

# Mayaro/Rio Claro Regional Corporation

## Administrative Report 2012-2013



# MAYARO/ RIO CLARO REGIONAL CORPORATION

Report for the period

October 2012 to September 2013

Prepared in accordance with Section 66D of the  
Constitution of the Republic of Trinidad and Tobago

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## I. CHAIRMAN'S REPORT

The Mayaro/Rio Claro Regional Corporation continues to strive towards the fulfilment of its vision “To be to most effective and efficient Municipal Corporation that is people-centred, highly motivated and productive.” We have embraced our core values of service of distinction, teamwork and personal commitment as reflected in our accomplishments in the financial year of 2012-2013.

The region of Mayaro/Rio Claro is characterized by its unique environment. Challenges to development persist due to the physical features and geographical location of the region. Despite these and other limitations such as limited human resources and expertise, our accomplishments have been notable.

As we the members of Council and Administration continue to work as a team, it is undoubted that the quality of life of the citizens of the region will continue to be enhanced as stated in our mission. The Corporation has many plans for the near future geared towards increased development of the physical infrastructure of the region as well as the people. Partnerships were formed with various institutions to promote training and development of the workforce thereby enhancing organizational and regional development.

The Mayaro/Rio Claro Regional Corporation as an exemplary Corporation is reflected in the quality and level of achievements in addition to performance of its basic functions. To name a few, one of the two town centres - Rio Claro was upgraded under Spatial Development Plan and additional construction of public facilities at the Mafeking Cremation Site was completed. Another remarkable achievement for the period under review was an automated accounting system which was successfully implemented at the MRCRC.

The Mayaro/Rio Claro Regional Corporation remains committed to performing its functions in a reputable manner while assiduously working towards the sustainable development of the region of Mayaro/Rio Claro.

**Councillors, Aldermen and Districts Represented 2012-2013**

<b>Councillor/Alderman</b>	<b>Electoral District</b>
1. Councillor Hazarie Ramdeen (Chairman)	Rio Claro North
2. Councillor Raymond Cozier (Vice-Chairman)	Mayaro/ Guayaguayare
3. Councillor Glen Ram	Biche/Charuma
4. Councillor Cyrilla Zola Cooper	Rio Claro South
5. Councillor Shaffik Mohammed	Ecclesville
6. Councillor Keshrie Kissoon	Cocal/ Mafeking
7. Alderman Koonjoo Boochoon	Member
8. Alderman Sherry Praboocharan	Member

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**Hazarie Ramdeen**  
 Chairman  
 Mayaro/ Rio Claro Regional Corporation

## II. EXECUTIVE SUMMARY

The Mayaro/Rio Claro Regional Corporation has completed the final year of its Strategic Plan 2010-2013. Operations of this Corporation have been aligned with the two Strategic Themes of Operational Effectiveness and Community Engagement and Leadership. Consequently, this organization has progressed as reflected in the infrastructural development of the region and noteworthy improvement in the quality of life of its citizens.

The Mayaro/Rio Claro Regional Corporation Administrative Report 2012-2013 reports on the main activities and limitations of this organization over the financial year. It is a continuation of the series of past Administrative Reports which informs on the internal structure of the organization, the external environment of the region, major accomplishments, expenditure and other details and statistics as it pertains to the administration of the Corporation.

Chapter 1 outlines organizational background of the Mayaro/Rio Claro Regional Corporation. Chapter 2 lists the legislative framework which guides the execution of the Corporation's operations.

Chapter 3 is an overview of the organization in terms of its structure, the provision of services and other information relating to meetings and committees at the Corporation.

Chapter 4 reports on the strategic approach of the Corporation and accentuates excerpts of the MRCRC Strategic Plan 2010-2013. A SWOT Analysis is presented and key stakeholders are identified.

Chapter 5 highlights accomplishments versus expenditure under Recurrent Expenditure and Development Programme over the financial year.

Chapter 6 incorporates the financial operations of the Corporations which entails the budget formulation process; debt policy; investment policy and internal audit functions.

Chapter 7 describes the Human Resources and Capacity of the organization and highlights some of the measures used to build the same.

Chapter 8 briefly describes the reporting functions of departments and redirects the reader to the relevant sections of this report and other sources for additional information.

Chapter 9 informs on the procurement procedures adhered to as well as details of contracts awarded within the financial year.

Chapter 10 provide details of some proposed plans of the Corporation and summarises its accomplishments. This is the concluding chapter which emphasizes despite the various challenges presented; the Mayaro/Rio Claro Regional Corporation has effectively delivered municipal services which demonstrate the Corporation's dedication to improvement of the quality of life for residents, physical infrastructural development and social enrichment of the region of Mayaro/Rio Claro.

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**Motilal Ramsingh**  
**Chief Executive Officer**

## 1.0 ORGANIZATIONAL BACKGROUND

The municipality of Mayaro/Rio Claro is situated in southeast Trinidad and is limited by the Atlantic Ocean on the east and the Columbus Channel of the south. Its coastal frontages are marked by Cocos Bay and Mayaro Bay on the East Coast and Guayaguayare Bay and the coastline to the Canary Point on the south coast of the island. The region of Mayaro/Rio Claro is the second largest landmass in Trinidad and Tobago with a land area of 852.81 km<sup>2</sup>.

This region is mostly rural with approximately 50% of it being forest reserves. The region possesses an abundance of beach front and has the largest reservoir of gas and crude oil along its eastern coast. Employment opportunities are presented in varying forms, for example, agriculture, fishing, logging, and small business institutions.

The Mayaro/Rio Claro Regional Corporation is committed to providing a high quality of services to all communities within the region, enhancing the quality of life of its population while promoting sustainable development of the region.



## 2.0 LEGISLATIVE FRAMEWORK

The operations of the Mayaro/Rio Claro Regional Corporation are guided by the following pieces of legislation:

### *Primary Legislation*

- Municipal Corporations Act 21 of 1990

### *Supporting Legislation*

- Public Health Ordinance 1951 as amended
- Representation of the People Act No. 41 of 1967
- Litter Act Chapter 30:52 Act 27 of 1973
- Dogs Act Chapter 67:54 Act 14 of 1918
- Town and Country Planning Act Chapter 35:01 Act 29 of 1960
- Highways Act Chapter 48:01 Act 3 of 1970
- The Burial Grounds Act Chapter 30:50 Act 14 of 1919
- The Recreation Grounds and Pastures Act 10 of 1909
- The Cremation Act Chapter 30:51 Act 16 of 1953
- The Water and Sewerage Act 54:40 Act 16 of 1965
- Occupational Safety and Health Act 1 of 2004 (Amended Act 3 of 2006).
- Equal Opportunity Act 2000: amongst others

### 3.0 ORGANIZATIONAL OVERVIEW

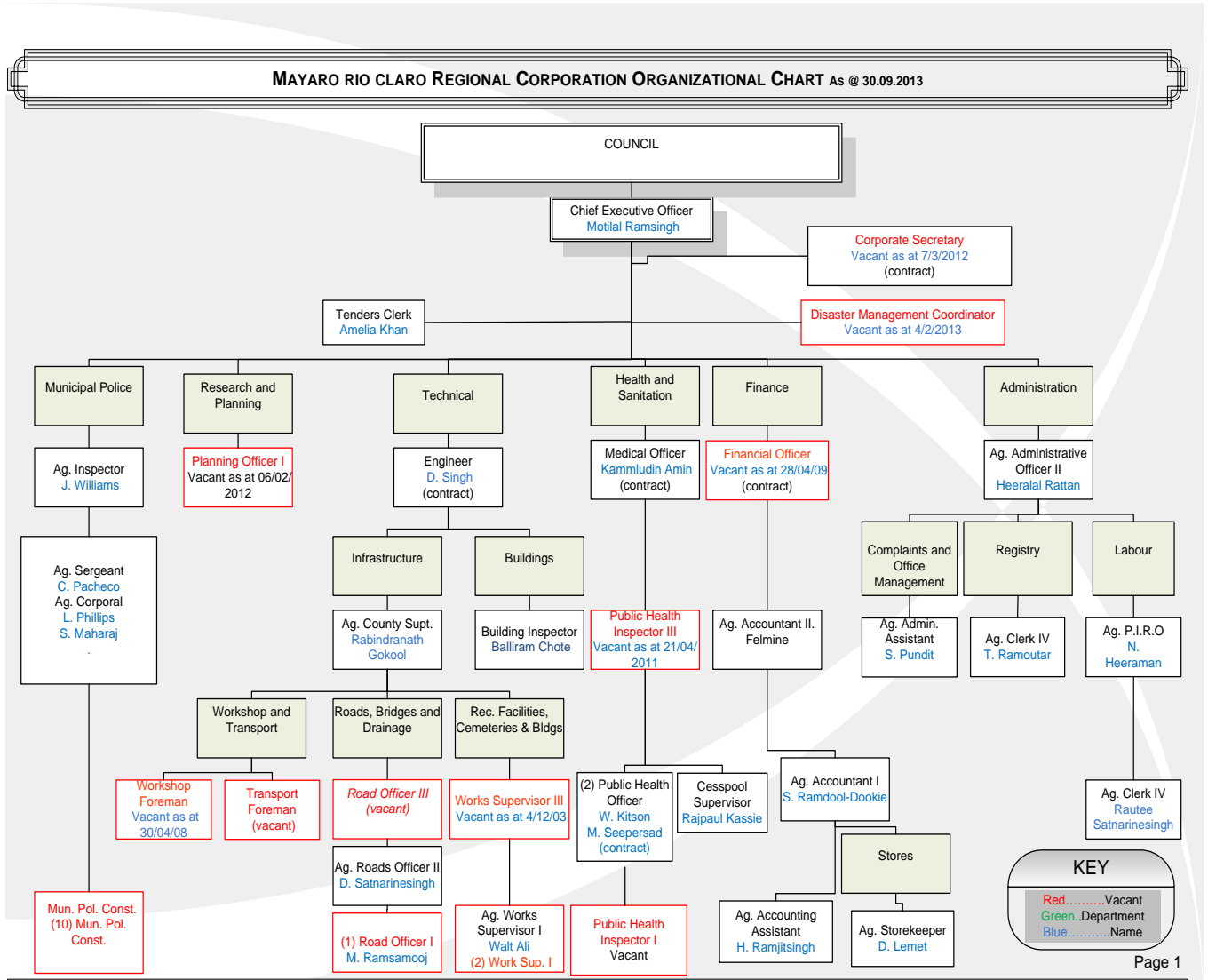
#### 3.1 Structure

With respect to the Corporate Structure as, the Corporation comprises of two (2) bodies: the Council and the Administration. The Corporate Structure as of 2012-2013 can be viewed as an Organizational Chart in Section 3.1.1.

The Council which is the policy-making body of the Corporation comprises of six (6) elected Councillors, each of whom serves the six Electoral Districts for three (3) years. Two (2) Aldermen were selected by the elected Councillors. The Chairman of Council is elected from the members of Council. The powers of the Council are derived from the Provisions of the Municipal Corporations Act No. 21 of 1990 and bye-laws enforced at the time. The decisions of the Council are made via the various committees highlighted in Section 3.4.

The Administration is headed by the Chief Executive Officer and consists of approximately 62 Monthly Paid/Contract staff – 48% clerical; 1072 Daily Paid staff – 639 of which are Casual. The Administration gives effect to lawful resolutions of the community through Direct Labour, Contracted Services and Recurrent and Capital Works Programmes. These works are carried out mainly in the functional areas of Physical Infrastructure and Public Health with other key functionaries such as Security, Transport (plant and equipment), Employee Relations and Benefits and Accounts. The roles and responsibilities are highlighted in Section 3.2.

3.1.1 Organizational Chart



**3.2 Departments of the Mayaro/Rio Claro Regional Corporation**

	<b>Department</b>	<b>Responsibilities</b>
<b>1</b>	<b>Council</b>	i. Stated on page 117 of Act No. 21 of 1990.
<b>2</b>	<b>Chief of Administration and Accounting</b>	i. Stated on page 129 of Act No. 21 of 1990.
<b>3</b>	<b>Tenders</b>	i. Ensures adherence to proper tendering procedures.
<b>4</b>	<b>Municipal Police</b>	i. Stated on page 135 of Act No. 21 of 1990.
<b>5</b>	<b>Technical</b>	
	<b>- Physical Infrastructure</b>	i. Maintains and controls all Corporation buildings.
		ii. Develops, maintains and controls parks, recreation grounds, beaches and other public spaces.
	<b>- Roads</b>	i. Maintains and controls secondary roads and traces including bridges in the Corporation.
	<b>-Workshop</b>	i. Ensures proper vehicles and equipment maintenance and use.
	<b>-Transport</b>	i. Transports materials from suppliers to job sites. ii. Delivers mail to relevant ministries. iii. Provides assistance to other Government ministries.
	<b>- Building Inspectorate</b>	i. Recommends approval for Building Plans and Area Layouts, and monitor to ensure compliance with details of specification. ii. Recommends Completion Certificates iii. Provide advice on Land Development and Building Construction in the public.

<b>6</b>	<b>Administration</b>	
	<b>- Labour</b>	i. Attends to all matters re: daily paid employees of the Corporation.
	<b>- Committee Secretariat</b>	i. Records minutes of Standing and other Committee meetings of Members of Council.
	<b>- Personnel Registry</b>	i. Attends to all matters re: monthly paid officers of the Corporation.
		ii. Receives and dispatches all correspondence.
		iii. Handles complaints.
<b>7</b>	<b>Public Health</b>	Manages and mitigates Public Health issues.
		i. Distributes truck borne water.
		ii. Constructs and maintains of all drains and water courses except main and highway courses.
		iii. Disposes garbage, develops and maintains of sanitary landfills, chemical treatment and insect vector control, abates of public nuisances and disseminates of information for Public Health Care.
		iv. Enforces the Litter Act.
		v. Cleans cesspits and septic tanks.
<b>8</b>	<b>Accounts</b>	i. Responsible for all matters of Finance and Accounts.
		ii. Responsible for opening and closing of all Accounts.
		iii. Prepares Accounts, Balance Sheet and Monthly Statements
		iv. Ensures that daily paid staff is paid fortnightly.
		v. Ensures payment to suppliers of Goods and Services.
		vi. Responsible for maintaining proper records of all assets and liabilities.
<b>9</b>	<b>Disaster Management Unit</b>	i. Develops disaster management systems to reinforce and ameliorate the preparedness for and responses to disasters.

