



The TCI Ports Authority Sponsorship Letter 2022/23, include key transparency requirements for the operation 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 our last meeting.

PORTS AUTHORITY BOARD OF DIRECTORS MEETING #2-23

INTRODUCTION - The Board of Directors met virtually on February 28th, 2023

Directors present at this meeting were: **Appointed Directors:** Tueton William (Chairman), Keshia Gardiner (Deputy Chair), Crosley Bain, Dennis Swann and Tracy Parker Gray **Ex-officio Directors:** Athenee Harvey-Basden (PS/Finance), Delton Jones; (Director of Ports); and Paula Myers (Board Secretary).

The following Directors were absent: Althea Been (PS/Ministry of Immigration & Border Services), Garvin Thomas Director of Public Works) and Chawa Williams, Collector of Customs

The Financial Controller Sarhea Rigby participated in the meeting invitation from the Chairman.

SUMMARY OF MEETING OUTCOMES

DIRECTOR OF PORTS OPERATIONS REPORT

1. Management presented an update on ongoing work plans being implemented to address port congestion at South Dock, Provo. This also included reports: on meetings Chairman Williams hosted with Provo Stevedoring LTD on February 13th 2023 and the Stakeholders' Committee on February 14th, 2023; and an Inter Departmental Work Plan to improve regulation of trade and shipping from Haiti and the Dominican Republic.
2. Directors received a briefing on efforts being made to prepare for the upcoming port security audit, commencing March 27th, 2023.
3. Management reported that several changes were made to the draft 2023/24 Budget to align the Key Program Indicators with the TCI's Vision 2040 and the UN Sustainable Development Goals (gender and green budgeting).
4. Directors were updated on several work plans involving the Ministry of Immigration and Border Services and on the status of several Cabinet Papers of interest to the Ports Authority.
5. Directors were informed that the Provo Stevedoring Agreement was extended for a further 5 years. Directors reiterated the need to prioritize associated work plans in the areas of: safety, efficiency, determining future stevedoring equipment needs and procuring a long-term agreement.
6. The Board noted progress in resolving issues associated with the use of the Grand Turk Office Building and Cabinet approval of the Organizational Restructuring of the Ports Authority.
7. Directors discussed a report from a meeting of the HR Committee held on February 21,2023 to review the revised Staff Policies and Procedures. Directors subsequently approved the Staff Policies and Procedures to come into effect immediately.

8. Directors discussed and approved several internal staff matters.
9. Management provided an update on current HR related work plans, as follows:
 - Recruitment of Project Manager and Harbor Master, these will be readvertised
 - Compensation Survey,
 - Launch of Organizational Change Initiative, and
 - Valentine's Day Cup Team building activity
10. At this meeting Directors devoted time to focus on current and planned projects for Bellefield landing, North Caicos. This covered the following areas:
 - a) Efforts being made to fully operationalize the Welcome Center (improvements to port yard, installation of port signs and flag poles, procurement of security barriers and an RFQ to design a gazebo for use by rental car companies and additional buildings included in phase 2 of the masterplan)
 - b) Status of ongoing projects (Bellefield Landing Dredging and Civil Safety (Boat Slips) Project and improvements [pavement] to the breakwater, involving a private sector developers)
 - c) Projects proposed in the 2023/24 Budget (removal of sunken vessels from the turning basin and construction of government office facilities)
 - d) Approval of a tariff for the rental of boat slips and prioritization of future projects.
11. Management advised Directors that all projects included in the 2022/23 Capital budget have been tendered provided and provided and update on the status of ongoing capital projects, according to Island of implementation; and that noted projects (5) are currently being tendered.

FINANCIAL REPORTS

The Financial Controller presented the Financial Reports for December 2022. The highlights were as follows:

1. Income was \$705,453¹ (compared with a budget of \$ 563,907) and recurrent expenditure was \$308,417 (compared with an estimate of \$340,323).
2. Net operating income was \$147,036 (compared with a budget estimate of -\$26,416).
3. Total assets and matching Total Liabilities and Equity were \$15,314,166

The highlights of Year-to-Date financial results are as follows:

1. Income \$7,269,236 compared with a budget of \$6,585,255;
2. Gross Profit was \$7,269,236 compared with a budget of \$8,085,255; a variance of 10(see footnote 1)
3. Recurrent expenditure \$3,053,984 compared with a budget of \$4,360,409; a variance of 30 %
4. Net operating Income was \$1,717,252

DATE OF NEXT MEETING

The Board agreed to hold its next meeting in South Caicos on March 23rd, 2023.

Delton Jones
Director of Port
March 2, 2023

¹ The income outturn reflects delayed receipt from the sale sand as dredging projects are delayed. This also has implication for net operating income.