

**Response  
to the  
Twelfth Report of the Joint Select Committee  
established to inquire into and report to  
Parliament on Municipal Corporations and Service  
Commissions  
(with the exception of the Judicial and Legal  
Service Commission)  
on the  
Re-evaluation of the efficiency and effectiveness of  
the Statutory Authorities' Service Commission**



## **Statutory Authorities Service Commission Department**

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24<sup>th</sup> March, 2014

Ms. Jacqui Sampson Meiguel  
Clerk of the House  
Office of the Parliament  
Republic of Trinidad and Tobago  
Level G-7  
Tower D  
The Port of Spain International Waterfront Centre  
IA Wrightson Road  
Port of Spain.

Dear Madam

### **Outstanding Responses to Report of the Joint Select Committee appointed to inquire into and report to Parliament on Municipal Corporations and Service Commissions**

- **12<sup>th</sup> Report – re-evaluation of the efficiency and effectiveness of Statutory Authorities Service Commission**

I wish to refer to your letter of 20<sup>th</sup> March, 2014 on the subject at caption and forward the under-mentioned responses to your proposals/recommendations:

- i. The Commission is unclear as to what is stated in Chapter I – 1.2. 3<sup>rd</sup> paragraph **“to clearly distinguish Municipal Police Officers stationed at specific institutions eg. Adolescent Centres”**. This reference is confusing as there are no Municipal Police Officers stationed at Adolescent Centres.
- ii. **The Commission pursues the on-going regulatory reform process with greater alacrity. The Commission should seek to engage the Honourable Prime Minister and the Attorney General for the purpose of establishing**

**definitive benchmarks for the approval of recommendations with respect to the amendments to the Regulations and also the granting of delegated powers to entities.**

The Joint Select Committee may wish to note that the Statutory Authorities Service Commission is currently engaged in an exercise to review this issue in order to submit a report to the Prime Minister by 29<sup>th</sup> August.

- iii. The Commission, in collaboration with the Director of Personnel Administration develop a program for reducing the number of vacancies. The Commission should consult with the Public Service Commission in this regard to determine whether they can adopt any of the methods used by the Public Service Commission to eliminate the backlog of vacancies in the Public Service.**

The Commission notes the recommendation of the Joint Select Committee and is actively exploring all avenues to minimize delays associated with vacancies, appointments, promotions, retirement etc.

- iv. The Statutory Authorities Service Commission must clearly identify the issues and structures that are hindering the filling of vacancies which would allow for the appropriate interventions to be implemented.**

The Joint Select Committee may wish to note that the one main issue hindering the Commission's efficiency is related to staffing. The Statutory Authorities Service Commission is in the process of holding dialogue with the Public Service Commission to address the matter.

The inability of the entities under the Statutory Authorities Service Commission's jurisdiction to submit Performance Appraisal Reports on a timely basis.

- v. The Commission collaborates with the administrators of the various entities under its jurisdiction to develop mechanisms for tracking/recording vacancies, appointments, promotions, retirement etc.**

The Statutory Authorities Service Commission works closely with the various entities in maintaining an establishment that can track its staff from date of entry to date of separation. Recently the Statutory Authorities Service Commission has

been inviting the administration from the various entities to come to the Statutory Authorities Service Commission to have it updated.

- vi. **The Commission institutes standards and timelines for the submission of Performance Appraisal Reports regarding employees under its purview, given that the performance assessment are now being utilized in determining appointments and transfers.**

The Commission agrees with the recommendations of the Joint Select Committee regarding timeliness. However standards and the establishment of special committees are outside the mandate of the Commission.

- vii. **Multi-stakeholder consultations be pursued involving the Heads (Political and Administrative) of all Municipal Corporations, the Commissioner of Police, Minister of Local Government, Minister of National Security among others, for the purpose of determining the most appropriate and feasible strategies for addressing the issues hindering the effective administration of Municipal Police.**

The Commission noted the recommendations of the Joint Select Committee and held consultations with most of the key stakeholders and will be presenting its report and recommendations to the Prime Minister and Joint Select Committee by 23<sup>rd</sup> May.

- viii. **On the matter of compensation arrangements regarding Municipal Police Officers, it is acknowledged that this is subject to government policy. Therefore, we recommend that consideration be given to harmonizing the compensation of Municipal Police Officers with that of regular Police Officers. An administrative arrangement, through the payment of a special allowance, is one possible option to be explored with the relevant authorities.**

This issue was discussed with the relevant authorities. The outcome will be submitted in the Chairman's Report to Joint Select Committee, and Cabinet by 23<sup>rd</sup> May, 2014.

- ix. **Additionally, there should be a harmonization of duties and responsibilities in respect of the two categories of Police Officers. This should be considered in the context of Municipal Corporation reform.**

This issue is a matter for the Minister of National Security and the Commissioner of Police and is outside of the purview of the Statutory Authorities Service Commission.

- x. **Given the fore-going we recommend that a comprehensive re-evaluation of the provision of both Acts be pursued as a matter of priority to address the deficiencies noted above.**

The Commission noted the recommendation of the Joint Select Committee and has asked the Statutory Authorities Service Commission's legal team to evaluate the provision of the Acts to address the concerns highlighted by the Joint Select Committee.

- xi. **We endorse the recommendation of the Statutory Authorities Service Commission that the Municipal Corporations Act Chapter 25:04 should be amended to reflect the fact that the Statutory Authorities Service Commission is not currently responsible for discipline, determining qualifications, duties and/or remunerations for Municipal Police Officers.**

The Joint Select Committee may wish to note that the Statutory Authorities Service Commission is charged with the responsibility of disciplining Municipal Police Officers. This is executed under the Statutory Authorities Service Commission Regulations Chapter 24:01 Section (89) to (90).

- xii. **We further recommended that Regulations 87A of the Statutory Authorities' Act Chapter 24:01 be amended to provide the Statutory Authorities Service Commission with jurisdictions over non-public officers who head authorities.**

The Commission has noted this recommendation and has asked the Statutory Authorities Service Commission's legal team to address this issue.

- xiii. **The Commission should expedite the construction of its website and this will serve as a valuable portal for the dissemination of information about its work, as well as a point of interaction for citizens, in keeping with current e-government trends.**

The Joint Select Committee may wish to note that the Statutory Authorities Service Commission is currently developing a website for the Statutory Authorities Service Commission and this is scheduled to be on-line by August 2014.

- xiv. **We recommend that the Statutory Authorities Service Commission continues to build strategic relations with its stakeholders, in particular the entities that it supports, in order to develop effective work arrangements and processes for the better execution of its mandate. In this regard, a common platform for engaging stakeholders must be developed. This may be achieved through the establishment of an Inter-departmental Committee comprising representatives from each of the thirteen (13) entities along with the Commission to discuss issues.**

The Commission has noted the recommendation of the Joint Select Committee and is yet to address this recommendation. However, the Commission continues to hold consultation with the entities through visits to each entity.

The above information is submitted for your consideration.

Yours respectfully  
STATUTORY AUTHORITIES SERVICE COMMISSION

Ms Charleen Phillip  
Executive Officer (ag)