



Local Government Performance Assessment

Gomba District

(Vote Code: 591)

Assessment	Scores
Accountability Requirements	67%
Crosscutting Performance Measures	70%
Educational Performance Measures	56%
Health Performance Measures	75%
Water Performance Measures	75%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>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.</p>	<ul style="list-style-type: none"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>Gomba District Local Government submitted the annual performance contract on 21st July 2018. This is within the adjusted deadline of 1st August 2018. Therefore the LG is compliant.</p>	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>The Local Government submitted the budget together with the Procurement Plan on 21st July 2018. This is within the adjusted deadline of 1st August 2018. Therefore the LG is Compliant.</p>	Yes
Reporting: submission of annual and quarterly budget performance reports			

<p>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)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	<p>The annual performance report for the previous year was submitted on 28th August 2018 beyond the deadline of 31st July 2018; hence the LG is NOT compliant.</p>	<p>No</p>
<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>The Local Government submitted quarterly and annual reports as follows: Quarter 1 on 7th December 2017; Quarter 2 on 12th March 2018; Quarter 3 on 30th May 2018 and Quarter 4 on 28th August 2018.</p> <p>The LG submitted the 4th quarterly report (annual performance report) on 28th August 2018. This is beyond the July 31st deadline hence the LG is NOT compliant.</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General’s findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.</p>	<p>From MoFPED’s Inventory/record of LG submissions of statements entitled “Actions to Address Internal Auditor General’s findings”,</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a ‘Response’ (and provide details), then it is compliant • If LG did not submit a ‘response’, then it is non-compliant • If there is a response for all –LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>The LG submitted audit responses to the Permanent Secretary/ Secretary to Treasury on 26/3/2018 with cover letter dated 22/3/2018 referenced CR/D/212/01 signed by the Chief Administrative Officer, Mr. Yiga Mukasa.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Gomba DLG got a clean (unqualified) audit opinion from the Auditor General for the financial year 2017/18.</p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) 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 district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>Gomba District LG has a functional Physical Planning Committee that considers new investments on time. This was confirmed by minutes of meetings dated 22/11/2017 under Min.04/DPPC/11/2017: Report from the Physical Planner informing members that the unit has so far served 51 notices to illegal developers in Mpenja and Maddu Sub County; and that there is need for their office to carry out routine inspection on weekly basis to curb illegal developments; and under Min.05/DPPC/11/2017: Matters Arising and Resolution (1) All growth centers to have physical development plans. These include: Kiriri, Ngeye, Ngomanene, Luzira, Maseruka, and Nsambwe among others. Minutes dated 18th July 2017 under Min.06/DPPC/07/2017: Matters Arising under item of Resolutions; that the Physical Planner to ensure that the Physical Planning Act is implemented.</p> <p>There is evidence that the Physical Planning Committee is fully constituted as per the list of appointees on the appointment letter availed, dated 08st August 2018 under reference CR/D/213/01.</p>	1
<p>All new infrastructure projects in: (i) a municipality / (ii) 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>	<ul style="list-style-type: none"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>The LG submitted four (4) sets of minutes to the MoLHUD on 5th March 2018 under reference CR/D/218/01. The minutes submitted are dated as 22nd November 2017; 18th July 2018; 16th May 2018 and 28th February 2018.</p>	1

<p>All new infrastructure projects in: (i) a municipality / (ii) 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>	<ul style="list-style-type: none"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<p>There is no physical development plan in place to guide infrastructure investments.</p>	<p>0</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) 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>	<ul style="list-style-type: none"> • Action area plan prepared for the previous FY: score 1 or else 0 	<p>The LG does not have an Action Area Plan in place.</p>	<p>0</p>

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>There was evidence that the Priorities in AWP are based on outcomes of the budget conference dated 07/11/2017 and discussed in TPC on 18th December 2017 under Min. DT/PC/04/12/17: Presentation and discussion of the Budget conference report.</p> <p>The priorities in the AWP for the current FY include:</p> <ul style="list-style-type: none"> - Education: Construction of a 2 classroom block at Kanoni UMEA Primary School (pg. 14 on AWP and pg. 10 on the Budget conference report); - Works: Phased Construction and completion of district headquarters and payment of outstanding obligations (pg. 70 on AWP and pg. 6 on the Budget conference report); - Water: Construction of production water source (boreholes) at Buyanja (pg. 76 on AWP and pg. 5 on the Budget conference report); - Water: Construction of an ion remover at Bunoni-Kyegonza Sub County (pg. 76 on AWP and pg. 5 on the Budget conference report); - Water: Construction and installation of solar powered mini water supply system at Kyayi and Kawuula (pg. 76 on AWP and pg. 5 on the Budget conference report); - Works: Annual routine maintenance of district roads (323km) using road gangs (pg. 69 on AWP and pg. 6 on the Budget conference report); - Works: Mechanized routine maintenance of roads 90.5km (pg. 69 on AWP and pg. 6 on the Budget conference report); and - Administration: Procurement of office furniture, 2 laptop computers, and filing cabins for the registry (pg. 28 on AWP and Annex 2 on the Budget conference report) among others.
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1. 	<p>There was evidence that the capital investments in the AWP for the current FY are derived from the approved Five year development plan. The capital investments in the AWP include:</p> <ul style="list-style-type: none"> - Works: Phased Construction and completion of district headquarters and payment of outstanding obligations (pg. 70 on AWP and annex of the Five year development plan); - Administration: Procurement of office furniture, 2 laptop computers, and filing cabins for the registry (pg. 28 on AWP and annex of the Five year development plan); - Education: Construction of a 2 classroom block at Kanoni UMEA, Kakubansiri C/U, Mpenja C/U and Bukandula Primary Schools (pg. 14 on AWP and annex of the Five year development plan); - Works: Annual routine maintenance of district roads (323km) using road gangs (pg. 69 on AWP and annex of the Five year development plan); and - Works: Mechanized routine maintenance of roads 90.5km (pg. 69 on AWP and annex of the Five year development plan) among others. <p>There was evidence that the Five year development plan was approved by Council on 31st January 2015 under Min.04/DC/30/15/16: Motion to approve the District Development Plan.</p>	
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>There was evidence that the project profiles were developed. However, evidence to show that the profiles were discussed in TPC meeting was not availed.</p> <p>The Project profiles include inter alia:</p> <ol style="list-style-type: none"> 1) Administration: Construction and completion of district headquarters; Code: 591-01-001; Implementing Agency: Gomba District LG; Amount Secured: UGX400,000,000; Funding gap: 821,000,000; 2) Education: Construction of 6 two classroom blocks in selected primary schools; Code: 591-06-002; Implementing Agency: Education Department, Amount: UGX372,000,000. Start date: July 2015; Completion date: June 2020; and 3) Management: Procurement of new double cabin pick up for CAO; Code: 591-01-002; Implementing Agency: Gomba District Local Government, Amount: UGX130,000,000; Start date: October 2018 among others. 	<p>2</p>
<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 score 1. 	<p>There was evidence that the statistical abstract with gender dis-aggregated data was compiled and approved in TPC meeting dated 22/03/2018 under Min. DTPC06/03/2018: Dissemination of district statistical abstract.</p>	<p>1</p>

