

Minutes of OGA Board meeting on 19 November 2019
48 Huntly Street, Aberdeen

Directors	In attendance
Tim Eggar Chairman	Hedvig Ljungerud (item 5) Director of Strate
Frances Morris-Jones Non- executive Director Robert Armour Non-executive Director Andy Samuel Chief Executive	Stuart Payne (item 10) Director of HR and Supply Chain Bill Cattnach (item 10) Head of Supply Chain Suzanne Lilley (item 10) Head of HR
Nic Granger Chief Financial Officer	Simon James (item 11) Chief Information Officer
Mary Hardy Non-executive Director	Russell Richardson Company Secretary
Emily Bourne Shareholder Representative Director	Fiona Gruber Board Secretary

1. Welcome and introductions

The Chairman welcomed directors to the meeting.

2. Minutes and matters arising

The board approved the minutes of the September meeting.

3. Conflicts of interest

No conflict of interest with any agenda item, nor as a result of new appointments, was declared by any director. Frances Morris-Jones confirmed that she had, as planned, sold a second tranche of BP shares and would sell the third tranche in January 2020.

4. Audit and risk committee report

Mary Hardy, audit committee chair, reported back from the November committee, which discussed financial year end planning and audit, the draft strategic risk heat map, and the latest updates on controls. BEIS audit committee member Myriam Madden attended the meeting as an observer.

5. Strategy implementation plan

The Director of Strategy presented the strategy implementation plan, setting out the proposed workstreams, process and cost implications of implementing the OGA's strategy.

Following a detailed discussion of all elements of the plan, the board agreed that no major change to the OGA's structure would be required, as energy transition workstreams would be woven in across the organisation. As the plan proposed increasing the OGA's overall

headcount for the first time, the board asked to see a breakdown of the posts involved before agreeing the draft budget in December.

The board agreed that the OGA should proceed with the review of the MER UK Strategy, working closely with BEIS and OPRED as appropriate, and asked to see the revised draft in March.

6. Shareholder report

The shareholder reminded the board of the limitations on the conduct of OGA business during the pre-election period and updated the board on the department's business.

She thanked the OGA for its excellent collaborative working on the PNR shale data analysis, which informed the Written Ministerial Statement on shale policy on 4th November. She confirmed that the scheduled PAC hearing on the NAO's 'fracking for shale gas in England' report had now been deferred.

As ministerial approval and publication of the three-year review of the OGA has now been deferred until after the election, the partnership team has made one or two factual updates to the report and will circulate the final version to the board secretary, for circulation to the board.

7. Chief Executive report

The Chief Executive was pleased with the response to date to the 32nd Round. Whilst there has been significant staff turnover in the operations directorate, the HR team is confident that roles will continue to be backfilled successfully.

The Chief Executive launched the OGA's annual Leadership Reflections course, building on Leadership Fundamentals, both of which received positive feedback.

8. Safety and environment report

The Chief Executive updated the board on safety and environment performance.

Following the recent OSPAR meeting, OPRED continues to work with Shell on determining the best technical solution for Brent decommissioning.

9. CFO update

The CFO briefly updated the board on the current financial situation, with no significant variations to report.



10. Supply chain and exports

The Director of HR and Supply Chain, Head of Supply Chain and Head of HR presented updates from both sides on the directorate.

Supply chain and exports

The board welcomed the new supply chain strategy, and the OGA's proposed response. They agreed that the team's current work on SCAPs and other supply chain priorities was extremely valuable and should continue, but sought assurance that the cost, particularly for Pathfinder 2.0, be carefully scrutinised to ensure value for money. Whilst the board agreed that it would be beneficial to extend SCAPs to operating expenditure, it questioned whether, this could be done effectively without additional headcount and asked the team to consider it carefully.

The board agreed that the OGA's current work in support of exports was very valuable but could not be extended unless funding was found from other sources.

Employee engagement

The Head of HR presented the team's employee engagement plan, updated to include additional items following the 2019 staff survey. The board agreed that the team's focus and results to date had been outstanding and was content for management to implement the plan as presented.

Mary Hardy left the meeting before the next item.

11. Digital energy platform

The Chief Information Officer updated the board on the expected benefits of introducing a one-stop-shop digital energy platform (DEP) to support the OGA's ambitious data release programme. The board welcomed the exceptional feedback garnered by the OGA's Open Data platform to date and agreed that the DEP would further enhance the user experience. The board will discuss the programme's budget in more detail when it considers the overall OGA budget in December.

12. Strategic risks - clean sheet review

The board reviewed management's assessment of the top strategic risks facing the OGA and agreed six principal risks. The board agreed to keep a number of additional topics on a watch list for discussion at future board dinners.

13. Board agenda planning

The board discussed and agreed some changes to the schedule.

There was no other business.



Oil & Gas
Authority

Company number: 09666504

A handwritten signature in black ink, appearing to be 'M. S.', written over a faint, illegible stamp.

Chairman.....

9/1/2020 .

Date