

FIFTEENTH ANNUAL GENERAL MEETING

WEDNESDAY 4 JULY 2018

MINUTES OF MEETING

The Annual General Meeting of the Energy Institute (EI) took place at Prince Philip House, 3 Carlton House Terrace, London SW1Y 5DG, on Wednesday 4 July 2018 at 4.45pm. The meeting was chaired by the President of the Energy Institute, Malcolm Brinded CBE FREng FEI.

1. Welcome
The Chairman opened the meeting as he welcomed members.
2. Report by the President
Malcolm Brinded provided a report on the EI's achievements in 2017 (see page 3).
3. Minutes of Fourteenth General Meeting
The Minutes of the Fourteenth General Meeting, held on 4 July 2017, were seconded by Professor Jim Skea CBE FEI, approved, and signed as a correct record.
4. Appointment of Officers for the session 2018 to 2019

Appointment of President Elect, Honorary Secretary and Young Member Representative for the session 2018 to 2019
The Chairman proposed, on behalf of Council, that the following appointments be made for the session 2018 to 2019: Steve Holliday FREng FEI - President Elect, Mike Parker CBE FEI - Honorary Secretary and Sinead Obeng - Young Member Representative, and that the appointment of additional Vice Presidents be delegated to Council. The proposal was seconded by Dr Boma Douglas CEng MEI, and passed.
5. Appointment of Co-opted Members of Council
The Chairman proposed, on behalf of Council, that Mr Jim MacRae CEng FEI, Ms Emily Spearman CEng MEI, and Dr Joanne Wade OBE FEI be appointed as Co-opted Members of Council for the session 2018 to 2019. The proposal was seconded by Professor John Currie CEng FEI and passed.
6. Appointment of Elected Members of Council
The Chairman proposed, on behalf of Council, that Dr Ibilola Amao FEI, Mr Andy Hadland AMEI, Dr Simon O'Leary CEng FEI, and Paul Smith FEI be appointed as Elected Members of Council for a term of three years. The proposal was seconded by Prof John I Currie CEng FEI, and passed.
7. Appointment of Branches Members of Council for a term of three years
The Chairman proposed, on behalf of Council, that Mr Alastair Robertson CEng MEI, Chair of the Branch Forum, should serve on Council for a further term of one year, and that Dr Waddah Ghanem FEI be appointed branch nominated representative for a term of three years. The proposal was seconded by Mr Steve Holliday FREng FEI, and passed.
8. To receive and adopt the Annual Report of Council & Financial Statements for the year 2017
Mr Carl Hughes FEI on behalf of the Honorary Treasurer, Ms Belinda Mindell FEI, presented the annual report and accounts of the Energy Institute for members' approval (see page 7). Mr Hughes then proposed that the 2017 Accounts be adopted. Dr Bernie Bulkin OBE FEI seconded the proposal which was passed.

9. To appoint Auditors for the coming year at a remuneration to be determined by Council
The Chairman, on behalf of Council, proposed that Messrs haysmacintyre be appointed auditors for the coming year, at a remuneration to be determined by Council. The proposal was seconded by The Rt Hon Charles Hendry HonFEI and passed.
10. Presentation of Honorary Fellowship
The Chairman presented an Honorary Fellowship to Dr Jim Buckee.
11. Close of Meeting
The Chairman stated that no member had raised any item of any other business, thanked all present for attending and declared the meeting closed.

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President

REPORT OF THE PRESIDENT TO AGM ON 4 JULY 2018

Presented Malcolm Brinded CBE FREng FEI

Ladies and Gentlemen, it's been a very busy year for the Energy Institute delivering on our objectives of gathering and sharing essential knowledge about energy, the skills that help us use it more wisely, and the good practice that keeps it safe and secure.

The EI's work promoting knowledge, skills and good practice for the public good is diverse, far flung and impactful.

I was honoured to take on the role of President at this meeting last year. I said at the time I am proud of our 100 year history, our 20,000 strong membership – our greatest asset – and the deep know-how embedded in our many standards, training materials and all sorts of resources. And the Trustees and I won't ever be complacent in safeguarding this tremendous inheritance. But I was also clear that I did not see my job as President as maintaining the status quo.

The future for the EI looks very different from the past. The strategy we're pursuing through to 2020 is challenging us as an organisation to be adaptive, articulate and ambitious.

