



LGPA 2017/18

Accountability Requirements

Mubende District

(Vote Code: 541)

Assessment	Compliant	%
Yes	5	83%
No	1	17%

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	<ul style="list-style-type: none"> • Mubende DLG submitted to MoFPED a Final Performance Contract for FY 2017/18 on 12th/7/2017 while a Draft had been submitted on 2nd May 2017 	No
Assessment area: Supporting Documents for the Budget required as per the PFMA are submitted and available			
LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY (LG PPDA Regulations, 2006).	xxxxx	<ul style="list-style-type: none"> • Mubende DLG submitted to MoFPED Budget for FY 2017/18 that included a Procurement plan on 2 May 2017 	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	<ul style="list-style-type: none"> • Mubende DLG submitted to MoFPED the Annual Performance Report for FY 2016/17 on 31 July 2017 	Yes
LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)	xxxxxx	<ul style="list-style-type: none"> • Mubende DLG submitted to MoFPED all the 4 Quarterly budget performance reports by the due date of 31 July 2017 as listed here below: Quarter I: 1 November 2016 Quarter II: 17 February 2017 Quarter III: 23 May 2017 Quarter IV: 31 July 2017 	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>The District LG produced and submitted information to the PST/ST on the implementation of Internal Auditor General findings for the financial year 2015/2016 in a letter REF AUD/MUB/252/1, dated 16TH March 2017 and was received by the MOFED office on 21st March 2017. This was before the deadline of 31st April 2017.</p> <p>All the 17 findings in the internal audit report for the FY 2016/17 were responded to.</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>The audit opinion on the Financial statements of the District for the FY ended June 2016 was not adverse or disclaimed. The audit opinion was, in fact, unqualified.</p>	<p>Yes</p>



LGPA 2017/18

Crosscutting Performance Measures

Mubende District

(Vote Code: 541)

Score 69/100 (69%)

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. 	0	<ul style="list-style-type: none"> • Physical planning committee was in place and functional having been constituted in CAO's letter dated 8 October 2012 under ref. no. CR/MUB/214/14. • Committee holds meetings as evidenced by the 2 sets of Committee minutes reviewed, that is, meetings of 19 January 2017 and 15 November 2016 during which applications for freehold, for subdivision, for conversion from leasehold to freehold and approval of building plans were discussed. In addition Inspection report by the Physical Planner and the Staff Surveyor dated 02/11/2016 was reviewed. • Registration book was in place with first entry (approval date) made on 28/01/2010. • However though there was evidence of consideration of building plans in minutes of 19th January 2017, the timeliness of approval could not be ascertained because the date of receipt of building plans was not stated in the registration book.
		<ul style="list-style-type: none"> • All new infrastructure investments have approved plans which are consistent with the Physical Plans: score 2. 	0	<ul style="list-style-type: none"> • District physical development plan was not in place thus it was not possible to verify the building plans' consistency with it.

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

• Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.

2

The report dated 11th November 2016 by District Planner to the CAO of the Budget conference held on 4th November 2016 gave the following priorities for FY 2017/18 which were also reflected in the AWP 2017/18:

Production sector (pg. 2 of BC and on pg. 14-15 of AWP)

- Supply of seedlings
- Construction of slaughter slab at Kalwaana SC
- Establishment of coffee nursery at Kassanda SC
- Poultry hatcheries (OWC /NAADS)

Education (pg. 3-4 and on pg. 19-20 of AWP)

- Construction of latrines at Butuuli, Bulumulula, Kamwaalo, Mirembe, Kyanamugera, Kisoolo, Kabowa, Ntugaamo, Kulatta PS

- Teachers house at Kabbubu PS

- Construction of Seed secondary school

Health (pg. 4 and on pg. 17-18 of AWP)

- Kaboo HC II to be elevated to HC III because of increasing number of patients.

Roads (pg.4-5 and on pg.21-22 of AWP)

- Kkakenzi-Kittule-Sunga(16km)-Makukuulu Busegeregenyu road
- Maintenance of Kijagi- Kituule- Kikoma (24 km), Biwalwe-Lugongwe Kikandwa road be taken up by the district
- Kitumbi SC be considered for support under district roads maintenance
- Kiyuuni –Kakigando, Semutto-Kazoo-Kanyogogga roads

Water (pg. 5 and on pg. 23-24 of AWP)

- Valley tank in Nalutuntu SC
- Construction of public toilets in RGCs

The following capital investments in the

• 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

approved Annual Work Plan for FY 2017/18 were drawn from the approved five year district development plan (DDP) 2015/16-2019/20 pg. 194-195:

Production sector (pg. 14-15 of AWP)

- Stocking of 8 fish ponds
- Establishment of an apiary demonstration site at Madudu
- Establishment of 2 coffee nursery at Bagezza and Kasambya
- Procurement of 20 dairy cross breed heifers
- Fencing of Butoloogo and Kalagala LMs
- Provision of seedlings

Health (pg. 17-18 of AWP)

- Rehabilitation of 1 staff house
- Rehabilitation of 2 OPD and other wards

Education (pg. 19-20 of AWP)

- Construction of 20 classrooms in Kijumba RC, Kiteredde, Kyamuyinula PS, completion of classrooms at Don Bosco PS phase II, Kitungulu DAS, Nabongoola Kamusenene
- Rehabilitation of 8 classrooms in Kayebe, Kalagala, Islamic, Kampiri and Baganyi PS
- Construction of 10 latrine stances
- Construction of 1 teachers house at Katambogo PS
- Provision of furniture to 6 Primary schools
- Construction of 1 science laboratory

Roads (pg. 22 of AWP)

- Removal of 170 bottlenecks on roads
- Routine manual maintenance of 660km of roads
- Routine maintenance of 30km of urban unpaved roads
- Routine maintenance of 374km of district roads
- Periodic maintenance of 48km of district roads

				<ul style="list-style-type: none"> • Maintenance of 5 bridges • Construction of 20km of rural roads <p>Water (pg. 26 of AWP)</p> <ul style="list-style-type: none"> • Construction of 2 piped WSSS • Drilling of 8 boreholes
		<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 1. 	0	Although the DTPC meeting of 12 May 2017 discussed the departmental work plans and budgets for FY 2017/18 under Min.4/12/05/2017 it was not evident that project profiles were discussed.
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	<ul style="list-style-type: none"> • Statistical abstract 2016 had not been compiled. • However updating of the Abstract is planned for under the current FY 2017/18
4	<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>			<p>Most of the Infrastructure projects implemented in FY 2016/17 were derived from the AWP for the said year:</p> <p>Production (pg. 96 of Qtr 4 Cumulative report 2016/17 was derived from pg. 14-15 of AWP)</p> <ul style="list-style-type: none"> • 1 fish pond handling slab at Bukuya rehabilitated <p>Health (pg. 102-103 of Qtr 4 Cumulative report 2016/17 was derived from pg. 18-19 of AWP)</p> <ul style="list-style-type: none"> • 1 staff house completed at Nabugondo HC II (instead of Kansambya HC II) and retention paid for Madudu HC III <p>Education (pg. 106 of Qtr 4 Cumulative report 2016/17 was derived from pg. 20-21 of AWP)</p> <ul style="list-style-type: none"> • 8 classrooms constructed in Bweyongedde – completion of payment, Katungulu DAS, Mabuubi –completion of payment, Namaswanta PS

