

## I. EXECUTIVE SUMMARY

### Introduction

The State of the Local Governance Report (SLGR) is the result of the compiled outputs of the Local Governance Performance Management System (LGPMS). The SLGR may serve as guide to the Local Government Unit in its efforts of development as well as to provide basic information on the state of local affairs in the municipality.

The LGPMS, a performance management tool, looks into the state of local affairs in the areas of governance: (1) Administrative Governance, (2) Social Governance, (3) Economic Governance, and (4) Environmental Governance. The result is highlighted in this SLGR.

The method of data collection utilizes the data capture form (DCM) for the four performance areas stated above and administered to the different departments for their responses to the questions provided. The local DILG office spearheaded the data collection.

A performance scale is also used to identify areas that are excellent in performance with a scale of 5 as well as 1-4 scales for areas in need of improvement.

The report contained in this SLGR covers Calendar year 2010 data.

### Highlights of Findings

The findings of the survey conducted thru LPGMS show that the overall performance index of the Municipality of Jagna is 4.29 with a corresponding adjectival description of HIGH. All the five performance areas measured: Valuing Fundamentals of Good Governance; Administrative Governance; Social Governance; Economic Governance and Environmental Governance got 4.00 to 4.57 range of numerical value with HIGH as the adjectival description. This numerical and adjectival description were based on the State of Local Development Wheel Chart. Table 1 below presents the result.

Table 1  
**STATE OF LOCAL GOVERNANCE PERFORMANCE**  
**Jagna, Bohol**

PERFORMANCE AREAS	NUMERICAL	ADJECTIVAL
Valuing Fundamentals of Good Governance	4.39	High
Administrative Governance	4.33	High
Social Governance	4.57	High
Economic Governance	4.16	High

Environmental Governance	4.00	High
<b>Overall Performance Index</b>	<b>4.29</b>	<b>High</b>

**Key Areas for Strategic Directions and Actions**

In all the areas of performance there is still a need for improvement. Although the performance this year is better than last year, there is still a need for improvement to attain an excellent rating.

With a 4.57 performance index for Social Governance, being the highest among the areas, it means that the LGU has to exert more effort to achieve also an even higher performance for the current year with the implementation of several programs for health.

The least rating the LGU got, a 4.00, for Environmental Governance may be improved as this year the LGU will be instituting projects for the protection of the environment and for sustainability.

## I. STATE OF LOCAL GOVERNANCE PERFORMANCE

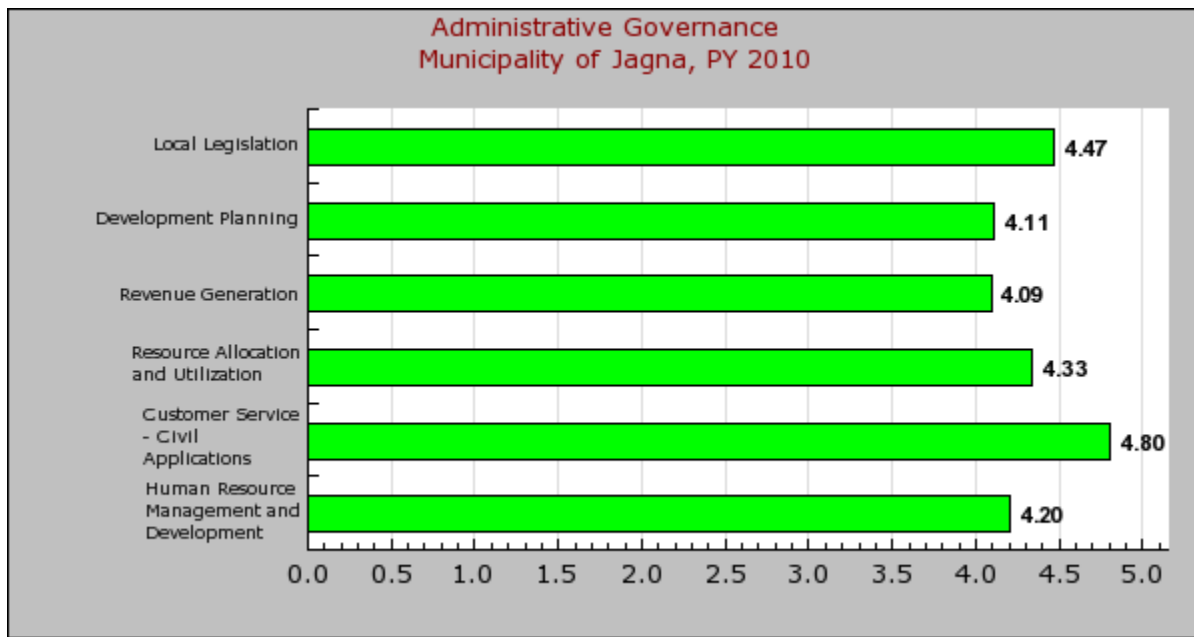
The result shown below in specific details signify some of the factors that affect the scale of performance. We also do not discount other external factors that could affect such level of performance of the LGU.