With the close support of your Council, Louise and her superb leadership team are building the EI to achieve three goals...

First, we're diversifying our services even further to play a greater role in supporting the transition to a low carbon economy. Alongside our oil and gas legacy, the EI already has a footprint in areas such as offshore wind, energy management and energy storage. We have a unique ability to facilitate meaningful dialogue between those involved in conventional energy sources and those of the future low carbon economy. And we are extending into these areas our proven capability in developing standards and guidance, drawing on the support and expertise of all the main players in each sector.

Second, we're building up our branches and the scope of activities internationally. The EI has a rich history in the UK, and that brings with it deep credibility. But this is a global industry and the challenges and opportunities we face are more cross-border than ever.

- Let me check: how many in this room have worked in the energy sector outside the UK?
- And of those, how many of you worked overseas within the last ten years?

It is the vast majority in the room. That trend is increasing, not decreasing.

You ALL know the amazing talent and ideas that exist in every continent, and indeed every country. Yet very few countries have a membership organisation like the EI, with our unique multi-sector approach, and membership from both individuals and companies.

So the EI of the future can and should transcend borders - and build our footprint offering professionalism and good practice. That said, we don't have vast resources to throw at this, so we tackle it with pragmatism, particularly focusing on the Middle East and South East Asia, and existing branches such as Nigeria and Hong Kong.

And third, we're raising our game in how we engage in the public debate and informed debate about energy. The Energy Barometer we published two weeks ago is part of that. In discussion with Members of Parliament, journalists and government officials, I know there is great interest in the balanced, evidence-based contribution we can bring to what is too often a very polarised debate.

So I'd like to take you on a whistle stop tour of some of the EI's achievements in these three strategic areas.

It is conventional at the AGM to focus on the previous calendar year. In this age of immediate news, that can feel a little strange, so I'm going to break with that convention – I'll survey 2017 and also the first half of this year to bring us bang up to date.

Supporting professionals across the entire energy system...

Technical publications: We have a fantastic Technical team which has produced over 50 resources of strategic guidance and good practice documents in 2017, bolstering its upstream oil and gas offering with six new guidance documents focusing on corrosion management, ageing plant and asset life extension. We're continuing to deliver for industry and expect to be similarly prolific this year.

The independent audit of the EI's technical work programme demonstrated a return on investment of between 35/1 and 140/1 through safety and efficiency improvements to EI partners' operations.

In member structure, we have a new membership grade, Associate Member (AMEI), was introduced in the autumn, replacing the Graduate grade. Associate membership is for those who plan to work towards professional qualifications. The change follows feedback from members, who told us that the Graduate title often did not properly reflect where they were in their career. We're also encouraging Affiliates to transfer to the Associate Member grade where that makes more sense for their career plans.

Online resources: A new Skills Collection was added to the EI website in 2017, to support those working towards professional registration or changing careers with topics including data protection, ethics, finance, intellectual property, leadership, mentoring and people management.

Other new online resources were also developed in line with topics identified by the Energy Advisory Panel, which promote the transition to a lower carbon economy. I'm pleased to report that last month work to improve the EI's digital presence culminated in the launch of our dynamic new website, which sports a new design and features improved search capability, mobile responsiveness, live chat and new video content featuring EI members and partners.

In Offshore wind, the G+ Global Offshore Wind Health and Safety Organisation continues to support the offshore wind industry with free annual health and safety statistic reports and Safe by Design workshops, including recommendations from a workshop held in light of a fatal incident on an onshore wind turbine in Germany.

Onshore wind and storage: The EI is now scoping out, at the request of the HSE, whether it can play a similar role in health and safety for ONSHORE wind. And we have also started work on guidance to support operators of battery storage facilities, covering fire safety, maintenance risks, and working with local planning authorities. Also in this sector we last month hosted an Energy Storage Conference as part of the International Business Festival in Liverpool. Our growing footprint in these important areas of low carbon technology reflect our ambition to be of system-wide relevance.

POWERful Women: The mentoring programme run by POWERful Women has continued to grow and now has many senior industry figures who are mentoring women in middle management roles. In 2017 there were lots of events with six POWERful Connections breakfasts, two speed mentoring sessions, two dinners for the Ambassadors programme and one reception for Ambassadors programme were held in locations across the UK. Already this year POWERful Women held its first annual conference, addressed by Business and Energy Secretary Greg Clark. New data on senior diversity was published which again highlighted the scale of the challenge, with half of the top 80 companies in the sector still having no women on their boards.

