



LGPA 2017/18

Accountability Requirements

Rakai District

(Vote Code: 549)

Assessment	Compliant	%
Yes	3	50%
No	3	50%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Assessment area: Annual performance contract			
LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.	xxx	<ul style="list-style-type: none"> Rakai DLG submitted to MoFPED Final Performance Contract FY 2017/18 on 7th/7/2017 while the Draft was submitted on 18th/05/2017. 	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"> Rakai DLG submitted to MoFPED a Budget for FY 2017/18 that included a Procurement plan on 18th/05/2017. 	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"> Rakai DLG submitted to MoFPED the Annual Performance Report for FY 2016/17 on 08th/08/2017. 	No
LG has submitted the quarterly budget performance report for all the four quarters of the previous FY; PFMA Act, 2015)	xxxxxxx	<ul style="list-style-type: none"> Rakai DLG submitted to MoFPED all the 4 Quarterly budget performance reports on the following dates: Quarter I: 2nd/11/2016 Quarter II: 17/02/2017 Quarter III: 18th/05/2017 Quarter IV: 08th/08/2017 It is evident that quarter IV report was submitted past the due date. 	No
Assessment area: Audit			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General or Auditor General findings for the previous financial year by April 30 (PFMA s. 11 2g). This statement includes actions against all findings where the Auditor General recommended the Accounting Officer to take action (PFMA Act 2015; Local Governments Financial and Accounting Regulations 2007; The Local Governments Act, Cap 243).</p>	<p>XXXXX</p>	<p>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 CR.251/3, dated 22nd March 2017 and was received by the Directorate of Internal Audit, MOFPED on 23rd March 2017. This was before the deadline of 31st April 2017.</p> <p>All the 6 findings in the internal audit report for the FY 2015/16 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

Rakai District

(Vote Code: 549)

Score 58/100 (58%)

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 constituted in CAO's communication dated 19th/02/2013 under ref. CR/156/4 • Only one set of Committee minutes (14th/12/2017) held recently was reviewed, while all other minutes availed were for 2015, 2014 and 2013. • Registration book was in place first entry dated 21st/12/2006. • Some building plans had been approved within 28 days of submission while others were approved past that period. For instance in meeting of 14th/12/2017 plans for Eaton Towers and Kisa Outreach submitted on 27th/11/2017 and for Kiganda SSS submitted on 26th/10/2017 were approved.
		<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 (PDP) was not in place. However Rakai TC had approved PDP 2008-2018 which was due to expire. • Though 1 (commercial building along Main street, Nakayiwa Resty) out of the 4 investment plans sampled was said to have been approved no evidence to that effect was availed. Two developers had not at all submitted building plans for approval. This included an residential house investments by Katende Isaac which contravened the planned land use of commercial for this area, and, recreation centre by the cultural leader Kamuswaga in a planned open public space.
2	<p>The prioritized investment activities in the approved AWP for the current FY are derived from</p>			<p>The report of the Budget conference held on 2nd/11/2016 (annex of presentations) gave the following priorities for FY 2017/18 which were also contained in the AWP for the said year:</p>

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

Management and support services (pg. 57-58 of BC and on pg. 8 of AWP)

Production sector (pg. 36 of BC and on pg. 14 of AWP)

- Conduct 18 visits to LLGs as political monitoring/supervision; Conduct 16 field technical extension visits in each LLG; Hold 02 agricultural promotion events; Operate and maintain Production machinery and vehicles; Supervise/certify 30 nurseries of coffee/fruits in all the 11 LLGs

Health (pg. 40 of BC report annex and pg. 16-17 of AWP)

- Though the BC report indicated no planned capital investment citing lack of PHC capital development grants construction of staff house at Kimuli HCII and of a 5-stance lined pit latrine at Kibaale HC II were planned under OSR and DDEG respectively.

Education (pg.25 and on pg. 18-19 of AWP)

- Construction of 5- stance lined pit latrine at Kisomole P/S, Muleebi P/S, Bitabago P/S, Buyamba Muslim, Kirowooza P/S, Kizira P/S, Kayayumbe P/S, Muleebi P/S, Serinya P/S, Kifamba P/S, Kabuta-Kiruli P/S and Butiti P/S

Roads (pg. 12 of BC report annex and on pg. 21 of AWP)

- Routine Maintenance of 390km District roads and 65km; Periodic maintenance of 65km of district roads; 9 bottle necks removed from Community Access Roads (CARs).

Water (pg.18 of BC report annex and on pg. 22-23 of AWP)

- Construction of 5 deep bore holes, 1 water borne toilet, 1 valley tank, and repair of 16 boreholes, construction of 25 communal Ferrocement tanks

Natural resources priorities (pg.7 of BC report annex and pg. 25 of AWP)

- Promotion of low cost energy saving & solar technologies; Increasing tree cover through tree planting and Promotion of eco-tourism.

Community Based Services (pg. 49 of BC report and pg. 27 of AWP)