### 3.3 Services Provided

The Corporation serves the citizenry by providing many essential services. These services are divided into two (2) classes.

The Non-Chargeable Products and Services include:

- Construction and maintenance of roadways, watercourses and all associated appurtenances.
- Scavenging services.
- Provision and maintenance of recreational facilities, cemeteries, markets and public conveniences.
- Provision of truck borne water.
- Vector Control.
- Assistance in the cleaning of beaches.

The Chargeable services include:

- Interment or cremation of human remains.
- Rental of stalls and booths in the Market,
- Processing of building applications.
- Sewerage removal.

The Corporation also provides public services under Development Programmes:

- Public Sector Investment Programme (PSIP) - the Corporation sources funds for Capital Works.
- Infrastructure Renewal, Improvement and Development Programme (IRAID) - The building of drains and watercourses.

The Miscellaneous functions and other services can be viewed on page 215 in Act No. 21 of 1990.

### 3.4 Meetings and Committees

At the Mayaro/Rio Claro Regional Corporation, matters of public business are discussed by the Council to formulate lawful resolutions through the following meetings;

#### Standing Committees

1. Public Infrastructure Committee -
  - Construction and maintenance of all infrastructural works of the Corporation e.g. Roads, bridges, box drains, landslips etc.
2. Public Health -
  - Scavenging, cleaning of the Corporation drains, markets, cesspits etc. and the distribution of truck borne water.
3. Finance Planning and Allocation of Resources -
  - All aspects of a financial nature.
  - Approves and assesses all programmes, all works, estimates and other expenditures.
4. Personnel -
  - Deals with all matters relating to the daily paid staff of the Corporation.

#### Sub-Committees

5. Public Safety, Disaster and Transport -
  - Plans and implements programmes and procedures to ensure protection and well-being of citizens.
6. Street Naming -
  - Identifies and ensures that all streets in the region are named.
7. Building Committee -
  - Ensures planned development of the region.
8. Culture and Festivals -
  - Promotes all aspects of culture and religion in the region.
9. Regional Co-ordination -

- Co-ordinates all agencies to effect efficiency in the delivery of services in the region.

10. Sports, Education and Youth Affairs -

- Development of sporting facilities and promotion of programmes attracting youths.

11. Open Spaces, Beach Enhancement and Beatification -

- Promotes the preservation and enhancement of areas in the region.

12. Statutory -

- Ratifies all recommendations of the Standing and Sub-committees.



## 4.0 STRATEGY

### 4.1 MRCRC Strategic Plan 2010-2013

As stated in the Mayaro/Rio Claro Strategic Plan 2010-2013:

#### **Vision**

*“To be the most effective and efficient Municipal Corporation that is people-centred, highly motivated and productive.”*

#### **Mission**

*“To enhance the quality of life of the community and provide a sense of communal ownership through effective stakeholder consultation, participation and education.”*

#### **Core Values**

- Service of Distinction
- Teamwork
- Personal Commitment

#### **Strategic Themes**

- Operational Effectiveness
- Community Engagement and Leadership

**Strategic Objectives** are derived from Strategic Themes. These Objectives consist of Customer; Process; Finance; and Learning and Growth Perspectives which are pictorially seen on the **Mayaro/Rio Claro Corporate Strategy Map** (see Appendix I) and monitored using the Performance Management Scorecard.

#### 4.1.1 Key Stakeholders

The key stakeholders of the Mayaro/Rio Claro Regional Corporation are:

- Members of the Public
- Contractors
- Suppliers
- Business Investors
- Employees
- Market Vendors
- Ministries of Government
- Members of Council
- Politicians
- Police/Security
- Other State Agencies
- NGO's, CBO's and FBO's
- Farmers
- Tourists
- Fisher Folk
- Trade Unions
- Industrialists
- Tour Operators
- Hoteliers
- Environmentalists
- Students
- Caribbean Association of Local Government

4.1.2 SWOT Analysis

**MRCRC STRENGTHS & WEAKNESSES**

Area	Strengths	Weaknesses
<b>Finance</b>	<ul style="list-style-type: none"> <li>▪ Automated Accounting System</li> <li>▪ Monthly and Fortnightly Accounting Statements submitted to Council and Ministry of Finance</li> <li>▪ Timely reporting</li> <li>▪ Certainty of annual budget</li> <li>▪ Knowledge of start of budget cycle</li> <li>▪ Maximize allowable investments</li> </ul>	<ul style="list-style-type: none"> <li>▪ Inadequate financial resources</li> <li>▪ Lack of timely responses to audit queries</li> <li>▪ More flexible regulations based on GAAP</li> <li>▪ Moving to principle based rather than rule based</li> <li>▪ Inadequate use of technology</li> <li>▪ Need for adequate/more trained staff</li> </ul>
<b>Operations</b>	<ul style="list-style-type: none"> <li>▪ Reliable supply of Truck Borne Water</li> <li>▪ Regular and Reliable Scavenging Services</li> <li>▪ Inspection and Approval of Building Plans and Layouts within four weeks of request</li> <li>▪ Providing Advice (Technical) to communities and other government agencies</li> <li>▪ Providing timely Emergency Management Relief to the Burgesses</li> <li>▪ Provide Sewer Disposal Services</li> <li>▪ Provide recreational facilities</li> </ul>	<ul style="list-style-type: none"> <li>▪ Lack of facilities (at beaches) etc.</li> <li>▪ Lack of accommodation – administration, workshop and storage facilities</li> <li>▪ Inadequate plant and machinery</li> <li>▪ Need for better contractual agreements</li> <li>▪ Lack of capacity to implement new legislation</li> <li>▪ Overlapping responsibilities with other agencies which creates ambiguity</li> <li>▪ Identification of boundaries</li> <li>▪ Lack of external communication from line ministries</li> <li>▪ Lack of effective capacity in the municipal police security system to effectively deal with the proper management of the Corporation’s estate</li> </ul>

Area	Strengths	Weaknesses
<b>Strategy</b>	<ul style="list-style-type: none"> <li>▪ Promotion of Community and National Culture</li> <li>▪ Fostering of collaborative efforts with other Government Agencies</li> <li>▪ 3 year strategic plan</li> <li>▪ Implementation of more legal advice by integrating the position of “Corporate Secretary”</li> <li>▪ Increased education/awareness by members of the Council as well as Administration in terms of strategy</li> </ul>	<ul style="list-style-type: none"> <li>▪ Weak leadership and managerial capabilities in certain sections</li> <li>▪ Definition of roles by administration/council with respect to strategy</li> <li>▪ Lack of technology strategy</li> <li>▪ Lack of Strategic HR plan</li> <li>▪ Lack of a proper Brand Communication Strategy to manage customer expectations &amp; customers perception of the image of the Corporation</li> </ul>
<b>Technological</b>	<ul style="list-style-type: none"> <li>▪ Implemented computerized payroll system</li> <li>▪ Computerized file registry system</li> <li>▪ Internal networking with email</li> <li>▪ Complaints desk – to facilitate the public</li> <li>▪ Internet access for employees</li> <li>▪ Enhanced management communication – closed user groups</li> <li>▪ Technical section – inventories are done on facilities, roads, bridges etc.</li> <li>▪ Surveillance units installed (computerized)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Outdated manual data storage and report generation system in some sections e.g. vault</li> </ul>
<b>Human Resources</b>	<ul style="list-style-type: none"> <li>▪ Providing Short-term employment for members of the Community</li> <li>▪ Dedicated, trained and efficient staff</li> <li>▪ Trained staff in specific areas</li> <li>▪ Committed members of Council</li> <li>▪ Good working relationships</li> <li>▪ Good public relations</li> <li>▪ Training Programmes for workforce</li> <li>▪ Partnerships formed</li> </ul>	<ul style="list-style-type: none"> <li>▪ Illiteracy of some employees</li> <li>▪ Inadequate quantity of monthly and daily rated personnel</li> <li>▪ Poor work ethics resulting in constrained productivity</li> <li>▪ Inadequate number of public officers at the senior level</li> <li>▪ Inadequate Municipal Police Officers</li> <li>▪ Absence of specialist and appropriate professional staff</li> <li>▪ Frequent transferring of officers to other Public Sector Organizations</li> <li>▪ Ageing workforce</li> <li>▪ Lack of flexibility to adapt HR to the strategy of the Corporation because of the restraint of the Collective Agreement etc.</li> </ul>

Area	Strengths	Weaknesses
<b>Marketing</b>	<ul style="list-style-type: none"><li>▪ In the process of establishing website</li><li>▪ Establishment of a Communication Unit</li><li>▪ Proper dissemination of information</li><li>▪ Publishing of quarterly newspaper</li></ul>	
<b>Community Capital</b>	<ul style="list-style-type: none"><li>▪ Abundance of Natural Resources, Quarries, Agricultural Products and Beaches</li></ul>	<ul style="list-style-type: none"><li>▪ Beaches not properly utilized and marketed to provide revenue</li><li>▪ Improper development of natural resources</li><li>▪ Fishing industry needs to be upgraded</li><li>▪ Public unaware of all the tourist attractions in the area</li><li>▪ Need to play a more meaningful role in CSR</li></ul>

**MRCRC OPPORTUNITIES & THREATS**

Trend	Opportunities	Threats
<b>INTERNATIONAL</b>		
<ol style="list-style-type: none"> <li>1. Global changes in the environment</li> <li>2. Global technological village</li> <li>3. Public sector reform / decentralization</li> </ol>	<ul style="list-style-type: none"> <li>▪ Develop expertise in niche areas</li> <li>▪ Eco tourism</li> <li>▪ To be more responsive, better advised &amp; innovative</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increase costs (disaster)</li> <li>▪ Damage to eco system</li> <li>▪ Increase in social costs</li> <li>▪ Workforce may become obsolete if they cannot adapt</li> <li>▪ Alternative methods of delivery available unless the Corporation increases its delivery capacity</li> <li>▪ Inadequate levels of decentralization and autonomy from Central Government</li> </ul>
<b>REGIONAL</b>		
<ol style="list-style-type: none"> <li>1. CSME – movement of capital &amp; labour</li> <li>2. Development of mega farms</li> </ol>	<ul style="list-style-type: none"> <li>▪ Encourage investment</li> <li>▪ Access assistance from regional government agencies</li> </ul>	<ul style="list-style-type: none"> <li>▪ Displacement of workers</li> <li>▪ Brain drain</li> <li>▪ Loss of skilled labour</li> <li>▪ Open market (labour, goods &amp; services)</li> </ul>
<b>LOCAL</b>		
<p><b>Political</b></p> <ol style="list-style-type: none"> <li>1. Party oriented politics</li> <li>2. Constitutional reform on the national agenda</li> </ol>	<ul style="list-style-type: none"> <li>▪ Benefit to communities aligned to the party in power</li> <li>▪ Optimize use of resources</li> <li>▪ Improved democracy and involvement by communities</li> <li>▪ Local Government reform as part of Constitutional reform on the national agenda</li> </ul>	<ul style="list-style-type: none"> <li>▪ Improper representation – political victimization, political nepotism, misuse of state resources, etc.</li> <li>▪ Capital budgeting adversely affected by political cycles</li> <li>▪ Centralization of responsibilities</li> <li>▪ By a simple majority in Parliament, Municipal Corporations can be abolished</li> </ul>

Trend	Opportunities	Threats
<p><b>Economic</b></p> <ol style="list-style-type: none"> <li>3. Increased capital expenditure</li> <li>4. Increased importation</li> <li>5. Increased demand for goods and services</li> <li>6. Inflation</li> <li>7. Decrease in real estate prices</li> <li>8. Increase in CSR funding to the area</li> </ol>	<ul style="list-style-type: none"> <li>▪ Increased employment and business opportunities</li> <li>▪ Increased variety of goods and services available</li> <li>▪ Influence energy sector organizations to assist with the provision of support &amp; additional resources</li> <li>▪ Establishment of joint ventures &amp; public partnership arrangements i.e. increased formal cooperation with private &amp; civil society organizations</li> </ul>	<ul style="list-style-type: none"> <li>▪ Threat of elimination of small businesses/contractors (i.e. SMEs)</li> <li>▪ Substandard goods</li> <li>▪ Tax evasion</li> <li>▪ Misuse of funds</li> <li>▪ Competition for funding with other state agencies - timeliness of release of funds</li> <li>▪ Inability at the Corporation level to plan for financial shortfalls in the economic cycle because of lack of full effective control of budgeting cycle/system</li> <li>▪ Inflation – depreciating dollar</li> </ul>
<p><b>Social</b></p> <ol style="list-style-type: none"> <li>1. High crime rate</li> <li>2. Dependence syndrome in some communities</li> <li>3. Rampant indiscipline in the population</li> <li>4. Free education</li> <li>5. Increased role of the media to help develop a responsible society</li> <li>6. Increasing diversity – e.g. religious &amp; ethnic persuasions for instance</li> <li>7. Urban to rural drift</li> </ol>	<ul style="list-style-type: none"> <li>▪ More educated &amp; sophisticated population</li> <li>▪ Increased educational opportunities</li> <li>▪ Cultural sensitization</li> <li>▪ Increased community involvement by the workforce of the Corporation through collaboration with youth groups, village councils, NGOs &amp; CBOs</li> <li>▪ Establishment of community policing</li> </ul>	<ul style="list-style-type: none"> <li>▪ Stagnated communities re: sustainable development initiatives</li> <li>▪ Lawless society</li> <li>▪ Increased number of squatters</li> <li>▪ Overburden on infrastructure &amp; the provision of services as a result of population increases</li> <li>▪ Negative perception of local government bodies</li> <li>▪ Misunderstanding of the roles &amp; functions of various Government agencies</li> </ul>
<p><b>Technological</b></p> <ol style="list-style-type: none"> <li>1. Movement towards computer based operating systems</li> <li>2. Movement towards knowledge based labour force</li> </ol>	<ul style="list-style-type: none"> <li>▪ Access to a skilled labour pool</li> <li>▪ Improved security e.g. cameras etc.</li> <li>▪ Improved efficiency (decrease in time taken to perform certain jobs)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Public service still manual / paper based</li> <li>▪ Inability to attract skilled labour</li> </ul>

