



**Board of Directors Meeting of the  
Utility Regulation and Competition Office (“OfReg”)  
held on Thursday, 12<sup>th</sup> April 2018,  
at its Offices, 3rd Floor Alissta Towers  
Meeting 4 of 2018**

Dr. the Hon. Linford Pierson	Chair
Mr. J Paul Morgan	CEO
Mr. Ronnie Dunn	Dep. Chair
Mr. Frank Balderamos	Non-executive Director
Ms. Melissa Lim	Non-executive Director
Mr. Rudy Ebanks	Non-executive Director
Mr. Alee Fa’amoe	Executive Director ICT, Dep. CEO (DCEO/ED-ICT)
Mr. Duke Munroe	Chief Fuels Inspector/Dir Fuels Markets (CFI)
Mr. Gregg Anderson	Executive Director- Energy & Utilities (ED-EU)
Mr. Sonji Myles	Deputy Director-ICT, Acting Board Secretary (DDICT)
Dr. John Epp	General Counsel/ Secretary (GC/Secretary) Came in during Item 4.3

**Start: 11:36AM**

**End: 2:46 PM**

**1. General**

**1.1** Welcome, Prayer, Chair’s Remarks  
The Chair gave opening remarks and welcomed all.

The Acting Secretary offered a word of prayer.

**1.2** Approval of Agenda  
The Dep. Chair moved and R. Ebanks seconded that Agenda be approved as drafted.

**2. Declaration of Interest**

The CEO took the opportunity to highlight/declare a possible conflict. In particular he noted that he is aware that his son is associated with a group that is considering establishing undersea fibre connectivity to Grand Cayman. The CEO noted that as he has not discussed details of the venture with his son, the CEO



is therefore unable to speak to the particulars or status of the venture. The CEO is aware that the group has informally been in touch with the government and the Office. The CEO noted that he has not been involved in any discussion and further notes that should the Office be approached formally he would readily recuse himself from any discussions and considerations.

R. Ebanks, in relation to Agenda Item 5.3.1 (*CWCIL Audit Draft Determination*), mentioned that in his previous role as an employee of Cable and Wireless, which was approximately ten years ago, one of the areas he had worked in was compliance. This being an area of concern raised in the Draft Determination, was an area that he managed. He did note that the current issues did not exist during his tenure.

### 3. Minutes of Previous Meeting

#### 3.1 Approval

R. Ebanks moved that minutes be approved subject to minor amendments.  
M. Lim seconded. There being no objections the Minutes were approved.

#### 3.2 Matters Arising From Previous Minutes not Covered in Agenda

##### 3.2.1 Actions Arising out of the Previous Minutes

- **Agenda 3.2.1 (Matters Rising out of Previous Minutes):** CEO to communicate delegated authority acknowledged by the Board along with his expectations of how it will operate at the next SMT meeting to be held 16 March 2018. The delegated authority will also be subsequently codified.

**Update at this meeting:** Action Completed

- **Agenda Item 6.1.1 (Procurement Policy Redline):** Dep. Chair to summarise his views and submit to CEO.

**Further Action:** Staff to revisit redlines and present to Board after receiving input from Dep. Chair.

**Update at this meeting:** CEO noted that comments were received from Dep. Chair. Senior Management is currently reviewing.

- **Agenda Item 6.1.2 (Consideration of Draft Annual Report):** Board to review the draft and submit any comments or recommended amendments to the CEO via email.

**Update at this meeting:** To be addressed under agenda Item 6 of this meeting.

### 4. Board Matters

#### 4.1 Subcommittee Report on Contracts

The Chair took a moment to thank the Execs and Non- Execs for the hard work that was put into compiling and reviewing matters related to the Contracts.

The Chair recommended that the Report be formally accepted by the Board and that the new contractors template be formally approved for use.

F. Balderamos moved and M. Lim seconded that the Report on Contracts be formally accepted by the Board. There being no objections- the Report was formally accepted.

R. Ebanks moved and F. Balderamos seconded that the new contractors template be formally approved for use by the Office when contracting with third parties. There being no objections- use of the template was formally approved.

#### 4.2 Board Administration

##### 4.3 Appointment of Secretary to Board (URC Law – S.31)

The CEO commented that the General Counsel (GC) was on board and has already made a positive impact to the Office. He noted that although not required, from inception of the Office it has been the intent to appoint the GC as Secretary to the Board pursuant to the URCO Law.

R. Ebanks moved and F. Balderamos seconded that the GC be appointed Secretary to the Board.

The Chair and CEO thanked the Acting Secretary for his hard work, particularly during the period of transition from the respective authorities into the Office.

The CEO recommended that Alison Maxwell, Assistant GC be appointed as the informal Assistant Secretary, there were no objections from the Board.

At this juncture, the Chair invited the GC/Secretary into the meeting.

The Chair and members welcomed the GC/Secretary into the meeting.

GC/Secretary thanked the Board for welcoming him to the Office and also for appointing him Secretary to the Board.

#### 4.4 Update strategic/annual plans

The CEO gave a general overview on the progress of the Annual Plan implementation- part covered in the CEO Report.

#### 4.5 Risk and Audit Committee



The Dep. Chair confirmed that he had contacted the CI Institute of Professional Accountant's (CIIPA) and made its CEO aware of the vacancy of Chair of the Risk and Audit Committee.

In addition to the notification to CIIPA, the members collectively noted that they will continue to seek to identify other suitable candidates for the post.