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	<p>There was evidence that all investment projects implemented in FY 2017/18 were derived from the AWP and approved budget. These include:</p> <ul style="list-style-type: none"> - Health: Construction of three unit staff house at Maddu HCIV (pg. 64 of the approved budget and pg.15 of the AWP); - Education: Construction of a one classroom block at Kakumbasiri C/U Primary School (pg. 67 of the approved budget and pg.17 of the AWP); - Education: Construction of three five stance pit latrine at Kisugule UMEA, Kasambya and Kufampa Primary Schools (pg. 68 of the approved budget and pg.17 of the AWP); - Roads: Routine Maintenance of Kifampa – Mabanda-Kawage swamp-Nabusanke- Kibumba-Maddu-Kayenge-Kiyengere, among others (pg. 76 of the approved budget and pg.19 of the AWP); - Roads: Bottlenecks clearance through swamp raising on Kakumbansiri-Kawangalya-Masiba road, Bukalagi-Kitengeto road and Kimwanyi-Busonga-Galagala road (pg. 76 of the approved budget and pg.19 of the AWP); - Water: Phased construction of two mini solar piped water supply system at Kyayi and Maddu and Kawuula in Kabulasoke (pg. 85 of the approved budget and pg.21 of the AWP); - Water: Drilling of 3 boreholes in Kyegonza and Maddu (pg. 84 of the approved budget and pg.21 of the AWP); and - Water: Construction of one 5 stance pit latrine in rural growth centre of Lukunyu (pg. 84 of the approved budget and pg.21 of the AWP) among others.
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<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that 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 	<p>There was evidence all investment projects implemented in the previous FY were completed as per work plan by end for FY. This accounts for 100% completion rate. The source of evidence was performance reports and completion certificates.</p> <p>The projects completed of 2017/2018 FY include:</p> <ul style="list-style-type: none"> - Health: Construction of three unit staff house at Maddu HCIV; - Education: Construction of a one classroom block at Kakumbasiri C/U Primary School; - Education: Construction of three five stance pit latrine at Kisugule UMEA, Kasambya and Kufampa Primary Schools; - Roads: Routine Maintenance of Kifampa – Mabanda-Kawage swamp-Nabusanke- Kibumba-Maddu-Kayenge-Kiyengere; - Roads: Bottlenecks clearance through swamp raising on Kakumbansiri-Kawangalya-Masiba road, Bukalagi-Kitengeto road and Kimwanyi-Busonga-Galagala road - Water: Phased construction of two mini solar piped water supply system at Kyayi and Maddu and Kawuula in Kabulasoke; - Water: Drilling of 3 boreholes in Kyegonza and Maddu; - Water: Construction of 1 - 5 stance pit latrine in rural growth centre in Lukunyu; and - Supply and installation of power in Mpenja Sub County offices among others. 	
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<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects 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 	<p>All investment projects in the previous FY were completed as per approved budget. Five sampled projects include:</p> <ol style="list-style-type: none"> 1) Education: Construction of a one classroom block at Kakumbasiri C/U Primary School (budgeted: UGX104,714,000 - Actual Expenditure – UGX109,136,000), hence 104% expenditure; 2) Health: Construction of a three unit staff house at Maddu HCIV (budgeted: UGX18,000,000 - Actual Expenditure – UGX15,782,000); thus 88% expenditure; 3) Construction of one 5 stance pit latrine in rural growth centre in Lukunyu (budgeted: UGX11,000,000 - Actual Expenditure – UGX11,000,000); thus 100% expenditure; 4) Construction of 5 stance pit latrine at Kisugula Primary school (budgeted: UGX19,379,140 - Actual Expenditure – UGX16,554,384); thus 85.4% expenditure; and 5) Construction of 5 stance pit latrine at Kasambya Primary school (budgeted: UGX20,704,752 - Actual Expenditure – UGX17,686,771); thus 85.4% expenditure. <p>Therefore all investment projects sampled were completed within Max. 15% plus or minus the original budget.</p>	<p>2</p>
<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<ol style="list-style-type: none"> 1) The LG did not have a register of assets in need of maintenance; and 2) There was no evidence of review of the register of assets in need of maintenance and the associated costing. 	<p>0</p>
<p>Human Resource Management</p>			

<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 the LG has filled all HoDs positions substantively: score 3 	<p>The district has substantively filled 4 posts of the Heads of Department posts; DEO, PIA, PHRO, and PHRO (DSC) The majority of the sector heads of departments where either acting or assigned duty.</p>	<p>0</p>
<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 	<p>There was evidence that all the Heads of department, acting and assigned duty had signed performance agreements and appraised at the time of assessment as per the sampled 8 HoDs ; DEO (12th/07/2018), Production & Marketing (10/07/2018), Ag CFO (18/07/2018), Ag District Engineer (14/07/2018), Ag DCDO (10/07/2018), Ag Internal Auditor (17th/07/2018), PHRO District Service Commission (12th/07/2018) and Ag DCDO (10th/07/2018).</p>	<p>2</p>
<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 % of staff submitted for recruitment have been considered: score 2 	<p>There was evidence that the DSC considered all the submissions for recruitment as per CAO letters dated; 3rd/11/2017, 14th/11/2017, 10th/01/2018, 6th/03/2018, 22nd/05/2018 and 9th/05/2018. The submissions were considered under the DSC meetings held on; 4th /01/ 2018 (DSC min serial 01/2018), 10/05/2018 (DSC min. serial 2/2018) and 24th/05/2018 (DSC Min. Serial 3/2018).</p>	<p>2</p>

<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 % of positions submitted for confirmation have been considered: score 1 	<p>There was evidence that the submission by office of CAO on confirmation of 83 officers dated 20th/03/2018 was considered by the DSC meetings held on 10th/05/2018 (DSC Min. Serial 2/2018).</p>	<p>1</p>
<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 % of positions submitted for disciplinary actions have been considered: score 1 	<p>There was evidence that all the submitted cases by office of the CAO dated; 11th/08/2018, 20th/02/2018 and 07/06/2018 were considered by the DSC in a meeting held on 3rd/10/2017 (DSC Min. Serial 6/2017), 10th/05/2018 (DSC Min Serial 2/2018) and 26th/07/2018 (DSC Min. serial 4/2018).</p>	<p>1</p>
<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 	<p>The district recruited 29 new staff in the financial year 2017/2018. The majority of the newly recruited staff accessed the payroll within the stipulated two months except 3 namely; Ndinawe Gerevazio (Education Assistant- appointed 31st/05/2018, Assumption duty 2nd/07/2018 and accessed payroll September 2018), Ssekalaala James (Education Assistant , Appointed 31st/05/2018, Assumption duty 29th /06/2018 and accessed payroll September 2018) and Twinawe (Education Assistant , Appointed 31st/05/2018, Assumption duty 2nd/07/2018 and accessed payroll September 2018).</p>	<p>0</p>

<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 that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>There was evidence that all the 3 staff that retired in 2017/18 financial year were able to access the pensioner payroll within the stipulated two months period; Atwine Pidson (Retired 10/02/2018 and accessed April 2018), Mpagi Asad (Retired 10th/04/2018 accessed June 2018) and Nabbanja Restetuta (Retired 10th/05/2018 accessed payroll July 2018).</p>	<p>2</p>
<p>Revenue Mobilization</p>			
<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 (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. If the increase is from 5% -10 %: score 2. If the increase is less than 5 %: score 0. 	<p>The LG Own Source Revenue for 2017/18 was UGX 128,480,100 compared to UGX 222,638,000 for 2016/17, a percentage decline of 42%.</p> <p>Reasons given include:</p> <ul style="list-style-type: none"> Quarantine was imposed on the District, therefore no movements of cattle were allowed; and Drought in the year caused hunger to the taxpayers. <p>Source: The LG 2016/17 and 2017/18 financial statements.</p>	<p>0</p>
<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 score 2. If more than +/- 10 %: Score 0. 	<p>The LG collected UGX 128,480,100 against a budget of UGX 182,148,000, which was a performance drop of 29%.</p> <p>Reasons given include:</p> <ul style="list-style-type: none"> Quarantine was imposed on the District, therefore no movements of cattle were allowed; and Drought in the year caused hunger to the taxpayers. <p>Source: Financial statements and budget for the year 2017/18</p>	<p>0</p>

<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 	<p>The LG remitted the mandatory Local Service Tax to LLG, for example for the month of September 2017, remittances were made as follows:</p> <ul style="list-style-type: none"> -Kabulasoke sub county, UGX 2,276,624 on account number 217253000050 ,cheque no 547 and payment voucher 12/9/2017 dated 27/9/2017; -Kyegonza sub county, UGX 1,059,500 on account number 217253000033, cheque no 547 payment voucher 12/9/2017 dated 27/9/2017; -Maddu sub county, UGX 1,312,188 on account number 217253000040, cheque no 547 payment voucher 12/9/2017 dated 27/9/2017; -Mpenja sub county, UGX 1,303,738 on account number 217253000044, cheque no 547 payment voucher 12/9/2017 dated 27/9/2017; and -Kanoni town council, UGX 1,826,250 ,cheque no 548 payment voucher 12/9/2017 dated 27/9/2017. <p>Source: LG cash book for 2017/18.</p>	<p>2</p>
<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 total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>The LG Council expenditure from all sources was UGX 140,590,000 (UGX 58,270,000 from local and UGX 82,320,000 from grants), and the LG 2016/17 own source revenue was 222,638,000, a percentage of 63%, hence the LG was not compliant.</p> <p>However, the LG was given permission by the Minister of Local government under letter reference MC.22 dated 20/9/2017 which allowed expenditure above 20%.</p>	<p>0</p>
<p>Procurement and contract management</p>			

