



## LGPA 2017/18

Accountability Requirements

Lira District

(Vote Code: 531)

Assessment	Compliant	%
Yes	6	100%
No	0	0%

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	Submitted to MOFPED on 07/03 /2017.	Yes
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	Submitted to MOFPED on 03/07/2017 under the cover letter which amongst others in the submission included: Final Performance Contract Form B for FY 2017/18 and 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	APR was submitted to MOFPED on 31/07/2017 as per receipt No. 0843.	Yes
LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)	xxxxxxx	Q1 - Q4 budget performance reports submitted on 31/10/2016; 07/02/2017; 9/05/2017; 31/07/2017 respectively. Acknowledgment Receipt are: Q2-0285; Q3-0690; Q4-0843 respectively. Q1 was submitted under the cover letter to PS/ST on 31/10/2016 and was received by OPM and MOLG.	Yes
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>Lira LG submitted on 24/February/2017 and 27/March/2017 audit reports•</p> <p>This is as per the submission letters and reports submitted to the Internal Auditor General with 9 issues raised in which all the nine issues were responded.</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>According to Annual auditor General report of 2016/2017, Lira LG had scored unqualified report</p>	<p>Yes</p>



## **LGPA 2017/18**

Crosscutting Performance Measures

Lira District

(Vote Code: 531)

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: • 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>	<p>0</p> <p>0</p>	<p>No evidence of a functional Physical Planning Committee was provided. Only a letter appointing members to Amach market planning committee of 02/10/2017 of PPC dated 21/04/2016(FY 15/16) was provided.</p> <p>No evidence of new infrastructure investments with approved plans were provided.</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> <p>• 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.</p> <p>• Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 1.</p>	<p>2</p> <p>2</p> <p>0</p>	<p>Priorities in AWP FY 2017/18 were based on outcomes of the budget conference as found in the Budget conference report of 03/11/2016 prepared by the District Planning Unit e.g. construction of 4 stance drainable toilets fir maternity ward at Amach HC IV.</p> <p>Capital investments in AWP FY 2017/18 are derived from the five year (2015/16-2019/20) development plan of June 2015.e.g. renovation of district vaccine store; procurement and supply of desks to Bike PS; and Amuch TC to Lira University Road.</p> <p>No evidence that project profiles for all investments had been discussed by TPC was provided.</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"> <li>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.</li> </ul>	0	<p>An annual statistical abstract of 2016 compiled with gender disaggregated data was availed but it had not been presented to TPC to support budget allocation and decision making.</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"> <li>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</li> </ul>	0	<p>Not all infrastructure projects implemented in FY 16/17 were derived from the approved AWP and budget, e.g. .construction of 2 stances latrine at Anyomorem PS as found in the procurement report for 2016/17 was not found in the procurement plan (an extract from the AWP.</p>
		<ul style="list-style-type: none"> <li>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</li> </ul>	0	<p>Not all investment projects implemented during FY 2016/17 were implemented as per work plan e.g. renovation of vaccine stores.</p>
5	<p>The LG has executed the budget for construction of investment projects and O&amp;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"> <li>Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2</li> </ul>	0	<p>Not all investment projects in FY 2016/17 were completed within budget e.g. opening of awali swamp from onyakedi – alworo was budgeted at UGX.160,000,000/= bit was executed at UGX. 266,916,590/= representing a 66% variance from budget provision.</p>
		<ul style="list-style-type: none"> <li>Evidence that the LG has budgeted and spent at least 80% of O&amp;M budget for infrastructure in the previous FY: score 2</li> </ul>	0	<p>No evidence that the LG provided for O&amp;M for infrastructure was provided. Budget was provided for new investments.</p>
Assessment area: Human Resource Management				

6	<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2</li> </ul>	0	<p>The district had appraised some heads of department. However, 2 substantively appointed officers i.e. DEO and District Production and Marketing Officers were not yet appraised at the time of the assessment.</p>
		<ul style="list-style-type: none"> <li>Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>	0	<p>The district had substantively filled 4 posts of Heads of Departments; DEO, DHO and District Production &amp; Marketing as per the structure.</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"> <li>Evidence that 100 percent of staff submitted for recruitment have been considered: score 2</li> </ul>	2	<p>All submission by office CAO for recruitment dated 10th /03/2017, 28th/03/2017, 10th /04/2017, 15th /04/2017 were considered by DSC 4th meeting held on 30th to 31st May 2017 and 1st to 2nd and 5th to 7th June 2017.</p>
		<ul style="list-style-type: none"> <li>Evidence that 100 percent of staff submitted for confirmation have been considered: score 1</li> </ul>	1	<p>There was evidence that all CAO submissions for confirmation dated 26/11/2016, 26/10/2016, 6/06/2017, 8/05/2017, 3/04/2017, 4/05/2017, 11/07/2016, 2nd/08/2016, 11th/07/2016, 13th/07/2016, 16th/08/2016, to DSC were considered on the 3rd meeting held on 26th September 2016, 1st meeting held 30th- 31st January 2017, 3rd February 2017 and 6th February 2017, 2nd meeting of 30th to 31st March 2017, 3rd April 2017, 4th meeting held on 30th to 31st May 2017, 1st to 2nd , 5th and 7th June 2017</p>
		<ul style="list-style-type: none"> <li>Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1</li> </ul>	1	<p>There was evidence that CAO submission for disciplinary action dated 7th /12/ 2016 was considered by DSC as per meeting held on 21st to 23rd August 2017 (Min 197/2017).</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"> <li>• 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</li> </ul>	0	<p>Not all the staff recruited in the financial year 2016/17 were able to access the payroll within the stipulated 2 month period e.g. Human Resource officer (Okello Pons Walter) appointed on 1st/08/2016 and accessed payroll November 2016, Assistant Inventory Management Officer (Omara Ejedion) appointed 1st/08/2016 accessed payroll November 2016.</p>
		<ul style="list-style-type: none"> <li>• 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</li> </ul>	0	<p>No pensioner was able to access the pensioner payroll within the 2 month stipulated time-frame in the financial year 2016/17</p>
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"> <li>• If increase in OSR from previous FY but one to previous FY is more than 10% : score 4 points</li> <li>• If the increase is from 5 -10% : score 2 point</li> <li>• If the increase is less than 5% : score 0 points.</li> </ul>	0	<p>As per the annual financial statement of 2015/2016 the District budgeted for 548,951,640 and actual was 587,964,215 and in financial year 2016/2017 the District budget for 537,854,000 and the actual was 476,418,345 (Shortfall of 11%) There represents a negative of 18%</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"> <li>• 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.</li> </ul>	0	<p>As the financial year 2016/2017, and the annual Audit report of the Auditor general of 2016/2017 the District budgeted for 537,854,000 and the actual was 476,418,345 (Shortfall of 11%)</p>