		<p>Assessment and allocation of grant funds to Community and PWDS groups, FAL programme, facilitating special interest groups' Councils and enhancing child protection and provision of funds to the youth and women.</p>
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<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>2</p>	<p>The following capital investments in the approved Annual Work Plan for FY 2017/18 were drawn from the approved five year district development plan (DDP) 2015/16-2019/20:</p> <p>Health (pg. 16-17 of AWP derived from DDP pg. 104-105)</p> <ul style="list-style-type: none"> • Construction of staff house at Kimuli HCII • Construction of 5-stance lined pit latrine at Kibaale HC II <p>Education (pg. 18-19 of AWP derived from DDP pg. 100)</p> <ul style="list-style-type: none"> • Construction of 5- stance lined pit latrine at Kisomole P/S, Muleebi P/S, Bitabago P/S, Buyamba Muslim, Kirowooza P/S, Kizira P/S, Kayayumbe P/S, Muleebi P/S, Serinya P/S, Kifamba P/S, Kabuta-Kiruli P/S and Butiti P/S <p>Roads (pg. 21 of AWP derived from DDP pg. 105-106)</p> <ul style="list-style-type: none"> • Routine Maintenance of 390km District roads; Periodic maintenance of 65km of district roads; 9 bottle necks removed from CARs <p>on the following roads: Kanoni-Kiwaguzi road, Ndeeba-Kacheera- Katatenga road, Ddyango-Magabirano road, BuyambaDdwaniro-Ttaba road, Lwoyo-Kamununku- Kibuuka road, Kageye- Kibinda-Kamukalo road, Kisimbanyiriri-Kiganda-Kalunumo road and Bbale- Lwabakoba-Kimuli road</p> <p>Water (pg. 22-23 of AWP derived from DDP pg. 106)</p> <ul style="list-style-type: none"> • Construction of 5 deep bore holes, 1 water borne toilet, 1 valley tank, rehabilitation of 16 boreholes and construction of 25 communal Ferrocement tanks.
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		<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	<p>Profiles were contained on pg. 144-163 of the DDP -environmental mitigation not costed.</p> <p>However no evidence was availed of discussion of profiles by TPC.</p>
3	<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> • Annual statistical abstract, with gender disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum 1 point. 	1	<ul style="list-style-type: none"> • Statistical abstract 2015/16 had been compiled and was being updated. Had gender disaggregated data for instance table 1.1 percentage distribution of ethnicity on pg. 4, table 3.2 population by sex and by LLG on pg. 19. • Statistical Abstract was presented in TPC meeting of 6th/11/2017 where each department was tasked to scrutinise their submission to enable production of fair document. However application of the Abstract was not evident in TPC minutes. Nonetheless the minutes of the District OVC Coordination meeting held on 21st/12/2017 where relevant information from Statistical Abstract was presented and discussed and influenced programming – Sustainable Outcomes for Children and Youth (SOCY) project to be rolled out to Kibanda and Lwamaggwa SCs in January 2018 were reviewed.

4

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

Maximum 6 points on this performance measure.

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

2

The following Infrastructure projects implemented in FY 2016/17 were derived from the AWP for the said year:

Health (pg. 99 of Qtr 4 cumulative report 2016/17 was derived from pg. 17 of AWP)

- Construction of 15 latrine stances at Kibanda HC II, Michungiro HC III and Rakai Hospital (Rakai hospital instead of Lukerere HC II)

Education (pg. 109-111 of Qtr 4 cumulative report was derived from pg 18-19 of AWP)

- Construction of 1 3-classroom block at Nakasenyi PS,(and paid retention Kirumba, Buuliro, Kiwenda)

- Construction of 30 latrine stances

- Completion of 3-Classrooms construction at Kyakago SSS

Roads and Engineering (pg. 114-116 of Qtr 4 cumulative report was derived from pg. 20-21 of AWP)

- Removal of 59 bottlenecks on CARs

- Periodic maintenance of of 102km of district roads; and Routine maintenance of 558 km of District roads

- Construction of 4 public buildings -1 Administration block, 1 male ward block, 1 female ward block and staff house block

Water (pg. 120-121 of Qtr 4 cumulative report was derived from pg. 23 of AWP)

- Construction of one 5-stance latrine in Rakai District hqtrs

- Construction of 21 motorised shallow wells

- Drilling of 4 boreholes; and Rehabilitation of 36 boreholes.

Quarter 4/ Annual Performance report for FY 2016/17 indicated that most of the projects were completed within the FY however some were partially achieved thus bringing the overall performance to 95.9%:

Completed 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

- Construction of 15 latrine stances Kibanda HC II, Michungiro HC III and Rakai Hospital (instead of Lukerere HC II) - pg. 99 of Qtr 4 cumulative report 2016/17
 - Construction of one 3-classroom block at Nakasenye PS,(paid retention Kirumba, Buuliro, Kiwenda) -pg 109
 - Completion of 3-Classrooms at Kyakago SSS - pg.111
 - Routine maintenance of 558 km of District roads pg. 115
 - Construction of 4 public buildings -1 Administration block, 1 male ward block, 1 female ward block and staff house block –pg 116
 - Construction of one 5-stance latrine in Rakai District hqtrs and paid balance for latrine at Kachera -pg. 120
 - Drilling of 4 boreholes pg. 121
- Partially achieved projects
- Construction of 30 out of 35 latrine stances at Kimuli, Misozi, Kammengo Nsonso, Kasekere, Kijjeja and Kyotera PS (plan-Misozi, Kasekere, Kammengo, Buyamba, Kyotera Central, Kyotera and Kijjeja PS) - pg 110
 - Removal of 59 out of 60 bottlenecks on CARs pg.114.
 - Periodic maintenance of 102 out of 121km (plan) of district roads –pg. 115
 - Construction of 21 out of 29 motorised shallow wells –pg. 120
 - Rehabilitation of 36 out of 37 boreholes - pg. 120-121
- Not achieved
- Construction of 1 science laboratory at Kakoma SSS budgeted at 200,000,000= -pg. 19 of AWP –Not achieved due to delayed procurement process at MoES pg. 111 of Qtr 4 cumulative report
 - Construction of 3 protected spring wells in Ndolo, Gayaza and Lwankoni pg. 23 of AWP
 - Construction of 15 Ferro cement tanks pg. 23 of AWP

5	<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects and assets during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	2	<p>The following sampled projects as captured in Rakai DLG Annual performance report 2016/17 indicates a total expenditure of 824,303,000= against 821,223,000= budget (+0.4%)</p> <ul style="list-style-type: none"> Construction of 5 latrine stances Kibanda HC II, Michungiro HC III and Rakai Hospital (instead of Lukerere HC II) budgeted at 67,000,000= and spent 63,166,000= pg. 99 Construction of a 3-classroom block at Nakasenyi PS, (and paid retention Kirumba, Buuliro, Kiwenda) budget at 100,000,000 and spent 94,891,000=-pg 109 Completion of 3-Classrooms at Kyakago SSS budgeted at 50,000,000= -and spent 50,000,000= pg.111 Construction of 4 public buildings -1 Administration block, 1 male ward block, 1 female ward block and staff house block budgeted at 250,000,000= and spent 242,926,000= pg. 116 Construction of 21 motorised shallow wells budgeted at 354,223,000= and spent 373,320,000= pg.120
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		<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 Rakai DLG Annual performance report FY 2016/17 the LG spent 1,887,431,946= out of 2,149,933,946= budgeted for O&M of infrastructure (87.8%):</p> <ul style="list-style-type: none"> Completion of 3-Classrooms block at Kyakago SSS budgeted at 50,000,000= and spent 50,000,000= pg.111 Removal of 59 out of 60 bottlenecks on CARs budgeted for 1,045,177,000= and spent 816,101,000= pg.114. Periodic maintenance of 102 out of 121km of district roads; and Routine maintenance of 558 out of 519 km of District roads budgeted at 952,764,000= and spent 919,338,000= pg. 115 Rehabilitation of 36 out of 37 boreholes budgeted at 101,992,946= and spent 101,992,946= pg. 121 of Qtr 4 cumulative reports for district and for Water department.
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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	<ul style="list-style-type: none"> 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. 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 Rakai district.
		<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	0	<ul style="list-style-type: none"> There are supposed to be 14 heads of Departments, HoDs according to the new LG structure. Out of these 14 positions, only 4 are substantively appointed and the rest (10) are on assignment as acting staff in those positions according to personnel documents reviewed from their personal files. This represents 29% of filled positions and conducted in line with standard guidelines.

