



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 #1-22

January 26, 2022

INTRODUCTION - The Board of Directors met virtually on January 26th, 2022.

Directors present at this meeting were: **Appointed Directors:** Urban Jason Francis (Chairman), Artavia Bassett (Deputy Chair), Correy Forbes, Derek Rolle, E Lavardo Ewing, **Ex-officio Directors:** Althea Been, PS/Ministry of Immigration & Border Services; Chawa Williams Collector of Customs, Mark McAulay, Acting Director of Public Works, Delton Jones; Director of Ports, and Paula Myers (Board Secretary).

This was Director Been's first meeting as a Director, she was welcomed by the Chairman.

The following Director was absent: Athenee Harvey-Basden (PS/Finance)

The Acting Financial Controller, Ms. Sarhea Rigby and Mr. Ian Astwood, Consultant, Grand Turk Port Office Refurbishment Project participated in the meeting by invitation from the Chairman

SUMMARY OF MEETING OUTCOMES

DIRECTOR'S OPERATIONS REPORT

1. Directors received a report on port operations. The report focused on introduction of modified port operating hours, as staff have been affected by Covid-19 and efforts to alleviate congestion at South Dock, Provo.
2. Directors were advised that the draft 2022/23 Budget was submitted to the Ministry of Finance, on December 31st, 2021 in accordance with the 1st Budget Call Circular
3. The Director of Ports provided an update on the review of the Strategic Plan 2028-2022 and made a presentation on issues being addressed in the new Plan. It was agreed to have a follow-up meetings with the Board and with PS/Immigration & Board Services and the Collector of Customs on national security issues which would affect the Plan. The date for finalization of the Plan is March 31st, 2022.
4. The Board was advised of following approved consultancies: Review of Provo Stevedoring Agreement and Organizational Restructuring which had commenced and were on schedule for completion by the end of the financial year.

5. The Director of Ports provided an update on the PMAC Data Intelligence Project and requested further assistance from the Customs Department. The Collector of Customs pledged the support of the Department to the Ports Authority as required and requested.
6. Directors were pleased to hear of continued UK/MCA support for maritime safety projects being coordination by the Ports Authority: IMO Level 1 Oil Spill Training, planned for February; SIRA Maritime Risk Assessment of ports and territorial waters in the TCI planned for March 2022.
7. Directors received a report on ongoing contracts with the Ministry of Immigration and Border Services in several areas: Weekly Covid-19 Impact Reporting, Capital Projects Reporting and progression of Cabinet Papers.

CAPITAL PROJECTS REPORT

1. The Board received a report from Sub- Committee Chairman Director Rolle on an Infrastructure Committee meeting held on January 18th, 2022.
2. As a follow up to the Infrastructure Committee meeting, Directors received a presentation on the Grand Turk Port Office Project consultant Mr. Ian Astwood. The presentation was followed by discussions on the project where Directors made several proposals to inform the final project design/ scope.
3. A Summary of Capital projects was presented as follows:

Island/ Project	Status
Grand Turk	
1. Refurbishment to Ro/Ro Ramp	This project was tendered but there were no bids. Further options to undertake the project to be assessed.
2. Refurbishment of Port Office	This project under appraisal.
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 final price evaluation stage.
3. Office Refurbishment Project	The project is under implementation, with completion scheduled to be by mid-March.
4. Dredging Project	Arrangements for project appraisal are being progressed
North Caicos	
1. Bellefield Landing Dredging Project	Arrangements for signing of the project contract are being finalized.
2. Construction of Office Block/ Welcome Center	This project is under implementation, within budget and for a July 2022 completion date, in accordance with the contract.
3. Civilian Safety (Boat Slips) Project	This project is currently out to tender, closing February 3, 2022.
4. Master Plan	This unveiling of the Masterplan took place on January 25 th , 2020. Arrangements to procure consultancy services to appraise phase 2 of the Masterplan are being finalized.
Providenciales	
1. Geotechnical Survey of South Dock	This Project is under implementation, the final report should be received by the end of January.
2. South Dock Maintenance Dredging	A date for commencement of the project for completion within 2 weeks will be agreed with the contractor.
3. Phases 1 and 2 Redevelopment	This project is out to tendering closing February 3, 2022.
4. Design of Fuel Mooring System	The draft tender documents have been prepared and sent to Procurement Office.
5. Construction of Port Office Building	This project is currently out to tender, closing February 3, 2022.

FINANCIAL REPORTS

The financial report for December 2021 was presented by the Acting Financial Controller in a new format, which now includes year to date budget performance information. The financial highlights were as follows.

1. Income was \$565,609 (compared with a budget of \$520,417) and expenditure was \$273,567 (compared with an estimate of \$277,689).
2. Net operating income was \$221,189 (compared with a budget estimate of \$172,570). A transfer of \$70,212 was made to TCIG.
3. Total assets and matching Total Liabilities and Equity were \$13,492,343

Year to date budget performance highlights were as follows:

1. Income of \$5,603,514 against a budget of \$4,137,704, reflecting a variance of 35%; with 4 months left in the financial year
2. Total expenditure was \$2,392,459 against a budget of \$2,257,304, for a variance of 13%
3. Total transfer to TCIG was \$631,908
4. Net Operating Income was \$2,573,504, compared with a budget of \$748,594 (a variance of 444%).

DATE FOR THE NEXT MEETING

The Board scheduled its next meeting for February 23rd, 2022.

Delton Jones
Director of Ports
January 28, 2022