11	Local revenue administration, allocation and transparency	<ul style="list-style-type: none"> <li>Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2</li> </ul>	2	The District does remit to the LLG share of the local revenue as seen from the financial statement of 2016/2017 and also the deposit slips of 31st October 2017
	Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>Evidence that the LG is not using more than 20% of OSR on council activities: score 2</li> </ul>	2	As per the financial statement prepared as 30th June 2017 the District budgeted for council 43,564,113 and spent 32,121,000 on the council activities. Therefore they are not using more than 20% of OSR on council activities

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"> <li>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</li> </ul>	2	Both positions exist and are filled. The Senior Procurement Officer was appointed on promotion from Procurement officer on 1st September 2017 under Minute No. 85/2017 of the District service Commission whereas the Procurement Officer was promoted from Assistant Procurement Officer on same day under Minute No. 86/2017 to Procurement Officer. The promotion letters were signed by the Chief Administrative officer, Lira.
		<ul style="list-style-type: none"> <li>Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1</li> </ul>	1	The TEC sits and evaluates bids about two times a year. TEC Minutes seen were of TEC meeting on 19th September 2016 where they evaluated 8 bids.
		<ul style="list-style-type: none"> <li>Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1</li> </ul>	1	<ul style="list-style-type: none"> <li>CC Minutes where there was consideration of TEC issues in the agenda item. Minutes seen were on: <ul style="list-style-type: none"> <li>- Meeting held on 7th November 2016</li> <li>- Meeting held on 20th September 2016.</li> </ul> </li> <li>Invitation letters to CC meetings for consideration of TEC submissions were also seen written by the Secretary to the CC on 4th November 2016 for Selective bidding and 14th September 2016 for Open bidding considerations.</li> </ul>

13	<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"> <li>• 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</li> </ul>	2	<p>All infrastructure projects in the AWP were mentioned in the Procurement and disposal Plan for 2017/18</p> <ul style="list-style-type: none"> <li>• A 2016/2017 Procurement Record was seen where Contract signing date was matched with Contract Completion date for all the 99 District projects. It was prepared by the Ag. Head of Procurement and Disposal Unit and approved by the Chief Administrative officer.</li> </ul>
14	<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"> <li>• For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2</li> </ul>	2	<p>All (100%) Bid documents were prepared and an advert soliciting bids for both Open and Selective bidding was placed in the New Vision newspaper of Monday 15th August 2016, page 113.</p>
		<ul style="list-style-type: none"> <li>• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2</li> </ul>	0	<p>There was no physical Register seen. The 'Contracts Register' seen was on an Internet-based "Integrated Financial Management System (IFMS)". The Assessor neither understood the system, nor was he convinced it carried the relevant data.</p>

• For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2.

2

Files seen where procurement thresholds determined nature of bidding. For the various forms of thresholds seen, they were categorized as follows:

Open Bidding samples:

- Contract: Low cost Sealing of Lira – Boroboro Road. Amount: UGX126,481,772. Contractor: M/S Empa Associates Ltd. Procurement Ref No: Lira 531/Wrks/16-17/00003. Issued on 13th October 2016.

- Contract: Construction of one staff house, kitchen and 2 stance drainable latrine at Ober P/S. Amount: UGX84,792,086. Contractor: M/S Roman Jak & Co. Ltd. Procurement ref No; Lira 531/wrks/16-17/00001. Issued on 13th October 2016.

Selective bidding samples:

- Contract: Const ruction of a 2 stance drainable latrine at Ireda housing estate. Amount: UGX9,955,660. Contractor: M/S Oyere Investments Ltd. Procurement Ref No: Lira 531/wrks/16-17/00011. Issued on 21st November 2016.

- Contract: Procurement of 15,384 pineapple suckers for multiplication (PRDP) production & 7,694 pineapple suckers (smooth cayenne) (PMG) production. Amount:UGX27,693,600. Contractor: M/S Otuke Private Sector Enterprises Ltd. Procurement Ref NO: None. Issued: 25th November 2016.

