



2018-2019

Head 30: Ministry of Labour and Small Enterprise Development

A summary of the Ministry of Labour and Small Enterprise's Expenditure, Divisions and Projects
Financial Scrutiny Unit, Parliament of the Republic of Trinidad and Tobago

Table of Contents

About this Guide.....	3
Head 30: Ministry of Labour and Small Enterprise Development	4
Overview	4
State Enterprises, Statutory Boards and Other Bodies	6
Key Statement from the 2017 Standing Finance Committee Debate.....	7
Where the Ministry spends its money	8
2018-2019 Estimates of Expenditure.....	8
Summary of Recurrent Expenditure for the period 2014-2019	9
Staff and Pay	13
Analysis and Summary of Expenditure	14
Summary of Development Programme Expenditure for the period 2014-2019.....	15
The Ministry's total allocation as a percentage of the National Budget for the period 2012 to 2018.	17
Recent Legislative Development	18
Status of New Projects for the Financial Year 2016-2017.....	19
Status of New Projects for the Financial Year 2017-2018.....	20
New Projects for the Financial Year 2018-2019.....	21
Committee Inquiries	22
General Useful Information.....	23

About this Guide

This guide provides a summary of expenditure for the Ministry of Labour and Small Enterprise Development (ML&SED) for the period 2013-2019. It provides Members of Parliament and stakeholders with an overview of the Ministry's responsibilities. The primary purpose of this guide is to consolidate the information contained within the various Budget Documents pertaining to the Ministry of Labour and Small Enterprise Development, 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 2017.

Head 30: Ministry of Labour and Small Enterprise Development

Overview¹

Mission

To facilitate an enabling environment that supports employment creation, sustainable enterprise development and employee well-being in a safe, peaceful and productive work environment.

Vision

To be the leader in promoting entrepreneurship and Decent Work for all.

Minister: Senator the Honourable Jennifer Baptiste-Primus

Permanent Secretary (Ag.): Ms. Natalie Willis

The Ministry of Labour and Small Enterprise Development provides a host of services for employers, Labour Unions, and individual workers. These functions include Administrative Services, Conciliation Services, Occupational Safety and Health Issues, Labour Inspectorate Services, Library Services, Research and Planning Services, Trade Union Services, and, Friendly Societies Services. In addition, Co-operative Activities and Employment Services are also provided by the Ministry.

¹ The Ministry of Labour and Small Enterprise Development website, accessed on September 18, 2018: <https://www.molsed.gov.tt/index.php/about-us>

The Ministry engages in wide ranging programmes that affect labour market policy both at home and abroad. Such activities include Trinidad and Tobago's seat on the International Labour Organisation.

The Ministry of Labour and Small Enterprise Development is assigned the following areas of responsibility as published in the Trinidad and Tobago Gazette:²

- Micro Development Cooperatives including Credit Unions
- Employment and Manpower Placement
- Factories
- Labour Education
 - Health and Safety Awareness
 - HIV/ AIDS in the Workplace
 - Labour Laws
 - Small and Micro Enterprise Development
- Labour Inspectorate
- Labour Registry
- Labour Relations
- Labour Standards
- Occupational Safety and Health
- Overseas Employment
- Trade Disputes

² Trinidad and Tobago Gazette, no 125 of 2015, accessed September 18, 2018: <http://www.news.gov.tt/archive/E-Gazette/Gazette%202015/Gazette/Gazette%20No.%20125%20of%202015.pdf>

- Trade Unions
- Wages Council

State Enterprises, Statutory Boards and Other Bodies³

The list of Statutory Board and Other Bodies taken from the Trinidad and Tobago Gazette:

- Boilers Examiners Board
- Cipriani College of Labour and Cooperative Studies
- Friendly Societies
- Minimum Wages Board
- National Productivity Council
- Occupational Safety and Health Authority
- Registration Recognition and Certification Board
- National Entrepreneurship Development Company

Programmes:

- On The Job Training

³ Trinidad and Tobago Gazette no 125 of 2015, accessed September 18, 2018: <http://www.news.gov.tt/archive/E-Gazette/Gazette%202015/Gazette/Gazette%20No.%20125%20of%202015.pdf>

Key Statement from the 2017 Standing Finance Committee Debate

During the Standing Finance Committee debate of 2017, the following statement was made in relation to the emphasis of the Ministry of Labour and Small Enterprise Development for the fiscal year 2017/2018:⁴

“Our top priority in this Ministry is to accelerate work on the labour legislative agenda with the intention of reaching the stage of legislative amendments to keep pieces of legislation such as the Industrial Relations Act of 1972 as amended, the Retrenchment and Severance Benefits Act, the Workmen’s Compensation Act and the Occupational Safety and Health Act. Additionally, we will work on developing three important national policies, namely: a Labour Migration Policy, a Policy for the Prevention and Elimination of Child Labour in Trinidad and Tobago and a National Workplace Policy on contract employment in Government ministries, departments and statutory authorities. “