Trend	Opportunities	Threats
<p><b>Legal</b></p> <ol style="list-style-type: none"> <li>1. Fulfillment of Chief Officer vacancies after a prolonged period</li> <li>2. More litigious conscious society</li> <li>3. Development of more state agencies that parallel some functions of the Corporation</li> </ol>	<ul style="list-style-type: none"> <li>▪ Give more autonomy as enshrined in the constitution for Corporations to truly act on behalf of the people</li> </ul>	<ul style="list-style-type: none"> <li>▪ Usurping of powers by other state agencies</li> <li>▪ Funding held / controlled by Line Ministry – not given to the Corporation as and when required</li> <li>▪ Increased likelihood for lawsuits/ increased liability</li> <li>▪ Outdated legal stipulations e.g. Land Use policy &amp; Financial Guidelines to name a few</li> <li>▪ Ambiguity of roles and responsibilities between some recently formed Government Agencies &amp; Corporations which would lead to members of the public being confused about which agencies are responsible for what activities</li> <li>▪ Duplication of effort</li> <li>▪ Non adherence to stipulated laws by other state agencies.</li> </ul>
<p><b>Environmental</b></p> <ol style="list-style-type: none"> <li>1. Greater environmental awareness</li> <li>2. Increase in legislation to protect the environment (flora &amp; fauna)</li> <li>3. Increased emphasis on health &amp; safety</li> </ol>	<ul style="list-style-type: none"> <li>▪ Development of tourist attractions &amp; other tourism infrastructure in collaboration with land developers &amp; hoteliers</li> <li>▪ Recycling</li> <li>▪ Emphasis on eco-tourism leading to increased revenues</li> <li>▪ Access to the services of the EMA &amp; Ministry of Environment</li> </ul>	<ul style="list-style-type: none"> <li>▪ Illegal activities e.g. dumping, quarrying, slash &amp; burn, logging etc. continue</li> <li>▪ Inability of legal entities to enforce laws e.g. EMA</li> <li>▪ Pollution</li> <li>▪ Lack of preparation of Corporations to fully comply with OSHA requirements</li> </ul>



**5.0 ACCOMPLISHMENTS 2012-2013**

**5.1 Goals vs. Accomplishments and Expenditure (Recurrent)**

Department	Goals( Strategic Objectives)	Accomplishments	Budgeted Expenditure (\$)	Actual Expenditure (\$)	Variance (\$)
<b>PHYSICAL INFRASTRUCTURE</b>					
<b>CEMETERIES</b>	To provide a peaceful and serene environment for interment of burgesses (C1, C2, C6, P7, P8, LG1, LG2)	Maintenance works were carried out in the twelve (12) cemeteries and one (1) cremation site. The abovementioned were also upgraded and maintained.	<b>709,000.00</b>	<b>616,174.52</b>	<b>92,825.448</b>
<b>MARKETS AND ABBATOIRS</b>	To provide adequate facilities for retailers, farmers, and burgesses. (C1, C2, C6, P7, P8, LG1, LG2)	The two (2) markets – at Mayaro and Rio Claro were maintained over the fiscal year according to maintenance schedules. Upkeep and remedial works were done in the areas of plumbing, electrical and painting when necessary.	<b>174,272.00</b>	<b>262,525.09</b>	<b>88,253.09</b>
<b>MAINTENANCE OF RECREATIONAL FACILITIES AND PUBLIC BUILDINGS</b>	To provide adequate sporting and recreational facilities and to encourage social development (C1, C2, C6, P7, P8, LG1, LG2)	Maintenance works were carried out on the twenty (20) facilities inclusive of plumbing, electrical, carpentry etc. To pavilions. Play parks were maintained using preventative maintenance schedules and vegetation control. Nine (9) buildings and one (1) beach facility were maintained throughout the fiscal year with necessary repairs being done.	<b>2,162,000.00</b>	<b>2,250,504.32</b>	<b>19,369,496.00</b>
<b>ROADS</b>					
<b>MAINTENANCE OF STREETS, TRACES, LOCAL ROADS AND BRIDGES</b>	To repair roadways to maintain road networks to improve communication links and improve driving surfaces (C1, C2, C6, P7, P8, LG1, LG2)	This involved the construction of 4,244m of box drain, the construction of 47 box culverts and cylindrical crossings, repairs of 15 bridges, the rehabilitation of 5,600m of roadway of local roads and traces, the maintenance of 3.6km of roadway and traces, 386 street signs replaced	<b>11942,000.00</b>	<b>15,098,139.32</b>	<b>3,156,139.32</b>

		and the construction of a 1,095m kerb wall and slipper drain.			
<b>LOCAL HEALTH</b>					
	To provide every household in the scheduled areas with a regular supply of potable water (C1, C3, P7, LG2, LG6, F4)	Approximately 4,017,600 gallons of potable water distributed per day to 1,820 households in 31 distribution areas.	<b>9,905,000.00</b>	<b>13,080,925.20</b>	<b>31,804,255.20</b>
	To sanitarly remove faecal waste from conservancy and water carriage systems (C1, C3, P7, LG2, LG6, F4)	366 privy cesspits and 849 septic tanks were vacuumed. Service was delivered within 10 working days of application.			
	Mitigation RE; Flooding and mosquito breeding. (C1, C3, P7, LG2, LG6, F4)	There were no reports of flooding for the period. Cleaning and maintenance of drains and minor water courses was done in bi-monthly cycles to mitigate flooding and mosquito breeding. 75% of same was satisfactorily completed.  Frequent environmental inspection and education to households performed by the Environmental Evaluators of the MRCRC has contributed to the maintenance of a low incidence of Dengue Fever within the region.			
	To remove all household refuse and yard waste to control fly and mosquito breeding and rodent infestation (C1, C3, P7, LG2, LG6, F4)	Municipal waste collected for disposal measured 42,648 m <sup>3</sup> in the 14 collection areas.  Within the period, bulk waste was removed at a reduced cost which was attributed to the use of a transfer site within the district of Rio Claro. In 2012-2013,			

		<p>approximately 6784m<sup>3</sup> bulk waste was collected and stored at this Site where it was compacted and transported to the Forres Park Landfill. The utilization of this facility led to reduced cost, specifically by one third original cost in dumping fees and a 50% faster turnaround time for the collection of bulk waste. Removal of bulk waste was mainly done during peak seasons, public holidays and other holiday periods. Due to reduced traffic congestion during these time periods more trips are facilitated. In addition to the time efficiency and cost savings, this implementation also allows for increased productivity and reduced incidence of infectious diseases.</p> <p>Rodent control and eradication was carried out by the Rodent Control Unit of the MRCRC. 19,048 premises were inspected; 3840 were baited and 3773 were found positive for rodent activity. The Average House Rodent Index was 20 for the period 2012-2013</p>			
<b>GENERAL ADMINISTRATION</b>					
	Increase Training and Development Opportunities (LG5)	A total of 29 training programmes were conducted. Members of Council and Members of Staff benefited from Safety Orientation, Regulating Against Opportunities for Corruption among other programmes. 553 persons were trained in total.	<b>8,691,500.00</b>	<b>8,838,579.87</b>	<b>79,852,920.20</b>
	Consistently Deliver a Service of Distinction (C1)	MRCRC Annual Retirees and Recognition Awards function was held to honour outstanding employees. Graduation function was held for Small Engine Repairs and Building			

		Construction Technology and Tile Laying (Concrete Pavers) Trainees.			
	Develop Community-based and Volunteerism Programmes (C6)	-			
	Increase Community Consultations (P5)	-			
<b>Households</b>					
<b>Other transfers- Chairman's Fund</b>			<b>10,000.00</b>	<b>61,800.00</b>	<b>51,800.00</b>
<b><u>TOTAL</u></b>			<b><u>33,593,772.00</u></b>	<b><u>40,208,648.32</u></b>	<b><u>6,614,876.32</u></b>

5.2 Goals vs. Accomplishments and Expenditure (*Development Programme*)

Department	Goals (Strategic Objectives)	Accomplishments	Budgeted Expenditure (\$)	Actual Expenditure * (\$)	Variance (\$)
<b>PHYSICAL INFRASTRUCTURE</b>					
<b>RECREATIONAL FACILITIES</b>	To provide adequate sporting and recreational facilities and to encourage social development (C1, C2, C6, P7, P8, LG1, LG2)	-	1,000,000.00	NIL	1,000,000.00
<b>CREMATION SITE AND CEMETERIES</b>	To provide a peaceful and serene environment for interment of burgesses (C1, C2, C6, P7, P8, LG1, LG2)	The Mafeking Cremation Site was upgraded with the completion of Public Washroom facilities.	500,000.00	450,494.37	49,505.63
<b>LOCAL GOVERNMENT BUILDING</b>	To provide a safe working environment for citizens and employees (C1, C2, C6, P7, P8, LG1, LG2)		500,000.00	NIL	500,000.00
<b>DRAINAGE AND IRRIGATION</b>	To provide drainage and other infrastructure to prevent flooding and maintain a healthy environment (C1, C2, C6, P7, P8, LG1, LG2)	Thirteen (13) box drains were constructed in areas which are prone to drainage and flooding concerns with a total length of 1,258m.	2,000,000.00	1,986,589.26	13,410.74
<b>LOCAL ROADS AND</b>	To provide roads and bridges	Eight (8) local roads were rehabilitated with	7,000,000.00	5,837,412.15	1,162,587.85

<b>BRIDGES</b>	to provide adequate networks to improve communication links and enhance the security of commuters (C1, C2, C6, P7, P8, LG1, LG2)	work completed for 4,550m of roadway. This included the strengthening and widening of the roadway with blue metal and sealing with hot asphalt mix. One (1) bridge was constructed 5m and gabion basket wall and retaining wall 92m.			
<b>GENERAL ADMINISTRATION</b>					
<b>COMPUTERIZATION PROGRAMME</b>	To provide employees at the Corporation with technology to effectively and efficiently carry out their duties (LG1, LG3)	The Corporation's server was upgraded and upgrades to computer systems to departments were performed.	<b>500,000.00</b>	<b>141,743.99</b>	<b>358,256.01</b>
<b>DISASTER PREPAREDNESS</b>	To provide disaster relief services to the region. (C6, P5, P6, LG5)	Two (2) 20 feet Containers were purchased for Disaster Management Unit Sub Offices at Biche and Mayaro.	<b>200,000.00</b>	<b>80,155.00</b>	<b>119,845.00</b>
<b>TOTAL</b>			<b><u>11,700,000.00</u></b>	<b><u>8,496,394.77</u></b>	<b><u>3,203,605.23</u></b>

\*SOURCE: Mayaro/ Rio Claro Regional Corporation 2012-2013 Unaudited Financial Statements including Commitments and excluding Balances Brought Forward

## 6.0 FINANCE AND BUDGETING

### 6.1 Budget Formulation Process

	PROCESS	RESPONSIBILITY	TIME FRAME
1	Notify Heads of Department on Budget Submissions and Format.	Financial Officer	Jan 15-31
2	Submit proposals to CEO and Financial Officer	Heads of Department	Feb 10-15
3	Review of Submissions with Heads of Department	Financial Officer / CEO	Feb 15-22
4	Further Discussions and adjustments	Heads of Department / CEO / Financial Officer	Feb 25-Mar 05
5	Input data and compile budget	Financial Officer	Mar 05-12
6	Lay in Council for consideration and approval	Financial Officer/ CEO	First Council Meeting within timeframe.
7	Submit to Permanent Secretary, Ministry of Local Government for transmission to Budget Division Ministry of Finance	CEO	Mar 15-30
8	Review of Budget With Ministry of Finance Budget Division	Financial Officer/CEO	

**6.2 Expenditure 2012-2013**

The Expenditure versus Budget for the period 2012/2013 was highlighted in Section 5.

**6.3 Debt Policy**

The Debt Policy for the Corporation is governed by Act No. 21 of 1990. For the period 2011-2012 no debt financing requests were made.

**6.4 Investment Policy**

The Mayaro/Rio Claro Regional Corporation undertake reviews of cash balances on an on-going basis to ensure maximization of interest income on behalf of the Corporation. This resulted in better treasury management and a reliable system of payment to creditors.

**6.5 Internal Audit Functions**

The Corporation does not have an Internal Audit Department however; the Ministry of Local Government conducts Internal Audits during the financial year. The External Audit Function is carried out by the Auditor General's Department.

This is provided for in page 164 of Act No. 21 of 1990.



## 7.0 HUMAN RESOURCES AND CAPACITY BUILDING

The Mayaro/Rio Claro Regional Corporation has increased its focus on human resource development. Despite limitations such as a lack of personnel in many departments; persisting vacancies in Chief positions, clerical and other areas of staffing; a majority of unskilled employees; an ageing workforce, the Corporation has fulfilled its functions and has added value to the communities thereby immensely contributing to the development of the region and enhancing the quality of life of its citizens.

In 2012-2013, the Corporation's staff numbered 1183 employees: 62 monthly paid 182 permanent; 251 regular; 639 casual (seasonal employees hired depending on availability of funds); 10 contracted (MOLG); 21 contracted (MRCRC Short Term Employment) and 18 OJTs. Twenty seven (27) employees retired and four (4) deceased during this period. The Corporation is the largest employer of the region. In fact, 54% of the Recurrent Budget is accounted for Daily Paid and Short Term Contracts only.

An increasing emphasis has been placed on training the existing workforce. Strategies such as hiring short term professional staff for specified projects; making greater use of technology; and utilizing qualified junior staff on projects have been implemented.

Human Resource Planning has been affected by challenges stemming from static and restrictive organizational structure and job descriptions; constraints of Collective Agreements; dated regulations and circulars which restrains innovation; and changes in legislation.