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	<ul style="list-style-type: none"> According to DSC minutes and submission lists viewed in Rakai, although submissions were made to recruit 70 staff through the help of Lwengo DSC, the process stalled such that no staff yet was recruited as to access salary payroll within the first 2 months of recruitment. Submission lists were dated and referenced as follows: 29th June 2017 under ref CR218/1 and DSC/214/1 confirm submission of 70 staff for recruitment and all were considered. These submissions viewed, signed by CAO, indicate that all the 64 positions were considered for recruitment. That is 100%.
		<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for confirmation have been considered: score 1 	0	<ul style="list-style-type: none"> Due to the disbanding of the District Service Commission over the past 2 year, there was no functional DSCA to handle confirmation case. Therefore, during the FY 2016/17, there were no cases submitted for confirmation.
		<ul style="list-style-type: none"> Evidence that 100 percent of staff submitted for disciplinary actions have been considered: score 1 	1	<ul style="list-style-type: none"> According to the submission lists looked into for Rakai district letter with reference numbers CR/218/1 of 5th July 2017, 5th Oct 2017, 9th Jan 2017 indicate that 5 cases were submitted for disciplinary action. Minute extracts referenced as DSC/21/2015(183), DSC/2/2004, DSC/9/2016(1) and DSC/30/2006 confirm that these 5 staff were considered and concluded for disciplinary action during FY 2016/17.
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 	0	<ul style="list-style-type: none"> A summarised list of staff recruited during FY 2016/17 indicates that 70 staff submitted for recruitment. However, due to the disbanding of the DSC office, the process suffered delay and by the time of assessment, the process had not come to completion. Therefore there were no cases of recruited staff accessing salary payroll within two months of recruitment.

		<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>There were 47 staff who retired during FY 2016/17 in Rakai district according to the list of retired staff viewed dated 15th June 2017. None of the retired staff during FY 2016/7 accessed pension payroll within 2 months of retirement according to payment files and supplier numbers 272195, 271375, 279560, and 445977.</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"> • 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 3% from UGX 994,870,395 in the FY 2015/16 to UGX 964,716,456 in the FY 2016/17. (Source: Rakai District Final accounts for 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 100% (UGX 964,716,456/964,630,094). This resulted in a budget variance of 0% which is lower than 10%. (Source: Rakai District accounts for FY 2016/17)</p>
11	<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	0	<p>There was evidence that the DLG collected at UGX 165,501,360 in Local Service Tax at the District Headquarters and remitted UGX 29,000,000 was remitted to Sub-Counties (18%). The district was therefore not compliant in remitting the statutory revenues to the LLGs.</p>

		<ul style="list-style-type: none"> Evidence that the LG is not using more than 20% of OSR on council activities: score 2 	2	<p>The LG spent UGX 100,979,600 in the FY 2016/17 on Council allowances and emoluments compared to UGX 994,870,395 collected in the FY 2015/16. This was 10.2% of OSR for the FY 2015/16 (less than 20%) as per the Local Governments Act CAP 243. (Source: the Rakai DLG final accounts for the FY 2016/17). The district therefore complied with the law with regard to expenditure on council allowances and emoluments.</p>
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Assessment area: Procurement and contract management

12	<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	0	<ul style="list-style-type: none"> The positions are not substantively filled. The Acting Procurement Officer was appointed on 30 June 2017 (CR214/8/21 DSC8/7/2017(15)). There is no Senior Procurement Officer.
		<ul style="list-style-type: none"> Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	1	<p>The TEC produced Evaluation Reports and submitted to the Contracts Committee. E.G Evaluation report of 12 July 2016 (Meeting Ref. 001/07) for the construction of a three classroom block at Nakasenyi P/S (RAKA549/WRKS/16-17/00001) which recommended Enotu Construction Ltd at evaluated price of UGX 99,980,000.</p>
		<ul style="list-style-type: none"> Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	1	<p>The Contracts Committee minutes were available and they considered TEC reports. E.g. Contracts Committee meeting of 8 November 2016 (Min 12/11/16) considered and approved the recommendations of the TEC and awarded RAKA549/WRKS/16-17/00004(D) to Kats Civil & Water Works Ltd.</p>

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"> 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 	2	<ul style="list-style-type: none"> Review of the procurement and disposal plan for FY 2017-18 shows that the infrastructure projects are reflected in the annual work plan. E.g. Construction of staff house at Kimuli HC II is item no.2 page 2 in the Procurement Plan and is matching with the same item under planned outputs 2017/18; page 17 Workplan 5: Health of the Local Government Workplan Vote:549 Rakai District. Procurement in FY 2016-17 was as planned, e.g. Construction of a three classroom block at Nakasenyi P/S (RAKA549/WRKS/16-17/00001) item no.17 of the contracts register is reflected in the procurement plan FY 2016-17 as item no. 5 under the Education sector with planned value of UGX 100,000,000.
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"> For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/infrastructure by August 30: score 2 	2	<ul style="list-style-type: none"> Review of the consolidated procurement plan for FY 2017/18 shows that 100% of the bid documents for infrastructure were prepared by August 30.
		<ul style="list-style-type: none"> For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	2	<ul style="list-style-type: none"> The Contracts Register for FY 2016-17 was available and all procurement were entered, the last being RAKA549/WRKS/16-17/00003. The procurement files were complete with relevant documents such as copy of pre-qualification and solicitation documents, record of bid opening and closing, evaluation reports, contracts committee decisions, notice of best evaluated bidder, Letter of Bid Acceptance, among others.