As can be seen from the tables and data shown below, the LGU has performed fairly high with of 4 and up performance rating in the areas. But still it needs further improvement in all areas.

### On Administrative Governance

There are six areas that are looked into in determining the performance in the area of Administrative Governance. These are Local Legislation; Development Planning; Revenue Generation; Resource Allocation and Utilization; Customer Service – Civil Applications; and Human Resource Management and Development.

All 6 areas have high performance ranging from a scale of 4.09 in Revenue Generation as the lowest and 4.80 as the highest in the area of Customer Service – Civil Applications as shown in the graph below.



Administrative Governance performance has been highly influenced by the events, factors incorporated in this area.

The transition to a new administration has brought with it changes in administrative governance. Adjustments were made. New management ways were instituted.

The administration of Mayor Fortunato R. Abrenilla introduced an innovation to LGU administration. Under Executive Order No. 31 Series of 2010, effective September 7, 2010 “AN ORDER CONSTITUTING THE MUNICIPAL MANAGEMENT TEAM” was created specifically including in Section 3 the conduct of a bi-monthly Management Committee Meeting every first and third Mondays of the month. Attended by department heads within the LGU and the NGAs, the Municipal Management Team (MMT) will identify issues and concerns in the workplace and those related to the delivery of basic services; formulate solutions to issues and concerns identified; plan out mechanisms for the enhancement of service to the constituency and update the municipal employees of recent issuances and other mandates for implementation. There are special meeting to be conducted if the need arises.

The MMT committee meetings proved to be an effective venue for the airing out of concerns and the finding of immediate solutions to the concerns.

The Executive Legislative Agenda (ELA), the implementing instrument of the Comprehensive Development Plan (CDP) for this administration was crafted during the ELA formulation workshop on August 10-12, 2010.

During the crafting of the ELA for 2011-2013, the LGU took into consideration that it will be supportive of the Executive Agenda and it is in consultation with the various stakeholders.

### **Local Legislation**

In the 2010 Annual Legislative Report of the 6<sup>th</sup> and 7<sup>th</sup> Sangguniang Bayan, both bodies conducted 26 sessions each with a total of 52 sessions conducted within 2010 broken down as 26 regular sessions for the 6<sup>th</sup> Sanggunian Bayan and 24 regular and 2 special sessions for the 7<sup>th</sup> Sangguniang Bayan.

All 52 sessions conducted are recorded and the minutes are found at the Legislative Library with supporting/back-up copies found at the monthly folder as well as in the E-Record. Fifty-two session journals and the track and trace folder are stored at the Legislative Library.

Legislative enactments:

Resolutions	-	121	(89% ELA PPAs related) (11% Miscellaneous)
General Ordinances	-	9	(97% ELA PPAs related) (3% miscellaneous)
Appropriation Ordinances	-	9	
Code enacted during the year	-	1	(2dn floor Market Code)

Other activities conducted by the Sanggunian Bayan were Legislative Agenda Workshop; Gender and Development Implementing Rules and Regulation Orientation for possible formulation and the ongoing E-tracking and Analysis Programming.

The sanggunian has a system of tracking information on local legislations. The system is computer-aided. It can generate information on existing local rules and regulations which complement national policies; on existing local rules and regulations to avoid duplication in legislation; status of a draft ordinance in the legislative process.

