

**Minutes of OGA Board meeting on 18<sup>th</sup> December 2019**  
**Teleconference**

<b>Directors</b>	<b>In attendance</b>
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

.....  
Chairman

*26<sup>th</sup> February 2020*

.....  
Date



Company number: 09666504