- Contract: Construction of 2 stance flush toilet behind the District Chambers. Amount:UGX14,872,366. Contractor: M/S Samaro Investments Ltd. Procurement Ref No: Lira 531/wrks/16-17/00012. Issued: 25th Nov. 2016

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"> <li>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</li> </ul>	2	<p>Interim Certificates seen for two projects, namely:</p> <ul style="list-style-type: none"> <li>3 Interim Certificates (1, 2 and 3) given to Jenaco Ltd for Construction of Alworo to Onyakede Road. Certificate issued on 13th Feb 2017, 10th April 2017 and 20 June 2017 respectively for the 3 certificates.</li> <li>1 Certificate issued to Empa Associates Ltd on 10th May 2017 for Low Cost sealing of Boroboro – Soroti Road.</li> </ul> <p>Certificates of Completion seen issued to:</p> <ul style="list-style-type: none"> <li>NGIC-ANGICA CO Ltd for construction of a 5 stance lined pit latrine at Ayami Primary School, Aromo sub-county. Date of issue was 5th December 2016.</li> <li>ROMAN JAK &amp; CO. Ltd for construction of semi-detached staff house, kitchen and 2 stance latrine at Ober Primary school. Date of issue was 8th June 2017.</li> </ul>
		<ul style="list-style-type: none"> <li>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</li> </ul>	0	<p>Labels seen but the Contract Value is not indicated.</p>

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"> <li>Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4</li> </ul>	4	<p>The District is making its bank reconciliations timely and its up to-date. The last bank reconciliation was made on 28th December 2017 as seen from the IFMS generated statement with total receipts of 344,900,155 and Payments of 344,900.155</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"> <li>• 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.</li> </ul>	2	<p>The LG makes timely payments of the suppliers as evidenced in Payment for the repair of motor Vehicle UG2231M by Shangai Repairs Ltd</p> <p>Requisition was made on 20th June, CFO certifies on 21st June 2017, PAS certifies the same day and on 21st June 2017 the CAO approved and payment is made on 23rd June 2017 . Voucher ADM/JUN17/93</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"> <li>• Evidence that the LG has a substantive Senior Internal Auditor and produced all quarterly internal audit reports for the previous FY: score 3.</li> </ul>	3	<p>There is an internal auditor who prepared the following reports;</p> <p>1st quarter report on 10th /11/2016</p> <p>2nd Quarter report on 7th /Feb/2017</p> <p>3rd Quarter report on 10th /May/2017</p> <p>4th Quarter report on 14th /Aug/2017</p>
		<ul style="list-style-type: none"> <li>• 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.</li> </ul>	2	<p>The LG provided information to the council and LGPAC and there was follow up of all audit queries as evidenced by the LGPAC minutes held on 4th December/2017 under minute LGPAC/20172018 , reference CR/214/8, also Minute 8/LGPAC/2016/2017 where all audit queries were responded to</p>
		<ul style="list-style-type: none"> <li>• 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</li> </ul>	1	<p>The LG submitted internal audit reports to LG Accounting Officer LGPAC and all reports were reviewed as evidenced by the minutes of meeting held on 4th December/2017 under minute LGPAC/20172018 , reference CR/214/8, Minute 8/LGPAC/2016/2017</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"> <li>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</li> </ul>	0	<p>There is an existing Assets register but not in the format as per the accounting manual and also not up -dated</p>
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>According to the Annual audit report of 2016/2017,obtained from the office of the Auditor General, Lira LG obtained unqualified 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>Council at its meeting held on 28/03/2017 under Min. 5/LDLC/Feb/2017 discussed service delivery issues which included the Local Investment Policy 2017aimed at creating a conducive environment for investment and; submission of the LG PAC report to Council which was deferred to the Committee on Finance and Administration.</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"> <li>Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 2.</li> </ul>	2	<p>LG has a designated officer to coordinate response to feedback. This was supported by the assignment of additional responsibility to Mr. Otim Denis Otto/PAS through a letter by CAO dated 21/07/2016 of even reference CR/156/3.</p>

23	The LG shares information with citizens (Transparency)	Evidence that the LG has published: • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2	0	No evidence of LG Payroll and Pensioner Schedule on public notice board was found at the time of assessment.
	Total maximum 4 points on this Performance Measure	• Evidence that the procurement plan and awarded contracts and amounts are published: score 1	0	Procurement plan was not found on display at the procurement noticeboard. Only 3 best evaluated bidder notices were found on display. These were for the collection of revenue from Wii Acwa market, Bal pe market and Onekaden market.
		• 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	“N/A. The Central Government did not conduct the Annual Performance Assessment for LGs in 2016/17”.
24	The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens	• 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	HLG communicated and explained circulars, guidelines, etc. to LLGs as evidenced by letter to Sub-county chiefs informing them of expenditure limits for Q1 FY 2017/18 for DUCG and DDEG as guided by the PS/ST.
	Maximum 2 points on this performance measure	• 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	LG conducted discussions with the public through community engagement events as shown by the report to CAO dated 12/01/2017 from the DEO documenting proceedings of meeting held at Atimikoma. Issues considered included report from Head Teachers on academic and other development issues; Report form District Inspector of Schools, etc.
Assessment area: Social and environmental safeguards				

The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles

Maximum 4 points on this performance measure.

