

Vote: 520 Kapchorwa District

Structure of Performance Contract

PART A: PERFORMANCE REQUIREMENTS OF ACCOUNTING OFFICERS

PART B: SUMMARY OF DEPARTMENT PERFORMANCE AND WORKPLANS

Pursuant to the Public Financial Management Act of 2015, Part VII – Accounting and Audit, Section 45 (3), the Accounting Officer shall enter into an annual budget performance contract with the Permanent Secretary/Secretary to the Treasury.

The performance contract consists of two parts – Part A and Part B. Part A outlines the core performance requirements against which my performance as an Accounting Officer will be assessed, in two areas:

1. Budgeting, Financial Management and Accountability, which are common for all Votes; and
2. Achieving Results in five Priority Programmes and Projects identified for the specific Vote

I understand that Central Government Accounting Officers will communicate their 5 priorities of the vote within three months of the start of the Financial Year and the priorities for local governments will be established centrally.

Part B sets out the key results that a Vote plans to achieve in 2016/17. These take the form of summaries of Ministerial Policy Statement (MPS) for central government AOs and budget narrative summaries for Local government AOs.

I hereby undertake, as the Accounting Officer, to achieve the performance requirements set out in Part A of this performance contract and to deliver on the outputs and activities specified in the work plan of the Vote for FY 2016/17 subject to the availability of budgeted resources set out in Part B.

I, as the Accounting Officer, shall be responsible and personally accountable to Parliament for the activities of this Vote. I shall also be personally accountable for a function or responsibility that is delegated, inclusive of all work performed on behalf of staff that I have authority and control over.

I understand that my performance will be assessed to ascertain whether I have met the requirements specified under Part A.

I also undertake to prepare and submit quarterly financial and physical performance progress reports to the Ministry of Finance, Planning and Economic Development on the outputs set out in the workplans, and to provide quarterly workplans and release requests by the specified deadlines (PFM Act of 2015, Section 16(1) and 21(3)). I understand that the Ministry of Finance, Planning and Economic Development will not disburse funds unless it has received complete submissions of the aforementioned reports.

I commit to adhering to the responsibilities laid out in the letter appointing me as an Accounting Officer from the Permanent Secretary/Secretary to the Treasury for FY2016/17.

I will submit performance reports on or before the last working day of the first month after the close of each quarter. I understand that budgets and performance reports will be posted on the Uganda Budget Website (www.budget.go.ug) to ensure public access to budget information and that this information will also be accessible from the budget hotline (0800 229 229). In addition, I will respond, within two weeks, to any comments or feedback posted on the budget website on any issues that pertain to my Vote. I also commit to ensuring required procurement information is posted and up to date on the Government Procurement Portal (gpp.ppda.go.ug).

I understand that failure to comply with these requirements will result in my appointment as an Accounting Officer being revoked.

Name and Signature:

Name and Signature:

Chief Administrative Officer/Accounting Officer

Permanent Secretary / Secretary to The Treasury

Kapchorwa District

MoFPED

Signed on Date: _____

Signed on Date: _____

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PART A: PERFORMANCE REQUIREMENTS OF ACCOUNTING OFFICERS

Part A outlines the core performance requirements against which my performance as an Accounting Officer will be assessed, in two areas:

1. Budgeting, Financial Management and Accountability, which are common for all Votes; and
2. Achieving Results in five Priority Programmes and Projects identified for the specific Vote

PERFORMANCE AREA #1: Budgeting, Financial Management and Accountability

Preamble: All Accounting Officers are expected to perform their job responsibilities in accordance with the Public Finance Management (PFM) Act 2015 and the Public Procurement and Disposal Act (PPDA) 2003 along with the Constitution and other laws that govern the Republic of Uganda.

Accounting officers will be required to perform and their performance will be assessed annually in the following areas:

1.1 Adherence to Budget Requirements: Adherence to key budget requirements specified by MoFPED in the various Circulars during budget preparation. For local governments, this also includes adherence to budget requirements agreed between local governments and the ministries responsible for sector conditional and unconditional grants and the Discretionary Development Equalisation Grants.

1.2 Complete and timely submission of budget documents: Sector Budget Framework Paper, Ministerial Policy Statement, annual workplan, detailed budget estimates, annual cashflow plan, annual recruitment plan, annual procurement plans, accounting warrants and annual procurement plans that are submitted on time in accordance with the designated due date

1.3 Open and Transparent Procurement: Annual procurement plans and required information on tender prepared and posted on the PPDA procurement portal.

1.4 Prompt Processing of Payments: Monthly salaries, wages, invoices, certificates and pensions on time in accordance with the designated due date.

1.5 Implementing the Budget as Planned: Adherence to the annual budget and work plan and associated budget requirements for the financial year; adherence to the annual cash flow plan; and no new arrears incurred by the Vote

1.6 Complete and timely submission of reports: Annual and half yearly accounts and quarterly performance reports prepared in accordance with the designated due date

1.7 Transparency, Monitoring and Follow up: Quarterly monitoring activities undertaken by the vote and reports published; follow up actions taken and documented on the budget website; list of staff on payroll and pension recipients published on the budget website.

1.8 Internal and External Audit Follow up: Actions are planned and taken in response to the recommendations of the Audit Committee and Public Accounts Committee.

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PERFORMANCE AREA #2: Achieving Results in Priority Projects and Programs

Preamble: Accounting Officers are held accountable and are expected to oversee the implementation and delivery of physical outputs of all projects and programs regardless of their stage and/or status. An Accounting Officer's performance in the planning and implementation of five priority Programmes and projects will be assessed

Central Government Accounting Officers must identify and specify five priority programmes (recurrent) or major infrastructure projects (capital development) for their individual Votes and list them at the beginning of this Performance Contract. The top 5 projects, whether projects or programs, should be the ones that contribute significantly to the achievement of sectoral or national goals. They should be selected on the basis of their size and/or policy priority.

It is critically important for AOs to track the performance of these Projects/programmes and ensure they are managed effectively.

For each priority Programme or Project, Accounting Officers will be assessed on performance in the following areas:

2.1 Alignment of plans with Policy: The alignment of priority Programmes and Projects workplans with vote, sectoral and national strategies (NDP).

2.2 Achievement of planned results: The extent to which annual key performance indicators and targets are achieved for key projects and/or programs

2.3 Timely and Predictable Implementation: The consistency of actual expenditures with budgeted cash flow and procurement plans; the degree to which results are achieved within budget and without cost overruns

2.4 Procurement and Project Management: Adherence to all aspects of the PPDA Act and Regulations for procurements relating to priority Programme/Project expenditure.

2.5 Monitoring & Follow Up: The adequacy and timeliness of information on priority Programmes and Projects in vote quarterly monitoring and evaluation reports; follow up on performance issues identified relating to the Programme/Project identified via monitoring, inspection, audit and feedback processes.

NOTE:

Accounting Officers' performance will be assessed annually. MoFPED will distribute compliance and assessment tools to Accounting Officers within three months of the start of the financial year. These tools will set out how Accounting Officers can comply with performance requirements and how they will be assessed.

National priorities for Local Governments will be identified centrally in consultation with the Local Government Associations, Office of the Prime Minister, National Planning Authority and Ministry of Local Government.