The following codes are already enacted by the Sanggunian: Code of General Ordinances, Revenue Code, Local Investment and Incentive Code, Market Code, Code for Children, Gender and Development Code, Environmental Ordinance and Zoning Ordinance.

The Revenue Code of the municipality is under review. Spearheaded by the 7<sup>th</sup> Sangguniang Bayan, it is looking into new revenue regulations that may enhance revenue generation as well as review and revise existing regulations that is not anymore responsive to that current setting.

### **Development Planning**

The Local Development Council is among the present LGU bodies that have already been established. The composition is in accordance with the Local Government Code. However, no sectoral or functional committees have been organized to assist the LDC.

One of the present work under development planning is the conduct of CLUP review. The Comprehensive Land Use Plan (CLUP) of the municipality is currently under review. In consultation with the various stakeholders it underwent various stages of process to ensure that it is responsive and strategic in terms of socio-economic development.

### **Revenue Generation**

Total LGU income in 2010 is P68,573,948.14. This is sourced from IRA share, local-sourced revenues and other revenues.

The system on all local taxes, fees and charges is an interlinked system. It operates on a network of computers linking the Assessor, Business Permits and Licensing Officer and Treasurer.

The LGU does not provide any incentive scheme to promote efficiency in real property assessment and real property tax collection.

Rules enforced on the system include civil remedies on tax delinquencies and is guided by a Local Revenue Code that is not more than 5 years old.

Real property tax system is guided by tax maps for property identification. Real property records and information are indexed to facilitate access by real property owners.

Business tax records on the other hand are regularly updated and revenue enhancement measures are continuously implemented.

The Annual Revenue Generation Plan embodied the local revenue policy directions of the year 2010. It contained strategies that have to be undertaken in order to yield the amount of revenues estimated to be collected for the year. It also identified local government personnel responsible for each strategy. The plan also included the amount of revenues projected to be generated annually from real property and business taxes, fees and charges and from other sources.

The plan is used in the updating of the revenue code.

### **Resource Allocation and Utilization**

The LGU usually has a budget planning annually. The planning ensured that the annual budget is responsive to the budgetary requirements of the Annual Investment Program. The annual budget for CY 2010 was also made in accordance with the budgetary, statutory and contractual requirements and general limitations. The annual budget was approved within the period from Oct. 17 to Dec. 31.

At least 5% of the total budget is appropriated for Gender and Development concerns. An amount is also appropriated for the operation and maintenance of the Office of Senior Citizens Affairs (RA 9257) as well as set an amount for the monitoring and surveillance of the magnitude of AIDS (RA 8504).

The provision of RA 9344 was the only requirement not complied with by the annual budget.

The Personal Services Expenditure Ratio is 44%. Total Expenditures per capita in CY 2010 is 2,127.01 pesos. Debt service ratio is at 13.76%.

### **Customer Service**

#### **Civil Registry Documents**

A database on civil registry records has been implemented in the LGU. The processing of birth, death, marriage certificate is only brief. A system or procedure has been established in the application of these documents.

