



The TCI Ports Authority Sponsorship Letter 2021, 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 #4-22

INTRODUCTION - The Board of Directors met at Conference Room, Office of the District Commission, South Caicos April 26th, 2022.

Directors present at this meeting were: **Appointed Directors:** Urban Jason Francis (Chairman), Artavia Bassett (Deputy Chair)[attended virtually], Correy Forbes, Derek Rolle, E Lavardo Ewing, **Ex-officio Directors:** Linda Malcom, Acting Collector of Customs; Delton Jones; (Director of Ports); and Paula Myers (Board Secretary). DPS/Emilio Seymour attended the meeting (virtually) on behalf of PS/ Althea Been PS/Ministry of Immigration & Border Services;

The following Director (s) was absent: Athenee Harvey-Basden (PS/Finance), Garvin Thomas, (Director of Public Works)

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

SUMMARY OF MEETING OUTCOMES

DIRECTOR'S OPERATIONS REPORT

1. Directors reviewed and accepted the 2022/23 Sponsorship Letter/ Provisional Spending Warrant and approved for the Director of Ports to write to the Minister of Immigration & Border Services to confirm agreement to abide by the terms of the Letter, until the 2022/23 Budget is approved.
2. Director thanked Management for a presentation on the summary 2022/23 budget parameters and noted that a meeting with the Appropriations Committee was planned for April 27th, 2022 to present the draft budget before its presentation to the House of Assembly during the week of May 3rd, 2022.
3. Management updated Directors on arrangements being made to settle an employee labor dispute, Directors subsequently, approved implementation of the proposed arrangements to settle the dispute.
4. In terms of addressing challenges at South Dock, Provo, Directors were advised the Chairman had written the Hon. Minister of Immigration & Border Service on the West Caicos containers matter and that a Request for Quotations to carry out container yard maintenance improvements was launched.
5. Directors discussed the stevedoring services review consultancy and further work plans associated with it.

6. Directors were advised of efforts being made to procure lands (on North Caicos and Providenciales) for future port development.
7. Directors were advised of assistance being offered to support a dredging project to improve safety of navigation in the Pine Cay Channel.
8. It was noted that only one Cabinet Paper was current outstanding – Introduction of Regulations to allow payment of Fee in respect of service for work outside prescribed hours as South Caicos.
9. Directors received a report on the Request for Proposals to lease space at Bellefield Landing Welcome Center; and agreed to extend the deadline to receive responses for a further two (2) weeks.

CAPITAL PROJECTS REPORT

1. A Summary of Capital projects was presented as follows:

Island/ Project	Status
Grand Turk	
1. Refurbishment to Ro/Ro Ramp	This project was deferred until 2022/23.
2. Refurbishment of Port Office	The project appraisal is completed and the project is included in the draft 2022/23 Budget
South Caicos	
1. Port Rehabilitation Contract	The project is under implementation and on time for completion in July 2022 in accordance with contract.
2. Container Yard Pavement Project	This project was tendered and is at the contracting stage.
3. Office Refurbishment Project	The project is completed.
4. Dredging Project	Appraisal I of the project which is to be included in 2022/23 budget has commenced so the tender could be launched in a timely manner.
North Caicos	
1. Bellefield Landing Dredging Project	This project is at pre-construction place, due to several delays but is expected to commence shortly.
2. Construction of Office Block/ Welcome Center	This project is under implementation, within budget and is on track for a July 2022 completion date, in accordance with the contract.
3. Civilian Safety (Boat Slips) Project	The project tender closed February 23 rd , 2022, the tender evaluation is prolonged due to ending of the 2021/22 financial year without the contract being awarded
4. Master Plan	Arrangements to procure consultancy services to appraise phase 2 of the Masterplan are being finalized. Funding for phase 2 projects is included in the 2022/23 Budget
Providenciales	
1. Geotechnical Survey of South Dock	Completed
2. South Dock Maintenance Dredging	Completed.
3. Phases 1 and 2 Redevelopment	The project tender closed February 3 rd , 2022; the tenders are currently being evaluated.
4. Design of Fuel Mooring System	The project was deferred until 2022/23
5. Construction of Port Office Building	The project tender closed February 23 rd , 2022; the tenders are currently being evaluated.

FINANCIAL REPORTS

Directors approved new bank account signatories and requested that the Financial Procedures Manual be revised early in the financial year to reflect these changes.

The financial report for March 2022 was presented by the Financial Controller. The financial highlights were as follows.

1. Income was \$820,433 (compared with a budget of \$515,776) and expenditure was \$540,672 (compared with an estimate of \$306,099).
2. Net operating income was \$209,550 (compared with a budget estimate of \$139,465). A transfer of \$70,212 was made to TCIG.
3. Total assets and matching Total Liabilities and Equity were \$14,140,093

Year to date budget performance highlights were as follows:

1. Income of \$7,560,676 against a budget of \$5,528,692, reflecting a variance of 37%, at the end of financial year
2. Total expenditure was \$3,525,000 against a budget of \$3,906,152 for a variance of 10%
3. Total transfer to TCIG was \$842,543
4. Net Operating Income was \$4035,077, compared with a budget of \$1,662.540 (a variance of 149 %).

DATE FOR ANNUAL GENERAL MEETING

The Board agreed for an In-person Annual General Meeting to be held in Providenciales on Thursday, June 23, 2022

DATE FOR THE NEXT MEETING

The Board scheduled its next meeting for May 25th 2022 to be held on North Caicos.

Delton Jones
Director of Ports
April 29, 2022