In a continuous effort to building the Human Resource capacity of the Corporation, a number of workers have been involved in several training programmes. During this period, thirty (30) Training programmes/workshops were held with recognized

institutions and 533 trainees were certified. These trainees included members of council, monthly paid, daily paid and some contracted employees.

In 2012-2013, the Accounting System of the MRCRC was transformed from a manual system to a fully computerised one. This was a major accomplishment as this automated system has contributed to the faster and more efficient delivery of services to the burgesses. Also notable is the time efficiency of payments to employees and contractors. Projected areas of implementation include computerization of cheques and electronic transfer of payments.

Occupational Health and Safety has remained a major focus as reflected by the satisfactory record of health and safety over the period. Four hundred and fifty two (452) Daily Paid employees were screened for Obesity, Diabetes and Hypertension. Other laboratory investigations such as blood count, lipid profile, renal function etc were also done. Lectures regarding healthy lifestyles were carried out by the Health department of the MRCRC and treatments for high cholesterol were administered. Clinical referrals were also made in new cases of diabetes and hypertension. Noteworthy also is the Employee Assistance Programme and the Substance Abuse Policy of the MRCRC have both positively contributed to the productivity of the organization.

The Mayaro/Rio Claro Regional Corporation is aware of its challenges in developing the human resource capacity of the organization and remains enthusiastic and determined to increasing the capability and performance of its employees evidenced by the strategies and achievements noted over the past years as well as the period 2012-2013.

## 8.0 REPORTING FUNCTIONS

It is a requirement of the Council of the Mayaro/Rio Claro Regional Corporation that the various departments of the Corporation submit monthly assessment reports. These reports are forwarded to the Standing Committee Meetings set up in accordance to page 143 of the Municipal Corporation Act No. 21 of 1990.

In addition to the Standing Committees there are also Sub-Committees set up for specific purposes. These can be seen in the listing of Standing and Sub- Committees along with their Terms of Reference in Section 3.4 of this report.

*Note: Departmental reports submitted from the Technical and Administrative Sections of the MRCRC were utilized in the compilation of this report.*

## 9.0 PROCUREMENT PROCEDURES

Standard procedures and regulations were followed from the Central Tenders Board Ordinance Act 22/1961 with relevant amendments and fundamental principles applied.

In this context the category of award was determined by the estimated value of the item/goods or service to be delivered. All committees established executed their functions in strict adherence to prescribed laws and in so doing represented and acted on behalf of the Central Tenders Board.

It is notable also that all requests for awards were facilitated in a timely fashion resulting in the majority of them being fulfilled and all works completed as specified with no queries being made.

**MAYARO/RIO CLARO REGIONAL CORPORATION**  
**DETAILS OF CONTRACTS AWARDED FOR FINANCIAL YEAR 2012-2013**

<b>No</b>	<b>Type of Award</b>	<b>C.E.O. (300,000.00)</b>	<b>S.M.T.C. (300,000.00- 500,000.00)</b>	<b>Tenders Committee (500,000.00- 1,000,000.00)</b>	<b>Tenders Board Award (1,000,000.00 and above)</b>
1	<i>No of Contract Awarded</i>	658 separate contracts	4 Contracts	1	1
	<i>Items, Goods and Services</i>	537	NIL	NIL	NIL
	<i>Contract Labour/Materials</i>	88	NIL	NIL	NIL
2	<i>Water Distribution</i>	31 areas( Extension)	NIL	NIL	NIL
3	<i>Scavenging Services</i>	NIL	NIL	NIL	NIL
4	<i>Infrastructure Development Fund</i>	NIL	NIL	NIL	NIL
5	<i>Public Sector Investment Programme</i>	NIL	NIL	NIL	NIL
6	<i>Road Building Materials</i>	19 Contracts	NIL	NIL	NIL
7	<i>Hire of Equipment</i>	12 Contracts	NIL	NIL	NIL
8	<i>Vehicles</i>	2 Contracts	NIL	NIL	NIL
9	<i>Infrastructure, Renewal, Improvement and Development Programme</i>	NIL	NIL	NIL	NIL
10	<i>Type of Tendering</i>	<i>Selective</i>	<i>Selective</i>	<i>Public</i>	<i>Public</i>
11	<i>Criteria</i>	<i>a) List approved by the Minister of Finance for Petty Contracts (normally all contractors are invited to bid) b) Recommended suppliers for O.M. items based on past performance, specialized services, location, delivery period.</i>	<i>List approved by the Minister of Finance, and contractors were selected who met the basic requirements as outlined in legal notice #223 item 3</i>	<i>In keeping with standard procedure for public tendering, to promote transparency, value for money and equal opportunity</i>	<i>In keeping with standard procedure for public tendering, to promote transparency, value for money and equal opportunity</i>

## 10.0 WAY FORWARD

The Mayaro/Rio Claro Regional Corporation has come to the end of its Strategic Plan 2010-2013. This Plan focused on providing a service of distinction, improving cost effectiveness, enhancing productivity and increasing training and development opportunities, to name a few. The Mayaro/Rio Claro Regional Corporation looks forward to a new Strategic Plan 2014-2018.

As stated in our Vision 2010-2013: *“to provide the most effective and efficient municipal services”*, the Corporation has continued to deliver a service of distinction to its burgesses. We can undoubtedly report that the quality of life of citizens of this region as projected in our Mission 2010-2013: *“to enhance the quality of life of the community and provide a sense of communal ownership through effective stakeholder consultation, participation and education.”* Significant improvement in the communities has been noted, for example, the region now reports 0% population without clean drinking water, lower incidence of flooding, reduced Rodent Index and lowest incidence of Dengue Fever nationally.

The utilization and advancement technology has attributed to enhanced efficiency of operations. The implementation of the automated accounting system has fostered timely payments of salaries thereby increasing operational effectiveness.

Disaster Management is a major focus of projected development as reflected in the participation by the MRCRC in the Risk Reduction Management Centres (RRMC) Workshop of the Caribbean Risk Management Initiative (CRMI): a pilot project of the UNDP at Pinar Del Rio in Cuba held in February 2013.

While acknowledging these improvements, accomplishments and advancement within the organization and region, it is important to note that challenges present themselves and even persist in many areas.

The emphasis on training has assisted in the attempt to overcome the HR issues of insufficient, unskilled and aged workforce of the MRCRC. Recruitment and selection is restricted due to legislative and organizational structural requirements. Many positions inclusive of Chief Officers have remained vacant.

The Mayaro/Rio Claro Regional Corporation has realized its vision and achieved its mission to a great extent in light of all environmental, operational, structural and internal challenges experienced. The Corporation is enthusiastic about its upcoming new strategic agenda for the near future and remains committed to serving the needs of its citizens with increasing efficiency and effectiveness in its delivery of municipal services.

## 11.0 APPENDICES

1. MRCRC Corporate Strategy Map 2010-2013
2. MRCRC Financial Statement as at September 2013
3. MRCRC Physical Infrastructure Inventory Statistics 2012-2013



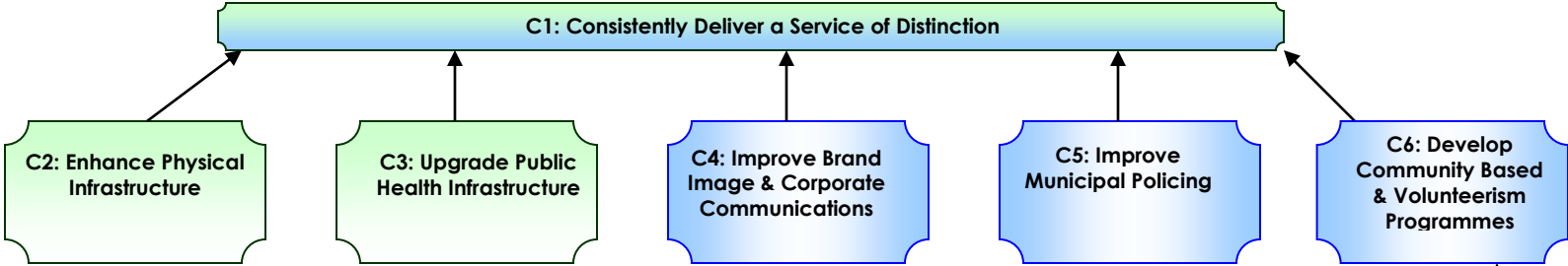


**MRCRC CORPORATE STRATEGY MAP**

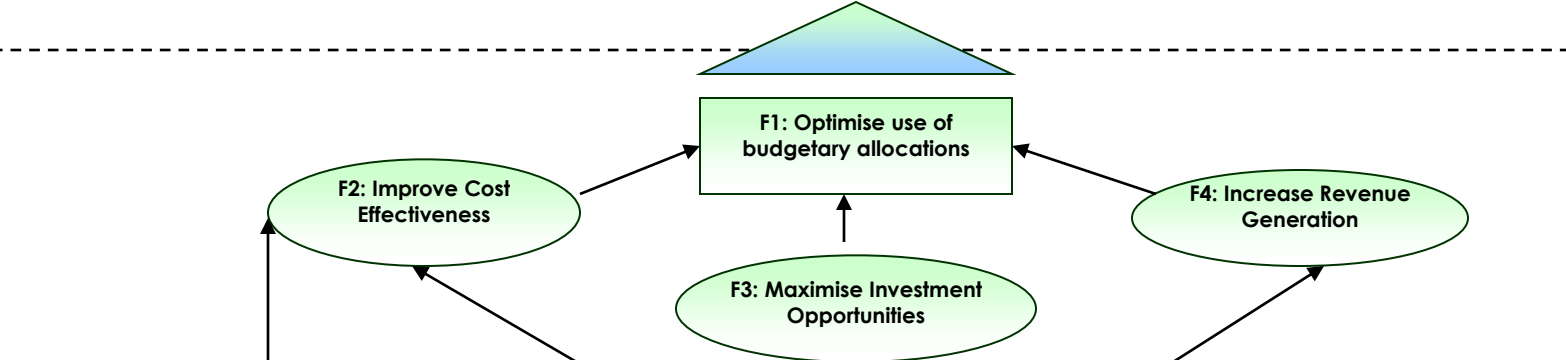
**OPERATIONAL EFFECTIVENESS**

**COMMUNITY ENGAGEMENT & LEADERSHIP**

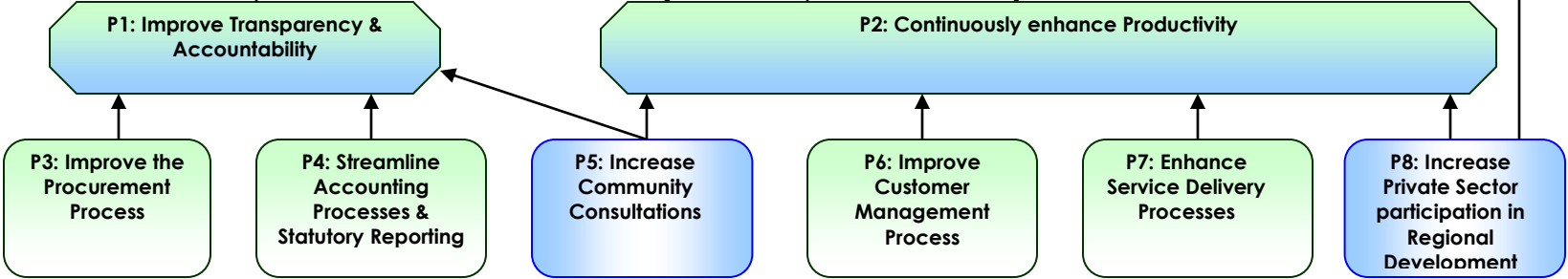
Customer Perspective



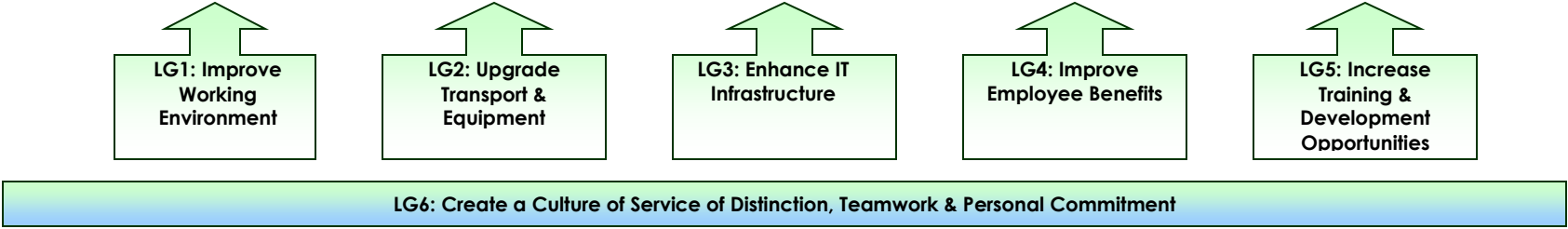
Financial Perspective



Internal Process Perspective



Learning and Growth Perspective





**MAYARO RIO CLARO REGIONAL  
CORPORATION**

**FINANCIAL STATEMENTS  
AS AT 30TH SEPTEMBER 2013**

*SINANAN DASS & ASSOCIATES, CHARTERED ACCOUNTANTS*

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CHARTERED ACCOUNTANTS

# SINANAN DASS AND ASSOCIATES

CHARTERED ACCOUNTANTS

# 50 THIRD AVENUE, ISAAC SETTLEMENT, COUVA

TEL: (868) 636-2725; FAX (868) 636-8561

## ACCOUNTANTS' COMMENTS

We have prepared the accompanying Statement of Financial Position for Mayaro/Rio Claro Regional Corporation as at September 30, 2013, the Statement of Recurrent Income and Development Programme Income Statement for the year then ended, without audit, from the accounting records, other information and explanations supplied and are in accordance therewith.

