



Process for Preparing the Regional Government Implementation Report (LPPD) for Bengkulu City for Fiscal Year 2023

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A B S T R A C T

The aim of the research is to find out the Process for Preparing the Regional Government Administration Report (LPPD) for Bengkulu City for Fiscal Year 2023 and to find out the obstacles to the Process for Preparing LPPD for Bengkulu City for Fiscal Year 2023. This study uses qualitative methods. The informants in this research were the Regional Secretary, Head of the Government Department and Members of the LPPD Drafting Team and Review Team. Data analysis in this research consists of data reduction, data presentation, and drawing conclusions (verification). The research results show that the process of preparing the LPPD for the 2023 Fiscal Year of Bengkulu City is in accordance with the stages and is going well, but there are 2 (two) key performance indicators that do not meet administrative and substantive requirements. The obstacles in the process of compiling the LPPD are the dynamics of the arrangement of employees compiling the LPPD so that it requires re-mentoring new compilers, the guidelines for compiling the LPPD are not yet fully helpful in presenting the data so that the guidelines need to be prepared in more detail and the lack of knowledge and awareness of employees in completing the LPPD data is necessary. technical guidance was carried out in order to understand the importance of preparing the LPPD for the performance of the Bengkulu City Government.

INTRODUCTION

In an effort to realize good governance, which is part of the reform agenda, it is basically an ideal condition that is expected to occur in all areas, especially the Government Section of the Bengkulu City Regional Secretariat, including in its task of preparing the Regional Government Implementation

Report (LPPD) in Bengkulu City. Law Number 23 of 2014 concerning Regional Government states that LPPD is a report on the implementation of regional government for 1 (one) budget year, which is prepared in order to provide an implementation report and an overview of the performance achievements of government administration and development.



The preparation of the LPPD in the Bengkulu City Government is carried out by the Government Department which uses data and information from each agency in the City of Bengkulu. Regional Governments are required to prepare LPPD as a form of responsibility in running regional government, in accordance with the provisions of Law Number 23 of 2014 concerning Regional Government, Article 69 paragraph (3) confirms that the Regional Head as executor of regional government must submit LPPD, Accountability Information Report (LKPI), and Regional Government Implementation Summary Report (RLPPD).

Based on the reporting mechanism or process, it is known that during the preparation of the Bengkulu City LPPD, various phenomena and problems were encountered in initial observations carried out by researchers through interviews with Mr. Rakhmat Novar Riawan, S.STP., M.Si as Head of the Government Section of the Bengkulu City Regional Secretariat in December 14, 2023.

1. Administratively, a quality report must show the relevance of the data and information presented. However, in preparing the LPPD, problems are often encountered, namely the unavailability of the required data/information in the Bengkulu City Regional Apparatus. The unavailability of this data will affect the LPPD preparation process.
2. Due to the unavailability of data/information for the preparation of the Bengkulu City LPPD, this has resulted in key performance indicators still having TDI status or not being able to be identified or interpreted which is interpreted as invalid with a value of zero. This proves that the Bengkulu City LPPD still does not present a

true picture of regional government, so that the aim of preparing the Bengkulu City LPPD has not been maximized and the targets previously set have been hampered.

3. Another problem is that in terms of time, there are still many regional apparatus or departments that are late in providing the data/information needed in preparing the LPPD

On the other hand, the availability of facilities and infrastructure to support the preparation of the Bengkulu City LPPD is still very minimal with many computers and printers being in a seriously damaged condition, making input less effective.

Based on the research background, the researcher formulated this problem, namely:

1. What is the Process for Preparing the Bengkulu City Regional Government Administration Report (LPPD) for Fiscal Year 2023?
2. What are the obstacles to the Process of Preparing the Regional Government Administration Report (LPPD) for Bengkulu City for Fiscal Year 2023?