#### **On Real Property Tax Documents**

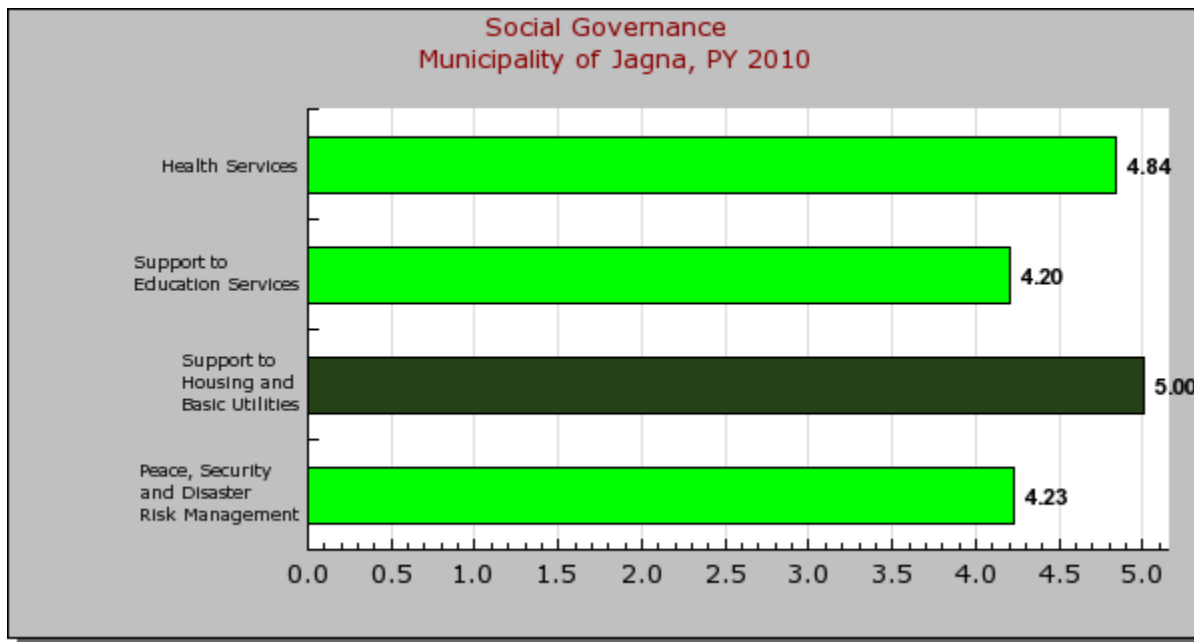
Processing of real property documents is computer aided. Procedure is made known thru a poster outside the office of concern. Procedure is clear and made simple so as to reduce waiting time.

### Human Resources Management and Development

Human resources management and development is supported by the following: transparency of recruitment; valuing permanence in appointments; recognition of good performance; trainings and grievance mechanism. All of these are being practiced in the LGU.

### On Social Governance

Social Governance looks into four areas: Health Services, Support to Education Services, Support to Housing and Basic Utilities, and Peace, Security and Disaster Risk Management. The LGU Jagna's performance in each area of Social Governance is plotted in the graph below.



The bar graph shows that Support to Housing and Basic Utilities earned an excellent performance with a rating of 5 followed by Health Services with 4.84; Peace, Security and Disaster Risk Management with 4.23; and Support to Education, 4.20.

## **Health Services**

The Local Health Board (LHB) is a body that was organized to function in accordance to the Local Government Code. It conducts meetings once a month and when the need arises. Agenda is prepared for every meeting as well as documentation of the proceedings. The LHB is performing according to its mandate.

The quality of health care (basic curative service) supplies and equipment, basic medicines are complete, functional and readily available. A referral system is already in place and functional; presence of regularly stationed as scheduled physician and medical staff and a well established and functioning recording system. The center is always clean and well-maintained.

Maternal and child care services are in place. Safe motherhood and family planning consultation, pre-natal check up with tetanus vaccination and other health programs for a healthy pregnancy are regularly available. Child care such as vaccinations, check ups, program to counter malnutrition and other important health programs for children are implemented as scheduled.

The presence of an RHU2 doctor that is stationed in Mayana who will be readily available to the people in the upland barangays enhance the delivery of basic health care to these people. His presence will encourage the barrio folks to avail of health services as it will not be very costly for them to do so compared with only one RHU stationed at the center of the town.

In partnership with Philos Health, an NGO, Jagna barangays are enjoying a quarterly free medical check-ups with ultrasound, provision of basic medicines and at times free surgery. This is an opportunity for the people's health to be monitored regularly at no expense.

There is also a supplemental feeding to all barangays of Jagna in partnership with Philos Health. Manna Pack, a nutritious food supplement, was donated by Philos Health for children aged 6 months to 5 years.

## **Support to Education**

The Local School Board, the body follows the composition mandated in the Local Government Code.

The School Board conducts meetings when necessary. It has performed its functions such as the determination of budgetary needs and cost for the operation and maintenance and has ensured that funds of the Special Education Fund is disbursed in accordance with the prepared budget as well as consistent with the existing rules and regulations among its other duties. It has also supported activities related to educational research as well as sports development.



The LGU supports from the General Fund the program on Alternative Learning Systems as well as the construction of extension classrooms and the hiring of teachers for these extension classes.

### **Support to Housing and Basic Utilities**

The LGU thru the MPDC maintains a database for the housing sector and contains an updated inventory of informal settlers; makeshift houses; sites for potential socialized housing; an updated inventory of households with access to water supply and households with access to electricity.

