



LGPA 2017/18

Accountability Requirements

Kabale District

(Vote Code: 512)

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	DLG submitted annual performance contract to MoFPED on 12/07/2017 which is later than the set timeline of June 30.	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	• Budget was accompanied with a Consolidated Procurement Plan.	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	• Annual performance report submitted later than July 31st and denoted as Q4-01/08/2017 under receipt serial number 867 which is later than the due date.	No
LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)	xxxxxxx	Quarterly budget performance report for all the four quarters submitted as follows: Q1- dated 11/11/2016 under receipt serial No. 0045; Q2- Dated 14/02/2017 under receipt Serial No.0329; Q3- dated 23/05/2017 under receipt serial No. 0749; Q4- 01/08/2017 under receipt serial number 867. This is later than the set timeline of July 31.	No
Assessment area: Audit			

<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>xxxxx</p>	<p>From the Ministry of Finance's inventory of LG submissions of responses to audit queries, this assessment established that Kabale DLG submitted to PS/ST responses to audit queries raised in FY 2015/2016 on 07/03/2017.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer</p>	<p>xxxxx</p>	<p>From the Auditor General's report for FY 2016/2017, the assessment established that Kabale District Local Government received an unqualified audit opinion.</p>	<p>Yes</p>



LGPA 2017/18

Crosscutting Performance Measures

Kabale District

(Vote Code: 512)

Score 54/100 (54%)

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:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 2. <hr/> <ul style="list-style-type: none"> • All new infrastructure investments have approved plans which are consistent with the Physical Plans: score 2. 	<p>0</p> <hr/> <p>0</p>	<p>There is no functional Physical Planning Committee in Kabale DLG to consider new investments</p> <hr/> <p>In the absence of a Physical/Structural plan, Physical planning committee & approved plans it was difficult to ascertain any consistency of planning with new infrastructure investments</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>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>2</p>	<p>From the Budget Conference that was held on 21/10/2015 to plan activities for 2016/17, it can be established that the AWP is linked with specific reference to investments in Works, Education, Health and Production. Specific activities sampled include among others: Renovation of Maziba HC; Renovation of Nyamiryango HC; Construction of 2-Stance VIP Pit Latrines in Nyamiryango; Renovation & Modelling of Kakomo HCIII; Power Connection to the Remand home & Regional High Court; Approval of Health UNit Management Committees.</p>

		<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. 	2	<p>A review of the sampled capital investments (Kasheregyenyi-Nyamabare-Kicumbi-Katenga Road; Provision of Iron Sheets to Primary Schools; Construction of 5 Stance VIP Latrines in Rubiira, Rugarama, Kikyanky, Kijonjo, Bikomero, Kamuganguzi, Rwancerere, Kikore, Primary schools in the Education & Works sectors are derived from the 5-year development plan dated June 2011 and justification has been provided with approval from the Council minutes</p>
		<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. 	1	<p>Project profiles have been developed and are listed in the 5-year development plan dated June 2011 signed off by the Chairperson to Council. TPC sampled minutes dated 25/09/2017; 17/10/2017; 17/07/2017; 21/08/2017 for all investments in the AWP are in line with the LG Planning guideline.</p>
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	<p>No compilation of the annual statistical abstract was done for the FY under review.</p>
4	<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> 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 	2	<p>From the following sampled projects of Kanyankwanzi- Kyeitembe Road; Kasheregyenyi—Nyamabare- Kicumbi-Katenga road; Sensitisation, community mobilisation on antenatal services; provision of Iron Sheets to Primary schools; purchase of equipment for maternal Health centres, Construction of 5-stance VIP latrines at Rubiira, Bugarama, Kikyanky, Kijonjo, Bikomero, Kamuganguzi, Rwancerere Kikore Primary schools are derived from the AWP, the annual budget performance reports and annual budget. This can further be traced from the the Budget Conference that was held on 21/10/2015 to plan activities for 2016/17 and TPC minutes dated 25/9/2017; 17/10/2017,17/07/2017, 12/12/2017.</p>

		<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>Many projects especially: (i)(Construction of a 5 Stance line VIP Pit Latrine at Kihorezo Primary School in Rwamucucu Sub-county; (ii) Construction of a 5-Stance Lined VIP latrine at Mukoki Primary School; (iii) Kaharo Sub-County; Construction of 5 lined VIP latrine at Rababa Primary School; (iv)Kyanamira Sub-County; (vi) Construction of a 5 stance VIP latrine at Katenga Primary School in Kamuganguzi Sub-County) implemented were completed as per work plan by end of FY. From Q4 Expenditure Performance report it is revealed as follows: (a) Water sector received a release from MoFPED of 98% of budgeted infrastructure ammount and spent 100%; (b) Health sector received a release from of 78% of the budgeted ammount for infrastructure and spent 100%; (c) Education sector received a release for infrastructure of 89% and spent 100%. Which is an average of 88% implementation. This can further be proven by the reviewed Certificates of Practical Completion presented for payment from the Works Dept.</p>
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>From the sampled Construction projects, the following projects: 5 Stance line VIP Pit Latrine at Kihorezo Primary School in Rwamucucu Sub-county; Construction of a 5-Stance Lined VIP latrine at Mukoki Primary School; Kaharo Sub-County; Construction of 5 lined VIP latrine at Rababa Primary School; Kyanamira Sub-County; Construction of a 5 stance VIP latrine at Katenga Primary School in Kamuganguzi Sub-County were completed with variations of within 15% maximum. Certificates of Practical completions were availed for the above projects for assessment.</p>

		<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 	2	<p>Using the Health sector projects as an example : (i) Renovation of Maziba HC; (ii) Renovation of Nyamiryango HC (iii) Renovation & Remodelling of Kakomo HCIII; (iv) renovation of Kyasano HC II. There was evidence under health sector that O&M was budgeted under output of Supporting for O&M of district health services on page 102 of Annual Performance Report. The planned expenditure was 6,250,000 to maintain and keep them functional, but spent 1,125,000 (18%). This is attributed to budget cuts which were realised in the release of funds from MoFPED. The Health sector Kabale DLG received 78% total releases.</p>
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Assessment area: Human Resource Management

