

## SUMMARY OUTCOMES DOCUMENT PORTS AUTHORITY BOARD OF DIRECTORS MEETING # 10-24

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 October 24, 2024.

Directors present at this meeting were: *Appointed Directors*: Tueton Williams, (Chairman), Dennis Swann (Deputy Chairman, Crosley Bain, Tracy Parker,) and Shawonda Gardiner: *Ex-officio Directors*: Althea Been (PS/Ministry of Immigration & Border Services), Nordia Campbell<sup>1</sup> (Budget Director/ PS/Ministry of Finance Representative), Delton Jones; (Director of Ports); and Paula Myers (Board Secretary).

Directors absent from the meeting: and Linda Malcolm, Collector of Customs and Mark McAulay, Acting Director, PWD, 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 September 26<sup>th</sup> to October 17<sup>th</sup> 2024.

Highlights of the period:

- The Revised 2024/25 Budget was approved by the House of Assembly.
- A revised Sponsorship Letter was received from the Hon. Minister of Immigration and Border Services.
- The staff pay increase from the Statutory Bodies Review Consultancy was implemented as part of October payroll.

### DETAILED REPORT ON PORT OPERATIONS

1. Management provided an update on port operations focusing on South Dock, Provo.; including the outcomes of meetings held with Provo Stevedoring Limited and the Stakeholders Associations, which resulted in a commitment to hold regular meetings in the future.
2. Directors were advised of the conclusion the work plan related to implementation of the Statutory Bodies Salaries review recommendations (Revised 2024/25 Budget approved by the House of Assembly and receipt of revised Sponsorship Letter). The new salaries were implemented with the October payroll.

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



3. Management advised that several work plans (Acquisition of lands South Dock port development; Citizen's empowerment through investment in Ports Authority capital projects; and Arrangements for opening of new port office complex, Provo) were being actively progressed with the Ministry of Immigration & Border Services.
4. Directors were advised that effort continue to resolve the Tropic Freedom matter.
5. Directors discussed the introduction of new shipping services to South Dock, Provo and requested Management to prepare a policy on this for their consideration.
6. Directors were updated on the lease on office space in the new port office building and were advised to expect a positive outcome.
7. Directors welcomed a report on preparation for the upcoming Coastal State (III Code) Audit, in particular elaboration of a proposed Memorandum of Understanding (MOU) Police Marine Operations Center and PATCI which is being prepared.
8. Directors approved the staff 2024 Christmas loan program

## FINANCIAL REPORT

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

1. Revenue totaled \$903,636 against a budget of \$752,330. The outturn is 20% or \$151,306 higher, due to increased imports for the construction sector. This was 14% or \$22,641 higher than the previous year's outturn for the same period.
2. Year to date revenue was \$6,276,950, exceeding the estimates by 27% or \$1,348,050.
3. Operating expenditure totaled \$425,145, compared with an estimate of \$466,402, reflecting a variance of \$27,951 or 9%. This is due mainly to several staff vacancies and delays in commencing several work plans.
4. Year to date operating expenditure is \$2,420,650, which was 22% or \$677,435 below estimates.
5. Net Operating Income was \$478,491 which was 67% or \$192,763 higher than estimated; which is attributed to the period's high revenue performance.
6. Year to date Net Income was \$2,358,307 against a budget of \$330,825, due to increase revenue performance during the first half of the fiscal year.
7. The Balance Sheet was \$22,160,895 up from \$21,701,625 in the previous month.

## CAPITAL PROJECTS REPORT

1. Appraisal of remedial refurbishment to the piers in Grand Turk is ongoing: bollards and fenders are on order. Once these are received an RFQ to install them would be launched.
2. The Consultant has prepared concepts and preliminary designs for Cedar Park, South Caicos; it anticipated this project would be tendered by January 2025.
3. An RFQ for remedial repairs at South Caicos port office building has been launched and closed on October 1, 2024; there were no responses and the RFQ has been re-issued.
4. The construction of the Gazebo and water sports building are ongoing. The contractor advised that both building should be completed before the Christmas holidays.
5. A contract for the sale of sand from the Bellefield Landing project has been completed with the inputs from Attorney General's Chambers. This has a 60 day-period to conclude sale of the sand.
6. The appraisal of the boat ramps and broad walk is being finalized so the tender could be launched by the end of the year.
7. A bidder has been identified to remove a sunken vessel from the turning basin, and the operation has commenced.
8. The adjusted gangway for the boats slips has been installed, however further adjustments are required and the contractor has been approached to undertake this work.
9. Phase 2 of the Gatehouse at South Dock, Provo has been tendered with a closing date of November 16<sup>th</sup>.



10. The evaluation of the tenders for procurement of furniture for the new port office is completed; however, the contracting process has experienced extraordinary delays.
11. A work plan to demolish the existing port office building has commenced.
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 capping beam is 50% completed, final dredging (mechanical dredging) has commenced and construction of the container yard also commenced.
14. Finalization of the consultancy deliverables for phase 3 and 4 design is ongoing, with a target completion date of December 2, 2024.
15. The designs and concept for fuel discharge mooring were approved by the Infrastructure Committee and sent to stakeholders for final inputs. The target completion date for receipt of the deliverables is December 2, 2024.
16. A bidder was identified to provide advisory services on the procurement of port container scanner consistent with the redevelopment of South Dock. A joined-up meeting was held with PATCI and Border Force staff and the consultant is on October 18<sup>th</sup>, 2024.
17. An ITT for a Framework Agreement for periodic dredging of ports operated by PATCI is being progressed.

## DATE OF NEXT MEETING

The next Board meeting will be held, November 28<sup>th</sup>, 2024

**Delton Jones**  
**Director of Ports,**  
**October 25, 2024**