• Evidence that the LG gender focal person has provided guidance and support to sector departments to mainstream gender into their activities score 2.

2

- The 2016/2017 Workplan seen had 7 outputs mentioned therein with regard to gender mainstreaming
- The Gender Focal Point person has also developed a District Culture Action Plan(CAP) 2016/2017 – 2020/2012 that gives direction to District and Partners on addressing GBV through engagement of cultural leaders.
- CDOs have been trained on data collection and entry in the National GBV Data base. The Web Site for this data exercise can be found on [ngbdv.mglsd.go.ug](http://ngbdv.mglsd.go.ug). Data is entered on a quarterly basis. Training Report dated July 18th 2017 seen titled “Report on Lira District GBV data Review Meeting”. The Data Base with entered data was seen online at the above-mentioned site.
- There were 16 days of activism against gender-based violence from 25 Nov – 10 Dec 2016. Report on this seen dated 15th Dec 2016.
- There has been enacted the “Lira District GBV Ordinance 2017”. This is already in force and was published in the Uganda Gazette of 8th December 2017 as Ordinance Supplement No. 6.



		<ul style="list-style-type: none"> <li>• 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.</li> </ul>	2	<ul style="list-style-type: none"> <li>• The 2017/2018 Workplan seen has provision to support girls out of school in vocational skills training under the Output of Social rehabilitation Services.</li> <li>• There is planned dissemination of Lira District GBV Ordinance and support GBV shelter activities under Output for Community Development Services in HLG.</li> <li>• 4 District Women Council meetings planned to be supported under Workplan Output on Representation on Women's Councils.</li> <li>• There is a planned activity on Women group mobilisation to establish Income Generating Activities (IGAs)</li> <li>• Out of a Total budget of UGX28,173,000, Gender Sector used UGX41,277,000 (146.51%) of the funds. The over-performance was due to a late arrival of Uganda Women Entrepreneurship Programme (UWEP) Indicative Planning Figure (IPF) that was later subjected to supplementary approval by the District Council.</li> </ul>
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"> <li>• 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</li> </ul>	2	<ul style="list-style-type: none"> <li>• A comprehensive record of 114 projects seen of Environmental screening activities required for all projects in the District. Project Screening reports for individual projects seen include: <ul style="list-style-type: none"> <li>- Agweng – Aromo Road (18 Km)</li> <li>- Progress report for tree planting along Barpok – Bar Apwo Road (9.2Km)</li> <li>- PRDP-3 Environmental monitoring and Compliance Report. June 2016</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>• Evidence that the LG integrates environmental and social management plans in the contract bid documents: score 1</li> </ul>	0	<p>Eight Bid documents sampled, both for Open and Selective bidding, did not have any clause on Environmental and social Management Plans. True, the Contractors provide for environmental mitigation activities in the BOQs but they do this without strict guidance on clearly laid-out procedures of what to do. It therefore depends on what the Contractor feels should be done for good mitigation measures</p>
		<ul style="list-style-type: none"> <li>• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1</li> </ul>	0	<p>20 Land Titles have been handed over. Many still need to be processed and handed over. For example out of the 93 primary schools, only 11 have been processed. Out of 24 Health Centres, only 6 have been processed. Out of 24 Cattle Crushes, only 2 have been processed.</p>
		<ul style="list-style-type: none"> <li>• Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer: score 2</li> </ul>	2	<p>Certification seen issued to different Contractors upon satisfying environmental requirements. Samples of those seen include those issued to:</p> <ul style="list-style-type: none"> <li>- Oyere Investments Ltd upon completion of construction of 4 stance lined latrine. Issued on 13th December 2017</li> <li>- Paradym Investments Ltd upon completion of construction of a Loading Ramp at Amach Market, Amach sub-county. Certificate issued on 13th December 2017</li> <li>- NGIC-ANGICA CO. Ltd upon construction of 3 stance lined pit latrine at Ayami P.S, Aromo sub-county. Certificate issued on 5th December 2016.</li> </ul>



## **LGPA 2017/18**

Educational Performance Measures

Lira District

(Vote Code: 531)

Score 74/100 (74%)

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"> <li>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</li> <li>Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school for the current FY: score 4</li> </ul>	4	<p>There is a budget for all the 93 public primary schools a head teacher and a minimum of seven teachers as evidenced by the staff list for the financial year 2017/2018 staff list stamped by the DEO and the list of schools with their teachers seen in the third quarter submission by the LG for 2016/2017.</p> <p>All the 93 public primary schools have a head teacher and a minimum of seven teachers as evidenced by the staff list for the financial year 2017/2018 staff list stamped by the DEO and the list of schools with their teachers seen in the third quarter submission by the LG for 2016/2017.</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"> <li>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</li> </ul>	6	<p>Structure for teachers with a wage bill provision filled (100%) evidenced by pay roll for November 2017</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"> <li>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</li> </ul>	6	<p>The two positions of school inspectors filled evidenced by appointment of Achio Liberata Omac dated 31/05/1999 and confirmed on 20/09/2017 Min: 116/2003. Appointment letter for Omara Orech Djegeti of 29/12/1999 Min: 261/2009</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 for teachers submitted and received by HRM on 14/01/2018</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>	2	<p>All the two inspector positions are substantively filled</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	<p>There was evidence that all the 3 Inspectors of Schools had been appraised; Inspector (Acio Liberata Omac – 06 /10/2017); Senior Inspector (Bwonyo Bosco- 05/07/207) Senior Inspector of Schools (Omar Djeget Orech- 04/07/2017).</p>
		<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	<p>The district had 59 substantively appointed Head teachers and 24 are acting. There was no evidence at the time of assessment that the Head teachers had been appraised.</p>