## 5. Regulatory

### 5.1 Energy and Utilities

#### 5.1.1

[Redacted]

Redacted under Sec 19 PAL

[Redacted]

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#### 5.1.2

[Redacted]

[Redacted]

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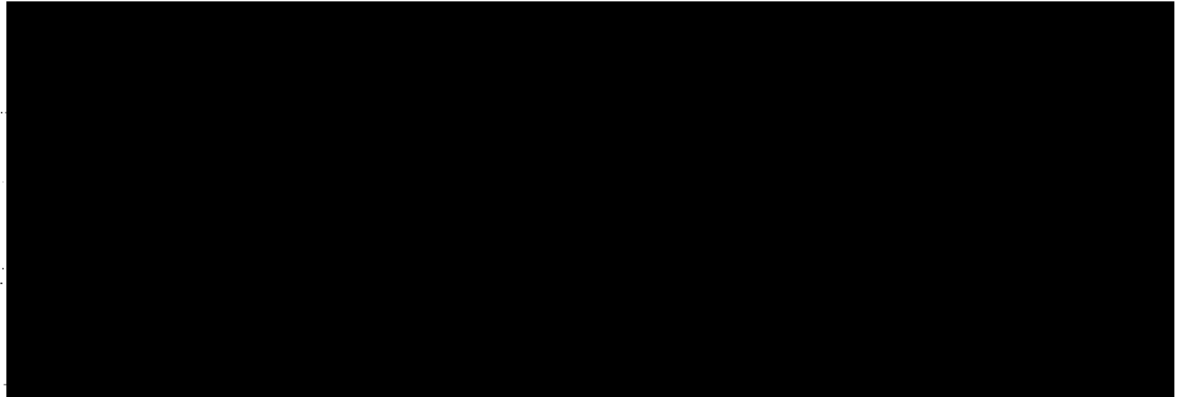
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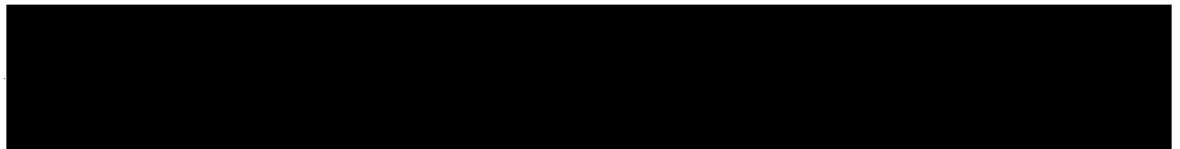
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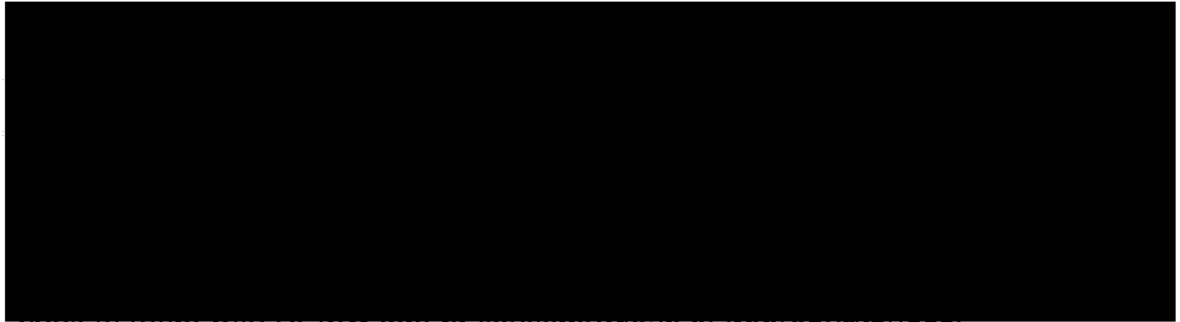


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5.3

ICT

5.3.1



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## 6. Chief Executive's Report

6.1

CEO report

The CEO spoke generally to the details included in the Report.

6.2

Statutory Obligations – Update

The CEO spoke generally on how the Office was meeting its statutory obligations. A detailed report was included in the Board Papers.

6.3

Finance

6.3.1 Management Accounts

The CEO provided the Board with an overview of the Office's financial summary for the period Jan- Mar 2018. A detailed report was included in the Board Papers.

6.4 HR / Operations

Covered under agenda item 6.1

6.4.1 Consumer Affairs and Public Education Role

Covered under agenda item 6.1

6.4.2 Office move update.

Covered under agenda item 6.1

7. **Consumer Affairs**

Public Relations/Communications Process Discussion

The DCEO/ ED-ICT gave a presentation of the Office's current and intended approach to Media/Public Relations.

A copy of the presentation was included in the Board Papers.

8. **Any Other Business**

- *Raised prior to Item 4 at this meeting:* The Chair advised the members on the importance of being cautious when considering taking up appointments on other boards, so that their capacity may not be over stretched.
- The GC provided a brief overview on the status of the Judicial Review. He noted that the dates of "reading" (4th June 2018) as previously reported remains. A detailed update was included in the Board Papers.
- The CEO spoke to the fact that a government councilor Austin Harris had been appointed to be liaison between the Office and Government.

9. **Date of next meeting**

10 May 2018



## Actions Arising out of the Meeting

- o Agenda Item 3.2.1 (Matters Rising out of Previous Minutes): (*Procurement Policy Redline*):

**Action:** SMT to complete review of Dep. Chair's further comments. CEO to revert to Board once completed.

Chair, Board of Directors, OfReg

Date 15/5/18

Acting Board Secretary

Date 15/5/18

All redactions done in accordance with the Public Authorities Law 2010 Revision (PAL)