<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 	<p>Gomba District LG has filled the position of Procurement Officer but not Senior Procurement Officer.</p> <p>The Procurement Officer was appointed on under Min No: DSC 022/2012 dated 23/03/2012 and signed by Byamungu Elias, then Chief Administrative Officer, Gomba District.</p>	<p>0</p>
<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 TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>There was evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY. TEC Reports seen included minutes for the following sittings:</p> <ol style="list-style-type: none"> 1) 28th August 2017; 2) 12th September 2017; 3) 13th September 2017; 4) 29th August 2017 and 5) 27th March 2018. 	<p>1</p>
<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 Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>There was evidence that the Contracts Committee considered recommendations of the TEC and provided justifications for any deviations from those recommendations. Contracts Committee (CC) meeting Minutes seen for the following meetings where TEC reports were considered as one of the agenda items as follows:</p> <ol style="list-style-type: none"> 1) CC meeting minutes of 11th September 2017 at the District Headquarters Procurement and Disposal Unit office; 2) CC meeting minutes of 18th September 2017 at the District Headquarters Procurement and Disposal Unit office; 3) CC meeting minutes of 2nd October 2017 at the District Headquarters Procurement and Disposal Unit office; 4) CC meeting minutes of 17th January 2018 at the Municipal Council Headquarters and 5) CC meeting minutes of 23rd January 2018 at the District Headquarters Procurement and Disposal Unit office. 	<p>1</p>

<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<ul style="list-style-type: none"> a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2 	<p>a) There was evidence that the procurement and Disposal Plan for the current year covered all infrastructure projects in the approved annual work plan and budget. Among those sampled included construction of a two classroom block at Kanoni UMEA and Construction of two 4 Unit staff house at Bukandula C/U. But the Bulwadda-Kimanje road (5 km) project seen in the Procurement Plan was not seen in the Annual workplan.</p> <p>b) The 21 projects executed adhering to the plan included:</p> <ul style="list-style-type: none"> - Drilling and installation of 3 deep hand Pump boreholes. Contractor: M/S Reddys Borehole and Technical Services Ltd. Amount: UGX58,951,620. Procurement Ref. No. GOMB591/WRKS/17 – 18/00001; - Construction of a two-classroom Block at Kakubansiri C/U Primary School. Contractor: M/S Kitcom General Services Ltd. Amount: UGX57,006,862. Procurement Ref. No. GOMB591/WRKS/17 – 18/00007; and - Construction of 5-stance lined pit-Latrine at Kasambya primary school. Contractor: M/S C & S Upholstery Ltd. Amount: UGX20,704,752. Procurement Ref. No. GOMB591/WRKS/17 – 18/00006. 	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2 	<p>The LG put out an advert in the Daily Monitor Newspaper of Friday September 28, 2018 on page 15 where they advertised 7 out of the total 133 (5.3%) projects in the Procurement Plan.</p>	<p>0</p>

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none">• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2	<p>A Contracts Register was seen having only 14 projects out of the 125 in the Procurement Plan. These were projects that were implemented in previous FY. Some of those implemented fell under Force Account and others under micro procurement.</p>	<p>0</p>
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The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure.

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

There was evidence that for previous FY, the LG adhered with procurement thresholds. This was seen from sampled projects as follows:

Open Bidding;

1) Project: Drilling and installation of 3 deep hand Pump boreholes. Contractor: M/S Reddys Borehole and Technical Services Ltd. *Amount: UGX58,951,620*. Procurement Ref. No. GOMB591/WRKS/17 – 18/00001. Contract Signed 29th September 2017;

2) Project: Construction of a two-classroom Block at Kakubansiri C/U Primary School. Contractor: M/S Kitcom General Services Ltd. *Amount: UGX57,006,862*. Procurement Ref. No. GOMB591/WRKS/17 – 18/00007. Contract Signed 28th September 2017.

Selective Bidding;

3) Project: Construction of 5-stance lined pit-Latrine at Kasambya primary school. Contractor: M/S C & S Upholstery Ltd. *Amount: UGX20,704,752*. Procurement Ref. No. GOMB591/WRKS/17 – 18/00006. Contract Signed 1st November 2017.

4) Project: Construction of 5-stance lined pit-Latrine at Kisigula UMEA primary school. Contractor: M/S Kasi Technical Services Ltd. *Amount: UGX19,379,140*. Procurement Ref. No. GOMB591/WRKS/17 – 18/00004. Contract Signed 2nd November 2017.

Framework Contract;

1) Project: Supply of Fuel products and lubricants plus batteries, tyres, tubes and general spares for FY 2017 - 2018. Contractor: M/S SINAGO Investments Ltd. *Amount: "prevailing pump price"*. Procurement Ref. No. GOMB591/SUPL/17 – 18/00005. Contract Signed 3rd July 2017.

<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 <p>for all projects based on technical supervision: score 2</p>	<p>There was evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision. Some of the projects sampled and Certificates seen included:</p> <ol style="list-style-type: none"> Interim Certificate No. 1 issued to M/S Kitcom General Services Ltd after completion of a two-classroom block at Kakubansiri C/U Primary School. Certificates issued on 13th December 2017; Interim Certificate Nos. 2 issued to M/S Geomax Engineering Ltd after completion of Construction of two min solar-powered piped water system. Certificates issued on 21st June 2018; Interim Certificate Nos. 1 issued to M/S Yisto Investments Ltd after completion of a staff house block at Maddu Health Centre IV. Certificates issued on 19th April 2018; Final Completion Certificate issued to M/S Reddys Borehole and Technical Services Ltd after completion of drilling and installation of 3 deep Hand Pump Boreholes at Kamusenene village in Kabulasoke sub-county, and Luzira village and Tiginya in Mpenja sub-counties. Certificate issued on 1st June 2018 and Final Completion Certificate issued to M/S The Was' Company Ltd after completion of a Rural Growth Centre pit Latrine. Certificate issued on 18th June 2018. 	<p>2</p>
<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 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 	<p>There was no evidence of site boards indicating the Contract Value of the projects.</p>	<p>0</p>
<p>Financial management</p>			

The LG makes monthly and up to-date bank reconciliations

Maximum 4 points on this performance measure.

• Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4

The LG had 21 bank accounts during the year 2017/18, out of these five were sampled as follows:

-Gomba Statutory bodies bank account,

July 2017 bank reconciliation were done on 9/8/2017;

December 2017 bank reconciliation were done on 2/1/2018; and

June 2018 bank reconciliation were done on 4/7/2018.

-Gomba Youth Livelihood Project bank account,

July 2017 bank reconciliation were done on 8/8/2017;

December 2017 bank reconciliation were done on 7/1/2018; and

June 2018 bank reconciliation were done on 5/7/2018.

-Gomba Works bank account,

July 2017 bank reconciliation were done on 9/8/2017;

December 2017 bank reconciliation were done on 2/1/2018; and

June 2018 bank reconciliation were done on 4/7/2018.

- Gomba General fund bank account,

July 2017 bank reconciliation were done on 9/8/2017;

December 2017 bank reconciliation were done on 2/1/2018; and

June 2018 bank reconciliation were done on 2/7/2018.

-Gomba Finance bank account,

July 2017 bank reconciliation done on 5/8/2017;

December 2017 bank reconciliation done on 8/1/2018; and

June 2018 bank reconciliation done on 9/7/2018.

From the sampled bank accounts above, the LG monthly bank reconciliations were up to date at the time of the assessment.

Source: LG cash books for 2017/18.