6	<p>LG has substantively recruited and appraised all Heads of Departments</p>	<ul style="list-style-type: none"> Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	0	<p>6 out of 9 Heads of departments had signed performance Contracts according to personal files. These are DCDO, CFO, DNRO, DPO, Ag ADHO, and DEO. However there were no performance reports for previous financial year 2016/2017 on file for all the HoDs.</p>
	<p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	0	<p>7 out of the 9 HoDs are substantively appointed as evidenced by appointment letters on personal files. The position of Deputy CAO Administration was filled by the ministry (MoLG). The new department of Trade, Industry and Local Economic Development is still vacant.</p>

7	<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that 100 percent of staff submitted for recruitment have been considered: score 2 	2	<p>From Secretary DSC it was established that 100% of all staff submitted by CAO for recruitment were considered as evidenced by</p> <p>The CAO Declaration of vacancies to DSC on letter dated 19/10/2016.</p> <p>The following staff were submitted for recruitment in financial year 2016/2017;</p> <p>Head teachers 24, Deputy Head Teachers for Schools 3, CDOs 2, Senior Labour officer 1, DHO, Senior Procurement officer, Parish chiefs, Office Attendant, Accountant, Physical planner and cartographer</p> <p>They were all considered by the DSC in the meeting of 25th,27th -30th ,1st -3rd,6th-10th and 31st January 2017 -23rd February 2017</p>
		<ul style="list-style-type: none"> • Evidence that 100 percent of staff submitted for confirmation have been considered: score 1 	1	<p>The DSC received submissions from CAO for confirmation in a letters dated 17/11/2016(21 Health workers and 20 Education Assistant), 15/12/2016 (Education 54, Health 14, Administration 01 Finance 01) 22/2/2017 (Health 05, Education 36) 7/6/2017 (Education 18, Health 6 and production 02) and all considered during the sitting of 19th – 22nd December 2016,2nd-3rd November 2016,19th-20th October 2016, 10th -11th January 2017</p>
		<ul style="list-style-type: none"> • Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1 	1	<p>From the Secretary DSC this assessment established that there were no staff submission from the Chief Administrative Officer for disciplinary Action</p>
8	<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<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 	3	<p>All the staff recruited during the sitting of DSC of 19th – 22nd December 2016,2nd-3rd November 2016,19th-20th October 2016, 10th -11th January 2017 were appointed on 10th March 2017 (2016/17) FY and were accessed on payroll in may 2017 with IPPS numbers and had accessed payroll within 2 months from the time of recruitment.</p>

		<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	The list of staff retired during the FY 2016/17 was not availed for verification
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	<p>From the final accounts of FY 2016/2017 the assessment established that Kabale District Local Government collected local revenue amounting to UGX 320,405,524 and UGX 355,743,369 in FY 2015/2016 implying a reduction of 9.9%.</p> <p>The reduction in local revenue was attributed to fact that the collection territory was reduced from 3 counties to 2 when Rubanda was declared a district and separated from Kabale District.</p>
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	<p>From the final accounts for FY 2016/2017 this assessment established that Kabale District Local Government collected local revenue amounting to UGX 320,405,524 against a budget of UGX 499,167,710 implying a realisation ratio of -35%.</p>
11	<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	0	<p>From the final accounts for FY 2016/2017 and books of account, this assessment established that Kabale District Local Government received local service tax amounting to UGX 103,261,168 of which UGX 50,000,000 (48.5%) was shared with sub-counties based on the data of contributing persons resident in the recipient Sub-counties. The share is less than the recommended 65%.</p>

		<ul style="list-style-type: none"> Evidence that the LG is not using more than 20% of OSR on council activities: score 2 	0	<p>From the final accounts for FY 2016/2017 and books of accounts it was established by this assessment that Kabale District Local Government collected local revenue amounting to UGX 320,405,524 of which UGX 67,500,000 (21.1%) was spent on Councillors' emoluments.</p>
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Assessment area: Procurement and contract management

12	<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<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	<p>Kabale DLG did not have a substantive senior procurement officer at the time of this assessment. Currently, a procurement officer is in charge of PDU activities.</p>
		<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	<p>TEC Report submitted to contracts committee dated 9th February, 2017: Report submitted is on Construction of 3 Stance VIP Latrine at Ryakarimira Town Council. KABA512/Works/16-17/000014.</p>
		<ul style="list-style-type: none"> Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	1	<p>Contracts Committee prepared report with Contracts decision on Procurement Ref: KABA 51//WRKS/2016-17/00017: Rehabilitation of Kahama Kyabakonjo Gravity Flow Scheme</p> <p>Contracts Committee meeting held on 06/4/2017 made a decision: Contract awarded to MS. DALOSI Ltd at Price of 54,780,485 VAT inclusive.</p>

<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>	<p>DLG presented Procurement Plan for 2017/18 dated 17/8/2017 and this covers infrastructure projects which include:</p> <p>Construction of two 5 stance VIP latrines lined at Kiheesi Primary School; Construction of 5 stance VIP latrine at Kihorezo; Construction of Nyakaina Gravity Flow Scheme at Kitanga Parish.</p> <p>KABA 512/WRKS/17-18/00009: Construction of Maternity Block with 3 stance Drainable Latrine at Kakoma Health Centre IV in Kitumba Sub-county.</p> <p>KABA 512/WRKS/17-18/000010: Completion of Katuna Town Council Office Block</p> <p>LG made procurements in FY 2016/17 as follows:</p> <p>KABA 512/WRKS/16-17/00004: Construction of two five stance VIP latrines lined at Rwaba and Kanjobe Primary Schools in Kyanamira Sub-County by Henhopex Enterprises Limited at UGX: 43,362,640 VAT inclusive;</p> <p>KABA 512/WRKS/16-17/000: Construction of Nyombe Gravity Flow Scheme in Butanda Subcounty by Ambreco Holding Company Limited at UGX: 79,930,680.</p>
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14

The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure

- For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2

2

LG presented bid documents for FY 2017/18 which was prepared and submitted on 17/08/2017.

