Executive manager explained that our constitution requires members to agree to the appointment of the Auditors for the following year. The motion that ‘Pilot Partners be appointed as the ANC auditors for the 2020 year’ moved by Simon Bartlett, Seconded by Richard Bevan. The motion was carried by a unanimous show of hands.

3. ELECTION OF DIRECTORS

The election of directors was brought forward due to the Auditors having to leave early.

Members had previously been sent nominee information and voting guidelines and links.

Any members present who had not voted were asked to lodge their vote over the morning tea break.

Daniel Gill and Robert Morton of Pilot Partners have previously audited and collated the lodged votes and updated the count with votes lodged at the meeting.

Following their check and confirmation, the Executive manager thanked all candidates for their Interest and announced the successful candidates:

As there was only one nomination for each of the Deputy Chairman, Treasurer and Chairman of the Australian Technical Committee roles, the three candidates were automatically elected.

There were eight nominations for the five available general director roles, with Dr. Steve Jay being mid term and not up for re-election.

The Executive manager announced the resulting board for 2020 to be

Board Position	Current	Current Term Ends
Chairman	Mr Trevor Armstrong	November 2021
Deputy Chairman	Mr Edward Wilson	November 2021
Treasurer	Mr Anthony Armstrong	November 2021
Chairman of the Australian Technical Committee	Mr David Bones	November 2021
General Directors	Dr Stephen Jay	November 2020
	Mr Philip Southwell	November 2021
	Mr Stephen Clark	November 2021

	Ms Angela Klepac	November 2021
	Mr Damien Sanford	November 2021
	Ms. Tara-Lee Macarthur	November 2021
NGN Co-Chairs	Mr Bing Lin	November 2020
	Mr Chris Wembridge	November 2022

Mr Daniel Gill of Pilot Partners confirmed this result to members.

4. Resumption of OFFICE-HOLDER REPORTS

b) Executive Manager's Report

The Executive Manager, Mr Terry Killen, gave a presentation focusing on 'CIGRE in numbers'

As with the Chairman and Treasurers, report, the Executive manager's slide set is made available to members.

Key points were:

- Membership has continued to grow. Mainly in the individual member class
- CIGRE Australia ranked 8th globally in terms of member numbers
- CIGRE Australia has 24.67 CIGRE members per 1 million people compared to some larger countries such as India which has 0.62 CIGRE members per 1 million people.
- NSW and Qld continue to provide the bulk of CIGRE membership
- CIGRE Australia has over the years provided significant technical and intellectual input with a CIGRE Fellow (Mr Phil Southwell), several honorary members, distinguished member awards and technical council awards issued to members.
- CIGRE Australia has also produced a CIGRE Global president 2000-2004 (David Croft) and two Global Treasurers (Peter Tyree 2004-2008 and Richard Bevan 2012-2016) plus had continuous Steering Committee representation.
- CIGRE Australia continues to present and support technical events, with over 1240 delegates attending our events since 2013 and some 447 technical papers presented.
- CIGRE Australia social media and website hits continues to grow
 - o 49,000 users on our website
 - o 1396 LinkedIn followers
 - o 143 twitter followers
 - o 761 subscribers to our bimonthly In the Loop (ITL) newsletter

5. NEXT MEETING

The Chairman announced that the board had not yet decided on a venue for the 2020 AGM and asked members for their opinion. Mr Richard Bevan suggested that the usual cycle would see the event held in Sydney although he stated we had not had an AGM in New Zealand for some time. Mr Trevor Armstrong noted comments and said the board would consider the options at their first meeting early in 2020 and advise members accordingly.

6. OTHER BUSINESS

There was no other business.

CLOSE OF FORMAL PROCEEDINGS

There being no other business, the Chairman Mr Trevor Armstrong thanked everyone for their attendance, GHD and others involved in arranging the meeting and called the formal Annual General Meeting proceedings meeting closed at 12:40pm

Signed as a true and correct record.

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CHAIRMAN

/ /
Dated

7. CIGRE Australia Other Activities & Reports

a) The Australian Technical Committee report

The ATC report was delivered by Mr David Bones. He stated that from a technical perspective, 2019 had been a successful year, with a record number of quality papers (32) accepted to be presented at the Paris 2020 Session. Several events run including SEAPAC, CIDER, Transformer seminar and a Substation event.

Mr Bones commented that Australia continues to contribute internationally through ongoing membership of the 16 Study Committees, supporting 10 convenors of working groups, a global chair of Study Committee C5 and Study Committee secretary and active participation in regional activities including AORC (Asia Oceania Regional Council). He noted that the technical forum presented the day before the AGM was very popular and was a sell out with over 60 attendees.

