



Local Government Performance Assessment

Sironko District

(Vote Code: 552)

Assessment	Scores
Accountability Requirements	50%
Crosscutting Performance Measures	43%
Educational Performance Measures	56%
Health Performance Measures	61%
Water Performance Measures	53%

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. 	<ul style="list-style-type: none"> • LG submitted to MoFPED Annual Performance contract for the FY 2018/19 on the 31st/7/2018. 	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. 	<ul style="list-style-type: none"> • LG submitted to MoFPED Budget that included Procurement Plan for the FY 2018/19 on the 31st/7/ 2018. 	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 	<ul style="list-style-type: none"> • LG submitted to MoFPED the Annual Performance Report for FY 2017/18 on the 10th/9/2018 which was past the due date of 31st/7/2018. 	<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. 	<ul style="list-style-type: none"> • Though the LG submitted to MoFPED the Budget Performance Reports for all four Quarters FY 2017/18 the Performance Report for Quarter 4 was submitted on 10th/9/2018 which was past the due date of 31st/7/2018. The others were submitted on the following dates: <p>Quarter I report: 19th/01/2018</p> <p>Quarter II report: 28th/02/2018</p> <p>Quarter III report: 18th/06/2018.</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. 	<ul style="list-style-type: none"> • The LG had provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General's findings for the previous financial year 2016/17, but outside the deadline of 30/4/2018. <p>The information was submitted on 4/5/2018 in a letter titled "Verification of report on actions taken on Auditor General's Reports and Internal Audit Reports" ref: SRK/CR dated 3/5/2018, addressed to the Internal Auditor General MOFPED, and copied to PS/ST Kampala, Accountant General Kampala, PS MOLG Kampala, District chairperson Sironko and CAO Sironko.</p> <p>The report was received and fully acknowledged with a rubber stamp by the following offices on the following dates;</p> <p>(i) Directorate of Internal Audit on 4/5/2018.</p> <p>(ii) Registry MOFPED Kampala on 4/5/2018</p> <p>(iii) MOLG on 4/5/2018.</p> <p>The mandatory deadline for submission was 30th April 2018 (PFMAs 11'2g). Therefore, the LG was not compliant as far as deadline is concerned,</p>	<p>No</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<ul style="list-style-type: none"> • The audit opinion of LG Financial Statement was not adverse or disclaimer. 	<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. 	<ul style="list-style-type: none"> • Only appointment dated 2nd/07/2018 of co-opted member - Senior Lands Management officer was reviewed. Evidence of appointment of members to the District Physical Planning Committee was not reviewed as it was said to have been destroyed in a fire that gutted the Production department in July 2018, which was under Police investigation under ref. Sironko CRB 398/2018. However the District Internal Audit report dated 25th/07/2018 was silent on whether any property of the then District Physical Planner (was on interdiction at time of this APA) or Physical Planning Committee had been destroyed in the fire. • Though building plans had been considered by the Committee in meeting of 31st/08/2018 under Min. 04/DPPC/31/08/18 where 8 applications were approved e.g of Olam Uganda Ltd (proposed development not stated), IREAD/ECDC and Eaton Butandiga while deferred 4 plans e.g. of Golden Junior School and Zesiro Joyce, the LG did not maintain a building plan register thus it was not possible to establish the timeliness of the approval of building plans. • Furthermore the LG had not approved building plans of its own projects contained in the AWP FY 2018/19. 	<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"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<ul style="list-style-type: none"> • The LG had not submitted minutes of the Physical Planning Committee to MoLHUD. 	<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"> • All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0 	<ul style="list-style-type: none"> • LG lacked a Physical Development plan (PDP) so though the District Physical Planning Committee had approved some building plans it was not possible to ascertain their consistency with PDP. 	<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 	<ul style="list-style-type: none"> • LG had not prepared any Action area plans. However the 2 TCs, Sironko and Budadiri, had valid structure plans running from 2011-2021 and 2012-2022, respectively, which covered FY 2017/18. 	<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. 	<ul style="list-style-type: none"> • Budget conference was held on 12th/10/2017 as evidenced by report dated 18th/10/2017 prepared by the District Statistician. It highlighted priorities for FY 2018/19 which were also in the AWP FY 2018/19: e.g. Watersheds of Nakwera-Kado and Wosiita to (benefit under NUSAF3), repair of solar system in district headquarters, development of Master plan for Budadiri HC IV, routine and periodic maintenance of roads, construction of Masagala and Bunandasa bridges (unfunded priorities), construction and rehabilitation of GFS, drilling of boreholes, construction of drainable latrines, construction of District medical store, construction of placenta pit, OPD and Marternity wards, renovation of maternity wards in Bumumulo and Butandiga HC III, construction of latrines in PS e.g. Bugalabi, Bukinyale and Buyaya YLP and UWEP, construction of office block for Production dept (unfunded priority), establishment of queen bee multiplication/demonstration units. 	<p>2</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 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>All the other capital projects in the AWP for the FY 2018/19 had been drawn from the approved DDP 2015/16 -2019/20 except construction of Science laboratory - in Bumirisa Seed SSS (pg. 15, 58 of AWP). However the Science laboratory had been approved by Council in meeting of 29th/05/2018 under Min. 06/DLC/5/2018.</p> <p>The following projects had been drawn from the DDP:</p> <ul style="list-style-type: none"> • Construction of a fish hatchery; Construction of 4 cattle demonstration sheds (pg.45,121 of AWP, pg. 248 of DDP) • Construction of latrines in Budadiri HC IV, Bundege HC II, Buyaya HC II, and bathrooms for mothers and fencing in Bundege HC II; Upgrading HC IIs to IIIs - Health staff houses in Bundege HC II and rehabilitation of staff house at Buyaya HC II, construction of Maternity ward in Bundege HC II, rehabilitation of maternity ward in Bumumulo HC III rehabilitation of private wing at Budadiri HC IV (pg 14, 52-53 of AWP, pg 248-252 of DDP) • Construction of classrooms in Nabodi and Buzelobi PS; Construction of latrines in Bumusi, Nabodi, Bugalabi, Kibira, Bukinyale, Lusagali, Emptying & rehab of latrines in Bubitoke PS; Construction of Teachers houses in Bukiiti PS; Construction of (2) 2-Classroom blocks and (2) 5-stance latrines in Bumirisa Seed SSS (pg. 15, 55-58 of AWP, pg. 260-261 of DDP) • Road maintenance (pg.64-68 of AWP, pg. 262-263 of DDP) • Water: drainable latrine construction, protection of spring wells, drilling of boreholes Completion of Masha GFS (pg. 73-74 of AWP, pg. 263-264 of DDP) 	
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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. 	<ul style="list-style-type: none"> Project profiles had been developed but not in the format prescribed in the LG planning guidelines. It omitted information on project objectives, target beneficiaries, background to the project, technical description, implementation plan by quarter, M&E strategy, O&M plan and environmental mitigation plan. Though the LG stated that profiles had been discussed by TPC the minutes were not availed at time of assessment. 	0
<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. 	<ul style="list-style-type: none"> Although an Annual Statistical Abstract 2017 (draft –many sections e.g infrastructure in schools were still blank), with some gender dis-aggregated data e.g table 3.2 population by SC, had been prepared and discussed in TPC meeting of 23rd/10/2017 under Min. 5/DTPC/23/10/2017, it was not evident that the Abstract had informed decision making and budget allocation. 	0
<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 	<p>Scrutiny of the Q4/Annual report FY 2017/18 against AWP FY 2017/18 indicated that all implemented projects except in Health had been drawn from the AWP for the said year. Nonetheless the change to Construction of latrines at Buteza HC III; Renovation of female ward in Budadiri HCIV; and supply and installation of solar at Sironko HC III (pg.56 Q4/Annual of report) from Construction of General ward in Buwasa HC IV (pg. 15, 63 of AWP) was endorsed on behalf of Council by DEC in meeting of 28th/03/2018 under Min.02&05/03/DEC/2018.</p>	2

