



LGPA 2017/18

Accountability Requirements

Bulambuli District

(Vote Code: 589)

Assessment	Compliant	%
Yes	3	50%
No	3	50%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Assessment area: Annual performance contract			
LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.	xxx	The. LG submitted an annual performance contract of the FY 2017/18 as draft on 13/04/2017 and a late submission of the final one on 08/12/2017	No
Assessment area: Supporting Documents for the Budget required as per the PFMA are submitted and available			
LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY (LG PPDA Regulations, 2006).	xxxxx	The LG submitted a Budget with a Procurement Plan for FY 2017/18.	Yes
Assessment area: Reporting: submission of annual and quarterly budget performance reports			
LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)	xxxxx	LG made a late submission of the annual performance report for the FY 2016/17 on 21/08/2017.	No

<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)</p>	<p>xxxxxx</p>	<ul style="list-style-type: none"> • The LG submitted all the 4 quarterly budget performance reports but quarter 4 was submitted late, see below; <ol style="list-style-type: none"> 1. Quarter 1 submitted on 04/11/2016 2. Quarter 2 submitted on 28/02/2017 3. Quarter 3 submitted on 10/05/2017 <ul style="list-style-type: none"> • Quarter 4 submitted on 02/08/2017 	<p>No</p>
<p>Assessment area: Audit</p>			
<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General or Auditor General findings for the previous financial year by April 30 (PFMA s. 11 2g). This statement includes actions against all findings where the Auditor General recommended the Accounting Officer to take action (PFMA Act 2015; Local Governments Financial and Accounting Regulations 2007; The Local Governments Act, Cap 243).</p>	<p>xxxxxx</p>	<ul style="list-style-type: none"> • The LG made a submission to the Internal Auditor General on the Auditor General findings and the Internal Audit reports for the year. • The submissions were dated 27th February 2017 for status of implementation of Internal Audit and Auditor General's findings as per documents inspected from the Internal Auditor's Office and Internal Auditor General's office. 	<p>Yes</p>

The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer

XXXXX

- The Audit Opinion for the LG Financial Statements is unqualified as evidenced in the Audit Report dated December 2017 released in January 2018.

Yes



LGPA 2017/18

Crosscutting Performance Measures

Bulambuli District

(Vote Code: 589)

Score 45/100 (45%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Planning, budgeting and execution				
1	<p>All new infrastructure projects in: (i) a municipality; and (ii) all Town Councils in a District are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a municipality/district has: • A functional Physical Planning Committee in place that considers new investments on time: score 2.</p> <p>• All new infrastructure investments have approved plans which are consistent with the Physical Plans: score 2.</p>	0	<p>There is no functional Physical Planning Committee in place. There is no plans register.</p> <p>There is no single approved plan for all the infrastructural investments and yet according to inventory at the National physical planning board there is no submission for a valid approved physical structural plan for the LG.</p>
2	<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p>	<p>• Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.</p>	2	<p>According to the budget conference report for FY 2017/18 held on 10/11/2017 and AWP FY2017/18 that was approved under MIN.10/COU6/2017 during a council meeting held on 30/05/2017. sampled priorities in the AWP are based on the outcomes of the budget conference, i.e.</p> <ul style="list-style-type: none"> • Construction of office block. - appears in report and AWP page 30. • Rehabilitation of 14 health centres. - appears in report and AWP page 46. • Construction of 4 classrooms. - appears in report and AWP page 50 • Drilling of 5 boreholes. - appears in report and AWP page 62 • Construction of 1 GFS and extension of line to 15 tap stands. - appears in report and AWP page 63

		<ul style="list-style-type: none"> Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If different, justification has to be provided and evidence that it was approved by Council. Score 2. 	0	<p>According to the priorities in the AWP FY2017/18, it was established that NOT ALL capital investments were derived from the approved five-year development plan that was approved by council during a sitting held on 30/03/2015.</p> <p>see sampled investments below;</p> <ul style="list-style-type: none"> Construction of office block. - appears in DDP page 3 and AWP page 30. Rehabilitation of 14 health centres. – NOT in DDP and AWP page 46. Rehabilitation of 1 maternity ward. - NOT in DDP and AWP page 46. Construction of 4 classrooms. - appears in DDP page 157 and AWP page 50 Drilling of 5 boreholes. - appears in DDP page 106 and AWP page 62 Construction of 1 GFS and extension of line to 15 tap stands. - appears in DDP page 106 and AWP page 63
		<ul style="list-style-type: none"> Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 1. 	0	Project profiles were not developed.
3	<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> Annual statistical abstract, with gender disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum 1 point. 	0	Annual statistical abstract, with gender dis aggregated data was not compiled.

4

Investment activities in the previous FY were implemented as per AWP.

Maximum 6 points on this performance measure.

• Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2

0

From the LG approved AWP and budget FY 2016/17 that was approved by council on 29/04/2016 under MIN.7/COU6/2016, it was established that NOT all infrastructure projects implemented by the LG in the FY 2016/17 were derived from the 2 documents For example

- Construction of the Administration block. - NOT in Budget and NOT in AWP.(President pledged 100M but spent 132M and there is no council approval.
- Construction of 2 fish ponds in Sisiyi S/C. - AWP page 44 and budget page15
- Supply and installation of solar equipments in 20 P/S'. - AWP page 57 and budget page 19.
- Protection of 2 water spring wells in Buginyanya and Namisumi S/C'. - AWP page 75 and budget page 24
- Rehabilitation of 4 boreholes in 4 sub counties. AWP page 75 and budget page 24.
- Drilling of 6 boreholes in 6 sub counties. - AWP page 75 and budget page 24
- Extension of 6 GFS to 22 stand taps in 9 sub counties. - AWP page 75 and budget page 24

		<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	2	<p>Not all investment projects implemented in the FY 2016/17 were completed as per work plan by end of FY at 100%. See completion dates below;</p> <ul style="list-style-type: none"> • Construction of 2 fish ponds in Sisiyi S/C. – 27/07/2017 • Supply and installation of solar equipments in 20 P/S'. – 20/03/2017. • Protection of 2 water spring wells in Buginyanya and Namisumi S/C'. – 19/12/2017(Completed late) • Rehabilitation of 4 boreholes in 4 sub counties. 20/12/2016,24/01/2017. • Drilling of 6 boreholes in 6 sub counties. – 02/05/2017 • Extension of 6 GFS to 22 stand taps in 9 sub counties. – 11/01/2017, 23/03/2017.
5	<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects and assets during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	2	<p>The investment projects in the FY 2016/17 were completed within the approved budget – Max. 15% plus or minus of original budget See project budget performances below;</p> <ul style="list-style-type: none"> • Construction of 2 fish ponds in Sisiyi S/C. – 114% • Supply and installation of solar equipments in 20 P/S'. – 99.8%. • Protection of 2 water spring wells in Buginyanya and Namisumi S/C'. – 94.9% • Rehabilitation of 4 boreholes in 4 sub counties and Drilling of 6 boreholes in 6 sub counties. – 112.9% • Extension of 6 GFS to 22 stand taps in 9 sub counties. – 105.6%