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

0

- 4 classrooms rehabilitated in (Katungulu DAS- completion and Mabuubi PS- completion)

- 1 teachers house constructed (Manyogaseka SC –Ndeeba PS)

- 2 teachers houses rehabilitated at Kassanda and Kijjaagi PS

- Two 3-classroom blocks constructed at Kamusene and Mugungulu Seed SS

Roads and Engineering (pg. 112-116 of Qtr 4 Cumulative report 2016/17 was derived from pg. 23 of the AWP)

- 98 bottlenecks removed from community access roads

- 4 bridges maintained

- 51km of district roads periodically maintained

- 225km of district roads routinely maintained

- 16 km of Kashenyi-Kyakasa road rehabilitated

- Construction of Administration block (partial)

Water (pg.119 -120 of Qtr 4 Cumulative report 2016/17 was derived from pg. 25 of the AWP)

- Two 5-stance drainable latrines constructed in Lubaali and Kalonga trading centres (Lubaali instead of Bukuya)

- 20 boreholes rehabilitated

- 8 out 8 boreholes drilled

- 1 out of 1 piped WSSS expanded in Bukuya

- Kalonga piped WSSS phase 1

- 3 out of 4 production wells drilled

However it was not evident that the following projects had been drawn from the AWP 2016/17:

- Construction of 3 latrines in Kassanda HC IV, Madudu HC III and Kabulubutu HC II pg. - 102 of Qtr 4 Cumulative report.

- Construction of 1 OPD (Bweyongedde HC II) -pg. 103 of Qtr 4 Cumulative report

Quarter 4/ Annual Performance report for FY 2016/17 indicated that most of the projects were completed within the FY including, while some were partially achieved and one project not commenced, thus bringing the rate of completion of projects to 95.8% as elaborated here below:

Completed projects

Education (pg. 106-108 of Qtr 4 Cumulative report 2016/17)

- 4 out of 4 classrooms rehabilitated in Katungulu DAS- completion and Mabuubi PS- completion instead of in Kalagala Islamic PS, Kampiri PS and Baganyi PS.

- 1 out of 1 teachers house constructed (Manyogaseka SC –Ndeeba PS)

- 2 out of 2 teachers houses rehabilitated at Kassanda and Kijjaagi PS

- Two out of two 3-classroom blocks constructed at Kamusene and Mugungulu Seed SS

Health (pg. 103 of Qtr 4 Cumulative report 2016/17)

- 1 out of 1 staff house completed at Nabugondo HC II (instead of Kansambya HC II) and retention paid for Madudu HC III

Water (pg. 119 of Qtr 4 Cumulative report 2016/17)

- Two out of two 5-stance drainable latrines constructed in Lubaali and Kalonga trading centres (Lubaali replaced Bukuya) budgeted 41,000,000= and spent 41,968,000= pg. 119

- 20 out of 20 boreholes rehabilitated

- 8 out 8 boreholes drilled

Roads and Engineering (pg. 112-115 of Qtr 4 Cumulative report 2016/17)

- 98 out of 98 bottlenecks removed from community access roads

- 4 out of 4 bridges maintained

- 16 km out of 16 km of Kashenyi-Kyakasa road rehabilitated budgeted

Partially achieved projects:

• 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

- 51km out of 58 km of district roads periodically maintained
- Construction of Administration block (partial) budgeted 90,000,000= and spent 51,360,000= (budget cut) pg. 115-116
- 8 of 9 classrooms constructed in Bweyongedde –bal of construction funds , Katungulu DAS, Mabuubi –completion of payment, Namaswanta PS

Not implemented:

- Renovation of staff quarters and latrine at Kyakasa HC II –pg 19 of AWP 2016/17.

One project, that is, construction of OPD at Bweyongedde HC II was implemented (pg. 103 of Qtr 4 Cumulative report 2016/17) yet not planned for in AWP 2016/17.

5

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

Maximum 4 points on this Performance Measure.

- 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

The following sampled projects as captured in Mubende DLG Annual performance report 2016/17 indicates a total expenditure of 898,721,000= against a budget of 866,626,000=, representing +3.7% which is within the acceptable range of Max. 15% plus or minus of original budget in the FY 2016/17:

- 1 staff house completed at Nabugondo HC II and retention paid for Madudu HC III, budgeted for 3,990,000= and spent 3,990,000= pg. 103 of Annual performance report 2016/17
- Constructed two 3-classroom block at Kamusene and Mugungulu Seed SS, budgeted for 650,000,000= and spent 650,000,000= pg. 108
- 98 bottlenecks removed from community access roads, budgeted for 142,636,000= and spent 142,636,000= pg. 112
- 4 out of 4 bridges maintained
- 51km out of 58 km of district roads periodically maintained
- 16 km out of 16 km of Kashenyi-Kyakasa road rehabilitated, budgeted (all three activities above) 70,000,000= and spent 102,095,000= pg. 115
- Two 5-stance drainable latrines constructed in Lubaali and Kalonga trading centres (Lubaali instead of Bukuya), budgeted 41,000,000= and spent 41,968,000= pg. 119