<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. 	<p>The LG made timely payments as follows:</p> <ul style="list-style-type: none"> - A request from Motocare U Ltd of UGX 429,683, for service of car LG0015-29, submitted on 5/2/2018 was paid on 5/2/2018 (1 day); - A request from Sona supplies construction ltd of UGX 17,587,463, for construction of a pit latrine, submitted on 6/2/2018 was paid on 6/2/2018 (1 day); -A request from Sinago investments ltd of UGX 7,874,948 for renovation of a class room block at Kasaka Primary School, submitted on 8/2/2018 was paid on 8/2/2018 (1 day); -A request from Kiyinda Capentary work shop of UGX 2,740,000 for repair of Vehicle LG0003-29, submitted on 9/2/2018 was paid on 9/2/2018 (1 day); and - A request from Chriscom u ltd of UGX 12,107,000 for supply of irrigation pump to production department, submitted on 4/12/2017 was paid on 5/12/2017. <p>Source: Payment vouchers file</p>	<p>2</p>
<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: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>The LG has a substantive Principle Internal Auditor , on appointment of promotion on letter reference LG/P/GOM/1000 dated 1/10/2010.</p>	<p>1</p>

<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"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>The LG produced all the quarterly internal audit reports for the year 2017/18:</p> <ul style="list-style-type: none"> -Quarter 1 was dated 30/10/2017; -Quarter 2 was dated 26/3/2018; -Quarter 3 was dated 30/5/2018; and -Quarter 4 dated 16/9/2018. <p>Source: Audit reports</p>	<p>2</p>
<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>	<p>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 from all quarterly audit reports: score 2.</p>	<p>The LG provided information to the Council and LG PAC on the status of implementation of internal audit findings for the year 2017/18 as follows:</p> <ul style="list-style-type: none"> -Quarter 1 was submitted to LG PAC on 23/1/2018; -Quarter 2 was submitted to LG PAC on 2/5/2018; -Quarter 3 was submitted to LG PAC on 11/7/2018; and -Quarter 1 submitted to LG PAC on 19/9/2018. <p>Source: Audit reports</p>	<p>2</p>
<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 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. 	<p>The LG PAC reviewed only 3 internal audit reports and made their reports as below:</p> <ul style="list-style-type: none"> -Quarter 1 LG PAC report was dated 5/4/2018; -Quarter 2 LG PAC report was dated 5/10/2018; -Quarter 3 LG PAC report was dated 7/9/2018; and -Quarter 4 internal audit report was not yet reviewed by the LG PAC at the time of the assessment. <p>Source: LG PAC reports.</p>	<p>0</p>

<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 updated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>The LG maintained an asset register that was up to date, and conformed to the Accountant Manual.</p> <p>Source: Asset register</p>	<p>4</p>
<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 	<p>Gomba DLG got a clean (unqualified) audit opinion from the Auditor General for the financial year 2017/18.</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			

<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"> 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>The Council meets and discusses service delivery related issues. This was evidenced by the minutes of the District Council meeting dated 27/02/2018, min:08/DC/02/2018: Motion to approve the capacity building plans for 2018/2019 FY and min:05/DC/02/2018: Motion to commit the budget estimates for 2018/2019 to line sector committees for discussion.</p>	<p>2</p>
<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>The LG designated Mr. Ssetema Daniel, the Senior Records officer to handle and coordinate response to feed-back (grievance/complaints). The evidence availed was appointment letter dated 22/08/2017 under ref: CR/D/10460.</p>	<p>1</p>
<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"> The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>The LG specified a system for recording, investigating and responding to grievances. There is evidence of the grievance procedure and the district Local Government Client charter on the district notice board.</p>	<p>1</p>

<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 	<p>The LG payroll and Pensioner Schedule for FY 2017/18 as well as pay roll for September 2018 were pinned on public notice boards at the district headquarters.</p>	<p>2</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>The procurement plan 2018 and awarded contracts and amounts were published on the notice board dated 05/09/2018 and 02/10/2017, respectively. An example of contract with the following particulars: Supply and installation of 5 street lights in Kanoni Town Council, under procurement reference: Gomb591/supl/17-18/00008; Contractor: Kasi Technical Services; and Contract Price: UGX23,482,000 was pinned on the public notice board.</p>	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>The LG published the LG performance assessment results and implications on the notice board, dated June 2018.</p>	<p>1</p>

<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 	<p>The LG communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY. This was evidenced by:</p> <ul style="list-style-type: none"> - Technical Planning Committee minutes dated 2nd October 2017 under min.DTPC04/10/17: Discussion of the first budget call circular that informed all LGs to have well aligned development plans as a basis for budgeting and release of funds; and - Minutes of meeting dated 13/11/2017 under min. DTPC/03/11/17: Presidential fast track initiative on ending HIV and AIDs in Uganda. 	<p>1</p>
<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 LG during the previous FY 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. 	<p>The LG during the previous FY conducted discussions with the public to provide feed-back on status of activity implementation. This was evidenced by the education baraza report dated 11th May 2018. The baraza was held at Mpenja sub county. Issues discussed included: the importance of barazas and progress reports from the different departments on the implementation of LG activities at the Sub county.</p>	<p>1</p>
<p>Social and environmental safeguards</p>			

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>There was evidence that the LG gender focal person (who is also the Senior CDO) has provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities. This was seen from the following reports:</p> <ol style="list-style-type: none"> 1) District Workplans for 2017/18 and 2018/19 have got sections on Gender mainstreaming where Heads of Departments and CDOs would be guided on issues of Gender; 2) Extended TPC Committee meeting held on 2nd May 2017 at Kyegonza Sub-County Hall introduced the Extended Family Day to be marked in every sub-county and 3) Minutes of TPC meeting held 8th May 2017 at Kyegonza Sub-County Hall, the Health Sector planned sexual reproductive health and gender-based violence campaigns. 	<p>2</p>
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2. 	<p>There was evidence that gender focal point had planned for minimum 2 activities for the current FY to strengthen women's roles and address vulnerability and social inclusions. Three activities were seen in this regard, namely:</p> <ol style="list-style-type: none"> 1) Gender-awareness raising meeting at District level for traditional healers, cultural and leaders; 2) Dissemination of gender information and materials to different stakeholders and 3) Radio Talk Show to promote gender awareness-raising campaigns <p>Out of UGX50,155,000 planned, the Department used UGX60,954,596 (121.5%) in the previous FY. More funds initially not planned for came from an NGO – Rakai Health Sciences Programme (RHSP).</p>	<p>2</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>There was evidence that environmental screening are carried out for activities, projects and plans and mitigation measures are planned and budgeted for. This was seen from the following:</p> <ol style="list-style-type: none"> 1) Screening report for construction of Kikonoka-Kigezi road done on 8th December 2017; 2) Screening report for construction of Mponja-Kitongo road done on 29th of November 2017; 3) Screening report for construction of a borehole at Luzira village, Mpenja sub-county done on 12th November 2017; 4) Screening report for construction of a classroom Block at Kakubansiri C/U Primary School done on 8th December 2017 and 5) Screening report for construction of a lined pit latrine at Lunoni Landing site done on 13th of July 2017. 	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>There was evidence that the LG integrates environmental and social management plans in the contract bid documents. It was on record that the Environment Officer prepares a document to PDU for incorporation into BOQs so that costs associated with the mitigation activities identified are included in the BOQs.</p>	<p>1</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>Land Titles have been secured for District Administration and Maddu sub-county Headquarters. The other six Lower Local Government headquarters have no Land Titles.</p> <p>Also, of the 91 government primary schools, there was uncertainty as to how many of these had land titles since they are faith-based and the land belonged to the faith organisation in charge.</p> <p>Of the 17 government Health Centres, none has a Land Title. The titles are under processing.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>There was evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer. The CDO is not involved in this exercise. Certificates seen were quite rudimentary – not dated and not serially numbered. They included:</p> <ol style="list-style-type: none"> 1) Certificate issued to M/S Ssona General Suppliers, Construction and Engineering for installation of hand-washing tank and tree-planting at Kifampa C/U primary school; 2) Certificate issued to M/S Kiticom General Services Ltd for debris collection and disposal and tree planting at Kakubansiri primary school; 3) Certificate issued to Reddys Borehole and Technical services for soil compaction, tree- and grass-planting at Tiginya village, Mpinja sub-county; 4) Certificate issued to Reddys Borehole and Technical services for deep Hand-Pump Borehole construction at Kamusenene village, Mpinja sub-county and 5) Certificate issued to Kasi Technical Services Ltd for toilet construction at Kisigura UMEA primary school. 	<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>There was no evidence that the contract payment certificated included prior environment and social clearance.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>Monthly reports were availed that included completed checklists, deviations observed with pictures, and corrective actions as follows:</p> <ol style="list-style-type: none"> 1) Gomba District Local Government launching of LVEMP II project dated 28th November 2017; 2) A report on LVEMP II activities and 50% accountabilities dated 19/12/2017; 3) A report on Monitoring for LVEMP II Tree-Planting activities and 4) A report on Serving of Warning Letters in Maddu Trading Centre. 	<p>1</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment 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 	<p>Gomba District Education Department has budgeted for a Head Teacher and 7 teachers per school as evidenced by the on-line PBS of 2018/19 available at the District Planners office.</p>	4
<p>The LG education de- partment 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 deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>Gomba District Education Department has deployed one Head Teacher and a minimum of seven teachers as evidenced by the 2018/19 staff list .</p>	4
<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"> o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>Gomba District Education Department has 742 of the 777 (95%) teachers on the wage bill as evidenced by the wage bill provision of 2018/19.</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 	<p>No evidence was availed.</p>	<p>0</p>
<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</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>Gomba District Education Department has submitted a recruitment plan to fill existing positions of Head Teachers as evidenced by the recruitment plan of 2018/19.</p>	<p>2</p>
<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</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>No evidence was availed.</p>	<p>0</p>
<p>Monitoring and Inspection</p>			