- Minister of Labour and Small Enterprise Development

⁴ Standing Finance Committee Hansard of Ministry of Labour and Small Enterprise Development, 20 October 17, Accessed on September 21, 2018

Where the Ministry spends its money

2018-2019 Estimates of Expenditure

The budget of **\$374,742,000** allocation for the Ministry of Labour and Small Enterprise Development is comprised of:

- The Draft Estimates of Recurrent Expenditure in the sum of **\$360,000,000**;
- The Draft Estimates of Development Programme in the sum of **\$14,742,000**;
 - Consolidated Fund in the sum of **\$11,242,000**; and
 - Infrastructure Development Fund⁵ of the sum **\$3,500,000**.

The Estimates of Recurrent Expenditure include:

- 01 Personnel Expenditure - **\$37,210,191**;
- 02 Goods and Services - **\$275,346,429**;
- 03 Minor Equipment Purchases - **\$1,542,965**;
- 04 Current Transfers and Subsidies - **\$24,900,415**; and
- 06 Current Transfers to Stat. Boards and Similar Bodies - **\$ 21,000,000**.

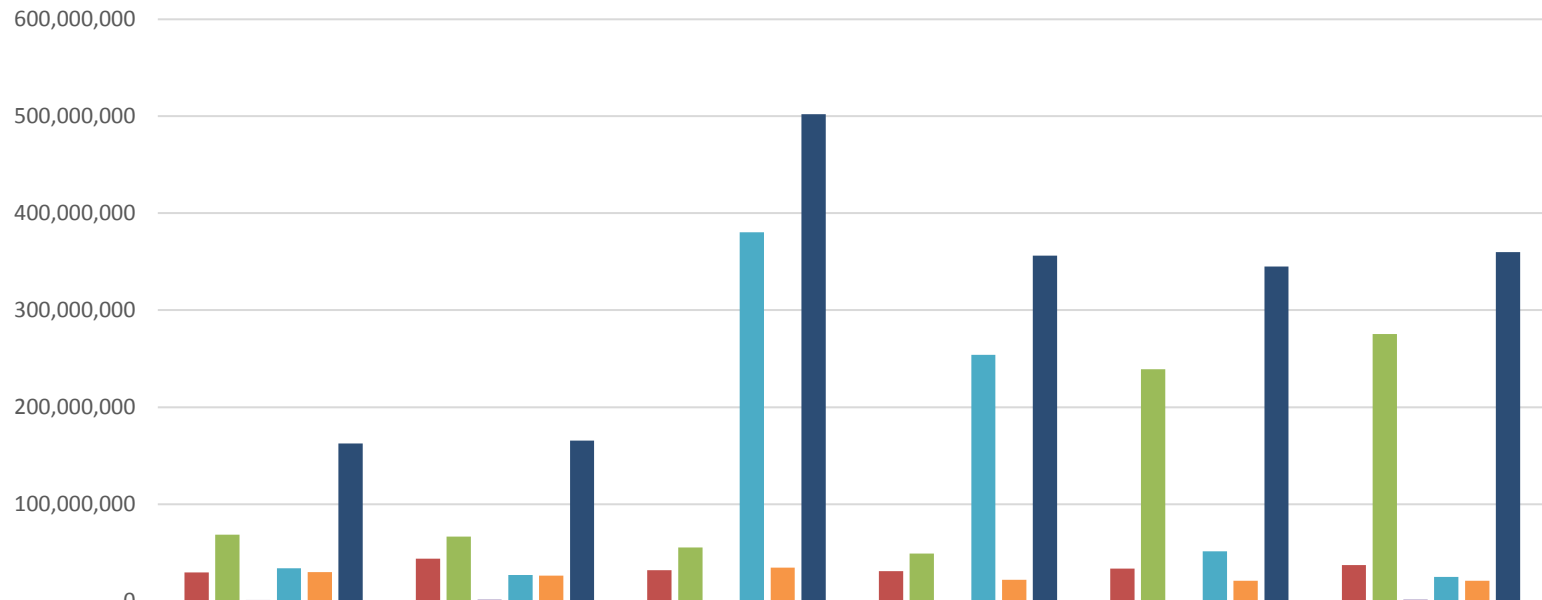
The Ministry of Labour and Small Enterprises':

- Recurrent Expenditure as a percentage of the total Recurrent Expenditure budget is **0.68%**;
- Consolidated Fund allocation as a percentage of the total Consolidated Fund allocation is **0.47%**; **and**
- Infrastructure Development Fund allocation as a percentage of the total Infrastructure Development Fund is **0.13%**.