		<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>Based on the sample below drawn from Mubende DLG Annual performance report FY 2016/17 the LG budgeted 1,043,732,000= and spent 1,066,917,000=, representing 102.2%, for O&M of infrastructure:</p> <ul style="list-style-type: none"> 1 fish pond handling slab at Bukuya rehabilitated budgeted for 4,997,000= and spent 2,131,000= pg 96 of Annual performance report 2016/17 98 out of 98 bottlenecks removed from community access roads budgeted for 142,636,000= and spent 142,636,000= pg. 112 4 out of 4 bridges maintained; 51km out of 58 km of district roads periodically maintained; 225km out of 277 km of district roads routinely maintained. All the 3 above budgeted for 826,099,000= and spent 820,055,000= pg. 112-114 16 km out of 16 km of Kashenyi-Kyakasa road rehabilitated budgeted 70,000,000= and spent 102,095,000= pg. 115
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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"> Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	0	<p>All HoDs personal files were available and viewed. A standard list of appraisal guidelines was also verified and confirmed as used to appraise all HoDs as standard. Out of 14 Heads of Departments and main units, appraisal reports and agreements indicate that only 9 out of 14 were appraised. This represents 64% of appraisals of HoDs in Mubende district.</p>
		<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	0	<p>There are supposed to be 14 heads of Departments, HoDs according to the new structure. Out of these 14 positions, only 8 are substantively appointed and the rest (7) are on assignment as acting staff in those positions according to personnel documents reviewed from their personal files. This represents 57% of filled positions and conducted in line with standard guidelines and 43% of positions not filled.</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>According to DSC minutes and submission lists viewed in Mubende, a total of 64 positions were submitted for recruitment at DSC. Submission lists were dated and referenced as follows:</p> <p>25th Jan 2017, 9th Feb. 2017, 20th Feb 2017, 10th Oct 2017, 9th May 2017, 10th May 2017, 20th May 2017, 25th May 2017 and 12th June 2017 all with ref number CR/MUB/156(1) and each ne of them signed by CAO, These submission viewed indicate that all the 64 positions were considered for recruitment. That is 100%.</p>
		<ul style="list-style-type: none"> • Evidence that 100 percent of staff submitted for confirmation have been considered: score 1 	1	<p>Submission lists for confirmation viewed at DSC indicate that 129 cases were submitted from CAO's office. A list of confirmed staff during FY 2016/7 indicated that all 129 staff submitted were confirmed. It was not possible to find record of any staff submitted but with pending confirmation.</p>
		<ul style="list-style-type: none"> • Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1 	1	<p>According to the submission lists looked into for Mubende district, 15 cases were submitted for disciplinary action. During FY 2016/7. Minute extracts of the same FY 2016/7 confirm that all the 15 cases were considered and handled to conclusion.</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>A summarised list of staff recruited during FY 2016/17 indicates that 15 staff submitted and recruited. Comparing this list with staff with the salary payroll, all the 15 recruited batch of staff accessed salary payroll within the first and second month of recruitment. Pay slips of some of these staff also confirmed. Examples: Asst. Veterinary Officer, Lubega Fred, was recruited by appointment latter dated 23rd Feb 2017 and accessed salary payroll in March 2017; Driver, Hassan Moses, was appointed by letter dated 23rd Feb 2017 and accessed salary payroll in March 2017. Therefore, all 15 staff recruited within FY 2017/16 accessed salary payroll within 22 or less months of recruitment. That $15/15 \times 100 = 100\%$.</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	<p>Coincidentally, there were also 15 staff who retired during FY 2016/17 in Mubende district according to the list of retired staff viewed. None of the retired staff during FY 2016/7 accessed pension payroll within 2 months apart from a one staff by the names of Bamuloga James Kayita.. This staff retired on 26th May 2017 as shown by his send off letter and accessed pension payroll in June 2017 as confirmed by his name being listed on the June pensions payroll. Hence 1 out of 15 represents a percentage of 6.6%.</p>
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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>The district LG OSR reduced by 26% from UGX 1,253,084,757 in the FY 2015/16 to UGX 927,368,505 in the FY 2016/17. (Source: Mubende District Final accounts for FY 2015/16 and FY 2016/17).</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. 	2	<p>The actual/budget revenue collection ratio for the FY 2016/17 was 94% (UGX 927,368,505/987,271,307). This resulted in a budget variance of 6% which is lower than 10%. (Source: Wakiso District accounts for FY 2016/17)</p>

11	Local revenue administration, allocation and transparency Maximum 4 points on this performance measure	<ul style="list-style-type: none"> Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	2	There was evidence that the DLG collected at UGX 96,348,500 in Local Service Tax at the District Headquarters and remitted 100% of the revenue (UGX 7,467,500) belonging to Mubende Municipality and retained UGX 88,881,000 out of which UGX 57,768,571 was remitted to Sub-Counties (65%). The district was therefore compliant in remitting the statutory revenues to the LLGs.
		<ul style="list-style-type: none"> Evidence that the LG is not using more than 20% of OSR on council activities: score 2 	2	The LG spent UGX 238,399,000 in the FY 2016/17 on Council allowances and emoluments compared to UGX 1,253,084,757 collected in the FY 2015/16. This was 19% of OSR for the FY 2015/16 (less than 20%) as per the Local Governments Act CAP 243. (Source: the Mubende DLG final accounts for the FY 2015/16 and FY 2016/17

Assessment area: Procurement and contract management

12	The LG has in place the capacity to manage the procurement function Maximum 4 points on this performance measure.	<ul style="list-style-type: none"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	2	<ul style="list-style-type: none"> Evidence shows the substantive appointment of the Senior Procurement Officer on 1 February 2008 (DSC Min 41/2007 (41.1.2)) and the Procurement Officer on 13 May 2013 (DSC 21/2013(b)(1)(2013).
		<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	The minutes and reports of the TEC were contained in the procurement files e.g. Evaluation Report for the construction of a 2-classroom block at Byamirizi Primary School Mube541/WRKS/16-17/00012 signed on 18 October 2016 recommended Sakal Investments Ltd.
		<ul style="list-style-type: none"> Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	1	The Contracts Committee minutes were available and evidence shows that the Contracts Committee considered the recommendations of the TEC. E.g. Contracts Committee meeting of 18 October 2016 considered and approved the recommendations of the TEC and awarded the contract for the construction of a 2-classroom block at Byamirizi Primary School (Mube541/WRKS/16-17/00012) to Sakal Investments Ltd.