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> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>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</li> </ul>	1	<p>Circular on school feeding programme by minister of education to CAO dated 15/05/2017</p> <p>Education guidelines on school charges from PS MoES to CAO dated 24/10/2017 communicated to head teachers</p>
		<ul style="list-style-type: none"> <li>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</li> </ul>	2	<p>Holds meetings with head teachers evidenced by meeting held on 15/12/2017 and issues discussed with the head teachers and the DEO included preparation of work plans, discipline of teachers. there is a circular to all head teachers from DEO dated 16/01/2018 outlining guidelines on lesson scheming and lesson planning.</p>
7	<p>The LG Education Department has effectively inspected all private and public primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> <li>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.</li> </ul>	6	<p>Quarterly reports dated 28/04/2017 and 17/07/2018 in place</p> <p>Term 1: 124 out of 159 schools were inspected 78%</p> <p>Term 2: 108 out of 159 schools were inspected 69%</p> <p>Term 3: 90 out of 159 schools were inspected 58%</p> <p>Average 68.3%</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"> <li>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</li> </ul>	4	<p>Inspection reports are being discussed as evidenced by departmental meeting held on 24/11/2017 on cases of pregnancies where the department agreed that the girls be allowed to sit for their PLE exams. The girls included Achieng Rachael of Gomi PS who was counseled and allowed to sit their exams</p>
		<ul style="list-style-type: none"> <li>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</li> </ul>	2	<p>School inspection reports were submitted as evidenced by acknowledgement notes from DES dated 27/04/2017 to the regional office in Gulu</p>

		<ul style="list-style-type: none"> <li>Evidence that the inspection recommendations are followed-up: score 4</li> </ul>	4	Inspection reports are followed up as evidenced by the case of the pregnant girls who were found to be pregnant and their cases followed up which resulted into their being allowed to sit their PLE exams
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"> <li>Evidence that the LG has submitted accurate/consistent data:               <ul style="list-style-type: none"> <li>List of schools which are consistent with both EMIS reports and OBT: score 5</li> </ul> </li> </ul>	5	The list of 93 primary schools submitted is consistent with EMIS and OBT
		<p>Evidence that the LG has submitted accurate/consistent data: •</p> <ul style="list-style-type: none"> <li>Enrolment data for all schools which is consistent with EMIS report and OBT: score 5</li> </ul>	5	The enrollment of 81142 pupils in the of 93 schools submitted is consistent with the EMIS records of the OBT.

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"> <li>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</li> </ul>	2	<p>The Education and Health Committee at its meeting held on 04/05/2017 under Min.21/E&amp;H/May/2017 considered the Education Department Budget and progress on implementation of activities. The budget of Education for FY 2017/18 of UGX. 15, 483,496,000/= was approved. Highlights from the progress report included among others: agreement that all Head Teachers had agreed to uniform exams for primary schools and sinking of a borehole at Abala primary school.</p>
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		<ul style="list-style-type: none"> <li>Evidence that the education sector committee has presented issues that requires approval to Council: score 2</li> </ul>	2	<p>The Committee responsible for education presented to Council at its meeting held on 23/08/2016 under Min. 5/LDLC/Aug/2016 for approval the following recommendations that :</p> <ul style="list-style-type: none"> <li>Ngetta girls school special needs teachers on strike be addressed to enable them support blind children in school;</li> <li>Teachers who had absconded be handled administratively</li> <li>Teachers who had registered gross misconduct be expressly handled and replacement sought;</li> <li>The education department should support partners in education sector as performance improvement was the goal;</li> <li>The education department donates one departmental vehicle to Barlonyo Technical School for MVT students to use for practice.</li> </ul>
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>All the 93 public schools had submitted a file for their respective SMC to the office of the DEO The five schools sampled had three sets of minutes and discusses relevant issues. The schools are Opem PS, Adolo PS, Obot PS, Ochamoyang PS and Owinyo PS</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"> <li>Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3</li> </ul>	0	<p>At the time of the assessment, the department had not posted the list of schools receiving grants</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"> <li>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</li> </ul>	0	<p>Procurement requests submitted to PDU as on 29/07/2016 (which was after the deadline of 30th April) for the construction of a staff house at Ober PS and a two-classroom block</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"> <li>Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	3	<p>The Education department certified and recommends suppliers for payment in a timely manner for example, during the construction of staff house by Denis Engineering Works Uganda Ltd. The requisition was made on 9th November 2016, the District Engineer certified on 11th Nov-2017, DEO certified on 14th of November , CFO certified on 22/Nov/2017 and CAO Approved on 24th November and payment was made on 14th December 2016 under EFT NO 11638017</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"> <li>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</li> </ul>	0	<p>No evidence that APR was submitted to the Planner by mid-July for consolidation was provided.</p>
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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"> <li>• 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</li> </ul>	2	<p>The education sector provided information to internal audit, there was one issue of unaccounted funds as per the internal audit report of 3rd quarter financial year 2016/2017 which was responded to</p>
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"> <li>• 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</li> </ul>	0	<p>At the time of the assessment there was no evidence of guidelines dissemination by the department</p>
		<ul style="list-style-type: none"> <li>• 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</li> </ul>	0	<p>There was no evidence at the time of assessment that the guidelines on managing sanitation for girls in primary schools were explained</p>
		<ul style="list-style-type: none"> <li>• Evidence that the School Management Committee meet the guideline on gender composition: score 1</li> </ul>	1	<p>The school management committees of the schools have the mandated of at least one third of the members as females</p>
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"> <li>• 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:</li> </ul>	3	<p>The environmental officer and the education department conducted environmental awareness campaign to school clubs. this was attended by 13 primary schools and teachers between 2nd and 4th November 2017 in Barr sub county. Topics included disaster risk reduction, causes and effects of climate change</p>