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PART B: SUMMARY OF DEPARTMENT PERFORMANCE AND WORKPLANS

Executive Summary

Revenue Performance and Plans

UShs 000's	2015/16		2016/17
	Approved Budget	Receipts by End March	Approved Budget
1. Locally Raised Revenues	254,000	119,574	254,500
2a. Discretionary Government Transfers	2,120,621	1,207,803	2,804,242
2b. Conditional Government Transfers	11,436,918	8,465,002	8,740,129
2c. Other Government Transfers	1,331,610	166,705	1,006,000
3. Local Development Grant		310,827	0
4. Donor Funding	302,500	391,271	422,000
Total Revenues	15,445,650	10,661,181	13,226,871

Planned Revenues for 2016/17

We expect to receive more or less the same local revenue from similar sources despite the ceation of the Municipality. The budget is to receive two hundred fity four million from local revenue most of which is from land fees, sale of none produced government properties, property related durties, application fees, local service tax, and other licenses. The central government transfers will be mainly under discretionary development and recurrent fundings, wages and other transfers. The donour r

Expenditure Performance and Plans

UShs 000's	2015/16		2016/17
	Approved Budget	Actual Expenditure by end of March	Approved Budget
1a Administration	1,481,154	536,870	3,273,294
2 Finance	213,019	144,681	214,119
3 Statutory Bodies	1,909,382	436,143	388,161
4 Production and Marketing	385,536	135,639	481,089
5 Health	3,060,046	2,432,952	3,444,083
6 Education	6,329,216	4,496,681	3,625,392
7a Roads and Engineering	633,414	200,040	415,799
7b Water	539,691	190,599	301,397
8 Natural Resources	129,352	87,362	148,061
9 Community Based Services	542,503	199,971	676,814
10 Planning	171,106	126,858	191,600
11 Internal Audit	51,231	50,933	67,060
Grand Total	15,445,650	9,038,729	13,226,871
	<i>Wage Rec't:</i>	8,488,365	6,674,335
	<i>Non Wage Rec't:</i>	3,700,271	1,250,370
	<i>Domestic Dev't</i>	2,954,514	870,814
	<i>Donor Dev't</i>	302,500	243,210

Planned Expenditures for 2016/17

The district will mainly gear efforts towards the completion of the incomplete projects initiated in the Fy 2015-16 . This is mainly because of the litle resource basket and change in policy . The creation of the Municipality has affected the prioritisation and project implementation. Likewise the changes in the policies under PRDP will greatly affect the sectors in the area of infrastructural developmenst as they were relying ,on PRDP and NUSAF3..

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Executive Summary

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A. Revenue Performance and Plans

Conditional, Discretionary Transfers and other Revenues to the Local Government

UShs 000's	2015/16		2016/17
	Approved Budget	Receipts by End March	Approved Budget
1. Locally Raised Revenues	254,000	119,574	254,500
Local Service Tax	50,000	42,374	30,000
Animal & Crop Husbandry related levies	6,000	3,226	6,000
Application Fees	25,000	13,469	25,000
Business licences	3,000	305	3,000
Local Hotel Tax	500	0	
Market/Gate Charges	2,500	105	2,500
Other Fees and Charges	30,000	17,308	27,000
Other licences	15,000	100	30,000
Property related Duties/Fees	30,000	0	30,000
Registration (e.g. Births, Deaths, Marriages, etc.) Fees	2,000	0	1,000
Registration of Businesses	5,000	1,000	5,000
Rent & Rates from other Gov't Units	25,000	2,040	25,000
Rent & Rates from private entities		348	
Sale of non-produced government Properties/assets	20,000	37,161	30,000
Land Fees	40,000	2,138	40,000
2a. Discretionary Government Transfers	2,120,621	1,518,630	2,804,242
District Unconditional Grant (Non-Wage)	265,126	193,300	424,916
Urban Unconditional Grant (Non-Wage)	60,489	43,720	
District Unconditional Grant (Wage)	1,386,946	970,783	1,558,071
District Discretionary Development Equalization Grant	310,826	310,827	670,127
Urban Unconditional Grant (Wage)	97,234	0	151,128
2b. Conditional Government Transfers	11,436,918	8,455,327	8,740,129
General Public Service Pension Arrears (Budgeting)		0	263,885
Transitional Development Grant	22,000	16,500	348,491
Support Services Conditional Grant (Non-Wage)	357,649	206,669	
Sector Conditional Grant (Wage)	6,990,806	5,707,448	5,704,833
Sector Conditional Grant (Non-Wage)	1,360,239	963,904	1,057,211
Pension for Local Governments	1,270,147	155,752	880,318
Gratuity for Local Governments		0	168,121
Development Grant	1,436,077	1,405,053	317,269
2c. Other Government Transfers	1,331,610	166,705	1,006,000
FGM Grant from MOGL	52,500	18,768	
fgm support from Gender-UNFPA		0	80,000
Other Transfers from Central Government	215,000	6,485	
Funds from Trade Ministry	26,000	43,074	
NUSAF 2	600,000	5,000	
NUSAF 3		0	600,000
YLP from MOLGSD		0	300,000
Roads Maintenance- URF	438,110	93,378	
DICOSS Grant		0	26,000
4. Donor Funding	302,500	391,271	422,000
GAVI		0	20,000

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A. Revenue Performance and Plans

UNICEF/GAVI	108,000	124,577	
Global Fund		0	30,000
HIV Aids/Global fund	40,000	0	
PACE	4,000	930	2,000
SDS		0	85,000
SDS-USAID	62,500	23,835	
UAC		0	10,000
UNICEF OVC		116,927	
WHO	88,000	125,001	100,000
UNICEF		0	175,000
Total Revenues	15,445,650	10,651,506	13,226,871

Planned Revenues for 2016/17

(i) Locally Raised Revenues

We expect to receive more or less the same local revenue from similar sources despite the creation of the Municipality. About three hundred million under this source with much of the revenue coming from land fees, sale of non-produced government properties, property related duties, application fees, local service tax, and other licenses.

(ii) Central Government Transfers

The central government transfers will be under discretionary development and recurrent fundings, wages and other transfers accounting for about 95 % of the budget.

(iii) Donor Funding

The donor funding is expected to be about 2% of the total budget and mainly from the UN agencies-UNICEF, among other agencies and organisations.

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Summary: Department Performance and Plans by Workplan

Workplan 1a: Administration

(i) Overview of Workplan Revenue and Expenditures

<i>UShs Thousand</i>	2015/16		2016/17
	Approved Budget	Outturn by end March	Approved Budget
A: Breakdown of Workplan Revenues:			
<i>Recurrent Revenues</i>	682,286	440,471	2,156,157
District Unconditional Grant (Non-Wage)	41,037	33,445	90,590
District Unconditional Grant (Wage)	305,150	243,939	464,266
General Public Service Pension Arrears (Budgeting)		0	263,885
Gratuity for Local Governments		0	168,121
Locally Raised Revenues	63,400	24,508	57,960
Multi-Sectoral Transfers to LLGs	76,729	63,077	79,889
Pension for Local Governments		0	880,318
Support Services Conditional Grant (Non-Wage)	38,248	31,782	
Urban Unconditional Grant (Non-Wage)	60,489	43,720	
Urban Unconditional Grant (Wage)	97,234	0	151,128
<i>Development Revenues</i>	798,867	265,230	1,117,138
District Discretionary Development Equalization Grant	135,019	203,457	109,893
Multi-Sectoral Transfers to LLGs	63,848	56,774	407,245
Other Transfers from Central Government	600,000	5,000	600,000
Total Revenues	1,481,154	705,702	3,273,294
B: Breakdown of Workplan Expenditures:			
<i>Recurrent Expenditure</i>	682,286	334,449	2,156,157
Wage	402,384	244,664	615,394
Non Wage	279,902	89,785	1,540,762
<i>Development Expenditure</i>	798,867	202,421	1,117,138
Domestic Development	798,867	202,421	1,117,138
Donor Development	0	0	0
Total Expenditure	1,481,154	536,870	3,273,294

2015/16 Revenue and Expenditure Performance up to March

The department received funds which were utilised as it was planned in areas like: Travel inland, payment of Ex-Gratia for councilors, payment of council allowances, Fuel for generator, payment for construction of office block, repair of office vehicle, payment for cleaning services, Transfer of third Quarter funds to LLGS.

Department Revenue and Expenditure Allocations Plans for 2016/17

The administrative department expects revenues from central government and local revenue with the bulk of the funds coming from the centre. Most of the funds are Government transfers with 50% of it being pension funds under support services and Unconditional Grant wage. The expenditures will mainly go towards wage and pension payments.

(ii) Summary of Past and Planned Workplan Outputs

<i>Function, Indicator</i>	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs

Function: 1381

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Workplan 1a: Administration

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
No. (and type) of capacity building sessions undertaken	6	3	8
Availability and implementation of LG capacity building policy and plan	yes	yes	yes
No. of monitoring visits conducted	12	3	12
No. of monitoring reports generated	14	3	12
%age of LG establish posts filled			80
Function Cost (UShs '000)	1,481,153	536,870	3,273,294
Cost of Workplan (UShs '000):	1,481,153	536,870	3,273,294

2015/16 Physical Performance up to March

Activities undertaken in the quarter were mainly routine, which included payment of office building, payments made to councilors, payment of Ex-Gratia to councilors, travel inland allowances paid, Transfer of funds to LLG, payment for cleaning services, repair of office vehicle

Planned Outputs for 2016/17

The main outputs of the department includes payment of all pensioners and wage earners, besides ensuring that funds are transferred to all sectors, monitoring of government projects, preparation and approval of workplans, budgets and preparation and submission of reports. Other activities will include office construction and improvement, staff recruitment, general maintenance, capacity building, coordinating public functions, and coordination of government programs.