		<ul style="list-style-type: none"> For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2. 	2	<ul style="list-style-type: none"> Sampled projects indicate the procurement thresholds were adhered to in FY 2016-17. E.g Open Bidding (OB) for contract for Partial completion of storied office block at district HQ valued at UGX 98,986,510 and Drilling of three production boreholes valued at UGX 88,373,800 are within the OB threshold of more than UGX 50,000,000. Contracts for Partial renovation of engineering offices at district HQ valued at UGX 45,940,881, construction of 2-classroom block at Don Bosco P/S valued at UGX 38,190,936 and Completion of 2-classroom block at Bweyongedde P/S valued at UGX 32,406,675 are within Selective Bidding threshold of not exceeding UGX 50,000,000.
15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	2	<ul style="list-style-type: none"> Works projects had copies of Certificates of Works for Civil Works and Interim Certificates, where applicable, certified by the District Engineer. E.g Interim Certificate signed on 10 May 2017 for contract Mube541/Wrks/16-17/00012.
		<ul style="list-style-type: none"> Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	0	<p>Project sites visited had no site boards (e.g. new Administration block at the district HQ and piped water system in Kalonga).</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"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	4	<p>All the monthly reconciliations for the FY 2016/17 and those for the period July to December 2017 were in place. They were all signed by the sector accountants and verified by Chief Finance Officer.</p>
17	<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If the LG makes timely payment of suppliers during the previous FY – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	2	<p>A sample of 12 transactions from departments showed that all payments were fully within the period of payment timelines of 30 days as indicated in Contracts. The range of payment timeline for the sampled vouchers was from 1 day to 26 days which was within the maximum recommended period of 30 days.</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>The Head of Internal Audit department (Mr Kiwalabye Godfrey) was substantively appointed a Senior Internal Auditor on 20th February 2015 under DSC/5/2015(c) in a letter signed by the then CAO. He is therefore at the the level of a substantive Senior Internal Auditor as required by the LGPA Manual.</p> <p>The District Internal Audit department also produced all the four quarterly internal audit reports.</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. 	2	<p>There was evidence that the LG provided information to Council and LGPAC on the status of implementation of internal audit findings. The District Internal Auditor had produced and submitted the 1st quarter, 2nd quarter, 3rd quarter and 4th quarter to LGPAC on 18th October 2016, 16th January 2017, 20th April 2017, and 20th July 2017 respectively to the LGPAC, CAO and the Chairperson LCV. The final quarterly internal audit reports which indicated the status of implementation of the audit findings, were duly acknowledged by the relevant offices.</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	The Accounting Officer and the LGPAC received all the internal audit but the LGPAC discussed only the first quarterly internal audit report.
19	<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an up-dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	4	The LG maintains updated assets registers in accordance with the LG accounting manual format. The latest update on the assets register was the entry of the following District Road equipment of a FUSO DUMP Truck Reg No UG2228W acquired on 25th January 2018 from the Ministry of Works and Transport. There was no evidence of any other asset that was not registered in the Assets Register.
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	The LG received unqualified audit opinion on the financial statements for the FY 2016/17. (source: The OAG audit report for the FY 2016/17 for the District)
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>			<ul style="list-style-type: none"> • The following sets of Minutes of District Council meetings reviewed for FY 2016/17 confirmed that the Council discussed service delivery related issues including TPC reports, workplans and budgets and laws: <ul style="list-style-type: none"> a) Meeting of 27 October 2016 considered passing of the bill for an ordinance on Maize Quality Bill No. 1 of 2016 Mubende District; and motion for approval of supplementary budget for 2016/17 (DICOSS 6,766,000); Comprehensive Education Science Technology & Sports 6,957,500; Emergency road works 60,000,000 YLP 622,332,623=, UWEP 408,476,197= under Min. 04/04/10/2016; Standing Committee reports (Education, Health & Sanitation; Community Services; Production Marketing and Natural Resources; Works and Technical Services;

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

0

Finance Planning Administration and Investment) under Min. 05/03/10/2016

b) Meeting of 28 February 2017 approved supplementary budget of 200,000,000= (URF) under Min. 04.3/02/06/2017 for emergency road works on Kyakatebe –Mirembe road

c) Meeting of 28 April 2017 approved supplementary budget (wage) of 737,692,490= of which 121,419,292= for Health 577,416,878= for Education and 38,856,320= for Public sector under Min. 06.4/04/06/2017 ; considered Standing Committee reports (Production Marketing and Natural Resources; Finance Planning Administration and Investment; Community Services; Education, Health & Sanitation; ; Works and Technical Services) under Min. 08/04/07/2017; Laying on table the district budget estimates FY 2017/18 under Min. 10/04/07/2017

d) Meeting of 28 May 2017 approved replacement of rehabilitation of 2 classroom block at Kayebe PS (Kitenga SC) with Kitaama PS Bugonzi parish (equitable resource allocation since Kayebe parish had been supported by World Bank), and replacing rehabilitation of 2 classroom block at Kampiri –Myanzi to Nzonsinga Kiganda because Myanzi SC had been supported by World Bank under Min. 06/05/08/2017; approved the district budget estimates FY 2017/18 under Min. 07/05/08/2017 .

However no evidence was reviewed of discussion of LG PAC report.

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	<ul style="list-style-type: none"> The District Information Officer, Mr. Kadumye Jackson, had been assigned by the CAO in a letter dated 11th January 2016 as Complaints Desk Officer under reference no. CR/MUB/1263 to coordinate response to feedback (grievances /complaints) The following was evidence that response to the citizens complaints had been provided: <ul style="list-style-type: none"> Suggestion box was in use and some complaints received through it had been responded to, for instance a complaint by casual labourers (not dated) had been forwarded to the Labour office on 6/12/2017 for further action upon which a meeting with the complainants was held on 7/12/2017 as indicated in report by Labour Officer dated 20 January 2017 under ref CD/168/1.
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: • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2</p>	0	<ul style="list-style-type: none"> LG Payroll December 2017 had been posted on notice boards at the District headquarters. District website www.mubende.go.ug was established - had information on departments, Job advertisements and Shortlists However the Pensioner Schedule was not published
		<ul style="list-style-type: none"> Evidence that the procurement plan and awarded contracts and amounts are published: score 1 	1	<ul style="list-style-type: none"> Procurement plan and awarded contracts and amounts (FY 2017/18) were published on the notice boards at the District headquarters.
		<ul style="list-style-type: none"> Evidence that the LG performance assessment results and implications, are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	0	<p>N/A. The Central Government did not conduct the Annual Performance Assessment for LGs in FY 2016/17</p>

24	<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	1	<p>Mubende DLG had communicated and explained guidelines, circulars and policies to LLGs and was demonstrated by:</p> <ul style="list-style-type: none"> Fact that in the DTPC meeting of 13th October 2016 (attended by LLG staff -SAS) the Unconditional grant/LGNSD IPFs and guidelines were disseminated under Min. 2/13/10/2016. Acknowledgement of receipt of the DDEG guidelines 2017/18 dated 2017 by Senior Accounts Assistants of LLGs was also reviewed.
		<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	<ul style="list-style-type: none"> Report for radio talk shows held in Quarter I FY 2016/17 by District Information Officer, Mr. Kadumye Jackson, dated 30 September 2016 under ref CR/MUB/206 and another dated 20 April 2017 was reviewed. Also pg. 98 of Qtr 4 Cumulative consolidated district report indicates that 21 radio talk shows were held under production sector. Report of Baraza held on 23rd September 2016 at Bagezza SC prepared by DIO was reviewed.

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> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG gender focal person has provided guidance and support to sector departments to mainstream gender into their activities score 2. 	2	<ul style="list-style-type: none"> The minutes (dated 13 March 2017) of one day gender mainstreaming workshop held in March 2017 indicate that the gender focal person provided support and guidance to departments to mainstream gender into their activities.
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		<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • Community Development Services Work Plan indicate that the Gender focal person has planned activities for FY 2017-18 and include training for community development workers and gender focal persons at the district in all 11 departments an 18 LLGs, support to women's councils and Uganda Women Entrepreneurship Programme. • An analysis of budget performance for gender activities shows that 99% of FY 2016/17 budget was used (Community Development Services for LLGs= 195.8%, Women Councils =99.0%, Gender Mainstreaming = 7.3%; Pages 138, 138, 130 respectively of Quarter 4, Local Government Quarterly Performance Report 2016/17, Vote: 541 Mubende).
26	LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition	<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	<ul style="list-style-type: none"> • Available reports indicate that environmental screening was done for projects. Reports also indicate the environment/social impact and the mitigation measures. E.g. environmental report dated 15 Sep 2016 for 5-stance pit latrines constructed at eight primary schools.
	Maximum 6 points on this performance measure	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management plans in the contract bid documents: score 1 	1	Environmental and social management plans are included in BOQ of the project e.g. for the construction of staff house and five stance VIP pit latrine at Kattambogo P/S.
		<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	1	There was evidence of ownership of land where projects were implemented e.g. Agreement from Lwegula, Buswasera villages for boreholes. There is also evidence that the LG is taking steps to secure land where there is investment e.g. on-going process of titling the land under Lukaya and Katongole valley tanks (Letter Ref CR/MU/9/1027 dated 29 September 2017 signed by the Ag. Senior Land Management Officer).

