



## **The PIPELINE INDUSTRIES GUILD**

### **Minutes of the Thirty-Fourth Annual General Meeting** Of The Pipeline Industries Guild Limited Held on Tuesday 10<sup>th</sup> December 2024 Via Microsoft Teams and Mentimeter (for voting purposes)

Meeting commenced at: 2:00 p.m.

Present: 41 members including those who have joined via MSTeams

In the Chair: Jon Butterworth, The President, The Pipeline Industries Guild

Jon Butterworth welcomed the members who were present and those who had joined the meeting on MSTeams to the Thirty-Fourth Annual General Meeting. He called upon Kate Lazenby, Guild Executive Director, to confirm that the Notice convening the meeting had been dispatched to all subscribing members of the Guild as required by the Memorandum and Articles of Association and Regulations of the Pipeline Industries Guild. This was confirmed. Kate Lazenby advised that 3 members had tendered their apologies for absence – from Anton Stanley, Matthew Rowlatt and Daniel Jefferson.

Jon Butterworth asked Adam Wynne Hughes, Governance Director, if any proxy votes had been received. Adam Wynne Hughes confirmed that 17 proxy votes had been received some of which were covered by the apologies recorded.

**POST MEETING NOTE:** Proxy votes were received from Jason Wilson, Andrew Ferguson, Lisa Hollick, Andy Vine, Vince Braniff, Bob Murray, John McEvoy, William Atteridge, Kees Ezinga, Lynsey Harper, Julian Hepburn, Nigel Taylor, James Roebuck, John Drake, David Perry, Darran Pledger and Marian Regan.

#### **1. To approve the minutes of the THIRTY-THIRD Annual General Meeting of The Pipeline Industries Guild Limited held on 12<sup>th</sup> December 2023.**

The minutes of the Thirty-Third Annual General Meeting had been circulated to all members prior to the meeting. Jon Butterworth asked if anybody present had any amendments or additions to these minutes. Approval was proposed by Rachel Bridge, seconded by Barry Hayward, and unanimously agreed as a correct record of the thirty-third AGM of the Pipeline Industries Guild and will be signed by Jon Butterworth, President of the Guild in March at the end of the meeting.

#### **2. Presentation by the Chair of the Annual Report of the Board**

Jon Butterworth asked the Chair, Rachel Bridge, to present her Annual Report.

Dear Members of The Pipeline Industries Guild, Welcome to this year's Annual General Meeting,

Firstly, I would like to thank our President, Jon Butterworth, for kindly chairing our AGM and for his support to both me personally and to the Guild as a whole, I'm pleased to present the Chair's Annual Report of the Board at this meeting.

I've been involved with the Guild for almost 18 years, and it has been my privilege to serve as your Guild Chair and I would like to thank you all for the support you have continued to give me and The Guild.

2024 has flown by, and the Guild as a barometer of our industry demonstrates that we are thriving. There is always more to do, and the Guild has evolved to meet the needs of its members and provide the industry with an essential platform to network, recruit and retain talent, share knowledge and innovate. I am very proud to launch our new vision:

Empowering people and embracing diversity across pipelines and infrastructure, the Guild strives to be the leading membership association for all individuals and organisations in this vital sector.

Connections and collaboration are key through our events and network we have empowered people, embraced diversity and fostered collaboration. Our panels and branches have delivered a record number of events, and the expansion of our HQ team has allowed us to maximise the member experience as evidenced through our first membership feedback survey. I am so proud of the hard work and dedicated staff of the HQ team led by our Executive Director Kate Lazenby.

Our membership has grown this year with over 240 corporate member organisations providing you all with a reach over 200,000 people. This wouldn't be possible without the branch and panel volunteers who dedicate their time to make the Guild a destination of choice.

