



Government of the Republic of Trinidad and Tobago
Ministry of Sport and Youth Affairs

MSYA36/3/Vol. 1

April 4, 2019

Mr. Keba Jacobs
Secretary to the Committee
Public Administration and Appropriation Committee of Parliament
Office of the Parliament
G-9 Tower D, Port of Spain International Waterfront Centre
1A Wrightson Road,
Port of Spain.

Dear Ms. Jacobs,

**THE SIXTEENTH REPORT OF THE PUBLIC ADMINISTRATION AND
APPROPRIATIONS COMMITTEE THIRD SESSION OF THE 11TH PARLIAMENT
INQUIRY: EXAMINATION INTO THE IMPLEMENTATION OF THE PUBLIC
SECTOR INVESTMENT PROGRAMME**

Reference is made to your letter dated January 31, 2019 requesting written responses to the Committee on questions arising out of the subject at caption.

Attached for your attention is the submission of the response of the Ministry of Sport and Youth Affairs pertaining to the examination into the implementation of the public sector investment programme.

Fifteen (15) copies of the responses are enclosed for your consideration.

SINCERELY

MR. FAROOK HOSEIN
PERMANENT SECRETARY (AG.)

Ministry of Sport and Youth Affairs

RESPONSE TO THE RECOMMENDATIONS OF

**THE SIXTEENTH REPORT OF THE PUBLIC ADMINISTRATION AND APPROPRIATIONS
COMMITTEE**

THIRD SESSION OF THE 11TH PARLIAMENT

**INQUIRY: EXAMINATION INTO THE IMPLEMENTATION OF THE PUBLIC SECTOR
INVESTMENT PROGRAMME**

APRIL 2019

Capacity and Training

RECOMMENDATION:

The Ministry of Sport and Youth Affairs should submit a status update to the Committee of the progress made in acquiring the necessary manpower in relation to the implementation of the PSIP by February 28, 2019.

STATUS:

The Ministry of Sport and Youth Affairs (MSYA) is currently engaged in the process of hiring persons for the Project Management Unit which has oversight of the execution of the PSIP. Persons are being recruited for the following positions:-

- Four Project Engineering Technicians
- One Project Quantity Surveyor
- One Project Monitoring Officer
- One Project Monitoring Coordinator

In March 2019, three (3) Project Engineering Technicians and one (1) Project Monitoring Co-ordinator were employed to assist in the implementation of the 2018/2019 Public Sector Investment Programme.

Compliance with the Project Screening Brief (PSB)

RECOMMENDATION:

The Ministry of Sport and Youth Affairs should submit a status report to the Committee on the establishment of the project review committee by February 15, 2019.

STATUS:

A Project Review Committee is presently being established. This committee will comprise persons from various Units / Divisions with a combination of requisite skills and competencies that will enable their thorough assessment and analysis of both “soft” and “hard” projects being considered for implementation in Fiscal 2020.

Refurbishment Works to Community Swimming Pools

RECOMMENDATION:

The Ministry of Sport and Youth Affairs should submit a status report to the Committee on the refurbishment works at Cocoyea and Diego Martin Community Swimming Pools by Thursday 15th February, 2018.

STATUS:

The work to be undertaken at the Cocoyea Community Swimming Pool entails the upgrades to the plumbing fixtures, fittings and pipework in the change rooms, staff offices and public toilets; changing indoor light fixtures, outdoor area lights and floodlighting on the pool deck and upgrades to the swimming pool water circulation and filtration system. This work will be undertaken during the 2019 fiscal year.

The Diego Martin Community Swimming Pool is operational and open to the public. Currently, no major refurbishment works are required. However there are some routine maintenance and these are being addressed under the repairs and maintenance to buildings and equipment vote in the recurrent expenditure.

RECOMMENDATION:

The Ministry of Sport and Youth Affairs should generate a maintenance schedule showing estimated costs and sources of funds to meet such costs for all Community Swimming Pools by Thursday 15th February, 2019.

