



**Minutes of OGA Board meeting on 23 February 2017
The Priory, Wareham, Dorset**

Attendees:

Sir Patrick Brown	Chairman
Mary Hardy	Non-executive Director
Robert Armour	Non-executive Director
Frances Morris-Jones	Non-executive Director
Rebecca Vallance, BEIS	Shareholder Representative Director
Andy Samuel	Chief Executive
Nic Granger	Chief Financial Officer
Gunther Newcombe	Director of Operations
Hedvig Ljungerud	Director of Strategy
Simon James	Chief Information Officer
Lorraine Pace	Head of Planning, Performance and Reporting
Russell Richardson	Company Secretary
Fiona Gruber	Board secretary

Introductions

The Chairman welcomed Board members to the meeting.

Minutes of 19 January meeting

The Board approved the amended minutes of the 19 January meeting for signature and progress of outstanding actions was noted. The Board discussed a number of proposed amendments to the Articles, which the Company Secretary will now discuss with the shareholder. The Board asked the Board Secretary to provide a schedule of insurance to the Audit Committee in advance of its next meeting.

Conflicts of interest

No conflict of interest with any agenda item, or as a result of new appointments, was declared by any member of the Board.

Shareholder update

The Shareholder Representative Director confirmed that BEIS is taking views on the Industrial Strategy green paper from industry and that OGUK has convened two meetings - in Aberdeen and London - which BEIS and the OGA will attend.

BEIS is working with the OGA to lay the 2017-18 levy regulations in March.

2017-22 IT Strategy

The Chief Information Officer set out the OGA's five year IT strategy, encompassing the immediate priority of replacing the existing IT system and medium term priorities to enhance information management. The Strategy prioritises information security, adaptable systems



and supporting collaboration and information sharing. The replacement IT system will maximise the value of current software to facilitate enhanced mobile working capability. The cost of the proposals will be funded from the approved budget. He further confirmed that his team is evaluating the most suitable option for electronic Board packs.

The Board commended the detail and clarity of the strategy and supported its implementation. It asked that an information security assessment be made of the new IT system and reported to the Audit Committee later in the year.

Establishment of an OGA National Data Repository

The Chief Information Officer (CIO) presented his two phase proposal to establish a UK National Data Repository (NDR). During phase one, the OGA would work with Common Data Access to enhance its existing collaborative data platforms before, in phase two, launching a competitive tender for an NDR operated by the OGA.

The Board endorsed the recommended plan and commended the CIO and the CFO for their pragmatic handling of a vital and complex matter. The Board asked for periodic updates from the NDR team and underlined the need to obtain shareholder support as necessary.

Opportunity matrix and area plans

The Director of Operations updated the Board on the evolution of the opportunity matrix into a tool to help the OGA and industry focus on issues which may benefit from OGA facilitation and require the OGA to attend industry meetings.

He was clear that, following consultation with industry, it will be important for the OGA to initiate the process of developing and scoping area plans before industry takes over the reins to define and execute them, with the OGA facilitating and monitoring activity in parallel.

The Board was supportive of the proposed area plan process flow and agreed that, together with stewardship expectations, area plans would be a valuable MER tool.

29th Licensing round update

The Director of Operations updated the Board on the proposed licence awards in the 29th licence round, subject to habitats assessments and Chief Executive approval. All applicants made use of the seismic data from the 2015 government funded acquisition programme and interest was also generated by OGA activity at international exploration conferences.

The Board thanked the exploration team for their good work in making the round a success and asked to see the monthly exploration report with the regular Board papers.

Chief Executive report

The Chief Executive was pleased to confirm the appointment, through an internal recruitment exercise, of Tom Wheeler as Director of Regulation - following the retirement of Simon Toole.



The Chief Executive was also pleased with the recent upturn in M&A activity in the UKCS which, subject to due diligence, represents good progress in getting the right assets in the right hands.

He remains concerned with the state of the supply chain. However he is pleased to see the narrative of Vision 2035 increasingly being taken up by others in a number of fora and would like to see industry maximise the opportunity from the industrial strategy.

2017-18 Activity Plan

The Head of Planning, Performance and Reporting presented the draft 2017-18 Activity Plan, which updates 2017-18 KPIs in the 2016-21 Corporate Plan.

The Board commended her on a very clear and well-presented plan, endorsing it subject to a number of minor amendments.

Finance report

The CFO updated the Board on the financial position for the first ten months of the year. She continues to review the projected underspend for the year, which should be close to that projected at mid-year.

She is taking steps to strengthen the structure of the finance team and assured the Board that this would result in stronger forecasting.

Future meetings

As agreed at the Board performance review on 22 February, the Board will continue to meet ten times a year but may adjust the schedule on occasion to meet business needs. Board meetings may occasionally be held in London, perhaps in tandem with directors' meetings with stakeholders. A strategy meeting with the Leadership Team will take place in September. The Board will undertake a 'clean sheet' strategic risk review at a forthcoming meeting.

AOB

The Board asked that future Board papers adopt a uniform, and rather larger, font size.


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Chairman

28 March 2017

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Date