(iii) Details of Off-Budget Activities carried out by NGOs, Central Government, the Private Sector and Donors

Governance issues will be undertaken by Transparency program of the sebei diocese, along with Human rights issues by KACSOA and kapchorwa human rights organisation

(iv) The three biggest challenges faced by the department in improving local government services

1. Inadequate staffing

The staffing levels in the department is still low especially for the Parish chiefs whose number is about ten in post compared to the requirement of 85 parish chiefs.

2. Inadequate transport equipment.

The sector has no departmental vehicle, but relies on other departments transport facilities which has affected service delivery

3. Inadequate office space

At the district head quarter, there is lack of adequate office space for all staff while at the lower local Government level, the situation is even worse as some subcounties have no office blocks- Gamogo, Chepterech, Kabeywa, Kaptanya and Munarya sub

Workplan 2: Finance

(i) Overview of Workplan Revenue and Expenditures

UShs Thousand	2015/16		2016/17
	Approved Budget	Outturn by end March	Approved Budget

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Workplan 2: Finance

A: Breakdown of Workplan Revenues:

<i>Recurrent Revenues</i>	211,019	159,680	214,119
District Unconditional Grant (Non-Wage)	15,000	15,149	20,600
District Unconditional Grant (Wage)	161,019	124,084	171,019
Locally Raised Revenues	25,000	14,000	22,500
Support Services Conditional Grant (Non-Wage)	10,000	6,447	
<i>Development Revenues</i>	2,000	1,500	
District Discretionary Development Equalization Grant	2,000	1,500	
Total Revenues	213,019	161,180	214,119

B: Breakdown of Workplan Expenditures:

<i>Recurrent Expenditure</i>	211,019	144,681	214,119
Wage	161,019	117,608	171,019
Non Wage	50,000	27,073	43,100
<i>Development Expenditure</i>	2,000	0	0
Domestic Development	2,000	0	0
Donor Development	0	0	0
Total Expenditure	213,019	144,681	214,119

2015/16 Revenue and Expenditure Performance up to March

Out of SHS 38,900,000 revenue for quarter 3 shs 1,034,000 was a funding from PAF monitoring while SHS 36,705,000 were funds from unconditional wage and the balance is from local revenue and unconditional grants

Department Revenue and Expenditure Allocations Plans for 2016/17

The total revenue to the department is Shs 214,119,000 of which Shs 22,500,000 is planned from local revenue, Shs 20,600,000 is planned from district unconditional grant non wage and Shs 171,019,000 is planned from district unconditional grant wage while the total expenditure is the same and SHS 171,019,000 is planned to be spent on salaries, Shs 28,355,000 is planned to be spent on LG financial management services, Shs 4,500,000 is planned to be spent on revenue management and collection service, Shs 4,245,000 is planned to be spent on budget & planning services, Shs 3,500,000 is planned to be spent on Local government expenditure management service and shs 2,500,000 is planned to be spent on local government accounting services

(ii) Summary of Past and Planned Workplan Outputs

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
Function: 1481 Financial Management and Accountability(LG)			
Date for presenting draft Budget and Annual workplan to the Council	30/4/2016	11-02-2016	30/4/2017
Date for submitting annual LG final accounts to Auditor General	31-8-2015	29-4-2016	31/8/2016
Date for submitting the Annual Performance Report	30/7/2015	2-5-2016	15/7/2016
Value of LG service tax collection	50000000	1453	1400
Value of Hotel Tax Collected	500	0	200
Value of Other Local Revenue Collections	203500000	450	100
Date of Approval of the Annual Workplan to the Council	20/4/2016	30/4/2015	20/3/2017
Function Cost (UShs '000)	213,019	144,681	214,119
Cost of Workplan (UShs '000):	213,019	144,681	214,119

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Workplan 2: Finance

2015/16 Physical Performance up to March

Revenue mobilisation in subcounties, attend entry meeting in Office Of Auditor General in Mbale, deliver half yearly accounts to office of Accountants General Office Kampala, lunch offered to finance department while in meeting photocopying, travel to Uganda Revenue Authority and other travels to the ministries

Planned Outputs for 2016/17

The main activities includes, Preparation of final accounts for the 2015-16 financial year, preparation of annual budget for financial year 2017-18, preparation of reports to the sector committee through the year, participation in the district budget conference 2016, mobilisation of local revenues from subcounties, monitoring and mentoring subcounty staff on routine book keeping, attend meetings and workshops organised by line ministries, respond to queries raised by Office of Auditor General

(iii) **Details of Off-Budget Activities carried out by NGOs, Central Government, the Private Sector and Donors**
None

(iv) **The three biggest challenges faced by the department in improving local government services**

1. Inadequate office space

The district has limited office space, hence sharing of offices may lead to inefficiencies.

2. Lack of transport

The department has no transport facilities to facilitate staff movement

3. Inadequate funding

The department relies on local revenue and NW for its operations which is often inadequate due to low revenue collections, hence the little funds are strained

Workplan 3: Statutory Bodies

(i) **Overview of Workplan Revenue and Expenditures**

<i>UShs Thousand</i>	2015/16		2016/17
	Approved Budget	Outturn by end March	Approved Budget
A: Breakdown of Workplan Revenues:			
<i>Recurrent Revenues</i>	639,235	376,965	388,161
District Unconditional Grant (Non-Wage)	73,951	48,000	107,600
District Unconditional Grant (Wage)	211,883	129,858	217,662
Locally Raised Revenues	60,000	34,949	62,900
Support Services Conditional Grant (Non-Wage)	293,400	164,158	
Total Revenues	639,235	376,965	388,161
B: Breakdown of Workplan Expenditures:			
<i>Recurrent Expenditure</i>	1,909,382	436,143	388,161
Wage	225,262	131,560	217,662
Non Wage	1,684,120	304,583	170,500
<i>Development Expenditure</i>	0	0	0
Domestic Development	0	0	0
Donor Development	0	0	0
Total Expenditure	1,909,382	436,143	388,161

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Workplan 3: Statutory Bodies

2015/16 Revenue and Expenditure Performance up to March

The department received 28% of the revenue expected in the quarter with a cumulative performance of 28% by end of the quarter three. The low performance was mainly a result of low release of Pensions and gratuity of pensioners (budgeted under statutory, but release under administrative) and politicians, low local revenue release due to low collections. The expenses in the department were mainly on recurrent expenses of salary which resulted in a 12% quarterly performance and 23 % cumulative performance, thus leading to unspent balance.

Department Revenue and Expenditure Allocations Plans for 2016/17

The revenue to the sector is mainly recurrent for wage/salary for staff and political leaders. The coming FY will receive a less budget because the Pensions component which came through the department in the last FY is now through administration. The major component of the revenues to the sector is composed of transfers from the centre

(ii) Summary of Past and Planned Workplan Outputs

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
Function: 1382 Local Statutory Bodies			
No. of land applications (registration, renewal, lease extensions) cleared	60	35	20
No. of Land board meetings	4	3	4
No. of Auditor General's queries reviewed per LG	4	2	4
No. of LG PAC reports discussed by Council	2	0	1
Function Cost (US\$ '000)	1,909,382	436,143	388,162
Cost of Workplan (US\$ '000):	1,909,382	436,143	388,162

2015/16 Physical Performance up to March

The main activities in the department centred on recurrent activities including meetings of statutory boards - DSC, PAC Land board and contracts/procurement, evaluation and award of some contracts were achieved. Staff matters were also handled. The land board and PAC also sat and deliberated accordingly. Council committee sat and discussed sector reports and workplans as well. Monitoring and support supervision was also done by the executive committee.

Planned Outputs for 2016/17

The main planned outputs for 16/17 will be council six meetings, four committee meetings for each of the four council committees, approval of one annual plan and budget, consideration of submission of committee submissions including PAC reports, monitoring of projects, Holding of 12 Executive committee meetings, sittings of DSC, meetings of other boards/commissions and or committees of council, with minutes and reports.