*Sinanan Dass & Associates*

**Sinanan Dass & Associates**

*May 1, 2014*

**Date**

MAYARO/RIO CLARO REGIONAL CORPORATION

STATEMENT OF FINANCIAL POSITION

FOR THE YEAR ENDED 30TH SEPTEMBER 2013

	NOTES	2013 \$	2012 \$
<b>Current Assets</b>			
Trade receivables and prepayments		141,632.63	22,912.26
Cash and cash equivalents		6,603,689.84	8,399,329.02
		<u>6,745,322.47</u>	<u>8,422,241.28</u>
<b>Reserves</b>			
Retained reserves		2,403,494.40	1,907,586.20
Restricted reserves	12	418,576.56	464,343.80
Unspent Balances	10	416,000.00	417,391.18
		<u>3,238,070.96</u>	<u>2,789,321.18</u>
<b>Liabilities</b>			
Current Liabilities	13	221,498.93	469,283.23
Recurrent Commitment	11	443,660.96	187,339.24
Deferred development programme	3	2,842,091.62	4,976,297.63
		<u>3,507,251.51</u>	<u>5,632,920.10</u>
<b>TOTAL EQUITY AND RESERVES</b>		<u>6,745,322.47</u>	<u>8,422,241.28</u>

.....  
Chief Executive Officer

.....  
Chairman of Council

Approved at Statutory meeting held on .....

*The accounting policies and notes set out on pages 7 to 17 forms part of these financial statements.*

MAYARO/RIO CLARO REGIONAL CORPORATION

**RECURRENT PROGRAMME INCOME STATEMENT**  
FOR THE YEAR ENDED 30TH SEPTEMBER 2013

		<b>Revised Allocation</b>	<b>2013</b>	<b>2012</b>
	NOTES	\$	\$	\$
<b>Recurrent Revenue</b>				
Government subventions		91,772,735.56	91,427,354.00	59,536,641.00
Other net income	4	-	408,281.56	429,856.28
		<u>91,772,735.56</u>	<u>91,835,635.56</u>	<u>59,966,497.28</u>
<b>Recurrent Revenue Expenditure</b>				
Personnel expenditure	5	50,620,347.00	50,584,299.66	29,254,632.76
Goods and services	6	40,995,833.00	40,146,848.32	29,964,182.71
Minor equipment purchases	7	94,756.00	94,185.99	475,653.78
Current transfers and subsidies	8	61,800.00	61,800.00	78,993.08
Other expenses	9	-	68,000.00	51,000.00
		<u>91,772,736.00</u>	<u>90,955,133.97</u>	<u>59,824,462.33</u>
<b>Recurrent programme surplus revenues</b>		<u>(0.44)</u>	<u>880,501.59</u>	<u>142,034.95</u>

*The accounting policies and notes set out on pages 7 to 17 forms part of these financial statements.*

# MAYARO/RIO CLARO REGIONAL CORPORATION

## DEVELOPMENT PROGRAMME INCOME STATEMENT FOR THE YEAR ENDED 30TH SEPTEMBER 2013

	2013	2012
	\$	\$
<b>Development Programme</b>		
Deferred Development Programme Income	4,976,297.63	4,235,753.54
Current Development Programme Income	<u>12,085,382.00</u>	<u>11,416,734.00</u>
	<u><u>17,061,679.63</u></u>	<u><u>15,652,487.54</u></u>
<b>Development Programme Expenditure</b>		
Drainage & irrigation	2,498,448.96	1,525,957.81
Recreational facilities	1,192,241.45	2,197,375.69
Cemeteries and cremation facilities	557,162.37	198,539.94
Construction of Markets & Abattoirs	299,936.50	-
Local roads and bridges programme	6,294,688.10	5,189,047.52
Local Government Buildings	67,348.60	576,644.09
Procurement of Major Vehicles & Equipment	1,451,044.38	-
Computerisation programme	299,331.24	324,328.97
Disaster Preparedness	326,969.38	61,864.25
Municipal Police Equipment	4,025.00	290,840.00
Freedom of Information	-	49,962.79
Spatial Development Plan	1,025,004.41	251,965.00
Establishment of Playgrounds	198,164.52	-
	<u>14,214,364.91</u>	<u>10,666,526.06</u>
<b>Development programme surplus revenues</b>	<u>2,847,314.72</u>	<u>4,985,961.48</u>
<b>Reconciliation of Development programme surplus revenues</b>		
Development Expenditure Carried Forward	2,842,091.62	4,976,297.63
Surplus revenue retained	<u>5,223.10</u>	<u>9,663.85</u>
	<u><u>2,847,314.72</u></u>	<u><u>4,985,961.48</u></u>

*The accounting policies and notes set out on pages 7 to 17 forms part of these financial statements.*



# MAYARO/RIO CLARO REGIONAL CORPORATION

## STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30TH SEPTEMBER 2013

	<b>Retained Reserves</b>	<b>Total</b>
	\$	\$
<b>Balance at 1st October 2012</b>	<u>1,907,586.20</u>	<u>1,907,586.20</u>
Restated balance	1,907,586.20	1,907,586.20
Retained Reserves Adjustments	(3,020.00)	(3,020.00)
Retained reserves - Brought To Account	56,864.47	56,864.47
Provision for Committed Expenditure	(443,660.96)	(443,660.96)
Recurrent programme surplus revenues	880,501.59	880,501.59
Revenues from development programme	<u>5,223.10</u>	<u>5,223.10</u>
<b>Balance at 30th September 2013</b>	<u><u>2,403,494.40</u></u>	<u><u>2,403,494.40</u></u>
Retained Reserves Adjustments		
Retained reserves - Brought To Account	56,864.47	
Provision for Committed Expenditure	(443,660.96)	
Retained reserves - Development Programme Brought To Account	5,223.10	
	<u><u>(381,573.39)</u></u>	

*The accounting policies and notes set out on pages 7 to 17 forms part of these financial statements.*

# MAYARO/RIO CLARO REGIONAL CORPORATION

## STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 30TH SEPTEMBER 2013

	2013	2012
	\$	\$
<b>Operating Activities</b>		
Recurrent and Development Programme Revenues before Interest	352,367.17	(151,021.22)
Adjustment for:		
Non-cash movements	53,844.47	72,152.59
Restricted Reserves	(45,767.24)	(289,929.19)
Unspent Balances	(1,391.18)	(626,873.82)
Operating income before working capital changes	<u>359,053.22</u>	<u>(995,671.64)</u>
(Increase)/decrease in receivables	(118,720.37)	(7,959.72)
Increase/(decrease) in payables	(2,125,668.59)	743,172.32
	<u>(2,244,388.96)</u>	<u>735,212.60</u>
<b>Cash generated in operating activities</b>	<u>(1,885,335.74)</u>	<u>(260,459.04)</u>
Interest received	89,696.56	115,380.78
	<u>89,696.56</u>	<u>115,380.78</u>
<b>Net cashflows generated/(utilised) in operating activities</b>	<u>(1,795,639.18)</u>	<u>(145,078.26)</u>
<b>Net (decrease) /increase in cash and cash equivalents</b>	<u>(1,795,639.18)</u>	<u>(145,078.26)</u>
<b>Cash and Cash Equivalents</b>		
at the beginning of the year	8,399,329.02	8,544,407.28
at the end of the year	6,603,689.84	8,399,329.02
	<u>(1,795,639.18)</u>	<u>(145,078.26)</u>

*The accounting policies and notes set out on pages 7 to 17 forms part of these financial statements.*

# MAYARO/RIO CLARO REGIONAL CORPORATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH SEPTEMBER 2013

### **1 - INCORPORATION AND PRINCIPAL ACTIVITY**

The corporation was incorporated on 13th September 1990 under the Municipal Corporation Act No. 21 of 1990. The corporation is principally engaged in the provision of a variety of goods and services to the municipality that falls under its purview.

### **2 - SIGNIFICANT ACCOUNTING POLICIES**

#### **(a) Accounting Convention**

The financial statements have been prepared under the historical cost convention and in accordance with International Financial Reporting Standards except that government subventions are recognised on a received basis and items of fixed assets are written off in the year of acquisition.

#### **(b) Use of Estimates**

The preparation of financial statements in conformity with International Financial Reporting Standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### **(c) Foreign Currencies**

Foreign currency transactions during the year are converted at rates ruling on the date of the transaction or at a rate that approximates the actual rate. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are translated at rates ruling at that date. Profits or losses thus arising are dealt with in the statement of income.

#### **(d) Fixed Assets**

Fixed assets are expensed in the year of acquisition.

#### **(e) Revenue Recognition**

Government subventions are recognised on the basis of when they are received. Other income earning initiatives are recognised on an accrued basis.

#### **(f) Retained Reserves**

Retained Reserves were adjusted to include Development Programmes and Deposit Accounts omitted in prior period.

MAYARO/RIO CLARO REGIONAL CORPORATION

3 - 04 DEVELOPMENT PROGRAMME EXPENDITURE

FOR THE YEAR ENDED 30TH SEPTEMBER 2013

	Brought Forward 01.10.2012 \$	Subvention Received \$	Actual Expenditure \$	Uncommitted Balances \$	Carried Forward 30.09.2013 \$
<b>2012 DEVELOPMENT PROGRAMME</b>					
<b>Drainage &amp; Irrigation</b>					
Old Railway Road opp LP #24	209,652.25	-	209,652.25	-	-
Lagoon Road	9,815.01	-	9,815.01	-	-
Lum Young Street	5,347.79	-	5,347.79	-	-
Old Railway Road	246,053.00	-	243,682.15	-	2,370.85
Aberdeen Street	43,445.13	-	43,362.00	83.13	-
	<b>514,313.18</b>	<b>-</b>	<b>511,859.20</b>	<b>83.13</b>	<b>2,370.85</b>
<b>Development of Recreational Facilities</b>					
Fonrose Recreation Ground	80,945.22	-	1,759.50	-	79,185.72
Guayaguayare Recreation Ground	143,893.92	-	82,676.80	-	61,217.12
Rio Claro Recreation Ground	843,807.00	-	620,836.15	-	222,970.85
Rio Claro Recreation Ground	460,000.00	-	460,000.00	-	-
Shell Recreation Ground	4,670.28	-	4,633.35	36.93	0.00
Jairam Trace Recreation Ground	12,480.75	-	12,092.25	388.50	-
Ortoire Recreation Ground	10,445.81	-	10,243.40	202.41	(0.00)
	<b>1,556,242.98</b>	<b>-</b>	<b>1,192,241.45</b>	<b>627.84</b>	<b>363,373.69</b>
<b>Development of Cemeteries and Cremation Facilities</b>					
Mafeking Cremation Site	7,003.50	-	6,831.00	172.50	0.00
Bristol Cemetery	100,000.00	-	99,837.00	163.00	-
Mafeking Cremation Site	1,460.06	-	-	-	1,460.06
	<b>108,463.56</b>	<b>-</b>	<b>106,668.00</b>	<b>335.50</b>	<b>1,460.06</b>
<b>Local Roads and Bridges Programme</b>					
San Pedro Railway Rd B'dge#2	412,809.25	-	412,455.87	353.38	0.00
Rajpaul Trace	5,474.00	-	5,474.00	-	-
La Savanne Circular Road	23,762.40	-	23,514.88	247.52	0.00
New Lands Housing Scheme	17,409.32	-	17,218.50	190.82	0.00
	<b>459,454.97</b>	<b>-</b>	<b>458,663.25</b>	<b>791.72</b>	<b>0.00</b>
<b>Local Government Building Programme</b>					
Workshop Building	5,241.70	-	5,202.60	39.10	(0.00)
Biche Sub Office	4,191.83	-	4,126.20	65.63	0.00
Workshop	69,964.19	-	31,510.00	-	38,454.19
Biche Sub Office	26,580.77	-	26,509.80	70.97	(0.00)
	<b>105,978.49</b>	<b>-</b>	<b>67,348.60</b>	<b>175.70</b>	<b>38,454.19</b>
<b>Procurement of Major Vehicles &amp; Equipment</b>					
Vehicles & Equipment	679,990.00	-	679,990.00	-	-
	<b>679,990.00</b>	<b>-</b>	<b>679,990.00</b>	<b>-</b>	<b>-</b>
<b>Computerisation Programme</b>					
Computerisation Programme	2,064.15	-	977.50	-	1,086.65
Project 33/2012	158,548.82	-	156,609.75	-	1,939.07
	<b>160,612.97</b>	<b>-</b>	<b>157,587.25</b>	<b>-</b>	<b>3,025.72</b>
<b>Disaster Preparedness</b>					
Disaster Preparedness	15,617.10	-	-	-	15,617.10
Project 34/2012	246,814.38	-	246,814.38	-	-
	<b>262,431.48</b>	<b>-</b>	<b>246,814.38</b>	<b>-</b>	<b>15,617.10</b>