	<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	2	Environmental and Social Mitigation Certificates were available e.g. Certificate Form No. 08/17 (undated) for drainable pit latrine at Kalonga and Certificate Form 04/24th/October/2017 for Kalonga piped water system (Phase 1).
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LGPA 2017/18

Educational Performance Measures

Mubende District

(Vote Code: 541)

Score 70/100 (70%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human Resource Management				
1	<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school for the current FY: score 4 	4	<p>The staff lists and list of schools (submitted to the CAO on 12 Jan 2018), indicate that the Education Department has budgeted for a head teacher and at least 7 teachers per school in 134 primary schools out of 194 government-aided schools in Mubende district. There are 54 schools with less than 7 teachers each.</p> <p>According to list of schools and staff lists availed for verification, 175 head teachers and a minimum of 7 teachers per school have been deployed in the current FY 2017/18, while 17 head teachers are still in caretaker positions.</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 <ul style="list-style-type: none"> If 100% score 6 If 80 - 99% score 3 If below 80% score 0 	3	<p>As per LG approved structure, wage bill provision and HRM Register availed for verification, 85 % of the structure for teachers with wage bill provision has been filled.</p>

3	<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	6	<p>The approved Local Government structure for Mubende district has 4 positions for inspectors of schools, all of which are substantively filled as per staff list and the wage bill provision provided for verification.</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>The recruitment plan submitted on 10 Nov 2017 to the HRM for the current FY 2017/18, indicates that there are 241 positions for teachers to be filled categorised as follows: - 7 vacancies for head teachers; 80 deputy head teachers; 20 senior education assistants; 134 education assistants.</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>The recruitment plan submitted on 10 Nov 2017 to the HRM for the current FY 2017/18, indicates that there are 2 positions for inspectors - 1 Sports Officer and 1 Officer in charge of Special Needs education.</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>	0	<p>Out of the four School Inspectors in Mubenede, as shown by the list of inspectors and personnel files. only 1 out of 3 eligible inspectors is appraised.. One staff, Ssekyambalo Joseph was appraised as per appraisal report and agreement dated 4th July 2017. One Inspector of Schools, Mabirizi Muhamed, having recruited/appointed on 16th Oct 2017 was not yet eligible for appraisal. Therefore 1 out of three eligible inspectors for appraisal represents a percentage of 33.3%.</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	0	A sample of 10% of 193 schools was made i.e. 19.3 Primary Schools. Thus personal files of 20 Head Teachers were presented and analysed. Reviewing these 20 personal H/Teachers' files, appraisal reports were found for only 13 head teachers. This list of Head Teachers and appraisal reports and agreements shows that 13 out of 20 is a percentage of 65%. And those head teachers not appraised represent 35%
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Assessment area: Monitoring and Inspection

6	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	1	Communication between the education department and the schools is on regular basis, evidenced by the list of distribution of various guidelines, circulars and policy documents signed by the head teachers.
		• 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	Meetings between the education department and the head teachers to explain and sensitise on the guidelines, etc are regularly held, eg meetings dated: - 19 Sept 2017; - 20 Nov 2017; - 20 Dec 2017.
7	The LG Education Department has effectively inspected all private and public primary schools Maximum 12 for this performance measure	• 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.	6	Inspection of schools is regularly done (at least once a term) according to inspection reports of: - 28 Feb 2017; 31 May 2017; 30 June 2017; 28 April 2017; 5 July 2017; 31 March 2016. The current inspection coverage for both public and private schools stands at 70%.

8	LG Education department has discussed the results/reports of school inspections, used them to make recommendations for corrective actions and followed recommendations	<ul style="list-style-type: none"> Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	4	Evidence shows that inspection reports for the previous FY 2016/17 were discussed and recommendations for corrective action made. Minutes of the disciplinary committee meetings held on: 18 July 2017; 7 Sept 2017; and communications made 2 April 2017 from IS to DIS; 1 June 2017 from DIS to DEO; 4 June 2017 from DEO to the Education Officer on disciplinary action to be taken on errant teachers attest to this findings
	Maximum 10 for this performance measure	<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	Evidence of submission of inspection reports to DES exists, verified by the following reports: - Quarter 3 report dated 31 March 2017; - Quarter 2 report dated 30 Dec 2016; - Quarter 4 report dated 3 Jul 2017
		<ul style="list-style-type: none"> Evidence that the inspection recommendations are followed-up: score 4 	4	Monitoring reports dated 30 Sept 2016 for quarter 1, and 5 June 2017 for quarter 2 are indications that inspection recommendations are followed up to establish compliance with the recommendations.
9	The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data: o List of schools which are consistent with both EMIS reports and OBT: score 5 	5	Statistical data on schools were examined and found to be consistent with EMIS & OBT requirements, confirmed by submissions of: - 25 Jul 2016; 25 April 2017, and 6 Nov 2017.
	Maximum 10 for this performance measure	Evidence that the LG has submitted accurate/consistent data: • Enrolment data for all schools which is consistent with EMIS report and OBT: score 5	5	EMIS reports obtained from the MoES were reviewed against the performance contract for the current FY 2017/18. Enrolment levels for classes for 2017/18 were availed and checked. The information thus obtained was found to be consistent with EMIS report and OBT
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

Maximum 4 for this performance measure

• 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

0

The minutes of the Education and Health Standing Committee meetings reviewed confirmed that the Committee held meetings and discussed service delivery issues:

- Meeting of 29 July 2016 discussed Sector progress reports for Health and Education under Min. 06/07/2016.
- Meeting of 1 December 2016 discussed Sector progress reports for Health and Education under Min. 08/03/12/2016 and selection of Board of Governor representatives from District Council to Secondary School Boards under Min. 09/3/12/2016.
- Meeting of 15 May 2017 discussed Annual workplan and budget for FY 2017/18 under Min. 06/21/06/2017 and Sector progress reports for Education and Health under Min. 07/03/2/2017

However it was not evident that Committee had discussed LG PAC reports.