		<ul style="list-style-type: none"> For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2. 	0	<ul style="list-style-type: none"> Projects reviewed indicate that the procurement thresholds were adhered to. E.g Open Bidding (OB) for Contracts RAKA549/WRKS/16-17/00001 valued at UGX 99,980,000 and BUTA608/WRKS/16-17/00001 valued at UGX 84,039,600 are within the OB threshold of more than UGX 50,000,000. Contracts RAKA549/WRKS/16-17/00005(D) valued at UGX 30,978,052 and RAKA549/WRKS/16-17/00003(b) valued at UGX 28,472,567 are within Selective Bidding threshold of not exceeding UGX 50,000,000. <p>However, Selective Bidding was used for contract RAKA549/WRKS/16-17/00004 Lot 2 (mini boreholes at Kakuuto, Kasasa and Kifamba) valued at UGX 54,962,250 contrary to PPDA regulations.</p>
15	<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	2	<ul style="list-style-type: none"> Completed works projects from FY 2016/17 have Certificates e.g. Certificate 1 signed on 2 November 2016 for contract RAKA549/WRKS/16-17/00001 and Certificate 2 signed 12 April 2017 for contract RAKA549/WRKS/16-17/00005(D).
		<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 were not labelled e.g. works on a valley tank at Ntebezungu.</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>The district is operating a computerized Treasury Single Account (TSA) where bank reconciliations are done every two days and are all up-to-date.</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. 	0	<p>A sample of 8 transactions from departments showed that not all payments were fully within the period of payment timelines of 30 days as indicated in Contracts. Three of the 8 transactions were paid beyond 4 months compared to the maximum 30 days agreed upon in the contracts/LPOs.</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. Lubega Pauline) was substantively appointed an Senior Internal Auditor on 31st July 2017 under DSC/8/7/2017(14) in a letter signed by the then CAO. He is therefore a substantively appointed Senior Internal Auditor as required by the LGPA Manual. 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 produced and submitted the 1st quarter, 2nd quarter, 3rd quarter and 4th quarter to LGPAC on 25th Aug 2017, 25th August 2017, 16th August 2017, and 19th September 2017 respectively to the LGPAC, CAO and the Speaker LCV. The quarterly internal audit reports were duly acknowledged by the above 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. However, the LGPAC did not discuss any of the internal reports in the FY 2016/17.
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. The latest update on the assets register was the entry of the following District Road equipment: Yamaha Motorcycle Reg. LG0030-100 procured at UGX 15,000,000 on 30th January 2018 and a Ford Ranger vehicle Reg No LG 0029-100 procured at UGX 172,800,000 on 18th December 2017. 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:</p> <ul style="list-style-type: none"> • unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	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

<p>21</p>	<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>	<p>0</p>	<p>Review of the minutes of District Council meetings for FY 2016/17 confirmed that the Council discussed service delivery related issues on these dates:</p> <p>a) Meeting of 12th/09/2016 discussed state of district address which highlighted destruction caused by earthquake of 10th/09/2016 and emergency response.</p> <p>b) Meeting of 28th/10/2016 discussed reports (highlighting progress and planned activities for the coming period) from all the Committees including Works and Technical Services –water (highlighted planned activities and progress made) and Education and Health committee.</p> <p>c) Meeting of 8th/11/2016 considered state of district address which highlighted the drought, its effects and interventions to be implemented.</p> <p>d) Meetings of 30th/08/2016 and of 21st/12/2016 considered reports from all the 5 Committees including Education and Health, and Works and Technical Services – however Water issues were not discussed in both meetings but focused on roads. Meeting of 21st/12/2016 approved supplementary budget for construction of classrooms at Kyabiwa, Kabashambo and Kabusota PS worth three billion from World Bank under Min. 07/RKICOU/12/2016</p> <p>e) Meeting of 20th/03/2017 considered modalities of operationalization of the newly created Kyotera DLG including guidelines on formation of interim Council, DEC, sharing of human resources and physical assets.</p> <p>However it was not evident that Council had discussed LG PAC reports.</p>
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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. 	0	<ul style="list-style-type: none"> The Information Officer, Mr. Ssessanga Musisi, had been assigned in a TPC meeting of 29th/08/2017 under Min. TPC 05/29/08/2017 to coordinate response to feedback (grievances /complaints) Though a register of complaints had been opened recently with only one complaint lodged in on 13th/10/2017 there was no evidence of action taken/response.
23	<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	2	<ul style="list-style-type: none"> LG Payroll January 2018 and Pensioner Schedule January 2018 were published on notice boards at the District headquarters. District website www.rakai.go.ug created however was not updated
		<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 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	The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens	<ul style="list-style-type: none"> Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	0	The evidence tendered (Minutes of TPC of 2nd/02/2016) for dissemination of the Budget Call circular and DDEG guidelines did not fall within the previous FY 2016/17 and additionally lacked evidence of attendance by LLGs.
	Maximum 2 points on this performance measure	<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"> 1 Radio talk show held jointly by Education and Community Based Services Sectors evidenced by general receipt by Buddu Broadcasting Services (95.5/98.8 FM) dated 25th/05/2017 Minutes of Community meeting held for Water and Sanitation promotion in Kyotera County on 30th/08/2016 and sensitisation report dated 24th/03/2017 on Nyanja wetland Kiziba Sub County held on 19th/03/2017.

Assessment area: Social and environmental safeguards

25	The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles	<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"> Notes on sectoral gender concerns and strategies to address them, dated 11 July 2016, show that the Gender Focal Person provided support and guidance to sector departments to mainstream gender in their activities.
	Maximum 4 points on this performance measure.	<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"> The work plan for FY 2017-18 indicates that the gender focal person has planned activities to strengthen women's roles e.g. support to women's councils, FAL, women's entrepreneurship program (UWEP), youth councils, gender mainstreaming, Youth Livelihood Programme, among others. A comparison of the budget for gender activities (support to women's councils, Youth Livelihood Programme) against availed evidence indicates that 100% of FY 2016-17 budget was used.