<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 has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>There was no evidence that both the Senior Inspector of Schools and Inspectors of School had been appraised at the time of assessment. The Inspector of Schools was partially appraised (July 2017 to December 2017).</p>	<p>0</p>
<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 has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • Primary school head teachers o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>There was evidence in the sampled 10 schools that 60% (6 out of 10) head teachers had been appraised at the time of assessment. Those appraised in the sampled schools were head teachers of; Kanzira PS (6/01/2018), Lwanganzi PS (8/01/2018), Kalwanga PS (30/12/2017), Balwadaa PS (20/01/2018), Lwamigo PS (22/01/2018) and Ntalagye PS (31/12/2017). The head teachers that were not appraised in the sampled schools were; Ndodo PS, Kyambobo PS, Ngeribalya Ps and Kakubansiri C/U PS.</p>	<p>0</p>

<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 	<p>The Gomba District Education Department received and disseminated the following guidelines which were available at all the 5 schools visited:</p> <p>a. Phasing out implementation of Universal Secondary Education (USE) in private schools of 19/01/18 by the P/S MOES to Head Teachers; and</p> <p>b. Reminder on closure of all illegal settings in form of Schools by Gomba District CAO to all Head Teachers on 27/01/18.</p>	<p>1</p>
<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 held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2 	<p>The Gomba District Education Department held a meeting with the Head Teachers to explain government policies and guidelines as evidenced by the minutes of the Head Teachers ' meeting of 09/02/18.</p>	<p>2</p>

<p>The LG Education De- partment has effectively inspected all registered primary schools2</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<p>All private and public school in Gomba were inspected as evidenced by the school summary feedback report of 25/01/18 signed by the District Inspectors of Schools.; and</p> <p>the District Inspection report for Gomba of 01/11/17.</p>	<p>12</p>
<p>LG Education department has discussed the results/ reports of school inspec- tions, used them to make recommendations for corrective actions and fol- lowed 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 	<p>The Gomba Education Department has discussed inspection reports as evidenced by the Action Reports for the schools inspection arising out of the Education Departmental meetings on: 25/04/17; and 12/04/17.</p>	<p>4</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<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 	<p>No evidence was available.</p>	<p>0</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>There was evidence of the inspection recommendations in the feedback on the general observations of school inspection of 31/07/17; 03/10 /18; 24/04/18; and 23/02/18.</p>	<p>4</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>EMIS and PBS schools data is consistent as evidenced from data collected from the two sources: EMIS report (obtained from MOES), 88 schools; and PBS report, 88 schools.</p>	<p>5</p>

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>EMIS and PBS enrolment data is not consistent as evidenced from data from two sources: EMIS (Set obtained from MOES) 29553 pupils; and PBS, 30784 pupils.</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>The sector committee responsible for education meets and discusses service delivery issues. This is evidenced by the minutes of the general purpose committee meeting dated 20/09/2017 under min.05/GPC/09/2018: Presentation and approval of departmental work plans and priorities for quarter two (2) 2017&2018; and min.04/GPC/09/2018: Presentation of progressive departmental reports for quarter one (1) 2017/2018.</p>	<p>2</p>
<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the education sector committee has presented issues that require approval to Council: score 2 	<p>There was evidence that the education sector committee presented issues that required approval to Council. This was confirmed by minutes of Council meeting dated 27/09/2017 under min.05/DC/09/2017: Motion to approve progress reports from standing committees of Water, Education, Works and Technical services; and meeting dated 09/11/2017 under min.05/DC/11/2017: Review and approval of reports from standing committees.</p>	<p>2</p>

<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/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>All primary schools have functional SMCs as evidenced by the following minutes of the SMC meetings from files of sampled from the DEOs office:</p> <ol style="list-style-type: none"> a. Buyunga Buloh /CU on 01/105/18; b. Kinvumukedde Primary School on on 12/10/18; c. Lwansasi Primary school; 29/01/18 ; d. Kasambya Primary School on 24/09/18 ; and e. Kawerimide Primary School on 28/02/17. 	<p>5</p>
<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 <p>e.g. through posting on public notice boards: score 3</p>	<p>No evidence was availed.</p>	<p>0</p>
<p>Procurement and contract management</p>			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements, to the Procurement Unit 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 input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	<p>The procurement request available was submitted to the PDU on 23/05/18 later than 30/04/18.</p>	<p>0</p>
<p>Financial management and reporting</p>			

The LG Education department has certified and initiated payment for supplies on time

Maximum 3 for this performance measure

• Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.

The LG Education department made timely recommendations for payment of suppliers, for example:

- A request from Sinago Investments Ltd of UGX 1,000,000 for fuel for inspection of schools, submitted on 23/2/2018 was recommended by the District Education Officer on 27/2/2018 (4 days);

-A request from motocare of UGX 711,685 for service car LG00015-029 submitted 5/12/2017, was recommended for payment by the DEO on 5/12/2017 (1 day);

-A request from Kit com of UGX 25,000,000 for construction of 2 class room at Kakuba nsiri Primary School, submitted on 14/12/2017 was recommended for payment by the DEO on 14/12/2018 (1 day);

-A request from KASI Technical services of UGX 17,441,226 for construction of latrine at Kisigula Primary school, submitted on 15/2/2018, was recommended for payment by the DEO on 15/3/2018 (30 days);

-A request from C&S upholstery ltd of UGX 18,634,277 for construction of latrine at Kasambya Primary School, submitted on 18/12/2017, was recommended for payment by the DEO on 20/12/2017 (2 days); and

-A request from Sinago investments ltd of UGX 1,160,000 for tyres submitted on 22/6/2018, was recommended for payment by the DEO on 22/6/2018 (1 day).

Source: Education Payment vouchers file.

<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 15th of July for consolidation: score 4 	<p>The education department submitted to the planner the annual and four quarterly performance reports for the previous FY for consolidation as follows: Quarter 1 on 04/12/2017, Quarter 2 on 25/01/2018, Quarter 3 on 03/05/2018; and Quarter 4 on 16/08/2018.</p> <p>The evidence availed shows that the Quarter four (4) report was submitted later than the required date of 15th July.</p>	<p>0</p>
<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 <ul style="list-style-type: none"> o If sector has no audit query <p>score 4</p> 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 o If all queries are not responded to score 0 	<p>The LG Education department submitted audit responses to the Principle Internal Auditor on 28/11/2017. The audit issues were on accountability from Mpenja and Bukandura schools.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			

<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 teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>No evidence was availed.</p>	<p>0</p>
<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 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 	<p>No evidence was availed.</p>	<p>0</p>
<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 School Management Committee meets the guideline on gender composition: score 1 	<p>All primary schools in Gomba District have functional SMCs that meet the guideline on gender composition as evidenced from the sampled schools below:</p> <ol style="list-style-type: none"> Kinoni Catholic School (out of the 6 SMC foundation members, 2 are women) ; Kasak Central School (out of the SMC 6 foundation members, 2 are women).; Kanoni UMEA Primary School (out of the the SMC 6 foundation members on 3 are women) ; Bukandula Church of Uganda Primary School (out of the 6 SMC foundation members on 2 are women) ; and Bukalagi Catholic School (out of the 6 SMC foundation members of the SMC, 2 are women) . 	<p>1</p>