		<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that requires approval to Council: score 2 	2	<p>Review of the minutes of the District Council of the following dates evidenced that the Education Health and Sanitation Committee presented to the District Council education-related issues that required approval of Council:</p> <p>a) Meeting of 27th October 2016 considered motion for approval of supplementary budget for 2016/17 including Comprehensive Education Science Technology & Sports 6,957,500= under Min. 04/04/10/2016</p> <p>b) Meeting of 28th April 2017 approved supplementary budget of 737,692,490= (wage) of which 577,416,878= for Education and 38,856,320= under Min. 06.4/04/06/2017 and laying on table the district budget estimates FY 2017/18 under Min. 10/04/07/2017</p> <p>c) Meeting of 28th May 2017 considered Education, Health & Sanitation Committee report – approved replacement of rehabilitation of 2 classroom block at Kayebe PS (Kitenga SC) with Kitaama PS Bugonzi parish (for equitable resource allocation since Kayebe parish had been supported by World Bank), and replacement of rehabilitation of 2 classroom block at Kampiri –Myanzi to Nzonsinga Kiganda because Myanzi SC had been supported by World Bank, under Min. 06/05/08/2017 and approval of the district budget estimates FY 2017/18 under Min. 07/05/08/2017.</p>
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>	3	<p>Schools have had established, well-constituted and functional SMCs. However, a circular from the DEO dated 21 Aug 2017 reminding schools of the expiry of SMCs due 13 Jul 2017 required all schools to constitute new SMCs by 5 Sept 2017. Currently, 108 schools have so far picked letters from the education department to formalise new SMCs formed; 81 schools are yet to pick their letters, while 3 schools lack minutes to authenticate their SMCs. So, in brief, presently 97% of schools have functional SMCs.</p>

12	<p>The LG has publicised all schools receiving non-wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all schools receiving non-wage recurrent grants e.g. through posting on public notice boards: score 3 	3	<p>Lists of all schools receiving non-wage recurrent grants have been posted on the public notice boards at the district headquarters and in the DEO's office.</p>
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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	<p>Procurement request for 2017/18 by the education department was presented for review and it showed that submission was made to PDU before due date of April 30th.</p>
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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>The education department certified and recommended payments to suppliers on time. A sample of 3 payment vouchers and 3 LPOs which were examined and compared with the payments registrar indicated that payments were made within a range of 8 days and 25 days compared to maximum period of 30 days indicated in the LPOs .</p>
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Assessment area: Financial management and reporting

		<ul style="list-style-type: none"> • Evidence that the School Management Committee meet the guideline on gender composition: score 1 	1	<p>The lists of SMCs availed from the DEO's office indicated that the SMCs fulfilled the guidelines on gender composition. This information was verified true from reviewing lists of selected schools namely Kibalinga Primary School; Nabibungo Primary School; Biwanga Primary School; and Mubende Army Tiger Primary School.</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"> • Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 3: 	0	<p>No evidence of collaboration between the education department and that of environment on issues of environmental management in schools.</p>



LGPA 2017/18

Health Performance Measures

Mubende District

(Vote Code: 541)

Score 66/100 (66%)

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	<p>- The total wage budgetary allocation for 2016/17 was 2,459,834,000/= and 2,540,780,000/= (103%) was spent on salaries</p> <p>- While 103% of the wage budgetary allocations were utilised, and technical staffing level was 87%, while support staffing level was at 15%, however, only 51% of the established positions were filled.</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>- There was a recruitments plan for the vacant positions, and there was a current advert in the New Vision dated January 22, 2017 is to recruit only 3 staffs, largely because the current budgetary allocations cannot permit recruitment of more staffs</p> <p>- The district in a letter of November 16, 2017 requested the MOH to upgrade the health centres from II to III and III to IV, but there is no response yet from the MOH. This will allow recruitment and some promotions to staffs who are due</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>There are 2 Health Centre 4s in Mubende district. Headed by Dr. Kizza Jude (Kiganda HC4) and Dr. Sentamu Lawrence (Kiganda HC4). Personnel files of both these in-charges when verified indicate that only one (in-charge of Kiganda HC4, Dr. Kizza was appraised by Dpty. CAO. His appraisal report and agreement were dated 31st Jan. 2017) . Hence 1 out of 2 appraisals represents 50%.</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>	<p>• 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</p>	4	<p>- Staffing tallied well with the OBT reports</p> <p>- However, the district had 111 slots of nursing assistants where only 32% of the slots were filled. The unfilled slots were largely responsible for technical staffing gap of 13%</p> <p>- Another challenge was the fact that 8 out of 18 sub-counties had only HCIIIs yet they should have had HCIIIs. Two other facilities of Kasambya HCIII and Bukuya HCIII should technically be uplifted to HCIVs, based on catchment population yet all these transitions hadn't been done due to low budgetary allocations</p>

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 	0	<p>- At the DHOs Office there was no evidence available to confirm that all guidelines had been communicated. However, on visiting Kitenga HCIII, Kalonga HCIII, Kibalinga HCIII, Nabingola HCIII and Kiganda HCIV, guidelines for HIV, TB, Malaria and malnutrition were in place.</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>- There was a report to indicate that the DHO had trained a proportion of the facilities on Sanitation guidelines. However, this was done in the current financial year (Report dated March 14, 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>- The quarterly reports were available and provided evidence that the 2 HCIVs in the district were supervised quarterly</p>
		<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</p>	1	<p>- There was supervision being done especially for activities done by implementing partners. 60% of the of the facilities had been supervised through the integrated approach for the year 2016/17.</p>
7	<p>The Health Sub-district(s) have effectively provided support supervision to lower level health units</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that health facilities have been supervised by HSD and reports produced: • If 100% supervised score 6 points • 80 - 99% of the health facilities: score 4 • 60 - 79% of the health facilities: score 2 • Less than 60% of the health facilities: score 0</p>	0	<p>- Due to financial constraints supervision at HSD were jointly done with the DHO and 60% of the facilities were supervised.</p>

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

- In a DHT meeting of July 11, 2016, the issue of cold boxes being removed from the veranda of the stores at the district was discussed

- Report of Aug 2016 by Malaria, HIV and district biostatistician recommended remodeling or reconstructing record stores at health facilities

- August 2016 - facilities of Kyakiddu, Kabbo, Kabowa HCIIIs were found in a dilapidated state which required closure and serious renovations. The renovations are being done by Rosco constructors Ltd according to letter of Oct 23, 2017

		<ul style="list-style-type: none"> • Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	6	<ul style="list-style-type: none"> - In a DHT meeting of July 11, 2016, the issue of cold boxes being removed from verandah of the stores at the district was discussed- and this was followed up and renovation of the stores is being done - Report of Aug 2016 by Malaria, HIV and district biostatistician recommended remodeling or reconstructing record stores at health facilities - this was followed up and Mildmay has constructed records offices at Madudu HCIII, Nabingola III, Kasanda - August 2016 - Kyakiddu, Kabbo, Kabowa HCIIIs were found in sorry state and dilapidated state which required closure and serious renovations. The renovations are being done by Rosco constructors Ltd according to the letter of October 23, 2017 - Solar was also provided for facilities that were found in without sufficient lighting
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: o List of health facilities which are consistent with both HMIS reports and OBT: score 10 	10	<ul style="list-style-type: none"> - All the 55 facilities that receive PHC were reflected in the HMIS forms. But the HMIS form was longer because it includes returns from some Private-for-profit facilities
Assessment area: Governance, oversight, transparency and accountability				

10

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

Maximum 4 for this performance measure

• 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

0

The minutes of the Education, and Health Standing Committee meetings reviewed confirmed that the Committee held meetings and discussed service delivery issues:

• Meeting of 29th July 2016 discussed Sector progress reports for Health and Education under Min. 06/07/2016.