This database has greatly helped the LGU in the performance of its basic services to the constituency of Jagna.

### **Peace, Security and Disaster Risk Management**

Thru the joint meetings of the Municipal Peace and Order Council (MPOC), Municipal Council for the Protection of Children (MCPC), Municipal Anti-Drug Abuse Council (MADAC) and Municipal Disaster Risk Reduction Management Council (MDRRMC), peace, security and disaster risk management issues and concerns are discussed regularly. The body regularly meets and has been performing in accordance with rules and regulations.

Thru Executive Order No. 35 Series of 2010 the Municipal Disaster Risk Reduction and Management Council (MDRRMC) was established. The MDRRMC is the reconstituted Municipal Disaster Coordinating Council (MDCC).

The MDRRMC is tasked to approve, monitor and evaluate the implementation of the Local Disaster Risk Reduction Management Plan (LDRRMP); ensure the integration of disaster risk reduction and climate change adaptation into local development plans, programs and budgets as a strategy in sustainable development and poverty reduction among others.

The municipality has already constructed a MDRRMC office and has assigned an officer to oversee the management of the MDRRM office.

One of the current projects under MDRRMC is the dredging and declogging of the Jagna rivers. This is a continuous program to deepen and expand the river so as to prevent flooding within metro Jagna.

The municipality is also one of the pioneers in Bohol to establish the Jagna Emergency Medical Rescue Unit (JEMRU). The JEMRU thru Executive Order No. 9 Series of 2010 chaired by the Municipal Fire Marshal is mandated to function in coordination with the Municipal Disaster Coordinating Council on the procedures and purpose of the emergency medical and rescue unit

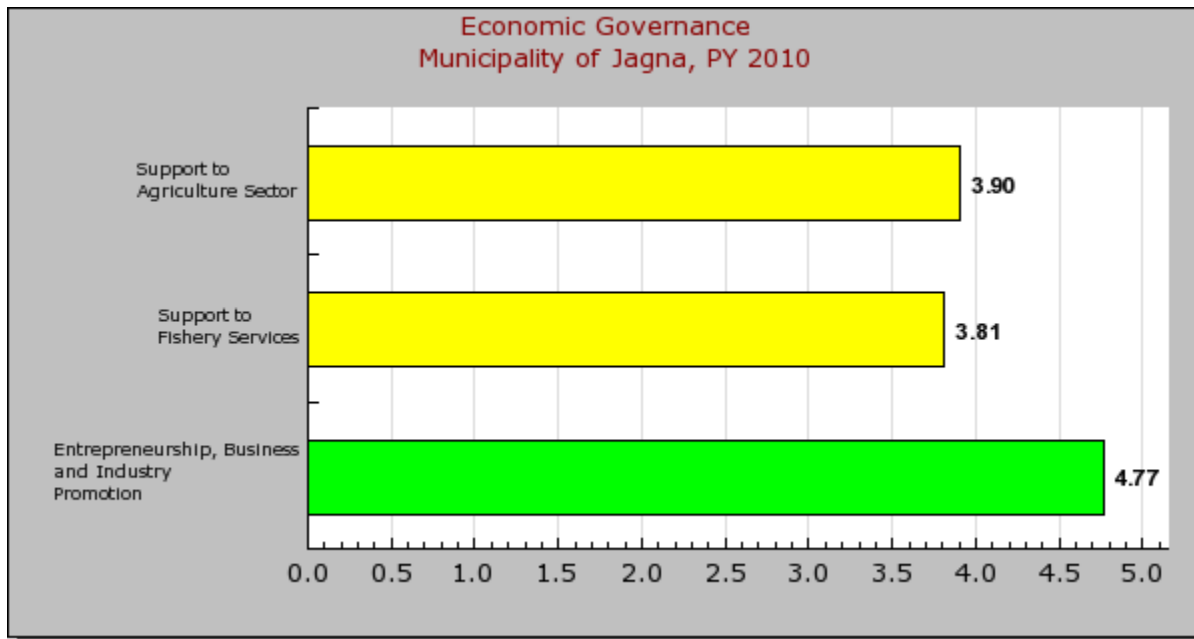
in times of typhoon, fires, earthquake, accidents and other related emergencies involving life and property; conduct seminars on medical emergency and rescue operations in all the barangays; respond immediately when called upon to assist to any life threatening emergencies; and formulate plans, reports and assessment to be submitted to the Municipal Mayor for his information and guidance.

