



**Board of Directors Meeting of the
Utility Regulation and Competition Office ('OfReg')
Held on Thursday 11 August 2022, 9.30am
at the Offices of the Utility Regulation and Competition Office Boardroom
General Meeting #8 of 2022**

Minutes

Attendance

Frank Balderamos, Deputy Chair (Acting Chair)
Alric Lindsay, Non-Executive Director (AL)
Bonnie Anglin, Non-Executive Director (BA)
Natasha Bodden, Non-Executive Director (NB)
Sonji Myles, Executive Director Information (EDI)
Louis Boucher, Deputy Director Energy (EDE)
Duke Munroe, Chief Fuels Inspector (CFI) via Zoom
Christen Suckoo, Chief Operating Officer (COO) by invitation

Joanne Conolly, Secretary (BS)

Absent

Apologies from:
Rudy Ebanks, Chairman
Peter Gough, ICEO
Gregg Anderson, Executive Director Energy

1. General

1.1 Welcome

1.2 Approval of Agenda

Motion to approve agenda: NB moved, AL seconded. Agenda approved as amended.

1.3 Acting Chair's Remarks

- Chairman Ebanks is facing some health issues. The Board wish him and his family the best.
- This summer there will not be a month off for the Board without a meeting.

2. Declarations of Interest

None

3. Minutes of Previous Meeting

3.1 Approval of the Minutes of:

3.1.1 General meeting #7, held 14 July 2022 (adjourned)

3.1.2 General meeting #7, held 21 July 2022

Motion to approve the General meeting minutes of meeting #7 of 2022 held 14 July 2022 and 21 July 2022. Moved by NB. Seconded by BA. Approved as amended.

3.2 Matters Arising from Minutes

3.2.1 [REDACTED] Item 3.2.1 redacted under Public Authorities Act (2020 Revision) S19(5)(b).

3.2.2 AL requested an update on Board member replacement. Currently delayed.

3.2.3 Dealt with in 4.

3.2.4 Acting Chair asked about the CEO post. It was confirmed the job description will be approved by the Board by round robin so advertising can go ahead.

3.2.5 5G roll-out. Deferred.

gc

4. Administration Report

COO reported on the papers in the Board folder.

Highlights:

- Social media has seen an uptick.
- Website getting ready for online commerce.
- COO to follow-up on sector specific media days which were requested, quarterly.
- Deputy Water. This post will be advertised via specialist publications.
- Spectrum Manager. Selected candidate will have an offer made tomorrow.
- HROM post. With POCS for final evaluation. Intending to advertise before month-end.
- DDI. Final version of that job description is ready for ICEO to review, then will be sent out for approval.
- Regulatory Analyst – Fuels. Panel report complete and selection process being finalised for offer to be made next week.
- Annual Returns sent to Cabinet last week for approval.
- Chief Economist post was on hold. This will be put in for evaluation this week.

5. Regulatory Matters

Items 5.1.1 and 5.1.2 redacted under Public Authorities Act (2020 Revision) S19(5)(b).

5.1 E&U

5.1.1

[Redacted]

5.1.2

[Redacted]

5.1.3 Update on Pre-Allocation (approved at last meeting)

LB informed the Board that the ICEO had requested he work with CUC on this. There is a need for further discussion with CUC on this matter. Discussion followed in respect of OfReg and the Board's support of pre-allocation and the contract between CUC and the consumer.

5.1.4 Framework for Innovation

Discussion in respect to framework for Board guidance on deciding what is an innovative project.

- Law says OfReg shall promote innovation but currently no framework or process.
- Innovation Committee was established during the last Board's term.
- All sectors currently have their own way of dealing with an innovative idea which comes to them for licensing.
- URCA s62 states "The Office shall have a duty to promote innovation within the sectors for which it has responsibility with a view to contributing to national economic competitiveness and development, and in doing so it may..." but no definition of 'innovative'.

Motion to approve the following definition of innovative:

"Promotes advances in the NEP, expands or creates new industry in Cayman, creates employment opportunities, promotes the health and wellbeing of residents, provides education opportunities for residents, provides a benefit to the consumer, is environmentally sensitive and sustainable."

Moved by NB. Seconded by BA. Motion carried.

- Guidelines discussed as to implementation of the above definition.

Motion to approve the following definition:

"the request to be deemed innovative likely to meet one or more, or on collective analysis if it suggests to the Board it is likely to advance one or more of these and not oppose or harm the NEP, then it may be considered innovative."

Moved by NB. Seconded by BA. Motion carried.

5.1.4.1

[Redacted]

gc

5.1.4.2 [Redacted]

5.1.4.3 [Redacted] Items 5.1.4.2 and 5.1.4.3 redacted under Public Authorities Act (2020 Revision) S19(5) (b).

5.1.5 **CUC site visit**
BA provided a site visit recap.

5.1.6 **Safety and Compliance**
Issues with solar providers discussed.
LB spoke to the issue around incorrect installation some years ago, and consumers not correctly being billed.

5.2 **ICT** Items 5.2.1, 5.2.2 and 5.2.3 redacted under Public Authorities Act (2020 Revision) S19(4).

5.2.1 [Redacted]

5.2.2 [Redacted]

Shareholders Name	Current Shareholdings	% of Interest (rounded)	Shares to be issued	Total Shares to be issued	% of Interest (rounded)
Hurley's Holding Ltd.	701	19%	200	901	19%
JP Holding Ltd.	848	23%	334	1182	25%
Rafiki Ltd.	986	27%	377	1363	29%
Mostrem Ltd.	63	2%	1	64	1%
Bon Crepe Ltd.	412	11%	87	499	10%
JB Ltd.	607	17%	145	752	16%
Total	3617	100%	1144	4761	100%

[Redacted]

5.2.3 [Redacted]

5.2.4 **5G roll-out**
Subject in the ICT dashboard. SM spoke to the Board in respect of supplementing the Office's considerations with input from external spectrum experts who are currently reviewing documentation and ToR with a view to providing a quote. Opinion expected within 2 weeks of engagement.

5.2.4 [Redacted]

5.3 Fuels

5.3.1

Item 5.3.1 redacted under Public Authorities Act (2020 Revision) S19(5)

6. Board Matters

(b).

6.1 BAIL

Board went through the BAIL

6.2 Consumer Council – AGC

Deferred.

6.3 Committees

Deferred.

6.4 Credit Card Request – EDI & FC

Motion “to issue credit card to EDI - can get limit according to policy - and same for FC.”

Moved by NB. Seconded by BA. Motion carried.

7. Any other Business

7.1 FOI requests

- NB put herself forward as a resource in respect of FOI should the Office require assistance.
- EDI suggested an information session for the Board to familiar themselves.

7.2 Director Training

Acting Chair suggested to the Board the ICEO be asked to arrange an hour-long monthly meeting for all staff to learn more about current issues – solar power, 5G, etc. *Secretary to request ICEO to organise lunch and learn sessions.*

8. Adjournment and Date of next meeting

Acting Chair noted, as mentioned in his remarks, there will be a Board meeting 8 September but this is to be planned as a half-day meeting with a light agenda. This will be confirmed following a discussion with the Chair.

The Acting Chair confirmed the meeting at an end at 4pm.

Signed:  Frank Balderamos, Chair (Acting)

Signed:  Joanne Conolly, Secretary

jc