

## SUMMARY OUTCOMES DOCUMENT PORTS AUTHORITY BOARD OF DIRECTORS MEETING # 8 -24

The TCI Ports Authority Sponsorship Letter 2024/25, include 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 virtually on August 29<sup>th</sup>, 2024.

Directors present at this meeting were: *Appointed Directors*: Tueton Williams, (Chairman), Dennis Swann (Deputy Chairman), Crosley Bain, Shawonda Gardiner, and Tracy Parker: *Ex-officio Directors*: Mark McAulay, Acting Director, PWD, Delton Jones; (Director of Ports); and Paula Myers (Board Secretary).

Directors absent from the meeting: Athenee Harvey (PS/Ministry of Finance), 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 July 23<sup>rd</sup> to August 26<sup>th</sup>, 2024

Highlights of the period were:

- The contracts for the phase 3 and 4 design and the fuel mooring design sub-components of the redevelopment project were approved and signed by the contractor.
- A variation to extend the office block project for 3 months was agreed.

### Detailed Report on Port Operations

1. Management reported that Port operations and efforts to alleviate congestion and improve port efficiency proceeded during the summer. There were no incidents at of the ports, except for the sinking of small vessel within the vicinity of the berth at South Dock, which did not affect operations. Several staff, including the Director of Ports, were on leave during the period. The new HR Manager, Mrs. Keava Forbes, assumed office.



2. Directors were advised that the Cabinet accepted the recommendations of Statutory Bodies Salaries Review. The recommendations pertaining to the Ports Authority have not been received.
3. Management will continue the work plan on the introduction of new shipping services later in the year.
4. Directors approved a request by Experience TCI to erect of a 'landmark sign' at Bellefield Landing.
5. Directors held extensive discussions on several new work plan involving the private sector (dredging proposal for South Dock and Bellefield Landing and grain importation through South Dock, Provo). Directors agreed to review these work plans at future meetings.
6. Directors received an update on preparations for the upcoming III Code (Coastal State) Audit, in particular; noting: the Aids to Navigation have been ordered and should in country by September; and commencement of a Port Marine Safety Management System (MSMS) work plan by the Marine and Safety Division. Following staff and stakeholder awareness consultations, a presentation on the MSMS will be made by the Harbor Master at future Board meeting.
7. Management advised Directors on the status of ongoing port digitalization work plans: final arrangements are being made for roll-out of the Port Logistics Integrated System (PLIS) and initial contacts have been made with departments on introduction for the Maritime Single Window.

## FINANCIAL REPORT

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

1. Revenue total \$1,019,397 against a budget of \$810,570. The outturn is 26% or \$208,827, due to increased imports for the construction sector.
2. Operating expenditure totaled \$399,310, reflecting an outturn of \$45,167 or 10% lower than estimated.
3. Net Operating Income was \$620,087 which was 69% or \$253,994 higher than estimated; which is attributed to the period's high revenue performance.
4. The Balance Sheet was \$20,940,719.

## CAPITAL PROJECTS REPORT

1. Appraisal of remedial refurbishment to the piers in Grand Turk is ongoing.
2. A prospective bidder to prepare designs and costing for Cedar Park, South Caicos has been identified.
3. Design and costing are currently being undertake for repairs to the South Caicos port office building and landing. An RFQ to carry out these remedial works would be launched in early September.
4. The Contracts for construction of the Gazebo and water sports building have been signed. The projects are under implementation. It is expected that these projects should be completed within 6 months.
5. The appraisal of the boat ramps project is ongoing.
6. A prospective bidder to remove a sunken vessel from the turning basin has been identified.
7. The adjusted gangway for the boats slips has been installed.



8. A bidder to prepare designs and cost for the construction of phase 2 of the Gatehouse at South Dock, Provo has been identified and the works are ongoing.
9. A variation to extend the office block project for 3 months was agreed. Meanwhile, the interior of the building is substantially completed: painting, tiling, installation of sealings, plumbing, air conditioning, electricity are advanced; and external painting, wall construction, drainage works and construction of small buildings are ongoing.
10. Phase 1 of the redevelopment project is making remarkable progress: the tie-rod on the dock and or-ro ramp is completed and the area is being backfilled. The contractor plan to commence construction of the capping beam within 2 weeks. Final dredging (mechanical dredging) will also commence within the next two weeks.
11. The contracts for the phase 3 and 4 design and the fuel mooring design sub-component of the redevelopment project were approved and signed by the contractor.
12. Advance designs for phase 3 and 4 of the redevelopment project have been received. The Infrastructure Committee held a meeting with the consultant on August 28<sup>th</sup> where designs were presented.
13. Following an introductory statement by the Chairman of the Infrastructure Committee, Directors formally approved/ accepted the phase 3 and 4 designs from the consultant as basis for continuing to next steps of the appraisal.

**Delton Jones**  
**Director of Ports,**  
**September 3, 2024**

