Head 05: Parliament

Total Budget Allocation - $151,340,560.00

A summary of the Parliament’s Expenditure, Divisions and Projects
Financial Scrutiny Unit, Parliament of the Republic of Trinidad and Tobago
**Publication**

An electronic copy of this Guide can be found on the Parliament website: [www.ttparliament.org](http://www.ttparliament.org)

All correspondence should be addressed to:
The Secretary
Standing Finance Committee
Office of the Parliament
Levels G-7, Tower D
The Port of Spain International Waterfront Centre
1A Wrightson Road Port of Spain Republic of Trinidad and Tobago
Tel: (868) 624-7275; Fax: (868) 625-4672
Email: [standingfinance@ttparliament.org](mailto:standingfinance@ttparliament.org)
# Table of Contents

*About this Guide* ........................................................................................................................................................................... 4

  Department’s Overview .................................................................................................................................................................. 5

*Auditor General Report Findings for the Fiscal year 2018* ........................................................................................................... 7

*The Office of the Parliament’s total allocation as a percentage of the National Budget for the period 2014 to 2020* ............. 9

*Where the Office of the Parliament spends its money* ................................................................................................................. 10

*Summary of Recurrent Expenditure for the period 2014-2020* .................................................................................................... 11

*Analysis of Summary of Expenditure* ........................................................................................................................................... 12

*Analysis of Expenditure Unique to Office of the Parliament* ..................................................................................................... 17

*Staff and Pay (excluding direct charges)* ....................................................................................................................................... 18

*Summary of Development Programme Expenditure for the period 2018-2020* ............................................................... 19

*Development Programme Expenditure Explanations* .................................................................................................................. 21

*Public Sector Investment Programme 2019/2020* .......................................................................................................................... 23

*General Useful Information* .......................................................................................................................................................... 24
About this Guide

This guide provides a summary of expenditure for the Office of the Parliament for the period 2014-2020. It provides the Members of Parliament and stakeholders with an overview of the Office of the Parliament’s responsibilities. The primary purpose of this guide is to consolidate the information contained within the various Budget Documents pertaining to the Office of the Parliament, and provide readers with an analysis of same. This guide is based primarily on:

- the Draft Estimates of Recurrent Expenditure;
- the Draft Estimates of Development Programme;
- the Public Sector Investment Programme; and
- the Auditor General’s Report on the Public Accounts of the Republic of Trinidad and Tobago for the fiscal year 2018.
Head 05: Parliament

Department’s Overview

Mission

“As the national Legislature of Trinidad and Tobago, its mission is to ensure that Parliament exercises its legislative, oversight, representation and outreach duties effectively and that Parliament remains the main forum for national political debate.”

Vision

“…to be a modern Parliament that fulfils its constitutional duties to its fullest extent, and effectively serves the people of Trinidad and Tobago.”

President of Senate – Sen. the Honourable Christine Kangaloo

Speaker of the House - The Honourable Bridgid Annisette-George, MP

Clerk of the House (Head of Department and Accounting Officer) – Mrs. Jacqui Sampson-Meiguel

Clerk of the Senate (Deputy Head of Department) - Mr. Brian B. Caesar

---

1 Strategic Plan of the Parliament of Trinidad and Tobago, Accessed on September 26, 2019: http://www.ttparliament.org/documents/2218.pdf
2 Ibid
The Parliament of Trinidad and Tobago is the arm of State entrusted with the responsibility of making laws for good governance and providing oversight of the Government (Executive). Trinidad and Tobago follows the Westminster System of government, in that Members of the Executive are also Members of Parliament and thus attend sittings of the Legislature. The Parliament consists of the President, the Senate and the House of Representatives. It is charged with specific responsibilities and its Members and the institution as a whole are given special powers and privileges to effectively carry out its functions, including:

- freedom of speech in Parliament;
- the authority to regulate its business by Standing Orders; and
- the freedom from civil or criminal proceedings for words spoken or written by Members before their respective House and in Committee.

