

MINISTRY OF PUBLIC UTILITIES

MONITORING AND EVALUATION UNIT



THE MINISTRY OF PUBLIC UTILITIES (MPU)

- ◎ The Ministry through its Agencies and Division is responsible for providing utility and other services to the citizens of Trinidad and Tobago and is accountable to the citizens in the areas of:
 - Electricity
 - Postal services
 - Telecommunication services
 - Electrical inspections
 - Government printing services

THE MINISTRY OF PUBLIC UTILITIES (MPU)

- Utilities and other services are delivered via the following Agencies and Divisions:
 - Trinidad and Tobago Electricity Commission (T&TEC)
 - The Postal Corporation of Trinidad and Tobago (TTPost)
 - Telecommunication Services of Trinidad and Tobago (TSTT)
 - Regulated Industries Commission (RIC)
 - Electrical Inspectorate Division (EID)
 - Government Printery Division

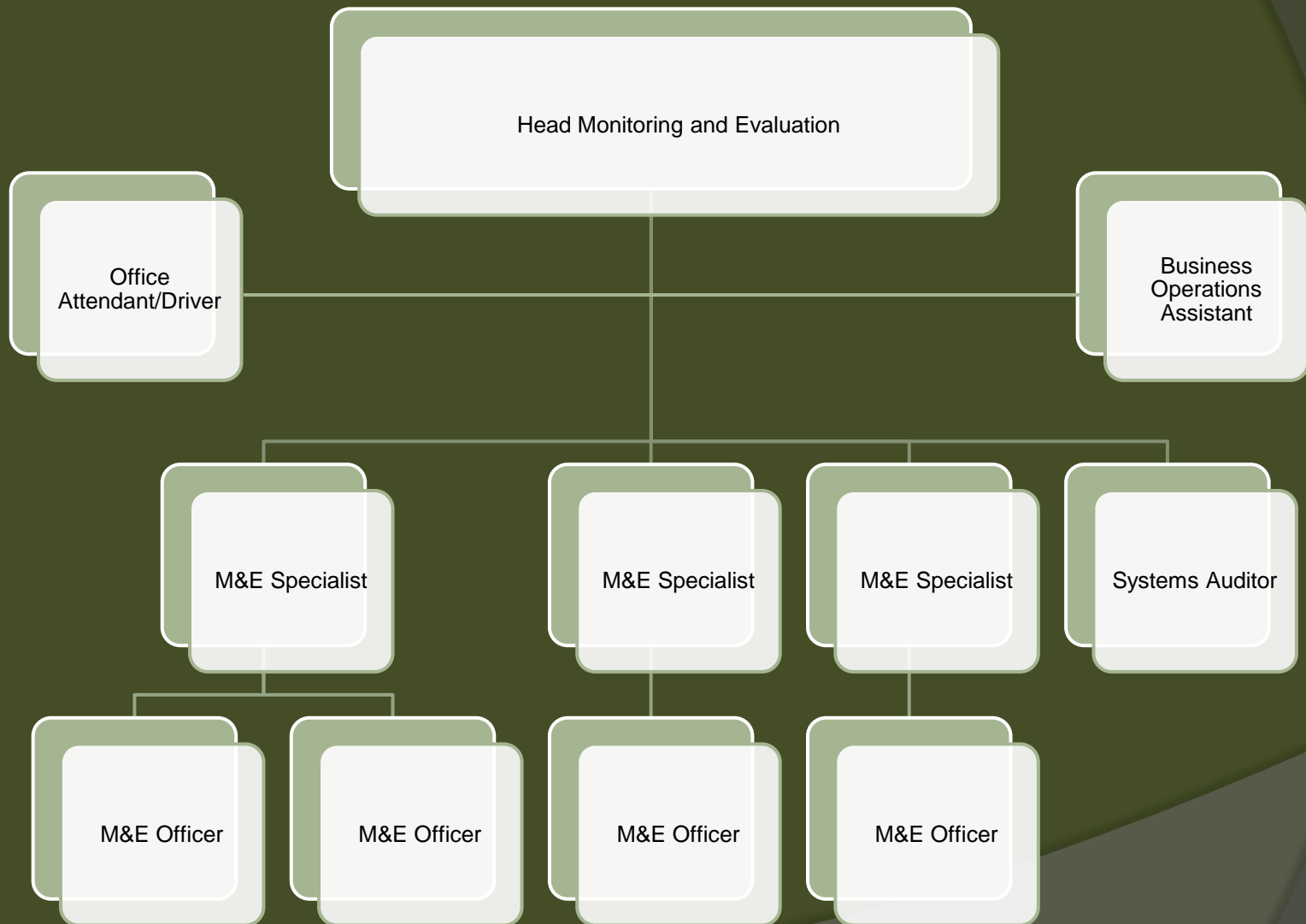
ALIGNMENT TO PERFORMANCE FRAMEWORK

- ◎ The MPU is aligned to the Government's Medium-Term Policy Framework for Sustainable Development. We deliver on the priority areas:
 - ❑ Economic Growth, Job Creation, Competitiveness and Innovation
 - ❑ Poverty Reduction and Human Capital Development

BACKGROUND OF M&E

- ◎ The Monitoring and Evaluation Unit (M&E) was established in the Ministry of Public Utilities in October 2009
- ◎ The mandate: to track the progress, outcomes and impact of the Ministry's programmes and projects particularly as they relate to the achievement of Government's objectives.