(iii) Details of Off-Budget Activities carried out by NGOs, Central Government, the Private Sector and Donors

None

(iv) The three biggest challenges faced by the department in improving local government services

1. Lack of Transport

The department has inadequate transport facilities to facilitate sector activities efficiently

2. Lack of office space

The district has inadequate office space and hence the department is faced with lack of adequate office space for the staff of the department including secretaries of boards and commissions

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Workplan 3: Statutory Bodies

3. Inadequate staffing levels

The staffing level across the department for the various categories is low, hence staff are overstrained.

Workplan 4: Production and Marketing

(i) Overview of Workplan Revenue and Expenditures

<i>UShs Thousand</i>	2015/16		2016/17
	Approved Budget	Outturn by end March	Approved Budget
A: Breakdown of Workplan Revenues:			
<i>Recurrent Revenues</i>	327,512	242,533	466,719
District Unconditional Grant (Non-Wage)	6,000	1,500	10,239
District Unconditional Grant (Wage)	160,017	125,014	120,000
Locally Raised Revenues	12,000	150	10,800
Other Transfers from Central Government	26,000	43,074	26,000
Sector Conditional Grant (Non-Wage)	13,797	46,365	15,192
Sector Conditional Grant (Wage)	109,698	26,429	284,488
<i>Development Revenues</i>	58,024	17,000	14,370
Development Grant	48,024	17,000	14,370
Locally Raised Revenues	10,000	0	
Total Revenues	385,536	259,533	481,089
B: Breakdown of Workplan Expenditures:			
<i>Recurrent Expenditure</i>	327,512	135,128	466,719
Wage	269,715	98,190	404,488
Non Wage	57,797	36,938	62,231
<i>Development Expenditure</i>	58,024	512	14,370
Domestic Development	58,024	512	14,370
Donor Development	0	0	0
Total Expenditure	385,536	135,639	481,089

2015/16 Revenue and Expenditure Performance up to March

Shs.15,455,000 Was received for PRDP/PM&G for both development and recurrent expenditures for 3rd quarter 2015/16 FY . Shs.4,035,249 was spent within the quarter on recurrent expenditure. Procurement is ongoing for the capital expenditure. Shs.14,358,000 for DICOSS activities for 3rd quarter 2015-16 FY.

Department Revenue and Expenditure Allocations Plans for 2016/17

The workplan revenues to the sector for the coming Fy is mainly expected from the centre in form of Conditional grants shs. 15,190,000(non wage), shs.284,488,000 (wage ext staff), 26,000,000 (commercial services) shs. 14,370,000 for development. And also the unconditional grants shs.120,000,000(wage), shs.10.2M (non wage).

(ii) Summary of Past and Planned Workplan Outputs

<i>Function, Indicator</i>	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
Function: 0181 Agricultural Extension Services			
<i>Function Cost (UShs '000)</i>	0	0	350,321
Function: 0182 District Production Services			

Vote: 520 Kapchorwa District

Workplan 4: Production and Marketing

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
No. of livestock vaccinated	20000	4000	10000
No. of livestock by type undertaken in the slaughter slabs	400	1350	2
No. of fish ponds stocked	1	0	1
Function Cost (US\$ '000)	352,663	112,671	108,769
Function: 0183 District Commercial Services			
No of awareness radio shows participated in	4	6	4
No. of trade sensitisation meetings organised at the district/Municipal Council	2	0	2
No. of cooperative groups mobilised for registration	10	55	20
No. of cooperatives assisted in registration		4	20
No. of tourism promotion activities mainstreamed in district development plans	5	0	4
No. and name of hospitality facilities (e.g. Lodges, hotels and restaurants)	10	20	12
No. and name of new tourism sites identified	0	0	4
No. of opportunities identified for industrial development		3	2
No. of producer groups identified for collective value addition support	1	0	4
No. of value addition facilities in the district	4	7	3
A report on the nature of value addition support existing and needed	yes	yes	yes
No. of Tourism Action Plans and regulations developed		0	1
No of businesses inspected for compliance to the law	0	0	200
No of businesses issued with trade licenses	0	0	200
No of awareness radio shows participated in	4	3	4
No of businesses assisted in business registration process	40	0	50
No. of enterprises linked to UNBS for product quality and standards	2	2	4
No. of producers or producer groups linked to market internationally through UEPB		0	2
No. of market information reports disseminated		3	12
No of cooperative groups supervised	30	50	30
Function Cost (US\$ '000)	32,873	22,968	22,000
Cost of Workplan (US\$ '000):	385,536	135,639	481,089

2015/16 Physical Performance up to March

Agro input dealers stores inspected for quality assurance, Trips to Kampala with workplans, paid for internet air time for 3 months Jan-Mar 2016. Paid retention for latrine construction at Production office. Attended NARO meeting at Mbale. Vaccinations against CBPP in cattle. Serviced vehicle. Paid power bill.

Planned Outputs for 2016/17

This will include carrying out demonstrations on pest and disease control, disease surveillance, inspection of Agro input dealers and general extension service to farmers. Immunisation of animals against major diseases will be undertaken as treatment of cases are handled. Fish farming as alternative source of income and nutrition. Sensitizations on Trade promotion, enterprise, co-operatives, support to the development of tourism activities. We shall

Vote: 520 Kapchorwa District

Workplan 4: Production and Marketing

encourage Farmers to receive artificial insemination services.

(iii) Details of Off-Budget Activities carried out by NGOs, Central Government, the Private Sector and Donors

Feed the future will support farmers on best farming practices and post harvest handling of crops especially beans. REDs will support farmers on conservation farming. Operational wealth creation will provide support to the production sector through supply of technology (agricultural and veterinary inputs). CAFHUR will support the sector through SMART agricultural practices in selected program areas.

(iv) The three biggest challenges faced by the department in improving local government services

1. Low funding

The department relies on support from the centre which is not adequate to carry out all the sector activities in the field including supply of adequate technologies to the farmers.

2. Pest and disease incidnets

Uncertain and unreliable weather patterns hamper pest and disease control efforts. The rate of disease incidents has been increasing yet the funds to handle such cases has been dropping.

3. Inadequate sub county staff in place.

The required man power is not in place yet. Recruitment process of staff has delayed in the district and yet some staff who retired were not replaced.

Workplan 5: Health

(i) Overview of Workplan Revenue and Expenditures

<i>UShs Thousand</i>	2015/16		2016/17
	Approved Budget	Outturn by end March	Approved Budget
A: Breakdown of Workplan Revenues:			
<i>Recurrent Revenues</i>	2,354,998	2,112,420	2,714,951
District Unconditional Grant (Non-Wage)	16,000	0	24,000
Locally Raised Revenues	24,000	9,600	21,600
Sector Conditional Grant (Non-Wage)	214,291	160,718	203,377
Sector Conditional Grant (Wage)	2,100,707	1,942,101	2,465,973
<i>Development Revenues</i>	705,048	760,876	729,132
Development Grant	481,879	481,879	0
District Discretionary Development Equalization Grant	35,000	30,000	144,989
Donor Funding	188,169	248,997	262,000
Transitional Development Grant	0	0	322,143
Total Revenues	3,060,046	2,873,296	3,444,083
B: Breakdown of Workplan Expenditures:			
<i>Recurrent Expenditure</i>	2,354,998	2,097,200	2,714,951
Wage	2,100,707	1,942,101	2,465,973
Non Wage	254,291	155,098	248,977
<i>Development Expenditure</i>	705,048	335,753	729,132
Domestic Development	516,879	221,919	467,132
Donor Development	188,169	113,834	262,000
Total Expenditure	3,060,046	2,432,952	3,444,083

Vote: 520 Kapchorwa District

Workplan 5: Health

2015/16 Revenue and Expenditure Performance up to March

The department received both recurrent, wage, and capital revenues as well as donor funds from Implementing partners like GAVI, , SDS and Global Fund, there was however low PHC salary release, LR and NW to the sector. The low salary release is a budget issue, while the LR none release to the sector was because the district had critical council, administrative and finance issues to address in council-meetings of committees and council, and court cases in administration/finance department, The overall cumulative revenue performance was average at 76% by end of quarter three. The third quarter expenditures were basically on recurrent and Capital Expenditures.