		<ul style="list-style-type: none"> Evidence that the LG has budgeted and spent at least 80% of O&M budget for infrastructure in the previous FY: score 2 	0	The LG didn't budget and spend at least 80% of O&M budget for infrastructure.i.e apart from the roads and engineering sector that budgeted and spent 100% of their routine maintenance of district roads, other sectors didn't provide any budget under O&M for their infrastructural projects.
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Assessment area: Human Resource Management

6	LG has substantively recruited and appraised all Heads of Departments	<ul style="list-style-type: none"> Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	2	<ul style="list-style-type: none"> All HoDs submitted performance reports and were appraised during FY 2016/2017.
	Maximum 5 points on this Performance Measure.	<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	0	<ul style="list-style-type: none"> Most HoD positions were not substantively filled during FY 2016/2017 including for: Production, Natural Resource Management, Community Based Services, Health, Education, and Works.
7	The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.	<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for recruitment have been considered: score 2 	2	<ul style="list-style-type: none"> Minutes of the DSC including 06/BDSC/01/2017/1-15; 05/BDSC/01/2017/1-7; and 06/BDSC/12/2016/1-5 show considerations for submissions and declarations made by the district during FY 2016/2017.
	Maximum 4 points on this Performance Measure	<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for confirmation have been considered: score 1 	1	<ul style="list-style-type: none"> Minutes of the DSC including 04/BDSC/11/2016/1-38 indicate considerations for submissions for confirmations during FY 2016/2017.
		<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1 	0	<ul style="list-style-type: none"> Seventeen (17) cases submitted to the DSC for disciplinary action in June 2017 in a letter by CAO dated 29th March 2017 have not been considered to-date (2nd January 2018).

8	Staff recruited and retiring access the salary and pension payroll respectively within two months	<ul style="list-style-type: none"> Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	0	<ul style="list-style-type: none"> There are cases of staff during FY 2016/2017 who accessed the payroll after more than two (2) months of assuming duty e.g. Wodudu Lawrence, and Wasukira Moses.
	Maximum 5 points on this Performance Measure.	<ul style="list-style-type: none"> Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	0	<ul style="list-style-type: none"> There are cases of staff that retired in FY 2016/2017 who did not access the pensions payroll within two (2) months and even to-date have not for example: Kisombo Moses, Masolo Edward, and Wakadala Alex.

Assessment area: Revenue Mobilization

9	<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> If increase in OSR from previous FY but one to previous FY is more than 10% : score 4 points If the increase is from 5 -10% : score 2 point If the increase is less than 5% : score 0 points. 	0	<ul style="list-style-type: none"> Local Revenue (OSR) reduced from UGX. 136, 181, 630 in 2015/2016 to UGX.130, 198,260 in 2016/2017. The percentage decrease was about 4.4%. The source of information is the Audited Financial Statements for 2015/2016 & 2016/2017, Auditor General's Reports for 2015/2016 & 2016/2017.
10	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10% : then 2 points. If more than +/- 10% : zero points. 	0	<ul style="list-style-type: none"> The Local Revenue ratio for actual against budgeted in 2016/2017 is 63.3% derived from UGX. 130, 198, 260 actual from the UGX1205, 450,000 budgeted in the year. The source of information was the Audited Financial Statements for 2016/2017 and the Auditor General's Report for 2016/2017 dated December 2017.

11	Local revenue administration, allocation and transparency Maximum 4 points on this performance measure	<ul style="list-style-type: none"> Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	0	<ul style="list-style-type: none"> The LG made LST collections in the Financial Year 2016/2017. Information sourced from the Financial Statements for 2016/2017 and Bank Statements of the General Funds Account for 2016/2017 However, it did not remit any amounts to the LLGs.
		<ul style="list-style-type: none"> Evidence that the LG is not using more than 20% of OSR on council activities: score 2 	2	<ul style="list-style-type: none"> During the FY 2016/2017, the LG spent UGX. 22, 500,000 on council activities. The expenditure was within the Limit of the 20% (UGX. 27, 236, 326) of 2015/2016 actual Local Revenue collection of UGX. 136, 181, 630. Therefore the LG spent within the 20% Limit.

Assessment area: Procurement and contract management

12	The LG has in place the capacity to manage the procurement function Maximum 4 points on this performance measure.	<ul style="list-style-type: none"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	0	Bulambuli district local government doesn't have a Senior Procurement Officer, but it has a Procurement Officer, substantively appointed with Minute No. 4/112/2008; and Procurement Assistant substantively appointed with a Minute No. 4(d)/BDSC/05/2012
		<ul style="list-style-type: none"> Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	1	During the Contracts Committee meeting that sat on 14th/11/2016, Minute No. 5/4/CC/2015/16 shows that the meeting received an evaluation report from the TEC for consideration.

• Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1

1

During the Contracts Committee meeting that sat on 14th/11/2016, Minute No. 5/4/CC/2015/16, the contracts committee considered all the recommendations that were made by the TEC and awarded various contracts to respective best evaluated bidders. These among others included;

- Bula 589/Srvcs/2016 – 2017/0003 – Lot 1 Drilling, casting and Installation of 6 boreholes in Bukhalu, Muyembe, Nabbongo, Bwikhonge and Bunambutye sub counties awarded to Icon Properties
- Bula 589/Srvcs/2016 – 2017/0006 – Extension of Bulegeni GFS (Kisekye line) construction of three tap stands and repair of GFS source in Kamu & Namisuni sub counties awarded to Maweman Enterprises
- Bula 589/Srvcs/2016 – 2017/0007 – construction of 30m² Ferro Cement reservoir tank and extension of six tap stands in Buginyanya GFS awarded to Super Elgon Contractors
- Bula 589/Srvcs/2016 – 2017/0008 – construction of 30m² Ferro Cement reservoir tank and extension of six tap stands in Bulaago GFS (Annex) awarded to Alamos Investments Limited
- Bula 589/Srvcs/2016 – 2017/00036 – supply and installation of solar system to 10 primary schools awarded to Sibita Contractors