Bid documents sampled include: Construction of a 5 stance VIP latrine at Kijonjo P/S at Buhara Subcounty Ref: KABA512/WRKS/2017-18/00007 and;

Construction of a five stance VIP latrine at Kikore P/S in Kamuganguzi Subcounty by MPOREX Company limited. Ref: KABA512/WRKS/2017-18/00001:

Supply of Computer Printer's Telephones , Computers Software Photocopies, Office Equipment, Consumables and Accessories, Fax Machine etc. Open Bidding: Ref: KABA512/SUPLS/17-18/00002

- For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2

2

LG presented an updated contracts register for FY 2016/17 and complete procurement activity files for FY 2016/17..

Sampled complete procurement files include: Construction of two 5 stance VIP latrine at Katuna Primary School and Bugarama 1 Primary School in Katuna Town Council and Buhara Sub-county respectively approved by contracts committee on 21/10/2016 and contract signed on 28/10/2016 and Construction of two VIP stance VIP latrines at Rwaba Primary School and Kanjobe Primary School in Kyanamira Subcounty.

Bidding documents prepared on 1/7/2016 and approved by Contracts committee on 21/10/2016; Contract signed on 28/10/2016

		<ul style="list-style-type: none"> For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2. 	2	<p>LG adhered with procurement thresholds as follows:</p> <p>Open Bidding: advertisement in New Vision dated 20/02/2017: Kabale District Local Governmnet: Bid Notice No. 02: Bid Notice Under Open Bidding FY 2016/17.</p> <p>Construction of Nyakeina Gravity Flow Scheme: UGX:80,707,000; Construction of Nyombe Gravity Flow Scheme at UGX 82M; ; Rehabilitation of Kahama Kyabakonjo Gravity Flow Scheme at UGX: 57,648,000;</p> <p>Selective Bidding: ITB NO: 005 Bid Notice for selective bidding filed; Construction of 5 stance VIP latrine at Katuna Primary School at: UGX 21,752,381 and Construction of 5 stance latrines at Kanjobe Primary School and Rwababa Primary at UGX 21,752,381</p>
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>The Procurement officer presented the following.</p> <ul style="list-style-type: none"> Certificate No: 2: Certificate of Works for Civil Works: Kanjobe Primary School in Kyanamira Subcounty, Kabaale DLG. The certificate bears Client; Contractor name, project name, contractor Value. Dated 20/4/2017. Contract Sum: UGX: 21,681,320 Certificate No: 1: Rehabilitation of Kyabakonjo-Kahama Gravity Flow Scheme in Buhara Subcounty Ref No: KABA512/WKS/16-17/00017. Dated 21st June 2017. Contract Sum: UGX: 54,780,485. Retention: 5,478,089. Certificate No: 1: Construction of Nyombe Gravity Flow Scheme in Butanda Subcounty Under Procurement Ref: KABA 512/WRKS/16-17/000 dated 21/6/2017. Contract Sum: 79,930,680. Retention: 7,993,068

- 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

A field tour with the Assistant Water Officer who represented the District Engineer revealed that projects site boards have name of project, source of funding; name of contractor, name of client; but no contract value.

Sample Site Boards with no contract value include:

Extension of Piped Water Supply system to Makanga Upper ;

Construction of Nyakeina Gravity Flow Scheme in Buhara Sub County;

Construction of 5 stance VIP Latrine at Rwababa Primary School

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 	0	<p>During FY 2016/2017 Kabale District Local Government operated 7 bank accounts whose reconciliation status is presented in the table below;</p> <p>Bank a/c Reconciliation status</p> <p>Treasury Single Account (TSA) Reconciled and up to date as at 31/12/2017.</p> <p>Nutrition A/c: Reconciled and up to date as at 31/12/2017.</p> <p>Youth Livelihood A/c 2 bank accounts not reconciled for the period Nov – Dec 2017</p> <p>UWEP A/c: One out of 2 bank accounts not reconciled for the period July-Dec 2017.</p> <p>General Fund A/c: *The reconciliation statement has uncleared items recurring from year to year, month to month. See reason below.</p> <p>*Note: The CFO represented to the assessment team that the bank charges on the General Fund Account cannot be cleared from reconciliation statement unless Ministry of Finance creates a funding budget (cash limit) in IFMIS which will enable District Accounts Department to pass a journal entry for bank charges as expenditure.</p> <p>Based on the above tabulated results, it was established that 5 out 7 bank accounts were not reconciled and up to date by the time of this assessment.</p>
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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. 	0	<p>From the CFO, this assessment established that Kabale District Local Government did not maintain a claims and payment register during FY 2016/2017. As such, the timeliness of payments to suppliers could not be readily ascertained.</p>
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. 	3	<p>From personnel office, this assessment confirmed that Kabale District Local Government has substantive Principal Internal Auditor appointed on 25/04/2016. From the internal audit department, it was established that all the four quarterly Internal Audit reports for FY 2016/2017 were produced.</p>
		<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. 	0	<p>From the Clerk to Council, CAO and the Internal Audit Department, it was established that by the time of this assessment, Kabale District Local Government had not yet provided information to Council and LG PAC on the status of implementation of internal audit recommendations raised during FY 2016/2017.</p>
		<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	<p>From the Clerk to Council, it was established that the internal audit reports for FY 2016/2017 were submitted to LG PAC but were not yet reviewed and followed up by the time of this assessment.</p>