Department Revenue and Expenditure Allocations Plans for 2016/17

This year's (FY 16/17) revenue has dropped a bit because of the wage and non availability of PRDP component. The Capital development fund are mainly from Transitional grant and Equalization Development grant. The donor funding has slightly increased due to introduction of new implementing partners channeling support through the district eg PACE, SDS, WHO, GLOBAL FUND, GAVI, UNICEF, and UAC.

(ii) Summary of Past and Planned Workplan Outputs

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
Function: 0881 Primary Healthcare			
Number of health facilities reporting no stock out of the 6 tracer drugs.		5	0
Number of outpatients that visited the NGO Basic health facilities	5000	3321	34000
Number of inpatients that visited the NGO Basic health facilities	500	211	400
No. and proportion of deliveries conducted in the NGO Basic health facilities	50	30	50
Number of children immunized with Pentavalent vaccine in the NGO Basic health facilities	400	335	350
Number of trained health workers in health centers	350	350	365
No of trained health related training sessions held.	12	15	10
Number of outpatients that visited the Govt. health facilities.	150000	107634	80000
Number of inpatients that visited the Govt. health facilities.	2500	1969	2000
No and proportion of deliveries conducted in the Govt. health facilities	2000	1146	1500
% age of approved posts filled with qualified health workers	85	85	90
% age of Villages with functional (existing, trained, and reporting quarterly) VHTs.	80	55	80
No of children immunized with Pentavalent vaccine	4000	2709	3000
No of health centres rehabilitated		0	1
No of staff houses constructed	0	1	0
No of maternity wards constructed		0	1
No of OPD and other wards constructed	1	1	1
No of OPD and other wards rehabilitated	3	3	0
Function Cost (US\$ '000)	3,060,047	2,432,952	512,933
Function: 0882 District Hospital Services			
Function Cost (US\$ '000)	0	0	137,577

Vote: 520 Kapchorwa District

Workplan 5: Health

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
Function: 0883 Health Management and Supervision			
Function Cost (US\$ '000)	0	0	2,793,573
Cost of Workplan (US\$ '000):	3,060,047	2,432,952	3,444,083

2015/16 Physical Performance up to March

Conducted 1 support supervision as planned in the 9 health facilities. 1 extended DHMT was held as planned. Support sub county health workers on delivery of sputum. Conducted Mass polio immunization. HCT out reaches. Conducted disease surveillance activities and cold chain maintenance.

Planned Outputs for 2016/17

The main output from this FY will be completion of health unit maternity wards in the facilities of Chebonet, and Purchase of Furniture and equipments for selected health facilities as well as purchase of Laptops and Motorcycles. Other activities will include payment of retention funds for the projects of Tumboboi and Chebonet maternity and childrens ward construction undertaken in the FY 2015/16, routine treatment and preventive activities that relate to health of the community

(iii) Details of Off-Budget Activities carried out by NGOs, Central Government, the Private Sector and Donors

We expect off budget health activities in HIV Aids, immunisation and treatment by a number of partners including RHU, KACSOA, KAPHOPA, STAR E and SDS. MOH will undertake rehabilitation of District Hospital and constructions of the nurses staff house in kapchorwa Hospital.

(iv) The three biggest challenges faced by the department in improving local government services

1. Inadequate staff

Most of the specialized staff positions have either remained vacant or we have failed to retain such cadre staff

2. Lack of transport

All facilities have transport issues. Some old motorcyrcles which are available are costly to run and maintain.

3. Incomplete health facilities.

Most of the health facilities do not measure up to their levels due to lack of complete structures,, hence not all services are provided at those facilities. This is a result of inadequate capital development funds.

Workplan 6: Education

(i) Overview of Workplan Revenue and Expenditures

US\$ Thousand	2015/16		2016/17
	Approved Budget	Outturn by end March	Approved Budget
A: Breakdown of Workplan Revenues:			
Recurrent Revenues	5,949,161	4,521,038	3,532,251
District Unconditional Grant (Non-Wage)	8,000	2,000	9,000
District Unconditional Grant (Wage)	75,047	58,485	82,391
Locally Raised Revenues	10,000	989	9,000
Other Transfers from Central Government		6,153	
Sector Conditional Grant (Non-Wage)	1,075,714	714,493	477,489

Vote: 520 Kapchorwa District

Workplan 6: Education

Sector Conditional Grant (Wage)	4,780,401	3,738,917	2,954,371
<i>Development Revenues</i>	<i>380,054</i>	<i>373,870</i>	<i>93,141</i>
Development Grant	361,870	361,870	93,141
District Discretionary Development Equalization Grant	5,000	12,000	
Multi-Sectoral Transfers to LLGs	13,184	0	
Total Revenues	6,329,216	4,894,908	3,625,392

B: Breakdown of Workplan Expenditures:

<i>Recurrent Expenditure</i>	<i>5,949,161</i>	<i>4,349,323</i>	<i>3,532,251</i>
Wage	4,855,448	3,797,402	3,036,762
Non Wage	1,093,714	551,920	495,489
<i>Development Expenditure</i>	<i>380,054</i>	<i>147,358</i>	<i>93,141</i>
Domestic Development	380,054	147,358	93,141
Donor Development	0	0	0
Total Expenditure	6,329,216	4,496,681	3,625,392

2015/16 Revenue and Expenditure Performance up to March

The department realized an overall revenue of 100% for all the development grants and 33% for school capitation grants. There was low revenue performance on the planned local revenue. The expenditures were mainly on recurrent activities of wage and office operations including travels. The development activities were still undergoing procurement, having been advertised, evaluated and some awards made and site hand overs has been effected

Department Revenue and Expenditure Allocations Plans for 2016/17

The budget of the sector remained similar although the creation of Kapchorwa municipality created some sharing of revenue. The expenditures of the sector are mainly towards UPE, USE and salaries of staff under Primary, secondary, tertiary and District staff. Besides this, are works developments expected to be undertaken during the coming year.

(ii) Summary of Past and Planned Workplan Outputs

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
Function: 0781			
No. of pupils enrolled in UPE	32000	25499	15934
No. of student drop-outs	320	0	10
No. of Students passing in grade one	100	76	30
No. of pupils sitting PLE	3000	0	1500
No. of classrooms constructed in UPE	4	4	
No. of latrine stances constructed	1	0	10
No. of primary schools receiving furniture	0	0	5
Function Cost (US\$ '000)	3,583,708	2,652,709	2,357,998
Function: 0782 Secondary Education			
No. of students enrolled in USE	6400	6400	2267
Function Cost (US\$ '000)	2,060,431	1,526,416	915,760
Function: 0783 Skills Development			
No. Of tertiary education Instructors paid salaries	100	100	27
No. of students in tertiary education	1000	1000	561
Function Cost (US\$ '000)	570,700	249,681	237,243
Function: 0784 Education & Sports Management and Inspection			

Vote: 520 Kapchorwa District

Workplan 6: Education

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
No. of primary schools inspected in quarter	84	83	43
No. of secondary schools inspected in quarter	14	12	8
No. of tertiary institutions inspected in quarter	2	2	1
No. of inspection reports provided to Council	4	1	4
Function Cost (US\$ '000)	106,376	67,875	113,391
Function: 0785 Special Needs Education			
No. of SNE facilities operational	2	2	24
No. of children accessing SNE facilities	100	100	50
Function Cost (US\$ '000)	8,000	0	1,000
Cost of Workplan (US\$ '000):	6,329,216	4,496,681	3,625,392

2015/16 Physical Performance up to March

Salary payments, monitoring and supervision of learning at schools, procurement process, transfer of funds to the LLGS.

Planned Outputs for 2016/17

The main outputs in the coming year will include, Monitoring and supervision of all 45 P/S, 8 Secondary and 1 tertiary institutions at least once every term. Other activities will include Toilet construction in, Ngangata (1) and Kapchai (1). Supply of Desks to Chemosong (72), Kapsirikwo (36), Ngangata (36), Sipi (36) Kaserem (36) PSs will also be done. Other activities are promotion of all games & sports, disbursement of grants to all UPE, USE, and UPPET schools. Salary payments will continue to be paid to teachers and District staff through STP. Payment of retention for projects for previous year.

