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**MINUTES OF THE 42<sup>ND</sup> MEETING OF THE ELEVENTH ANGUILLA**  
**EXECUTIVE COUNCIL HELD ON THURSDAY 17<sup>TH</sup> MARCH 2016**

- PRESENT: His Excellency the Acting Governor, Mr Stanley Reid
- The Honourable Victor Banks, Chief Minister and Minister of Finance,  
Economic Development, Commerce, Tourism, Lands & Physical Planning
- The Honourable Acting Deputy Governor, Dr Bonnie Richardson-Lake
- The Honourable Evans Rogers, Minister of Health and Social Development
- The Honourable Acting Attorney General, Mr Anthony La Ronde
- Mrs Jewelle Fleming, Clerk to Executive Council
- IN ATTENDANCE: Hon Cardigan Connor, Parliamentary Secretary  
Mr Marc Bienvenu, Property Tax Consultant  
Mr Foster Rogers, PS, EDICTLP  
Mr Leslie Hodge, DLS  
Mr Marcel Fahie, Chairperson, AASPA  
Mrs Nicola Webster, Executive Assistant/Understudy to Clerk, Executive Council
- ABSENT: Her Excellency the Governor, Ms Christina Scott
- The Honourable Cora Richardson-Hodge, Minister of Home Affairs, Immigration,  
Labour, Environment, Human Rights, Gender Affairs, Constitutional Affairs and  
Information and Broadcasting
- The Honourable Curtis Richardson, Minister of Infrastructure, Communications,  
Utilities, Housing, Agriculture and Fisheries and Information Technology
- The Honourable Attorney General, Mr Rupert Jones

EX MIN 16/167

**CONFIRMATION OF THE MINUTES**

Hon Cardigan Connor, Parliamentary Secretary joined the Meeting.

Council confirmed the Minutes of a Special Meeting held on Tuesday 8<sup>th</sup> March

2016, the Minutes of the 41<sup>st</sup> Meeting held on Thursday 10<sup>th</sup> March 2016 and the Minutes of Special Meetings held on Friday, 11<sup>th</sup> March 2016 and Tuesday, 15<sup>th</sup> March 2016. Council agreed that Ministers should go through the Minutes of the

National Commercial Bank of Anguilla (NCBA) Shareholder Committee Meeting held on Tuesday 15<sup>th</sup> March 2016 to ensure that they are accurate before ratification at the next Meeting of the NCBA Shareholders Committee Meeting.

**MATTERS ARISING FROM THE MINUTES**

EX MIN 16/168

**EX MIN 16/145 EX MEM 16/84 APPROVAL OF THE “SHAREHOLDER COMMITTEE” AS THE LEGAL REPRESENTATIVE FOR NATIONAL COMMERCIAL BANK OF ANGUILLA**

Parliamentary remained in attendance.

Further to EX MIN 16/145 of 8<sup>th</sup> March 2016, Council noted that the proposed draft by-laws for the National Commercial Bank of Anguilla reflecting further changes had been adopted by Executive Council.

Action: PS, FIN; HON AG; MINS OF GOV'T

EX MIN 16/169

**PRESENTATION ON THE PROPERTY TAX ALGORITHMS**

Parliamentary Secretary remained in attendance. Mr Marc Bienvenu, Property Tax Consultant joined the Meeting.

Further to EX MIN 16/152 of 10<sup>th</sup> March 2016, Council noted the Property Tax update by Mr Marc Bienvenu, Property Tax Consultant.

Council noted the comparisons of properties (e.g. Residential; Short-term Rental, Commercial and Hotel) and what the proposed tax rate would be.

Council agreed that:-

- (i) GoA Ministers should have a meeting with the Property Tax Consultant on the afternoon of Monday 21<sup>st</sup> March 2016 to address specific points and concerns;
- (ii) definition of use types needed to be finalised for introduction in the House of Assembly next week; and
- (iii) the Chief Parliamentary Counsel and the Property Tax Consultant should meet on Thursday 17<sup>th</sup> March 2016 at 2:30 pm to finalise what legislation was needed to be presented to the House of Assembly.

Action: PS, FIN; CIR; PS, EDICTLP; BD; DM; DEP; CPO

EX MIN 16/170

**EX MEM 16/89 CJLIA (AIRPORT) DEVELOPMENT PROJECT COMMITTEE**

Parliamentary Secretary remained in attendance. Messrs Foster Rogers, PS, EDICTLP, Leslie Hodge, DLS and Marcel Fahie, Chairperson, AASPA joined the Meeting.

