



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 # 8-23**

**INTRODUCTION** - The Board of Directors met at the Ports Authority Offices, South Dock, Providenciales August 31<sup>st</sup>, 2023

Directors present at this meeting were: **Appointed Directors:** Tueton Williams (Chairman), Crosley Bain, Dennis Swann, Tracy Parker and Shawonda Gardiner **Ex-officio Directors:** s, Delton Jones; (Director of Ports); and Paula Myers (Board Secretary).

The following Directors were absent: Athenee Harvey (PS/Ministry of Finance, Althea Been (PS/Ministry of Immigration & Border Services), Linda Malcolm, Acting Collector of Customs and Mark McAulay, Acting Director of Public Works

The Financial Controller participated in the meeting by invitation from the Chairman.

This was Director Shawonda Gardiner first Board Meeting. The Chairman welcomed her to the Ports Authority and wished her a successful tenure on the Board.

### **SUMMARY OF MEETING OUTCOMES**

This report covered the period July 20<sup>th</sup>, 2023 to August 30<sup>th</sup>, 2023

#### **Highlights**

- Contracts for 3 additional sub-projects under the redevelopment of South Dock Provo signed by HE The Governor; commencement meetings planned for mid-September.
- The South Caicos/ Cedar Park Master Plan commenced.
- Designs for Phase 1 and 2 of the redevelopment of South Dock, Provo were received on August 28<sup>th</sup>
- Representatives from the Planning Dept and DECR participated in bi-weekly meeting for the redevelopment of South Dock to facilitate approval project designs and EIA/EMP
- Work Orders for cleanup of South Dock, Provo issued and the cleanup is ongoing
- Small contracts for construction gatehouses at South Dock Provo and Bellefield Landing issued.

Directors again highlighted the need to showcase developments at the Ports Authority using multiple platforms.

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

1. Management presented an update on efforts being made alleviate congestion at South Dock and prepare for to operations from a single container yard due to proposed transfer of the second container yard to be used as the 'lay down' area for the contractor for the redevelopment of South Dock.
2. Directors engaged in extensive discussions on the challenges posed by operating from a single container yard; particularly increasing importation and storage of vehicles, which takes up vital container yard space.

Directors agreed a course of action to address the problem caused by storage of imported vehicles. Management was directed to bring this matter and proposals to address it to the attention of the Honorable Minister with responsibility for Ports.

3. Management informed Directors that Provo Stevedoring Limited provided notice of the proposed tariff variation on September 1<sup>st</sup> as allowed under the Provo Stevedoring Agreement. The tariff will be 6.9% based on the South Florida, Consumer Price Index .
4. Directors received a presentation on a review of the Provo Stevedoring Agreement undertaken in 2022. Management advised Directors that Cabinet has accepted this report. Subsequently, Directors engaged in extensive discussions on meeting the demand for increased stevedoring services which will be required in response to the redevelopment of South Dock, Provo. Directors agreed a plan of action to procure future stevedoring services. Management was directed to apprise the Honorable Minister with responsibility for Ports on the agreed plan.
5. Management provided an overview of the Organizational Restructuring Report prepared in 2022; which mainly recommended that safety work plans of the Ports Authority should be prioritized equally alongside security work plans, given its mandate. Management advised Directors that Cabinet has accepted the report. Management further advised Directors that several staff positions included in the 2023/24 Budget are based on the Report; and recruitment to fill these positions is ongoing.
6. Directors engaged in extensive discussions on strategic human resources management issues stemming from the organizational restructuring and the ongoing redevelopment of South Dock, Provo.
7. Directors approved the recommendations from the 2023 Compensation Review, with a minor change.
8. Directors also discussed succession planning within the organization, and directed the engagement of local counterparts where positions are filled by overseas recruitment. Management also agreed to prepare staff development plans to be funded in future budgets to provide opportunities for upward mobility of staff.

## **FINANCIAL REPORTS**

The Financial Controller presented the Financial Reports for July 2023. The highlights were as follows:

1. Income was \$652,702, compared with a budget of \$1,006,117; reflecting a -31% variance due to delay in commencement of sand sales from the Bellefield Landing Dredging Project. Recurrent expenditure was \$341,362, compared with an estimate of \$519,164; reflecting a 35% variance, mainly due to savings in personnel emoluments.
2. Net operating income was \$61,340, compared with a budget estimate of \$236,953, reflecting the delay in commencement of sand sales from the Bellefield Landing Dredging Project.
3. Total assets and matching Total Liabilities and Equity were \$15,261,595.

## **CAPITAL PROJECTS REPORT**

Management presented an update on active capital projects, as follows:

1. A Request for Quotations to carry out a condition survey, prepare scope of works and bill of quantities for refurbishment of the pier at South Dock, Grand Turk was published.
2. The South Caicos Port Rehabilitation project is substantively completed.
3. A consultant was engaged to prepare a master plan for Cedar Park, South Caicos.
4. The Bellefield Landing Dredging Project is nearing completion and arrangements to sell sand generated by the project are being finalized.
5. The Bellefield Landing Boat Slips (Civilian Safety) project is delayed to resolve design issues.
6. A Request for Quotation to remove sunken vessels from Bellefield Landing turning basin was published, and a draft Invitation to Tender for construction of a Gazebo is being finalized; while a consultant has been engaged to prepare designs and estimates for the construction of water sports building and two boat ramps

7. The construction of the new port office building at South Dock, Provo is ongoing; the contract has commenced constructing the third floor.
8. The designs and updated Basis of Design Manual for the redevelopment of South Dock have been received. The Environmental Impact Assessment and the Environmental Management Plan should be reviewed shortly. Meanwhile while discussions have commenced with the Planning Department and the Department of Environment and Coastal Resources to facilitate timely permitting of Phases 1 and 2 of redevelopment of South Dock, Provo.
9. Contacts for three subprojects associated with the redevelopment of South Dock, Provo (Consultancy to design south dock fuel discharge mooring, Technical support for phases 1 and 2 of the redevelopment project and Consultancy services to prepare design and costs for phases 3 and 4) ) have been fully executed.
10. A Request for Quotations to assist with procurement of a port x-ray container scanner has been published.

#### **DATE OF NEXT MEETING**

Directors agreed to meet on September 27<sup>th</sup>, 2023 in Providenciales

**Delton Jones**  
**Director of Port**  
**September 6, 2023**