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 	0	<p>Kabale District Local Government maintained an updated asset register though in a format different from that prescribed by the Local Government Finance Manual. Some of the exceptions noted include;</p> <ul style="list-style-type: none"> • The format used by Kabale District lacks key details like cost of asset and date of acquisition • All assets are recorded in one table and not in their respective classes such as land and buildings; motor vehicle and heavy plants; General assets as recommended by the Local Government Finance Manual.
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	<p>From the Auditor General's report for FY 2016/2017, the assessment established that Kabale District Local Government received an unqualified audit opinion.</p>
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>Based on the reviewed Council minutes dated: 30/08/2016; 27/10/2016; 20/12/2016; 15/03/2017; 25/05/2017; 22/06/2017 a number of service delivery issues, TPC reports performance reports & LG PAC were considered. For example Health, Education & Sports, Water were recorded under minute COU/11/FY/(5)/(c).</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 feed-back (grievance /complaints) and responded to feedback and complaints: score 2. 	2	<p>The Planner is the designated person responsible for coordinating feedback and his appointment letter was availed.</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 	2	<p>LG Payroll is duly published on the Council Notice Board in the HRO Office.</p>
		<ul style="list-style-type: none"> Evidence that the procurement plan and awarded contracts and amounts are published: score 1 	1	<p>Consolidated Procurement Plan 2016/17 & awarded contracts through a document called BEB notices are published on the Procurement Notice Board.</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>For the FY under assessment no LG PA was carried out.</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 	1	<p>A folder flimsy file with no file register/reference number obtained from the office of the Deputy/CAO show proof of communication and explanations to guidelines, policies & circulars issued by the National level to LLGs. Some of the documents reviewed relate Budget Circular Call papers; Medicines Manual, TPC meetings</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. 	1	<p>A payment voucher Number 21/02 was availed with receipts from Voice of Kigezi Sn.230463; Tax Invoice No. 3270; referenced Wks/017/05/17; Wks/018/05/17 attached clearly indicating that Radio talk shows were carried out to provide feed-back to the public on status of activity implementation. The request was initiated by Aharinta Patience Twine-Assistant Engineering Officer (Water).</p>
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Assessment area: Social and environmental safeguards

25	<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</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. 	2	<ul style="list-style-type: none"> • The GFP presented a report on the Minutes of meetings of mainstreaming gender presented at the Technical Planning Committee dated 10/01/2018. • The GFP conducted training on Gender Mainstreaming in LLG –Katuna Town Council. Training Report dated: 5/10/2016.
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Maximum 4 points on this performance measure.

• 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.

2

• Approved Annual work plan and Budget for FY 2017/18: Under Vote 512; Page 121 of Annual Work Plan and Page 39 of FY 2017/18: GFP planned and budgeted for activities to mainstream gender: These include: Support to PWDs; Representation on Women Councils; Quarterly Monitoring of PWD projects conducted etc.

GFP presented evidence that more than 90% of the budget allocated to Gender was spent.

• DFP Spent over 90% of the budget allocated : Sensitization of UWEP stakeholders: Amount budgeted for 3,338,000; actual expenditure is UGX: 3,719,000 split as UGX 2928000 (out of budgeted funds); Voucher Number: 168839 EFT No: 11928030 and UGX: 791,000 on Voucher Number 168840 and EFT No. 11928031. Both Vouchers dated 23/01/2017. Increase in women groups attributed to spending over the budget.

Spending on allowances which included training of women groups which benefitted from UWEP on recovery and utilization of funds: Amounted for: UGX: 2,750,000 including travel, communication and stationery. Actual Spending: UGX 3,611,900. Increase in women groups attributed to spending over the budget. Voucher Number : 133395224; EFT No: 133952224 dated 03/5/2017.

26	<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 	2	<p>The District Environment Officer and Natural Resource Officer presented EIA Screening/inspection Reports.</p> <ul style="list-style-type: none"> EIA Audit report for Nyamuriro Wolfram Mining Project signed and stamped by the Environmental Officer EIA Certificate Number NEMA/EIA/527 for MUKO Tourist Camp located at Aheisesero Village, Shores of Lake Bunyonyi; EIA Report for Bukinda Eaton Towers (ETO/UG/30117) Bukinda Subcounty, Kabale District EIA Report for the Establishment of Aponye Fuel Station EIA Screening Report for Light Angels School and Rejoice Primary School dated and stamped by District Environmental Officer
		<ul style="list-style-type: none"> Evidence that the LG integrates environmental and social management plans in the contract bid documents: score 1 	0	<p>LG did not present information to suggest that EIA reports are included in contract bid documents.</p>
		<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 	0	<p>The Deputy CAO indicated that the LG has titles for land on which LG projects are implemented but these titles were kept by the CAO who was not around at the time of this assessment.</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>The District Environmental Officer did not present completed and signed ESM certificate for all completed projects.</p>



LGPA 2017/18

Educational Performance Measures

Kabale District

(Vote Code: 512)

Score 67/100 (67%)

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>	<p>• 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</p> <p>• Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school for the current FY: score 4</p>	<p>4</p> <p>0</p>	<p>• Performance Contract of Kabale District Local government indicates that a budget for 1305 primary teachers have been budgeted for in the FY 2017/18 which is the ceiling but two schools still lack a teacher Katojo and Rwemihanga Primary schools and DEO Says there is a reorganization that is to take place at the start of the new term because the primary schools have just got P7</p> <p>• DLG education department staff list of primary schools according to sub counties and town councils as of 31st August 2017 provided and reviewed and shows all schools have one head teacher and 7 teachers(or one teacher per class even if not p7) except: Katojo Primary school,(7), Rwemihanga Primary School(Has deputy Head teacher and 6 teachers)</p> <p>• List of proposed staff reorganization list to CAO from DEO dated 17th January 2018 indicates a posting of a female teacher to Katojo Primary School(listed as number 23)</p> <p>• Sampled schools Mwisi, Nyabushabi, Nyanamira and Kaharo Primary Schools shows that the thresholds of one head teacher and one teacher per class were in place</p> <p>• Two schools overall in the DLG don't meet the threshold</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 	6	<ul style="list-style-type: none"> According to the Performance contract Form B page 19 the wage bill provides for 1305 teachers and that's the approved staff structure. According to the Kabale Annual Work plan 2017/18 the staff ceiling for Primary teachers budgeted for is 1305 No vacancies of teachers for recruitment as all are filled although one school has a vacancy for a teacher- Rwemihanga Primary School
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 	6	<ul style="list-style-type: none"> The approved and costed staff structure dated 19th May 2017(vide ARC/135/306/01) requires that Education department has to have three inspectors (Principal Inspector, senior inspector of schools and inspector of school) of the 8 staff to be in the department. List of staff shows only one inspector of schools (Kate) and with Sports Officer assigned inspection duties(previous Inspectors of schools transferred to Rukiga DLG that was formed) <p>wage bill provision 2017/18 is for only one inspector who is already in place</p>