⁵ Head 18 -Ministry of Finance, Sub-Head 04 - Current Transfers and Subsidies, Sub-Item 11- Infrastructure Development Fund (IDF) (Infrastructure Development Fund allocation is part of the Ministry of Finance allocation for the financial year. *Therefore, the total recurrent expenditure for the Ministry of Labour and Small Enterprise Development does not include IDF funding.*

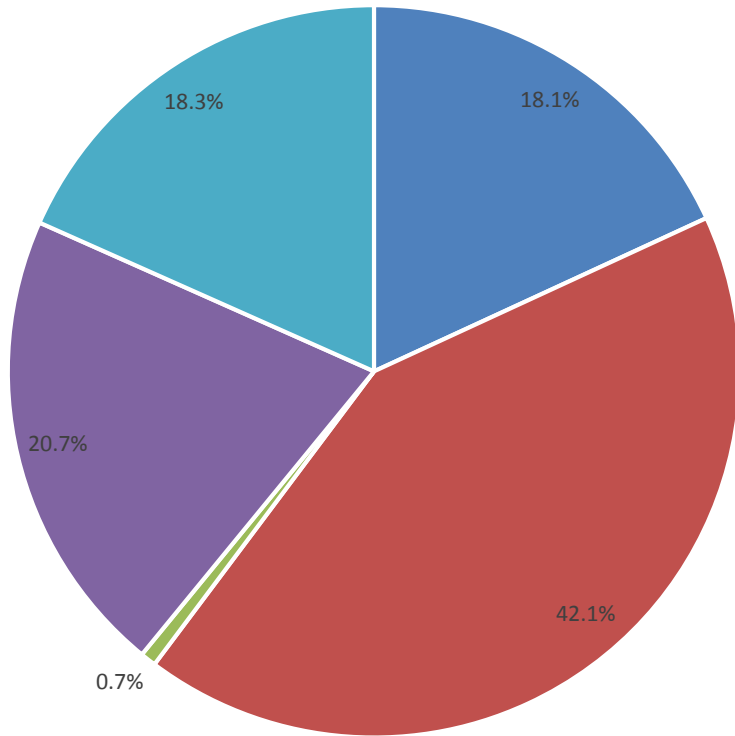
Summary of Recurrent Expenditure for the period 2014-2019

Chart Title



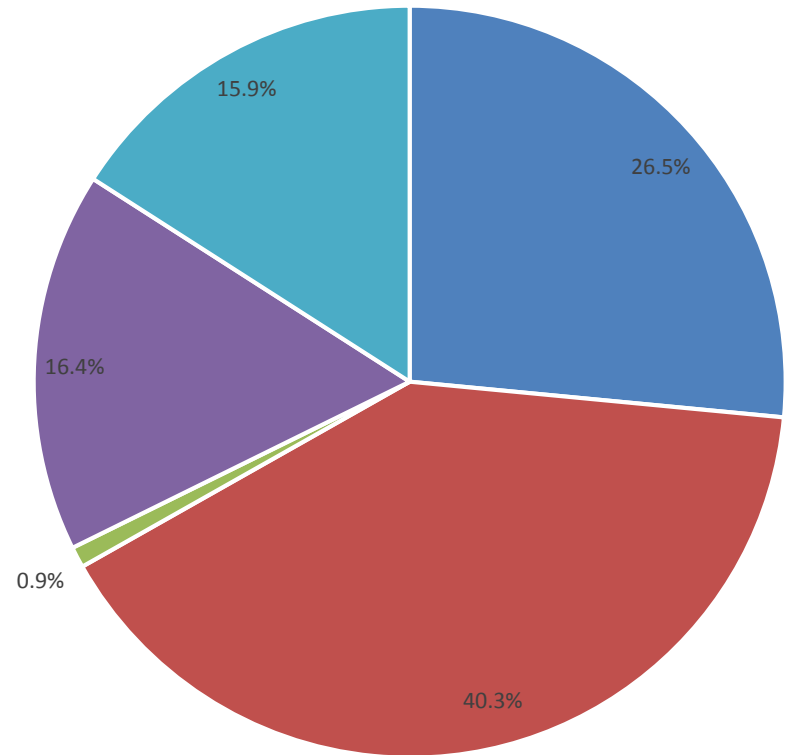
	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Revised Estimates	2019 Estimates
■ 01 Personnel Expenditure	29,470,004	43,854,568	31,729,291	30,959,303	33,593,496	37,210,191
■ 02 Goods and Services	68,483,779	66,658,754	55,363,428	49,146,375	239,063,227	275,346,429
■ 03 Minor Equipment Purchases	1,128,743	1,483,527	262,376	40,926	0	1,542,965
■ 04 Current Transfers and Subsidies	33,710,214	27,050,882	380,393,706	254,089,208	51,445,923	24,900,415
■ 06 Current Transfers to Stat. Boards & Similar Bodies	29,824,000	26,349,070	34,369,000	22,100,000	21,000,000	21,000,000
■ Total	162,616,740	165,396,801	502,117,801	356,335,812	345,102,646	360,000,000