<p>13</p>	<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<ul style="list-style-type: none"> • a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2 	<p>2</p>	<ul style="list-style-type: none"> • The procurement plan for the FY2017/18 was found to cover all the infrastructural projects that are in the approved annual work plan for Bulambuli DLG for the FY2017/18. The infrastructural projects included; <ul style="list-style-type: none"> - Education (construction of two classrooms at Bulegeni p/s, construction of 2 classrooms at Bugwa p/s, and construction of 5 stance latrine at Bugwa p/s in Sisiyi s/c) - Health (Renovation of a Maternity Ward at Muyembe HC IV) - Water (drilling of 5 boreholes, rehabilitation of 10 boreholes, and extension of 6 GFS of 15 tap stands) • According to the procurement quarterly reports for 1st (July – September) and 2nd (October – December) quarter produced in December 2016, for the FY 2016/17, all the planned infrastructural projects in the procurement plan were executed. Other procurements were also executed as per the 3rd and 4th procurement quarterly reports.
<p>14</p>	<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2 	<p>0</p>	<p>Even though the bid documents for all the projects were prepared at the time of assessment, it was noted that they were prepared after 30th August, on 31st October 2017. The procurement officer revealed that the delays were caused by the late submission of specifications and BOQs by the respective sectors and user departments.</p>

<ul style="list-style-type: none">• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2	0	<ul style="list-style-type: none">• The contracts register for the FY2016/17 is available but misses some information on project payments and balances. It requires updating.• The procurement files for the FY2016/17 are still incomplete without project supervision reports and commissioning reports. It was noted that all the projects that were completed in the previous financial year, commissioning hasn't been done.
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• For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2.

2

• The LG adhered to procurement threshold by advertising in the Daily monitor Newspaper on 31st October 2017 all procurements that are above Ugx. 50m and conducted under Open National Bidding. These included;

- Bula589/wrks/17 -18/00017 – construction of 2 classroom block at Bugwa p/s, contract value – Ugx. 60,000,000

- Bula589/wrks/17 -18/00018 – construction of 2 classroom block at Bulegeni p/s - contract value – Ugx. 60,000,000

- Bula589/wrks/17 -18/00002 – Drilling of six boreholes in Bunambutye, Nabbongo, Bwokhonge, Muyembe and Bukhalu sub counties – contract value – Ugx. 90,000,000

• For the procurements that are under Ugx. 50m, invitation for bidders were published on the LG notice boards and copies sent to pre-qualified bidder on 31st October 2017. Procurements ere done under selective bidding process. These procurements included;

- Bula589/wrks/17 -18/00016 – construction of 5 stance VIP Drainable latrine at Bugwa p/s – contract value – Ugx. 22,000,000

- Bula589/wrks/17 -18/00027 – Extension of Bulaago GFS (Main) in Lusha sub county – contract value – Ugx.20,000,000

- Bula589/wrks/17 -18/00029 – Extension of Masira GFS (3 tap stands) in Masira s/c – contract value – Ugx.12,000,000

- Bula589/wrks/17 -18/00030 – Extension of Extension of Bulaago GFS(Annex) in Bulaago sub county - – contract value – Ugx.12,000,000

15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	2	<p>All the completed project works had both interim and completion certificates, except for some of the projects works that were conducted in the FY 2016/17 are still under defects liability period. The completed projects with both interim and completion certificates includes;</p> <ul style="list-style-type: none"> Bula589/wrks/2016-2017/0007 – Construction of 2 tap stands at Gibindira Upper Bula589/wrks/2016-2017/0002 – protection of 2 springs in Namisuni and Buginyanya Bula589/wrks/2016-2017/0005 – Rehabilitation of Bulago GFS in Bulago and Lusha s/c Bula589/wrks/2016-2017/00010 – Extension of Sisiyi – Simu GFS (4 tap stands) in Sisiyi and Simu sub counties Bula589/wrks/2016-2017/0008 – Construction of a 30 m2 Ferro-cement tank and extension of Bulago GFS (6 tap stands) in Bulago s/c
		<ul style="list-style-type: none"> Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	0	<p>All the works projects visited that are ongoing in the current financial year had no site boards. These included;</p> <ul style="list-style-type: none"> Bula589/wrks/17 -18/00016 – construction of 5 stance VIP Drainable latrine at Bugwa p/s Bula589/wrks/17 -18/00017 – construction of 2 classroom block at Bugwa p/s, contract value Bula589/wrks/17 -18/00018 – construction of 2 classroom block at Bulegeni p/s
Assessment area: Financial management				

16	<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	4	<ul style="list-style-type: none"> The LG makes timely monthly Bank reconciliations and for the eleven cashbooks checked, all were reconciled up to the 31st December 2017. The cashbooks looked at were for Administration, Works, Youth Livelihood Project, UWEP, UG Sanitation, Global Fund Account, Accountability, Health, Finance, Statutory Bodies, Production, Internal Audit, Planning unit, Social Development, Education and Natural Resources Accounts.
17	<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	2	<ul style="list-style-type: none"> The LG made timely payments to Suppliers during the Financial Year 2016/2017 as evidenced from payments documents (vouchers, requisitions, invoices) examined in the departments of health, Works, Education, Administration, Statutory Bodies, Finance and Planning and Production.
18	<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has a substantive Senior Internal Auditor and produced all quarterly internal audit reports for the previous FY: score 3. 	0	<ul style="list-style-type: none"> The LG has no Substantive Senior Internal Auditor but only someone assigned as a Senior Internal Auditor. The Internal Audit produced all the quarterly Internal Audit reports for 2016/2017 dated the 21st November 2016, 22nd February 2017, 5th June 2017 and 31st July 2017 for 1st, 2nd, 3rd and 4th Quarters respectively.
		<ul style="list-style-type: none"> Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries: score 2. 	2	<ul style="list-style-type: none"> The LG provided information to the Council and LGPAC on the status of the implementation of the Audit findings evidenced through the submissions by the Internal Auditor to LGPAC as per the above dates of submissions

		<ul style="list-style-type: none"> Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1 	0	<ul style="list-style-type: none"> There were submissions to LGPAC and Accounting officer as seen in the Internal Audit Reports BUT the only LGPAC meeting minutes and reports handled the financial year 2011/2012 which is way far. The new LGPAC Instituted has yet to sit.
19	<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	4	<ul style="list-style-type: none"> The LG maintains an Assets Registers in the format prescribed in the Accounting Manual and was duly updated.
20	<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY: • unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0</p>	4	<ul style="list-style-type: none"> The LG had unqualified Audit opinion as evidenced from the OAG report for 2016/2017 dated December 2017.
Assessment area: Governance, oversight, transparency and accountability				
21	<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<p>Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2</p>	2	<p>According to the minutes available for FY 2016/17, there is evidence that council sits i.e. sat on 03/08/2016, 30/03/2017, e.t.c. and yet during the council meeting that was held on 03/08/2016 under MIN.6/COU1/2017, committee reports were presented for discussion and adoption in council, also there was an issue of surveying all district land to curb land grabbing.</p>

