

**National Roads Authority**  
**Minutes of the Eighteenth Meeting of the Board held at the**  
**Cayman Islands Civil Service Association Co-operative Credit Union**  
**Conference Room, Thomas Russell Way, George Town,**  
**Grand Cayman, Wednesday, December 7, 2005 at 3:00p.m.**

**Present:** J L Hurlston Chairman  
Debra Welcome  
Colford Scott  
Michael Barnett  
Gina Ebanks-Petrie

Lois A. Hall Secretary

**Absent:** Edward Howard (on vacation)  
Carson Ebanks  
Justin Woods  
Troy Whittaker Deputy Chairman  
Nicholas Johnson  
Rollin Jackson  
Steve McField  
Dan Tibbetts

**1. Call to Order**

The Chairman called the meeting to order at 3:10 p.m.

**2. Opening Remarks**

The meeting commenced with a prayer by Michael Barnett and the Chairman welcomed the members to the last meeting of 2005. He also stated that a lot have been accomplished in 2005 and applauded the efforts of this accomplishment.

**3. Minutes of previous meetings**

Gina Ebanks-Petrie brought to the attention of the members an amendment of Minutes of Meeting held September 22, 2005 as follows: 'In "Other Business" (page 2, 2<sup>nd</sup> part) under heading of Esterley Tibbetts Highway to add 'Environmental concerns should be taken into account.'

**4. Matters Arising**

- (i) General Report by MD
  - a. Staff  
Copies of the Salary Review Study were distributed to the Board for review, comments and recommendation. It was noted that the

Board approved the 4.8% increase to staff and this will be communicated to staff at the Christmas Dinner/Luncheon to be held December 8, and 16, 2005 respectively.

Recommendations suggested in the study will be adopted subject to Management working out the best implementation process. It was noted that increments will no longer be automatic, but will be based on justified performance appraisals. Management will conduct a survey on how other Authorities conduct their performance appraisals. It is noted that a salary scale recommended in the study is now in place.

It was noted that input is still being sought from members concerning the Personnel Policy Manual and issues regarding this manual, will have to be dealt with tactfully and fairly. A draft of this manual will possibly be presented at the first staff meeting of 2006.

Mr. Scott pointed out that in the previous meeting, when he commented that the NRA was up to full staff compliment, he was referring to approved staff and not applications for additional staff for positions awaiting approval from the Board.

There were no other changes in staff issues.

b. Tenders

Mr. Scott informed that tenders for the hot mixed asphalt equipment required for paving operations came in October 2005 and it was anticipated that an order would have been placed by November 2005, however so far this has not been done. The order will be placed as soon as funds are released.

c. Paving

Members were informed by Mr. Scott that the new Paving Supervisor has commenced working at the NRA.

Plans are being made for the improvement of roads in George Town e.g. sidewalks, a general tidy up of the area and the paving of Shedden Road as well as the additional paving of Midland Acres to Breakers, Anton Bodden Drive from Look Out Gardens to the clinic and Police Station and John McLean Drive.

d. Road Register

Work is currently being done on this project and a draft was presented to the Ministry at a meeting held last Thursday. By using the existing Road Atlas, a list has been compiled of the condition of

each road and how much it will cost to upgrade it to the next level. The list will also indicate public and private roads.

e. School Signals/Speed Limits – Red Bay & Savannah Primary Schools

This project is currently being worked on and new speed zones and school signals are expected to be implemented in early 2006. The Savannah and Red Bay Primary schools will be used as pilots in this project.

f. Expansion of lanes – West Bay Road (in vicinity of the Hyatt)

The gazette for land required for the extension, have been submitted however it has been placed on hold for publication for the time being.

g. Improvements - Junction of Smith Road & Mango Tree Restaurant

There was a problem (40' trailers negotiating the mini roundabout) with the initial proposal of a mini roundabout at the Kirk Motors junction. It is proposed that the markings on the road to be redone prior to the Christmas holidays. It is expected in the future that the road at the west end of the runway is scheduled to be closed in the mid term, therefore a more detailed review of the existing plan will be done.

h. Allocation & Use of NRA vehicles

A notice was sent to drivers reminding them of the proper use and required maintenance of NRA vehicles. The truck damaged by Hurricane Wilma currently at Vamp Motors is expected to be back in operation shortly.

i. Roundabout – Elgin Avenue

This is currently being worked on.

(ii) **Financial Report**

Mr. Barnett informed that the budget figures have basically remained the same. He also advised that as of January 2006 all Ministries will be billed to reflect charges from November 2005.

The end of year financial report is currently awaiting auditing and statements are ready for submission to the Auditor General. It was suggested that a draft of the Annual Report accompany the statements.

It was reminded that the half yearly report is now due for submission.

**5. Other Business**

(i) Esterley Tibbetts Highway – expansion

Work is expected to commence early 2006 on this project after the decision has been made on the faster and effective method to complete this project.

(ii) Bush Cutting & Patching

This is currently being done. It is expected that all public road surfaces will be patched prior to the Christmas holidays as well as a few private roads. Bushing will be done on all public roads and arterial roads prior to the Christmas holidays.

(iii) Gazette – location of NRA Offices

This is to be finalized with GIS for publication.

(iv) Ministry issues

The Chairman brought to the attention of the meeting that the Minister was unhappy regarding some issues concerning road projects with the NRA. It was suggested that the Permanent Secretary meet regularly with the Managing Director and Deputy Managing Director in order to update the Minister of current projects/issues. It was noted that this is currently being done.

(v) Absent members

The Chairman informed that he has brought to the attention of the Ministry, the names of two members (Dan Tibbetts and Rollin Jackson) he wishes to have replaced by virtue of prolonged absence.

**6. Next Meeting**

An extraordinary meeting is scheduled for Thursday, January 12, 2006 to facilitate a pre-presentation to the Board of the proposed presentation to Cabinet by the NRA Management team.

The next scheduled meeting for the New Year is Thursday, January 19, 2006.

**7. Adjournment**

The meeting was adjourned at 4:45 pm.

Confirmed: \_\_\_\_\_

Chairman: \_\_\_\_\_

