

Utility Regulation and Competition Office

Board Meeting Minutes - Meeting #05 of 2026

Meeting Date:	23 April 2026
Time:	1010hrs – 1710hrs
Minute Taker:	Joanne Conolly, Board Secretary
Venue:	URCO Conference Room
Attendees:	Voting Board Members: Samuel Jackson, Chair Natasha Bodden, Deputy Chair Osbert Francis, Voting Member Mike Gibbs, Voting Member Gavin Baxendale, Voting Member Wrendon Timothy, Voting Member URCO Staff: Sonji Myles, ICEO/EDI Alison Maxwell, ARC Daniel Ebanks, AHoT, item 5.1 McCleary Frederick, EDE, item 5.2 Dwayne Tuckcer, HEMS, item 5.2

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

Please note all redactions are made under FOI Act (2021 Revision)

Meeting Minutes

1. General

- Meeting commenced at 10:10hrs.
- Quorum confirmed.
- Agenda reviewed and approved as amended.
- No declarations of interest.
- Ratification of RFI in Board folder.

2. Minutes of Previous Meetings

- BoD meeting minutes #01/26_15Jan26 deferred for Deputy Chair to finalise.
- BoD meeting minutes #04_24Mar26 deferred due to time constraints.

[Redacted text block]

s17(1)

4. ICEO Report

- ICEO ran through verbal update.

Highlights:

- Coastguard from UK asked about fuel supply and reserves held. Discussion on the research conducted by Fuels Analyst and DERA to show where Cayman's fuel originates and is delivered from.

- [Redacted text block]
- [Redacted text block]

s21(1)(a)(ii)

- Board questioned whether URCO received financial statements for regulated entities. It was confirmed that they are submitted by most Licensees and only have issued obtaining them from a very few operators. ICT looking to implement a tiered approach so that costs for smaller operators of obtaining audits can be reduced.

- [Redacted text block]

s21(1)(a)(ii)

s21(1)(a)(ii)

- [REDACTED]
- Discussion around administrative appeals tribunal legislation which is now passed (not activated); whether URCO's legislation could be amended so Licensees can appeal decisions of URCO to that body rather than through the JR process which appeal should be cheaper/ less formal and involve less paperwork (would not require a leave application, etc).
- ICEO had shared a news article on a statement the Premier made saying the Government will be reforming the pay scales for Statutory Authorities and Government Companies.
- URCO received a notice from Public Lands Commission ('PLC') stating they were offering Wi-Fi on public lands and wanted to see if they needed anything from the Office. It was noted that only URCO are allowed to licence ICT networks and more information is needed to determine whether PLC require anything from the Office in order to proceed.

s21(1)(a)(ii)

- [REDACTED]
- Posts for HoF, Regulatory Counsel and CFI. All applications will be sent to HR&R Committee with recommended shortlist.
- Representatives from URCO will attend the Caribbean Regulatory Forum's annual conference for regulators in Jamaica. EDE will be Acting CEO in the ICEO's absence.
- Updates to audit discussed.