22	<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 2. 	0	<p>No person in place designated to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints</p>
23	<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	0	<p>At the time of assessment, there was the LG Payroll but no Pensioner Schedule on public notice boards.</p>
		<ul style="list-style-type: none"> Evidence that the procurement plan and awarded contracts and amounts are published: score 1 	0	<p>Whereas there was a displayed list of awarded contracts for various procurements, the procurement plan was not sighted anywhere on display</p>
		<ul style="list-style-type: none"> Evidence that the LG performance assessment results and implications, are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	0	<p>N/A. The Central Government did not conduct the Annual Performance Assessment for LGs in 2016/17.</p>
24	<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	0	<p>No proof of communication or explanation seen on guidelines, circulars and policies issued by the national level towards LLGs.</p>
		<ul style="list-style-type: none"> Evidence that LG during previous FY has conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc..) with the public to provide feed-back on status of activity implementation: score 1. 	0	<p>There was no proof to support the fact that LG during FY 2016/17 conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc...)</p>
Assessment area: Social and environmental safeguards				

<p>25</p>	<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person has provided guidance and support to sector departments to mainstream gender into their activities score 2. • Evidence that gender focal point has planned activities for current FY to strengthen women's roles and that more than 90% of previous year's budget for gender activities has been implemented: score 2. 	<p>2</p> <p>2</p>	<p>The GFP conducted an advocacy meeting on integrating gender mainstreaming. The Minutes of Advocacy on meeting for Integrating Gender Based Violence and Response Intervention in Departmental work plans and Budgets held on 30/11/2016 were available.</p> <ul style="list-style-type: none"> • The GFP has planned activities for the FY 2017/18 on strengthening women's roles and they integrated within the LG budget estimates and Workplan for the FY 2017/18. They are however to be implemented within the activities of other sectors, and hence have no specific budget. • The planned for the FY 2016/17 were budgeted at Ugx. 900,000, which was disbursed and fully (100%) utilised.
<p>26</p>	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 2 	<p>0</p>	<p>Screening activities are carried out, mitigation measures planned and budgets prepared, but not for all the activities implemented by the local government. Only the following project works projects had screening files;</p> <ul style="list-style-type: none"> • Bumwambi GFS tap extension • Mabowo borehole drilling • Gubuzale Tap stand GFS extension

		<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management plans in the contract bid documents: score 1 	1	<p>Reviewing the contract bid documents for the following indicated that environment issues had been integrated;</p> <ul style="list-style-type: none"> • Bula 589/Srvcs/2016 – 2017/0003 – Lot 1 Drilling, casting and Installation of 6 boreholes in Bukhalu, Muyembe, Nabbongo, Bwikhonge and Bunambutye sub counties • Bula589/wrks/17 -18/00027 – Extension of Bulaago GFS (Main) in Lusha sub county • Bula589/wrks/17 -18/00029 – Extension of Masira GFS (3 tap stands) in Masira s/c
		<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	1	<p>All the projects in water sector had land consnet forms filled and signed by the land owners that they have donated land for water sources. By the time of assessment, the LG was in the process of surveying and acquiring titles for all the land where the projects are being conducted.</p>
		<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer: score 2 	0	<p>A few completed projects had Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer. The environment officer complains of being not funded to conduct monitoring and supervision of environment issues on all projects. The forms are also not a requirement for the contractor to get paid and hence they are overlooked by the LG. Projects with signed foms are;</p> <ul style="list-style-type: none"> • Bumwambi GFS tap extension • Gubuzale Tap stand GFS extension



LGPA 2017/18

Educational Performance Measures

Bulambuli District

(Vote Code: 589)

Score 41/100 (41%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human Resource Management				
1	<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school for the current FY: score 4 	4	<p>According to the approved budget dated 30/05/2017, 3,961,262,000/= for 617 teachers across 54 schools was in place. On average each school with 12 teachers beyond the required threshold of 8 teachers.</p> <p>The 617 teachers in post according to staff lists and OBT in place are rationally distributed. Out of 53 schools with P.7 class, the lowest has 8 teachers and highest has 19 teachers basing on enrolment. The only school, Nabuso with P.6 class has 7 teachers. The threshold of 8 teachers per school fulfilled.</p>
2	<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100% score 6 o If 80 - 99% score 3 o If below 80% score 0 	3	<p>According to recruitment plan, out of 719 teachers per structure, 617 [85.8%] with a wage are in post leaving a gap of 102 teachers.</p>

3	<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	0	<p>According to structure, 2 inspectors should be in place. 1 position not substantively filled yet wage bill in place.</p>
4	<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of Primary Teachers: score 2</p>	2	<p>Recruitment plan dated 10/11/2016 and received by PS/MoPS on 16/11/2016 and consequently reflected in the recruitment plan of 2017/18 were in place.</p>
		<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of School Inspectors: score 2</p>	0	<p>There was no provision within the recruitment plan for the vacant post of inspector yet wage bill is in place.</p>
5	<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department appraised school inspectors during the previous FY • 100% school inspectors: score 3</p>	3	<ul style="list-style-type: none"> The only school inspector during FY 2016/2017 namely Wakhanya Jawali was appraised.
		<p>Evidence that the LG Education department appraised head teachers during the previous FY. • 90% - 100%: score 3 • 70% - 89%: score 2 • Below 70%: score 0</p>	0	<ul style="list-style-type: none"> Of the fifty four (54) head teachers during FY 2016/2017 only thirty three (33) constituting 61% were appraised.