MAYARO/RIO CLARO REGIONAL CORPORATION

3 - 04 DEVELOPMENT PROGRAMME EXPENDITURE

FOR THE YEAR ENDED 30TH SEPTEMBER 2013

	Brought Forward 01.10.2012	Subvention Received	Actual Expenditure	Uncommitted Balances	Carried Forward 30.09.2013
<b>Canine Control Programme</b>					
Project 35/2012	50,000.00	-	-	-	50,000.00
	<b>50,000.00</b>	-	-	-	<b>50,000.00</b>
<b>Municipal Police Equipment</b>					
Project 36/2012	4,025.00	-	4,025.00	-	-
	<b>4,025.00</b>	-	<b>4,025.00</b>	-	-
<b>Spatial Development Plan</b>					
Project 37/2012	1,074,785.00	-	1,025,004.41	-	49,780.59
	<b>1,074,785.00</b>	-	<b>1,025,004.41</b>	-	<b>49,780.59</b>
<b>Deferred Development Programme Income</b>	<b>4,976,297.63</b>	-	<b>4,450,201.54</b>	<b>2,013.89</b>	<b>524,082.20</b>
<b>2013 DEVELOPMENT PROGRAMME</b>					
<b>Drainage &amp; Irrigation</b>					
Dades Settlement Tr	-	232,000.00	231,868.21	131.79	-
Old Railway Road LP# 25	-	155,000.00	153,914.48	-	1,085.52
Enid Village St #2	-	175,000.00	174,996.76	3.24	-
Liberville Street #2	-	175,000.00	174,941.97	58.03	-
Ragoo Trace	-	228,000.00	225,211.98	-	2,788.02
Riverside Road	-	80,000.00	79,929.33	70.67	-
Rio Claro Mayaro Rd.	-	225,000.00	224,971.93	28.07	-
Settlement Road	-	125,000.00	122,146.00	-	2,854.00
Martin Saza Rd	-	175,000.00	174,820.23	179.77	-
Edward Tr	-	170,000.00	166,464.30	-	3,535.70
Mafeking Road	-	260,000.00	257,324.57	-	2,675.43
	-	<b>2,000,000.00</b>	<b>1,986,589.76</b>	<b>471.57</b>	<b>12,938.67</b>
<b>Development of Cemeteries and Cremation Facilities</b>					
Mafeking Cremation Site	-	500,000.00	450,494.37	-	49,505.63
	-	<b>500,000.00</b>	<b>450,494.37</b>	-	<b>49,505.63</b>
<b>Construction of Markets &amp; Abattoirs</b>					
Mayaro Market	-	300,000.00	299,936.50	63.50	-
	-	<b>300,000.00</b>	<b>299,936.50</b>	<b>63.50</b>	-
<b>Local Roads and Bridges Programme</b>					
Charuma Junction Trber LP # 8&9	-	475,000.00	474,987.38	12.62	-
Lazzari Rd	-	442,000.00	441,890.83	109.17	-
Sackeer Tr	-	547,000.00	546,844.62	155.38	-
Newlands Village St	-	600,000.00	538,698.99	-	61,301.01
Cascadoux Tr. Br #2	-	550,000.00	549,850.00	150.00	-
La Savanne Circular Rd	-	1,100,000.00	-	-	1,100,000.00
Cedar Grove Rd. LP #58	-	800,000.00	799,989.04	10.96	-
Cascadoux Link Tr. LP #32	-	500,000.00	499,681.77	318.23	-
Borrel St, Sookdeo St & O'brien Tr	-	365,000.00	364,306.93	693.07	-
Mahabalsingh Br Tr #2	-	586,000.00	585,218.37	781.63	-
NancooSt, George St & Prince St	-	435,000.00	434,772.07	227.93	-
Killdeer Tr	-	600,000.00	599,784.85	215.15	-
	-	<b>7,000,000.00</b>	<b>5,836,024.85</b>	<b>2,674.14</b>	<b>1,161,301.01</b>

MAYARO/RIO CLARO REGIONAL CORPORATION

3 - 04 DEVELOPMENT PROGRAMME EXPENDITURE  
FOR THE YEAR ENDED 30TH SEPTEMBER 2013

	Brought Forward 01.10.2012	Subvention Received	Actual Expenditure	Uncommitted Balances	Carried Forward 30.09.2013
<b>Local Government Building Programme</b>					
Workshop	-	500,000.00	-	-	500,000.00
	-	<b>500,000.00</b>	-	-	<b>500,000.00</b>
<b>Procurement of Major Vehicles &amp; Equipment</b>					
Vehicles & Equipment	-	838,794.00	771,054.38	-	67,739.62
	-	<b>838,794.00</b>	<b>771,054.38</b>	-	<b>67,739.62</b>
<b>Computerisation Programme</b>					
	-	466,433.00	141,743.99	-	324,689.01
	-	<b>466,433.00</b>	<b>141,743.99</b>	-	<b>324,689.01</b>
<b>Disaster Preparedness</b>					
	-	80,155.00	80,155.00	-	-
	-	<b>80,155.00</b>	<b>80,155.00</b>	-	-
<b>Local Government Tourism Programme (Public Facili</b>		200,000.00	-		200,000.00
	-	<b>200,000.00</b>	-	-	<b>200,000.00</b>
<b>Establishment of Playgrounds</b>					
Kernaham Rec Ground	-	200,000.00	198,164.52	-	1,835.48
	-	<b>200,000.00</b>	<b>198,164.52</b>	-	<b>1,835.48</b>
<b>Current Development Programme Income</b>	-	<b>12,085,382.00</b>	<b>9,764,163.37</b>	<b>3,209.21</b>	<b>2,318,009.42</b>
<b>Total Development Programme Income</b>	<b>4,976,297.63</b>	<b>12,085,382.00</b>	<b>14,214,364.91</b>	<b>5,223.10</b>	<b>2,842,091.62</b>

Deferred Development Programme Income represent releases received during the period for specific projects however the projects were incomplete as at yearend. These funds are carried forward to complete the projects in another period.

MAYARO/RIO CLARO REGIONAL CORPORATION

**4 - SCHEDULE TO THE RECURRENT PROGRAMME INCOME STATEMENT  
FOR THE YEAR ENDED 30TH SEPTEMBER 2013**

	<b>2013</b>	<b>2012</b>
<b>OTHER INCOME</b>	<b>\$</b>	<b>\$</b>
Sanitation fees	131,450.00	105,757.50
Burial fees	34,415.00	34,360.00
Market fees	141,320.00	153,460.00
Building plans	11,400.00	14,900.00
Parks and Recreational Grounds	-	5,998.00
Interest received	89,696.56	115,380.78
	<u>408,281.56</u>	<u>429,856.28</u>

# MAYARO/RIO CLARO REGIONAL CORPORATION

## 5 - 01 PERSONNEL EXPENDITURE FOR THE YEAR ENDED 30TH SEPTEMBER 2013

	Revised Allocation \$	2013 \$	2012 \$
001 General Administration			
02 Wages and COLA	2,074,715.00	2,074,714.19	388,274.00
05 Government contribution to NIS	2,580,621.00	2,578,045.43	1,951,327.70
13 Remuneration to council members	813,680.00	813,680.00	968,160.00
20 Government contribution to group health insurance - daily rated workers	126,853.00	121,875.00	125,996.00
29 Overtime Daily-Rated Workers	166,308.00	166,307.85	50,955.57
30 Allowances - Daily-Rated Workers	40,000.00	39,988.80	20,690.25
	<u>5,802,177.00</u>	<u>5,794,611.27</u>	<u>3,505,403.52</u>
002 Cemeteries			
02 Wages and COLA	1,109,274.00	1,105,066.94	696,702.00
29 Overtime Daily-Rated Workers	7,000.00	4,248.00	7,920.00
30 Allowances - Daily-Rated Workers	203,858.00	203,857.75	131,958.50
	<u>1,320,132.00</u>	<u>1,313,172.69</u>	<u>836,580.50</u>
003 Markets & Abattoirs			
02 Wages and COLA	251,713.00	251,712.83	107,688.00
29 Overtime Daily-Rated Workers	23,800.00	22,930.50	17,272.50
30 Allowances - Daily-Rated Workers	23,811.00	20,435.25	7,757.50
	<u>299,324.00</u>	<u>295,078.58</u>	<u>132,718.00</u>
004 Maintenance of Buildings Grounds & Pastures			
02 Wages and COLA	2,861,898.00	2,861,897.19	1,626,137.13
29 Overtime Daily-Rated Workers	46,709.00	37,698.51	102,301.50
30 Allowances - Daily-Rated Workers	213,851.00	211,239.75	173,995.50
	<u>3,122,458.00</u>	<u>3,110,835.45</u>	<u>1,902,434.13</u>
005 Local Health Authority			
02 Wages and COLA	13,028,556.00	13,028,552.64	7,478,718.75
29 Overtime Daily-Rated Workers	430,475.00	427,047.72	237,899.23
30 Allowances - Daily-Rated Workers	929,390.00	929,389.32	761,076.31
	<u>14,388,421.00</u>	<u>14,384,989.68</u>	<u>8,477,694.29</u>
006 Maintenance of Streets/Traces, Local Roads, NHA, etc.			
02 Wages and COLA	23,727,009.00	23,727,008.68	12,976,540.56
29 Overtime Daily-Rated Workers	778,016.00	775,794.08	537,691.47
30 Allowances - Daily-Rated Workers	1,182,810.00	1,182,809.23	885,570.29
	<u>25,687,835.00</u>	<u>25,685,611.99</u>	<u>14,399,802.32</u>
	<u>50,620,347.00</u>	<u>50,584,299.66</u>	<u>29,254,632.76</u>



# MAYARO/RIO CLARO REGIONAL CORPORATION

## 6 - 02 GOODS AND SERVICES

FOR THE YEAR ENDED 30TH SEPTEMBER 2013

	Revised Allocation	2013	2012
	\$	\$	\$
<b>02 GOODS AND SERVICES</b>			
01 Travelling	7,426.00	7,379.34	11,050.00
03 Uniforms	100,000.00	97,623.45	103,637.58
04 Electricity	54,290.00	54,289.54	73,688.08
05 Telephones	397,693.00	397,556.44	379,390.38
06 Water & sewerage rates	1,362.00	900.00	900.00
08 Rent/lease (office accommodation & sto	804,100.00	804,100.00	959,385.00
09 Rent/lease (vehicles & equipment)	72,680.00	72,680.00	92,575.00
10 Office stationery & supplies	529,632.00	519,581.49	344,871.29
11 Books & periodicals	13,147.00	13,146.63	9,754.00
12 Materials & supplies	59,039.00	59,005.72	27,252.73
13 Maintenance of vehicles	215,112.00	174,401.27	174,284.87
15 Repairs & maintenance - equipment	86,000.00	80,454.76	131,753.65
16 Contract employment	116,273.00	116,272.06	118,528.10
17 Training	162,293.00	154,817.57	153,785.33
19 Official entertainment	19,301.00	19,300.50	21,201.02
21 Repairs & maintenance - building	46,267.00	46,266.73	95,705.10
22 Short term employment	491,467.00	477,616.67	433,250.00
23 Fees	817,366.00	817,460.25	124,687.50
28 Other contracted services	397,968.00	397,467.93	567,610.49
37 Janitorial	49,208.00	39,202.25	26,519.90
43 Security Services	197,708.00	197,708.00	140,994.00
46 Natural disasters	174,613.00	174,612.71	112,070.00
57 Postage	2,000.00	2,000.00	3,000.00
61 Insurance	183,125.00	183,124.73	212,983.07
62 Promotion, publicity & printing	210,740.00	210,739.34	104,550.36
66 Hosting of conference, seminars & other	715,400.00	608,142.47	873,832.74
68 Water trucking	2,822,655.00	2,674,730.02	684,473.20
93 Operations of Electoral District Offices f	390,000.00	390,000.00	468,000.00
99 Employment assistance programme	48,000.00	48,000.00	186,097.09
	<u>9,184,865.00</u>	<u>8,838,579.87</u>	<u>6,635,830.48</u>
<b>002 Cemeteries</b>			
04 Electricity	3,000.00	2,335.32	379.50
06 Water & sewerage rates	2,681.00	2,680.01	920.00
12 Materials & supplies	102,274.00	102,273.40	82,562.63
28 Other contracted services	209,845.00	209,844.39	210,647.50
43 Security Services	299,042.00	299,041.40	335,443.50
	<u>616,842.00</u>	<u>616,174.52</u>	<u>629,953.13</u>
<b>003 Markets &amp; Abattoirs</b>			
04 Electricity	15,000.00	14,919.19	19,571.56
06 Water & sewerage rates	9,443.00	9,423.83	10,739.46
12 Materials & supplies	46,107.00	46,106.77	23,115.00
28 Other contracted services	192,076.00	192,075.30	27,140.00
	<u>262,626.00</u>	<u>262,525.09</u>	<u>80,566.02</u>

# MAYARO/RIO CLARO REGIONAL CORPORATION

## 6 - 02 GOODS AND SERVICES

FOR THE YEAR ENDED 30TH SEPTEMBER 2013

	Revised Allocation	2013	2012
	\$	\$	\$
004 Maintenance of Buildings Grounds & Pastures			
03 Uniforms	60,000.00	59,952.37	69,846.68
04 Electricity	112,000.00	111,779.61	108,845.92
06 Water & sewerage rates	37,717.00	37,716.96	39,761.99
12 Materials & supplies	432,475.00	432,474.57	323,114.77
21 Repairs & maintenance - building	196,785.00	196,784.57	186,673.35
28 Other contracted services	1,008,588.00	1,008,587.84	1,104,691.25
43 Security services	403,209.00	403,208.40	238,795.20
	<u>2,250,774.00</u>	<u>2,250,504.32</u>	<u>2,071,729.16</u>
005 Local Health Authority			
03 Uniforms	120,000.00	107,309.39	79,713.40
09 Rent/lease (vehicles & equipment)	122,719.00	121,518.75	128,038.24
10 Office stationery & supplies	20,457.00	20,456.90	17,598.00
12 Materials & supplies	300,000.00	299,880.88	293,830.30
13 Maintenance of vehicles	301,086.00	301,085.70	169,922.63
17 Training	50,000.00	44,000.00	58,960.00
28 Other contracted services	12,276,681.00	12,175,026.48	8,922,661.80
58 Medical expenses	15,000.00	11,647.10	22,855.45
	<u>13,205,943.00</u>	<u>13,080,925.20</u>	<u>9,693,579.82</u>
006 Maintenance of Streets/Traces, Local Roads, NHA, etc.			
03 Uniforms	123,522.00	123,521.20	131,388.98
09 Rent/lease (vehicles & equipment)	370,300.00	370,300.00	325,086.60
12 Materials & supplies	10,375,578.00	10,112,580.27	6,499,918.35
13 Maintenance of vehicles	839,883.00	739,447.41	595,270.89
15 Repairs & maintenance - equipment	500.00	-	2,794.50
17 Training	40,000.00	38,100.00	38,775.00
28 Other contracted services	3,275,000.00	3,265,419.04	2,715,254.68
43 Security services	450,000.00	448,771.40	544,035.10
	<u>15,474,783.00</u>	<u>15,098,139.32</u>	<u>10,852,524.10</u>
	<u>40,995,833.00</u>	<u>40,146,848.32</u>	<u>29,964,182.71</u>

MAYARO/RIO CLARO REGIONAL CORPORATION

**7 - 03 MINOR EQUIPMENT PURCHASES**  
FOR THE YEAR ENDED 30TH SEPTEMBER 2013

	<b>Revised Allocation</b>	<b>2013</b>	<b>2012</b>
	\$	\$	\$
03 MINOR EQUIPMENT PURCHASES			
001 General Administration			
02 Office equipment	-	-	99,307.50
03 Furniture & furnishing	-	-	98,602.15
04 Other minor equipment	1,950.00	1,380.99	99,846.41
	<u>1,950.00</u>	<u>1,380.99</u>	<u>297,756.06</u>
005 Local Health Authority			
01 Vehicle replacement	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
006 Maintenance of Streets/Traces, Local Roads, NHA, etc.			
04 Other minor equipment	92,806.00	92,805.00	177,897.72
	<u>92,806.00</u>	<u>92,805.00</u>	<u>177,897.72</u>
	<u>94,756.00</u>	<u>94,185.99</u>	<u>475,653.78</u>

# MAYARO/RIO CLARO REGIONAL CORPORATION

## 8 - 04 CURRENT TRANSFERS AND SUBSIDIES FOR THE YEAR ENDED 30TH SEPTEMBER 2013

	<b>Revised Allocation</b>	<b>2013</b>	<b>2012</b>
	\$	\$	\$
007 Households			
02 Gratuities	51,800.00	51,800.00	-
	<u>51,800.00</u>	<u>51,800.00</u>	<u>-</u>
009 Other Transfers			
01 Chairman's fund	10,000.00	10,000.00	78,993.08
	<u>10,000.00</u>	<u>10,000.00</u>	<u>78,993.08</u>

The above expenditure was approved by Cabinet. Cabinet by Minute No. 2654 dated October 11, 2012 agreed to grant financial assistance to Mr. Ramlochan Panchoo former Chairman of the Mayaro/Rio Claro Regional Corporation, to defray medical expenses.