26	<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 2 	2	<ul style="list-style-type: none"> • Environmental screening is being done for projects e.g. Environmental and Social Screening Report for FY 2016/17 projects for water pit latrines, classroom blocks and staff houses and water supply sources.
		<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management plans in the contract bid documents: score 1 	1	<p>The LG integrates environmental and social management plans in the contract bid documents e.g. Environmental Guidelines and Code of Conduct page 18-19 of bid document for construction of Ferro cement tanks and mini boreholes (RAKA549/WRKS/16-17/00005 and RAKA549/WRKS/16-17/00004).</p>
		<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	0	<p>No evidence was availed to prove ownership of land where projects are implemented.</p>
		<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer: score 2 	0	<p>No evidence was availed so show Environmental and Social Mitigation Certification of all completed projects.</p>



LGPA 2017/18

Educational Performance Measures

Rakai District

(Vote Code: 549)

Score 46/100 (46%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human Resource Management				
1	<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school for the current FY: score 4 	4	<p>According to staff lists, pay roll and list of schools examined, the district has budgeted for a head teacher and minimum of 7 teachers per school in the current FY 2017/18.</p> <p>The staff lists and list of schools examined indicate that Rakai District education department has deployed a head teacher and minimum of 7 teachers per school for the current FY 2017/18.</p>
2	<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100% score 6 o If 80 - 99% score 3 o If below 80% score 0 	3	<p>The LG approved structure for primary school teachers for Rakai district provides for 1,424 teachers. Verification from the HRM department indicates 1,174 teachers with a wage bill provision, which means that 82% of the structure has been filled so far.</p>
3	<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	0	<p>The staff structure for Rakai district education department provides for 3 inspectors (1 DIS, ie senior inspector of schools who is in acting position; 2 inspectors who are on assignment of duties). These positions are not yet substantively filled according to verification obtained from the HRM.</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 the current FY 2017/18, dated 20 Sept 2017, submitted to the HRM declared 160 positions for teachers to be filled as follows: - 20 head teachers, 30 senior education assistants, and 110 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>	0	<p>However, the recruitment plan for FY 2017/18, dated 20 Sept 2017, did not declare positions for inspectors to be filled, though the current staff are in acting positions and on assignment of duties.</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</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	0	<ul style="list-style-type: none"> • Out of the four School Inspectors in Rakai district, as shown by the list of inspectors and personnel files. Only 2 out of 3 eligible inspectors are appraised.. One staff, Musisi Robert was appraised as per appraisal report and agreement dated 7th March 2017. One Inspector of Schools, Ssemutono Stephen, having been recruited or appointed on 31st July 2017 under minute DSC/8/7/2017(R) (22) was not yet eligible for appraisal. Therefore 2 out of three eligible inspectors for appraisal represents a percentage of 66.6%.
		<p>Evidence that the LG Education department appraised head teachers during the previous FY.</p> <ul style="list-style-type: none"> • 90% - 100%: score 3 • 70% - 89%: score 2 • Below 70%: score 0 	0	<ul style="list-style-type: none"> • A sample of 10% of 122 schools was made i.e. 12 Primary Schools. Thus personal files of 20 Head Teachers were presented and analysed. Reviewing these 12 personal H/Teachers' personal files, appraisal reports and agreements were found for only 7 head teachers. This list of Head Teachers and appraisal reports and agreements shows that 7 out of 12 is a percentage of 58%. And those head teachers not appraised represent 42%.

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"> 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	<p>There is occasional communication of guidelines, circulars and policy documents from the national level by the education department to schools, evidenced by signed lists of recipients of the documents given out.</p>
		<ul style="list-style-type: none"> Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level, including on school feeding: score 2 	2	<p>The education department occasionally holds meetings with head teachers to explain and sensitise them on the guidelines, circulars and policy documents received from the national level. For example, meetings dated: - 3rd, 4th, 6th, 10th Oct 2017 held per Sub County.</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"> 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. 	8	<p>Inspection reports examined reveal that inspection of both private and public primary schools is carried out at least once a term. The current school inspection coverage of government-aided primary schools stands at 80%, according to the following inspection reports: - 1st Quarter for FY 2016/17, dated 22 Nov 2016 - 1st Quarter for FY 2017/18, dated 2 Jan 2018 - 2nd Quarter for FY 2016/17dated, 23 Feb 2017 - 4th Quarter for FY 2016/17dated, 4 July 2017 - Monitoring report dated, 23 Feb 2017</p>
8	<p>LG Education department has discussed the results/reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	4	<p>Evidence presented in form of minutes of meetings show that the education department discusses school inspection reports and generates recommendations for corrective action, eg meetings held: - 7 June 2017; 30 May 2017; 27 March 2017; 30 Dec 2016; 12 Oct 2016; 14 April 2016</p>
		<ul style="list-style-type: none"> Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	0	<p>No evidence was presented to show that inspection reports are submitted to DES or MoES.</p>
		<ul style="list-style-type: none"> Evidence that the inspection recommendations are followed-up: score 4 	0	<p>No evidence was presented to show that inspection recommendations are being followed up.</p>

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	The validated list of schools submitted dated 21 July 2017 was examined for 6 selected schools and was found to be accurate and consistent with both EMIS reports and OBT. Selected schools were: - Nezikokolima Primary School; Kyondo Primary School; Lunoni Primary School; Bayamba R/C Primary School; Kakundi Primary School; and Edwina Primary School.
	Maximum 10 for this performance measure	<ul style="list-style-type: none"> 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	School enrolment data for Ndagga Primary School; Kakabagyo Primary School; Kirabo Primary School; Rwempiita Primary School; and Nezikokolima Primary School were examined for 2017 in order to verify whether the entries were correct. The validation established that the data were accurate/consistent with EMIS reports 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	<ul style="list-style-type: none"> Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc...during the previous FY: score 2 	0	<p>Review of the minutes of the Education and Health Standing Committee confirmed that the Committee held meetings and discussed service delivery issues:</p> <ul style="list-style-type: none"> Meeting of 13th/12/2016 discussed reports form Education and Health departments Meeting of 13th/12/2016 discussed brief from the Secretary for Health and for Education, need for establishment of outreach health services in Kyanika since it was very distant from the nearest HC of Kabira, supplementary budget of three billion (World Bank) for construction of Classrooms in Kyabiwa, Kyalubambula, Kabashambo, Nabusotta PS Meeting of 20th/10/2016 and 16th/08/2016 departmental reports – Education and Health. <p>However there was no evidence that Committee had discussed LG PAC reports.</p>
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		<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 and Health Committee presented to the District Council issues that required approval of Council:</p> <ul style="list-style-type: none"> • Meetings of 30th/08/2016, 28th/10/2016 discussed reports (highlighting progress and planned activities for the coming period) from all the Committees including Education and Health committee. • Meeting of 21st/12/2016 approved supplementary budget for construction of classrooms at Kyabiwa, Kabashambo and Kabusota PS worth three billion from World Bank under Min. 07/RKICOU/12/2016 • Meeting of 20th/03/2017 considered modalities of operationalization of the newly created Kyotera DLG including guidelines on formation of interim Council, DEC, sharing of human resources and physical assets.
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>	0	<p>Minutes of SMC meetings and reports submitted to the DEO were examined for 5 randomly sampled schools (Rwempiita Primary School; Ndagga Primary School; Bayamba R/C Primary School; Edwina Primary School; and Kirabo Primary School). The verification established that only 68% of the 122 schools had not yet constituted their 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 	0	<p>List of schools receiving non-wage recurrent grants not displayed anywhere in the premises of the district headquarters.</p>