Assessment area: Monitoring and Inspection

6	<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	0	<p>Circulars from national level found in place: Training AAs - 02/06/2016; School Fees Bursaries & Donations - Circular No. 13 - 24/08/2016; and Performing Arts Festival Syllabus - circular No. 12/16. There was no evidence of a circular to schools on any issue seen.</p>
	<p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level, including on school feeding: score 2 	0	<p>There was no minutes neither attendance lists for meetings with the headteachers.</p>
7	<p>The LG Education Department has effectively inspected all private and public primary schools</p>	<ul style="list-style-type: none"> • Evidence that all private and public primary schools have been inspected at least once per term and reports produced: o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59% score 1 o Below 50% score 0. 	0	<p>92 schools [54 government & 38 private] do exist. Inspection reports of quarters 1 & 2 were not in place. Quarters 3 & 4 inspection reports indicated 35 [38%] and 29 [31.5%] schools inspected giving an average of 34.8%.</p>

8	<p>LG Education department has discussed the results/reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	0	There was no evidence of minutes for meetings to show evidence of discussions. Book of minutes presented indicated minutes not dated, meeting of 21/02/2017 - had no details and meeting of 17/03/2013 year changed to 2017 [forgery].
		<ul style="list-style-type: none"> Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	0	There was no evidence of submission of reports to DES. What was in place was for 2015/2016.
		<ul style="list-style-type: none"> Evidence that the inspection recommendations are followed-up: score 4 	0	In the absence of reports and minutes, it was difficult to establish whether there were recommendations made and followed up.
9	<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data: o List of schools which are consistent with both EMIS reports and OBT: score 5 	5	Names and number of schools in OBT, statistical forms and list of schools were tallying with EMIS data from MoES.
		<p>Evidence that the LG has submitted accurate/consistent data: • Enrolment data for all schools which is consistent with EMIS report and OBT: score 5</p>	5	Statistical forms of schools: Masugu [6344] - 509 boys & 513 girls; Bulaago [6357] - 473 boys & 473 girls and Mayiyi [520016] - 213 boys & 189 girls, had enrolment data tallying with EMIS data. While Womunga [6336] - 306 boys & 299 girls, 314 boys & 293 girls figures respectively differed from EMIS data of FY 2016/17.
Assessment area: Governance, oversight, transparency and accountability				

10	<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc... during the previous FY: score 2 <ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that requires approval to Council: score 2 	2	<p>From the committee minutes, it was established that a committee sat and discussed service delivery issues for example during a committee meeting that sat on 23/03/2017, under MIN.4/SSC/2017, sector annual work plan and budget for Education FY 2017/18 was presented by the DEO for discussion</p> <p>During a committee meeting that sat on 23/03/2017, the following were some of the issues recommended for approval in council;</p> <ul style="list-style-type: none"> • Government schools' land surveyed. • Update on the recovery of youth livelihood programme funds • Committee to be taken to see the schools where the solar panels were installed. Etc...
11	<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO) • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80% schools: score 0</p>	5	<p>According to appointment letters dated 15/03/2016, all SMCs took office from November 2015 and will expire in October 2018. Minutes available indicated their functionality.</p>
12	<p>The LG has publicised all schools receiving non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3 	0	<p>There was no evidence of UPE funds being displayed on notice boards for the public to view.</p>
Assessment area: Procurement and contract management				

13	<p>The LG Education department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	0	<p>There was no evidence of procurement requests from the department yet there is construction work in schools this FY 2017/2018 at Bulegeni and Bukwa primary schools.</p>
14	<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3 points 	3	<ul style="list-style-type: none"> • The LG Education department made timely certification and recommendations for payments to suppliers in time. This was evidenced from the payments documents (vouchers, funds requisition forms, interim certificates) for the following supplies in 2016/2017; Construction of a VIP Latrine at BUGINYANGA P/S, Supply of 30, 36 & 11 Desks to BUNALWERE, BULUGENI & NYOTE MEMORIAL Primary Schools, Retention payments for a classroom block at WOMUNGA P/S, Retention payment for construction of a Five Stance VIP Latrine at BUMIDYEKI P/S, Retention payment for the Construction of a Five Stance Latrine at SIMU P/S, Installation and supply of Solar to ten (10) Primary Schools, Retention for the construction of a VIP Latrine at BULAAGO P/S, Retention for the construction of a Five Stance VIP Latrine at BUMWAMBU P/S, Retention for the construction of a Five Stance at BWIKHONGE P/S.
Assessment area: Financial management and reporting				

15	<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	0	<p>According to the LG annual budget performance report, the Education department made a late submission of their sector report to the planning unit for consolidation. I.e. on page 107 of the report, the DEO acknowledged submission on 16/08/2017.</p>
16	<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year If sector has no audit query score 4 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 points If all queries are not responded to score 0 	2	<ul style="list-style-type: none"> The sector had two (2) query for the Financial Year 2016/2017 evidenced with the Internal Audit Reports on lacking accountability for the monitoring and supervision activities by DEO and Inspection activities by the Schools Inspection staff in the department for all the quarters There were formal responses to Audit findings (Internal Audit Reports and Management letters) and this was evidenced with responses availed by the Internal Audit Department. These included the required supporting documents, acknowledgments, activity reports.

Assessment area: Social and environmental safeguards

17	<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc...: Score 2 	0	<p>There was no evidence of any kind or consultations on gender issues, reproductive health or guidance to senior women/men teachers.</p>
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		<ul style="list-style-type: none"> • Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	0	There was no evidence of collaboration between gender department and education on gender issues.
		<ul style="list-style-type: none"> • Evidence that the School Management Committee meet the guideline on gender composition: score 1 	1	According to appointment letters and minutes of meetings with attendance lists inclusive, at least each SMC has 3 women members.
18	<p>LG Education department has ensured that guidelines on environmental management are disseminated</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 3: 	0	There was no evidence of guidance on environment management in schools by the department.



LGPA 2017/18

Health Performance Measures

Bulambuli District

(Vote Code: 589)

Score 26/100 (26%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human resource planning and management				
1	<p>LG has substantively recruited primary health workers with a wage bill provision from PHC wage</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health workers with a wage bill provision from PHC wage for the current FY • More than 80% filled: score 6 points, • 60 – 80% - score 3 • Less than 60% filled: score 0</p>	6	<ul style="list-style-type: none"> • There are 283 established position for health workers with a wage bill provision for the year 2017/18 • 283 positions are filled as per the performance contract 2017/18 • There was an advertisement by the MoH in the New Vision to recruit and fill extra positions with a wage provision . • Hence 100% of the structure for primary health workers with a wage bill provision from PHC wage for the current FY has been filled
2	<p>The LG Health department has submitted a comprehensive recruitment plan to the HRM department</p> <p>Maximum 4 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of health workers: score 4</p>	0	<ul style="list-style-type: none"> • There was a staff recruitment plan in the performance contract however it was not comprehensive as not all vacant positions of health workers had been included. • Only the 6 vacant posts at the district health department and town council were included. And these were the same posts proposed for filling FY 2017/18. • None of the vacant positions at the HFs were included.

