

Minutes of meeting from the inaugural kick-off meeting Reference Group for overall project steering, management, and scoping Global wind energy shipping and logistics Ph.d. research project

<u>Date and time:</u>	August 28, 2013 from 11:30 to 17:30	
<u>Venue:</u>	Aalborg University, Copenhagen Campus (AAU CPH)	
<u>Participants:</u>	Carsten Melchior	The Danish Maritime Foundation (DDMF)
	Hilmar Eliassen	Danish Shipowners' Association (DSA)
	Jesper Byberg	DONG Energy
	Søren Clemmensen	Port of Esbjerg
	Feng Zhao	BTM part of Navigant
	Lars Møldrup	J Poulsen Shipping/Combi-Lift
	Hans-Henrik Hvolby	Aalborg University, CELOG, Aalborg
	Lene Lange	Aalborg University, Copenhagen Campus
	Niels G M Rytter	Aalborg University, Copenhagen Campus
	Gang Chen	Aalborg University, Copenhagen Campus
	Trine K. Lauridsen	Aalborg University, Copenhagen Campus
	Thomas Poulsen	Aalborg University, Copenhagen Campus
<u>Excused:</u>	Kim H. Sørensen	Blue Water Shipping
	Niels Tolstrup	Blue Water Shipping
	Per W Christensen	Danish Shipowners' Association
	Birger T. Madsen	BTM part of Navigant
	Per Krogsgaard	BTM part of Navigant
	Aris Karcianas	BTM part of Navigant
	Finn Poulsen	J Poulsen Shipping/Combi-Lift
	Florian Heinemann	Siemens Wind Power
	Ole Ingrisch	Port of Esbjerg
	Martin Heide Jørgensen	Aalborg University, Aalborg
	Peter Nielsen	Aalborg University, Aalborg

High level agenda:

1. Meeting opening and welcome
2. Brief verbal introductions of Reference Group participants
3. High level recap of research project main objectives and research tasks
4. Short PowerPoint presentations of Reference Group member organizations (5-7 mins. each)
5. Formal inauguration of Reference Group
6. Information sharing session (about AAU research within the area of Logistics)
7. Mini-workshop about Ph.d. project scope
8. The Reference Group going forward
9. Wrap-up



1. **Opening.** The meeting started with a networking lunch and was subsequently opened with a speech by AAU's research director, Lene Lange. Subsequently, Carsten Melchior from DDMF gave a welcome speech on behalf of the key funding partner, DDMF. Finally, Thomas Poulsen from AAU CPH welcomed all participants and introduced the program/agenda for the day.
2. **Background of participants.** Each Reference Group meeting participant introduced themselves and their background including their individual attachment to the wind energy industry.
3. **Research project recap.** Thomas Poulsen provided a high level recap of the main objectives of the research project and provided an outline of the 5 research tasks including the use of case studies from Europe, Asia, and the Americas.
4. **Reference Group member organizations.** Each Reference Group member organization provided a brief introduction about their reason for participating, their expectations, and the involvement in the wind energy business of their respective organizations.
5. **Official inauguration.** Carsten Melchior advised that DDMF requires an industry board to help steer the projects they fund and outlined that the main objective of the Reference Group is to make sure that the output of the academic project is practical as well as useful for industry. Carsten encouraged the Reference Group member organizations to participate actively, to share knowledge, to be open-minded, to be critical, and to help ensure productivity from the research project including adherence to key deadlines and milestones. Carsten also stressed that the contribution from the Reference Group members is highly appreciated and that any confidential material should be covered by confidentiality agreements/non-disclosure agreements as the bylaws of DDMF dictate for the research results of their projects to have a publicly available output in terms of the findings/conclusions (not the analysis/research itself). Thomas Poulsen then covered the purpose, charter, goals, objectives, benefits, and practicalities pertaining to the Reference Group. It was agreed that:
 - a. Meetings to take place twice per year with the next meeting scheduled for early March, 2014
 - b. The venue of the meetings will rotate between the member organizations and across different locations as appropriate
 - c. Meetings will aim at being short, sharp, and to-the-point
 - d. AAU will prepare meeting materials in advance and also document the meetings afterwards with minutes of meeting
 - e. Meetings may be coupled with seminars, workshops, "gå-hjem"/go-home meetings, and other research project related activities

At the end of this part of the meeting, all Reference Group member organizations present at the inaugural Reference Group meeting signed the formal inauguration document thus officially launching the "Global Wind Energy Shipping and Logistics Research Project Reference Group".



6. **Information sharing session.** Hans-Henrik Hvolby from AAU's CELOG talked about AAU's research within the area of planning, scheduling, and logistics. Hans-Henrik explained about CELOG's collaboration with the Port of Aalborg under "The Intelligent Port" banner and explained about CELOG's work with systems and simulation as well as diagnostics and performance management. Hans-Henrik ended his input session by tying it back to the wind sector using CELOG collaboration examples with Siemens Wind Power (blades), Bladt Industries, and input from Rambøll.
7. **Mini-workshop about scope.** The participants split up and were part of 3 different groups:
 - a. One group concluded that the definition of "The Blue Denmark" should be rather broad for this project and not just include for example the shipping companies/DSA members
 - b. A second group concluded that the inbound to manufacturing assembly supply chain consists of "standard transportation" mainly by ocean and some air. This part of the end-to-end supply chain was therefore considered less interesting for the project to review than installation & commissioning, operations & maintenance, and decommissioning
 - c. A third group concluded that whereas both similarities and differences exist between the onshore and offshore wind farm supply chains, the offshore wind supply chain is more complex in terms of shipping and logistics
8. **Going forward.** It was discussed that the Reference Group should possibly be extended with a few more members such as an engineering, procurement, and contracting company like MTH or Aarslef and/or a foundation manufacturer like Bladt Industries, a tower producer, or similar.
9. **Wrap-up.** In the last session, expectations of the day were compared to how the day had actually progressed. Most participants expressed satisfaction about how the day had unfolded compared to the objectives and their expectations. A dialogue ensued about the research project scope and it was agreed that the scope should be realistic. The fact that the Reference Group bridges different industries all part-taking in the overall wind business was seen by the participants as a strength. DONG Energy volunteered to host the next meeting in March, 2014. A networking session rounded off the day.