<p>LG Council: score 2</p>		<p>All the other projects implemented in 2017/18 listed below were drawn from the AWP for the said year:</p> <ul style="list-style-type: none"> • Construction of a slaughter slab in Buteza market (pg. 51 Q4/Annual of report, pg.13, 54 of AWP) • Construction of (10) 5-stance pit latrine in selected P/schools; and, emptying & rehabilitation of 127 stances of latrines (pg. 56 Q4/Annual report, pg. 17, 66 of AWP) • Bottlenecks removed from 19km of access roads (NUSAF3) (pg. 63 Q4/Annual of report, pg.19,72 of AWP) • Routine maintenance of 37.3km out of 42.8 km urban unpaved roads; and Periodic maintenance of 5.6 km out of 5.6 km urban unpaved roads (pg. 63 Q4/Annual of report, pg.19, 73 of AWP) • Periodic maintenance of 67 km of district roads; and maintenance of 226 km out of 226km of community access roads (pg. 64 Q4/Annual of report, pg.19, 73 of AWP) • Routine maintenance of 226 km out of 226km of district roads (PRDP) (pg.64 Q4/Annual of report, pg.19, 74 of AWP) • Rehabilitation of 6 km out of 6km of rural roads (NUSAF3) (pg. 64 Q4/Annual of report, pg. 19,74 of AWP) • Construction of (1) bridge –Sonooli (pg. 64-65 Q4/Annual of report, pg. 19, 74 of AWP) • Construction of 1 public latrine in Kibanda market/RGC (pg. 68 Q4/Annual of report, pg.20, 78 of AWP) • Protection of 11 out of 11 springs (pg.68-69 Q4/Annual of report, pg.20,78-79 of AWP) • Rehabilitation of 7 out of 7 boreholes (pg. 69 Q4/Annual of report, pg. 20, 79 of AWP) • Construction of 4 out of 4 GFSs; and Rehabilitation of 2 out of 2 piped WSS (pg. 69-70 Q4/Annual of report, pg.20, 79 of AWP) • Completion of district stores at the district H/Qtrs (pg. 84 Q4/Annual report, pg. 25 of AWP) 	
<p>Investment activities in the previous FY were implemented as per AWP. Maximum 6 points on this</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. <p>o 100%: score 4</p>	<p>37 out of 45 projects (82.2 %) implemented in the FY 2017/18 were completed as per workplan by the end of the FY. They included:</p> <ul style="list-style-type: none"> • Construction of a slaughter slab in Buteza market (pg. 51 Q4/Annual of report, pg.13, 54 of AWP) • (3 projects) Construction of latrine at Buteza HC III; Renovation of female ward in Budadiri HCIV; and supply and 	<p>2</p>