3	<p>The LG Health department has ensured that performance appraisal for health facility in charge is conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the health facility in-charge have been appraised during the previous FY: o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0</p>	0	<ul style="list-style-type: none"> • The In-charge of the only HC IV in the district (Muyembe HC IV) was not appraised during FY 2016/2017. The district does not have a facility at hospital level.
4	<p>The Local Government Health department has equitably deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers equitably, in line with the lists submitted with the budget for the current FY: score 4 	0	<p>At Muyembe HC IV there were 20 Enrolled Nurses submitted with Budget for 2017/18 however there are 12 on the health workers on deployment list. With regards to enrolled midwives there were 12 submitted with the budget 2017/18 however there are 7 on the health workers deployment list dated 7th November 2017.</p>

Assessment area: Monitoring and Supervision

5

The DHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities

Maximum 6 for this performance measure

• Evidence that the DHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3

• There were no communication letters to indicate that the DHO communicated ALL of the following guidelines issued by the national level in the previous year:

1. PHC grants guidelines 2016/17
2. MoH guidelines for eye care – October 2016
3. Uganda Clinical Guidelines – 2016
4. Essential Medicines & Health Supplies List – 2016
5. MoH Resettlement Policy Framework – 2016
6. Health Sector Quality Improvement Framework and Strategic Plan 2015/16 – 2019/20, June 2016

0

• Evidence that the DHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3

0

• In the DHT meetings minutes presented to me dated 9th January 2017 and 3rd July 2017 as well as the DHMT meeting minutes of 14th October 2016 and 30th November 2016, there was no indication that the DHO had held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level in the meetings minutes for

The LG Health Department has effectively provided support supervision to district health services

Maximum 6 points for this performance measure

Evidence that DHT has supervised 100% of HC IVs and district hospitals: score 3

0

- The district did not avail the mandatory quarterly integrated support supervision reports by the DHT for FY 2016/17. Only the 1st Quarter integrated support supervision report documented integrated support supervision activities by the DHT at Muyembe HC IV was presented.

- Quarter 3 Immunization support supervision report dated 23rd March 2017 was presented but it didn't pass for an integrated support supervision report

- Supervision log books at Muyembe HC IV had no logs for integrated support supervision by the DHT during FY 2016/17

Evidence that DHT has supervised lower level health facilities within the previous FY: • If 100% supervised: score 3 points • 80 - 99% of the health facilities: score 2 • 60 - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0

0

- The district did not avail the mandatory quarterly integrated support supervision reports by the DHT for FY 2016/17. Only the 1st Quarter integrated support supervision report documented integrated support supervision activities to all 19 HFs.

- Quarter 3 Immunization support supervision report dated 23rd March 2017 was presented but it didn't pass for an integrated support supervision report

- Supervision log books at Buyiga HC III and Bukhalu HC III had no logs for integrated support supervision by the DHT during FY 2016/17

- Bumageni HC II was closed as at 11.15am on the day of the assessment

7	<p>The Health Sub-district(s) have effectively provided support supervision to lower level health units</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that health facilities have been supervised by HSD and reports produced: • If 100% supervised score 6 points • 80 - 99% of the health facilities: score 4 • 60 - 79% of the health facilities: score 2 • Less than 60% of the health facilities: score 0</p>	0	<ul style="list-style-type: none"> • The HSD did not avail the mandatory quarterly integrated support supervision reports by the HSD for FY 2016/17. • Supervision log books at Buyiga HC III and Bukhalu HC III had no logs for integrated support supervision by the HSD during FY 2016/17 • Bumageni HC II was closed as at 11.15am on the day of the assessment
8	<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the reports have been discussed and used to make recommendations for corrective actions during the previous FY: score 4 • Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	0	<ul style="list-style-type: none"> • There were no integrated support supervision reports to make recommendations for corrective actions on • There were no integrated support supervision reports to make recommendations for corrective actions on
9	<p>The LG Health department has submitted accurate/consistent reports/date for health facility lists as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<p>• Evidence that the LG has submitted accurate/consistent data regarding: o List of health facilities which are consistent with both HMIS reports and OBT: score 10</p>	0	<ul style="list-style-type: none"> • All 16 health facilities on the OBT that are also on the HIMS list from MoH. • However the following HFs on the HMIS list (Bukibologoto HCIII, Bumugibole HC III, Bunangaka HCII, Gombe HCII, Nabiwutulu HCII) are not on the list submitted in the OBT

Assessment area: Governance, oversight, transparency and accountability

10

The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council

• Evidence that the council committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2

2

During a committee meeting that sat on 23/03/2017, under MIN.5/SSC/2017, sector annual work plans and budget for Health FY2017/18 was presented by the DHO for discussion.

Maximum 4 for this performance measure

• Evidence that the health sector committee has presented issues that require approval to Council: score 2

2

During a committee meeting that sat on 23/03/2017, the following were some of the issues recommended for approval in council;

- Bulengeni TC to have a health center.
- All government health centers' land be surveyed
- CAO explains why Bugudo HCII is not functional.

11	<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 5 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 5 • If 80-99% : score 3 • If 70-79%: : score 1 • If less than 70%: score 0 	<p>0</p> <ul style="list-style-type: none"> • None of the health facilities visited availed the mandatory quarterly HUMC meeting minutes for FY 2016/17. • At the time of the assessment Buyende HC IV availed only quarter 3 and quarter 4 minutes dated 7th March 2017 and 8th June 2017 respectively. • Bukhalu HC III only availed quarters 2, 3 and 4 meeting minutes held on 22nd December 2016, 14th March 2017 and 14th June 2017 respectively • Buyaga HC III did not present any HUMC meeting minutes as they were reported to be in the custody of the facility incharge who was reported away at the time of the assessment. • Bumageni HC II was closed as at 11.15am on the day of the assessment
12	<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 3 	<p>0</p> <ul style="list-style-type: none"> • There was no evidence on the public notice board at the DHOs office that the office had publicised all health facilities receiving PHC non-wage recurrent grants. • All health facilities visited (Buyende HC IV, Bukhalu HC III, Buyaga HC III and Bumageni HC II) did not publicise the PHC non-wage recurrent grant
Assessment area: Procurement and contract management			

13	<p>The LG Health department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	0	<ul style="list-style-type: none"> • There was no submission letters to DPU that covered all investment items in the approved Sector annual work plan and budget
		<p>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2</p>	2	<ul style="list-style-type: none"> • At the time of the assessment a copy of the procurement request form (Repair of maternity ward at Muyembe HC IV dated 17th August 2017) was availed
14	<p>The LG Health department has supported all health facilities to submit health supplies procurement plan to NMS</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has supported all health facilities to submit health supplies procurement plan to NMS on time: • 100% - score 8 • 70-99% – score 4 • Below 70% - score 0 	8	<ul style="list-style-type: none"> • The health department availed 6 delivery receipts from NMS for all health facilities. These were dated 28th July 2016, 21st October 2016, 14th September 2016, 12th January 2017, 20th March 2017 and 17th May 2017.
15	<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 2 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the DHO (as per contract) certified and recommended suppliers timely for payment: score 2 points 	2	<ul style="list-style-type: none"> • The DHO made timely certification and recommendations for payments to suppliers in time. This was evidenced from the payments documents (vouchers, funds requisition forms, interim certificates) for the following supplies in 2016/2017; • Repair of the department's vehicle and supply of tyres for the Department, Fuel for the Department which ranged to Fourteen days.