## **LGPA 2017/18**

Health Performance Measures

Lira District

(Vote Code: 531)

Score 80/100 (80%)

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	87% (250 out of 289 positions) were 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>	4	<p>A recruitment plan was submitted to the HRM unit including 29 positions.</p> <p>There was no wage bill for the remaining 10 positions..</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 had a total of 15 In-charges (Health Centre IV 2, Health Centre III 9 and Health Centre II 4), a total of 8 In-charges (53%) had been appraised at the time of the assessment.</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"> <li>• 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</li> </ul>	4	<p>Both the PBS list and deployment list for January 2018 had 250 staff.</p> <p>The deployment list also showed the distribution of cadres per facility similar to what was in the PBS list.</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"> <li>• Evidence that the DHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3</li> </ul>	3	<p>.• Evidence of dissemination was available for two guidelines:</p> <ul style="list-style-type: none"> <li>• A meeting was held on 22nd May 2017 in which the Malaria Test and treat policy, 2015 was explained.</li> <li>• The Uganda clinical guidelines 2016 were delivered facilities through NMS to facilities.</li> </ul>
		<ul style="list-style-type: none"> <li>• 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</li> </ul>	3	<p>A meeting held to disseminate the Malaria Test and treat policy, 2015 was held on 22nd May 2017.</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>100% (all the 2 HCIVs) were supervised as reflected in supervision report dated 17th June 2017 regarding Amach HCIV; and that dated 2nd May 2017 regarding Ogur HCIV.</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	3	100% (20) lower level health facilities including private ones, were supervised as reflected in the supervision reports dated 3rd May 2017 and 21st June 2017.
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	6	100% (20) health facilities including 6 private ones were supervised by the HSD as reflected in the supervision report for 16th to 20th December 2016.
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	• Evidence that the reports have been discussed and used to make recommendations for corrective actions during the previous FY: score 4	4	Min 4/5/5/2017 of the DHT meeting held on 5th May 2017 reflects discussion of supervision reports. Coverage included limited capacity of laboratory and records personnel and facility in-charges on adherence to the test and treat policy and training as well as support supervision were recommended.
		• Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6	6	Min 4/5/5/2017 (item 5) of the DHT meeting held on 5th May 2017 reflects follow up on the training of laboratory and records personnel and facility in-charges on adherence to the test and treat policy, which was based on a previous recommendation.

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"> <li>• Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> <li>o List of health facilities which are consistent with both HMIS reports and OBT: score 10</li> </ul> </li> </ul>	10	<ul style="list-style-type: none"> <li>• The lists of facilities in OBT and HMIS 105 (up to December 2017) were consistent since all the 15 facilities on the PBS list appeared in HMIS.</li> <li>• The facilities on the HMIS 105 list that do not appear on the OBT list were reflected due to; being private; and the system's inability to delete closed ones.</li> </ul>
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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"> <li>• 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</li> </ul>	2	<p>The Education and Health Committee at its meeting held on 04/05/2017 under Min.23/E&amp;H/May/2017 considered the Health Department Budget for FY 2017/18. The Committee recommended for approval the Department's budget of UGX. 3, 372,031,000/=. The meeting among others also noted with concern the theft of drugs and uncoordinated working spirit in the Department which was likely to affect service delivery.</p>
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		<ul style="list-style-type: none"> <li>• Evidence that the health sector committee has presented issues that require approval to Council: score 2</li> </ul>	2	<p>The Committee responsible for health presented to Council at its meeting held on 23/08/2016 under Min. 5/LDLC/Aug/2016 for approval the following recommendations that :</p> <ul style="list-style-type: none"> <li>o The six health centres II in the district be upgraded to HC IIIs;</li> <li>o Hepatitis B vaccination exercise be supported and communities mobilised to get vaccinated;</li> <li>o Management should vigorously supervise health units to avoid absenteeism and staff leaving station without permission;</li> <li>o Any health staff caught with government drugs and property shall be prosecuted.</li> </ul>
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"> <li>• If 100% of randomly sampled facilities: score 5</li> <li>• If 80-99% : score 3</li> <li>• If 70-79%: : score 1</li> <li>• If less than 70%: score 0</li> </ul>	5	<ul style="list-style-type: none"> <li>•100% (all the 3 sampled HUMCs) met for the 4 mandatory times and discussed issues on budgets, planning, and staff welfare..</li> </ul> <p>Examples of HUMC meetings seen are listed below:</p> <ul style="list-style-type: none"> <li>• Barr HCIII HUMC met on 13th Sept 2017; 20th July 2017; 17th March 2017; 1st September 2016; 8th February 2017).</li> <li>• Anyangatir HCIII HUMC met on 1st August 2017; 13th December 2016; 23rd March 2016; and 18th October 2017.</li> <li>• Amach HCIV HUMC met on; 29th July 2016; 20th December 2016; 7th December 2017; 23rd March 2017; and 14th June 2017.</li> </ul>