MATERIALS AND METHODS

Research design refers to the plan, structure and methods used in conducting research to find answers or solutions to a problem or question posed. The researcher decided to adopt a research structure that explores a descriptive qualitative approach using an inductive approach. According to experts, this technique is very suitable for use in research because it starts from empirical data to test its truth, and also to explore images or issues related to the research topic based on facts and information in a thorough and comprehensive manner (Creswell, 2012: 473)



RESULTS AND DISCUSSION

a. Process for Preparing the Regional Government Implementation Report (LPPD) for Bengkulu City for Fiscal Year 2023

LPPD is a picture of the performance of the Regional Government as a whole throughout the year, in order to achieve the targets of implementing Regional Government and carrying out assistance tasks based on performance benchmarks contained in the Regional Long Term Development Plan (RPJPD), and the Regional Medium Term Development Plan (RPJMD), as well as the Regional Government Plan. Regional Government Work (RKPD). The number of Regional Apparatus in the City of Bengkulu is 39 (thirty nine) Regional Apparatus, however based on the circular of the Ministry of Home Affairs number 100.2.2.7/8697/OTDA regarding Submission of Guidelines for Preparing Reports on the Implementation of Regional Government in 2023 that there are 26 (twenty six) regional apparatus which is the team that makes up the LPPD.

The preparation of the LPPD certainly has a team, in this case called the drafting team. The quality and quantity possessed by the drafting team certainly have an influence on the quality of the LPPD being prepared. The quality and quantity of the drafting team also plays a role in coordinating with the Government Department. The following is the flow of the Regional Government Implementation Report:



Figure 5.1

Flow of Regional Government Implementation Reports

b. Formation of the Drafting Team and Review Team

At the stage of forming the drafting team and reviewing team, the members of the drafting team were determined based on the Decree of the Mayor of Bengkulu Number 74 of 2024 concerning the Formation of the Implementing Team for Activities for Preparing Reports on the Implementation of Regional Government for the City of Bengkulu for Fiscal Year 2023. Based on data obtained by researchers, there were 37 (three) twenty-seven) Human Resources (HR) members of the LPPD drafting team for the 2024 fiscal year. The members of the LPPD drafting team are determined through the Decree of the Mayor of Bengkulu with the aim of having legal force and serving as work guidelines for the LPPD drafting team. The Regional Inspectorate as the Government Internal Monitoring Apparatus (APIP) plays a role as Quality Assurance, namely ensuring that an activity can run efficiently, effectively and in accordance with the rules in achieving organizational goals. The results of the researcher's findings are that there is a discrepancy with the mandate of the Minister of Home Affairs Regulation Number



18 of 2020 regarding the composition of membership and details of the duties of the review team, where based on the Regulation of the Minister of Home Affairs it is stated in article 5 paragraph (2) that "the composition of the membership and details of the duties of the review team are determined by decision regent/mayor and involving functional officials or APIP Regional Inspectorate." Meanwhile, the membership composition and duties of the Bengkulu City Government LPPD review team for the 2023 Fiscal Year are not determined through a Mayor's Decree, but are determined by a Letter of Assignment signed by Plt. Bengkulu City Inspector.

c. Data Collection and Supporting Documents

The Regional Head is obliged to carry out the collection and processing of the necessary data in accordance with the key performance indicators in the LPPD. Researchers are looking for information about collecting data and supporting documents in the Bengkulu City LPPD Preparation Process for Fiscal Year 2023. There are 2 (two) indicators in the aspect of data collection and supporting documents, namely collecting macro IKK data, and collecting Outcome IKK and Output IKK data from Regional Apparatus.

Based on the research results, information was also obtained that the existing manual for preparing LPPD from the Ministry of Home Affairs was not fully able to assist regional officials in presenting data. Many IKKs are not accompanied by a clear explanation or method for filling them out. So the regional authorities still define it according to their own interpretation. There are key performance indicators that must be filled in by cross-regional apparatus because the required data

cannot only be presented by one regional apparatus because it is not in accordance with the affairs carried out by that regional apparatus and therefore requires coordination with other regional apparatus. To bridge this, the Bengkulu City LPPD team, through the Government Department, facilitated assistance meetings with Regional Apparatus who have data links to each other.

d. Document Preparation

The Regional Head prepares the LPPD based on the guidelines set by the Minister of Home Affairs. In its preparation, the Regional Head is obliged to carry out the collection and processing of the necessary data in accordance with the key performance indicators in the LPPD. The LPPD that has been prepared is used as a basis for evaluating the implementation of regional government and is used as material for assessments, policy formulation and guidance carried out by ministries/non-ministerial government institutions.

