

## Minutes of a meeting of the Gas and Electricity Markets Authority

From: Jen Todd  
Secretary to the Authority

Date: Tuesday 25<sup>th</sup> and  
Wednesday 26<sup>th</sup> May  
2021

Location: Virtual

### GEMA meeting minutes for Tuesday 25<sup>th</sup> May

#### 1. Chairman's Opening Remarks and Matters Arising

1.1 The Chair welcomed all members and attendees to the meeting and noted that no conflicts of interest had been reported.

#### 2. Strategy and Policy Statement

2.1 The Board discussed the proposed Strategy and Policy Statement for Ofgem.

### GEMA meeting minutes for 26<sup>th</sup> May 2021

#### 1. Welcome and Introductions

1.1. The Chair welcomed Board members and external attendees to the meeting and noted apologies received from Paul Grout.

1.2. There were no comments on the minutes from the last meeting, which were therefore approved.

1.3. The Chair noted that no conflicts of interest had been reported.

1.4. The Chair highlighted the 'for circulation' papers for the Board's attention, which included a paper on the 'Future of Work'. The Board agreed to approve the recommendations made in the paper.

1.5. The Board were briefed on some of the Chair's recent engagements which included:

- An event held jointly with Energy UK on Inclusion, Equality and Diversity in the energy sector;
- Chiring Ofgem's first event in the COP26 programme; and
- Meetings with a number of Chairs of energy network companies to discuss governance matters.

1.6. The Chair of Audit Risk and Assurance Committee (ARAC) updated members on the meeting held in May, and preparations for finalising the Annual Report and Accounts.

1.7. The Chair of the People and Remuneration Committee (PRC) updated members on the meeting held in May, which focussed on the Transformation Programme and performance and succession planning for Ofgem's Executive and Senior Civil Servants.

## **2. Chief Executive Officer's (CEO) Report**

2.1. The CEO, noting that Authority members were apprised of his written report, were briefed on some key issues, including:

- A recent announcement in relation to investment in low carbon projects;
- The retail energy market;
- The ongoing organisational Transformation Programme; and
- Ofgem's administration of environmental and social schemes.

## **3. Board Effectiveness Review**

3.1. Radojka Milijevic (Campbell Tickell) updated the Board on the key findings from its Board Effectiveness Review.

3.2. Following discussion, the Chair thanked Campbell Tickell for its report and noted that the Board would discuss its recommendations and areas for improvement at its next meeting.

## **4. Data and Digitalisation – Deep Dive**

4.1. Helen Crooks updated the Board on the data and digitalisation strategic change programme.

4.2. The Board expressed strong support for programme, which it agreed to return to at appropriate points.

## **5. Strategic Risks and Issues**

5.1. The Board were updated on Ofgem's strategic risks and issues.

5.2. The Board welcomed the progress that had been made in the development of Ofgem's risk management, and discussed a number of areas that had been identified in the risk register.

5.3. The Board also noted the schedule of future discussions on strategic risks and issues.

## **6. Communications Insights**

The Board noted the paper.

## **7. Agenda forward look**

The Board noted the paper.

## **8. E-Serve Director's Report**

The Board noted the paper.

## **9. Litigation Tracker**

The Board noted the paper.

## **10. Conditions for effective competition 2021 review**

The Board noted the paper.

## **11. Future of Work**

The Board noted the paper.

## **12. Draft Annual Report & Accounts**

The Board noted the paper.

## **13. ARAC Actions from May meeting**

The Board noted the paper.

## **14. PRC Minutes from May meeting**

The Board noted the paper.

## **15 Decision Log**

The Board noted the paper.

## **16 Update on the offshore coordination project**

The Board noted the paper.

## **17 Any other business and date of next meeting**

### **Apologies for absence**

Paul Grout

### **Those present**

Martin Cave  
Jonathan Brearley  
Christine Farnish  
Lynne Embleton

John Crackett  
Myriam Madden  
Barry Panayi

## **Those attending**

Neil Kenward  
Stephanie Broadribb  
Jonathan Spence  
Philippa Pickford  
Priya Brahmabhatt-Patel

## **Others present**

James Kilmartin (Principal Private Secretary)  
Jennifer Todd (Depute Head of Governance and Secretariat)  
Hamish Finlay (Depute Head of Governance and Secretariat)

## **For specific agenda items**

### **Tuesday 25<sup>th</sup> May**

Chris Brown (item 2)  
Marcia Poletti (item 2)

### **Wednesday 26<sup>th</sup> May**

Mark Engel (item 2)  
Radojka Miljevic (Campbell Tickell) (item 3)  
James Tickell (Campbell Tickell) (item 3)  
Helen Crooks (item 6)  
Simon Wilde (item 6)  
James Luger (item 6)  
Marcia Poletti (item 6)  
Karen Boyle (item 7)