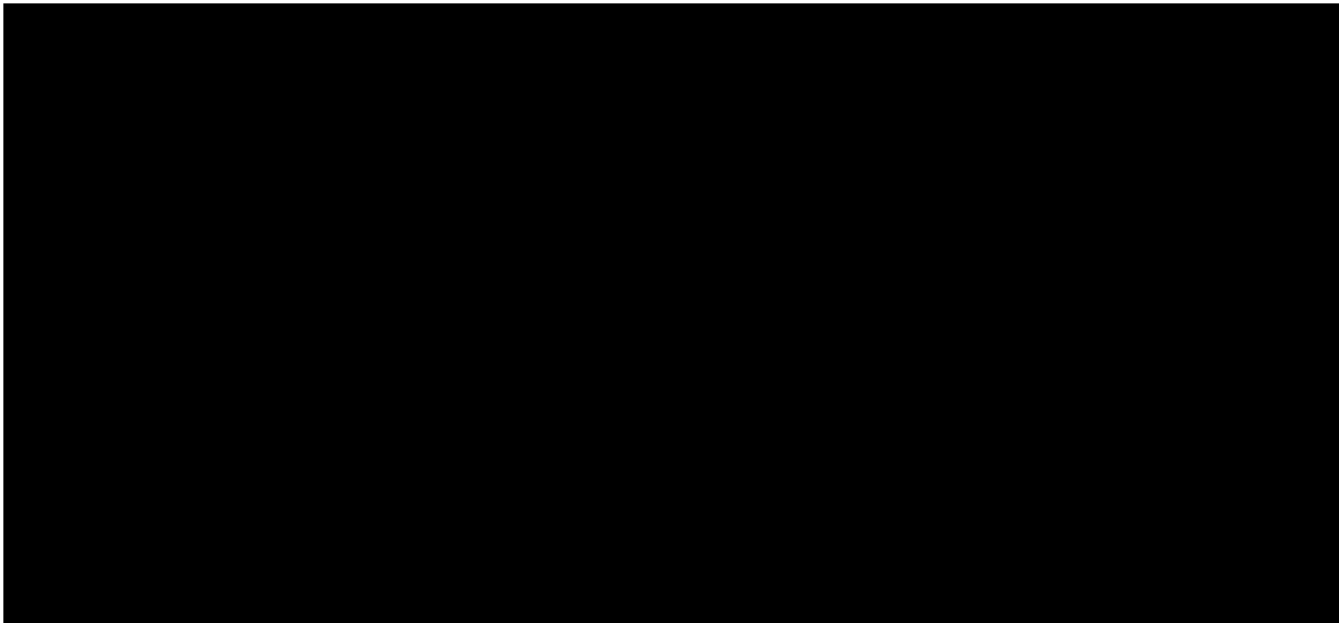
5. Sector Matters

5.1 ICT

5.1.1 Dashboard

- Updates provided. Dashboard in folder for viewing.

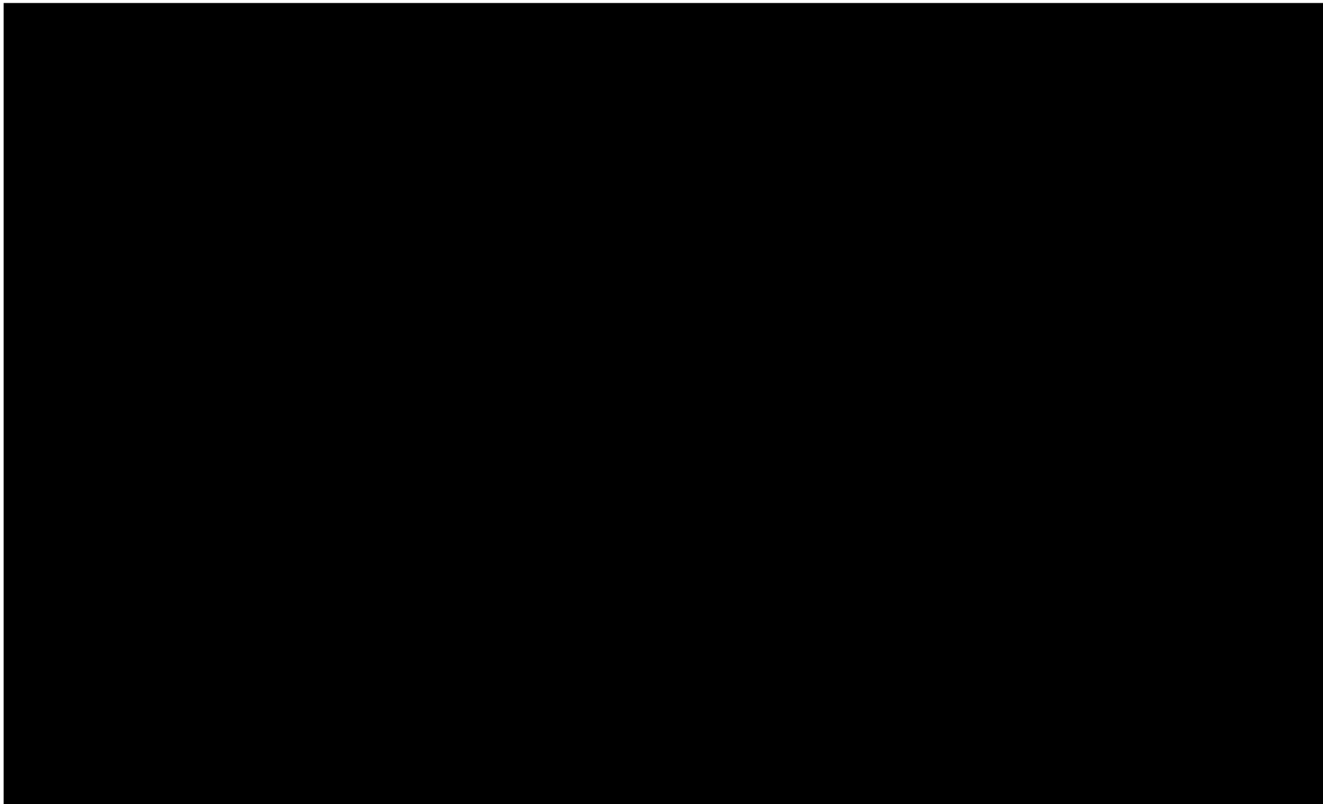
s21(1)(a)(ii)



