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**Board of Directors Meeting of the  
Utility Regulation and Competition Office  
held on Thursday, 25 April 2017,  
at its Offices, 3<sup>rd</sup> Floor Alissta Towers  
Meeting # 6  
(Special Meeting- Budget Review & Approval)**

Present:

Dr. the Hon. Linford Pierson	Chairman
Mr. J. Paul Morgan	CEO
Mr. Alee Fa'amoe (DCEO/ExDICT)	Deputy CEO / Executive Director ICT
Mr. Charles Farrington	Executive Director Energy & Utilities (EDEU)
Mr. Louis Boucher	Deputy Director Energy & Utilities (EDEU)
Mr. Duke Munroe	Chief Fuels Inspector/Dir Fuel Markets (CFI)
Mr. Sonji Myles	Deputy Director ICT/Acting Secretary (DDICT)
Ms. Alison Maxwell	Legal Analyst (AM)
Mr. Echard McLaughlin	HR/OPS

Meeting Called to order: 10:15

**General**

**1.1. Prayer-**

Chair Offered word of prayer.

**1.2. Adoption of the Agenda**

Chair moved motion that Agenda be adopted.  
CEO seconded.

**1.3. Welcome**

Chair welcomed all.

**1.4. Minutes of Previous Meeting**

**1.4.1. Approval**

CEO moved motion that Minutes be approved.  
Chair seconded.

**1.4.2. Matters Arising**



Item 2.1.1.2 DCEO ExDICT commented that there were currently no applicants for the related General Counsel Post.

## 1.5. Board Matters

### 1.5.1. Updates

#### 1.5.1.1. Update on non-Executive Board Member Appointments & Board Induction sessions

CEO commented that nominations were to be presented to Cabinet on 9<sup>th</sup> May 2017. The current date set for induction is 4<sup>th</sup> May 2017.

#### 1.5.2. Risk & Audit Committee

Nil

## 2. Administration

### 2.1. Dashboard

#### 2.1.1. HR Update

2.1.2. Board agreed in principle that the previously approved COLA and bonus payment should be applied to DCEO ExDICT' salary with effect from the date the changes were applied by the Government.

#### 2.1.3. Operations Update

Nil

#### 2.1.4. Finance Update

##### 2.1.4.1. OfReg 2017 consolidated budget.

The Board after review and discussion, approved the 2017 draft consolidated budget in principle.

The Board offered thanks to staff for the work in preparing the budget document.

#### 2.1.5. Corp Comms Update

### 2.2. Transition

Nil

### 2.3. Office Search

The Board discussed pros and cons of current options. After considering all factors, the Board determined that the Smith Road Centre is the best option.



The CEO moved a motion to secure Smith Road Centre as the new home for the Office. Chair seconded.

Board recommended that staff to negotiate and finalise the terms of a lease.

Action- Staff to present head of terms to Board at its next meeting for final approval of the lease.

#### 2.4. Interim Office Arrangements

DCEO/ExDICT highlighted a need to improve current security and access to the Office. Chair instructed that mentioned action be taken to improve security.

### 3. Consumer Affairs

Nil

### 4. Regulatory

#### 4.1. ICT

##### 4.1.1. Approval of Invoices from EY for CWCIL Audit

Board approved payment of invoices:

KYL-0100014953

KYL-0100015276

#### 4.2. Regulatory General

### 5. Any Other Business

Nil

### 6. Date of Next Meeting – Thursday 10 May 2017

The below certifies that these minutes were approved by the Board on:  
10 May 2017

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Chairman, Board of Directors, OfReg