To date, the JEMRU has been receiving positive feedback on their operations. They have responded quickly and efficiently to emergencies. Several cases have been responded to and has greatly improved in the emergency service of the municipality.

### On Economic Governance

Economic Governance looks into the areas on Support to Agriculture Sector, Support to Fishery Services, and Enterprise, Business and Industry Promotion.

LGU Jagna's performance in this area is 4.16 with an equivalent adjectival description of high. The following graph shows the result of the self assessment tool.



The graph shows that Support to Fishery Services earned the lowest rating at 3.81 followed by Support to Agriculture Sector, 3.9 and Entrepreneurship, Business and Industry Promotion earned the highest at 4.77.

## **Support to Agriculture Sector**

Infrastructure support to agriculture sector is provided by the LGU as well as from the provincial, national as well as other donor agencies. The construction of irrigation systems are spearheaded by the LGU as well as rehabilitation and construction of roads.

At present, work on post harvest facilities is being implemented. The administration is very keen in supporting agricultural efforts as it believes that agriculture is still the main employer in the town and in the country.

Support to research is also being concentrated as well as establishment of support to production services.

Fifty to seventy-nine percent of farming-households benefit from agricultural extension services. Livestock dispersal and Techno Gabay program are part of the LGUs alternative and innovative assistance program to farmers.

## **Support to Fishery Service**

The Fisheries and Aquatic Resource Management Council (FARMC) is already an established council in the municipality. The FARMC has assisted in the formulation of the Fishery Development Plan; caused the enactment of fishery ordinance; and assisted in the enforcement of fishery laws, rules and regulations within the municipal waters.

The LGU is hands on thru the Municipal Agriculture Office (MAO) in the rehabilitation or construction of fishery related infrastructure and is in support of fishery production services to fisherfolks. Thru the MAO, the municipality is also making available to the fisherfolks a marine-based livelihood project.

## **Entrepreneurship, Business and Industry Promotion**

The process of business permit and licenses application of the municipality is systematic. Thru the Business One-Stop-Shop. The BOSS is an innovation spearheaded by the Business Permit and Licensing Office for fast and easy releasing of business permit and licenses. Payment of real property tax is also a part of the organized BOSS. The idea of the one-stop-shop comes from providing many services in just one place to make processing organized, quick and fast to the clientele. The processing is organized step by step and the tables are arranged side by side in a linear flow designed to not confuse the clients.

The BOSS has been practiced for several years every January to facilitate quick business permit and licenses application.

Processing of building, occupancy and business permit is computerized and systematic. There is a government supported administrative body that is responsible in the promotion of business and industry in the municipality.

Provision of tax incentive, product labeling and product packaging assistance especially to small and medium enterprises, support to job fairs, trainings among others are assisted by the LGU.

