



**Minutes of OGA Board meeting on 20 December 2018
48 Huntly Street, Aberdeen**

Directors	In attendance
Frances Morris-Jones Chair	Stuart Payne (item 5) Director of HR and Supply Chain
Mary Hardy Non-executive Director	Bill Cattanach (item 5) Head of Supply Chain
Robert Armour Non-executive Director	Sylvia Buchan (item 5) Supply Chain Manager
Emily Bourne Shareholder Representative Director	Christopher Diggle (item 5) Supply Chain Manager
Andy Samuel Chief Executive	Hedvig Ljungerud (item 7) - by VC Director of Strategy
Nic Granger Chief Financial Officer	Loraine Pace (item 7) Head of Planning and Performance
	Tom Wheeler (item 8) - by VC Director of Regulation
	Gunther Newcombe (item 9) Director of Operations
	Scott Robertson (item 9) CNS Area Manager
	Tim McNiff (item 9) NNS Business Manager
	Simon James (item 11) Chief Information Officer
	Russell Richardson Company Secretary
	Fiona Gruber Board Secretary

1. Welcome and introductions

The Chair welcomed directors and guests to the meeting.

2. Minutes and matters arising

The board approved the minutes of the 22nd November meeting, having agreed one minor change. There were no actions on the action log.

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. Shareholder report

The Shareholder Director confirmed that BEIS continues to work on contingency planning in advance of the Parliamentary vote on EU Exit in January 2019.

Scheduling for the levy regulations and the outcome of business planning are both expected to be confirmed in January 2019.

She confirmed that the three-year Review of the OGA will be similar to a Tier 3 Tailored review and will be led by the BEIS Partner Organisation team. A review of the OGA's framework document, and its change of status to a Non-Departmental Public Body, will follow the Review.

The outcome of the Chair recruitment process is expected to be known in early 2019.

5. Supply Chain Action Plans

The SCAP team reported good progress on SCAPs, with 45 having been received to date. Operators have responded constructively to the process, which helps operators drive more value from projects, deliver on their FDP/DP commitments, and actively engage with the service sector on cost-effective solutions. Analysis of SCAPs will help highlight gaps and pinch points in the supply chain which have the potential to drive costs up.

The process has bedded in well - with many operators seeking meetings and further guidance from the OGA - and is well integrated with Pathfinder and Energy Portal processes. The OGA will be running workshops with all operators which have submitted SCAPs, to give feedback and share lessons learned.

The board commended the team for driving this good progress on SCAPs and congratulated the Head of Supply Chain for his recent award from the East of England Energy Group.

6. Reflections on 2018

The board reflected on the very good progress made in 2018 and considered potential areas for improvement in 2019, with the Chief Executive presenting his own highlights and thoughts. The board agreed that, in addition to a continuing high volume of business as usual activity, the highlights were the great strides made in benchmarking, data visualisation, internal and external culture, and Area Plans.

Looking to 2019, management's focus will be on quarterly prioritisation, both to control the burden on staff and to counter the potential for scope creep, exploring ways to deploy staff more strategically when priorities change.

7. Corporate Plan

The Director of Strategy presented the draft Corporate Plan, which has been drafted in line with the structure, themes and priorities agreed by the board in September; it incorporates the KPIs as developed with industry.

The board discussed the format and content in detail and agreed that the distinction between continuing priorities and new actions should be very clearly articulated.

The Board Secretary will circulate the final draft to the board in correspondence, before it is submitted to the Secretary of State for his endorsement.



8. Onshore update

The Director of Regulation briefed the board on two matters: Preston New Road and a potential change of control comfort letter in relation to certain licence holdings. The Company Secretary briefly summarised the recommendations of a board sub-committee meeting on the latter. The board was in general agreement with the outcome of that meeting.

9. Proposed new developments

The Director of Operations reported that the OGA was scrutinising a significant number of new developments and was assessing how best to support operators in developing assets from contingent resources to sanctioned reserves and production/development.

The good progress on sanctioned developments is contributing significantly to reserves replacement, but different ways of working and new clustered approaches will be needed to develop smaller valuable assets.

10. CFO report and budget review

The CFO presented her financial report, which showed no significant variation. Her team is working with budget holders to check they are on track to use their committed spend.

She recommended the draft budget for board approval. The budget was drafted in line with the budget strategy, with one addition to account for a change in employer pension contributions.

The board approved the draft budget as presented.

11. Delivering information and digital excellence

The Chief Information Officer demonstrated a production data dashboard which is an example prototype for pursuing new ways of working and will leverage enhanced data analytics in support of licence events.

OGA staff use of Geographic Information Systems has increased significantly following a programme of teach-ins led by the Digital Services team.

The OGA's 2019 digital strategy will articulate how its programme of IT infrastructure investment will support delivery of information and digital excellence, including a new data warehouse which will bring seismic data together as the foundation for the National Data Repository.

The board thanked the Chief Information Officer for a very informative update.

12. Agenda planning

The board discussed the agenda planner and agreed an increased focus on strategic discussions. The board further agreed that its future stakeholder engagements should have a clear purpose; site visits per se were more suitable for Directors' induction programmes but might on occasion be appropriately combined with a stakeholder meeting.



Oil & Gas
Authority

Company number: 09666504

There was no other business.

F. Howes-Jones
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Chair

20/2/19
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Date