(iii) Details of Off-Budget Activities carried out by NGOs, Central Government, the Private Sector and Donors

Action Aid Kapchorwa, Sebei Diocese, KACSOA and FPU Kapchorwa will support schools on extra curricular activities in some schools. KACSOA will undertake to strengthen community support, accountability, transparency and child rights in schools. CFHUR on child rights and ministry of Education - Classroom Construction in Chebelat PS

(iv) The three biggest challenges faced by the department in improving local government services

1. Inadequate facilities in schools

Most schools have inadequate facilities including Toilets, desks and classrooms. Only a handful of staff houses exist with most schools having none

2. Inadequate support to education sector

Parents are reluctant to take on their responsibilities/roles in education of their children especially feeding, provision of scholastic material leading to high pupil absenteeism or late coming.

3. Low teachers morale

This has led to high absenteeism, frequent late coming, high staff turnover and low education quality

Workplan 7a: Roads and Engineering

(i) Overview of Workplan Revenue and Expenditures

US\$ Thousand	2015/16		2016/17
	Approved	Outturn by end	Approved

Vote: 520 Kapchorwa District

Workplan 7a: Roads and Engineering

	Budget	March	Budget
A: Breakdown of Workplan Revenues:			
<i>Recurrent Revenues</i>	110,099	43,774	415,799
District Unconditional Grant (Non-Wage)	5,000	2,000	14,200
District Unconditional Grant (Wage)	85,099	41,633	73,230
Locally Raised Revenues	20,000	141	18,000
Sector Conditional Grant (Non-Wage)		0	310,369
<i>Development Revenues</i>	523,315	176,007	
Development Grant	82,629	82,629	
Multi-Sectoral Transfers to LLGs	2,576	0	
Other Transfers from Central Government	438,110	93,378	
Total Revenues	633,414	219,781	415,799
B: Breakdown of Workplan Expenditures:			
<i>Recurrent Expenditure</i>	110,099	37,580	415,799
Wage	85,099	37,580	73,230
Non Wage	25,000	0	342,569
<i>Development Expenditure</i>	523,315	162,460	0
Domestic Development	523,315	162,460	0
Donor Development	0	0	0
Total Expenditure	633,414	200,040	415,799

2015/16 Revenue and Expenditure Performance up to March

The department realized an overall revenue of only 37% for the quarter and cumulatively of 38%. The low revenue performance was because of no release of planned local revenue and None wage released to the department besides the low wage released to the department.. The low realized revenues specified above was due to over budgeting and also the many district demands especially council meetings . The expenditures were mainly on recurrent activities of wage, transfers to the LLGS and office operations including travels. The road works were ongoing under force account procedures as we had machines working on roads planned for during the quarter. The cumulative expenses stood at 32% while the quarter two performance was at 28%

Department Revenue and Expenditure Allocations Plans for 2016/17

Revenue to the sector is expected to be lower than the previous year and mainly from the central Government with minimal Local Revenue. The wage component will remain the same .Most of the funds are from the URF for road works and also wage component. The lower revenue is attributed to the creation of the Municipality which has been allocated its own funds.

(ii) Summary of Past and Planned Workplan Outputs

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
<i>Function: 0481 District, Urban and Community Access Roads</i>			

Vote: 520 Kapchorwa District

Workplan 7a: Roads and Engineering

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
No of bottle necks removed from CARs	40	40	56
Length in Km of Urban unpaved roads routinely maintained	25	23	
Length in Km of Urban unpaved roads periodically maintained	2	0	
Length in Km of District roads routinely maintained	160	108	160
Length in Km of District roads periodically maintained	5	3	28
No. of bridges maintained	7	0	
Length in Km of District roads maintained.	8.8	7	
Function Cost (UShs '000)	633,414	200,040	415,799
Cost of Workplan (UShs '000):	633,414	200,040	415,799

2015/16 Physical Performance up to March

Routine manual maintenance has been undertaken, salaries for three months paid, Rehabilitation of Tegeres-Kapteret and Kapteret-Kutung in completion, Burkoyen chema works on course including feellf free-Amukol, Yembek-loch, Kapenguria-kapkwai among others road works

Planned Outputs for 2016/17

The main activities of the roads department will be maintenance of existing road network through routine and periodic maintenance. We plan to take over some community roads which have been opened and can not be maintained by the community in some LLGS, including, Kaserem -Chepterech (4km) and Kutogo -kumweny (4.5km) roads

(iii) Details of Off-Budget Activities carried out by NGOs, Central Government, the Private Sector and Donors

None

(iv) The three biggest challenges faced by the department in improving local government services

1. Lack of construction materials

The district has no good murrum, and no bricks within the district. This is often got from other districts which increases the cost of construction

2. Inadequate staffing

The district has been without a district engineer since the then District engineer retired. Efforts to recruit have often failed as no qualified personnel applied. Worse still, other positions have remained vacant due to inadequate wage provision.

3. High cost of maintenance

The district terrain is high and steep, hence run off of water especially during rainy periods erodes off road surfaces leading to high deterioration of roads and yet the funds allocated to the district is low.

Workplan 7b: Water

(i) Overview of Workplan Revenue and Expenditures

UShs Thousand	2015/16		2016/17
	Approved Budget	Outturn by end March	Approved Budget
A: Breakdown of Workplan Revenues:			
Recurrent Revenues	48,264	45,752	69,639

Vote: 520 Kapchorwa District

Workplan 7b: Water

District Unconditional Grant (Non-Wage)	1,000	0	
District Unconditional Grant (Wage)	31,264	33,752	34,331
Locally Raised Revenues		0	2,000
Sector Conditional Grant (Non-Wage)	16,000	12,000	33,308
Development Revenues	491,427	478,174	231,758
Development Grant	461,674	461,674	209,758
District Discretionary Development Equalization Grant	4,000	0	
Multi-Sectoral Transfers to LLGs	3,753	0	
Transitional Development Grant	22,000	16,500	22,000
Total Revenues	539,691	523,926	301,397

B: Breakdown of Workplan Expenditures:

Recurrent Expenditure	70,264	60,449	69,639
Wage	31,264	33,710	34,331
Non Wage	39,000	26,739	35,308
Development Expenditure	469,427	130,150	231,758
Domestic Development	469,427	130,150	231,758
Donor Development	0	0	0
Total Expenditure	539,691	190,599	301,397

2015/16 Revenue and Expenditure Performance up to March

The water department had by end of Q 3 received a total of 204% for both recurrent and Dev't revenue, this represent 98.9% of the budget. This was mainly because all development releases for Q 3 and \$ were realised in the Quarter. Major expenditures of the sector were mainly on Payment for certified work. All projects are now on going completion is expected during month of May.

Department Revenue and Expenditure Allocations Plans for 2016/17

The resource basket to the water department is expected to be lower than the previous FY due to the creation of the Municipality and hence a cut in the sector grant to the department. The expenses of the sector will go the recurrent software activities and hardware activities of GFS and water protection, construction, extension and rehabilitations within the district.

(ii) Summary of Past and Planned Workplan Outputs

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
Function: 0981			

Function: 0981

Vote: 520 Kapchorwa District

Workplan 7b: Water

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
No. of supervision visits during and after construction	24	14	24
No. of water points tested for quality	30	20	20
No. of District Water Supply and Sanitation Coordination Meetings	4	3	4
No. of Mandatory Public notices displayed with financial information (release and expenditure)	4	2	4
No. of sources tested for water quality		15	28
No. of water points rehabilitated	0	0	10
% of rural water point sources functional (Gravity Flow Scheme)	0	85	95
No. of water and Sanitation promotional events undertaken	25	22	8
No. of water user committees formed.	22	22	13
No. of Water User Committee members trained	22	22	13
No. of private sector Stakeholders trained in preventative maintenance, hygiene and sanitation	0	1	10
No. of advocacy activities (drama shows, radio spots, public campaigns) on promoting water, sanitation and good hygiene practices	9	5	4
No. of springs protected	5	6	0
No. of piped water supply systems constructed (GFS, borehole pumped, surface water)	0	3	3
No. of piped water supply systems rehabilitated (GFS, borehole pumped, surface water)	1	1	0
Function Cost (US\$ '000)	519,938	185,176	301,397
Function: 0982 Urban Water Supply and Sanitation			
Collection efficiency (% of revenue from water bills collected)	90	0	85
Length of pipe network extended (m)	1000	0	
No. of new connections	32	0	
Volume of water produced		0	260000
Function Cost (US\$ '000)	19,753	5,422	0
Cost of Workplan (US\$ '000):	539,691	190,599	301,397

2015/16 Physical Performance up to March

The main activities were implementation of water project by contractors, Monitoring of projects by stakeholders, soft ware activities-Socail mobilizers meetings, district cordination meetings, sanitation meetings and Home improvement campaign in selected subcounties of Gamogo and Chepterech

Planned Outputs for 2016/17

The activities of the sector will be the continued extension of GFS of Ngangata, Pipe water Extension to upper Ngasire and Boosting Chema gfs and rehabilitation of some water sources. Soft ware activities will be undertaken which includes, social mobilizers meetings, planning meetings , water quality testing , and quarterly cordination meetings including training of private water operators and the water user committees .