STATUS:

A Preventative Maintenance Plan for the Community Swimming Pools is at **Appendix 1**. The projected annual maintenance cost for the Community Swimming Pools is as follows:

COMMUNITY SWIMMING POOLS	COST (\$)
Diego Martin Swimming Pool	180,000.00
Couva Community Swimming Pool	163,000.00
La Horquetta Swimming Pool	158,000.00
Siparia Swimming Pool	160,000.00

COMMUNITY SWIMMING POOLS	COST (\$)
Sangre Grande Community Swimming Pool	174,000.00
Cocoyea Swimming Pool	186,000.00
Total	1021,000.00

National Youth Policy

RECOMMENDATION:

The Ministry of Sport and Youth Affairs should submit a status report to the Committee on the National Youth Organisations registration project by February 15, 2019.

STATUS:

The Ministry has initiated the registration of National Youth Organizations (NYO) and is in the process of finalizing its database. (See **Appendix 2**). Based on the responses that have been received, the MSYA has decided to develop a marketing plan and preparation are advanced to engage in a full press media blitz to accelerate registration. The type of information that is being solicited includes elections, membership data, frequency of meeting etc. This information would enable the MSYA to assist in building the capacity of the NYO to impact their constituents.

APPENDIX 1



Government of the Republic of Trinidad and Tobago
Ministry of Sport and Youth Affairs

Preventative Maintenance Plan for Community Swimming Pools

Ministry Maintenance Staff (MMS) – MSYA Staff EXT – Outsource
POOL - Pool Staff

Description	Performed by Whom	Daily	Wkly	Fortn	Mthly	Qrtly	Twice per Year	Yrly	As Needed
(1) Building									
1.1 Administrative Office									
(a) Roof should be inspected for leaks and loose sheets and repair as necessary	MMS					■			
(b) Roofing drains and guttering should be cleared	MMS					■			
(c) Check windows for corrosion and cracks and make good	MMS					■			■
(d) Check doors and locks for functionality and lubricate	MMS					■			
(e) Touch up painting	MMS							■	
1.2 Pavilion									
(a) Roof should be inspected for leaks and loose sheets and repair as necessary	MMS					■			
(b) Roofing drains and guttering should be cleared	MMS					■			
(c) Check Pavilion railings and seats ensuring they are safe and steady	MMS					■			
(d) Touch up painting	MMS							■	
(e) Power wash	MMS					■			
1.3 Signage									
(a) Internal – Repair/ Replace	MMS								■
(b) External – Repair/ Replace	MMS								■

Description	Performed by Whom	Daily	Wkly	Fortn	Mthly	Qrtly	Twice per Year	Yrly	As Needed
(2) Services									
2.1 Electrical including External Security Lighting									
(a) Check panels for loose switches, and faulty/torn wiring	MMS					■			
(b) Check that breakers remain in good condition	MMS					■			
(c) Troubleshoot switches, sensors and plugs	MMS						■		■
(d) Repair/replace bulbs and ballasts timely for general lighting scheme	MMS							■	■
(e) Cleaning and re-torqueing of electrical connections	MMS							■	
(f) Standing light pole in and around the facility must be checked for cracks, rusting and water hazard	MMS						■		
(g) External security lights must be checked to ensure cables are not worn and all screws and other accessories are in good working condition	MMS					■			
2.2 Plumbing									
(a) Change siphons in toilet tanks	MMS								■
(b) Check/ Repair/ Replace float valves in toilets	MMS					■			■
(c) Check/ Repair/ Replace angle valves (toilets, sinks)	MMS					■			
(d) Check/ Repair/ Replace valves for corrosion and leakage	MMS					■			■
(e) Troubleshoot clogged drainage and clear blockage	MMS								■
(f) Repair surface and underground leaks	MMS								■
2.3 Air Conditioning Units									
(a) Clean filters	EXT				■				
(b) Repair/Replace to AC unit	EXT								■
(c) Check, clean & inspect unit wiring, capacitors, condenser drains, motors and thermostats	EXT					■			
2.4 Fire Equipment									
(a) Service extinguishers	EXT						■		
(b) Check & Test smoke detectors, pull stations and alarms(drills)	MMS					■			
(c) Service Fire Pump	EXT						■		
(d) Replace fire alarm batteries	MMS						■		
(e) Test Fire Hose Reels	MMS				■				

