

ASSOCIATION OF ELECTRICAL AND MECHANICAL TRADES

# 80th Annual General Meeting

## Minutes of Meeting

### Meeting Details

Item	Details
<b>Date</b>	Thursday 19 June 2025
<b>Time</b>	10:00 AM
<b>Location</b>	Virtual (Online)
<b>Duration</b>	1 hour 31 minutes
<b>Chair</b>	Mark Brady, Vice President (on behalf of James Stevens, President)
<b>Secretary</b>	Thomas Marks, Director General

### Attendees

25 participants attended the meeting, including the following named contributors:

Name	Organisation	Role
Thomas Marks	AEMT	Director General / Secretary
Mark Brady	Hayley 24/7	Vice President (Chair)
James Stevens	Preformed Windings	President (joined late)
Andy Patten	ADC Electricals	Treasurer
Scott Haslam	AEMT	Member Engagement Manager
Andrew Castle	TouchWave Media	PR and Media Partner
Keely Beighton	Preformed Windings	Member
Corinne Roome	Hidrostal	Council Member
Sean Sutton	Central Group	Council Member
John Brooker	Wilson Electrics	Council Member

Chris Powles	Innomotics	Associate Council Member
Kirsty Davies	Solutions in I.T.	Council Member
George Knowlton	Knowlton & Newman	Member
Fraser Lynch	Western Drives	Member
Jim Fowlie	Sensor Works	Member
Mark Robinson	WES	Member

### Apologies:

- Chris Birks, AEV
- Chris Adams, Sulzer

## Purpose

---

To conduct the formal business of the 80th Annual General Meeting of the Association of Electrical and Mechanical Trades, including the approval of the previous minutes, presentation of the Secretary's and Treasurer's reports, review of the 2030 strategic vision, presentation of the carbon emissions report, and the election of officers and council members for the coming year.

## Key Discussion Points

---

### 1. Opening and Previous Minutes

Mark Brady opened the meeting on behalf of President James Stevens, who was delayed due to a last-minute appointment. Mark read the antitrust statement reminding members of the association's policy on fair competition.

The minutes of the previous AGM held on 13 June 2024 at ABB Robotics had been circulated in advance. Members were asked to confirm them as a true record. No objections or amendments were raised, and the minutes were approved with no matters arising to carry forward.

### 2. Secretary's Report — Thomas Marks

Thomas Marks presented the Secretary's Report covering the association's activities during 2024 and the strategic outlook.

#### Industry Challenges

- Ageing workforce demographics and difficulty engaging younger talent
- Lack of accessible skills and training pathways into the industry

- Cheap imported products undercutting the repair market and encouraging replacement over repair
- Geopolitical disruption, tariff disputes causing increased lead times and rising costs
- Regulatory demands around emissions reduction and energy efficiency adding operational complexity

### **Industry Opportunities**

- Sustainability and the circular economy – the repair industry is well placed to lead on carbon footprint reduction
- Reliability and data-driven services through condition monitoring and predictive maintenance
- Supply chain disruption creating opportunities to repair locally, keeping costs down and improving responsiveness
- Growth in electrification, renewables, hydrogen, water infrastructure and electric vehicles

### **Key Achievements in 2024**

- Code of Practice ratified by members in November 2024, built around six tenets: Quality, Expertise, Integrity, Sustainability, Stability and Safety
- Skills Knowledge Hub launched – a member-generated content platform with courses on business skills, bearing replacements, introduction to electric motors and more, now receiving near-daily orders
- Partnership with UniFrog established – connecting the AEMT with 1.8 million college students aged 16–18 exploring career destinations
- Video content series begun with Westin Drives, forming part of a planned five-video set for UniFrog and member websites to attract young talent
- Apprenticeship Resource Hub launched with guides to funding, T-levels, apprenticeship standards and member case studies
- Scott Haslam joined in November 2024 as Member Engagement Manager, tasked with the standalone conference, growing membership and providing value