Assessment area: Procurement and contract management

13	<p>The LG Education department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	0	<p>Three separate procurement requests were submitted to PDU covering 3 items only, ie: - Request for construction of 5 stance latrines in 57 schools submitted on 21 Sept 2017; - Request for school inspection funds submitted 10 Oct 2017; - Request for DEO's monitoring fund submitted 14 Sept 2017 All the 3 submissions contravened the stipulated deadline of April 30.</p>
14	<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3 points 	0	<p>The education department certified and recommended payments to some suppliers late. A sample of 3 payment vouchers and 3 contracts/LPOs indicated that one payment was made after 182 days while another was paid after 61 days, compared to a maximum period of 30 days indicated in the LPOs.</p>

Assessment area: Financial management and reporting

15	<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	0	<p>Annual and quarterly reports were examined and confirmed to have been submitted except for Q4 as follows: Q 1: 2 Nov 2016; Q2: 15 Feb 2017; Q3: 15 May 2017; Q4: 7 Aug 2017.</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"> • 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 	2	<p>The education department's status of implementation of internal audit issues were given. For example, the District Education officer submitted the status of implementation on the internal audit recommendation in a letter REF CR/305/1 dated 08/08/2017. All the 8 audit findings were 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"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc...: Score 2 	0	<p>No evidence was provided to show that there was collaboration with the gender focal person to disseminate guidelines on how senior women/men teacher should provide guidance to girls and boys on hygiene, reproductive health, life skills etc</p>
		<ul style="list-style-type: none"> • Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2 	0	<p>No evidence was availed on issuing and explanation of guidelines on how to manage sanitation for girls and PWDs in te primary schools.</p>
		<ul style="list-style-type: none"> • Evidence that the School Management Committee meet the guideline on gender composition: score 1 	1	<p>Half the number of primary schools (122) have newly constituted SMCs, all of which are compliant with the guidelines on gender composition.</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: 	3	<p>Collaboration between the education department and that of environment is good, evidenced by the tree nursery bed set at the district headquarters; the seedlings are distributed to schools to promote the tree-planting programme.</p>



LGPA 2017/18

Health Performance Measures

Rakai District

(Vote Code: 549)

Score 55/100 (55%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: Human resource planning and management				
1	<p>LG has substantively recruited primary health workers with a wage bill provision from PHC wage</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health workers with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 6 • 60 – 80% - score 3 • Less than 60% filled: score 0 	6	<ul style="list-style-type: none"> - The wage budgetary allocation for 2016/17 (Greater Rakai) was 7,260,684,000/= and 7,292,628,000/= (100.4%) was utilised for salaries - For 2017/18 the wage allocation for health is 3,892,699,635/= and the first quarter salary amounted to 973,174,909 which if multiplied by 4 will make about 100% - The filled health worker positions in the established structures stand at 89%.
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	<ul style="list-style-type: none"> - The recruitment plan in electronic format with filled positions and gaps for all facilities and units was available with both DHO and Human Resource - The request letter for clearance to recruit staff - FY 2017/18 was submitted by CAO to the PS Ministry of Public Service. The total extra wage for 100% would be 414,358,157/=

3	<p>The LG Health department has ensured that performance appraisal for health facility in charge is conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the health facility in-charge have been appraised during the previous FY: o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0</p>	0	<ul style="list-style-type: none"> • Rakai district does not have Health Centre 4s. The district however has a total of 10 Health Centre IIIs. On viewing personal files of the In-charges of these HCIIIs, it is found that only 2 were appraised during FY 2016/17. The appraised two in-charges are Mucuuguzi Robert who was appraised on 14th July 2016 and Busulwa Christopher – also appraised on 14th July 2016. Hence 2 out of 10 HC3s represents 20% of appraised HC3s in-charges in Rakai district.
4	<p>The Local Government Health department has equitably deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers equitably, in line with the lists submitted with the budget for the current FY: score 4 	4	<p>- The deployment list was available and tallied with the established structure for the technical staff who were almost filled to capacity. The variances with OBT outputs were due to local internal transfers</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	<ul style="list-style-type: none"> - The receipt and dispatch book or file for policies and guidelines was not in place. - The following guidelines were available <ul style="list-style-type: none"> o Guidelines for local government planning processes - health sector supplement o Circular on Efficient Use of Resources provided by Health Development Partners o Consolidated guidelines for HIV o Guidelines for TB
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>	0	<ul style="list-style-type: none"> - There were minutes for the quarterly review meeting for performance assessment of May 11, 2017 but there was no evidence that any guidelines were communicated
		<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>	0	<ul style="list-style-type: none"> - There were 1st, 2nd quarter reports. In Q1 report of October 4, 2016 a total of 18 facilities were supervised. In Q2 report of November 30, 2017 only five facilities were supervised. The other reports originated from HSDs. - All the quarterly supervision reports were not available except for quarter 1 and 2. There was no evidence in the available quarterly reports that all the 3 HSD Kakuuto, Kyotera and Kooki were supervised

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>- There were quarterly supervision reports from the HSD of Kooki (Q4), Kakuuto (Q1) but not from Kyotera. The reports did not cover all the quarters. Even in the available reports only half of the facilities were covered.</p>
8	<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<p>• Evidence that the reports have been discussed and used to make recommendations for corrective actions during the previous FY: score 4</p>	4	<p>- There were quarterly review meetings - held on December 4, 2016, May 11, 2017 where the issue of some faulty fridges, and training needs in EMOC were discussed.</p> <p>- There was a problem on absenteeism which was also discussed</p>
		<p>• Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6</p>	6	<p>- There were sectoral committee meetings of August 16, 2016, October 20, 2016, December 13, 2016, where some Health issues were discussed</p> <p>- In the quarterly review meeting for performance assessment of May 11, some issues of training Midwives in EMOC were recommended and there was evidence that training of midwives was implemented according to the training report of July 17-26, 2017</p>