Description	Performed by Whom	Daily	Wkly	Fortn	Mthly	Qrtly	Twice per Year	Yrly	As Needed
2.5 Generator									
(a) Start generator and allow to run/ check coolant	MMS		■						
(b) Generator routine inspections (change coolant every two (2) years)	EXT					■			
(c) Generator routine inspections (change oil)	EXT						■		
(d) Routine checks to ensure that there is sufficient diesel in the generator	MMS				■				
(e) Clean surroundings and leave free of vegetation and debris	MMS				■				
(3) Infrastructure									
3.1 Water Storage									
(a) Service domestic water pumps (motor, bearings, pressure tanks)	MMS						■		
(b) Repair domestic water pump	EXT								■
(c) Check float valves in water tanks	MMS				■				
(d) Check fittings/garden taps	MMS				■				
(e) Repair leaks	MMS								■
3.2 Sewer System									
(a) Check Submersible Pump and U.V System for functionality	MMS				■				
(b) Service Submersible Pump and U.V. System	EXT						■		
3.3 Pool Water Maintenance									
(a) General Cleaning of Pool Basin (Vacuuming)	POOL		■						■
(b) Skim the pools (surface and bottom)	POOL		■						■
(c) Check Water Quality for PH level, chlorination, total alkalinity (TA) and calcium hardness and maintain safe level	POOL	■							
(d) Clean pool basin (rim tiles etc.)	POOL	■							
3.4 Pool Equipment									
(a) Inspect hydraulic chair lift for functionality	POOL		■						
(b) Service hydraulic chair lift	EXT						■		
(c) Service pool pump	EXT							■	
(d) Check automated chlorinator system for functionality	POOL	■							
(e) Check and clean strainer baskets	POOL		■						

(f) Backwash filters	POOL		■						
Description	Performed by Whom	Daily	Wkly	Fortn	Mthly	Qrtly	Twice per Year	Yrly	As Needed
(g) Replace sand in filters *	EXT								
(h) Repair leaks	MMS								■
(i) Service Pool Vacuum	EXT					■			
(j) Test run all pool equipment	POOL		■						
(4) External Works									
4.1 Landscaping									
(a) Cutting of grass and clearing of vines from fences including multipurpose hard court	MMS								■
(b) Pruning and maintaining plants	MMS								■
4.2 Fencing and Gates									
(a) Check fencing and gates for corrosion and holes and make good	MMS				■				■
(b) Touch up painting	MMS							■	
4.3 Car Park/ Driveway									
(a) Painting of car park lines	MMS							■	
(b) Power wash	MMS					■			
4.4 Multipurpose Hard Court									
(a) Paint court lines	MMS							■	
(b) Repair/ Replace bulbs and ballast	MMS					■			■
(c) Check court fixtures for rusting and cracks	MMS					■			
(d) Power wash	MMS					■			

* Every 3 years

+ Every 5 years

APPENDIX 2

STATUS REPORT:

NATIONAL YOUTH ORGANZATIONS REGISTRATION PROJECT

Registration forms have been made available online and distributed to all stakeholders throughout Trinidad and Tobago. The Ministry's Information Technology (I.T.) Department has been engaged to develop the database to store and record the necessary information. A demonstration on the prototype was undertaken, internally by I.T. on February 15th 2019, to evaluate the functionality of the database prototype. Based on feedback and recommendations received, the database is currently being updated to enhance usability and efficiency.

A further demonstration with the Director, Youth Affairs and project personnel was held on the 18-03-19. The staff of the Youth Division will be trained to operate the system.

Next Steps

Upon approval of the electronic database and the building of the web browser, the project is proposed to be launched and subsequently unveiled to the public via media briefings.

Registration forms will be collected, and applicants will be officially notified indicating receipt of applications. The information will then be collated and validated to ensure accuracy, after which registration documents will be forwarded to the respective intra-ministerial committee for confirmation, certification and entry unto the relational database and ICT platform.

The project will then close with a formal program in both islands, where registered groups will be presented with their official registration certificate and a unique registration number. There will be an official launch of the updated ICT platform for youth, youth stakeholder interaction, and resource mobilization. The ICT platform will also facilitate access to youth related information, forums, and events, which serves to encourage and promote youth development work.