Assessment area: Financial management and reporting

16	<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	0	<p>According to the LG annual budget performance report, the Health department made a late submission of their sector report to the planning unit for consolidation. I.e. on page 102 of the report, the DHO acknowledged submission on 16/08/2017.</p>
17	<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> If sector has no audit query score 4 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 points If all queries are not responded to score 0 	2	<ul style="list-style-type: none"> The sector had two queries for the Financial Year 2016/2017 evidenced with the Internal Audit Reports on lacking accountability for sensitization activities, DHO's Support Supervision reports lacking. There were formal responses to Audit findings (Internal Audit Reports and Management letters) and this was evidenced with responses availed by the Internal Audit Department. These included acknowledgements by recipients of funds, activity reports, receipts and invoices for fuel and vehicle repairs.

Assessment area: Social and environmental safeguards

18	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines: score 2 	2	<ul style="list-style-type: none"> Health Unit Management Committees (HUMCs) at Buyende HC I and, Bukhalu HC III had more than two females members
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		<ul style="list-style-type: none"> • Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2 	0	<ul style="list-style-type: none"> • No guidelines on how to manage sanitation in health facilities including separating toilet facilities for men and women were found Buyende HC IV, Buyaga HC III and, Bukhalu HC III • Bumageni HC II was closed as at 11.15am on the day of the assessment
19	<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 2 points</p>	<ul style="list-style-type: none"> • Evidence that the LGs has issued guidelines on medical waste management, including guidelines for construction of facilities for medical waste disposal : score 2 points. 	0	<ul style="list-style-type: none"> • No medical waste management guidelines, including guidelines for construction of facilities for medical waste disposal were found at Buyende HC IV, Buyaga HC III and, Bukhalu HC III • Bumageni HC II was closed as at 11.15 am on the day of the assessment



LGPA 2017/18

Water & Environment Performance Measures

Bulambuli District

(Vote Code: 589)

Score 53/100 (53%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Planning, budgeting and execution				
1	<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: score 10 	0	<p>From the District annual work plan for Financial year 17/18 dated 10th July 2017, safe water coverage of the District is at 69%.</p> <p>The District targeted some of the sub counties with safe water coverage below the district and these include Bukhalu at 48%, Bwikonge at 60% and Simu at 31%.</p> <p>However, the sub counties of Kamu at 58% and Bulegeni at 57% were not targeted at all and yet there are others that have a high water coverage which were targeted and these include Buginyanya at 95%, Masiira at 95%, Muyembe at 95% and Nabbongo at 95%..</p> <p>The safe water coverage figures for the sub counties used in the assessment above are from the MIS database of the Ministry downloaded on 11th January 2018. District did not have Water Situational Analysis in their plans and quarterly reports.</p>

2	<p>The LG Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY: score 15 	<p>15</p> <p>According to the District annual work plan for water and sanitation grant, dated 15th July 2016 and from the District 4th Quarter Progress report for FY 2016/2017 dated 10TH July 2017 the district safe water coverage was at 69%. The district implemented in the following sub counties:</p> <p>Bulugeni with a safewater coverage of 57%, Sisiyi at 70%, Simu at 31%, Masiira at 95%, Bulaago at 90%, Buginyanya at 95%, Bukhalu at 48%,Nabbongo at 95%, Bunambutye at 75%, Muyembe at 95%, Namisuni at 95%, Bwikonge at 60 %,</p> <p>The targeted sub counties included all those with safe water coverage below the district.</p>
Assessment area: Monitoring and Supervision			

<p>3</p>	<p>The LG Water department carries out monthly monitoring and supervision of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the LG Water department has monitored each of WSS facilities at least annually. • If more than 95% of the WSS facilities monitored: score 15 • 80 - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60 - 69% monitored: score 5 • 50 - 59%: score 3 • Less than 50% of WSS facilities monitored -score 0</p>	<p>15</p> <p>The LG Water department monitored all the Project investments implemented the previous financial year. Supervision /inspection reports were available on file e.g.</p> <p>Report dated 25/3/2017 by the Internal auditor who inspected projects in Masiira, Bulago, Buginyanyaand Bulegeni subcounties.</p> <p>Inspection reports by Water Department Staff included those dated</p> <ul style="list-style-type: none"> o 10th November 2016 addressed to CAO on monitoring of water facilities in Bulambuli during the months of October and November 2016 in the subcounties of Namisuni, Buluganya, Bulegeni, Simu, Bumasoba, Nabbongo. o 13th February 2017 for supervision of Masira GFS Extension of Bulaago GFS covering Bulaago and Lusha sub counties o 30th March 2017 on monitoring of water facilities in Bulambuli District For February and March. Boreholes, Springs in various subcounties. o Memo attached to voucher no V07/11/2016 by District water officer to CAO on inspection of Bulegeni GFS.
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4	<p>The LG Water department has submitted accurate/consistent reports/data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data for the current FY: o List of water facility which are consistent in both sector MIS reports and OBT: score 10 	0	<p>No works have been implemented this current financial year. At the time of the assessment contracts had just been signed so no data had been submitted to the MoWE</p>
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Assessment area: Procurement and contract management

5	<p>The LG Water department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>			<p>The District Water Office submitted the requests that cover all items in the approved Sector annual work plan on time. These requisitions included:</p> <ul style="list-style-type: none"> i. Borehole siting, documentation and supervision in Bukhalu 1no, Muyembe 1No, Bwikonge 1 No, Bunambutye for UGX 13,800,000/=. DWO signed requisition on 8/8/2017 and approved by the CAO on 15/9/2017. ii. EIA of proposed Bumagosia GFS in Sisiyi and Simu s/c at a cost of UGX 23,000,000 DWO signed requisition on 10/8/2017 and approved by the CAO on 10/8/2017. iii. Casting and installation of 3 bhs in Bwikonge and Bunambutye s/c at a cost of UGX 15,000,000/= DWO signed requisition on 14/9/2017 and approved by the CAO on 15/9/2017.. iv. Casting and installation of 3 bhs in Bukhalu, Muyembe, Nabbongo s/c at a cost of UGX 15,000,000/= DWO signed requisition on 14/9/2017 and approved by the CAO on 15/9/2017. v. Extension of Bulago GF (3 taps
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Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4