Mr Bones acknowledged the ongoing work of the technical panel convenors and particularly thanked the outgoing panel convenors – Les Brand (B4), Graeme Ancell (C1), Joe Tusek (D1) and welcomed the incoming new convenors and thanked them for taking on the roles: John Wright-Smith (B4), Christian Schaefer (C1), Yi Li (D1).

David finished his report by highlighting upcoming seminars in particular the 2020 Paris session in August and the Cairns Symposium in September 2023 and opportunities for members and others to attend and participate in these events.

b) Outstanding Academic Achievement Award:

This was presented to Professor Sarath Perera of the University of Wollongong. Professor Perera 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. He presented on his experience with CIGRE and the opportunities that work at the APQRC provided.

c) NGN Report:

Ms Angela Rozali & Mr Chris Wembridge 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. The NGN will be attending the AORC NGN meeting in Japan in 2020 as well as participating in the Paris Session NGN activities. They are aiming to offer and run more webinars during 2020 and also to hold further networking and information sessions across the country similar to the Brisbane session held in the week of the AGM.

d) New Zealand update and information

Ms. Leonie Bule presented a New Zealand Activity report.

Ms Bule outlined the structure of the New Zealand CIGRE, (now in its 14th year) opportunities for New Zealand members and the collaboration between CIGRE Australia and CIGRE New Zealand. New Zealand has six technical Interest groups which cover between them the scope of the sixteen international panels. They have an active NGN and Women In Engineering (WIE) group and have facilitated several activities over the last couple of years including sessions on remote overhead line sensors and the 'Electricity Distribution Sector for tomorrow'.

Ms Bule spoke on the Asset Resilience within Electricity Networks work that had been completed recently and presented at the June 2019 CIGRE Forum.

Ms Bule concluded with a summary of the activities planned for 2020 and stressed the relationship and co-operation between the Australian and New Zealand CIGRE National Committees.

e) International Study Committee:

Mr Alex Cruickshank – Study Committee for C5, presented a short overview of the structure of CIGRE internationally and some of the media and information sources for CIGRE work.

Mr Cruickshank stated that CIGRE globally has a focus on improving their IT and communications through the use of the KMS, e-cigre and regular member newsletters – PowerTalk and the Leadership Circle. The CIGRE Electra magazine will be fully digital during 2020 which will greatly reduce the cost of distribution and allow for easier and more efficient compilation and updates. CIGRE internationally continues to grow in numbers, particularly in the SE Asian region and has a focus on developing young engineers and the Women In Engineering program.

Mr Cruickshank summarised the growth in the number of Working Groups, which is now over 250 globally involving some 69 countries and near to 6000 participating members. He highlighted the growth in webinars being offered with CIGRE targeting at least one per month. Mr Cruickshank also gave a brief overview of some of the work that is being done on the CIGRE rebranding and marketing along with the development of media and presentations that can be used by National Committees and members in disseminating information about CIGRE.

Mr Cruickshank concluded by summarising the planning and some features of the 2020 Paris Session. CIGRE Paris office are putting a lot of work and effort into organisation of the Paris 2020 event and expect even more attendees this year. They are planning on over 250 exhibitors and will have an enhanced Session app to help delegates and visitors find their way around the exhibition and to specific sessions and events.

Attachment 1
ANNUAL GENERAL MEETING of
CIGRE Australia Ltd
APOLOGIES – AGM 2019

Below are the names of Members who have notified the Company Secretary of their Apology for the 2019 AGM:

Doug	Aberle
Tony	Armstrong
Ken	Ash
Ken	Barber
Stephen	Clark
Crina	Costan
Philip	Dulhunty
Peter	Dulhunty
Tony	Field
Angela	Klepac
Terry	Krieg
Ashok	Manglick
Roger	Riley
Tapan	Saha
Phil	Southwell
David	Strong
Graham	Vincent
Peter	Wiehe
Ed	Wilson

Attachment 2
ANNUAL GENERAL MEETING of
CIGRE Australia Ltd
ATTENDEES – AGM 2019

Graeme	Ancell
Trevor	Armstrong
Simon	Bartlett
Richard	Bevan
Peter	Bishop
David	Bones
Les	Brand
Ray	Brown
Tim	Browne
Leonie	Bule
Phillip	Coughlan
David	Croft
Alex	Cruickshank
John	Fletcher
Lagath	Ganepola
Anurag	Gupta
Andrew	Halley
James	Hart
Greg	Hesse
Stephen	Jay
Steven	Jones
Terry	Killen
Yi	Li
Ankur	Maheshwari
Patrick	McMullan
Nalin	Pahalawaththa
Wayne	Pepper
Sarath	Perera
Angela	Rozali
Greg	Thorpe
Tri	Tran
Peter	Tyree
Damian	Vermey
Christopher	Wembridge
Russell	Wheatland
Kerry	Williams