The House of Representatives is made up of the elected representatives of the forty-one (41) constituencies and the Speaker of the House of Representatives, while the Senate consists of thirty-one (31) Senators all appointed by the President. Appointments are made as follows:

- sixteen (16) on the advice of the Prime Minister;
- six (6) on the advice of the Leader of the Opposition; and
- nine (9) (Independent) on the discretion of the President.

The primary objective of the Office of the Parliament is to provide reliable, consistent and professional support services to all Members of Parliament.

---

4 Office of the Parliament of Trinidad and Tobago, accessed on September 26, 2019: http://www.ttparliament.org/about.php?mid=5
6 Office of the Parliament of Trinidad and Tobago website, Accessed on September 26, 2019: http://www.ttparliament.org/about.php?mid=50
Auditor General Report Findings for the Fiscal year 2018

Ref: Auditor General’s Report

05-PARLIAMENT

General Observations

Payments made out of public moneys to a Member of Parliament in accordance with section 25 (2) of the Act.

1.24 Section 25(2) states: “The Auditor General shall set out in his annual report all payments made out of public moneys to a member of each House of Parliament (other than the salary and any allowances paid to him as a Minister, President or Deputy President of the Senate, Speaker or Deputy Speaker of the House, Parliamentary Secretary or as a member, and any pension paid to such member) by stating the name of the member receiving the payment, the total amount which he has received and the service or services in respect of which the payment was made.”

1.25 During the financial year, Senator H.R. Ian Roach received the sum of $50,000.00 in respect of services rendered for a court matter.

DEPOSIT ACCOUNTS

6.58 Financial Instruction 213 (1) states: “Unless the Treasury otherwise directs, all deposits which have remained unclaimed for three years shall be transferred to revenue.”

---

6.59 Reconciliation Statements received by the Auditor General in respect of balances held on Deposit Accounts as at 30th September, 2018 revealed that the following remained on deposit for periods in excess of three years and no authority by the Comptroller of Accounts was seen to retain the monies in these Deposit Accounts.

<table>
<thead>
<tr>
<th>Ministry/Department</th>
<th>No. of Accounts</th>
<th>Value ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office of the Parliament</td>
<td>1</td>
<td>46,073.87</td>
</tr>
</tbody>
</table>
The Office of the Parliament’s total allocation as a percentage of the National Budget for the period 2014 to 2020.

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Allocation</th>
<th>National Budget</th>
<th>Percentage of National Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
<td>$152,985,431.00</td>
<td>$65,020,886,424.00</td>
<td>0.24%</td>
</tr>
<tr>
<td>2015</td>
<td>$153,010,362.00</td>
<td>$61,966,922,675.00</td>
<td>0.25%</td>
</tr>
<tr>
<td>2016</td>
<td>$136,502,615.00</td>
<td>$56,573,913,053.00</td>
<td>0.24%</td>
</tr>
<tr>
<td>2017</td>
<td>$127,215,401.00</td>
<td>$54,883,153,410.00</td>
<td>0.23%</td>
</tr>
<tr>
<td>2018</td>
<td>$127,552,044.00</td>
<td>$54,211,726,813.00</td>
<td>0.24%</td>
</tr>
<tr>
<td>2019</td>
<td>$119,922,824.00</td>
<td>$54,149,378,860.00</td>
<td>0.22%</td>
</tr>
<tr>
<td>2020</td>
<td>$151,340,560.00</td>
<td>$58,058,338,392.00</td>
<td>0.26%</td>
</tr>
</tbody>
</table>

- Total allocation for the Office of the Parliament as a percentage of the National Budget increased by approximately **0.04%** from the year 2018/2019. This is the largest percentage allocation of the National Budget the Office of the Parliament has received over the past seven (7) years.

---

8 For the Fiscal Years 2014-2018, actual figures were used to calculate the Department’s total allocation. However, estimates were used to determine the Department’s total allocation for the Fiscal Years 2019 and 2020.