A ministerial dinner, attended by Claire Perry, Minister for Climate Change and Industry, was held with CEOs to discuss gender diversity, as well as the organisation's third annual reception in the House of Lords, featuring a keynote address from Alex Chisholm, Permanent Secretary for the Department for Business, Energy and Industrial Strategy.

Activity around the world...

IP Week: IP Week continues to cement the EI's role within the global energy sector, and to promote high quality discussion about the issues facing the oil and gas industry in particular. The calibre of the speakers has continued to improve over the last two conferences. In 2017 we were honoured to have with us OPEC's Secretary General, the Chair of the IPCC) the Executive Secretary of the UNFCCC), the Qatari Minister for Energy and Industry and the Chief Executive of Emirates National Oil Company. 2018 saw a record number of delegates and an even more impressive roll call of leading figures - from the OPEC President and IEA Executive Director to the US deputy energy secretary; from CEOs and upstream heads at BP, Vitol, Shell and Total to key figures from the UNFCCC, IBM and McKinsey.

EI Awards: Entries from a record 29 countries were submitted to the Energy Institute Awards 2017, showcasing the global talent of the energy sector at this prestigious event. EI Awards 2018 will be held on 22 November.

Middle East HSE Forum: New in 2017, the Middle East HSE Forum was held in Dubai in association with the Emirates National Oil Company. The international technical forum on health, safety and environment brought together research, academia, industry, regulators and government. I'm pleased to be able to confirm this event will take place again, with an even bigger and better audience and agenda, in 2018.

Nigeria: The EI successfully delivered the Graduate Engineering Training Scheme project. The pilot phase of the project focussed on addressing the power gaps in Nigeria using conventional and non-conventional off-grid sources of energy, with beneficiaries of the scheme being mentored by industry professionals and offered internship opportunities.

Singapore: We work to continue to strengthen the EI's presence in Singapore and KL, and I was pleased to be there in September to sign memoranda of understanding with the Sustainable Energy Association Singapore and Singapore Chemical Industries Council, both of which will see the EI collaborate on energy management skills and expertise.

Engaging in the public debate...

Energy Barometer: The EI has continued to develop the Energy Barometer. The annual 'state of the nation' survey is representative of the EI's 20,000 members working across the entire UK energy system and aims to articulate professionals' expectations and concerns to inform policy making in government and decision making in industry. Last year saw the third, and two weeks ago the fourth, Barometer published in Westminster. As ever, its headline findings attracted coverage across sectoral media - including mixed fortunes for clean energy in the UK, an intensifying 'fog of uncertainty' around Brexit and scepticism about meeting carbon targets. The report provides a basis on which the EI can engage in the policy making process throughout the year. I hope you have seen a copy. I would like to thank everyone who was involved with it.

Consultations: We responded to a number of government consultations in 2017, including on Brexit-related energy security and the call for evidence by the Migration Advisory Committee on EEA-workers in the UK labour market. The EI also contributed to the Grenfell Tower Inquiry, providing support through the Hearts and Minds safety culture toolkit and by providing an expert to sit on the inquiry panel.

Industrial Strategy: We helped support the development of the UK Government's Industrial Strategy consultation, the EI convened an expert roundtable of energy experts for the Department for Business, Energy & Industrial Strategy. In addition, we contributed to the Engineering the Future policy group, led by the Royal Academy of Engineering, that produced a report calling for energy efficiency to be a priority. At the request of the Department for Business we are currently working to convene a round table on hydrogen in the UK.

Future of Gas: Alongside IP Week this year we published the first in a series of new EI Views pieces of original research. The Future of Gas report, based on a survey of nearly 200 global oil and gas professionals, tackles big issues around whether and how natural gas can satisfy both energy security and decarbonisation objectives. It takes a particularly close look at professionals' perceptions of the risks, opportunities and responsibilities around fugitive methane emissions and carbon capture and storage. In addition to the results from the survey, the report provided commentary and analysis from leading figures from inside and outside the industry including Shell, BP, the Oil and Gas Climate Initiative and the International Energy Agency.

