



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 #1-23**

**INTRODUCTION** - The Board of Directors met at Ports Authority's Office, South Dock, Providenciales on January 26<sup>th</sup>, 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), Chawa Williams, Collector of Customs, Garvin Thomas Director of Public Works), Delton Jones; (Director of Ports); and Paula Myers (Board Secretary).

The following Director was absent: Althea Been (PS/Ministry of Immigration & Border Services)

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

### **SUMMARY OF MEETING OUTCOMES**

**This was the first Board meeting for the year. In welcoming Directors, the Chairman noted current work plans and wished that 2023 would be a very productive year for the Ports Authority.**

### **DIRECTOR OF PORTS' OPERATIONS REPORT**

1. Management presented an update on work plans being implemented to address port congestion at South Dock, Provo. Management noted collaborative efforts with Provo Stevedoring and was hopeful that the container yard pavement project would contribute to reducing wear and tear and mechanical challenges for stevedoring equipment; and improving the working environment at South Dock. Director Williams provided an update on efforts to remove abandoned containers from West Caicos from the port facility.
2. Directors were informed by Management and Director Williams of measuring being proposed to minimize the impact on port operations caused by illegal vessels from Haiti (whose arrivals have increased in the last 2 months). It noted that a number of short- and medium-term measures were being considered. Discussions also focused on recovering costs associated with unplanned expenditure incurred, associated with illegal vessels for Haiti. It was recommended that a joint-Paper on this should be prepared.
3. Directors received a presentation on the salient points of the Provo Stevedoring Agreement; and the recommendations from a consultancy to review the agreement, which was commissioned 2022. Subsequent, discussions focused on developing KPIs, improving safety and having capacity to oversee the agreement. Directors also opined that it was important to start considering future stevedoring equipment requirements, due to plans for the redevelopment of South Dock.
4. Management advised that Board that UK/DFT has set March 27<sup>th</sup> to 31<sup>st</sup> as the dates for the security of ports in the TCI; all ports being audited have been advised.

5. Directors were informed of the new TCIG procurement thresholds, which came into effect on January 3<sup>rd</sup>; and of the participation of the Director and Deputy Director of Ports in a TCIG Procurement Retreat during January 16-18, 2023. It was suggested that implementation of the new thresholds should speedup projects, but would require increased accountability; while the Retreat concretized the need for good project appraisals to ensure projects are delivered on time, within budget, and in accordance with the law, while achieving organizational objectives.
6. 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.
7. Management provided an update on current HR related work plans, as follows:
  - recruitment of Project Manager and Harbor Master; and
  - plans to seek quotations to carryout Job Evaluation Survey, and
  - finalization of the revised Staff Policies and Procedures involving a meeting HR Subcommittee
8. Directors received a presentation on the South Dock Redevelopment and Modernization Project, focusing on:
  - Stakeholder involvement in the redevelopment consultancy.
  - Detailed review of the components of each phase of the project, and staging of the project (including, ongoing coordination with port users during implementation).
  - Status of procurement for phases 1 and 2.
  - Status current tenders for phases 1 and 2 and technical support and design and costing phases 3 and 4 and the fuel mooring system.
  - Project benefits
  - Implications for staffing and development of current staff promotion to lead the new port
9. Management provided an update on the status of ongoing capital projects, according to Island of implementation; and projects (5) which are currently being tendered.

## **FINANCIAL REPORTS**

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

1. Income was \$797,266<sup>1</sup> (compared with a budget of \$568,937) and recurrent expenditure was \$351,279 (compared with an estimate of \$479,859).
2. Net operating income was \$195,988 (compared with a budget estimate of -\$160,913).
3. Total assets and matching Total Liabilities and Equity were \$15,148,327

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

1. Income \$7,560,294 compared with a budget of \$7,521,348; a variance of -13% (see footnote 1)
2. Recurrent expenditure \$2,745,567 compared with a budget of \$4,020,086; variance of 32%
3. Net operating Income was \$1,564,727

## **DATE OF NEXT MEETING**

The Board agreed to hold its next meeting in South Caicos on February 23<sup>rd</sup>, 2023.

**Delton Jones**  
**Director of Port**  
**January 29, 2023**

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