9	<p>The LG Health department has submitted accurate/consistent reports/date for health facility lists as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> o List of health facilities which are consistent with both HMIS reports and OBT: score 10 	10	<p>- There was a list of the 34 health facilities receiving PHC funds which tallied well with HMIS and OBT outputs.</p>
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Assessment area: Governance, oversight, transparency and accountability

10	<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	0	<p>Review of the minutes of the Education and Health Standing Committee confirmed that the Committee held meetings and discussed service delivery issues:</p> <ul style="list-style-type: none"> • Meeting of 13th/12/2016 discussed reports form Education and Health departments • Meeting of 13th/12/2016 discussed brief from the Secretary for Health and for Education need for outreach in Kyanika since it is very distant from the nearest HC of Kabira., supplementary budget of 3bn (World Bank) for construction of Classrooms in Kyabiwa, Kyalubambula, Kabashambo, Nabusotta PS. • Meeting of 20th/10/2016 and 16th/08/2016 departmental reports –Education and Health. <p>However there was no evidence that Committee had discussed LG PAC report.</p>
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		<ul style="list-style-type: none"> • Evidence that the health sector committee has presented issues that require approval to Council: score 2 	2	<p>Review of the minutes of the District Council of the following dates evidenced that the Education and Health Committee presented to the District Council issues that required approval of Council:</p> <ul style="list-style-type: none"> • Meetings of 30th/08/2016, 28th/10/2016 and 21st/12/2016 discussed reports (highlighting progress and planned activities for the coming period) from all the Committees including Education and Health committee. • Meeting of 20th/03/2017 considered modalities of operationalization of the newly created Kyotera DLG including guidelines on formation of interim Council, DEC, sharing of human resources and physical assets.
11	<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 5 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 5 • If 80-99% : score 3 • If 70-79%: : score 1 • If less than 70%: score 0 	3	<p>- HUMC were in place for the five facilities visited at Kyalulungira HCIII, Byakabanda HCIII, Katiti HCII, Lwanda HCII, and Buyamba HCIII. But the new committee at Buyamba had not yet met and the minutes of the old committee were not traceable.</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 	0	<p>- The list of PHC allocations to facilities was available but was not published on any 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 	0	<p>- The procurement plans were in place submitted to PDU on August 1, 2017 - which was late</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>	0	<p>- The only capital development planned was from Local revenue which was not realised. There were PPI request done for fuel on a quarterly basis.</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>- The procurement requests were done electronically for all facilities and receipts from NMS were available</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. Health department had only two payment vouchers with contracts/contracts for the FY 2016/17 which indicated that one was paid within 22 days while the another one was paid within 27 days respectively compared to maximum period of 30 days indicated in the contracts and LPOs.</p>

Assessment area: Financial management and reporting

16	<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	0	<ul style="list-style-type: none"> First quarter performance report was submitted on November 2, 2016 Second quarter report submitted on February 15, 2017 Third quarter report submitted on May 15, 2017 Fourth quarter report submitted on August 8, 2017 all of which were late submissions
17	<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> If sector has no audit query score 4 If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 points If all queries are not responded to score 0 	2	<p>The health department gave the status of implementation of internal audit findings. The responses were given in a letter REF: MED/251/3 dated 2nd August 2017 signed by the DHO DR Sakor Moses addressed to the Principal Internal Auditor in which all the 8 audit findings were responded to.</p>

Assessment area: Social and environmental safeguards

18	<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p>	<ul style="list-style-type: none"> Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines: score 2 	2	<ul style="list-style-type: none"> There was more than one female member on all the HUMCs that were in place
	<p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2 	0	<ul style="list-style-type: none"> There was no evidence that sanitation guidelines were issued and all latrines in the facilities visited were not labelled for men or women

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">- There were medical waste management guidelines/SOPs in place and in all the facilities visited
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LGPA 2017/18

Water & Environment Performance Measures

Rakai District

(Vote Code: 549)

Score 43/100 (43%)

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>	<p>• 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</p>	0	<p>Rakai has a safe water coverage of 46% as per the Uganda water Atlas 2017, it has a total of 10 Sb counties and 6 sub counties that are below the district safe water coverage eg:</p> <p>Ddwaniro 15%, Kacheera 19%, Kagamba 6%, Kyalulangira 14%, Kiziba 11% and Lwamagwa 18%.</p> <p>While 4 are above the district water coverage and these are: Kibanda 48%, Kifamba 66%, Byabakanda 5% and Lwanda 89%.</p> <p>The district has planned for the sub counties below the district water coverage eg Dwaniro 1 Ferro cement, Kacheera 1 ferro cement, 3 rehabilitations and one deep borehole, Kyalulangira 1 borehole rehabilitation and a valley tank, Kiziba 1 ferro cement and Lwamagwa 3 borehole rehabilitations, piped water system.</p> <p>However Kagamba was not targeted and its at 6% safe water coverage.</p>

2	<p>The LG Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY: score 15 	15	<p>Third quarter report for the previous financial year (2016/17), that was submitted to MoWE dated 11th April 2017, was reviewed and found out that 1 deep borehole and 1 motorised shaloo well were drilled in Kacheera S/C, 1 deep boreholes as drilled in Kagamba S/C, 3 Ferro cement tanks were constructed in Kyalulangira S/C, 2 Ferro cement tanks were constructed in Lwamagwa S/C, 3 Ferro cement tanks were constructed in Ddwaniro S/C and Kiziba S.C 1 motorised shallow well was done.</p> <p>Therefore all Sub counties below the district water coverage were targeted.</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 	5	<p>A total of 320 monitoring visits were done out of 525 water sources in the district.</p> <p>Therefore 60% of WSS facilities were monitored.</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 	0	No MIS data is subMitted for the Current FY.
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Assessment area: Procurement and contract management

5	<p>The LG Water department has submitted procurement requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted procurement requests to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	0	<p>Request to PDU was done on 15th November 2017 for construction of 3000cum valley tank in Ntebezabaddungu village, Kyalulangira S/C, and construction of a water borne toilet at Buyamba market, Ddwaniro S/C.</p> <p>This was beyond the deadline of 30th April 2017.</p>
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6	<p>The DWO has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If the DWO prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	0	There was no contract management plan on file.
		<ul style="list-style-type: none"> If water and sanitation facilities constructed as per design(s): score 2 	2	3 deep boreholes were visited and one lined pit latrine. They were all constructed as per the design.