THE STRUCTURE OF THE M&E UNIT



STRENGTHS OF M&E UNIT

- ◉ Clearly defined Monitoring and Evaluation work plans
- ◉ Good links and relationship with Agencies, Internal Divisions/Units and other Ministries
- ◉ Competent M&E staff in core M&E functions
- ◉ Teamwork and cohesion within the Unit
- ◉ Ability to assign tasks within the Unit based on specific knowledge and skills
- ◉ Strong support from the Minister, Permanent Secretary and Deputy Permanent Secretary in the execution of assignments

RESPONSIBILITY OF M&E UNIT

The Unit's main responsibility is to monitor, evaluate and make recommendations on the Ministry's programmes and projects

The Unit is also responsible for other critical Ministry initiatives such as:

- Monitoring and reporting on the ministry's strategic plan
- Monitoring and evaluating the performance of internal Divisions and Units

RESPONSIBILITIES OF M&E UNIT

- Collecting data on projects and programmes and evaluate their effectiveness and impact
- Providing solutions to address difficulties in monitoring and evaluation activities
- Preparing the MPU yearly Administrative Report

RESPONSIBILITIES OF M&E UNIT

- Conducting site visits and reporting on projects
- Providing bi annual achievement reports to the Ministry of Planning and Sustainable Development

RESPONSIBILITIES OF M&E UNIT

- Examining the operations of the MPU and redesign processes as necessary
- Documenting procedures for key functions within the Ministry as necessary

M&E REPORTING FRAMEWORK

The M&E Unit is utilizing three frameworks to track the major initiatives of the MPU:

1. Strategic Plan Framework – to track and report on the outputs of the strategic plan
2. National Performance Framework – to track and report on the programmes and projects of the Ministry
3. Ministry Performance Framework – to track and report on the performance of the Agencies, Divisions and Units

M&E'S REPORTING ARRANGEMENTS

Inputs from Stakeholders	Output documents produced by M&E	PS	Minister	Other Stakeholders
Agencies, Divisions/Units	Administrative Report	✓	✓	✓
Agencies, Divisions/Units	Strategic Plan	✓	✓	✓
Agencies, Divisions/Units	Internal, external evaluation report	✓	✓	
Agencies, Division/Units	National Performance Report	✓	✓	✓
Agencies, Division/Units	Policy Initiatives	✓	✓	✓

M&E REPORTING ARRANGEMENTS

National Performance Framework as at September 30th, 2013

MINISTRY	Ministry of Public Utilities					
NPF PRIORITY AREA	Economic Growth, Job Creation, Competitiveness and Innovation					
NPF KEY RESULT AREA	A resilient, Competitive, Stable and Sustainable Economy					
NPF OUTCOME	Economic Growth and Job Creation					
NPF OUTPUT	Improved Physical Infrastructure, Utilities and Information and Communications Technology					
PROJECT NAME	PROJECT OUTPUT	MEASURE OF OUTPUT/OUTCOME				STATUS / COMMENTS
		<i>This section describes how the achievement of each Output and Outcome is tracked</i>				
		PERFORMANCE INDICATOR	BASELINE (2012)	TARGET 2013	ACTUAL MEASURE FOR CURRENT YEAR	
1. National Street Lighting Programme	Enhanced illumination of major highways and roadways	1. No. of Lights installed and upgraded 2. No. of Poles installed	a. Lights installed - 222 b. Lights upgraded- 46 d. Poles installed - 83	1. Installation of 3,300 streetlights 2. Upgrade of 300 streetlights and; 3. Installation of 600 light poles at various locations throughout Trinidad and Tobago	1. 1,571 Streetlight installed 2. 411 streetlights upgraded 3. 304 light poles installed at various locations throughout Trinidad and Tobago	T&TEC exceeded their target for the upgrade of streetlights (111%).

MAJOR M&E ACHIEVEMENTS

- ⦿ Prepared performance reports on the projects of Agencies and Divisions
- ⦿ Completed status reports for the Cabinet on the Strategic Plan for Years 1 & 2
- ⦿ Prepared the Ministry's 2009 through 2012 administrative reports

MAJOR M&E ACHIEVEMENTS

- Prepared achievements reports for 2010-2013 and fiscal initiatives for 2013 and 2014
- Prepared bi annual achievement reports
- Conducted over two hundred (200) site visits to Agency projects throughout Trinidad and Tobago

CHALLENGES

- ⦿ Late submission of reports from Agencies, Divisions and Units which may lead to delays in the Unit's output
- ⦿ Adverse perception of the Unit as a 'watchdog', which at times leads to resistance from Agencies, Divisions/Units
- ⦿ Great demand placed on the Unit to produce work outside its purview

CHALLENGES

- ⦿ Inability to conduct regular site visits
- ⦿ Lack of key staff members which impede the rate at which some aspects of the Unit's work is executed e.g. Systems Auditor
- ⦿ Lack of technical skills for some M&E staff

WHAT'S NEXT FOR M&E

- ① Improve relations with stakeholders by conducting workshops and meetings to provide understanding of the strategic plan and it's alignment to overall objectives
- ① Conduct regular site visits and provide recommendation reports to improve project and programme performance

WHAT'S NEXT FOR M&E

- ⦿ Continue to work with the Ministry to fill gaps in the Unit
- ⦿ Continue to make recommendations for technical training for M&E staff
- ⦿ Assist with the annual work plans for Divisions and units to ensure alignment to the strategic plan

WHAT'S NEXT FOR M&E?

- ⦿ Continue to monitor and evaluate the Ministry's 2011-2015 Strategic Plan
- ⦿ Conduct impact evaluations of Ministry programmes e.g. Streetlighting and UAP
- ⦿ Prepare the 2012 – 2013 Administrative Report

WHAT'S NEXT FOR M&E?

- ⦿ Continue to monitor the performance of the Ministry's Agencies, Divisions and Units
- ⦿ Provide guidance and clarity on report requirements
- ⦿ Continue to report on the Ministry's Performance (National Performance framework)