4	The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.	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	2	<ul style="list-style-type: none"> The department has also submitted a staff recruitment plan for FY 2017/18 for recruitment of Primary teachers: Senior Education Assistants 55, Education Assistants:196)
	Maximum 4 for this performance measure	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	2	<ul style="list-style-type: none"> Performance contract FY 2017/18 shows that the Department has submitted a recruitment plan for the FY 2017/18 to fill the position of Senior inspector of schools,, and Sports officer has been recommended for appointment as Inspector of schools
5	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.	Evidence that the LG Education department appraised school inspectors during the previous FY • 100% school inspectors: score 3	3	The District has 2 school Inspectors of Schools. Both had their appraisals reports for financial year 2016/17 completed and on their files.The principal Inspector of schools Ms Vastina Beyendera had been seconded by Kabale distirict to Rukiga district that started in July 2017.
	Maximum 6 for this performance measure	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	0	13 out of the 113 sampled head teachers of primary schools had no Performance Assessment reports on their personnel file for calender year 2016

Assessment area: Monitoring and Inspection

The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools

Maximum 3 for this performance measure

• 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

- Circular 13/2017 on Early childhood development centres dated 30/11/2017 by DEO to schools reviewed

- Circular number 5 dated 17/07/2017 on mobilization of parents for NIIRA by DEO to Schools reviewed

- Circular to schools on school calendar reviewed

- Sampled schools visited (Mwisi, Nyabushabi, Nyanamira and Kaharo Primary Schools) circulars seen include:

- Circular 8/2017 on dressing code dated 21/08/17 at Nyabushabi P/S reviewed

- Circular on PLE regulation dated 1st march 2017 reviewed

Not all circulars communicated

• 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

2

- Minutes of meeting held between DEO and private school Head teachers on 14/12/2017 show discussion on dissemination of policies and guidelines on licensing of schools under min 3/2017

- Minutes of meeting between Head teachers and DEO dated 12/06/2017 show sensitization on NIRA

- Minutes of meeting between head teachers and DEO under minute 6/2017 show that school feeding guidelines were discussed

- Minutes of Meeting held on 14th February 2017 between DEO and private schools indicates discussion of policies of operation of private schools under Min 6/2017

<p>7</p>	<p>The LG Education Department has effectively inspected all private and public primary schools</p> <p>Maximum 12 for this performance measure</p>	<p>• 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.</p>	<p>1</p>	<ul style="list-style-type: none"> • Inspection reports for QTR 3 FY 2016/17 reviewed and 96 schools were inspected out of the 133 schools both private and public in the District. • Inspection reports QTR 2 report FY 2016/17 shows that only 69 UPE schools and 7 private primary schools were inspected. • Inspection reports for two terms 2 and 3 2017 shows that 104 schools were inspected cumulatively (104 for two terms)(according to inspection report submitted on 5/1/2018) <p>Average inspection across the reporting period FY 2016/17 is therefore 52%</p> <ul style="list-style-type: none"> • Sampled schools visited (Mwisi, Nyabushabi, Nyanamira and Kaharo Primary Schools) show that they were inspected each once throughout last year.
<p>8</p>	<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>	<p>• 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</p>	<p>4</p>	<ul style="list-style-type: none"> • Departmental minutes of meeting held on 22/05/2017 under min 7/2017 and min 8/2017 shows discussion of school inspection issues • Minutes of meeting between DEO and Private school head teachers held on 31st January 2017 shows discussion of inspection issues under Min 4/2017, and Min5/2017

		<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 	2	<ul style="list-style-type: none"> • List from DES shows that inspection reports were submitted for only QTR 1 for FY 2017/18 submitted by Kabale DLG • In FY 2016/17 only three reports for QTR 1,2 and 3 were submitted
		<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed-up: score 4 	4	<ul style="list-style-type: none"> • Sampled Schools (Mwisi, Nyabushabi, Nyanamira and Kaharo Primary Schools) shows that recommendations of inspections followed up in Nyanamira Primary schools were inspection recommendations were followed up on 19/10/2016 and 11/03/2016 and also Kaharo P/S on 04/07/17. Issues followed up dealt with teacher absenteeism
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 	0	<ul style="list-style-type: none"> • List of government aided primary schools FY 2017/18 shows that Kabale DLG has 113 primary schools • Inspection report shows a total of 20 private primary schools • EMIS records obtained from MoES shows that list of schools private and public is 124 schools in Kabale DLG

		Evidence that the LG has submitted accurate/consistent data: • Enrolment data for all schools which is consistent with EMIS report and OBT: score 5	0	<ul style="list-style-type: none"> • List of government aided primary schools FY 2017/18 shows that Kabale DLG has a total UPE enrolment of 49,207 Pupils(Male 23,945, Female 25,262) • According to the Kabale District Approved Annual Workplan 2017/18 and OBT details the enrolment is placed at 51,471 pupils • EMIS data obtained from MoES shows that total UPE enrolment is 51.229 UPE pupils
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Assessment area: Governance, oversight, transparency and accountability

10	The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council	<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 	2	Minutes for the standing committee dated as follows were availed to the effect: 5/10/2016; 8/12/2016; 24/02/2017; 9/03/2017; 13/04/2017; 02/08/2017; 20/10/2017; 12/12/2017. Education performance report was presented and discussed on 04/04/2017
	Maximum 4 for this performance measure	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that requires approval to Council: score 2 	2	Minutes availed dated 04/04/2017; 5/10/2016; 8/12/2016; 24/02/2017; 9/03/2017; 13/04/2017; 02/08/2017; 20/10/2017 all show proof that Education sector presented issues for Council's approval