Council:

- (i) endorsed the proposed membership of the CJLIA (Airport) Development Project Committee including the Chairman and Deputy Chairman, the members of the General Committee and the members of the Executive Committee as attached;
- (iii) endorsed the terms of reference of the CJLIA (Airport) Development Project Committee indicated as attached; and
- (iv) noted the summary and recommendations from the iUK Report and that the establishment of the Committee and the terms of reference were consistent with the recommendations of the Report.

Council authorised the issue of the action sheet before confirmation of the Minutes.

Action: PS, MICUHAFIT; CHAIR, AASPA; CE/DEP CHAIR; AIR MAN

EX MIN 16/171

**EX MEM 16/95 APPLICATION FOR ISSUE OF LICENCE UNDER THE ALIENS LAND HOLDING REGULATION ACT – ANGUILLA CONCRETE & ASPHALT INC. - REGISTRATION SECTION NORTH, BLOCK 58917B, PARCEL 124, CONTAINING 3.00 OF AN ACRE**

Parliamentary Secretary remained in attendance.

Council agreed that an Aliens Land Holding Licence should be issued to Anguilla Concrete & Asphalt Inc. to hold, on a freehold basis, 3.00 acres of land, located in Brimegin, with existing industrial buildings and operations thereon situate at Registration Section North, Block 58917 B, Parcel 124, subject to the payment of the following fees:-

(i)	under the Stamp Act – 5% of EC\$827,965.60	EC\$ 41,398.28
(ii)	under the Aliens Land Holding Regulation Act – 12.5% of EC\$827,965.60	EC\$103,495.70
	<b>TOTAL</b>	<b>EC\$144,893.98</b>

Action: PS, EDICTLP; PS, FIN; DLS

EX MIN 16/172

**EX MEM 16/96 RE-ORGANISATION OF THE HOUSE OF ASSEMBLY**

**AND GAZETTE OFFICE**

Parliamentary Secretary remained in attendance.

Council:-

- (i) agreed in principle to the establishment of the House of Assembly Services Department for the creation of a new identity for the House of Assembly and Gazette Office. Council noted the proposal to have the House of Assembly Services Department established as a Department within the Anguilla Public Service by January 2017;
- (ii) agreed to the development of a five year strategic plan for the House of Assembly Services Department that outlines its vision, mission, values, goals, objectives, activities, inputs and an administrative structure by June 2016 and submission of the same to Executive council for approval by July 2016;
- (iii) agreed in principle to the recruitment of a complement of permanent staff appropriate to the needs of the new department and based on the projections put forward in the strategic plan;
- (iv) supported the progression towards the establishment of appropriate governance and administrative arrangements for the House of Assembly so as to allow it to achieve greater independence, efficiency and effectiveness; and
- (v) agreed that, to facilitate section (iv) above, the Hon Chief Minister should be authorised to move a motion for the establishment of the “Select Committee on Governance and Administration of the House of Assembly” with the terms of reference as attached.

Action: HON CM; HON DG; OTHER MINS OF GOV'T; CL, HOA

EX MIN 16/174

**EX MEM 16/98 CHARTER FOR THE SAINT JAMES SCHOOL OF MEDICINE**

Parliamentary Secretary remained in attendance.

Council:-

- (i) approved the revised Charter for the Saint James School of Medicine; and
- (ii) noted that the Charter may be amended or revoked at any time at the discretion of the Hon Minister of Education after consultation with Executive Council.

Council authorised the issue of the action sheet before confirmation of the Minutes.

Action: PS, ELSYC; HON MIN, HSD; HON AG

EX MIN 16/175

**EX MEM 16/99 PUBLIC UTILITIES COMMISSION (PUC) –  
APPOINTMENT OF GRANT THORNTON INTERNATIONAL LTD. AS  
AUDITORS**

Parliamentary Secretary remained in attendance.

Council agreed that the firm, Grant Thornton International Limited of Antigua should be appointed to conduct the audit of the Public Utilities Commission's accounts for the year 2015.

Action: PS, MICUHAFIT; EX DIR, PUC

EX MIN 16/176

**EX MEM 16/100 APPLICATION FOR DUTY EXEMPTION FOR  
TROPICAL TREATS**

Parliamentary Secretary remained in attendance.

Council agreed that the paper should be deferred so that further information could be submitted to Executive Council.

Action: PS, FIN; PAS, FIN; COC; FO

EX MIN 16/177

**EX MEM 16/101 APPLICATION FOR DUTY EXEMPTION FOR  
VERNON RICHARDSON**

Parliamentary Secretary remained in attendance.

Council agreed that the paper should be withdrawn.