To look at aspects of document preparation with 2 (two) indicators, namely activities to recapitulate basic data on performance achievements in regional government administration, and facilities and infrastructure owned in preparing LPPD documents. Based on the results of the interview, it can be concluded that there is still a lack of knowledge regarding the importance of LPPD so that regional officials are confused about requests for LPPD data so they use a quick method by making a certificate stating that the data is not owned by the relevant regional apparatus.

Activities Supporting Facilities and Infrastructure are an important component in supporting all kinds of existing activities



including the implementation of activities in the Government Department. From the research results, it is known that the condition of facilities and infrastructure in the Government Department still requires more attention due to the lack of facilities owned by government employees such as a lack of laptops/computers, while some existing laptop/computer facilities are not in good condition, this results in hampered input performance.

e. Implementation of Verification

LPPD verification is carried out in the form of a review in a meeting where the IKK is presented one by one by the regional apparatus which is attended by the drafting team and the review team so that the IKK and its supporting data are reviewed. Furthermore, verification is also carried out electronically through SILPPD by opening the website <https://elppd.kemendagri.go.id/> then log in using your APIP username and password, Select the IKK menu and APIP Verification Sub Menu, select the IKK to be reviewed. There are two IKK menus, namely IKK and IKK Macro, APIP is required to review all IKK in the application. Then carry out a review by comparing the input data with the evidence documents presented by the LPPD compiler. Make sure the evidence documents are valid and support the information presented. Next, give the status OK / Not OK, provide an explanation in the APIP information column for follow-up by the compiler. Monitor and coordinate with the LPPD drafting team periodically to obtain adequate IKK information for the purposes of carrying out the review.

The dynamics of employee management in Bengkulu City have resulted in personnel

changes, so that periodic socialization or re-mentoring of the new LPPD composition team is required. With the rotation of employee arrangements, it takes quite a long time to adapt and understand the job description of the new job after experiencing job rotation. It takes approximately 1 - 2 weeks to adapt after work rotation. Those who previously understood must return to assistance from the start. This causes the LPPD collection time to be hampered because they have to guide new preparers in filling in the LPPD key performance indicators while the LPPD preparation time is short.

f. Preparation of LPPD Design

The process of preparing the LPPD design is carried out jointly between the LPPD drafting team and the LPPD review team. The following is the systematics of the LPPD book based on the Minister of Home Affairs Regulation. The LPPD book contains 5 chapters whose details are as follows:

LPPD Book Systematic Table

LPPD	
Chapter I Introduction	1. Background 2. Regional Development Planning 3. Implementation of Minimum Service Standards (SPM)
chapter II Performance Achievements in Regional Government Implementation	1. Macro Performance Achievements (HDI, Poverty Rate, Unemployment Rate, Economic Growth, Income per capita, Income Inequality) 2. Performance Achievements in the Implementation of



	Government Affairs a. 6 Mandatory Basic Service Affairs b. 18 Mandatory Non-Basic Service Affairs c. 8 Selected Affairs d. Government Affairs Support Function 3. Accountability for Regional Government Performance
chapter III Performance Achievements in Implementing Assistance Tasks	1. Legal basis for carrying out assistance tasks 2. General description of the implementation of assistance tasks 3. Performance achievements in carrying out assistance tasks a. Performance Targets b. Realization c. Problems and Obstacles d. Suggestions and Follow-up
Chapter IV Implementation and Achievement of Minimum Service Standards	The SPM implementation and achievement report contains the following: 1. Basic Service Types 2. SPM Achievement Targets by Regions 3. Realization 4. Budget Allocation 5. Personnel Support 6. Problems and Solutions
Chapter V Closing	Closing

Source: Bengkulu Province Government and People's Welfare Bureau, 2024

g. Determination of LPPD Documents

In the process of preparing the Bengkulu City LPPD for the 2023 Fiscal Year, the LPPD Document was determined, ratified and signed by Acting Mayor of Bengkulu as a form of legality as well as to ensure the integrity and authenticity of the document. By signing, you indicate your agreement to sign the information or document you are signing and at the same time guarantee the correctness of the contents contained in the LPPD document.

