

Utility Regulation and Competition Office

Board Meeting Minutes - General Meeting #4 of 2026

Meeting Date:	24 March 2026
Time:	09:57hrs – 17:52hrs
Minute Taker:	Joanne Conolly, Board Secretary
Venue:	URCO Conference Room
Attendees:	Voting Board Members: Samuel Jackson, Chair Natasha Bodden, Deputy Chair (via Teams) Osbert Francis, Voting Member Gavin Baxendale, Voting Member Wrendon Timothy, Voting Member URCO Staff: Sonji Myles, ICEO/EDI Alison Maxwell, ARC McCleary Frederick, EDE, items 5.1, 2, 3 Daniel Ebanks, AHoT, item 5.4 Leah Goddard-Pierre, Regulatory Analyst - Fuels, item 5
Apologies:	Mike Gibbs, Voting Member

Agenda

AGENDA OVERVIEW
1. General
2. Minutes of Previous Meetings
3. Legal Advice
4. ICEO Report
5. Sector Matters
6. AOB
7. Adjournment & Date of Next Meeting

[Redacted]

Redacted under FOI Act (2021 Revision) s17(1)(a)

[Redacted] with the waiver of costs, reflects a reasonable compromise in all the circumstances.

4. ICEO Report – Highlights

- [Redacted] HoF advertised.
- Brought in temporary Accountant to assist in finance [Redacted]
- HR&R Committee will be presented with a restructuring plan for Finance Sector.
- HR&R Committee will receive documents this week for advancement of posts advertised – CFI, Regulatory Counsel.
- [Redacted]
- [Redacted]
- Communication – PR positive reports getting 2 press releases out each month. [Redacted] have engaged and have a positive narrative around URCO's work [Redacted] and ICEO plans to reach out to them. More to be done, such as town hall meetings and media appearances.
- Population of data on the new website has started with consultations and determinations page, [Redacted]
- ICT Sector continues to work on consumer protection regulations. Question is how it will be policed.
- Update on licence fees [Redacted]
- [Redacted]
- [Redacted]
- [Redacted] working on restructuring of both energy and water, and fuel sectors. Model will be presented to HR&R Committee.
- [Redacted]
- [Redacted]
- [Redacted]
- System and file migration – ongoing. Next step naming convention.
- Board requested an update on the Nominating Committee.

Redacted under FOI Act (2021 Revision) s23(1)

Redacted under FOI Act (2021 Revision) s21(1)(a)(ii)

5. Sector Matters

5.1 Energy

5.1.1 Dashboard

- EDE ran through highlights.

5.1.2 CUC Q4 Report

- FYI. In Board folder for viewing.

[Redacted content]

[Redacted content]

[Redacted content]

[Redacted content]

[Redacted content]

[Redacted content]

[Redacted content]

[Redacted content]

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[Redacted content]

[Redacted content]

[Redacted]

5.1.4 IEL CIP

Redacted under FOI Act (2021 Revision) s21(1)(a)(ii)

[Redacted] Clarified that approval was sought today, for the final determination to be released.

Having considered the draft of the Final Determination on the amended Island Energy Limited's (IEL) Transmission and Distribution (T&D) Licences relating to the rate cap and adjustment mechanism (RCAM) implementation, which took into consideration of IEL's draft of Deed of Variation for T&D Licences, as well as the response received during the public consultation process and other submissions made by IEL, the Board approved the Final Determination on the Amended IEL T&D Licence, since IEL agreed to the proposed changes.

5.1.5 Consultancy Budget

Redacted under FOI Act (2021 Revision) s21(1)(a)(ii)

As ICEO reported in 4. above, [Redacted]

The Board, having considered the two separate and previously approved business cases, each relating to distinct and unrelated solicitation processes, with distinct objectives, triggers and funding mechanisms, together with the recommendations contained with the Board Paper submitted, approved – on a contingency basis – authority for the Office to manage and, if required, accommodate, a limited overspend across the two-year consultant budget, should the need arise, in relation to either project.