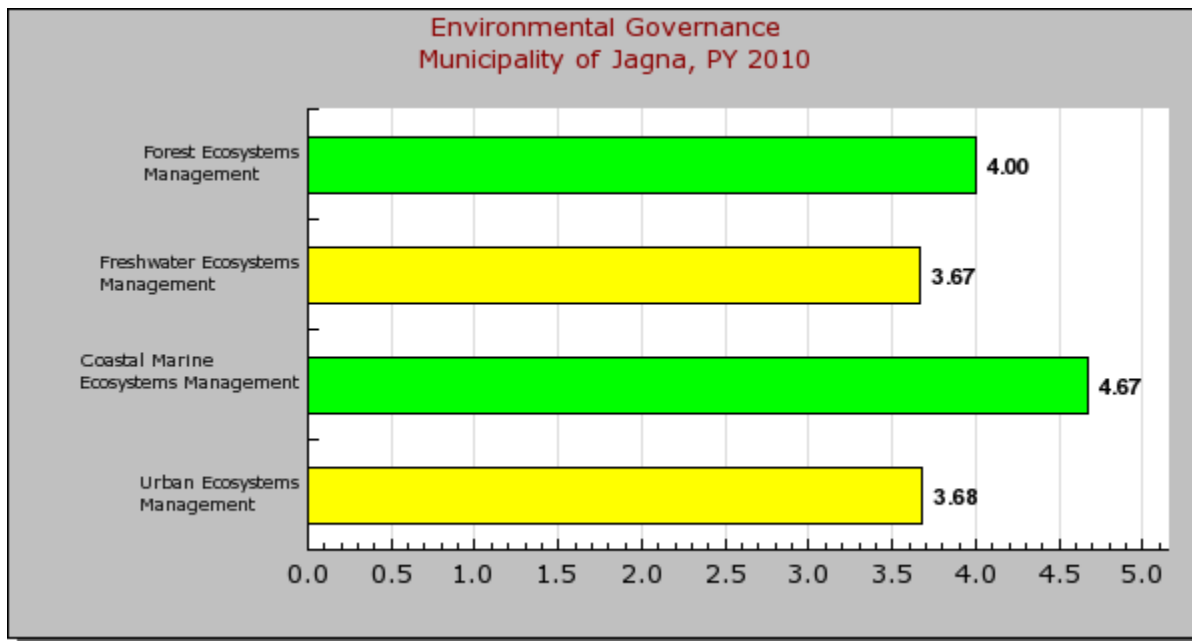
The soft opening of the new Jagna Public Market is also highlighted. It will definitely enhance income generation as more stores are opened.

Other highlights are the newly constructed and rehabilitated farm-to-market roads which will facilitate the easy access of goods to the market. Banana Chips Processing Center is established by the women of Barangay Canjulao thru coordination with LGU.

### **On Environmental Governance**

Environmental Governance takes into account four areas. These are Forest Ecosystem Management, Freshwater Ecosystem Management, Coastal Marine Ecosystem Management, and Urban Ecosystem Management. Below is a graph showing the result of the self assessment tool on Environmental Governance.

The LGU needs more focus on Freshwater Ecosystems Management with only a 3.67 rating. The lowest rating among the four areas. Another area that needs more focus for efforts is Urban Ecosystems Management which has a 3.68 rating. Forest Ecosystems' rating is 4.00 which is high and topped by Coastal Marine Ecosystems Management at 4.67.



### **Freshwater Ecosystems Management**

As mentioned above and shown in the graph, Freshwater Ecosystems Management garnered the lowest rating. This only shows that program within this area should be strengthened.

In place in the Comprehensive Development Plan (CDP) or Provincial Development Physical Framework Plan is the program on freshwater protection and rehabilitation. A holistic approach is applied in the protection and rehabilitation that includes non-government organizations as well as people's organizations' involvement.

### **Coastal Marine Ecosystems Management**

The Coastal Marine Ecosystems Management program has been included in the plans of the LGU. In fact, moves have been instituted towards this area. In coordination with the coastal barangays, the DENR and people's organizations, protection and rehabilitation of coastal ecosystems is already enhanced.

Moreover MPA networks are strengthened; Bantay Dagat is activated; marine sanctuaries and marine protected areas are enhanced to heighten protection of the seas.

### **Urban Ecosystems Management**

Although Urban Ecosystems Management program has been integrated in the CDP, like Freshwater Ecosystems Management, it has not been given focus.

Presently, there are no concrete steps towards the management of our pollution. There are efforts at this but it is dispersed.