## **3. Vision 2030 Strategy**

Thomas outlined the three strategic pillars for the period to 2030:

### **Pillar 1: Code of Practice Compliance**

- Back-end services and resources being developed so all members can achieve compliance
- Training courses on IEC 60034-23 (the general repair standard) and implementing it into quality management systems due September 2025

- Templates for safety, environmental, supplier and well-being policies being created – environmental template already available
- Self-assessment form to be circulated to all members at the end of 2025, with one year to complete and return
- Members not meeting requirements must demonstrate they are working towards compliance using AEMT resources
- Aim to have all members compliant or working towards compliance by end of 2027
- 5% of compliant members will be spot-checked annually; verified status available via paid on-site audit, recertified every three years
- Auditors being recruited from within the industry – paid per audit, training to be provided
- Online portal now live at [aemt.com/codes](https://aemt.com/codes) with self-assessment PDF available for early preparation

### **Partnership with Offshore Energy UK (OEUK)**

- OEUK's SQL procurement arm (18 major buyers including BP, Shell, Exxon and SSE) has approved collaboration with AEMT
- Verified AEMT members would receive additional points when tendering for work through the SQL platform
- Discussions also underway with an insurance broker to potentially offer reduced premiums to verified members

### **Pillar 2: Resilient Workforce**

- AEMT Training Programme expanding with additional courses in the pipeline
- Good Practice Guide to Recruitment and Retention written and in final typesetting
- First AEMT Apprenticeship Day successfully held, hosted and sponsored by Sulzer
- Training pathway mapped from repair standards through to specialisms such as DC motor repair, traction motor repair, root cause failure analysis and reliability
- Longer-term vision to establish a recognised apprenticeship standard and potentially an institute of electrical and mechanical engineers

### **Pillar 3: Sustainability Advocates**

- Partnership with Climate Action for Associations (CAFA), originating from the UN Net Zero scheme
- AEMT has recorded its own emissions and created a reduction strategy from 2023 baseline

- CAFA compiling tools and a resource hub for members to record and report their emissions through the AEMT website
- Aim to produce a repair-versus-replace study to inform a potential carbon credit methodology
- Application made to Verra for carbon credit methodology – Verra acknowledged potential to reduce several million tonnes of emissions but is not reviewing downstream credits until 2028
- Target: halve association emissions by 2030

Andy Patten and Andrew (member) both endorsed the report, with Andy noting the strong work on apprenticeships, codes of practice and customer engagement.

**The Secretary's Report was proposed by Sean Sutton and seconded by Andy Patten. Approved unanimously.**

#### **4. AEMT 80th Anniversary Conference – Scott Haslam**

Scott Haslam presented plans for the inaugural standalone AEMT Conference, to be held on 18 September 2025 at the British Motor Museum, Gaydon.

- Exhibitor uptake has exceeded the target of 20, with further conversations ongoing
- Delegate target of 140 is on track
- Keynote speakers include Billy Billingham (SAS, Channel 4) on effective teamwork, and Dr Paul Bedford on staff retention and organisational culture
- OEUK presenting on procurement pathways into the renewables sector
- Panel session on business succession, featuring leaders who have sold or are selling their businesses
- Morning programme for apprentices including technical sessions with Karl Metcalf
- Technical talks in the afternoon, including a session on condition monitoring led by Matt Fletcher
- Early-bird tickets at £40 (rising to approximately £120)

Sponsors acknowledged on screen. Scott noted significant progress in member engagement during his first six months.

