

PUBLISH DATE [.], 2024



STRICTLY PRIVATE & CONFIDENTIAL
DRAFT MINUTES OF GENERAL BOARD MEETING
HELD 10 OCTOBER 2024

BOARD SECRETARY
OFREG



Utility Regulation and Competition Office

Board Meeting Minutes - General Board Meeting #10 of 2024

Minutes

Meeting Details

Meeting Date:	10 October 2024
Time:	0930 hrs – 1630 hrs
Minute Taker:	Joanne Conolly, Board Secretary
Venue:	OfReg Conference Room
Attendees:	OfReg Voting Board Members: Samuel Jackson, Chair Frank Balderamos, Deputy Chair Osbert Francis, Member Gavin Baxendale, Member Wrendon Timothy, Member Mike Gibbs, Member Natasha Bodden, Member OfReg non-voting Staff: Sonji Myles, CEO/EDI Alison Maxwell, AGC
Apologies:	

Agenda Details

AGENDA OVERVIEW	
1. General	Welcome & Declarations of Interest
2. Minutes of Previous Meeting	General BoD mtg #09 12Sept2024
3. Committees	3.1 H&R Committee 3.2 Water Committee
4. ICEO Report	ICEO to present
5. Legal Advice	AGC to present 5.1 CUC historic land purchase update 5.2 Third party licenses (see A13/BoD Gen Mins #07/24) 5.3 Russell Richardson's updated Opinion on temp gen (see A24/BoD Gen Mins #07/24)
6. Sector Matters	6.1 Fuels - Dashboard 6.2 E&U – Dashboard 6.2.1 IEL RCAM 6.2.2 CUC Fuel Spill 6.2.3 Temp Gen

	6.2.4 CORE/RESC 6.2.5 CUC North Sound Land Purchase (see D35/Bod Gen Mins #08/24)
7. AOB	7.1 Visit to CUC 7.2 CAREC conference invitation for opening ceremony from CUC 7.3 Board Committee remuneration
8. Adjournment & Date of Next Meeting	4.30pm scheduled finish 14 November 2024 scheduled meeting date

Meeting Minutes

1.	General		1
1.1	Welcome	Meeting Called to Order with quorum at 10.04 am. Agenda agreed as amended.	2
1.2	Declarations of Interest	None	3
2.	Minutes of Last Meeting	<i>Motion by Chair to approve the last General Board Meeting minutes as amended. Moved by Member Timothy. Seconded by Member Gibbs. All in favour, no objections.</i> Board looked at the Action Items arising from September's General Meeting.	D4 5
3.	Committees	<ul style="list-style-type: none"> • H&R Committee Meeting minutes read through and agreed • Water Committee Meeting minutes read through and agreed 	6 7
4.	CEO Report	• ICEO provided a verbal update on Office matters.	8
5.	Legal Advice	• AGC addressed the meeting in respect of his report contained within the Board folder.	9
6.	Sector Matters		10
6.1	Fuels		11
6.1.1	Dashboard All 6.1 Redactions s23(1) of the FOI Act (202 Revision)	<ul style="list-style-type: none"> • DCFI talked the BoD through the Dashboard. • He provided the traffic and criminal police clearances for [REDACTED] in respect of his request for a licence for [REDACTED]. Based on the previous Board Paper and information, a vote to confirm licensing [REDACTED] was pending. <i>WT moved the motion to afford [REDACTED] a licence to transport empty LPG canisters on behalf of [REDACTED] with annual inspection and application for a vehicle operators licence. All in favour, no objections. Motion carried.</i> • Jack's Esso II. Letter to [REDACTED] outstanding. DCFI to send a letter to [REDACTED] as per #47 on 12Sept24 BoD minutes. • Fuel price charges analysis. EDE explained Gov't response awaited as relates to ICT which were the first submitted, with the expectation once approved these could be recycled for other sectors. ICEO confirmed OfReg can establish those regulations without going to Gov't. Suggestion to Gazette and roll out for other sectors. 	12 13 D14 A15 16

		<ul style="list-style-type: none"> • Inspection & Permit Issuance Programme. ICEO informed the meeting it was intended to complete this every month as an ongoing exercise. ICEO discussed funding and looking at fees currently paid to DCI. • DCFI informed the Board that the FSC are meeting on the 26th September to agree the standards which will then be published. • BoD discussed the sharing of Clean Gas's infrastructure. Chair pointed out they would be facilities owned by a retailer, not part of infrastructure and when s15 of the Constitution is considered, it would appear interference with their property in this context would not be possible. 	17 18 19
6.2	E&U		20
6.2.1	Dashboard	• AEDE took the BoD through the dashboard.	21
6.2.2	BTS1 Sale to Interenergy	• Following discussion, the Board instructed AEDE to request KYC information via a third party registered AML provider.	A22
6.2.3	IEL RCAM	• AEDE to reach out to IEL for historical financials.	A23
6.3	ICT		24
6.3.1	Dashboard	• No dashboard provided.	25
7.	AOB		26
7.1	Organisation Chart	• Iteration #7 agreed unanimously by the BoD. To be handed to the HR&R Committee for finalising the CEO JD.	D27
7.2	Directors & Officers Liability	• CEO confirmed to BoD it had been retained for a further year.	28
7.3	Bodden Shipping Pilots	• GB asked CEO to update position. Ministry of Ports and Tourism are considering options for a national pilot scheme.	29
7.4	BoD Remuneration	<ul style="list-style-type: none"> • Chair indicated this matter required consideration. Various methods of payment discussed. Decided it should be a base salary plus amounts paid over and above for the additional meetings held. To be discussed further in future HR&R meeting. • In respect of consultants without an agreement, a figure of KYD \$750 per meeting was proposed and agreed by the BoD unanimously. 	30 D31
8	Adjournment and date of next meeting	Next General BoD meeting set for Thursday 21 November 2024 at 0930hrs. Meeting was brought to a close at 1742hrs.	32 33

Signed



Samuel Jackson, Chairman

Signed



Joanne Conolly, Secretary