
CLARENDON PARISH COUNCIL

**2013-2014
ANNUAL
PERFORMANCE
REPORT**

INTRODUCTION

The Parish Council of Clarendon enjoyed a productive year of envisioning, building, community outreach and partnership in the 2013/2014 financial year. In 2013/2014 the Parish Council of Clarendon endeavoured to engage in more projects that held significant potential for sustainable impact on the receiving communities; engage in a greater number of stakeholder consultations; respond to citizen complaints and suggestions expediently while prudently managing the organisation's resources and finances.

Our achievements over the past year is indicative of a Council that is responsive to the needs of both its external and internal customers and which is firmly committed to the quality of its deliverables, be it services, projects or social welfare/relief.

The accomplishments according to departments are as follows:

ADMINISTRATION DEPARTMENT

In 2013/2014 the Administration department continued with its program of staff empowerment and training to meet the growing demand of the community for quality service and timely delivery of projects as well as internal needs such as professional and efficient record-keeping and accounting.

In order to achieve this, the Council made a number of training and professional development opportunities available to select staff members. A total of nineteen (19) officers inclusive of Accounting Clerks, Building Officers and Assistant Superintendents benefitted from professional training in areas related to their respective disciplines. The courses were offered by the Management Institute for National Development (MIND).

The Parish Council employed six (6) additional staff members during 2013/2014 while one officer was promoted. In honouring our commitment to maintain the efficiency and accountability of staff, the requisite two (2) staff performance appraisal were carried out during the year.

Our public relations program was robust in 2013/2014 which bore great fruit. The Council held two town hall meetings in the communities of Longville Park and Frankfield during the month of November in addition to eight development area (DA) workshops spearheaded by the Planning and Development Department through the Local Sustainable Development Project (LSDP) Secretariat. The DA workshops were held in Chapelton, Frankfield, Lionel Town, Milk River, May Pen (two workshops) with Spaldings and Kellitss to be visited early in the new financial year.

The major issues raised by citizens coalesced around recurrent themes such as the need for youth training and empowerment; improvement of basic infrastructure and amenities e.g. the road network, water quality, street lighting and community recreational facilities; safety and security concerns; the lack of parenting skills and the high level of unemployment.

The Council produced and published a four-page supplement in The Gleaner on November 28, 2013 in commemoration of Local Government and Community Development Month in which it interfaced with its constituents; highlighted its year-to-date achievements together with its plans and vision for the parish.

The opening of an Activity's room at the Clarendon Infirmary; the Poor Relief Department's Tuesday Street People Feeding Program as well as the official commissioning of the Rock River Poor Relief Office garnered significant media coverage in February with the Jamaica Information Service broadcasting a television feature on the activities on Tuesday, March 25, 2014. The production was entitled 'Poor Relief: A Community Approach'.

The important April 12, 2014 ceremony for the official handing over of the Rocky Point Market to the Rocky Point Development Council Benevolent was organised and coordinated chiefly by the Council.

FINANCE AND COMMERCIAL SERVICES DEPARTMENTS

The challenging economic environment has impacted negatively on the Council's effort to meet its General Revenue target. However, sustained enforcement has contributed to the increase in collection of Trade License, Billboards Fees and market fees. The Council's Transportation Centres still remains the main revenue earner under the self financing activities. It is envisioned that sustained and improved enforcement in all revenue areas will allow the Council to meet or surpass its revenue target for financial year 2014/2015

The Council continues to submit monthly financial reports to the Department of Local Government and QCA reports to the Office of the Contractors General on a timely basis. Final Accounts for financial year 2008/2009 and 2009/2010 are awaiting certification from the Auditor General's Department; Accounts for financial years 2010/2011 and 2011/2012 are completed for submission to the Auditor General's Department. Various consultations were had between the Auditor General's Department, Ministry of Local Government & Community Development and the Local Authorities to implement the Accrual method of accounting; the discussions still continues

For the financial year 2013/2014 the Clarendon Parish Council generated some fifty-seven million two hundred and eighteen thousand three hundred and seventy-one dollars and eighty three cents (J\$57,218,371.83) in revenue which included thirty-one million six hundred and

seventy-two thousand sixty dollars and sixty-three cents (J\$31,672,060.63) in general revenue and twenty-five million five hundred and forty-six thousand three hundred and eleven dollars and twenty cents (J\$25,546,311.20) from self-financing activities.

ROADS AND WORKS DEPARTMENT

ROADS WORKS

A total of one hundred and thirty four million, eight hundred and fifty thousand dollars (J\$134,850,000.00) were invested in road infrastructural projects in all twenty-two local government divisions across the parish, positively impacting a number of communities. The projects fell under the customary categories of patching, marling, resurfacing, bushing, rehabilitation and drain cleaning works.

