



**Minutes of OGA Board meeting on 18 December 2020
Teleconference**

Directors	In attendance
Tim Eggar Chairman	Russell Richardson Company Secretary
Frances Morris-Jones Non-executive Director	Fiona Gruber Board Secretary
Mary Hardy Non-executive Director	
Robert Armour Non-executive Director	
Andy Samuel Chief Executive	
Nic Granger Chief Financial Officer	
Emily Bourne Shareholder Representative Director	

1. Welcome and introductions

The Chairman welcomed directors to the meeting.

2. Minutes and matters arising

The board approved the minutes of the November 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.

4. 2020-21 budget

The CFO presented the draft 2020-21 budget, prepared based on the budget strategy, Corporate Plan 2019-2024 activities and the strategy implementation plan - with recruitment for new workflows phased over several years.

The board thanked the leadership team for its rigorous analysis of the OGA's income and expenditure. After a detailed examination of the proposals, including the proposed levy and headcount increase - and noting that £2m grant funding was confirmed for 2020-21 - the board approved the budget, subject to some minor adjustments, prior to its submission to BEIS.

5. Board agenda planning

The board discussed and agreed some minor changes to the schedule.

There was no other business.



Oil & Gas
Authority

Company number: 09666504


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Chairman


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Date