• Meeting of 29th March 2017 discussed Sector progress reports for Health and Education under Min. 06/03/06/2017

• Meeting of 15th May 2017 discussed Annual workplan and budget for FY 2017/18 under Min. 06/21/06/2017 and Sector progress reports for Education and Health under Min. 07/03/2/2017

However it was not evident that Committee had discussed LG PAC reports.

		<p>• Evidence that the health sector committee has presented issues that require approval to Council: score 2</p>	2	<p>Review of the minutes of the District Council of the following dates evidenced that the Education Health and Sanitation Committee presented to the District Council education-related issues that required approval of Council:</p> <p>a) Meeting of 27 October 2016 considered motions from the DEC including final reading and passing of the bill for an ordinance on Maize Quality Bill No. 1 of 2016 Mubende District;</p> <p>b) Meeting of 28 April 2017 approved supplementary budget (wage) of 737,692,490= of which 121,419,292= was for Health under Min. 06.4/04/06/2017 ; considered Standing Committee report on Education, Health & Sanitation under Min. 08/04/07/2017 and Laying on table the district budget estimates FY 2017/18 under Min. 10/04/07/2017</p> <p>c) Meeting of 28 May 2017 considered Standing Committee report on Education, Health & Sanitation under Min. 06/05/08/2017; approved the district budget estimates FY 2017/18 under Min. 07/05/08/2017.</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): • If 100% of randomly sampled facilities: score 5 • If 80-99% : score 3 • If 70-79%: : score 1 • If less than 70%: score 0</p>	1	<p>- Some HUMCs had expired but a circular of August 21, 2017 instructing facilities to ensure appointment of new committees was sent out. The process of training has started. Up to 5 HUMCs have been trained according to report of December 4, 2017. Three out of five facilities visited had functional HUMCs (75%)</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>- The PHC fund allocation list for recipient facilities was available on notice board</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>- An electronic procurement for both 2016/2017 and 2017/18 was available and the hard copy for 2018/19 which was processed by April 30.</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>- PP1 request was available for 2016/17 prepared in time.</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>- There was a file with order forms with all the hard copies for all facilities</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>The LG Health department certified and recommended payments to suppliers on time. Sample of 3 payment vouchers and contracts indicated that payment was made between 3 days and 28 days respectively compared to maximum period of 30 days indicated in the contracts and LPOs.</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"> • Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	0	<ul style="list-style-type: none"> • Evidence of actual date of submission to Planning unit was lacking but evidence of sign off on the relevant section in the reports reviewed for: <p>Quarter I report: 31/10/2016</p> <p>Quarter II report: 15/02/2017</p> <p>Quarter III report: 19/05/2017</p> <p>Quarter IV report: 23/07/2017 was past the due date of mid-July</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	<ul style="list-style-type: none"> • The status of implementation of health department's internal audit findings were submitted by the CAO to the Ag DIA on all the four quarters in the FY 2016/17.
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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"> • Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines: score 2 • Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2 	2	<ul style="list-style-type: none"> - There is a female on all HUMCs that were visited. - The guidelines on how manage waste were in place developed locally for Mubende district - There was a Report of March 14 where 5 health facilities were trained in waste management
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. 	2	<ul style="list-style-type: none"> - Assessment of the facilities was done in 2017 in a report that was signed on October 27, 2017 where the status of sanitary facilities in Mubende district was reviewed. There were SOPs for medical waste management in facilities



LGPA 2017/18

Water & Environment Performance Measures

Mubende District

(Vote Code: 541)

Score 79/100 (79%)

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>Mubende district has safe water coverage of 30% as per the Uganda Water Atlas 2017. It has 6 sub counties that are below the district coverage and these are: Bagezza 17%, Butoloogo 25%, Kiganda 23%, Kalwana 23%, Kitumbi 26%, Manyogaseka 5%, while 11 sub counties are above the district safe water coverage and they are: Bukuya 39%, Kibaliga 31%, kassanda 63%, Kiyuni 59%, Madudu 46%, Makokoto 55%, Nyanzi 83%, Nalutuntu 38%, Kasambya 32%, Kitenga 31% and Kigando 35%.</p> <p>As evidenced in the AWP FY 2017/18 submitted to MWE dated 24th July 2017 2017 all the 6 sub counties that are below the coverage were budgeted for.</p>

2	<p>The LG Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY: score 15 	<p>Annual Progress report for the previous financial year (2016/17), that was submitted to MoWE dated 24th July 2017, was reviewed and found out that:</p> <p>4 deep boreholes were drilled in Bagezza S/C, 4 deep boreholes were drilled in Butoloogo S/C, 1 borehole was drilled in Kiganda S/C, 4 deep boreholes were drilled in Kalwana S/C, 5 bore holes were drilled in Kitumbi S/C, 4 Deep boreholes were drilled in Nabingoola S/C with support from an NGO called Wells of life and DWSC grant.</p> <p>For Manyogaseka the district requested MoWE on 18th May 2015 to support them with valley tanks since all other technologies could not work but still waiting for their response.</p> <p>Therefore Sub counties below the district safe water coverage were targeted and implemented.</p>
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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.</p> <ul style="list-style-type: none"> 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>As evidenced in the DWO file, 962(nine hundred and sixty two) visits were done as follows:</p> <p>Four hundred seventy two (472) visits were done to shallow wells. Three hundred seventy seven (377) visits were done to Deep bore holes. Eighty-three (83) visits were done to deep bore holes that were rehabilitated and those to be rehabilitated. Thirteen (13) visits were done to production wells. Seventeen (17) visits were done top piped water systems.</p> <p>out of 980 water facilities in the district, a total of 962 monitoring and supervision visits were done. There fore the LG water department monitored more than 95% of the water facilities.</p>
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4	<p>The LG Water department has submitted accurate/consistent reports/data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data for the current FY: o List of water facility which are consistent in both sector MIS reports and OBT: score 10 	10	<p>MIS and performance reports were submitted on 13th Nov 2017 for the 2nd quarter current (FY) 2017/18 on functionality status and the information submitted was accurate and consistent.</p>
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 it was established that a list of procurement requests for borehole siting, design and supervision and consultancy services of 8 deep boreholes, 2 piped water systems was submitted to PDU on 25th July 2017 (2017/18) which was beyond the deadline (30th April 2017).</p>
6	<p>The DWO has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If the DWO prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 If water and sanitation facilities constructed as per design(s): score 2 	2	<p>Contract management plan was on file dated 23/Dec/2016</p> <p>Two deep boreholes were visited in Lugongwe, Binikira villages, and mini piped system (phase 1) in Kalonga village, Kitenga S/C.</p> <p>They were well installed and constructed as per design in the BOQs.</p>