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	<ul style="list-style-type: none"> • Correspondence of DEO to CAO dated 13th September 2016 shows 113 government schools have all SMCs fully appointed • Minutes of SMC meeting of Nyabyondo P/S held on 15/06/2017 under min 7/2017 show discussion of budget and resource issues and also shows full composition of SMC and report found at DEOs office • Minutes of SMC meeting of Kafunjo P/S held on 12/10/2016 shows discussion under min 06/10/2016(b) on resource issues • Minutes of of SMC meeting Kandago P/S held on 30/08/2016 under Min 7 and Min 8/2017 discussions were held on Budget and resource issues and report found at DEO office • Minutes of SMC meeting of Kitooma P/S shows discussion of resource issues held on 27/06/2017
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 	3	<ul style="list-style-type: none"> • On district notice board saw publication of UPE non-wage recurrent grant releases for 2016/17 and QTR 1 2017/2018 for 113 schools

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 	4	<ul style="list-style-type: none"> • Procurement request from the department to Procurement for FY 2016/17 seen dated 20/08/2016 and reviewed and all items in the Annual Work plan 2016/17 to be procured(35 Stances Toilets, Motor vehicle, 202 iron sheets) included
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	<p>From the list of 18 payment requests raised in the Education Department in FY 2016/2017, 16 of them were recommended within one week while the two took more than two weeks. On average, the Head of Department recommended suppliers' requests within 5.6 days from the date of receipt of the request.</p>
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 	4	<p>Cumulative Quarterly performance reports provided as follows: Q1-14/10/2016; Q2-16/01/2017; Q3-10/04/2017; Q4- 12/07/2017. This clearly is proof that they were submitted before the timeline of mid-July.</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 o If sector has no audit query score 4 o 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 o If all queries are not responded to score 0 	4	<p>From the quarterly internal audit reports for FY 2016/2017, it was established that the Education Department has no audit queries.</p>
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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	<ul style="list-style-type: none"> • Review of minutes between DEO and Head teachers shows no trace of gender guidelines dissemination • No guidelines or circular on gender seen or presented during assessment
		<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	<p>No documentary proof provided or seen</p> <ul style="list-style-type: none"> • Review of SMC minutes shows no trace of discussion or mention of dissemination of guidelines
		<ul style="list-style-type: none"> • Evidence that the School Management Committee meet the guideline on gender composition: score 1 	1	<ul style="list-style-type: none"> • A sample of Four schools(Kitooma Primary School, Kafunjo Primary school, Kandago Primary School and Nyabyondo Primary School) from the minutes of SMCs submitted to the DEOs office indicate that all SMCs have met the guidelines on gender composition

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: 	3	<ul style="list-style-type: none"> • Sample of Schools visited Mwisi, Nyabushabi, Nyanamira and Kaharo primary schools no guidelines or circular on environment seen or provided during assessment • School monitoring report for QTR 1 FY 2017/18 page 7 shows that issues of tree planting and environment were undertaken • School inspection report for Term 3 2016 shows issues of environment having been inspected eg Nyabushahi p/s, Nyakagyera p/s, Karambwe p/s
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LGPA 2017/18

Health Performance Measures

Kabale District

(Vote Code: 512)

Score 69/100 (69%)

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</p> <p>• More than 80% filled: score 6 points, • 60 – 80% - score 3 • Less than 60% filled: score 0</p>	3	<p>The LG has 302/507 (60%) filled positions for primary health workers including the Health department (11/19) which lacks a substantive DHO. While the draft recruitment plan dated 10th May 2017 proposed recruitment of 161 out of the 205 vacant posts. The approved positions to be advertised this FY are the positions of the DHO and assistant DHO Environmental Health which were submitted on 18th January 2018 to the health service commission.</p>
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>	4	<p>The health department submitted a comprehensive recruitment plan to Human Resource on 10th May 2017 proposing recruitment of 161/205 vacant positions. Due to insufficient funds in the wage bill, the approved positions to be advertised this FY are the positions of the DHO and assistant DHO Environmental Health which were submitted on 18th January 2018 to the health service commission.</p>
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	<p>The District has 2 HCIVs (Rubaya and Maziba). From the personnel files this assessment established that the in charges for both facilities were not appraised during financial year 2016/2017</p>

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 	4	<p>The LG has deployed health care workers equitably. The deployment list in the DHO's office was consistent with the list submitted with the budget and with lists of health care workers at the 5 sampled health facilities; At Kyanamira HCIII 16 staff, Maziba 33 staff, Kaharo HCIII 15 staff, Kyobugumbi HCII 7 staff, Kamugambuzi HCIII 20 staff. These included the support staff.</p>
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Assessment area: Monitoring and Supervision

5	<p>The DHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	3	<p>The DHO had an inventory book/file where all guidelines and circulars received from the MoH are recorded and distributed to the health facilities. Health facilities sign against the guidelines received. The file had distribution list of guidelines on Infection prevention and control, Policy guidelines poster (BFHI), Hand washing, steps to use MUAC tape, exclusive breast feeding a baby after 6 months</p>
		<ul style="list-style-type: none"> 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	<p>The DHO didn't hold meetings to disseminate the guidelines/circulars. The guidelines are distributed with support from RHITES-EC and facilities acknowledge receipt. Circulars are photocopied and shared with the HSD which then distributes to facilities using HSD funds. A distribution list was available</p>
6	<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT has supervised 100% of HC IVs and district hospitals: score 3</p>	3	<p>DHT supervised the 2 HCIVs (Rubaya and Maziba HCIV) in the district LG on 29 September 16, 23 December 16, 07 April, 17 and 23 May.17</p>