9 Total Allocation for the Parliament = Recurrent Expenditure + Consolidated Fund

10 The National Budget = Total Recurrent Expenditure + Total Development Programme Consolidated Fund
The budget allocation of $151,340,560.00\textsuperscript{11} for the Office of the Parliament is comprised of:

- The Draft Estimates of Recurrent Expenditure in the sum of $135,340,560.00; and
- The Draft Estimates of Development Programme - Consolidated Fund in the sum of $16,000,000.00.

The Estimates of Recurrent Expenditure include:

- 01 Personnel Expenditure - $24,946,500.00;
- 02 Goods and Services - $104,138,060.00;
- 03 Minor Equipment Purchases $500,000.00; and
- 04 Current Transfers and Subsidies $5,756,000.00.

The Office of the Parliament’s:

- Recurrent Expenditure as a percentage of the total Recurrent Expenditure budget is 0.24%; and
- Development Programme - Consolidated Fund allocation as a percentage of the total allocation is 0.63%.

Summary of Recurrent Expenditure for the period 2014-2020

Summary of Expenditure for the period 2014-2020

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>01 Personnel Expenditure</td>
<td>$25,945,866.00</td>
<td>$26,725,715.00</td>
<td>$26,169,546.00</td>
<td>$26,275,044.00</td>
<td>$24,425,096.00</td>
<td>$25,064,000.00</td>
<td>$24,946,500.00</td>
</tr>
<tr>
<td>02 Goods and Services</td>
<td>$91,843,290.00</td>
<td>$98,443,004.00</td>
<td>$99,095,372.00</td>
<td>$94,025,713.00</td>
<td>$95,736,367.00</td>
<td>$89,691,030.00</td>
<td>$104,138,060.00</td>
</tr>
<tr>
<td>03 Minor Equipment Purchases</td>
<td>$5,539,802.00</td>
<td>$7,822,126.00</td>
<td>$3,418,931.00</td>
<td>$317,343.00</td>
<td>$247,774.00</td>
<td>$119,673.00</td>
<td>$500,000.00</td>
</tr>
<tr>
<td>04 Current Transfers and Subsidies</td>
<td>$679,712.00</td>
<td>$508,937.00</td>
<td>$490,913.00</td>
<td>$455,643.00</td>
<td>$501,364.00</td>
<td>$467,897.00</td>
<td>$5,756,000.00</td>
</tr>
<tr>
<td>Total</td>
<td>$124,008,670.00</td>
<td>$133,499,782.00</td>
<td>$129,174,762.00</td>
<td>$121,073,743.00</td>
<td>$120,910,601.00</td>
<td>$115,342,600.00</td>
<td>$135,340,560.00</td>
</tr>
</tbody>
</table>
Analysis of Summary of Expenditure

Recurrent Expenditure refers to the payments for expenses which are incurred during the day-to-day operations of the Office of the Parliament for Personnel Expenditure, Goods and Services, Minor Equipment Purchases and Current Transfers and Subsidies.

- **Recurrent Expenditure** for Fiscal Year 2020 is estimated at $135,340,560.00. This represents 0.2% of the total Recurrent Expenditure for the financial year 2020.

- **Recurrent Expenditure** for Fiscal Year 2019 was $115,342,600.00 (revised). Comparing this figure with Fiscal Year 2020, there is an increase of 17.34%.

- The largest portion of the Office of the Parliament’s allocation has consistently gone to Sub-Head 02 – Goods and Services which has fluctuated slightly over the period 2014 to 2020, with the lowest allocation in fiscal 2019 compared with the projected highest allocation in fiscal year 2020. The allocation of $104,138,060.00 represents a 16% increase compared to fiscal year 2019.

- The 2020 estimates of **Personnel Expenditure** represents 18% of the Parliament’s total recurrent allocation.

- Over the period 2014-2016, **Current Transfers and Subsidies** consistently received the smallest allocation. Over the period 2017-2019, this changed with Minor Equipment Purchases receiving the smallest allocation. However, for Fiscal Year 2020 there has been a significant increase of $5,756,000.00 when compared to previous years.