2014 Actual



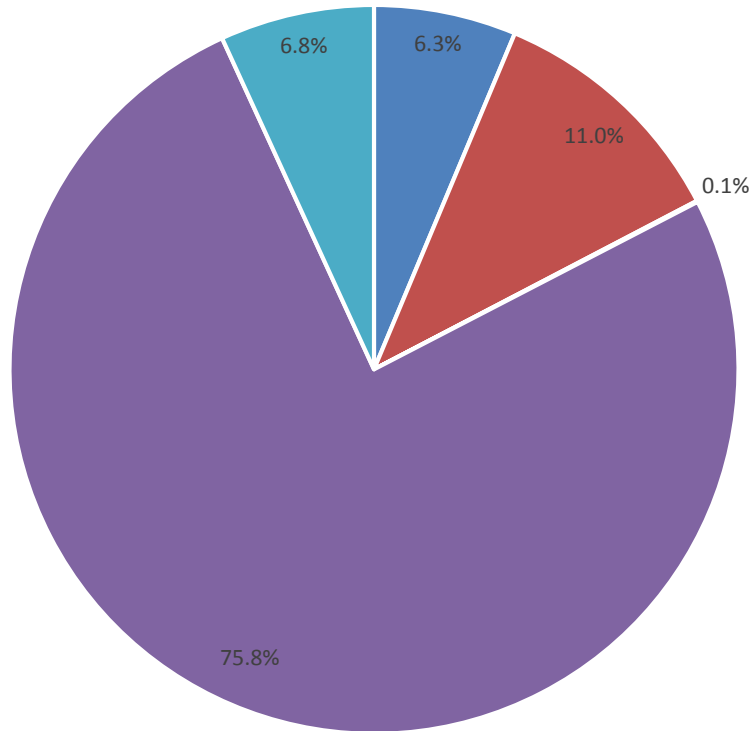
- 01 Personnel Expenditure
- 02 Goods and Services
- 03 Minor Equipment Purchases
- 04 Current Transfers and Subsidies
- 06 Current Transfers to Stat. Boards & Similar Bodies

2015 Actual



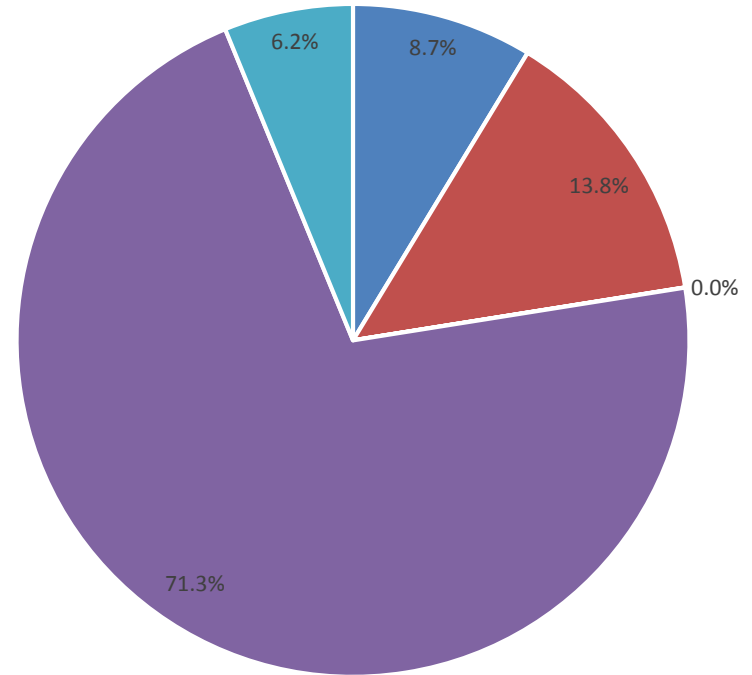
- 01 Personnel Expenditure
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2016 Actual