		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	1	The DHT supervised lower health facilities within the previous FY16/17. In Q1 37/45 in 26 visits, Q2 15/45 in 18 visits Q3 45/45 in 20 field visits, Q4 45/45 in 30 visits (average 79%) as indicated in the support supervision reports
7	The Health Sub-district(s) have effectively provided support supervision to lower level health units Maximum 6 points for this performance measure	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	2	The health facilities were supervised by the HSD. In Q1 22/45, Q2 34/45; Q3 28/45; Q4 29/45. (Overall average 62%) Whereas all supervision reports were available, it was indicated that the funds were not sufficient to carry out support supervision to all facilities in all the quarters.
8	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 Maximum 10 points for this performance measure	<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 	4	All the DHT meeting minutes reviewed indicated that issues were discussed and recommendations made. The format for the meeting minutes' track the area supervised, strengths, gaps, interventions and action plans.
			6	All the sampled facilities indicated to follow up recommendations from the support supervisions; For example at Maziba HCIV following support supervision of 13 October 2016, quality improvement documentation journals were opened to track linkage of HIV positive mothers into care; At Kaharo HCIII, following support supervision of 31 March 2017, the district cold chain technician advised to start charting temperature of vaccine fridge once a day, on review of the temperature chart, temperature was being recorded once a day. At Kyobugumbi HCIII; SS of 05 May 17, they were advised to procure dry cells for the weighing scale. These were procured although the weighing scale was still not functional and was to be taken for repair to Engineering department in Kabale Regional Referral hospital

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>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> o List of health facilities which are consistent with both HMIS reports and OBT: score 10 	10	<p>The HMIS list had 60 facilities which included all Government, PNFP and PFP facilities required to report on specific indicators by the Ministry of Health. All the 47 facilities in the performance contract were on the HMIS list and had submitted HMIS data to Ministry of Health.</p>
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Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for health 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 health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	2	<p>Standing Committee Minutes responsible for health which form the basis for the meetings dated: 5/10/2016; 8/12/2016; 24/02/2017; 9/03/2017; 13/04/2017; 02/08/2017; 20/10/2017 and Performance report dated 22/02/2017 provide proof that the health sector standing committee met to discuss service delivery issues & supervision reports, performance assessment results were presented on 22/02/2017.</p>
		<ul style="list-style-type: none"> • Evidence that the health sector committee has presented issues that require approval to Council: score 2 	2	<p>Standing committee minutes availed and dated: 5/10/2016; 8/12/2016; 24/02/2017; 9/03/2017; 13/04/2017; 02/08/2017; 20/10/2017. The issues that included Sanitation issues for District Health Dept; District Ordinance on Excreta Disposal Control & Sanitation Promotion; Renovation of of Health Centres of Maziba, Nyamiryango, Placenta pits of Kakomo, approval of health unit mgmt committees etc</p>

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 	0	<p>All the health facilities have functional HUMC boards for the current FY17/18. The HUMC committees had expired in 2016/17 but new committee have been appointed. Appointment letters dated between 8th – 10th November 2017 were available. All the sampled facilities had not held all the 4 mandatory meetings in the FY16/17. At most 2 meetings (17 Nov 16, 30 March 2017) were held at Kaharo HCIII, Kamugambuzi HCIII (07.07.16, and June 2017) and Kyanamira HCIII (09.12.2016 and 30.06.2017)</p>
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 	3	<p>All health facilities receiving PHC non-wage recurrent grants were on the public notice board at the health department</p>

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 	2	<p>All the investment items which included procurement of Stethoscopes, blood pressure machines, baby breathing equipment, construction of 2 stance VIP at Rubaya HCIV, a retention surface at Kaara HCII, Kyogo HCIII, Kibanda HCII and Kamwezi HCIV were included in the annual workplan and budget and submitted in March 2017</p>
		<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	<p>The Q1 request was submitted on the 25th of September 2017 and were approved by the district contracts committee on 17th October 2017. The equipment (Stethoscopes, Baby breathing equipment and Blood pressure machines) were procured from Joint Medical Stores and delivered on the 19th January 2018 to the district health office</p>

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	<p>Procurement plans for all the government facilities were prepared on the 18th January 2017 approved and submitted on 19th January 2017. Electronic copies from NMS indicated that all the procurement plans for Kabale district were submitted before the deadline of June 30th 2017</p>
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	<p>From the list of 31 payment requests raised in the Health Department in FY 2016/2017, 22 were recommended within one week or less; while the 9 took about two weeks. On average, the Head of Department recommended suppliers' requests within 3.9 days from the date of receipt of the request.</p>
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 	4	<p>Cumulative Quarterly performance reports provided as follows: Q1-14/10/2016; Q2-16/01/2017; Q3-10/04/2017; Q4- 4/4/2017. The annual performance report from the Health sector was submitted within the set timeline.</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 • 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</p>	4	<p>From the quarterly internal audit reports for FY 2016/2017, it was established that the Health Department has no audit queries.</p>
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 	0	<p>As per the guidelines of at least a third of the HUMC should be females: Of the 5 sampled facilities; Kyanamira HC3 had 2/6 female, Maziba HCIV 3/11 female, Kaharo HCIII 3/7 female, Kyobugumbi HCII 3/5 female while Kamugambuzi HCIII had 1/6 female on the HUMC committee. Kamugambuzi HCIII doesn't meet the guidelines for gender composition</p>
		<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	<p>Of the 5 sampled facilities, guidelines on management of sanitation were not available at the facilities. Toilets were not clearly labelled separating men and women</p>
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	<p>Guidelines on medical waste management and infection control were found at Kyanamira HCIII, Kamugambuzi HCIII and Maziba HCIV. Kyobugumbi HCII and Kaharo HCIII did not have guidelines on waste management.</p>



LGPA 2017/18

Water & Environment Performance Measures

Kabale District

(Vote Code: 512)

Score 78/100 (78%)