- **Minor Equipment Purchases** after peaking in fiscal year 2015, has been on a downward trend, with the lowest allocation in fiscal year 2019 (revised).
Analysis of Expenditure Unique to Office of the Parliament

Unique Expenditure refers to expenditure items incurred by the Office of the Parliament that may not feature in other Ministries or Departments.

Unique Expenditure Items 2014-2020

<table>
<thead>
<tr>
<th>Year</th>
<th>Expenditure</th>
<th>Expenditure</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014 Actual</td>
<td>$25,242,930</td>
<td>$3,534,724</td>
<td></td>
</tr>
<tr>
<td>2015 Actual</td>
<td>$34,007,581</td>
<td>$3,440,574</td>
<td></td>
</tr>
<tr>
<td>2016 Actual</td>
<td>$36,886,921</td>
<td>$3,389,428</td>
<td></td>
</tr>
<tr>
<td>2017 Actual</td>
<td>$34,522,270</td>
<td>$3,409,263</td>
<td></td>
</tr>
<tr>
<td>2018 Revised Estimates</td>
<td>$33,767,228</td>
<td>$3,298,126</td>
<td></td>
</tr>
<tr>
<td>2019 Revised Estimates</td>
<td>$30,090,000</td>
<td>$3,000,000</td>
<td></td>
</tr>
<tr>
<td>2020 Estimates</td>
<td>$35,000,000</td>
<td>$3,100,000</td>
<td></td>
</tr>
</tbody>
</table>
Staff and Pay (excluding direct charges\textsuperscript{12})

The estimated allocation to staff expenditure for the fiscal year 2020 is $70,396,854.00 which represents an increase of approximately 7% from the last fiscal year 2019. The following chart provides a breakdown of all expenditure related to staff from 2018-2020.

\textsuperscript{12} Direct charges to the Consolidated Fund is not included in the Appropriation Bill. Direct charges are items of expenditure which are charged to the Consolidated Fund but not required to be included in the Appropriation Act. Therefore, total appropriation plus direct charges will constitute total budgeted expenditure for the year.
Summary of Development Programme Expenditure for the period 2018-2020

Development Programme is capital expenditure aimed at improving and enhancing development in different areas of Trinidad and Tobago which includes human resources and economic and social development.

The Public Sector Investment Programme (PSIP), which represents the capital expenditure component of the National Budget, is the instrument used by Government to effect its vision and policies. It is a budgeting and strategic planning tool made up of projects and programmes, designed to realise the goals set out in the Government’s overarching policy.

The PSIP budget document provides a detailed description of the programmes and projects and includes a review of the implementation of projects and programmes in the previous financial year and highlights the major projects and programmes to be implemented in the upcoming financial year.

- The Public Sector Investment Programme is intended to achieve:
  - the country’s social and economic development goals; and
  - enhance the quality of life of all citizens.

The allocation to the Office of the Parliament for development programmes and projects for fiscal year 2019/2020 = $16,000,000\textsuperscript{13}. This represents funds disbursed directly from the Consolidated Fund. It also represents % of the total allocation to the Department.

Televising and Broadcasting of Parliamentary Proceedings
Upgrade of Networking Systems at the offices of the Parliament
Institutional Strengthening of the Parliament
Digitalizing and Archiving of Laws of Trinidad and Tobago
Refurbishment and Re-tooling of Constituency Offices of the Members of the House of Representatives
Restoration of the Red House – Technical Team