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"> <li>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</li> </ul>	3	<p>A list of health facilities with PHC non-wage figures for quarter two was pinned on the notice board outside the DHO's office.</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"> <li>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</li> </ul> <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>	0	<p>Two procurement requests were submitted late on 16th May 2017 for a printer and renovation of doctors' house at Ogur HCIV.</p> <p>All the two procurement request forms (DHS/SEP17//12 and DHS/SEP17/38) were submitted on 8th September 2017.</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"> <li>Evidence that the LG Health department has supported all health facilities to submit health supplies procurement plan to NMS on time: <ul style="list-style-type: none"> <li>100% - score 8</li> <li>70-99% – score 4</li> <li>Below 70% - score 0</li> </ul> </li> </ul>	8	<p>100% (15) facilities were supported as reflected on the health supplies procurement plan, received by NMS on 13th March 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"> <li>Evidence that the DHO (as per contract) certified and recommended suppliers timely for payment: score 2 points</li> </ul>	2	<p>The DHO certified and recommended payment to the suppliers timely as evidenced by payment for the construction of gas cage at the Health department by Paradym investment Ltd. Requisition was made on 20th June 2017 , Engineer certified it the same day, the DHO and CFO certified on 22nd/June/2017 , CAO approved and payment was made on 23/June/2017 . Voucher NO DHS/JUN17/37</p>
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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"> <li>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</li> </ul>	0	<p>No evidence that APR was submitted to the Planner by mid-July for consolidation was provided.</p>
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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>	2	<p>The department provided information to the internal audit, there was one query in the 3rd quarter report of unaccounted for funds and there was special audit to investigate attendance to duty. The department responded on the audit query as per the letter from DHO dated 15th August 2017 , the special audit report was also responded to by transferring staff and instituting arrival books at the health facilities</p>
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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"> <li>Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines: score 2</li> </ul>	0	<p>Two of the five sampled HUMCs did not meet the one third female requirement.</p> <p>Aromo HCIII HUMC females constituted only 22% (2 out of 9 members) while 14% (1 out of 7) of Barapwo HCIII HUMC were females.</p>
		<ul style="list-style-type: none"> <li>Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2</li> </ul>	0	<p>No evidence of issuance of guidelines was provided.</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"> <li>Evidence that the LGs has issued guidelines on medical waste management, including guidelines for construction of facilities for medical waste disposal : score 2 points.</li> </ul>	2	<p>General guidelines on waste management and segregation issued and seen at Amach HCIV.</p>



## **LGPA 2017/18**

Water & Environment Performance Measures

Lira District

(Vote Code: 531)

Score 67/100 (67%)

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"> <li>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</li> </ul>	10	<p>Evidence in Quarter1 report??????? of 2017/18 dated and received by MWE on 27th Oct 2017</p> <p>. Planned drilling 12 boreholes and rehabilitating 10.</p> <p>District coverage 92% (according to Ministry.....)</p> <p>The ones below average</p> <p>-boreholes</p> <p>Cura Primary school at 79%, Amach (Rao Alit 67%) Amach (bungamon 67%)</p> <p>-Shallow wells</p> <p>Ongura 79%</p> <p>Agali s/c, obongorot (74%) Agweng Onyapoyere (93%) Agali s/c. apanylongo (74%)</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"> <li>• 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</li> </ul>	15	<p>Evidence in report Q4, dated 10th July 2017. Drilled 10 , rehab 12 boreholes</p> <p>MIS District average was 90% - 10 boreholes targeted namely: 2 boreholes in barr (Abongorech, 83%) Amach (Abwosolil, 73%) Ngenta (Nyangapuch, 73%) Agweng (Teoburu, 85%) Lira (Anayagali 93%) Ogur (Awiliwnga 74%) Arongo (Wenboke, 94%)</p>
Assessment area: Monitoring and Supervision				
3	<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>	15	<p>Evidence sample of supervision report of 11th April 2017 to DWO from Engineering Assistant/water.</p> <p>It indicates Abunga barr, lolango primary school and agali subcounty water source as visited.</p> <p>Evidence of inspection reports of 14th Feb 2017, 13th Feb 2017, 14th march 2017, 2nd may 2017</p> <p>All new sources visited at least once monthly</p>

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"> <li>Evidence that the LG has submitted accurate/consistent data for the current FY: <ul style="list-style-type: none"> <li>List of water facility which are consistent in both sector MIS reports and OBT: score 10</li> </ul> </li> </ul>	0	<p>No evidence seen of consistency. OBT figures different from MIS</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>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	<ul style="list-style-type: none"> <li>Evidence of procurement plan, from the PDU, for the whole district (including water and technical services) for 2016/17</li> <li>Procurement requisitions for drilling boreholes signed by CAO, Ass Eng Officer and water officer date 27th July 2016 and one of 2nd August 2017, way after April 30th</li> </ul>
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"> <li>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</li> </ul>	0	<p>No appointment in writing to Engineering Assistant/Water</p>
		<ul style="list-style-type: none"> <li>If water and sanitation facilities constructed as per design(s): score 2</li> </ul>	2	<p>Evidence of Ragos Enterprises Ltd contract did have the design drawings</p>
		<ul style="list-style-type: none"> <li>If contractor handed over all completed WSS facilities: score 2</li> </ul>	2	<p>All facilities are handed over to the community, with handover report.</p>