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 	10	<p>- Summary of the safe water coverage dated 22nd Sept 2017 submitted to Chief administrative officer showing the average safe water coverage of the district (90%) and each of the sub county was presented and also compared with water Atlas from MoWE for sub counties in Kabale.</p> <p>It was established that only 1 Sub-county of Butanda with safe water coverage (60%) is below the district average safe water coverage.</p> <p>1 Sub county of Butanda below the district safe water coverage was targeted as established in AWP 2017/2018 submitted to MoWE on 2/8/2017</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 	15	<p>From the Annual work plan and progress reports submitted to the line ministry (MoWE) indicate that the Nyombe GFS in Butanda sub county having water safe coverage below that of district average was planned for and implemented</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>From the Annual work plan of 2016/2017 it was established that 5 projects were planned for and also implemented and supervised and monitored in the same financial year.</p> <p>A sample of monthly supervised and monitored projects included;</p> <ul style="list-style-type: none"> - 1 Nyombe GFS in butanda subcounty supervised on 15/6/2017 - 1 Kyabakonja KahamaGFS in buhara subcounty supervised on 22/6/2017 for construction - 1 Kyempogo GFS in maziba subcounty. supervised on 11/2017,21/12/2017 - 1 Kabisha GFS in Kitumba subcounty supervised on 1/6/2017, 22/9/2017 - Toilet of Mukoche RGC in maziba subcounty was supervised on 28/2/2017
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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: <ul style="list-style-type: none"> List of water facility which are consistent in both sector MIS reports and OBT: score 10 	10	<ul style="list-style-type: none"> The reports of MIS obtained from MoWE, the performance contracts and AWP submitted on 2/8/2017 Shows the same list of 4 projects that are consistent and in the MIS reports and performance contracts. OBT for the work plan for 2017/2018 was available in the planning unit and showed the same No. of 4project submitted to MoWE and these included 2 GFSS projects of design and documents, 1 GFS construction of nyarungwe and 1 completion of Nyombe GFS
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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>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</p>	0	<p>From the DWO and procurement office, it was established that there was no list of project submitted to PDU for procurement</p>
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The DWO has appointed Contract Manager and has effectively managed the WSS contracts

Maximum 8 points for this performance measure

• 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

- From the DWO it was established that there was no contract management plan in place

- From the contract file it was established that appointment letters appointing Mr. Bagamuhunda as contract manager for the water projects were filed.

- From the contract file in the DWO it was established that minutes and site visit reports indicating dates of 11/1/2017, 21/12/2017, 15/6/2017, 1/6/2017, were available.

• If water and sanitation facilities constructed as per design(s): score 2

2

- From the sampled project visits, it was established that the VIP Toilet of two stance pit latrine at Mukoche RGC was constructed with a privacy wall, separate stances 1 for men and 1 for women with a ramp on one side for PWD.

• If contractor handed over all completed WSS facilities: score 2

0

- From the contract file it was established that there was no handover reports from the contractor.

		<ul style="list-style-type: none"> • If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	2	<ul style="list-style-type: none"> - From the Contract file of the DWO it was established that the DWO certifies all the WSS projects and completion reports were attached these included - Extension of kyempgo GFS to mukokye - Kyabakonjo kahama GFS - Construction of Nyombe GFS
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	<p>From the list of eight payment requests raised in the Water Department in FY 2016/2017, six were recommended within one week while the two took two weeks. On average, the Head of Department recommended suppliers' requests within 6 days from the date of receipt of the request.</p>
Assessment area: Financial management and reporting				
8	<p>The LG Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 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 5 	0	<p>From DPU it was established that the annual performance reports including all the four quarters from DWO were submit late the 4th quarter was submitted on 1st August 2017 which was late</p>

9	<p>LG Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 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 o If sector has no audit query score 5 o 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 3 If queries are not responded to score 0 	5	<p>From the quarterly internal audit reports for FY 2016/2017, it was established that the Water Department has no audit queries.</p>
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Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	3	<p>From the standing committee file obtained from the Clerk to Council, it was established that the DWO submitted reports and the standing committee responsible for water sat on 7/12/2016 and discussed issues related to water under minute 12/2016(4)of 7-12-2017 bullet no. 4.</p> <p>- On 7/4/2017 the standing committee responsible for water sat and discussed the budget of 645,807,196 presented by DWO under minute 04/2017(8 of 12/4/2017) and recommended it to council for approval</p>
		<ul style="list-style-type: none"> • Evidence that the water sector committee has presented issues that require approval to Council: score 3 	3	<p>From the Clerk to Council, it was established that the council sitting on 12/4/2017 under minute Cou 05/2017 (5)(u) approved the budget for water as recommended by the standing committee responsible for water.</p>

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

2

- From the district notice board it was established that releases were displayed and also from the 2nd quarter progress report it was established in the minutes of advocacy meetings discussed about releases

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

2

From the sampled projects, it was established that all the GFS projects were clearly labelled and one of the project Nyakeina gravity gravity flow scheme in rwamucucu sub county visited had the labels of project name, supervisor, program/ source of funds and the contractor

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

2

From the administration block, it was established all tenders, contract name and contract some were displayed on the notice board.

- A notice of best evaluated bidder for the construction of 5- stance pit latrine at bugarama p/s in buhara Sub County was displayed on notice board on 8/12/2017 showing name of the best evaluated bidder, contract sum subject of procurement, and method of procurement.

12	Participation of communities in WSS programmes	<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 	0	From the DOW it was established that they were no applications and no community contributions for water and sanitation facilities
	Maximum 3 points for this performance measure	<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	<ul style="list-style-type: none"> - From the DWO it was established that they were no minutes for the community Meetings, no receipt to show collections of O&M - Records of the any repairs carried out

Assessment area: Social and environmental safeguards

13	The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> • 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 	0	<p>From the DWO and ENR it was established that there are not EI Reports in the GF Designs made.</p> <p>From the DWO it was established that EIA Screening was not carried</p>
	Maximum 4 points for this performance measure	<ul style="list-style-type: none"> • Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	0	From the DWO it was established that there has been no follow up on environment concerns
		<ul style="list-style-type: none"> • Evidence that construction and supervision contracts have clause on environmental protection: score 1 	1	From the BOQs of Nyombe GFS, it is was established that a close of planting friendly trees on Nyombe source was included

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 	0	<p>From DWO it was established that the software progress reports submitted to the line ministry it was established that the composition of women on WSCs is less than 50%</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 	3	<p>From the sampled VIP Latrine of mukokye in Maziba subcounty, it was established that the sanitation facility has adequate access with privacy wall for men and women as well as a ramp for PWDs</p>