#### **5. AEMT Awards Ceremony**

The annual AEMT Awards will take place on 20 November 2025 as a standalone evening event. Nominations are open across the following categories:

- Product of the Year (sponsored by Sulzer)
- Project of the Year (sponsored by EASA Software)
- Service Centre of the Year (sponsored by WEG)

- Supplier of the Year (sponsored by DFA Media / Plant & Works Engineering)
- Contribution to Skills and Training (sponsored by Innomatics)
- Rising Star Award (sponsored by Menzel)
- Diversity in Engineering – sponsorship still available
- Sustainable Engineering Award (sponsored by TEC Electric Motors)

Andrew Castle confirmed multi-channel promotion including full-page advertisements in DFA Media publications (Drives and Controls, Plant & Works Engineering, Hydraulics and Pneumatics), social media campaigns, and targeted mailers to over 2,000 contacts. Members encouraged to submit nominations.

## 6. Press Relations and Renew Magazine

58 press releases were issued in 2024, resulting in 428 publications across industry media, estimated to be conservative by approximately 10–15%.

Andrew Castle reported that Renew magazine, the AEMT's quarterly publication, circulates to approximately 8,000 digital and 4,000 print recipients. Around 75% of content is original to the magazine. Members were encouraged to contribute editorial and to consider advertising, which funds the publication's production and distribution.

## 7. Treasurer's Report – Andy Patten

Andy Patten presented his final Treasurer's report before stepping down from the role. He thanked the AEMT team and welcomed Corinne Roome of Hidrostal as his successor.

	Actual	Budget
<b>Turnover / Income</b>	£576,000	£538,000
Course Income	£350,500	£270,000
Subscriptions	£200,000+	£108,000
Conference & Awards	£51,500	
Bank Interest	£10,250	
<b>Total Expenses</b>	£550,000	£534,000
Wages & Salaries	£214,000	
Training Costs	£100,000	
Conference & Awards Costs	£57,500	
Website	£27,000	
PR & Marketing	£18,500	
Renew Magazine	£10,200	

<b>Surplus</b>	<b>£25,500</b>	£5,000
<b>Net Assets / Reserves</b>	<b>£290,000</b>	£225,500 (prior year)

Andy noted that 2024 was a strong year for growth, driven primarily by course income from the online training academy. Revenue and reserves both grew year-on-year.

**The Treasurer’s Report was proposed by George Knowlton and seconded by Fraser Lynch. Approved unanimously.**

## 8. Carbon Emissions Report

Thomas presented the AEMT’s 2024 carbon emissions, the second year of reporting since beginning measurement in 2023.

- Total emissions reduced from 52 tonnes (2023) to 46 tonnes (2024)
- Category 1 (purchased goods and services) increased due to one-off shipping of course equipment to international locations – now complete
- IT-related emissions decreased as major investments (website, training academy) were made in 2023
- Commuting and travel emissions reduced, with the team now predominantly using electric vehicles
- Printed yearbook cancelled in favour of online publication, saving over 2 tonnes
- Emissions intensity: 13 tonnes per full-time employee
- Supplier engagement: 5 of 19 suppliers have provided full emissions data; a further 6 are working with CAFA to measure and report
- AEMT offset 120 tonnes in 2023 using Verified Carbon Standard credits (wind farm project) and will continue offsetting

George Knowlton asked whether emissions could be offset. Thomas confirmed the AEMT had offset its 2023 emissions and doubled the offset volume.

## 9. Subscriptions

As previously agreed by the membership, subscriptions may be increased annually by the rate of the Retail Price Index (RPI) at the time of invoicing. Council confirmed it will budget for an RPI-linked increase for 2026. No alternative proposals were received from members.

## 10. Election of Officers

The following officers were elected for the coming year, endorsed unanimously by members present:

Position	Name	Organisation
----------	------	--------------

<b>President</b>	Mark Brady	Hayley 24/7
<b>Vice President</b>	Andy Patten	ADC Electricals
<b>Junior Vice President</b>	Kirsty Davies	Solutions in I.T.
<b>Junior Vice President Elect</b>	George Knowlton	Knowlton & Newman
<b>Treasurer</b>	Corinne Roome	Hydrostal
<b>Special Advisor</b>	Shaun Sutton	Central Group
<b>Past President</b>	James Stevens	Preformed Windings

Mark Brady delivered his inaugural address as incoming President, thanking outgoing President James Stevens and endorsing the 2030 Vision strategy. He highlighted the potential for closer collaboration with the Electrical Apparatus Service Association (EASA), noting that the two organisations are exploring whether a merger could add value to both memberships.