<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</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 1: 	<p>No evidence was availed.</p>	<p>0</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<p>No evidenced was availed.</p>	<p>0</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1 	<p>No evidenced was availed.</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>There was evidence that Gomba LG filled the structure for primary health care workers with a wage bill provision from PHC wage for the current FY, as it was noted that the approved structure for Gomba district had a total of 169 primary health care workers and the indicative planning figures for the current financial year, following a wage analysis supported 147 primary health care workers, reflecting a staff level of 87% i.e. $147/169 \times 100$. (From the list of staff, approved structure and IPF for FY 2018/2019).</p>	8
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/re-quest to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>There was evidence that, Gomba LG health department submitted a comprehensive recruitment plan/ request to HRM for the current FY, covering the vacant positions of primary health care, as it was noted that a recruitment plan was submitted and received by HRM on the 8th/05/2018, with 43 positions of primary health care workers.</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>There was evidence that 100 %(5 out of 5) sampled In-charges of health centres had been appraised. The in-charges included; Maddu HC IV Dr Mujumba Fredrick (05th/07/2018), Ngomanene HC II Nalumansi Margret (09/06/2018), Kanoni HC III Nyanzi Ismael (09th/09/2018), Kitwe HC II Mugalula Henry (1st /07/2018) and Mpenja HC III Nkajja Robert (3rd/07/2018).</p>	<p>8</p>
<p>The Local Government Health department has 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 in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<p>There was evidence that Gomba LG health department deployed health workers in line with the lists submitted with the budget for this current FY, as it was noted that there was an updated staff list on deployment available at DHO's office. The names and cadres on the list were consistent with that reflected in PBS for FY 2018/2019.</p> <ul style="list-style-type: none"> • Updated staff lists available at all the sampled health facilities (i.e. Madde HC IV, Kanoni HC III, Kisozi HC III, Kifampa HC III and Mpenja HC III). were also consistent with the list in PBS. 	<p>4</p>
<p>Monitoring and Supervision</p>			

<p>The DHO/MHO 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/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<p>There was no evidence that the DHO communicated all guidelines, policies , circulars issued by the national level in the previous FY to health facilities, as it was noted that none of the copies of the prioritized MOH policies circulars and guidelines for the FY 2017/2018 i.e: Policy strategies for improving health services delivery 2016-2021;</p> <ul style="list-style-type: none"> Guidelines for local government planning processes for health sector support and Ministry of health sector grant and budget guidelines for local governments, were available at DHO's office and neither copies were found at the health facilities visited, i.e Maddu HC IV, Kisozi HC III, Kifampa HC III, Kanoni HC III and Mpenja HC III. 	<p>0</p>
<p>The DHO/MHO 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/ MHO has held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<p>There was no evidence that the DHO held meetings with health facility in-charges and among others explained the guidelines, policies, circulars issued by the national level, as there were no minutes in any of the monthly/quarterly DHT meetings that addressed issues of guidelines, policies and circulars and neither were there delivery notes/acknowledgement list by health facility in-charges regarding dissemination of guidelines, policies and circulars issued by the national level.</p>	<p>0</p>
<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/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>There was evidence that DHT supervised Maddu health centre IV, the only one in the district adequately as reflected in quarterly supervision reports, dated: 11th/09/2017; 08/01/2018; 27th/03/2018 and 21st/05/2018.</p>	<p>3</p>

<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/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 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>There was evidence that the DHT ensured that HSD supervised lower level health facilities within the previous FY as it reflected below:</p> <p>Maddu HSD:</p> <ul style="list-style-type: none"> • Quarter 1 from Maddu HSD support supervision report, July-Sept/2018 dated 28th September 2018, 15 lower level health facilities out of 18 were supervised i.e. $15/18 = 83\%$; • Quarter 2, from Maddu HSD, support supervision report, October to December /2017 dated 18th/12/2017, 16 lower level health facilities were supervised i.e. $16/18 = 88\%$; • Quarter 3, from Maddu HSD support supervision report, January to March/2018 dated 3rd/04/2018, 16 lower level health facilities out of 18 were supervised i.e. $16/18 \times 100 = 88\%$ and • Quarter 4, from Maddu HSD support supervision report, April to June 2018 dated 5th/07/2018, 15 lower level health facilities were supervised out of 18 hence accounting for 83% i.e. $15/18 \times 100$. 	<p>2</p>
<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4 	<p>There was evidence that all the 4 quarterly reports were discussed and used to make recommendations, as it was noted that from the DHT quarterly meetings held on 18th/09/2017 for 1st quarter, 9th/01/2018 for 2nd quarter, 18th/04/2018 for 3rd quarter and 25th/05/2018 for 4th quarter respectively, support supervision findings were adequately discussed and various recommendations and action points came up with.</p>	<p>4</p>

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	<p>There was evidence that the recommendations were followed up and specific activities undertaken for correction as noted in:</p> <ul style="list-style-type: none"> • Quarter 1, there was a report from supervision of gene expert utilization and scale up; • Quarter 2, in Buyanja HC II, it was recommended from support supervision finding that sand buckets should be used as fire extinguisher and this improvisation was followed up and it was also recommended that in Kisozi HC III and Kifampa HC III financial records should be displayed and this was followed as noted on the notice board. • Quarter 3, in Kanoni health centre III, recommendation followed included, replacement of the blue counter book for follow up of clients and peer mothers and • Quarter 4, support supervision recommendation followed, among others was pinning up of performance monitoring charts in all departments in all health facilities. 	<p>6</p>
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding 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 receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>There was evidence that Gomba LG submitted accurate/consistent data, as it was noted in DHO's office, that there was a list of health facilities that were consistently and accurately submitting HMIS to the DHO/MOH, and the health facilities on the list were as those reflected in PBS, for FY 2017/2018. However, addition health facilities were submitting to HMIS but not receiving PHC funds. The list of health facilities submitting HMIS and receiving PHC funds included; Maddu HC IV; kasambya HC II; Bayanja HC II; Bulwadde HC III; Mawuki HC II; Ngeribalya HC II; Ngomanene HC II; Kanzira HC II; Kewelimidde HC II; Namabaya HC II; Mamba HC II; Bukalagi HC II; Kifampa HC III; Kanoni HC III; Mpenja HC III; Kyaayi HC II; Kisozi HC III and Kitwe HC II.</p>	<p>10</p>
<p>Governance, oversight, transparency and accountability</p>			

<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 LG 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 	<p>The LG committee responsible for health met and discussed service delivery issues including supervision reports. This was evidenced by minutes of the general purpose committee meeting dated 20/09/2017 under min.05/GPC/09/2018: Presentation and approval of departmental work plans and priorities for quarter two (2) 2017&2018.</p>	<p>2</p>
<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 health sector committee has presented issues that require approval to Council: score 2 	<p>The health sector committee presented issues that require approval to Council. This was confirmed by the 6th Council meeting dated 05/06/2018 under min.05/DC/06/2018: Motion to approve departmental reports for fourth quarter 2017/2018 and min.06/DC/06/2018: Motion to approve revised budget estimates.</p>	<p>2</p>

<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 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 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>There was evidence that health facilities had functional HUMCS (established, meetings held and budget and resource issues discussed) as it was noted that:</p> <ul style="list-style-type: none"> • Maddu HC IV, met 4 times on, 21st/09/2017,11th/12/2017, 10th/04/2018 and 22nd/06/2018 respectively and this accounted for 100% of the mandatory HUMC meetings; • Kisozi HC III, met 4 times on 28th/09/2017, 18th/12/2017, 24th/04/2018 and 11th/06/2018 respectively, this accounts for 100% of the mandatory quarterly HUMC meetings; • Kifampa HC III, meet 4 times on 14th/09/2018, 4th/12/2017, 01/05/2019, and 29th/06/2018 respectively and this accounted for 100% of the mandatory quarterly HUMC meeting; • Kanoni HC III, meet 4 times on 9th/05/2017.. 8th/01/2018, 3rd/04/2018 and 4th/06/2018 respectively and this accounted for 100% of mandatory quarterly HUMC meetings and • Mpenja HC III, met 4 times on 5th/03/2017, 27th/11/2017, 28th/03/2018, 8th/06/2018 respectively and this accounted for 100% of the mandatory HUMC meetings. 	<p>6</p>
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 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 4 	<p>There was evidence that Gomba LG published all health facilities receiving PHC non wage recurrent funds, as it was noted that 4 lists of releases to health facilities with PHC non wage figures. were pinned on the DHO's notice board covering 1st, 2nd, 3rd and 4th quarters.</p>	<p>4</p>
<p>Procurement and contract management</p>			