Melchett Award 2017: The prestigious Melchett Award was last year presented to Dr Fatih Birol HonFEI, Executive Director of the International Energy Agency. His brilliant Melchett Lecture a year ago was entitled 'Global Energy Markets and Environment Challenges: Today and Tomorrow' and highlighted both the increasing pace of the energy transition and concerns about lack of investment in the oil and gas sector, and the continuing growth in CO2 emissions from the freight, aviation and shipping sectors. We look forward to this evening's Cadman lecture from BP's Chief Scientist, Dr Dame Angela Strank.

STEM: In partnership with Engineering UK and other professional engineering institutions, the EI contributes to each Annual the State of Engineering report - which shows a concerning picture on the state of engineering in the UK. Positive signs include that numbers of engineering and technology students are increasing, albeit very slowly – and that significantly increased numbers of 11-19 year olds were considering a career in engineering, but there must remain concern about the anticipated shortfall of around 50,000 engineering graduates and technicians every year.

Year of Engineering/Big Bang: As 2018 is National Year of Engineering, I'm pleased to say the EI team was at the Big Bang Fair in March talking to young people about energy and climate change and surveying their views. Take a look at the display next door which presents some encouraging findings. I was most excited to see, of the 1,300 7-19 year olds polled, well over a third - 38% - expressed an interest in the sector as a career. And this was evenly split between boys and girls.

Energy lecture: The branches are doing a fantastic job. The Aberdeen, Highlands and Islands Branch held their usual highly successful Annual Dinner and, at a separate event, Professor Sir David King FRS HonFEI, then the Foreign Secretary's Special Representative for Climate Change, delivered a lecture entitled "Post Paris Energy Transition". I commend all the branches for everything they are doing.

Energy policy events: Throughout the year, the EI held free monthly lectures covering topics such as energy for transport, renewable heat, the 2017 Energy Barometer, natural gas in heavy duty vehicles and bioenergy efficiency. The quarterly energy policy debates covered policy issues such as government's industrial strategy, impacts of Brexit, security of gas supply and the electrification of the UK energy system.

Conclusion

Ladies and Gentlemen, I hope you agree the last 18 months have seen significant achievement at the EI, working for and on behalf of professionals in our sector.

None of this would be possible without the great staff team at the EI and the army of volunteers that contribute their time and expertise – on our technical committees, branch committees, event programme boards, our professional assessors and on our Council of Trustees.

As the Institute's role evolves it is revealing exciting opportunities. It has been a great privilege and I'm looking forward to another year as your President and to reporting back at next year's AGM about much more that is already under way.

REPORT OF THE HONORARY TREASURER TO AGM ON 4 JULY 2018

Ladies and gentlemen

2017 proved to be a better year for the energy Institute in relation to its financial position than the previous two. Its operating position was improved not only by tight financial control on expenditure but more importantly by raising its income. It was also a year in which the Institute continued with its plans of Overseas Branch expansion.

In continuing with this expansion extensive thought and planning has been given at both the Finance Committee and Council to ensure that investments are tightly controlled and monitored and that the Institute lives within its means.

By diversifying into new courses and activities and keeping tight controls on expenditure the Institute has done well in achieving net operating income of £155k before International branch development expenditure of £150k.

When taking into account the other reserves and the “below the line” items of the actuarial valuation of the pension scheme and the movement on investments, the headline surplus was £247k as compared to a deficit of £256k in 2016.

The actual value of investments at 31 December 2017 amounted to £3.8 million. This level of investments leaves the Institute in a healthy financial position to meet its liabilities and pension obligations. However it should be noted that as a result of the refurbishment and ongoing overseas branch investment free reserves had decreased substantially and we are now in the process of rebuilding them to an appropriate level. Strategic planning meetings were undertaken in 2017 to review and analyse the EI’s main operating risks, opportunities and capital commitments, as well as financial planning to align with the future strategy.

This is now the end of my fourth year as Honorary Treasurer and it continues to be both a privilege and a pleasure to be associated with the Institute. My job is made considerably easier by Ava Longhurst, the Finance Director, who does a superb job and is always of a cheery disposition.

As in previous years Louise and her team have remained focussed on cost controls, income growth and the development of the Institute.

I would like to take this opportunity of thanking Louise, Ava and the management team as a whole for their continuing support and assistance.

Lastly, on behalf of Council, it leaves me only to recommend the annual report and accounts to you for your approval.

Thank you.

Belinda Mindell FEI,
Honorary Treasurer