In the 2013/2014 financial year the Council continued with its efforts to improve its welfare outposts/facilities and administrative offices in a bid to ensure staff comfort and security and improve the efficiency and performance of employees. To this end, infrastructural upgrading and construction work were undertaken on Council buildings and property totalling some eight million six hundred and ten thousand two hundred and thirty-seven dollars and eight one cents (\$8,610,237.81). These works related primarily to the Clarendon Infirmary, Municipal buildings, Markets and a Poor Relief Office in Rock River.

The building projects were deemed to be integral to the overall quality of the Council's buildings and offices together with improving service delivery through our Poor Relief department as well as the comfort of our clients at the parish's residential care facility, the Clarendon Infirmary.

MINOR WATER SUPPLIES

The Council trucked an even two million gallons of water to public schools, wayside tanks and health centres in eighty (80) communities across eighteen local government divisions during the 2013/2014 financial year costing the Council some seven and half million dollars (J\$7, 500, 000). There Parish Council of Clarendon currently owns and maintains seventeen (17) catchment tanks sited in five local government divisions. In 2013/2014 the maintenance program for catchment tanks cost the Council two hundred thousand dollars (J\$200,000) while a total sum of five hundred and ninety thousand dollars (J\$590, 000) were expended on the Council's thirteen (13) spring facilities and five (5) wayside tanks.

PLANNING DEPARTMENT

PROGRESS OF THE CLARENDON LOCAL SUSTAINABLE DEVELOPMENT PLAN

The provisions of the Local Government Reform initiative of the then Department of Local Government (now the Ministry of Local Government and Community Development) had expressed intent to de-centralize local planning as well as certain other planning approvals. With financial assistance from the National Housing Trust under its Township Development Assistance Programme together with funding from the Sugar Transformation Unit the Clarendon Parish Council and its partners (PDC, NAPDEC, and SDC) have been able to take on the task of exploring opportunities for investment and employment through land use approaches and linkages under the stewardship of its rejuvenated Local Sustainable Development Plan (LSDP) Secretariat.

This Plan is being proposed to set goals, objectives, actions, policy recommendations and implementation strategies for the Parish informed by the vision of local residents, which will be garnered from a series of stakeholder meetings and community workshops and building on the findings of the Clarendon Parish Sustainable Development Profile. This Plan is founded on a multi-sectoral approach between a number of sectors that will help to guide and achieve sustainable development and long-term planning in the Parish.

The bottom-up planning approach of engaging local residents' is in action as six (6) development areas have been consulted on the development of the Plan. This will be done at every step of the Plan from information-gathering to shaping the vision and formulating recommendations.

POOR RELIEF DEPARTMENT

As at March 2014 one thousand one hundred and sixty (1160) persons were registered on the department's Outdoor Roll. A total of seven million two hundred and twenty-one thousand five-hundred and twenty-five dollars and four cents (J\$7,221,525.04) were spent on relief for the outdoor poor, homeless and children of the Poor while the Council made a special allowance of three hundred and six thousand one hundred and twenty-one dollars and forty-four cents (J\$306,121.44) available for the provision of food packages for one thousand one hundred and eight two (1182) clients. The department received some thirteen million nine hundred and fifty-one thousand dollars (J\$13,951,000.00) in donations to support its relief efforts in 2013/2014.

CLARENDON INFIRMARY

At the commencement of 2014 one hundred and thirty-seven (137) residents were admitted to the Clarendon Infirmary with twenty four (24) admitted during 2013/2014, which saw the institution providing relief to one hundred and sixty-one (161) residents altogether.

During the 2013/2014 financial year some twelve million two hundred and thirty-nine thousand two hundred and twenty-two dollars and ninety-eight cents (J\$12,239,222.98) were expended on the infirmary's operations and the care of the indoor poor.

The Clarendon Infirmary also benefitted from extensive infrastructural upgrade work during the year. The institution's laundry, plumbing and electrical facilities were upgraded at a cost of three million five hundred and fifty-nine thousand one hundred and twelve dollars and seventy-seven cents (J\$3,559,112.77), which impacted significantly on patient and staff comfort and safety. In 2013/2014 the operations of the Clarendon Infirmary were greatly enhanced with the addition of a Recreational/Activity Room at the facility along with the employment of a medical doctor who makes weekly Wednesday calls on residents.

The general recommendation is for additional staff to be employed to the facility to further enhance service delivery and resident care.

DISASTER MITIGATION & PREPAREDNESS

A number of activities were undertaken throughout the financial year 2013/2014 to survey vulnerable communities across the parish and assist them with building their resilience against natural disasters. This was done in collaboration with major disaster mitigation organisations including the Office of Disaster Preparedness and Emergency Management (ODPEM), Jamaica Fire Brigade (JFB), Jamaica Red Cross, Water Resources Authority and the Council's Roads and Works and Planning Departments.

The activities and projects focused on a range of topics including earthquake awareness, drought and climate change, damage assessment and disaster risk management involving select communities. Most of the initiatives were funded jointly by the Parish Council and ODPEM.