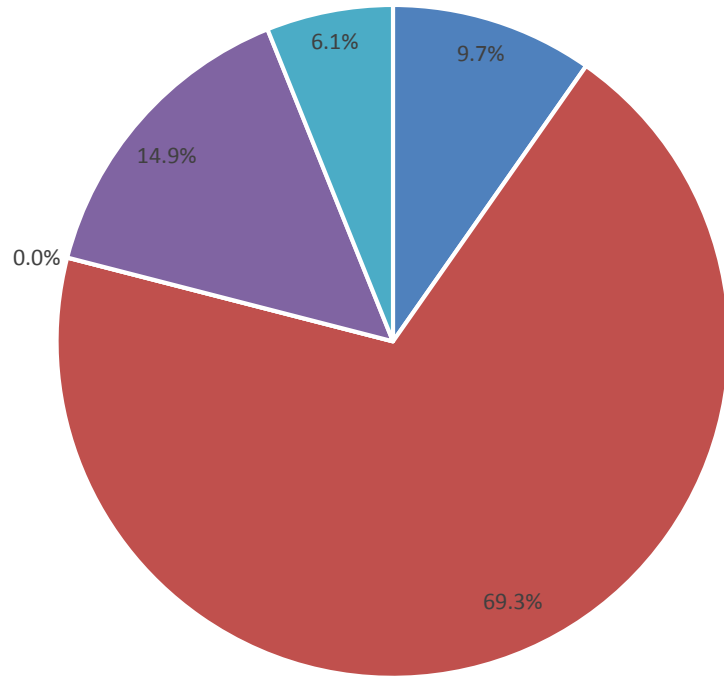
- 01 Personnel Expenditure
- 02 Goods and Services
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2017 Actual



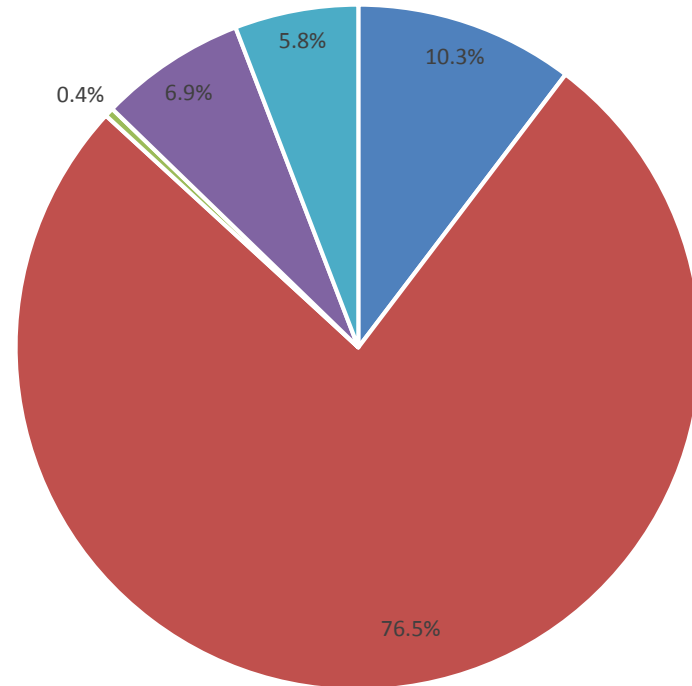
- 01 Personnel Expenditure
- 02 Goods and Services
- 03 Minor Equipment Purchases
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2018 Revised Estimates



- 01 Personnel Expenditure
- 02 Goods and Services
- 03 Minor Equipment Purchases
- 04 Current Transfers and Subsidies
- 06 Current Transfers to Stat. Boards & Similar Bodies