		<ul style="list-style-type: none"> • If contractor handed over all completed WSS facilities: score 2 	2	Galaxy Agrotech (U) Ltd, submitted a hand over report for siting, drilling, casting and installation of 8 Boreholes under Min 30/10/16-17.
		<ul style="list-style-type: none"> • If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	2	<p>DWO Certified Galaxy Agro Tech Ltd, 23rd January 2017, Contract No. Mube 541/works/2016-17/00001, for drilling 8 boreholes.</p> <p>DWO also certified SPREAD Investment Ltd, Contract No. Mube/541/wrks/16-17/00007, for construction of 2 drainable 5 stance Latrine in Kalonga and Lubaali.</p>
7	<ul style="list-style-type: none"> • Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<ul style="list-style-type: none"> • Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	3	The LG Water department certified and recommended the contract for payments to suppliers within the recommended timelines in the contract of 30 days. Sample of 3 payment vouchers and contracts/LPOs indicated that the payment were made between 5 days and 22 days respectively compared to maximum recommended timeline of 30 days indicated in the contracts and LPOs.
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	<ul style="list-style-type: none"> • Evidence of actual date of submission to Planning unit was lacking but evidence of sign off on the relevant section in the reports reviewed for: <p>Quarter I report: 31/10/2016</p> <p>Quarter II report: 15/02/2017</p> <p>Quarter III report:19/05/2017</p> <p>Quarter IV report: 23/07/2017 was past the due date of mid-July</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	<ul style="list-style-type: none"> • The Water department did not have audit findings in the FY 2016/17.
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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 	0	<p>The minutes of the Works, Water and Technical Services Standing Committee meetings reviewed confirmed that the Committee held meetings and discussed service delivery issues:</p> <ul style="list-style-type: none"> • Meeting of 29 July 2016 discussed Sector Performance report and under Min. 06/07/2016. • Meeting of 16 May 2017 discussed Sector Workplans and Budgets 2017/18 under Min.06/05/06/2017 and Sector Progressive reports under Min. 07/4/2/2017. <p>However there was no evidence of discussion of LG PAC and submissions from the District Water and Sanitation Coordination (DWSCC).</p>
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		<ul style="list-style-type: none"> • Evidence that the water sector committee has presented issues that require approval to Council: score 3 	3	<p>Review of the minutes of the District Council of the following dates evidenced that the Works, Water and Technical Services Committee presented to the District Council water-related issues that required approval of Council:</p> <p>a) Meeting of 26 August 2016 considered Standing Committee report for Works and Technical Services under Min.05/03/08/2016.</p> <p>b) Meeting of 28 April 2017 considered Standing Committee report for Works and Technical Services under Min. 08/04/07/2017; Laying on table the district budget estimates FY 2017/18 under Min. 10/04/07/2017</p> <p>c) Meeting of 28 May 2017 considered Standing Committee report for Works and Technical Services under Min. 06/05/08/2017; approved the district budget estimates FY 2017/18 under Min. 07/05/08/2017</p>
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"> • The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2 	0	<p>Budget and the water development grant releases were not displayed on the district notice board.</p>
		<ul style="list-style-type: none"> • All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	2	<p>WSS facilities were well labelled as below:</p> <p>Binikira, Kasanda S/C, DWD 56193, DOC Mubende DLG Lugogwe, Kassanda S/C DWD 56197, Kiboga DLG</p> <p>Kalonga piped water system phase 1 2016/2017</p> <p>Constructed by Spread Investments Ltd, sponsored by Mubende DLG</p>

		<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	2	<p>Contract awards were displayed on the notice board:</p> <p>Drilling and installation of 8 hand pump boreholes in Mubende district, Mube 541/wrks/17-18/00020, Open National bidding by Ms. Galaxy Agro Tech (U) ltd, at a cost of 191,348,800.</p> <p>Drilling of 2 production wells in Lubaali Trading Centre, Mube 541/wrks.17-18/00021, Open National bidding, Ms. Galaxy Agro Tech (U) ltd, at a cost of 58,268,400/</p> <p>Construction of Kalonga piped water system in Kalonga Trading centra/Parish, Kitenga Sub county-Phase II. Mube 541/wrks/17-18/00021, open National Bidding, Ms. Spread Investments Ltd at a cost of 268,572,484/-</p> <p>Siting, design and drilling supervision for ten (10) boreholes in various places of Mubende District. Mube 541/wrks/17-18/00002, Open National Bidding, My Dropline (U) Ltd at a cost of 28,320,000/-</p>
12	<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 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 	1	<p>There was evidence that community applications were on file from Kalonga B village (Kitenga S/C) and Kasaana Prim village in Myanzi S/C, Muyenje village in Myanzi S/C, Kanzira village in Myanzi S/C, Kalembe village Katenga S/C.</p>
			0	<p>Five water facilities were visited but there was no evidence of O&M collections collected.</p>
Assessment area: Social and environmental safeguards				

13	<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<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 	2	<p>Environmental screening was done (FY) 2017/18 by the District Environment Officer. The report was submitted to the CAO through the DWO on certification number, 01/24/10/2016 for drilling a production well in Bukuya, 02/24/10/2016 for drilling a production of Kalonga and 04/24/10/2016, for the construction of Kalonga piped system.</p>
		<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	<p>There was no evidence that environmental concerns raised were followed up in all the contracts signed.</p>
		<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	0	<p>In the contracts signed with Spread Investment Ltd, there was no clause on environmental protection.</p>
14	<p>The LG Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women as per the sector critical requirements: score 3 	3	<p>Five WSCs from five villages were sampled in the report on file in DWOs office and they all had 50% women on the committees that is:</p> <p>Kiteera 5 males 4 females, Kanziira 4 males 5 females, Lwengula 5 Males 5 females, Buswabwera 3 Males 5 Females, Kyantamba 5 Males 4 Females.</p>
15	<p>Gender- and special-needs sensitive sanitation facilities in public places/RGCs.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	0	<p>One VIP latrine was visited at Kalonga H/C, Katenga S/C. Mubende DLG funded it. It has separate stances but not labelled (Gents, Ladies).</p> <p>However, there is a ramp for PWDS but with no adequate access.</p>