## 9 - OTHER EXPENSES

	<b>2013</b>	<b>2012</b>
	\$	\$
Transfer to Chairman's Fund	<u>68,000.00</u>	<u>51,000.00</u>

## 10 - UNSPENT BALANCES

	<b>2013</b>	<b>2012</b>
	\$	\$
Unspent Balances - Rio Claro Rec G'rd	416,000.00	416,000.00
Unspent Balances - Mayaro Rec G'rd	(0.00)	1,391.18
	<u>416,000.00</u>	<u>417,391.18</u>

## 11 - RECURRENT SERVICES

	<b>2013</b>	<b>2012</b>
	\$	\$
Recurrent Services 02/001/13	0.00	25,899.02
Recurrent Services 02/001/37	-	30,519.85
Recurrent Services 02/002/12	-	26,450.00
Recurrent Services 02/006/13	-	104,470.37
Recurrent Services 02/001/03	2,365.60	-
Recurrent Services 02/001/10	10,079.75	-
Recurrent Services 02/001/13	40,710.38	-
Recurrent Services 02/001/15	5,237.00	-
Recurrent Services 02/001/37	10,005.00	-
Recurrent Services 02/001/66	106,126.00	-
Recurrent Services 02/001/68	147,924.18	-
Recurrent Services 02/005/03	12,690.00	-
Recurrent Services 02/005/09	1,200.00	-
Recurrent Services 02/006/13	107,323.05	-
	<u>443,660.96</u>	<u>187,339.24</u>

# MAYARO/RIO CLARO REGIONAL CORPORATION

## 8 - 04 CURRENT TRANSFERS AND SUBSIDIES FOR THE YEAR ENDED 30TH SEPTEMBER 2013

### 12 - RESTRICTED RESERVES

	2013	2012
	\$	\$
Retiring benefit	42,742.33	42,742.33
Stale Dated Cheques	104,543.60	104,543.60
Refund from Bank	37,237.58	32,246.78
Residual Balance	185,677.19	185,677.19
Settlement of Insurance	(0.00)	50,758.04
Water Distribution	48,375.86	48,375.86
	<u>418,576.56</u>	<u>464,343.80</u>

### 13 - CURRENT LIABILITIES

	2013	2012
	\$	\$
Iriad - Campbell Trace	-	143,566.50
Cash Performance Deposits	117,983.10	117,983.10
Non Refundable Fees	1,647.16	56,630.32
Deposit - Laptop / Cellphones	-	4,840.00
Refundable Damage	6,000.00	11,000.00
Tenders	57,750.00	57,750.00
Retention fees	-	45,120.25
Retention fees	23,872.10	23,872.10
TAIGA Sports / National Fest	4,000.00	2,000.00
Utilities - Lay By Booths	10,246.57	6,520.96
	<u>221,498.93</u>	<u>469,283.23</u>

**MAYARO – RIO CLARO REGIONAL CORPORATION  
PHYSICAL INFRASTRUCTURE INVENTORY STATISTICS**

***LENGTH OF ROADS***

<b>District</b>	<b>Length</b>
BICHE	148,441m
POOLE	78,620m
MAYARO	76,454m
<b>TOTAL</b>	<b>303,515m</b>

***NUMBER OF BRIDGES***

<b>District</b>	<b>Number</b>
BICHE	79
POOLE	31
MAYARO	28
<b>TOTAL</b>	<b>138</b>

***NUMBER OF RECREATION GROUNDS***

<b>Number of Recreation Grounds</b>	<b>Area</b>
21	228,224m <sup>2</sup>

***NUMBER OF CEMETERIES***

<b>Number of Cemeteries</b>	<b>Area</b>
13	222,025m <sup>2</sup>

***NUMBER OF MARKETS***

<b>Number of Markets</b>	<b>Area</b>
2	3212.43 m <sup>2</sup>

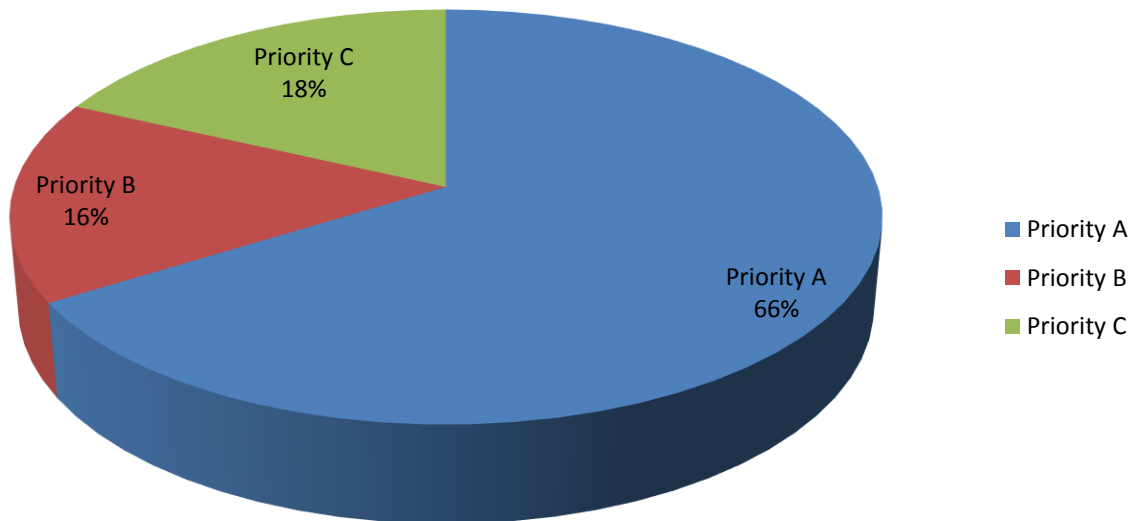
***NUMBER OF BUILDINGS***

<b>Number of buildings</b>	<b>Area</b>
12	22177.08 m <sup>2</sup>

**Mayaro Rio Claro Regional Corporation**  
**Road Works Inventory 2010/2011**  
**Total Financial Requirements**

<i>Priority</i>	<i>Description</i>	<i>Cost (\$)</i>
Priority A	All Works	148,518,555
Priority B	All Works	35,323,852
Priority C	All Works	40,677,135
Total		224,519,542

**Road Works Inventory 2010/2011**  
**Recommended Priority and Cost**  
**(Total Financial Requirements)**



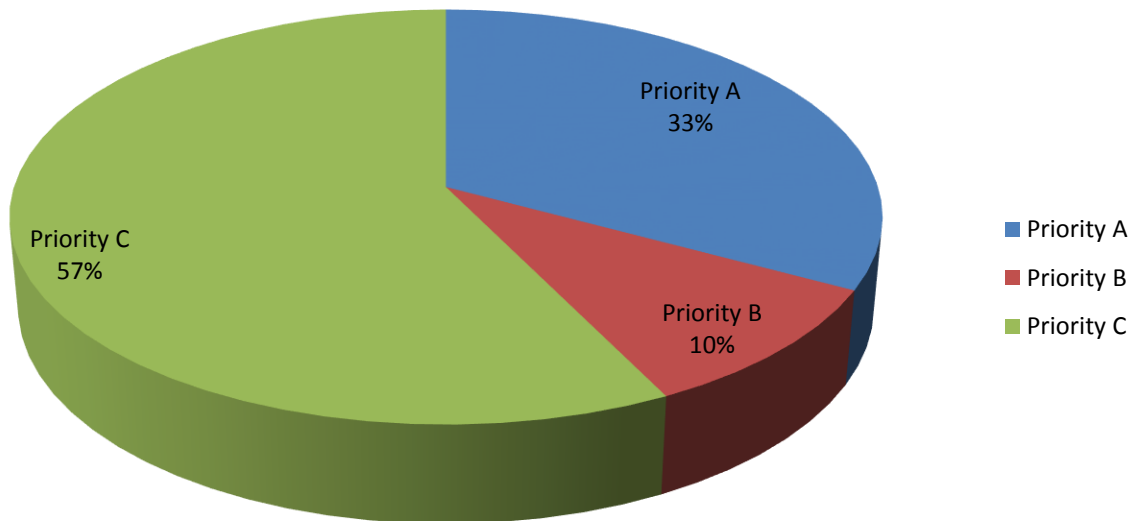
Source: Infrastructure Inventory Financial Requirements 2010/2011

\*Priority A, B and C represents the need for attention with Priority A being the most urgent.

**Mayaro Rio Claro Regional Corporation**  
**Road Works Inventory 2012/2013**  
**Road Maintenance**

<i>Priority</i>	<i>Lenght (m)</i>	<i>Cost (\$)</i>
Priority A	148,601	52,366,090
Priority B	72,017	15,625,750
Priority C	314,863	91,319,620
Total	535,481	159,311,460

**Road Works Inventory 2012/2013**  
**Recommended Priority and Cost**  
**(Road Maintenance)**



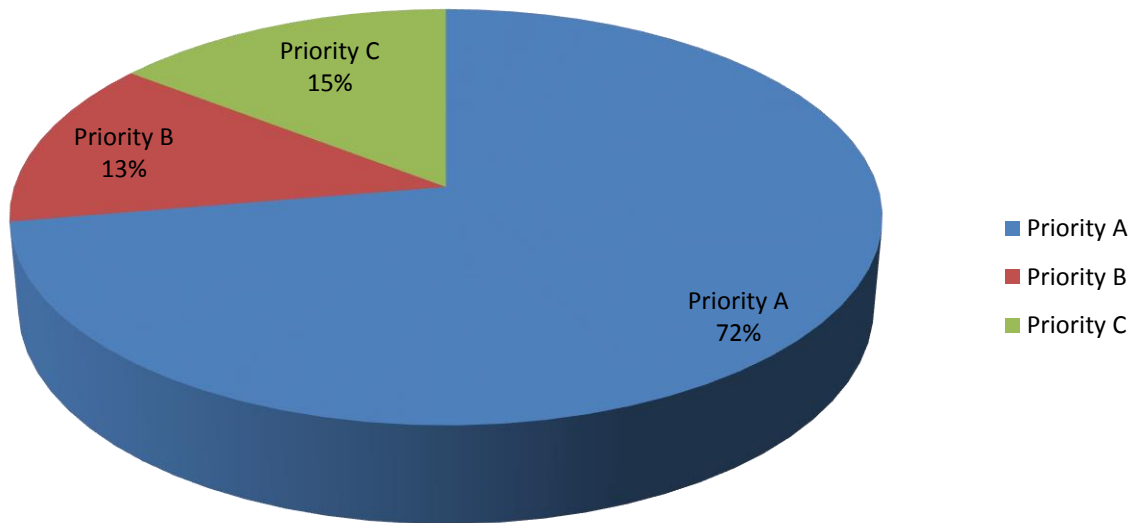
Source:Infrastructure Inventory Financial Requirements 2012/2013



**Mayaro Rio Claro Regional Corporation**  
**Road Works Inventory 2012/2013**  
**Drainage**

<i>Priority</i>	<i>Type of Works</i>	<i>Cost (\$)</i>
Priority A	Drainage	152,405,000
Priority B	Drainage	27,485,000
Priority C	Drainage	30,777,000
Total		210,667,000