Development Programme Expenditure 2018 - 2020

<table>
<thead>
<tr>
<th></th>
<th>2018 Actual</th>
<th>2019 Revised Estimates</th>
<th>2020 Estimates</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Televising and Broadcasting of Parliamentary Proceedings</td>
<td>$1,081,235.00</td>
<td>$2,340,430.00</td>
<td>$5,000,000.00</td>
<td>$6,641,443.00</td>
</tr>
<tr>
<td>Upgrade of Networking Systems at the offices of the Parliament</td>
<td>$1,068,805.00</td>
<td>$695,127.00</td>
<td>$1,000,000.00</td>
<td>$2,764,932.00</td>
</tr>
<tr>
<td>Institutional Strengthening of the Parliament</td>
<td>$942,337.00</td>
<td>$147,142.00</td>
<td>$500,000.00</td>
<td>$1,602,479.00</td>
</tr>
<tr>
<td>Digitalizing and Archiving of Laws of Trinidad and Tobago</td>
<td>$199,537.00</td>
<td>$140,930.00</td>
<td>$500,000.00</td>
<td>$440,437.00</td>
</tr>
<tr>
<td>Refurbishment and Re-tooling of Constituency Offices of the Members of the House of Representatives</td>
<td>$1,960,835.00</td>
<td>$856,996.00</td>
<td>$2,000,000.00</td>
<td>$4,817,831.00</td>
</tr>
<tr>
<td>Restoration of the Red House – Technical Team</td>
<td>$1,388,694.00</td>
<td>$399,599.00</td>
<td>$7,000,000.00</td>
<td>$9,788,293.00</td>
</tr>
</tbody>
</table>

$-
# Development Programme Expenditure Explanations

<table>
<thead>
<tr>
<th>SUB-ITEM PROJECT GROUP</th>
<th>PROJECT DESCRIPTION</th>
<th>2020</th>
<th>EXPLANATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>06- General Public Services Administrative Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A005</td>
<td>Televising and Broadcasting of Parliamentary Proceedings</td>
<td>$5,000,000</td>
<td>• Upgrade of Transmission Systems to Air Parliament Channel: Tower D, Tobago, Cumberland Hill, Gran Couva, Brigand as approved by Cabinet Number 961 of June 14, 2018.</td>
</tr>
</tbody>
</table>
| A009 | Upgrade of Networking Systems | $1,000,000 | • Upgrade of Parliament Website (Software Development).  
• Facilitation of interconnectivity between operational systems at Cabildo Chambers and Red House.  
• Upgrading and replacing of critical components. |
• Continued provision of services via Experts to Standing Joint Select Committees, such as, National Security, Energy Affairs and Human Rights, Equality and Diversity, and any other JSCs which may be formed thereafter. |
<p>| A012 | Digitalizing and Arching of Laws of Trinidad and Tobago | $500,000 | • Payment salaries for two Digital Assistants assigned to scan and clean Hansards, Bills and other Legislative materials at the Library of the Office of the Parliament of T &amp; T. |</p>
<table>
<thead>
<tr>
<th>06- General Public Services F- Public Buildings</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>F001</strong></td>
<td><strong>Refurbishment and Retooling of Constituency Offices</strong></td>
<td>$2,000,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Roof repairs, Painting, Renovation works, Construction work, Relocation.</td>
</tr>
<tr>
<td><strong>F013</strong></td>
<td><strong>Restoration of the Red House – Technical Team</strong></td>
<td>$7,000,000</td>
</tr>
</tbody>
</table>
| | | • Payment of consultancy fees.  
| | | • Maintenance of Storage containers on the Red House Site and at the Chaguaramas Military base.  
| | | • Relocation Cost from Tower D to Red House & Cabildo Chambers.  
| | | • Ceremonial opening of the Red House. |
| **Total** | **$16,000,000** |
Public Sector Investment Programme 2020

Administration

Public Buildings

122. To effectively execute the business of Government, strong infrastructure that includes buildings, ICT, law and the regulatory environment, have been given priority attention.

123. Construction and refurbishment works were undertaken, aimed at providing suitable accommodation and a safe and healthy work environment at several Ministries and Departments in compliance with the Occupational Safety and Health (OSH) Act. The sum of $144.8 million was allocated of which $29.4 million was expended to undertake activities which included:

- refurbishment works to constituency offices for Members of Parliament to facilitate servicing their constituents at their offices and sub-offices at Naparima Main Office, Fyzabad, Siparia, Oropouche West, Tobago West and Tableland/Moruga offices.
General Useful Information

- Parliament of India, INDIA: http://parliamentofindia.nic.in/
- Parliament, UK: https://www.parliament.uk/
- Parliament of Jamaica, JA: https://www.japarliament.gov.jm/
- Parliament of Barbados, BDOS: https://www.barbadosparliament.com/