Action: PS, FIN; PAS, FIN; COC; FO

EX MIN 16/178

**EX MEM 16/102 FILLING THE VACANT POSTS OF IMMIGRATION  
OFFICER I**

Parliamentary Secretary remained in attendance.

Council:-

- (i) noted that there were two (2) vacant posts of Immigration Officer II and the filling of these posts would likely result in two (2) vacant posts of Immigration Officer I in the Immigration Department;
- (ii) noted that the vacancies were created when one Immigration Officer II was promoted on transfer as Passport Officer and the other Immigration Officer II proceeding on retirement in a few days;
- (iii) noted that the views of the Permanent Secretaries had been sought in relation to the filling of the posts and a favourable response given;

- (iv) additionally noted that the vacant positions had already been included in the 2016 Budget; and
- (v) agreed that the two (2) vacant posts of Immigration Officer II and the anticipated resulting two (2) vacant posts of Immigration Officer I in the Immigration Department should be filled.

Council authorised the issue of the action sheet before confirmation of the Minutes.

Action: PS, IMM; PS, PA; PS, FIN; PS, EDICTLP; BD; ACC GEN

EX MIN 16/179

**EX MEM 16/103 ADDITIONAL SUPPORT FOR THE ANGUILLA SUMMER FESTIVAL 2016**

Parliamentary Secretary remained in attendance.

Council:-

- (i) approved the secondment of Mrs Sharon Richardson-Lowe from the Anguilla Tourist Board to the Ministry of Social Development from 1<sup>st</sup> April to 31<sup>st</sup> August 2016 to give additional support to the Anguilla Summer Festival 2016, subject to the source of funding being identified;
- (ii) noted that Mrs Richardson-Lowe would report to the Director of Youth and Culture; and
- (iii) agreed that PS, ELSYC should explore with the Ministry of Finance, the possibility of funding this additional support from Capital Minor Projects.

Council authorised the issue of the action sheet before confirmation of the Minutes.

Action: PS, ELSYC; DIR, Y & C; PS, FIN; PS, EDICTLP; BD; CPO

EX MIN 16/180

**EX MEM 16/104 APPLICATION FOR ISSUE OF LICENCE UNDER THE ALIENS LAND HOLDING REGULATIONS ACT – AZUL HOMES, LLC (REGISTRATION SECTION: NORTH; BLOCK: 58616 B; PARCEL 75; CONTAINING 0.56 OF AN ACRE)**

Parliamentary Secretary remained in attendance. PS, EDICTLP and DLS remained for discussion.

Council agreed that an Aliens Land Holding Licence should be issued to Azul Homes, LLC to hold, on a freehold basis, 0.56 of an acre of vacant land located at Limestone Bay, described as Registration Section North, Block 58616 B, Parcel 75, for the benefit of adjacent property described as Registration Section North, Block 58616 B, Parcel 76 and Parcel 77, containing 0.50 and 0.50 of an acre respectively registered to R Yankee LLC (beneficially owned by Robert S. Martin and Yvonne S. Martin), subject to the following:-

- a) payment of the following fees:-

(i)	under the Stamp Act – 5% of EC\$913,988.00	EC\$ 45,699.40
(ii)	under the Aliens Land Holding Regulation Act – 12.5% of EC\$913,988.00	EC\$114,248.50
(iii)	refundable deposit of 10%	N/A
<b>TOTAL</b>		<b><u>EC\$159,947.90</u></b>

b) Parcel 75 must be amalgamated to parcel 76.

Council authorised the issue of the action sheet before confirmation of the Minutes.

Action: PS, EDICTLP; PS, FIN; DLS

**ORAL MENTION**

EX MIN 16/181

**SHAREHOLDER COMMITTEE RESOLUTION**

Parliamentary Secretary remained in attendance.

Council approved the following resolution:-

In accordance with Section 6.4 of the Company amended by-law No. 1 adopted on Tuesday, 15<sup>th</sup> March 2016, this resolution is moved to appoint the Shareholder Committee as the legal representative of the National Commercial Bank of Anguilla and to act on its behalf.

Action: PS, FIN; MINS OF GOV'T

EX MIN 16/182

**MINUTES OF BUDGET DELIVERY COMMITTEE (BDC) MEETING**

Parliamentary Secretary remained in attendance.

Council noted the Minutes of the Budget Delivery Committee (BDC) Meeting held on 16<sup>th</sup> February 2016.

Council acknowledged the hard work of the Committee and made special mention of the invaluable work of the Debt Manager in preparing the minutes.

Action: DG; PERM SECS; DM

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