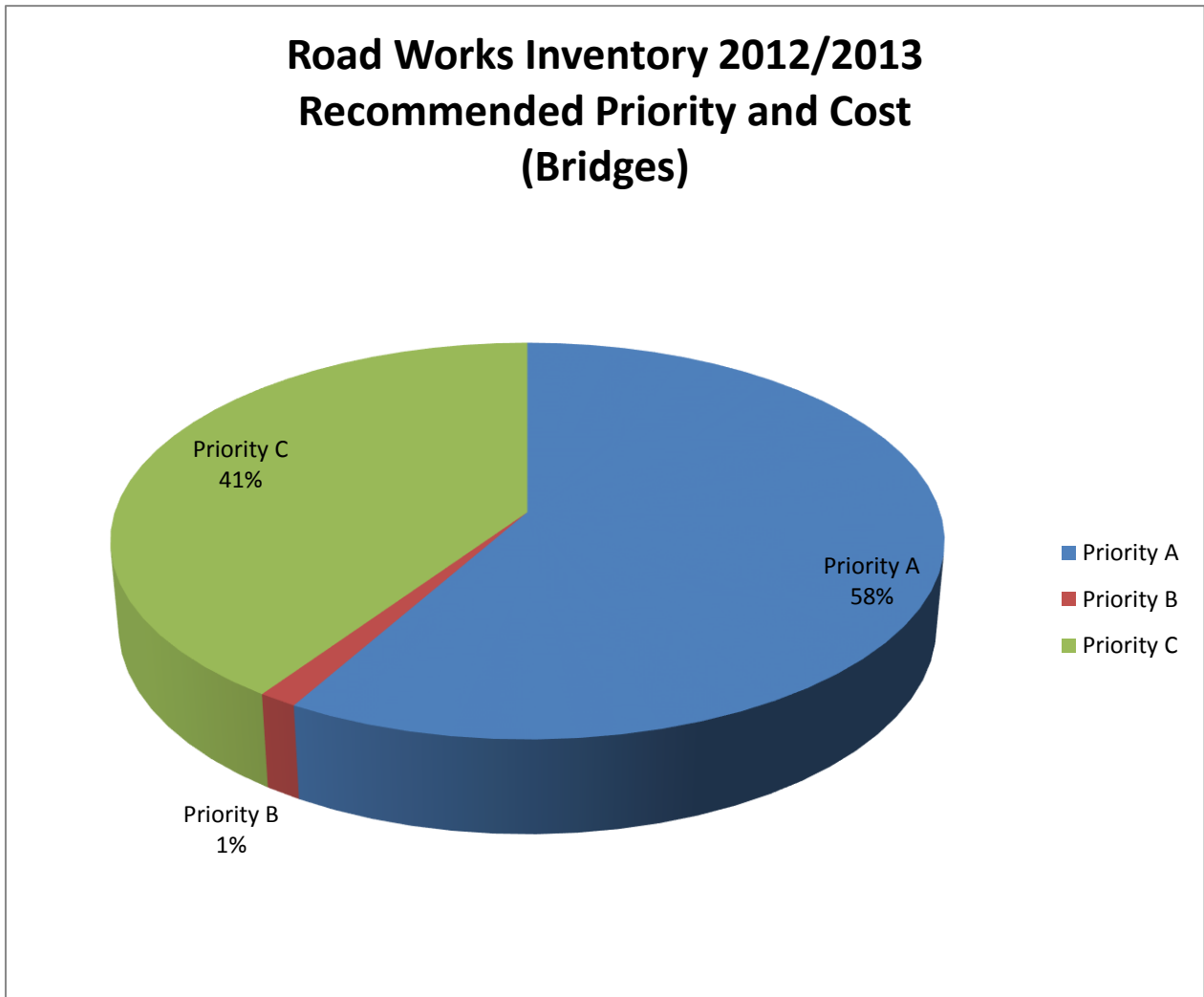
**Road Works Inventory 2012/2013**  
**Recommended Priority and Cost**  
**(Drainage)**



Source: Infrastructure Inventory Financial Requirements 2012/2013

**Mayaro Rio Claro Regional Corporation**  
**Road Works Inventory 2012/2013**  
**Bridges**

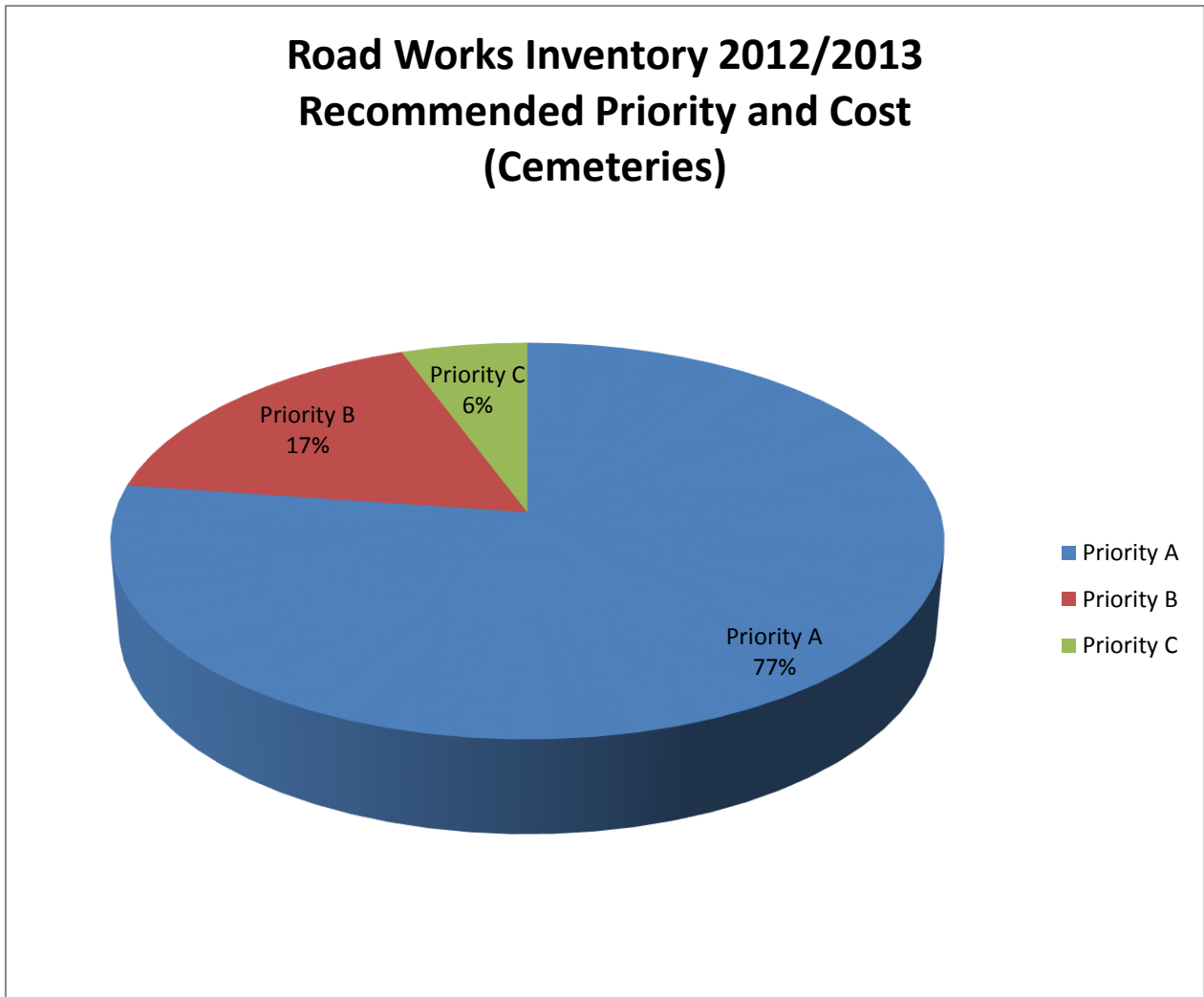
<i>Priority</i>	<i>No.</i>	<i>Cost (\$)</i>
Priority A	82	11,048,500
Priority B	2	255,000
Priority C	53	7,670,000
Total	137	18,973,500



Source: Infrastructure Inventory Financial Requirements 2012/2013

**Mayaro Rio Claro Regional Corporation**  
**Road Works Inventory 2012/2013**  
**Cemeteries**

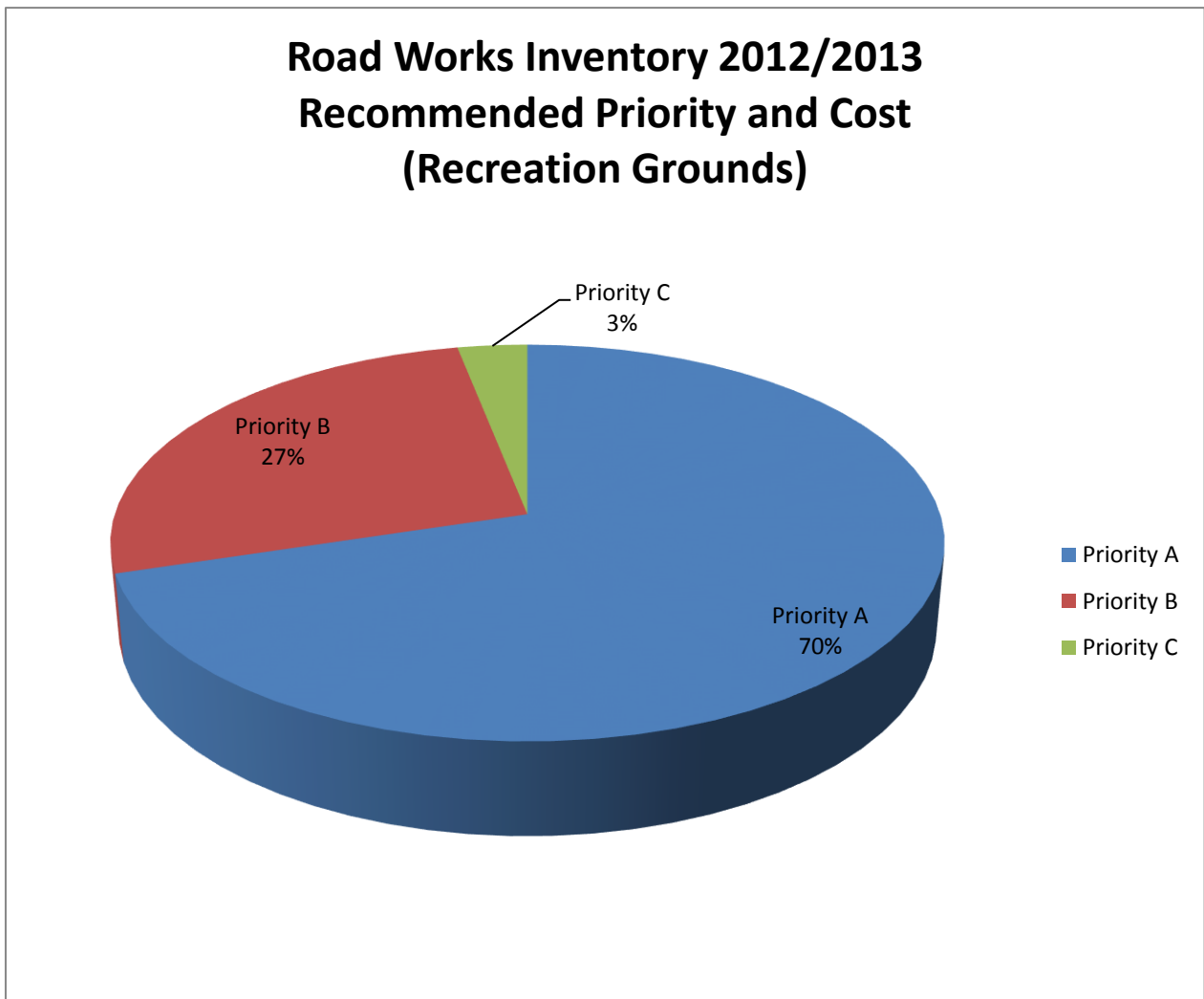
<i>Priority</i>	<i>No.</i>	<i>Cost (\$)</i>
Priority A	4	2,934,000
Priority B	6	650,000
Priority C	3	214,000
Total	13	3,798,000



Source: Infrastructure Inventory Financial Requirements 2012/2013

**Mayaro Rio Claro Regional Corporation**  
**Road Works Inventory 2012/2013**  
**Recreation Grounds**

<i>Priority</i>	<i>No.</i>	<i>Cost (\$)</i>
Priority A	5	8,556,500
Priority B	9	3,241,607
Priority C	6	377,800
Total	20	12,175,907

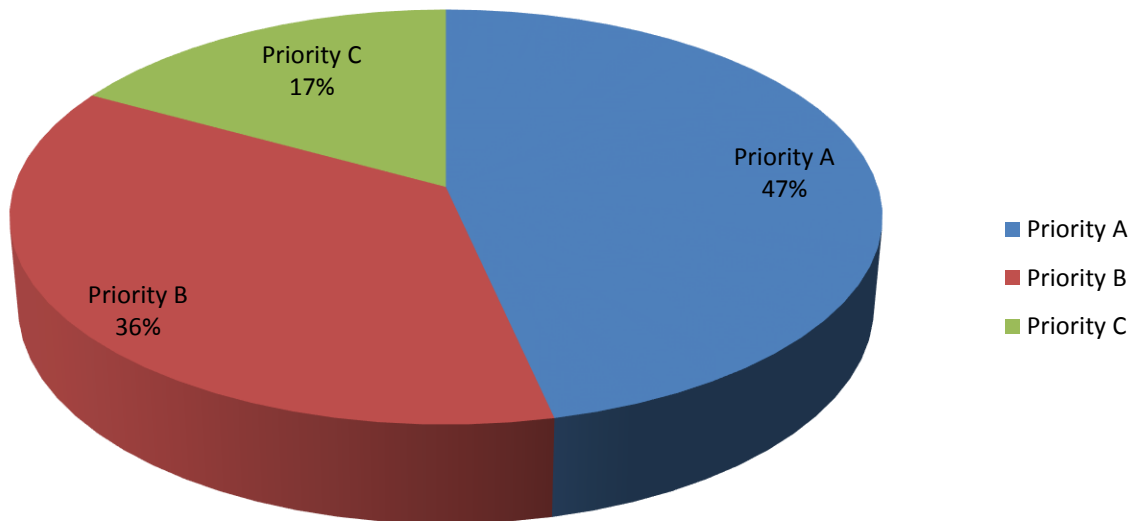


Source: Infrastructure Inventory Financial Requirements 2012/2013

**Mayaro Rio Claro Regional Corporation**  
**Road Works Inventory 2012/2013**  
**Public Buildings**

<i>Priority</i>	<i>No.</i>	<i>Cost (\$)</i>
Priority A	4	457,000
Priority B	5	358,000
Priority C	3	167,000
Total	12	982,000

**Road Works Inventory 2012/2013 Recommended  
Priority and Cost  
(Public Buildings)**



Source: Infrastructure Inventory Financial Requirements 2012/2013