b. LPPD Submission

Based on the time for preparing this Regional Government Implementation Report has not been optimal or has not achieved the desired target. It can be seen that it is still difficult to collect data from each regional apparatus to the government department which causes the preparation time to be late. However, delays in submitting data by Regional Apparatus can be overcome by carrying out overtime in preparing the LPPD so that reports are still submitted on time. If you look at the preparation time of the LPPD, overall the submission of the LPPD was on time, namely it was submitted before March 31 2023.

c. Obstacle Process for Preparing the Regional Government Implementation Report (LPPD) for Bengkulu City for Fiscal Year 2023

Obstacles are things that prevent the achievement of the goals of an activity. Based on research conducted regarding the Process of Preparing the Regional Government Implementation Report (LPPD) for Bengkulu City for Fiscal Year 2023, researchers found several obstacles in the process of preparing the LPPD for Bengkulu City for Fiscal Year 2023, including:



1. The dynamics of employee management in Bengkulu City have resulted in changes in personnel so that periodic socialization or instructions for re-filling data are needed to the LPPD preparation team;
2. The existing manual for preparing LPPD from the Ministry of Home Affairs is not yet fully able to assist regional officials in presenting data;
3. Lack of knowledge and awareness of Regional Apparatus employees in completing LPPD data

The process of preparing the Regional Government Implementation Report (LPPD) for Bengkulu City for the 2023 Fiscal Year from a reporting perspective has no problems, but in terms of achievements there are obstacles. Due to the lack of awareness and knowledge of employees in Regional Apparatus, LPPD succession has an important role in completing data and describing the development of regional government performance achievements. The analysis found that the reason was that the delay in data received was based on a lack of knowledge about the mechanism for filling in key performance indicators for regional government administration reports.

CONCLUSION

Based on the results of research and discussion, it can be concluded as follows:

1. The process of preparing the Bengkulu City Regional Government Administration Report (LPPD) for the 2023 Fiscal Year is progressing well. In detail, the research findings are based on the following aspects:
 - a. The formation of the drafting team has been carried out and determined by the Decree of the Mayor of Bengkulu complete with details of tasks, however the SK of the reviewing team was not issued by the Mayor in accordance with the mandate of the Minister of Home Affairs, but instead a Task Order signed by the Inspector was issued.
 - b. Data collection and supporting documents have been carried out by receiving Macro IKK data from the Central Statistics Agency and Outcome and Output IKK from Regional Apparatus.
 - c. Document preparation has been carried out by carrying out activities to recapitulate basic data on performance achievements
 - d. The Verification Implementation has carried out a review and correction of the verification data by regional officials. There are 2 (two) IKKs whose status is Not OK in the SILPPD because the IKKs and their performance data and supporting data do not meet administrative and substantive requirements. The Inspectorate has also issued a statement on the results of the review.
 - e. The preparation of the LPPD draft has been carried out in accordance with systematics, data completeness is carried out by carrying out a document completeness checklist, input activities via the SILPPD website
 - f. The determination of the LPPD Document has been carried out with the LPPD Book being signed by Mr. Acting Mayor of Bengkulu
 - g. Submission of the LPPD was carried out on time



2. Obstacles to the Process of Preparing the Regional Government Implementation Report (LPPD) for Bengkulu City for Fiscal Year 2023

- a. The dynamics of employee management in Bengkulu City have resulted in personnel changes, requiring periodic outreach or instructions for filling in data to the new LPPD drafting team.
- b. The existing manual for preparing LPPD from the Ministry of Home Affairs is not yet fully able to assist regional officials in presenting data.
- c. Lack of knowledge and awareness of Regional Apparatus employees in completing LPPD data

Law of the Republic of Indonesia Number 23 of 2014 concerning Regional Government

Minister of Home Affairs Regulation (Permendagri) Number 18 of 2020. Implementing Regulations of Government Regulation Number 13 of 2019 concerning Reports and Evaluation of Regional Government Implementation

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