(iii) Details of Off-Budget Activities carried out by NGOs, Central Government, the Private Sector and Donors

Ministry of water, Environment and Natural resources is to construct GFS in Munarya , Kapsinda and Kawowo

Vote: 520 Kapchorwa District

Workplan 7b: Water

alongside the Bukedea GFS from river sipi. Redcross to undertake GFS extension in Chepterech Sub county.

(iv) The three biggest challenges faced by the department in improving local government services

1. High cost of Technologies against little resources

The technology adopted and more feasible is the GFS, which are very expensive and yet the resources availed to the district are often inadequate to complete a GFS. This has led to undertake GFS construction in phases taking over five years in some instances

2. Lack of ownership among the user communities

Most often completed facilities break down and are left unattended to by user communities who think it is the role of the water department to maintain the facilities.

3. Lack of adequate Transport

The district has one vehicle which is shared among field staff and office, hence reducing on performance, The available motorcycles are old and have broken down.

Workplan 8: Natural Resources

(i) Overview of Workplan Revenue and Expenditures

<i>UShs Thousand</i>	2015/16		2016/17
	Approved Budget	Outturn by end March	Approved Budget
A: Breakdown of Workplan Revenues:			
<i>Recurrent Revenues</i>	127,752	89,243	148,061
District Unconditional Grant (Non-Wage)	6,000	1,000	16,240
District Unconditional Grant (Wage)	98,202	78,448	109,320
Locally Raised Revenues	10,000	1,132	21,000
Sector Conditional Grant (Non-Wage)	11,550	8,663	1,501
Support Services Conditional Grant (Non-Wage)	2,000	0	
<i>Development Revenues</i>	1,600	1,400	
District Discretionary Development Equalization Grant	1,600	1,400	
Total Revenues	129,352	90,643	148,061
B: Breakdown of Workplan Expenditures:			
<i>Recurrent Expenditure</i>	127,752	86,362	148,061
Wage	98,202	78,297	109,320
Non Wage	29,550	8,065	38,741
<i>Development Expenditure</i>	1,600	1,000	0
Domestic Development	1,600	1,000	0
Donor Development	0	0	0
Total Expenditure	129,352	87,362	148,061

2015/16 Revenue and Expenditure Performance up to March

The revenues of the department fell short of the budget due to inadequate revenue collected, hence null returns for Local revenue. The PAF expected was not released to the sector as a joint monitoring was planned with other key sectors. In total, revenue performed at 100% overall and a cumulative revenue performance of 70%. The expenses were mainly on recurrent salary expense and bank charges. Expenditure performance stood at 95% during the quarter, as a result of rolled over activities in the last quarter which were undertaken and paid for during the quarter.

Department Revenue and Expenditure Allocations Plans for 2016/17

Vote: 520 Kapchorwa District

Workplan 8: Natural Resources

The sector budget has remained more or less the same as last FY, with most of the funds coming from the centre towards salary of staff. Expenses of the department will therefore be recurrent expenses including salary payments.

(ii) Summary of Past and Planned Workplan Outputs

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
Function: 0983 Natural Resources Management			
No. of new land disputes settled within FY	1	0	05
Area (Ha) of trees established (planted and surviving)	1	0	1
No. of Agro forestry Demonstrations	2	0	2
No. of monitoring and compliance surveys/inspections undertaken	1	0	4
No. of Water Shed Management Committees formulated	2	0	2
No. of Wetland Action Plans and regulations developed	4	3	2
Area (Ha) of Wetlands demarcated and restored		0	4
No. of community women and men trained in ENR monitoring	1	60	3
No. of monitoring and compliance surveys undertaken		1	2
Function Cost (US\$ '000)	129,352	87,362	148,061
Cost of Workplan (US\$ '000):	129,352	87,362	148,061

2015/16 Physical Performance up to March

There were mainly activities on river bank management activities, wetland protection and maintenance activities including supervision and monitoring of environmental issues in production sites-quarrying and coffee processing units in the district.

Planned Outputs for 2016/17

The main outputs of the department will include development of environmental plans, protection of fragile areas in the district particularly water catchment, hilly and swampy areas. Development and implementation of wetland action plans with the communities and the protection of river banks. Aside this, the department will champion titling of institutional land of Tumboboi, Kabeywa, Cheptuya, Gamogo, sanzara and Kaplelko Hus, Gamogo and chepterech Scs, including Sirimityo market.

(iii) Details of Off-Budget Activities carried out by NGOs, Central Government, the Private Sector and Donors

MERCEP will continue to support the department on conservation measures in Mt Elgon area. We also expect IUCN to continue on capacity building activities in SMART agricultural activities in the region. ICRAF, to undertake programs to control environmental issues, CAFHUR to undertake smart Agriculture in specific areas and UCA on tree planting

(iv) The three biggest challenges faced by the department in improving local government services

1. Inadequate staffing levels.

We have staffing gaps as we urgently need recruitment of a cartographer and senior lands officer, including replacement of the forestry ranger who retired.

2. Poor farming methods

This has aggravated environmental degradation in the district, hence low production and productivity.

3. Low support to farmers.

Vote: 520 Kapchorwa District

Workplan 8: Natural Resources

The low funding to the department has led to low support to farmers in form of capacity building or direct support to enable them increase production and conserve the environment.

Workplan 9: Community Based Services

(i) Overview of Workplan Revenue and Expenditures

<i>UShs Thousand</i>	2015/16		2016/17
	Approved Budget	Outturn by end March	Approved Budget
A: Breakdown of Workplan Revenues:			
<i>Recurrent Revenues</i>	317,506	174,461	597,466
District Unconditional Grant (Non-Wage)	2,000	2,000	14,000
District Unconditional Grant (Wage)	174,619	131,697	181,892
Locally Raised Revenues	4,000	0	5,600
Other Transfers from Central Government	108,000	19,100	380,000
Sector Conditional Grant (Non-Wage)	28,887	21,664	15,974
<i>Development Revenues</i>	224,996	62,038	79,348
District Discretionary Development Equalization Grant	33,246	24,333	
Donor Funding	32,250	37,705	75,000
Other Transfers from Central Government	159,500	0	
Transitional Development Grant		0	4,348
Total Revenues	542,503	236,499	676,814
B: Breakdown of Workplan Expenditures:			
<i>Recurrent Expenditure</i>	317,506	162,266	597,466
Wage	174,619	131,650	181,892
Non Wage	142,887	30,617	415,574
<i>Development Expenditure</i>	224,996	37,705	79,348
Domestic Development	192,746	0	4,348
Donor Development	32,250	37,705	75,000
Total Expenditure	542,503	199,971	676,814

2015/16 Revenue and Expenditure Performance up to March

The Department has by end of Q 3 received nearly 44% of its Total Budget allocation with little releases under NW and Local Revenue which is still a challenge due to critical District commitments.

Department Revenue and Expenditure Allocations Plans for 2016/17

Revenues to the department will mainly be towards wages/ salaries(30%) and about 40% of the total Revenue to the Department towards YLP activities while 9% is donor funds under UNICEF to support early marriages, The other balance which is 11% FGM from UNFPA , and child abuse The balance is non wage to support FAL activities, Women councils, youth councils and disability councils including Special grant fund for PWDs,

(ii) Summary of Past and Planned Workplan Outputs

<i>Function, Indicator</i>	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs

Function: 1081 Community Mobilisation and Empowerment

Vote: 520 Kapchorwa District

Workplan 9: Community Based Services

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
No. of children settled	120	0	3
No. of Active Community Development Workers	26	0	16
No. FAL Learners Trained	300	0	100
No. of children cases (Juveniles) handled and settled	80	1	20
No. of Youth councils supported	60	0	2
No. of assisted aids supplied to disabled and elderly community	12	2	3
No. of women councils supported		0	2
Function Cost (UShs '000)	542,502	199,971	676,814
Cost of Workplan (UShs '000):	542,502	199,971	676,814

2015/16 Physical Performance up to March

facilitat the process of the Disbursing YLP Fungs to sucusseful groups to their Account that is still on going and swearing in of Youth Council as required.