[Redacted]

Redacted under FOI Act (2021 Revision) s21(1)(a)(ii)

5.3 Fuels

5.3.1 Dashboard - Highlights

- Board was concerned about the current war in the Middle East and the projected amounts of fuel held on Island. EDE confirmed the main terminal has 30 weeks' worth of supply.
- Discussion on pilotage and critical national security.
- Jack's Esso II Northside gas station is operational again; however, it has no canopy which is a health and safety issue.

[Redacted]

Redacted under FOI Act (2021 Revision) s21(1)(a)(ii)

Redacted under FOI Act (2021 Revision) s21(1)(a)(ii)



- It was clarified to the Board that information from fuel stations is only received on a quarterly basis. It was intended for fuels sector to send a general RFI with questions to all providers, in respect of pricing. Board was in agreement.

5.4 ICT

5.4.1 Dashboard

- In folder for viewing.

5.4.2 New Spectrum Page

- Board was directed to the link for a new spectrum page on the website. This is for assigned and available frequencies – an allocation table, which was something the Board had requested an update on in 2025.



Redacted under FOI Act (2021 Revision) s21(1)(a)(ii)

The Board approved the sending of letters of non-compliance [redacted] prior to commencing formal compliance and enforcement action under S91(1) of the URC Act, in relation to outstanding licence fee payments and quarterly submissions as set out in the corresponding Board Paper, bearing in mind the Office has a responsibility to take appropriate compliance and enforcement measures in discharging its duty, to ensure compliance with the relevant Acts, regulations and licence conditions.

Redacted under FOI Act (2021 Revision) s21(1)(a)(ii)



Redacted under FOI Act (2021 Revision) s21(1)(a)(ii)

Having considered the Board Paper submitted, the Board approved the sending of an enforcement notice pursuant to S91(1) of the URC Act in relation to the unauthorised use of radio frequencies

Redacted under FOI Act (2021 Revision) s21(1)(a)(ii)

5.4.5 DRAFT Submarine Cable Regulations

- The Regulations have been drafted from the perspective of the benefits the Cayman Islands would gain by allowing a cable to land, rather than recognising that permitting the cable landing is necessary to establish connections.
- Discussion over recent meetings between ICT sector
- It was clarified this regulation will be promulgated by the Office.

ICT AOB

Redacted under FOI Act (2021 Revision) s21(1)(a)(ii)

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- First EMF test completed in West Bay ahead of training for 3 staff members to become certified. This is for the ICNURP international standard for radiation.
- ICT are working on a market review with an RFP to go out in April.
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- External counsel and ICT working on the final draft determination for reservations fees. Should be presented at the next Board meeting.
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- Mobile network survey has been delayed Hopefully, it will not be delayed past June 2026.
- West Bay, George Town and Savannah have all be finished in the pole review. Should be completed by the end of April and any deemed dangerous were being reported back to the Office by the reviewer, immediately they were found.
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- In respect of licence obligations and the requirement for how calls are constructed and managed on Island,

Redacted under FOI Act (2021 Revision) s21(1)(a)(ii)

6. AOB

6.1 E-mail compliance solution

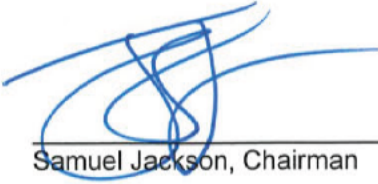
- Discussion on how managing email archiving and retention efficiently with a system in place for the Office, may have mitigated some issues arising from having a challenging time retrieving information for legal action.

6.2 FOI's

- In BoD folder for viewing.

7. Adjournment and Date of Next Meeting

- Meeting adjourned at 1752hrs.
- Next meeting scheduled for 23rd April 2026.



Samuel Jackson, Chairman



Joanne Conolly, Secretary