We held so many successful events across 2024 supported and delivered by our Branches, Panels, the HQ team, and our members it would be difficult to list them all. I will highlight the following events;

- The Annual Dinner, we sold out for the third year running with over 900 people filling the Great Room at the Grosvenor House, raised money for the Charity of Women, networked and celebrated the success of our industry.
- Our Annual Conference, This Hydrogen focussed event covered future proofing projects like NGT's Project Union and demonstrated how the Net Zero Panel are providing a think tank, network and events for the energy transition. We also had a culmination of the branch PDN competitions providing, Andrew Ball, Jon Butterworth and I with a fantastic yet challenging role in awarding a winner, with so many pioneering examples across the breadth of our industry, we were delighted to award Zac Mooney of Scottish Water the National Prize.
- The Awards Reception at the Science and Industry Museum in Manchester celebrated the innovation and knowledge in our industry with two new awards – Net Zero Transition Award and Health & Safety Award.
- Our live events have taken us from the NEC to the Royal Armouries and Spade Adam to name but a few iconic events, and these only happen with the generous support of you our members and our sponsors.

A few highlights for me:

- We finished with over 40 new members in 2023
- So far, we've attracted more than 60 new members in 2024
- Over 2700 people have attended face to face events and over 1000 have attended online in 2024 so far
- We continue to see the growth of our social media presence with over 2900 LinkedIn connections
- We have an ambitious strategic plan that will meet the needs of our members by serving as a trusted platform to unite professionals, skilled workers and leaders in our industry.
- We have approved funding for the PDN Scholarship to invest and develop talent across our sector.

- We further developed strategic educational relationships with both Loughborough University and Coventry University and developed our strategic partnership with OfWat.
- We are proudly supporting Solutions for the Planet and The Big Ideas Programme. This programme is delivered to over 27,000 11-14 year olds to build resilience, power potential, and encourage STEAM (science, technology, engineering, art and maths).

These successes don't happen accidentally they are part of the Guild strategic plan and this is led by our Board and Executive Director, Kate Lazenby. Kate now has an agreed Vision, mission and values to drive the Guild forward with the new board in 2025. I know the Guild has a pioneering and sustainable future ahead and I look forward to supporting this.

I would like to thank the Guild's Board of Directors for supporting me, and to their employers in allowing them to support the Guild. Thanks to my two deputies, Barry Hayward and Richard Weeks who along with the support of the PCF and our President Jon Butterworth have made my year as Chair a pleasure.

Many thanks to my employer, Fisher German for supporting me in my role as Guild Chair. I want to thank each and every one of you as members for the work you do for society, you power industry, without which our economy wouldn't exist, you keep the lights on and people warm in their homes, you supply water and take a way waste, all of which at times are taken for granted. Its not an overstatement to describe our industry as e fourth emergency service so thank you to everyone who takes pride in their work. Without you there is no Guild.

It has been a privilege to serve as your Chair, I wish Barry every success going forward, I know that The Guild is in safe hands.

Jon Butterworth passed on his thanks to Rachel Bridge for providing a breath of fresh and air and inspiring people to give more.

### **3. To confirm that the approved Directors' Report and Financial Statements for the year ended 31st December 2023 have been sent to Companies House**

Jon Butterworth invited Nicholas Anderson, Finance Director, to confirm that the approved Directors' Report and Financial Statements for the year ended 31st December 2023 have been sent to Companies House.

Nicholas Anderson confirmed that copies of the detailed accounts for the year ended 31<sup>st</sup> December 2023 were presented to the membership and approved at the Extraordinary General Meeting held on 11<sup>th</sup> June 2024. He confirmed that these accounts have now been sent to Companies House.

Copies of the detailed summary accounts have been circulated to all members, the confirmed attendance and copies of the accounts are available from HQ on request.

Nicholas Anderson concluded by thanking Executive Director Kate Lazenby, the HQ Team and the Chair Rachel Bridge for a successful year and the President Jon Butterworth for his 2 years supporting the Guild.

Jon Butterworth gave his vote of thanks to Kate Lazenby, the HQ Team, the Guild Executive Committee and Board as he highlighted that the Guild is in good shape, not just financially, but culturally. It is refocused and looking to the future, with great behaviour and collaboration, a culture of learning and people within the Guild prepared to give up their time to help younger people who now have better guidance and support to steer them on their career path than when he was starting out in the business. He added that the Guild provides a platform to build relationships between members which is good for business and personal growth, as without those relationships business will not thrive. The Guild is the glue that brings people within the industry together.

He congratulated Kate Lazenby, the HQ team, Executive Committee and Board for their hard work in turning the Guild around.

#### **4. Announcement of the Board Recommendation for Election of President**

Jon Butterworth announced that The Board recommended the election of Neil Armstrong as the next President of the Pipeline Industries Guild.