		<ul style="list-style-type: none"> <li>If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2</li> </ul>	2	<p>Evidence sample of completion certificates of Bamuni Services U Ltd, dated 19th April 2017 certified by Asst Eng Officer, DWO and CAO.</p> <p>No other sample evidenced</p>
7	<ul style="list-style-type: none"> <li>Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	<ul style="list-style-type: none"> <li>Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	3	<p>The department Certifies payment for works in a timely manner as seen from the payment of Rehabilitation of 5 deep boreholes contracted by Donub – Holdings Ltd, requisition for payment was made on 12th /April/2017, DWO and CFO certified on 20th April 2017 and payment was made on 25th April/2017 Voucher NO WKS/APRI17/12</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"> <li>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</li> </ul>	0	<p>No evidence that APR was submitted to the Planner by mid-July for consolidation was provided.</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"> <li>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</li> </ul>	3	<p>The department provided information to the internal audit, there were two queries in the 3rd and 4th quarters of the Internal audit report of 2016/2017 of unaccounted for funds and these queries were all responded to as per the LGPAC report ( CR/214/8) Minute 8/LGPAC2016/2017 and also the departmental report from the DWO</p>

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"> <li>• 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</li> </ul>	3	<p>The Works and Technical Services Committee at its meeting held on 09/03/2017 under Min.13/WTS/Mar/2017 considered the Performance Report for from the Engineering Department where progress in the Water Sector was considered. It indicated that the under DDEG funding they had planned for various water activities for implementation during FY 2016/17 and emphasised the need for advocacy for community mobilisation and the need for community water board committees to protect water points amongst others.</p>
		<ul style="list-style-type: none"> <li>• Evidence that the water sector committee has presented issues that require approval to Council: score 3</li> </ul>	3	<p>The Committee responsible for Water presented to Council at its meeting held on 22/12/2016 under Min. 5/LDLC/DEC/2016 (a)for approval the following recommendations that :</p> <ul style="list-style-type: none"> <li>o That 85% of the rural water sources met the standards;</li> <li>o That all the sub-counties should adopt the water board system of management;</li> <li>o The hand pump mechanics should be given priority in repairs of broken sources.</li> </ul>

11	<p>The LG Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• 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</li> </ul>	2	Displays evidenced
		<ul style="list-style-type: none"> <li>• All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2</li> </ul>	2	<p>engravement done on padestral or water tank. Information seen in report . Looked at a picture/sample</p> <p>Village: Awiliwunga</p> <p>DWD No. 56213</p> <p>Date: 13th Jan 2017</p> <p>Funding :DWSCG</p> <p>FY: 16/17</p> <p>Contractor: East African boreholes</p>
		<ul style="list-style-type: none"> <li>• Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2</li> </ul>	0	no contract sum figure
12	<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1</li> </ul>	1	<ul style="list-style-type: none"> <li>• Evidence of file with applications from the communities (through subcounties), eg letter of Acutkumu parish, wenkobe village, aromo s/c dated 9th nov 2016,</li> <li>• Ush 200,000 as capital cash community contribution per new borehole. Evidence of payment in bank via general receipt of 2/5/2017. The WUC is paid lowest 1,000 per household per month (can be 3,000 Ushs)</li> </ul>

		<ul style="list-style-type: none"> <li>• Number of water supply facilities with WSCs that are functioning evidenced by collection of O&amp;M funds and carrying out preventive maintenance and minor repairs, for the current FY: score 2</li> </ul>	0	<ul style="list-style-type: none"> <li>• Evidence seen of collections made</li> <li>• No Evidence of preventive maintenance &amp; minor repairs by communities</li> </ul>
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"> <li>• 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</li> </ul>	0	No evidence of environmental screening
	Maximum 4 points for this performance measure	<ul style="list-style-type: none"> <li>• Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1</li> </ul>	1	evidence of copy dated 27th July 2016, environmental management plan for all projects
		<ul style="list-style-type: none"> <li>• Evidence that construction and supervision contracts have clause on environmental protection: score 1</li> </ul>	0	<ul style="list-style-type: none"> <li>• The bid document did not cover Environment as a bill item, for EBOWA investments ltd, dated 30th Aug 2017</li> </ul>
14	The LG Water department has promoted gender equity in WSC composition.	<ul style="list-style-type: none"> <li>• If at least 50% WSCs are women as per the sector critical requirements: score 3</li> </ul>	3	<ul style="list-style-type: none"> <li>• Evidence in attendance list of a shallow well meeting in Ngenta S/C, at Onyakoyere, dated 7th June 2017-</li> <li>• 9 members of which 6 were women, key position (c/man a woman)</li> </ul> <p>A sample borehole, training of WUC, adidi gweno village, adekokwok s/c, dated 7th June 2017- 4 women (key person secretary and treasurer)</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"><li>• If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3</li></ul>	0	<p>No evidence seen. No latrines done in 2016/17 and 2017/18</p>
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