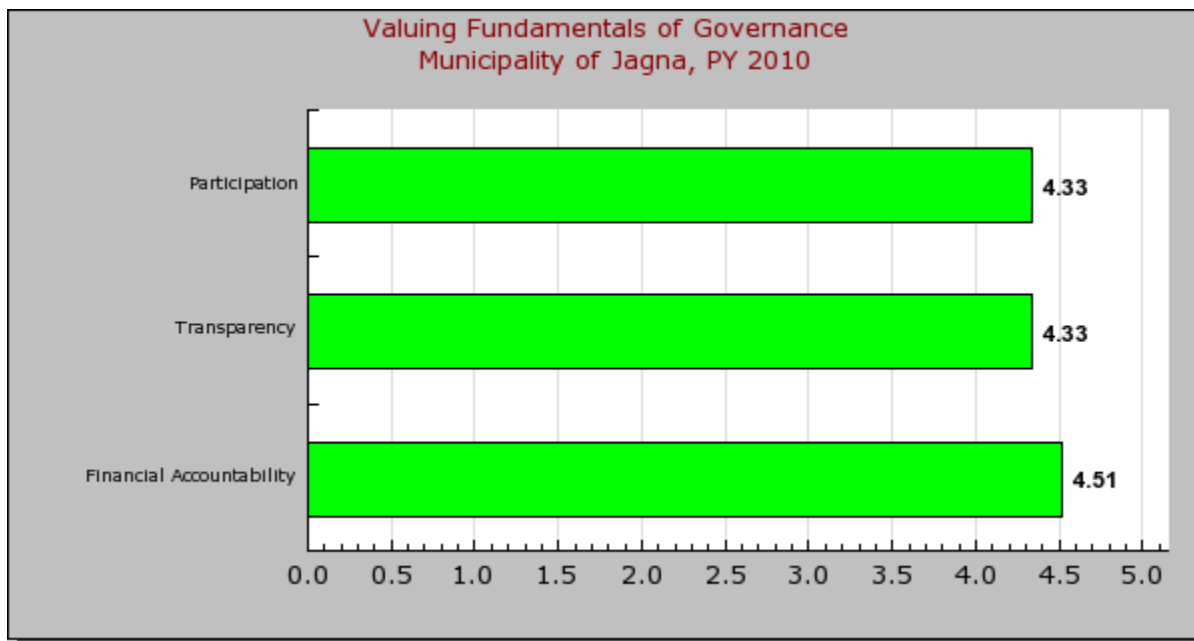
The Integrated Solid Waste Management (ISWM) has been in place since the previous administration. This was given focus. The ISWM has achieved a lot since its inception.

The Solid Waste Management Plan was formulated by the Solid Waste Management Board (SWMB) with a holistic approach. Groups outside of the government were consulted. Steps initiated were in coordination with the public as public consultations were made.

Materials recovery facility is established. Segregation is done at the household level and collected per type of waste. A controlled dumpsite is present in the municipality.

### On Valuing Fundamentals of Governance

This section of the report describes how the LGU values and maintains good governance in the context of Transparency, Participation, and Financial Accountability.



The graph shows that Financial Accountability with a rating 4.51 is the highest among all the areas of Valuing Fundamentals of Governance. Transparency as well as Participation is rated equally.

## **Participation**

Participation coming from the other sectors present in the municipality is active. People's Organizations, NGOs and representatives of sectors are part of the different bodies such as the Local Development Council, Local Health Board, Local School Board, Peace and Order Council.

The presence of these sectoral representatives during meetings of these different boards ensures that there is a proper feedback mechanism in the LGU.

## **Transparency**

The LGU has a public information desk present that will answer queries for information with regards to the services of the LGU offices.

Transparency is also being practiced with the Sangguniang Bayan's sessions which can be heard on air thru Jagna Community Radio (DYJP).

Regular news articles about happenings, newly implemented and accomplished projects of the LGU are read thru a province-wide circulation.

The municipality's website is also available to provide information of the activities of the municipality and the LGU.

Public documents such as transaction records and contracts are accessible to the public.

## **Financial Accountability**

LGU Jagna's financial management system is effective. Manuals or guidelines are available; disbursement are only made for approved purposes; accounting records are supported by source documentation such as canceled checks, paid bills, payrolls, contracts, subcontracts and other financial transaction documents; accountable financial officers are known and their responsibilities are clear; 5 Sanctions for erring local government personnel regarding financial transactions are clear and enforced; Information about the procedure in transacting financially with the local government is available via various media.

Financial statements are prepared and submitted according to the prescribed periods and are made available upon request. Summary of Income and Expenditures is posted in at least three (3) conspicuous places in the local government unit (in the LGU bulletin board, market and church) within 30 days from year-end.

The Bids and Awards Committee function according to Section 11 of Republic Act No. 9184, or Government Procurement Reform Act. All procurement laws and procedures are followed. Bidding is held in the Municipal Hall.

Most of the time cash advances, official travels are liquidated within the prescribed period. Petty operating expenses and field operating expenses are liquidated within 20 days after the end of the year subject to replenishment as frequently as necessary during the year is being practiced.