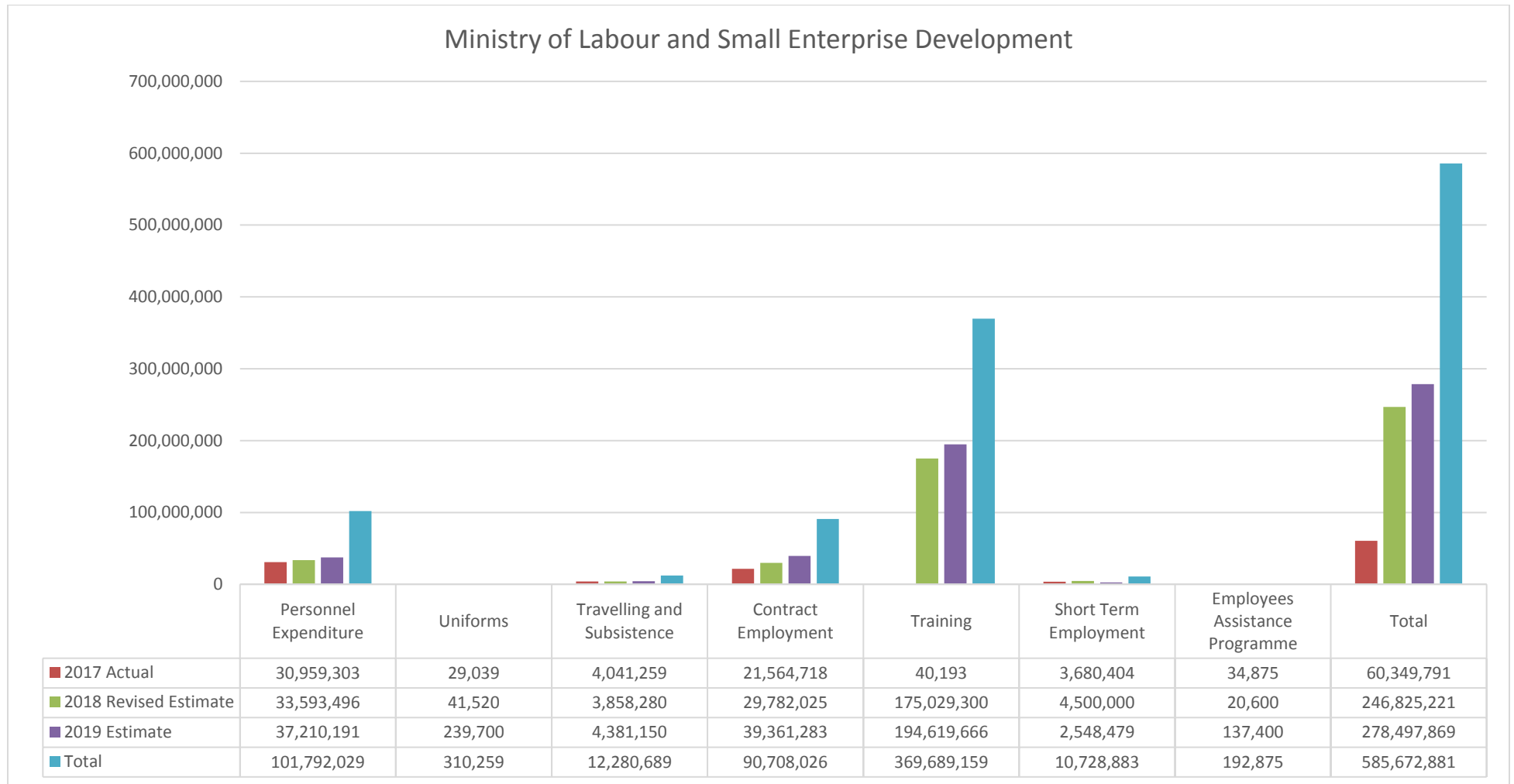
2019 Estimates



- 01 Personnel Expenditure
- 02 Goods and Services
- 03 Minor Equipment Purchases
- 04 Current Transfers and Subsidies
- 06 Current Transfers to Stat. Boards & Similar Bodies

Staff and Pay⁶

The allocation of staff expenditure for the fiscal year 2019 was **\$278,497,869.00** which represents an increase of approximately **13%** from the last fiscal year 2018. The following chart provides a breakdown of all expenditure related to staff from 2017-2019.



⁶ Draft Estimates for Details of Estimates of Recurrent Expenditure for the Financial Year 2019, accessed on October 4, 2018: <https://www.finance.gov.tt/wp-content/uploads/2018/10/Numbered-Draft-Estimates-Recurrent-Expenditure-2019.pdf>

Analysis and Summary of Expenditure

Recurrent Expenditure refers to the payments for expenses which are incurred during the day-to-day operations of the Ministry for Personnel Expenditure, Goods and Services, Minor Equipment Purchases and Current Transfers and Subsidies. Recurrent Expenditure for Fiscal Year 2018/2019 is \$ 360,000,000.

- Recurrent Expenditure for Fiscal Year 2017/2018 (**revised**) was **\$345,102,646**. Comparing this figure with Fiscal Year 2018/2019, there is a decrease of **\$14,897,354** or **4.3%**.
- Except for fiscal years 2016 and 2017, the largest portion of the allocation has consistently gone to **Sub-Head 02 Goods and Services**. This figure has fluctuated over the period 2014-2019, accounting for approximately **76.5%** of total funding for the Ministry for fiscal year 2018/2019, with an allocation of **\$275,346,429**.
- **Minor Equipment Purchases** received the **lowest** portion of the total allocation for the Ministry over the period 2014 to 2019.
- **Sub-Head 01 Personnel Expenditure** received the second largest portion of the allocation and has been fluctuating over the period 2014–2019. Comparing 2017/2018 to 2018/2019, there was an increase in the allocation by **11%**.
- The actual/estimated expenditure for the five (5) Sub-Heads has been fluctuating over the six (6) year period, with a low of **\$162,616,740** in 2014 to a high of **\$502,117,801** in 2016.