<p>• If contractor handed over all completed WSS facilities: score 2</p>	<p>2</p>	<p>Armuk Uganda Ltd handed over 4 Ferro cement tanks in Ddwaniro and Nabigasa S/Cs, on 20th Dec 2016 under Proc no: Raka 549/wrks/16-17/0005-lot 3.</p> <p>Mityekula Enterprise Ug Ltd handed over 2 Mini boreholes in Kacjheera and Kakuuto S/Cs on 16th Dec 2017 undre proc. No: Raka/ 549/wrks/15-16/0001(E).</p> <p>Gordon Chris General Enterprises handed over 4 Mini boreholes in Kabira and Kasaali S/Cs on 9th Feb 2017. Proc No: Raka 549/wrks/16-17/00004-lot 2</p> <p>Mityekula Ent. Ug Ltd, handed over 4 mini boreholes in Lwankoni and Kirumba S/Cs, on 24th Jan 2017, under Proc no: Raka 549/wrks/16-27/00004.</p> <p>Kamuzinda General Ent. Ltd, handed over a lined pit latrine at the District head quarters on 15th March 2017, under proc no: Raka 549/wrks/16-17/00003.</p> <p>Kweremidde Investments Ltd, handed over a ferro cement tank at Ntalule gospel church in Lwamagwa S/C on 22nd June 2017, under proc no: Raka/ wrks/17-17/00005.</p> <p>Sumadra Technologies Ltd handed 4 deep boreholes, in Nov 2016 under Proc no: Raka 549/wrks/16-17/00003.</p>
<p>• If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2</p>	<p>0</p>	<p>The DWO certified only one contractor Armuk Uganda Ltd for 4 ferro cement tanks out of 7 contractors.</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	<p>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 payments were made between 4 days and 21 days compared to maximum recommended timeline of 30 days indicated in the contracts and LPOs.</p>
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Assessment area: Financial management and reporting

8	<p>The LG Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	0	<p>Annual performance report was submitted to the planner on 08/Aug/2017 beyond Mid July as evidenced from the auto date from the OBT, since the Planner does not certify reports received.</p> <p>other quarterly reports were also submitted as per dates below:</p> <p>1st quarter 02 Nov 2016</p> <p>2nd quarter 14th Feb 2017</p> <p>3rd quarter 13th May 2017.</p>
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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 	3	<ul style="list-style-type: none"> The Water department responded to 6 all the internal audit findings that had been raised. The status of implementation of audit recommendations for the quarter 4 was submitted in a letter REF: CR/851/11 dated 5th September 2017, signed by the District Engineer (Wangi Henry Sebuguzi) addressed to the Principal Internal Auditor. The department had only audit issues for quarter four.
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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>Only 2 sets of minutes of the Works and Technical Services Standing Committee were availed for review. Meeting of 22nd/02/2017 discussed departmental reports including for Water.</p> <p>However though minutes of 18th/08/2016 were reviewed the meeting focused on only roads and there was no evidence of discussion of water issues.</p> <p>Additionally there was no evidence that the Committee discussed LG PAC reports and submissions from the DWSSC.</p>
		<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	3	<p>Review of the minutes of the District Council of the following dates evidenced that the Works and Technical Services Committee presented to the District Council issues that required approval of Council:</p> <ul style="list-style-type: none"> Meeting of 28th/10/2016 discussed reports from all the Committees including Works and Technical Services which covered Water department. Meeting of 20th/03/2017 considered modalities of operationalization of the newly created Kyotera DLG including guidelines on formation of interim Council, DEC, sharing of human resources and physical assets.

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	By 13th Feb there was no water development grant releases and expenditures displayed on the district notice board.
		<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>3 deep boreholes were visited:</p> <p>Nakawama village, Kibanda S/C, DWD 53347, DOC 03/Oct/2016</p> <p>Kyenjiki village, Kagamba S/C, DWD 53348, DOC 7/ oct /2016.</p> <p>Nkenge village, Kasaali S/C, DWD 53345, DOC 29/Sept/ 2016.</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 	0	Information on tenders and contract awards for water department were not displayed.
12	<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	1	<p>Communities apply for water and sanitation facilities eg:</p> <p>Kamuki village in Kibanda S/C, applied for a borehole on 28th Aug 2017.</p> <p>Kasaasa village in Kasaasa S/C paid one hundred thousand capital contribution for construction of a ferro cement tank.</p> <p>Kacheera high school paid one hundred thousand for construction of a ferro cement.</p>
		<ul style="list-style-type: none"> Number of water supply facilities with WSCs that are functioning evidenced by collection of O&M funds and carrying out preventive maintenance and minor repairs, for the current FY: score 2 	0	There was no evidence for collection of O&M at the water points visited.
Assessment area: Social and environmental safeguards				

13	The LG Water department has devised strategies for environmental conservation and management	<ul style="list-style-type: none"> • Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	0	There was no evidence for environmental screening on file.
	Maximum 4 points for this performance measure	<ul style="list-style-type: none"> • Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	0	There was no report on file for follow up on environmental protection.
		<ul style="list-style-type: none"> • Evidence that construction and supervision contracts have clause on environmental protection: score 1 	1	There was clause on environmental protection in the contracts that were signed by contractors.
14	The LG Water department has promoted gender equity in WSC composition.	<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 for 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>Bbaale 4 males 4 females, Biganda C.O.U, 2 males 4 females, Ddwaniro-Luteete 3 Males 4 females, Taaba 4 Males 3 Females, Kibaanda 4 Males 4 Females</p>
15	Gender- and special-needs sensitive sanitation facilities in public places/RGCs.	<ul style="list-style-type: none"> • If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	3	<p>One lined 5 stance pit latrine and 1 stance water borne was visited at Rakai District head quarters. It has a ramp and a separate stance for people with disabilities with handles inside and adequate access.</p> <p>It is well labelled and has a hand washing facility.</p>
	Maximum 3 points for this performance measure			