Neil is a highly experienced business leader and entrepreneur, who enjoys working in high growth environments to deliver value enhancing strategic change.

Originating from Galway, Neil started his career in Utilities Infrastructure with Kennedy Group, being appointed to Operations Director at the age of 26.

Kennedy was acquired by Alfred McAlpine PLC and Neil became Regional Director of the PLC board managing multiple businesses, with clients such as Northumbrian Water, Scottish Water, National Grid, Scottish Power and United Utilities.

In 2005, at the age of 35, Neil acquired Fastflow Pipeline Services from Northumbrian Water Group and established Fastflow Group.

In 2019 Fastflow acquired United Living Group and took on the brand.

United Living provides essential services to critical property and infrastructure assets. Its end markets benefit from significant regulatory spend and tailwinds from the drive to Net Zero Carbon.

The company now serves blue chip clients and critical asset owners in the gas transmission, energy, carbon capture and storage, mobile & fixed line telecoms, clean & wastewater, and social housing sectors.

Jon Butterworth gave his personal thoughts about Neil Armstrong as a kind, tough and charitable individual who loves helping people, is selfless and will bring a lot to the Guild. He added that he could not imagine handing the Guild over to a better person.

Jon Butterworth proposed the approval of election of Neil Armstrong as Guild President for the term 2025 to 2027, this was seconded by Adam Wynne Hughes. The appointment was unanimously approved.

Jon Butterworth invited Neil to address the AGM and proceed with the remainder of the meeting.

Neil Armstrong advised the AGM that it was a real honour and privilege to accept the role, which would be tough enough without following Jon Butterworth who is a real presence in the sector with a huge platform to influence policy makers.

He continued that he joined Kennedy's in Scotland as a graduate engineer 33 years ago and his career has had its ups and downs. He noted that the Guild has also had its ups and downs, but it is back where it belongs. He added that if he were to write a utopian memo about where the industry should be, it would not be as good as what is to come with so much opportunity to encourage younger people in.

Looking to the future his priorities would be:

1. People – starting early with schools and apprenticeships in order to recruit better and bring fresh energy into the industry with better onboarding to ensure people feel cared for and valued.
2. Data – if you can't measure it, you can't manage it. There is a tendency to instinctively manage instead of having accurate data.
3. Innovation – a huge amount of work will be required over the next 20 years and currently the age profile of people within the industry is not where it should be to encourage different ways of doing things.

4. Diversity – start sooner in schools, apprenticeships and universities to encourage more women and a more diverse workforce into the industry.

Neil concluded by thanking the members for their confidence in him, to Kate Lazenby for guiding him through the appointment process and Rachel Bridge for her impressive report adding that he was looking forward to working with Barry Hayward over the coming year. Finally, he thanked Jon Butterworth for his mentorship.

Neil Armstrong took over proceedings of the AGM.

## **5. Election of the Board and Officers**

### **a) Election of Chair**

Neil Armstrong announced that the Board had nominated Barry Hayward for the position of Guild Chair.

Barry is the current South Staffordshire Plc's lead for ESG, helping educate their people and people leaders in the changing view of environmental social and control needs for customers, clients and stakeholders, running their core initiatives to support them preparing to lead the businesses and work force of the future.

He was introduced to the Guild by Ruth Allen and first joined the Board as an Independent Director in 2015, taking control of the Audit Committee in 2017 and helping reshape the Board structure across those years, commenting and supporting from a control of governance perspective. He moved to DC2 two years ago being part of the Guild Executive during that time.

Barry's full biography is included within this year's AGM papers.

The nomination was unopposed and Barry Hayward was declared elected Chair for the 2025 session.

Barry will sign the "Guild's Signatures Book," and be invested with the Chair's regalia at the end of the meeting.

Neil Armstrong invited Barry Hayward to say a few words.

Barry thanked the AGM and added that Rachel Bridge would be a hard act to follow, however they are both aligned in the direction in which they see the Guild moving. He continued that he was honoured to have been voted in by his peers and was looking forward to working with Neil Armstrong and the Board.

### **b) Election of 1<sup>st</sup> Deputy Chair**

The Board has nominated for the position of 1<sup>st</sup> Deputy Chair: Richard Weeks.

Richard's full biography is included within this year's AGM papers.