## 11. Council Membership

Other council members confirmed:

- Christian Powles, Innomotics (Associate Member of Council)
- Howard Lyn, Rapid Solutions (International Representative)
- Gordon Miles, Royal College of Emergency Medicine (Advisor)
- John Brooker, Wilson Electrics (UK Council Member)

Retiring from Council having completed their terms of office:

- Patrick O'Neil, WEG
- Tom Beatson, Beatson Fans

Thanks were extended to both for their service.

Re-elected to Council for a further term (proposed by John Brooker, seconded by Chris Powles, approved unanimously):

- Shaun Sutton, Central Group
- James Stevens, Preformed Windings
- Mark Brady, Hayley 24/7

Newly elected to Council (proposed by Chris Powles, seconded by Sean Sutton, approved unanimously):

- Chris Adams, Sulzer (UK Representative)
- Mark Newman, WEG UK (Associate)
- Jim Fowlie, Sensor Works (Associate)
- David Bernie, MKE Engineering (UK Member)

- John Brooker, Wilson Electrics (UK Member)
- Fraser Lynch, Western Drives (UK Representative)

## 12. Women in Engineering Initiative – Kirstie Davies

Kirstie Davies reported on the Women in Engineering initiative being championed by the AEMT Council. A survey of women working in the industry has received nearly 100 responses, seeking to understand what roles women hold and how the association can better support them. A dedicated breakout session is planned at the September conference.

## Decisions Taken

1. Minutes of the 2024 AGM (13 June 2024, ABB Robotics) approved as a true record.
2. Secretary's Report accepted (proposed: Shaun Sutton; seconded: Andy Patten).
3. Treasurer's Report and accounts for year ended December 2024 accepted (proposed: George Knowlton; seconded: Fraser Lynch).
4. Subscriptions to increase by Retail Price Index (RPI) for 2026 – no alternative proposals.
5. Officers elected as listed above – endorsed unanimously.
6. Council members re-elected and newly elected as listed above – approved unanimously.

## Action Points

#	Action	Owner	Due	Status
1	Circulate Code of Practice self-assessment form to all members	Thomas Marks	End 2025	Open
2	Complete Code of Practice back-end services and resources for member compliance	Thomas Marks	Sep 2025	Open
3	Recruit auditors from within the industry for Code of Practice verification	Thomas Marks	Ongoing	Open
4	Develop training courses on IEC 60034-23 implementation	AEMT Team	Sep 2025	Open

5	Finalise OEUK/SQL procurement partnership for verified AEMT members	Scott Haslam	2025	Open
6	Explore insurance broker arrangement for verified members	Thomas Marks	2025	Open
7	Publish Good Practice Guide to Recruitment and Retention	AEMT Team	Summer 2025	Open
8	Find sponsor for Diversity in Engineering award category	Andrew Castle	Before Nov 2025	Open
9	Members to submit award nominations	All Members	Before Nov 2025	Open
10	Members to purchase conference tickets at early-bird rate (£40)	All Members	ASAP	Open
11	Continue supplier emissions engagement via CAFA	Thomas Marks	Ongoing	Open
12	Women in Engineering breakout session at conference	Kirsty Davies	18 Sep 2025	Open

## Next Steps

---

- AEMT 80th Anniversary Conference: 18 September 2025, British Motor Museum, Gaydon
- AEMT Awards Ceremony: 20 November 2025 (standalone evening event)
- Code of Practice self-assessment circulation: end of 2025
- Early adopter programme for Code of Practice compliance: from September/October 2025
- Ongoing exploration of AEMT–EASA merger potential

---

Minutes prepared by: Thomas Marks, Director General

Date: 29 May 2026