s21(1)(a)(ii)



s21(1)(a)(ii)



5.1.4 Aircraft Radio Fees Revision

- AHoT presented Board Paper.
- Discussion around historic charges for aircraft radio fees.

The Board approved the Draft Determination on the proposed revision of aircraft radio licence fees, as follows:

Type	Description	Current Fee	Proposed Fee	Comments or explanatory notes
K	Aircraft radio station	CI\$98.00 (US\$120.00)	CI\$300.00 (US\$366.00)	For aircraft registered in the Cayman Islands

as the proposed fees would be more in line with associated costs, and the consultation on these fees elicited no substantive responses.

5.1.5 Amateur Radio Licence Regulations

- AHoT presented the Board paper.
- It was noted ‘ham’ radio operators is an area URCO wish to continue to support.

- 1) ***The Board approves the revisions to the Amateur Radio Licence Regulations, on the grounds that:***
 - 1) ***The Amateur Radio Licence Regulations were last updated in 2009.***
 - 2) ***Since 2009, significant changes in the use of remotely operated equipment and digital communication have taken place and rules around this need to be clarified.***
 - 3) ***The inclusion of responsibility for ensuring compliance with non-ionising radiation requirements is appropriate, particularly in light of the increased regulatory and public focus on this issue.***
 - 4) ***Two additional frequency bands (already approved by the Board) can be added into the Schedule.***

The Board also approved the Cayman Islands becoming a signatory to Recommendation T/R 61-01 which can also be reflected in the Regulations.

[REDACTED]

s21(1)(a)(ii)

[REDACTED]

[REDACTED]

[REDACTED]

5.2 Energy

5.2.1 Dashboard

- EDE ran through updates.
 - Dashboard in Board Papers for viewing.
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5.2.2 CUC CIP

- EDE presented Board paper and requested an Energy Technical Committee Meeting to discuss.
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BoD called an Energy Technical Committee Meeting as requested in the Board Paper, for 09:00hrs Thursday 09 May 2026, as per Regulation 8 of the Electricity Regulatory Authority (Capital Investment Plan) Rules, 2012, to review the CIP and the individual capital investments that cross the 3% threshold for both reasonableness and efficiency.

[REDACTED]

s21(1)(a)(ii)

[REDACTED]

[REDACTED]

[REDACTED]

5.3 Fuels

[Redacted]

[Redacted]

[Redacted]

s21(1)(a)(ii)

[Redacted]

[Redacted]

s21(1)(a)(ii)

[Redacted]

[Redacted]

s21(1)(a)(ii)

6. Other Business

s21(1)(a)(ii)

[Redacted]

s21(1)(a)(ii)

[REDACTED]

- EDE brought up the subject of formal notifications to licensees of BoD decisions and template letter which it was agreed would be adopted by the Board, with ICEO signing all decision letters going forward.

7. Meeting Close

- Official end: 17:10hrs.
- Next Board meeting: **14 May 2026, at 10:00hrs.**

[REDACTED]

Samuel Jackson, Chairman

Joanne Conolly, Secretary