<p>The LG Health department has submitted input to procurement plan and 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 input to procurement plan 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 	<p>There was evidence that health sector submitted input to PDU that covered all investment items in the approved sector annual work plan and budget on time by April 30th of the current FY, as it was noted that a procurement plan was submitted and received by head of PDU on 24th/04/2018 and it covered 6 items:</p> <ul style="list-style-type: none"> Fuel (For DHO, ADHO - Environmental health, ADHO - Maternal and child health, District Health Educator and District Health Inspector); Pinter cartridge; Printer and computer servicing; Completion of Maddu health centre IV staff house; Printed and assorted stationary and motor vehicle maintenance. 	<p>2</p>
<p>The LG Health department has submitted input to procurement plan and 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 LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>There was evidence that Gomba LG health department submitted procurement request form (form PPI) to PDU by 1st quarter of previous FY, as it was noted that, one form LG PP form I was available, dated 20/8/2017 and covered 3 items:</p> <ul style="list-style-type: none"> Motor vehicle maintenance; Printer cartridge; printer and computer servicing and Assorted stationary. 	<p>0</p>

<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>The LG Health department made timely recommendations for payment of suppliers, for example:</p> <p>-A request from Kyagera Motor garage of UGX 1,496,000 for service of vehicle number Ug 4634M, submitted on 23/4/2018, was recommended by the District Health Officer (DHO) for payment on 24/4/2018 (2 days);</p> <p>-A request from Sinago Investment ltd of UGX 3,000,000 for fuel for DHO office, submitted on 24/4/2018, was recommended by the DHO for payment on 24/4/2018 and paid 25/4/2018 (1 day);</p> <p>-A request from Sinago investments ltd of UGX 3,670,500 for fuel for DHO office, submitted on 24/1/2018, was recommended by the DHO for payment on 24/1/2018 (1 day);</p> <p>-A request from Sinago investments ltd of UGX 3,400,000 for fuel for DHO, submitted on 30/10/2017,was recommended by the DHO for payment on 30/10/2017 (1 day); and</p> <p>-A request from Kanamwanje accounts assistant of UGX 375,000, submitted on 23/1/2018, was recommended by the DEO for payment on 23/1/2018(1 day).</p> <p>Source: Payment vouchers file</p>	<p>4</p>
<p>Financial management and reporting</p>			
<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 	<p>The department submitted the annual performance and all four quarterly reports to the Planner on the following dates: Quarter 1 on 16/11/2017; Quarter 2 on 31/01/2018; Quarter 3 on 3/05/2018 and Quarter 4 on 16/08/2018.</p> <p>The evidence availed shows that Quarter four (4) report was submitted later than the required date of 15th July.</p>	<p>0</p>

<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 	<p>The LG District Health Officer submitted audit responses to the Principle Internal Auditor on 29/11/2017.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<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 (i.e. minimum 30 % women: score 2 	<p>There was evidence that health unit management committee (HUMC) met the gender composition of one third being females as reflected below:</p> <ul style="list-style-type: none"> • Maddu HC IV, gender composition was at 42% (3 females out of 7 HUMC members); • Kisozi HC III, gender composition was at 55% (5 females out of 9 HUMC members); • Kanoni HC III, gender composition was at 50% (4 females out of 8HUMC members); • Kifampa HC III, gender composition was at 42% (3 females out of 7 HUMC committee members and • Mpenja HC III, gender composition was at 50% (3 females out of 6 HUMC members. 	<p>2</p>

<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 the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>There was no evidence that Gomba LG issued guidelines on how to manage sanitation in health facilities including separating facilities for women and men , as there were no sanitation guidelines at the DHO's office and neither were they available at the health facilities visited i.e. Maddu HC IV, Kifampa HC III, Kisozi HC III, Kanoni HC III and Mpenja HC III.</p> <ul style="list-style-type: none"> Sanitary facilities were labelled for men and women in Maddu HC IV and Kisozi HC III only the rest i.e. Kifampa HC III, Mpenja HC III and Kanoni HC III, did not have their sanitary facilities labelled for me and women in order to segregate either sex. 	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<p>There was no evidence that all health facility infrastructure projects were screened before approval for construction, as there were no screening reports available, though there were construction works that took place at Maddu HC IV in the previous FY</p>	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2 	<p>There was no evidence that the environmental officer and community development officer visited the sites and checked whether the mitigation plans were complied with, as there were no monitoring reports available.</p>	<p>0</p>

<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4. 	<p>There was no evidence that Gomba LG issued guidelines on medical waste management, including guidelines (sanitation charts, posters, etc.), as there were no medical waste management guidelines found in all the 5 sampled health facilities i.e. Mpenja health centre III, Kanoni health centre III, Kifampi health centre III, Kisozi health centre III, Maddu health centre IV and neither were medical waste management guidelines available at DHO's office.</p>	<p>0</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<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 district Water department has targeted sub- counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>The Safe Water Coverage data for Gomba DLG show that the district has safe water access of 57%. Two sub counties were below district safe water access coverage: Kabulasoke S/C-49% and Maddu S/C-43%.</p> <p>In the AWP for FY 2018/19 received by the MoWE on 30th July 2018, the DWO targeted all the two S/Cs:</p> <ul style="list-style-type: none"> • Kabulasoke S/C-a hand pump and construction of solar powered mini-piped water system phase II in Kawuula village, Kisozi parish. • Maddu S/C- deep borehole drilling in Buyanja village and construction of a solar powered mini piped water system phase II in Kyayi village. <p>In conclusion, 100% of the budget allocation was allocated to S/Cs with safe water coverage below district coverage of 57% in the current FY 2018/19 hence the score 10.</p>	10

<p>The district 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 district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY. <ul style="list-style-type: none"> o If 100 % of the water projects are implemented in the targeted S/Cs: <p>Score 15</p> <ul style="list-style-type: none"> o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	<p>In the annual progress report for quarter four of FY2017/18 submitted on 07h July 2018 and received by MoWE on 30h July 2018, Gomba DLG implemented water projects in the targeted S/Cs with safe water coverage below district coverage of 57%:</p> <ul style="list-style-type: none"> • Kabulasoke S/C- construction of solar powered mini-piped water system phase I in Kawuula village, Kisozi parish and new borehole in Kamusenene village, Kisozi parish. • Maddu S/C- Construction of a solar powered mini piped water system phase I in Kyayi village and 2 borehole rehabilitations in Kasambya and Kamengo villages. <p>As from above, 100% of the water projects were implemented in the targeted S/Cs with safe water coverage below district coverage of 57% in the FY 2017/18 hence the score 15.</p>	
Monitoring and Supervision			

<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district 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>Monitoring reports for all Water and sanitation projects submitted to CAO by the DWO for the last FY 2017/18 were on file for example:</p> <ul style="list-style-type: none"> • Report on the construction of 2 powered mini-piped water systems (Kyayi village, Maddu S/C and Kawuula village, Kabulasoke) dated 20/06/18; • Final report on the drilling and installation of 3 deep hand pump boreholes (Luzira village, Mpenja S/C, Tiginya village, Mpenja S/C and Kamusenene village, Kabulasoke S/C) dated 13th December 2017; • Monitoring report on 10 borehole rehabilitations (Kamengo, Kyabalembya, Butanga, Lukoola, Ngomanene, Busolo A, Namuyovu, Kimbo, Kampungu, and Kilumba A villages) dated 13th July 2018 and • Monitoring report on the construction of Rural Water Growth Centre Latrine with urinal at Lukunyu village, Kyegonza S/C for FY 2017/18 dated 02nd June 2018. <p>From the analysis, 100% of the WSS facilities were monitored annually by the DWO hence score 15.</p>	<p>15</p>
<p>The district 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 district has submitted accurate/consistent data for the current FY: Score 5 • List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>The Safe Water Coverage data for Gomba DLG show that the district has safe water access of 57%, Mpenja S/C-72%, Kabulasoke S/C-49%, Kyegonza S/C-63% and Maddu S/C-43%.</p> <p>This was contrary to the MIS report that shows Gomba DLG has safe water access of 87%, Mpenja S/C-95%, Kabulasoke S/C-95%, Kyegonza S/C-95% and Maddu S/C-60%. Hence, inconsistent data for the current FY 2018/19 was found hence score 0.</p>	<p>0</p>