Summary of Development Programme Expenditure for the period 2014-2019

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

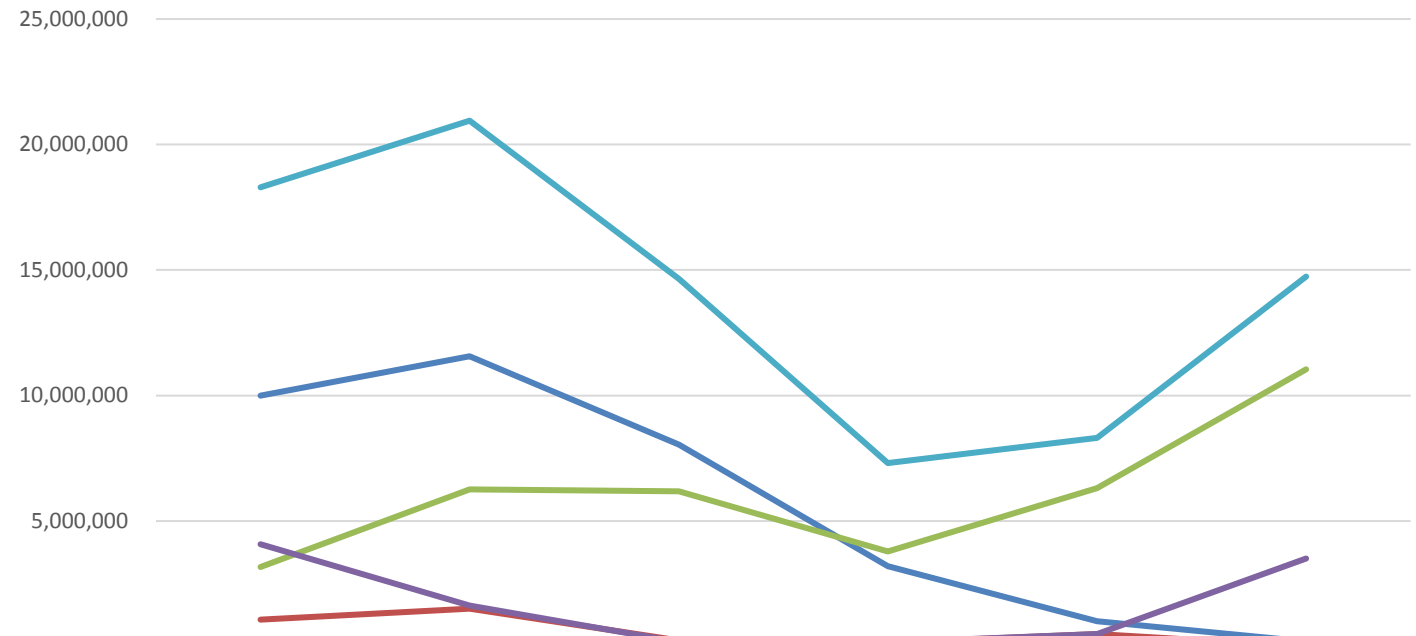
- The Public Sector Investment Programme is intended to achieve:
 - the country's social and economic development goals; and
 - enhance the quality of life of all citizens.

The allocation to the Ministry of Labour and Small Enterprise Development for development programmes and projects for fiscal year **2018/2019 = \$14,742,000.00**.

These funds are presented in two parts as follows:

- Funds disbursed directly from the Consolidated Fund = **\$11,242,000.00** and represent **(76%)** of the total allocation to the Ministry; and
- Funds disbursed from the Infrastructure Development Fund = **\$3,500,000.00** and represent **(24%)** of the total allocation to the Ministry.

Summary of Development Programme for the period 2014-2019



	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Revised Estimates 2018	Estimates 2019
— Economic Infrastructure- Consolidated Fund	9,995,502	11,562,356	8,049,000	3,200,000	1,000,600	200,000
— Social Infrastructure- Consolidated Fund	1,061,330	1,504,417	242,633	152,693	500,000	-
— Multi-Sectoral and Other Services- Consolidated Fund	3,164,956	6,258,049	6,180,061	3,787,166	6,307,300	11,042,000
— Multi-sectoral and other services- Infrastructure Development Fund	4,072,130	1,626,285	170,465	166,670	500,000	3,500,000
— Total	18,293,918	20,951,107	14,642,159	7,306,529	8,307,900	14,742,000

The Ministry's total allocation as a percentage of the National Budget for the period 2014 to 2019.

Year ⁷	Total Allocation ⁸	National Budget ⁹	Percentage of National Budget
2014	\$ 176,838,528.00	\$ 65,020,886,424.00	0.3%
2015	\$ 184,721,623.00	\$ 61,966,922,675.00	0.3%
2016	\$ 516,589,495.00	\$ 56,573,913,053.00	0.9%
2017	\$ 363,475,671.00	\$ 54,883,153,410.00	0.7%
2018	\$ 352,910,546.00	\$ 54,330,404,592.00	0.6%
2019	\$ 371,242,000.00	\$ 55,582,977,415.00	0.7%


- Total allocation for the Ministry as a percentage of the National Budget illustrated an increase in the allocation to the Ministry of Labour and Small Enterprise Development of 0.1% during the periods 2017/2018 and 2018/2019.

⁷ For the Fiscal Years 2014-2017, actual figures were used to calculate the Ministry's total allocation. However, estimates were used to determine the Ministry's total allocation for the Fiscal Years 2018 and 2019.