Planned Outputs for 2016/17

The expenses will mainly be towardsds payment of staff salaries under the department . We shall undertake Facilitation of Women activities and specifically support atleast women , Youth , and Disabilty Council meetings and groups. Other activities will include supporting PWDs Groups and FAL classes, purchase of office stationary and small office equipment facilitating community sensitation and mobiliation , carrying out child birth activitieds and prgrams to fight eraly marriages under UNICEF, FGM activities will be undertaken under support from the ministry and FPAU. The department will undertake to support identification and funding of groups eg under YLP by promoting sensitisation and facilitating registration of the groups.

(iii) Details of Off-Budget Activities carried out by NGOs, Central Government, the Private Sector and Donors

provision of Weel chairs be NUDIPO, other government agencies.

(iv) The three biggest challenges faced by the department in improving local government services

1. Transport

Most CDOs travel long distances to the work stations hence affecting negatively the service delivery.

2. Little Funding

Too many activities to be done with limited funding.

3. Lack of office equipment

Although the office was renovated, the department has inadequate office equipment including computers and furniture.

Workplan 10: Planning

(i) Overview of Workplan Revenue and Expenditures

UShs Thousand	2015/16		2016/17
	Approved Budget	Outturn by end March	Approved Budget

Vote: 520 Kapchorwa District

Workplan 10: Planning

A: Breakdown of Workplan Revenues:

<i>Recurrent Revenues</i>	78,625	33,019	92,600
District Unconditional Grant (Non-Wage)	9,409	3,750	20,000
District Unconditional Grant (Wage)	45,615	22,987	59,960
Locally Raised Revenues	9,600	3,000	12,640
Support Services Conditional Grant (Non-Wage)	14,001	3,282	
<i>Development Revenues</i>	92,481	114,722	99,000
District Discretionary Development Equalization Grant	10,400	10,153	8,000
Donor Funding	82,081	104,569	85,000
Unspent balances – Locally Raised Revenues		0	6,000
Total Revenues	171,106	147,741	191,600

B: Breakdown of Workplan Expenditures:

<i>Recurrent Expenditure</i>	78,625	31,121	92,600
Wage	45,615	23,020	59,960
Non Wage	33,010	8,101	32,640
<i>Development Expenditure</i>	92,481	95,737	99,000
Domestic Development	10,400	4,066	14,000
Donor Development	82,081	91,671	85,000
Total Expenditure	171,106	126,858	191,600

2015/16 Revenue and Expenditure Performance up to March

Planning unit received lower than planned /budgeted revenue, having realized 45% of recurrent revenue in Q 3, and cumulative recurrent revenue of 42%. This was a result of low release of NW and No Local revenue to the department due to commitments on council activities/meetings. We had rolled over funds under UNICEF for BR activities. The expenditure performance was mainly on salaries and office operations, maintenance and this was at 74%, with donor expenditure of 673%, because although we had no release in the quarter we had rolled over funds as a result of delay to complete birth registration in Q 2.

Department Revenue and Expenditure Allocations Plans for 2016/17

The revenues to the sector in the FY 2016/17 is expected to be lower than the previous FY, with much of the donor funding not expected as the donor UNICEF is not expected to continue with the support. The expenses of the sector will mainly be routine recurrent activities of salary, and travel inland, monitoring and support to LLG planning and budgeting processes.

(ii) Summary of Past and Planned Workplan Outputs

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
Function: 1383 Local Government Planning Services			
No of qualified staff in the Unit	4	2	3
No of Minutes of TPC meetings	12	9	12
Function Cost (US\$ '000)	171,106	126,858	191,600
Cost of Workplan (US\$ '000):	171,106	126,858	191,600

2015/16 Physical Performance up to March

The physical performance activities done included activities on data entry, validation and printing of certificates under birth registration in Kaptanya, Kapchorwa TC and Kapteret subcounties. The same activities were also undertaken for the LLGs of Amukol, Kawowo, Kapsinda and Chepterech subcounties.

Vote: 520 Kapchorwa District

Workplan 10: Planning

Planned Outputs for 2016/17

The main outputs of the sector includes coordinating 12 TPC meetings, development of one annual plan and budget, including one Budget framework paper. We shall also facilitate and coordinate monitoring activities in the district. The department will also hold one budget consultative meeting, and with support from UNICEF to continue with birth registration of the under 18 yr old.

(iii) Details of Off-Budget Activities carried out by NGOs, Central Government, the Private Sector and Donors

None

(iv) The three biggest challenges faced by the department in improving local government services

1. Inadequate staffing

The district has only two substantive officers , with a gap of three more technical staff needed.

2. Lack of transport

The department has one old Pick Up vehicle procured in the late 1990s, which continues to break down more often, hence problem of field movements .

3. Low funding of the department

The department relies on local revenues for its operations which are often unreliable.

Workplan 11: Internal Audit

(i) Overview of Workplan Revenue and Expenditures

<i>US\$ Thousand</i>	2015/16		2016/17
	Approved Budget	Outturn by end March	Approved Budget
A: Breakdown of Workplan Revenues:			
<i>Recurrent Revenues</i>	50,031	51,254	67,060
District Unconditional Grant (Non-Wage)	5,000	7,077	18,560
District Unconditional Grant (Wage)	39,031	39,178	44,000
Locally Raised Revenues	6,000	4,000	4,500
Support Services Conditional Grant (Non-Wage)		1,000	
<i>Development Revenues</i>	1,200	1,000	
District Discretionary Development Equalization Grant	1,200	1,000	
Total Revenues	51,231	52,254	67,060
B: Breakdown of Workplan Expenditures:			
<i>Recurrent Expenditure</i>	50,031	50,004	67,060
Wage	39,031	38,552	44,000
Non Wage	11,000	11,452	23,060
<i>Development Expenditure</i>	1,200	929	0
Domestic Development	1,200	929	0
Donor Development	0	0	0
Total Expenditure	51,231	50,933	67,060

2015/16 Revenue and Expenditure Performance up to March

Revenues received performed at 131% (recurrent) and overall cumulative revenues was at 102% in Q 3. The over performance was a result of release of funds under NW and development at . The expenditure of the department were mainly on recurrent activities of salary and auditing of LLGs and departments , including special audits under LDG and

Vote: 520 Kapchorwa District

Workplan 11: Internal Audit

water sector activities. This led to a quarter performance of 137%, with a cumulative expenses of 99% because of special audits undertaken for LGMSd activities in the LLGS and water sector activities.

Department Revenue and Expenditure Allocations Plans for 2016/17

Revenue to the department remain more or less the same as per last FY at 55Million recurrent although no development revenue is expected this FY. The expenses will be on the routine auditing activities.

(ii) Summary of Past and Planned Workplan Outputs

Function, Indicator	2015/16		2016/17
	Approved Budget and Planned outputs	Expenditure and Performance by End March	Approved Budget and Planned outputs
Function: 1482 Internal Audit Services			
No. of Internal Department Audits	60	45	4
Date of submitting Quaterly Internal Audit Reports	15/7/2015	15/4/16	15/10/2015
<i>Function Cost (UShs '000)</i>	<i>51,231</i>	<i>50,933</i>	<i>67,060</i>
Cost of Workplan (UShs '000):	51,231	50,933	67,060

2015/16 Physical Performance up to March

Auditing of LLS , programs and departments was aundertaken, verification of stores/ drugs was also done. Prepared the quarterly report and submitted to the ministry /chairpersons office /Ag

Planned Outputs for 2016/17

We plan to undertake 60 Audits of departmets and LLGS including district programs. Special audits may be undertaken as sanctioned. Verification of all stores will also be undertaken as auditing of projects may be done to ensure value for money.

(iii) Details of Off-Budget Activities carried out by NGOs, Central Government, the Private Sector and Donors

None

(iv) The three biggest challenges faced by the department in improving local government services

1. Transport

No transport facilities available

2. Inadequate funding

Department relies on Local Revenue and None wage which is often priotized elsewhere.

3. Slow response to audit reports

Departments and LLGS most of the time delay in responding to issues raised to enable timely preparation of quarterly reports.