Richard Weeks's nomination was unopposed and he was declared elected as 1st Deputy Chair for the 2025 session.

### **b) Election of 2<sup>nd</sup> Deputy Chair**

The Board has nominated for the position of 2<sup>nd</sup> Deputy Chair: Sean Greenwood.

Seans's full biography is included within this year's AGM papers.

Sean Greenwood's nomination was unopposed and he was declared elected as 2<sup>nd</sup> Deputy Chair for the 2025 session.

Neil Armstrong congratulated Richard and Sean.

## **6. Announcement of the Election of Ordinary Members of the Board**

Neil Armstrong announced that the Board had nominated the following to the Board:

### **Panel Chairs:**

At the Panel Meetings the following have been elected and will duly serve on the Board for the 2025 session:

a) Net Zero Transition	Anna Lea
b) Onshore	Mark Jones
c) Utilities	Jonathan Drake
d) Intakes, Outfalls & Landfalls	Martin Berry
e) Wastewater & Drainage	Phillip Clisham

### **Branch Chairs:**

At the Branch General Meetings the following persons have been elected and will duly serve on the Board for the 2025 session:

d) Eastern	Philip Padgett
e) Ireland	Damian Maguire
f) Midlands	Peter Sykes-Tucker
g) Northern	Eamonn Vaughan
h) Northern Ireland	John McEvoy
i) Scotland	Martin Faulds
j) South East	Tim Over
k) Wales & Western	Shelley Butler

Election of the Branch and Panel Chairs was unanimously accepted by the AGM.

## **7. Announcement of Board Appointments**

Neil Armstrong announced to the AGM that in accordance with the Articles of Association and Standard Operation Procedures of the Guild, the Board have appointed the following to serve on the Board:

Finance Director	Nicholas Anderson
PCF Chair	Rachel Bridge

Nicholas Anderson and Rachel Bridge were declared appointed to serve on the Board for the 2025 session.

Executive Director	Kate Lazenby
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Kate Lazenby will serve as the Guild's Executive Director and will be invited to attend Board Meetings.

## **8. Board Recommendations for Election by the AGM**

Neil Armstrong announced the Board recommendations for election by the AGM for the 2025 session:

Governance Director	Adam Wynne Hughes
International Panel Chair	Ella Nilakanthi (Kanthi) Ford
Professional Development Network Panel Chair	Adarsh Essurredeen
Individual Members of the Board	Marian Regan
	Robert Murray
	Andrew Ball

These nominations by the Board are unopposed.

Approval for the nominations was proposed by Rachel Bridge and seconded by Barry Hayward.

The nominations were unanimously approved by the AGM.

Neil Armstrong continued that the Guild would like to take the opportunity to thank Matthew Rowlatt for his support as Independent Director over the last 5yrs. Matthew remains an active member of the Finance Committee whose contribution is highly valued and appreciated.

**10. Any other business that may be discussed at an Annual General Meeting subject to being received at the Guild's offices in writing before 3<sup>rd</sup> December 2024.**

Neil Armstrong confirmed there had been no requests or notification of additional items of AOB which had been received for discussion or approval.

Neil Armstrong asked the AGM if there were any questions or any items of other business for the AGM.

Gary Wain of Saith Limited asked how the Guild will set its tone for Net Zero for the coming 2 years. Neil Armstrong replied that it is a big priority and at the forefront. Rachel Bridge added that the Guild has an active Net Zero Transition Panel and Anna Lea, Chair of the Net Zero Transition Panel, continued that an event, "Resilience and Opportunity Framework", is being organised for the end of January 2025 to talk about challenges and areas requiring collective action to manage these challenges.

Kanthi Ford, Chair of the International Panel, added that the International Panel would also be looking at best practice internationally over the next 2 years.

Emma Bertenshaw of Saint-Gobain PAM commented that net zero is very driven towards the gas and energy sectors, however the water industry is doing a huge amount of work to ensure a sustainable future and this requires redress.

Anna Lea advised that the Net Zero Transition Panel would welcome any expression of interest from Guild members.

Neil Armstrong reminded all participants to check the Guild website events calendar for upcoming events. He advised that the Guild's LinkedIn account has recently been updated and asked members to ensure they are following the new account.

The President thanked those present for attending the 2024 AGM and formally closed the meeting.

Signed ..... Date .....