<p>The district 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"> List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>The list of water facilities reported by Gomba DWO for FY 2017/18 in Quarter four were consistent in both PBS and MIS reports that is 125 protected springs, 409 shallow wells and 227 deep boreholes.</p>	<p>5</p>
<p>Procurement and contract management</p>			
<p>The district Water department has submitted input for district's procurement plan, 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 input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>Procurement plan and the procurement requests to PDU from DWO for FY 2018/19 were submitted late on 02nd July 2018 after 30th April 2018 for example:</p> <ul style="list-style-type: none"> Construction of two solar powered mini-piped water systems phase II (Kyayi and Kawuula) were submitted by Gomba DWO on 02nd July 2018; Drilling of 3 deep boreholes in Kirungu Kyegonza S/C, Makokwa and Ntonwa in Kabulasoke S/C submitted to PDU on 02nd July 2018 and Production Water source in Buyanja was submitted on 02nd July 2018. 	<p>0</p>
<p>The district 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 contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>No evidence of monthly site visits for the different WSS infrastructure projects was found on file although the contract management plan was available.</p>	<p>0</p>

<p>The district 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 water and sanitation facilities constructed as per design(s): score 2 	<p>From the field visit, it was confirmed that water and sanitation facilities were constructed as per the designs for example Lukunyu RGC latrine, Kyegonza S/C and two powered mini-piped water systems (Kyayi village, Maddu S/C and Kawuula village, Kabulasoke).</p>	<p>2</p>
<p>The district 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 contractor handed over all completed WSS facilities: score 2 	<p>No handover reports were found on file in the DWO of Gomba district.</p>	<p>0</p>
<p>The district 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 DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>Borehole completion report by Reddy's borehole and Technical Services Ltd for November 2017 was available on file. Final report for borehole completion in the fourth quarter was available on file.</p>	<p>2</p>

The district Water department has certified and initiated payment for works and supplies on time

Maximum 3 for this performance measure

- Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points

The LG District Water Officer timely certified and recommended payments to suppliers, for example:

- A request from Sinago investments of UGX 10,567,800 for supply of fuel for roadworks on ndodo road, submitted on 5/12/2017, was recommended by the DWO for payment on 5/12/2017 (1 day);

-A request from LISAI general supplies of UGX 2,773,000 for office furniture, submitted on 21/11/2017, was recommended by the DWO for payment on 21/11/2017 (1 day);

-A request from FAWW Africa group ltd of UGX 10,275,000 for repair of grader, submitted on 1/11/2017, was recommended by the DWO for payment on 9/11/2017 (8 days);

-A request from Victoria equipment ltd of UGX 2,535,466 for repair of motor grader number UG1718W, submitted on 7/11/2017, was recommended by the DWO for payment on 7/11/2017 (1 day);

-A request from Sinago Investments ltd of UGX 1,300,000 for repair of cutter blades, submitted on 27/2/2018, was recommended by the DWO for payment on 1/3/2018 (4 days); and

- A request from Basama Enterprises ltd of UGX 3,000,000 for laptop, submitted on 17/1/2018, was recommended by the DWO for payment on 12/2/2018.

Source: Payment vouchers file

<p>The district 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 	<p>The department submitted the annual performance and all four quarterly reports to the Planner on the following dates: Quarter 1 on 21/11/2017; Quarter 2 on 25/01/2018; Quarter 3 on 3/05/2018 and Quarter 4 on 16/08/2018.</p> <p>The evidence availed shows that the Quarter four (4) report was submitted later than the required date of 15th July.</p>	<p>0</p>
<p>The District 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 <ul style="list-style-type: none"> If sector has no audit query score 5 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 	<p>The LG DWO submitted audit responses to the Principle Internal Auditor on letter dated 29/11/2017 on 16 audit responses and another submission was on 2 audit issues on letter dated 29/3/2018.</p>	<p>3</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The district 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 	<p>The LG committee responsible for water met and discussed service delivery issues including supervision reports. This was evidenced by:</p> <ul style="list-style-type: none"> The minutes of whole council dated 24/05/2018 under minute min.04/DC/05/2018: Water and Sanitation Sector recommendation to Council to spend the water project retention fee of UGX24,864,265 left on departmental account for construction of new boreholes in Gomba. 	<p>3</p>
<p>The district 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 water sector committee has presented issues that require approval to Council: score 3 	<p>The water sector committee presented issues that required approval to Council. This was confirmed by Minutes of Council meeting dated 27/09/2017 under min.05/DC/09/2017: Motion to approve progress reports from standing committees of Water, Education, Works and Technical services.</p>	<p>3</p>
<p>The district 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. 	<p>No information on AWP, budget and Water development grant releases and expenditures was found pinned on the district notice board although they were discussed at advocacy meeting held on 11th September 2018 for the first quarter of FY 2018/19. The minutes of the advocacy meeting show that Gomba DLG received Ughs 360 million as Rural Water and Sanitation conditional grant. Also, a list of projects to be implemented in FY 2018/19 were presented.</p>	<p>0</p>

<p>The district 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"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>Field visits conducted show that WSS projects were not well labelled as shown:</p> <ul style="list-style-type: none"> Kamusenene borehole, Kabulasoke S/C-missed contractor and source of funding; Kawuula mini solar powered water system, Kabulasoke S/C-missed contractor and source of funding; Luzira borehole, Ntengye S/C-missed name of contractor, source of funding; Tiginya borehole, Mpenja S/C-missed name of contractor, source of funding and Lukunyu RGC latrine, Kyegonza S/C-missed date of construction. 	<p>0</p>
<p>The district 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"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>Information on WSS tenders and contract awards was pinned on Gomba district noticeboard for example a tender for construction of 2 mini solar piped water systems was awarded to LHM Ground Water Exploration and Geo mapping. Date of display:03rd October 2017 and date of removal was 16th October 2017.</p>	<p>2</p>
<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 	<p>There was evidence of community application forms for water facilities and payment receipt of community contribution fees for example Ntonwa L.C.1, Kabulasoke S/C applied for deep borehole and paid contribution fee of Ugshs 500,000 evidenced by receipt number 267 paid on 19th February 2018.</p>	<p>1</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they have an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>During field visit, there was evidence of payment books for O & M funds for water facilities and also fencing for example Kamusene borehole, Kabulasoke S/C had payment book, Kawuula mini solar powered water system, Kabulasoke S/C was fenced, Tiginya borehole, Mpenja S/C had a payment book.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<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 	<p>Environmental and Social screening used by the ENR officer in the screening of WSS facilities were found on file for example screening for the construction of mini-powered water system was conducted by Nakidde Prossy on 01st May 2018. Also, screening for the borehole construction at Luzira village in Mpenja S/C was conducted on 11th-12th November 2018. Lastly, screening for borehole construction at Tiginya, Mpenja S/C was conducted on 27th-29th November 2018.</p>	<p>2</p>
<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 there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>No cases of unacceptable environmental concerns in the FY 2017/18 were documented by the DWO.</p>	<p>1</p>

<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 construction and supervision contracts have clause on environmental protection: score 1 	<p>There was no clause on environmental protection in the construction and supervision contracts issued by Gomba DLG.</p>	<p>0</p>
<p>The district 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 and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>Water User Committee for Ntonwa L.C.I, Kabulasoke S/C has 7 members(F=4, M=4), F-Treasurer</p> <p>Tiginya borehole, Mpenja S/C has 6 members (F=3, M=3), F-Vice C/Person.</p> <p>Hence, from above statistics, 50% of WSCs were women and they occupied key positions hence score 3.</p>	<p>3</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/ RGCs provided by the Water Department.</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 	<p>Lukunyu Rural Growth Centre 6-stance latrine, Kyegonza S/C constructed in latrine constructed in the FY 2017/18 had separate stances for men, women and Persons With Disabilities.</p>	<p>3</p>