⁸ Total Allocation for the Ministry of Labour and Small Enterprise Development= Recurrent Expenditure + Consolidated Fund

⁹ The National Budget= Total Recurrent Expenditure + Total Development Programme Consolidated Fund

Recent Legislative Development

Act No.	Short Title	Related Bill	Date of Assent
7 of 2017	<p data-bbox="317 354 1079 391">The Fire Services (Amendment) Act, 2017  (74.2 kb)</p> <p data-bbox="317 407 1388 597">The Bill seeks to amend the Fifth Schedule of the Fire Service Act, Chap. 35:50, which provides for the payment of pensions and gratuities to Fire Officers of the First and Second Division. Section 2 (1) of the Fifth Schedule stipulates that a contribution towards superannuation¹ allowances ought to be deducted.</p>	Progression	12 -June-2017

Status of New Projects for the Financial Year 2016-2017

The following new projects that received funding in the 2016/2017 financial year¹⁰:

Sub-Item Description	Project -Item	2017 Actual	2018 Estimate	2018 Revised Estimate	2019 Estimate
005-06-A085	Delinking the On The Job Training Programme from the National Training Agency	-	\$1,500,000	-	\$1,000,000
005-06-A087	Implementation of the MSE Development Policy- The MSE Portal	\$36,000	-	-	-
005-06-A089	Co-operative Development and Strengthening Programme	\$13,250	\$100,000	\$100,000	\$400,000
005-06-A091	Development of a Child Labour Policy	-	\$150,000	-	\$142,000

¹⁰ Estimates of Development Programme 2019, accessed on October 4, 2018: <https://www.finance.gov.tt/wp-content/uploads/2018/10/Numbered-Draft-Estimates-Of-Development-Programme-New-2019.pdf>

Status of New Projects for the Financial Year 2017-2018

The following new projects that received funding in the 2017/2018 financial year¹¹:

Sub-Item Description	Project -Item	2018 Estimate	2018 Revised Estimate	2019 Estimate
005-06-A093	Operationalization of the National Tripartite Advisory Council	\$500,000	\$318,000	\$500,000
005-06-A095	Strategic Enhancement of the Friendly Societies Division and the Friendly Societies Movement	\$150,000	\$150,000	-
005-06-F010	Cipriani College of Labour and Co-operative Studies- Retrofitting and Outfitting the Tobago Campus	\$2,000,000	\$1,000,000	-
005-06-F012	Cipriani College of Labour and Co-operative Studies- Upgrade of Security Systems	\$1,000,000	\$700,000	-
005-03-F005 IDF	Cipriani College of Labour and Co-operative Studies- Upgrades to Physical Infrastructure	\$500,000	\$500,000	\$3,500,000

¹¹ Estimates of Development Programme 2019, accessed on October 4, 2018: <https://www.finance.gov.tt/wp-content/uploads/2018/10/Numbered-Draft-Estimates-Of-Development-Programme-New-2019.pdf>

New Projects for the Financial Year 2018-2019

The following new projects that received funding in the 2018/2019 financial year¹²:

Sub-Head Description	Project	2019 Estimate
CF005-06-A097	Distribution of Assets for Closed Societies and Institutional Strengthening of Societies	400,000
CF005-06-A099	Conduct of a National Baseline Survey on Knowledge, Attitudes, Beliefs and Practices on HIV in the Workplace	200,000
CF005-06-F008	Construction of a New Office Complex for OSH Authority (Reactivated Project)	400,000

¹² Estimates of Development Programme 2019, accessed on October 4, 2018: <https://www.finance.gov.tt/wp-content/uploads/2018/10/Numbered-Draft-Estimates-Of-Development-Programme-New-2019.pdf>

Committee Inquiries

Inquiry	Report Status	Ministerial Response	Key Recommendations ¹³
<p>1. <u>First Report of the Public Administration and Appropriations Committee on Examination into the Current Expenditure of Ministries and Departments under three (3) Sub-Heads: Current Transfers and Subsidies, Development Programme - Consolidated Fund and Infrastructure Development Fund</u></p>	<p>Report Presented: H.O.R - 09.11.2016 Senate - 15.11.2016</p>	<p><u>Response Laid:</u> <u>H.O.R 27.01.2017</u> <u>Senate 17.01.2017</u></p>	<ul style="list-style-type: none"> Ensures that the Internal Audit Unit is sufficiently staffed and receives the necessary training to build capacity.

¹³ Key Recommendations relate to recommendations that may have a financial impact on the Assembly

General Useful Information

- Ministry of Labour, Barbados : <https://labour.gov.bb/about-us>
- Ministry of Labour and Social Security, Jamaica: <http://www.mlss.gov.jm/pub/index.php>
- United States Department of Labour, United States of America: <https://www.dol.gov/>
- Ontario Ministry of Labour, Canada: <https://www.labour.gov.on.ca/english/>
- Ministry of Labour & Employment, India: <http://labour.gov.in/>