4

and replacement of pipe works in Jewa Parish at a cost of UGX 20,000,000/= DWO signed requisition on 15/8/2017 and approved by the CAO on 15/9/2017.

vi. Extension of Bulago GF and pipe laying UGX 12,000,000/= DWO signed requisition on 15/8/2017 and approved by the CAO on 15/9/2017.

vii. Protection of one spring in Bulaago s/c at a cost of UGX 3,000,000/= DWO signed requisition on 11/8/2017 and approved by the CAO on 15/9/2017.

viii. Protection of one spring in Lusha s/c at a cost of UGX 3,000,000/= DWO signed requisition on 8/8/2017 and approved by the CAO on 15/9/2017.

ix. Extension of Buluganya GFS 4 tapstands and construction of 30m³ ferro cement tank at a cost of UGX 17,000,000/= DWO signed requisition on 10/8/2017 and approved by the CAO on 15/9/2017.

x. Supply of HDPE Pipes of 68mm and those of 50mm at a cost of UGX 15,000,000/= DWO signed requisition on 8/8/2017 and approved by the CAO on 14/8/2017.

xi. Supply of HDPE pipes at a cost of UGX 29,700,000/= DWO signed requisition on 14/8/2017 and approved by the CAO on 26/9/2017.

xii. Design and documentation of proposed Bumigusya GFS in Sisiyi Simu S/C at a cost of UGX 27,000,000 DWO signed requisition on 10/8/2017 and approved by the CAO on 15/8/2017.

6	<p>The DWO has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> • If the DWO prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	0	<p>Contract Manager for the different Projects had not yet been appointed at the time of the assessment. This implies no contract management plan in place.</p> <p>At the time of the assessment, construction works had not yet started therefore no visits to the projects made as yet.</p>
		<ul style="list-style-type: none"> • If water and sanitation facilities constructed as per design(s): score 2 	0	<p>At the time of the assessment, construction of facilities had not yet started.</p>
		<ul style="list-style-type: none"> • If contractor handed over all completed WSS facilities: score 2 	0	<p>At the time of the assessment, construction of facilities had not yet started. .</p>
		<ul style="list-style-type: none"> • If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	0	<p>At the time of the assessment, construction of facilities had not yet started.</p>
7	<ul style="list-style-type: none"> • Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<ul style="list-style-type: none"> • Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	3	<ul style="list-style-type: none"> • The DWO made timely certification and recommendations for payments to suppliers in time. The payments documents (vouchers, funds requisition forms, interim certificates) for the following projects in 2016/2017; payment for fuel for first and second quarters for the department, construction of 30m3 Ferro-Cement Tank and Six Tap Stands on BUGINYANYA GFS, Protection of Two Springs in BUGINYANYA & NAMISUNI.
Assessment area: Financial management and reporting				

11

The LG Water department has shared information widely to the public to enhance transparency

Maximum 6 points for this performance measure

• The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2

0

At the time of the assessment information on contract awards was not displayed on the notice board.

• All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2

2

The visited facilities included: 3 new boreholes and one rehabilitated borehole namely:

- o Bumabona village DWD 52695 in Bwikhonge s/c
- o Marakalu village, DWD 52694 in Bwikhonge s/c
- o Buwekonda village a rehabilitated borehole in Nabbongos/c
- o Buwanbigwa village DWD 52693 in Nabbongo s/c.

They were all labelled.

• Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2

0

At the time of the assessment this information was not displayed on the notice board.

12	<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	1	<p>The communities had applied for the water facilities that are to be constructed. They had started payment as well. Sampled application letters included:</p> <ul style="list-style-type: none"> o one from Bunambutye subcounty dated 5/7/2017 signed by Subcounty chief , Mr. Wanasolo Rogers requesting for borehole drilling in Bulako, Bukitanga rehabilitation and Bumayonga drilling. o Another from CDO Paul Mwame dated 2/7/2017 applying for 3 sources in Bunyika, Buwukyuyi, Bumulala. This application was approved by ACAO/SAS Bukhalu s/c Mr. Charles Muduku. <p>Sampled receipts included:</p> <ul style="list-style-type: none"> o Dated 6/11/2017 receipt no. 089 for UGX 200,000/= for a borehole in Nabbongo s/c o Dated 13/12/2017 receipt no. 156 of UGX 200,000/= for mabale community IN Bunambutye s/c o Dated 12/12/2007 receipt no 157 of UGX 50,000/= for GFS tapstand for Middle East
		<ul style="list-style-type: none"> Number of water supply facilities with WSCs that are functioning evidenced by collection of O&M funds and carrying out preventive maintenance and minor repairs, for the current FY: score 2 	0	<p>At the time of the assessment, the water facilities had not been constructed as yet.</p>
Assessment area: Social and environmental safeguards				

13

The LG Water department has devised strategies for environmental conservation and management

Maximum 4 points for this performance measure

- Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2

2

Environmental and Social Screening was undertaken on Projects of GFS tapstands in Namisoni s/c, Buginyanya Subcounty , Borehole Rehabilitation and For Borehole Construction in Bwikoye S/c. The filled in templates and reports dated 24/11/2016 are in place. Mitigation and monitoring Plans dated 24/11/2016 are in place.

- Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1

1

Follow ups were made on the above works and Environment Certifications are on file e.g. Certification Form No 0029 of Gibisale dated 26/5/2017 GFS tap stand. Work was undertaken by the District Environment Officer and Natural Resources Environment Officer.

- Evidence that construction and supervision contracts have clause on environmental protection: score 1

1

Sampled contracts included:

1. Protection of 2 Springs in Buginyanya and Namisuni S/C Ref BULA 589/WRKS/16-17/00002
2. Extension of Masira GFS by MS MUWAS INVESTMENTS Ltd.
3. Extension of Bulugen GFS and Construction of 3 tapstands and repair of GFS source in Kamu and Namisuni s/c.

These contracts had Environment Protection Clause in their BOQs.

14	<p>The LG Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If at least 50% WSCs are women as per the sector critical requirements: score 3 	3	<p>From the District 2nd quarter progress report (FY2016/17) dated 12th January 2017 8 Water User Committees were trained and of these 6 had more than 50% representation as women.</p> <p>From the software report dated 16th October 2017 financial year 2017/18 out of the 20 WUC formed and trained 15 had more than 50% representation as women.</p>
15	<p>Gender- and special-needs sensitive sanitation facilities in public places/RGCs.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	0	<p>The District Water Office did not construct any Sanitation facility during financial years 2016/17 and 2017/18.</p>