



51st Meeting of the Board of the Virgin Islands Recovery and Development Agency (RDA)
Thursday, 22 July 2021 at 10:00 a.m.
via MS Teams

SUMMARY MINUTES

Members Present

Mr. Ronnie W. Skelton (RS or Chairman)
Mr. Jerry Samuel (JS or Deputy Chairman) (left meeting at 11:10 a.m.)
Mr. Michael Fay, QC (MF)
Mr. Shea Alexander (SA)
Bishop John Cline (JC)
Mr. Marquese Maduro (MM)
Dr. Sauda Smith (SS)
Mrs. Geraldine Ritter-Freeman (GR-F)
Mr. Anthony McMaster, (AM) and Ag. CEO

Action Points

1. **Action Point #1:** *Ag. CEO to prepare a presentation on how projects are evaluated, and criteria used and what it represents.*
2. **Action Point #2:** *Chairman to contact the Premier to schedule a meeting. Ag. CEO to also try to facilitate a meeting with the Premier on behalf of the Board.*

Decisions

- Reviewed the risk matrix (15 July 2021).
- Noted the individual departmental risk matrices were updated and assessed in July 2021 to conduct the monthly analysis of risk, and the risk matrix was updated accordingly.
- Noted the risk 69 (Magistrates Court) remains RED.
- Noted 73 (disruption during Fish Bay Road Rehabilitation) remains for Board review and possible action. Risk 73 remains RED.
- Noted that a new risk 74 (Commitment from Central Government) has been placed on the risk register.
- Approved the recommendation of award in favour of the Consultant **Wood Group UK Limited**, for the provision of Waste Management Feasibility and Concept Design

Consultancy Services for the British Virgin Islands at a cost of Four Hundred and Four Thousand Dollars (**USD\$404,000.00**).

- Approved the recommendation of award in favour of the Contractor **Sunleaf Construction Limited**, for the Repair Works to the Perimeter Fencing of the Anegada Recreation Ground at a cost of Eighty-three Thousand, Four Hundred and Ninety-one Dollars and Ninety-five Cents (**USD\$83,491.95**).
- Approved the recommendation for payment in the amount of Seven Thousand Dollars (**USD\$7,000.00**) to the Contractor **B&C Lifting** for clearing the RVIPF Marine base yard and arranging the derelict vessels by crane.
- Noted the progress of projects during this reporting period
- Noted the Ministry of Finance had not yet responded to the RDA's letter of 4 March 2021. The contingency requested an uplift of 1.125M across the RDA CDB projects remains a significant risk. There have been further unavoidable increases in project expenditure since then.
- Approved the Draft June 2021 Monthly Report
- Approved Value for Money (VfM) Report on the Marine Survey project. Additionally, the Board requested a 10–15-minute presentation on how projects are evaluated, and criteria used and what it represents.
- Noted Communications and Community Engagement updates
- Noted the capacity building activities for 2021
- Noted the current staffing status of the RDA
- Noted the financial reporting status of the RDA as of 30 June 2021
- Noted the Capital and CDB project financial statuses as of 30 June 2021
- Noted the escalated risks on the Finance Risk Control Register
- Noted the final funding reports for FCDO contributions to three projects have now been formally submitted
- Noted the RDA has submitted a Final Project Completion Report to the FCDO for the ensure period of FCDO funding for the RDA operations budget (challenges with funding
- Noted the need to conclude a new MoU with FCDO for potential funding of projects in 2021 (up to end of March 2022), at the earliest to facilitate securing additional project funding
- Noted the ongoing fundraising initiatives and the need for Board support in the raising of funds
- Noted the submission of the completion report to FCDO for operational funding support
- Approved the Summary Minutes of the 49th Board Meeting
- Noted that the Ag. CEO received the finalised signed external audit files that will be transferred to GOVI in accordance with Section 21 of the RDA Act, for submission by the Minister of Finance to Cabinet and then subsequently to the House of Assembly
- Noted the brief power point presentation by the Ag. CEO regarding the ESHS (Rapid) Development Project

- Approved that the stipends for Board Members be fully reinstated in accordance with RDA Act
- The next Board meeting is scheduled for on Thursday, 19 August 2021. The time and place will be confirmed later depending on the COVID-19 situation in the Territory. Chairman noted that he may be out of the Territory during the next scheduled meeting and requested that the Deputy Chairman chair the meeting in his absence.