

SUMMARY OUTCOMES DOCUMENT PORTS AUTHORITY BOARD OF DIRECTORS MEETING # 11-24

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 virtually on November 28, 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*: Nordia Campbell (Budget Director/ PS/Ministry of Finance Representative), Delton Jones; (Director of Ports); and Paula Myers (Board Secretary).

Directors absent from the meeting: Althea Been (PS/Ministry of Immigration & Border Services) 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 October 17th to November 28th, 2024

Highlights of the period:

- Antillean Line commenced schedule shipping service to South Dock on November 12th, 2024
- The Ports Authority collaborated staff from TCI Border Force on a joint press on November 13th, 2024 to dispel a social media post concerning cars and containers leaving the port without authorization.
- Cabinet approved a two (2) extension to the Director of Ports' contract, effective November 1st, 2024
- Preliminary 2025/26 prepared with staff inputs for considered by Finance and Audit Committee on November 21st, 2024

DETAILED REPORT ON PORT OPERATIONS

1. Directors received an update on efforts to alleviate congestion at South Dock. The Board was advised that Antillean Line commenced weekly service to South Dock. Provo on November 12th, with no adverse impact on operations.



2. Management recalled the action undertaken following a recent social media story on unauthorized release of cars and containers from South Dock. Management also advised that a follow-up release/ public service announcement outlining Procedures for release of cargo is forthcoming.
3. Directors welcomed a Management presentation on the preliminary 2025/26 Budget. It was noted that Budget would consolidate recent work plans and introduce critical safety initiatives. Following extensive discussions on the preliminary budget it was accepted by Directors; subject to Management keeping the Board informed of changes to recurrent revenue and any adjustments made to comply with further Budget Call Circulars from the Ministry of Finance.
4. Directors received an update on final preparations for the III Code, Audit which commences December 2nd, 2024. Directors were also informed of the contents of an being finalized MOU with the Police Marine Operations Center, which is integral to the PATCI's Coastal/III Code obligations.
5. Management updated Directors on several work plans which are being progressed with assistance of the Ministry of Immigration and Border Services.
6. With the completion of the new office complex looming, Directors were advised that committee under the leadership of Deputy Director Shawna Lewis was established to plan the opening and naming ceremony for mid-January 2025.
7. Management advised Directors of a new 3 - 4 month work plan, involving local maritime security entities to prepare a MOU between the TCI and the UK related to implementation of the International Ship and Port Facility Security, (ISPS) Code. It was noted that MOUs are being implemented across the OTs, and this complements existing relations with the UK Department of Transport.
8. Directors discussed a private sector dredging proposal for ports in the TCI and agreed a course of action to take it forward.

FINANCIAL REPORT

The Financial Controller presented that financial report for October 2024; highlighters were as follows: PATCI recorded

1. Revenue totaled \$954,858 against a budget of \$805,430 resulting in a positive variance of \$149,427 or 19%.
2. Year to date, revenue was \$7,231,807, exceeding estimates by 26% or \$1,497,477.
3. Expenditure totaled \$646,222 against a budget of \$506,402, which resulted in a negative variance of -\$139,820 or -28%; mainly due to the variation in personnel costs (-\$120,428) which increased during the period because of backdated salary costs post implementation of the Statutory bodies pay and grade review recommendations.
4. Year to date expenditure to date is \$3,110,588, 18% or \$700,100 below estimates.
5. Operating income was \$308,636, which is \$9,608 or 3% higher than estimated.
6. Year to date net income was \$2,273,226 compared with budget of \$ \$173,642. A total of \$1,750,000 has been transferred to TCIG as budgeted.
7. The Balance Sheet was \$22,126,381 compared with \$22,160,895 in the previous month.

CAPITAL PROJECTS REPORT

1. Directors welcomed a report from Management outlining a strategy to increase capital projects absorption, by engaging consultants currently to appraise future capital projects, deferred during 2024/25, to facilitate early implementation in the new fiscal year.
2. Management informed Directors of prospects for collaboration with the government to implementation waterfront capital projects on South Caicos: Cedar Park, coastal dredging and expansion of the port office building. Directors discussed this matter and saw merit in the collaboration provided current work plans are not delayed



Details of Capital projects

1. The REQ for appraisal of remedial refurbishment to the pier in Grand Turk has been relaunched with a view to tendering this project in FY 2025/26. In the interim bollards and fenders are on order. Once these are received an RFQ install them would be launched.
2. The consultancy to prepare designs and costing for Cedar Park, South Caicos is progressing; the consultant is preparing final designs, MEP and BOQ with a end of November timeline.
3. An RFQ to expand and rehabilitate South Caicos port office building has been launched, closing December 6th.
4. The construction of the Bellefield Landing Gazebo and water sports building are ongoing.
5. The appraisal of the boat ramps and broad walk is being finalized so the tendering could take place early in FY 2025/26.
6. The first sunken vessels has been removed; an RFQs to remove the second sunken vessel has been launched.
7. Following the reallocation of funds within the Capital Budget, the appraisal of Bellefield Landing Pavement project is ongoing with a view to completing this project before the end of the current fiscal year.
8. A work plan to further adjust the gangway for the boats slips has commenced.
9. The Invitation to Tender for construction of phase 2 of the Gatehouse at South Dock closed and is currently being evaluated; with a view to awarding a contract before the end of the financial year.
10. Cabinet approved the bidder for the tender for procurement of furniture for the new office, efforts are being made to complete contracting so the furniture could be in place as soon as possible.
11. The port office project is nearing completion: internal works are completed, elevator installed; and focus now on testing the electricity supply and external work (preparation of the yard and landscaping). The project should be completed by the December holiday break.
12. Phase 1 of the redevelopment project is making remarkable progress: the capping beam is completed, drainage install and final dredging completed. The bollards and fenders have arrived in the TCI. The contractor is estimating completion of this phase of the project by the end of the first quarter 2025.
13. The design and concept for phase 3 and 4 d are being finalized with an end of February 2025 completion date.
14. A work plan has commenced to demolish the existing office building in early 2025.
15. The consultant for the design of fuel mooring is finalizing the designs and costing with an end February 2025 completion date.
16. A work plan to apprise a Wi-Fi zone to improve ICT reliability at South Dock as port functions are digitized has commenced.

DATE OF NEXT MEETING

The next Board meeting will be held, December 19th, 2024

Delton Jones
Director of Ports,
December 4, 2024,



