

SUMMARY OUTCOMES DOCUMENT PORTS AUTHORITY BOARD OF DIRECTORS MEETING # 9 -24

The TCI Ports Authority Sponsorship Letter 2024/25 includes key transparency requirements for the operations of the Board. As outlined in the Letter, the Board is required to make public, summary information of its meetings and decisions, following each meeting.

The Chairman, Directors, Management, and Staff of the Ports Authority are committed to maintaining this level of transparency and hereby present a summary of the last meeting.

INTRODUCTION - The Board of Directors met on September 26th, 2024.

Directors present at this meeting were: *Appointed Directors*: Tueton Williams, (Chairman), Dennis Swann (Deputy Chairman) and Shawonda Gardiner: *Ex-officio Directors*: Nordia Campbell¹ (Budget Director/ PS/Ministry of Finance Representative) Mark McAulay, Acting Director, PWD, Delton Jones; (Director of Ports); and Paula Myers (Board Secretary).

Directors absent from the meeting: Crosley Bain, Tracy Parker, Althea Been (PS/Ministry of Immigration & Border Services) and Linda Malcolm, Collector of Customs.

The Financial Controller, Ms. Sharea Rigby participated in the meeting by invitation from the Chairman.

SUMMARY OF MEETING OUTCOMES

The Ports' Operations Report covered the period August 26th, to September 25th 2024

Highlights of the period:

- The recommendations from the Statutory Bodies Review Consultancy were received.
- The 2024/25 Budget was revised to reflect implementation of the recommendations of the Statutory Bodies Review Consultancy in October 2024.

DETAILED REPORT ON PORT OPERATIONS

- 1) Management provided a report on a recent incident on MV Noonie, a small commercial vessel from Haiti, which resulted in the unfortunate loss of life of a crew member. Directors were also informed of a post-incident multi-departmental meeting to review the response to the incident; which resulted in the resumption of a past work plan, aimed at improving the regulation and safety of vessels from Haiti and Dominican Republic.

¹ Ms. Campbell was attending her first meeting and was welcomed to Board by the Chairman.



- 2) Management provided a report highlighting the salient points of the recommendations of the Statutory Bodies Salaries Review pertaining to the Ports Authority and the Revised 2024/25 Budget which was required to implement the recommendations. Directors discussed this matter; and accepted the recommendations and approved the Revised 2024/25 Budget.
- 3) Directors welcomed a positive report on the results of efforts to acquire lands for South Dock, Provo future expansion, and stressed the need to acquire lands now before prices appreciate due to the redevelopment of the port.
- 4) Management provided an update on the longstanding Tropic Freedom accident (circa. June 2023) and proposed a course of action to resolve this matter, which was endorsed by Directors.
- 5) Directors discussed the introduction of new shipping service to South Dock, Provo and reconfirmed a past position that this should be deferred until the new dock is opened early in the New Year.
- 6) Management made a presentation on the 3 investment structuring options to promote citizen's empowerment through investment in Ports Authority capital projects. Following ample discussions, Directors approved a preferred option and instructed Management: to inform the Minister of Immigration and Border Services of this decision, also and to work along with staff from the Ministry of Finance to progress this work plan.
- 7) Directors approved a private sector proposal to lease a portion of port lands to facilitate importation of inputs to support an agriculture undertaking. Management will keep the Board apprised of the progress of this initiative.
- 8) Directors welcomed a report which indicated the new port office building should be completed by the end of November and approved a proposal from Management on the lease of space in the building.
- 9) Directors approved for the opening of the new port office to take place early in 2025, and also approved for Management to progress a work plan with Ministry of Immigration & Board for naming of the building at the same time.
- 10) Directors welcomed a report on preparation for the upcoming Coastal State (III Code) Audit, in particular that Aids to Navigation have been ordered and should be in the TCI shortly and noted arrangements are being made for them to be installed in a timely manner.
- 11) Management informed Directors of several safety work plans which are being proposed and noted that the inspection of heavy-duty vehicles which enter the port has commenced. Directors endorsed this work plan.
- 12) Directors approved a proposal from Management to introduce a "*Meet the Team Initiative*" to allow senior staff to engage more regularly with the Board at future meetings to present their work plans, develop leadership and also to assist with succession planning.
- 13) Management reported on several recent staff training initiatives for security supervisors.
- 14) Directors discussed (future) staffing needs at South Caicos port, due to current and likely developments on that Island, and encouraged Management to consider these on a pro-active basis.

FINANCIAL REPORT

The Financial Controller presented that financial report for August 2024, highlighters were as follows:

1. Revenue totaled \$1,258,679 against a budget of \$847,300. The outturn is 49% or \$411,378 higher, due to increased imports for the construction sector. This was 35% or \$446,783 higher than the previous year's outturn for the same period.
2. Operating expenditure totaled \$411,742, reflecting an outturn of \$161,380 or 28% lower than estimated. This is due mainly to several staff vacancies and delays in commencing some work plans.
3. Net Operating Income was \$846,936 which was 209% or \$572,758 higher than estimated; which is attributed to the period's high revenue performance.
4. Year to date Net Income was \$2,128,321 against a budget of \$295,087.
5. The Balance Sheet was \$21,701,625.



CAPITAL PROJECTS REPORT

1. Appraisal of remedial refurbishment to the piers in Grand Turk is ongoing: bollards and fenders have been ordered. Once these are received an RFQ install these would be launched.
2. Efforts continue to secure funding to the implement the Grand Turk Port Office Building project.
3. The consultancy to prepare designs and costing for Cedar Park, South Caicos has been awarded to Archipelago, with 3-month timeline so the works could be tendered by January 2025.
4. An RFQ for remedial work at South Caicos port office building has been launched, closing October 1, 2025.
5. The construction of the Bellefield Landing Gazebo and water sports building are ongoing. It is envisaged that both buildings should be completed before the end of the year.
6. A contract for the sale of sand from the Bellefield Landing project has been completed with the inputs from Attorney General's Chambers and Procurement Office.
7. The appraisal of the boat ramps and boardwalk is being finalized, so the tender could be launched during October.
8. Following evaluation of RFQs to remove a sunken vessel from the turning basis, a bidder has been identified.
9. The adjusted gangway for the boats slips has been installed, however further adjustments are required and the contractor has been approached to undertake these works.
10. The designs and costing for the construction of phase 2 of the Gatehouse at South Dock, Provo is completed: a Planning application is being sort and the ITT is being prepared for tendering to commence in October.
11. The tender for procurement of furniture for the new port office has been evaluated and a preferred bidder identified.
12. The port office project is making significant progress: the interior of the building is substantially completed: and the focus is now on external works. It is expected that project will be completed before the end of November.
13. Phase 1 of the redevelopment project is making remarkable progress: the first pour of concrete for the caping beam took place on September 20th and final dredging (mechanical dredging) has also commenced.
14. The design and concepts for phase 3 and 4 design were approved at the last Board meeting.
15. The September Interim report was received and recorded significant design progress on the fuel mooring consultancy.

DATE OF NEXT BOARD MEETING

The next Board meeting will be held virtually on October 24th, 2024

Delton Jones
Director of Ports,
September 28th , 2024