<p>performance measure.</p>	<ul style="list-style-type: none"> o 80-99%: score 2 o Below 80%: 0 	<p>installation of solar at Sironko HC III (pg.56 Q4/Annual of report, pg. 15, 63 of AWP)</p> <ul style="list-style-type: none"> • (11 projects) Construction of (10) 5-stance pit latrine in selected P/schools; and, emptying & rehabilitation of 127 stances of latrines (pg. 56 Q4/Annual report, pg. 17, 66 of AWP) • Routine maintenance of 226 km out of 226km of district roads (PRDP) (pg.64 Q4/Annual of report, pg.19, 74 of AWP) • Rehabilitation of 6 km out of 6km of rural roads (NUSAF3) (pg. 64 Q4/Annual of report, pg. 19,74 of AWP) • Construction of (1) bridge –Sonooli (pg. 64-65 Q4/Annual of report, pg. 19, 74 of AWP) • Construction of 1 public latrine in Kibanda market/RGC (pg. 68 Q4/Annual of report, pg.20, 78 of AWP) • (11 projects) Protection of 11 out of 11 springs (pg.68-69 Q4/Annual of report, pg.20,78-79 of AWP) • Rehabilitation of 7 out of 7 boreholes (pg. 69 Q4/Annual of report, pg. 20, 79 of AWP) • (5 projects) Construction of 4 out of 4 GFSs; and Rehabilitation of 2 out of 2 piped WSS spent (pg. 69-70 Q4/Annual of report, pg.20, 79 of AWP) • Completion of district stores at the district H/Qtrs (pg. 84 Q4/Annual report, pg. 25 of AWP) <p>Partially achieved projects included:</p> <ul style="list-style-type: none"> • Construction and stocking of a fish hatchery (pg. 14 Q4/Annual of report, pg. 12, 52 of AWP) -constructed a water reservoir and partially de-silted the existing ponds, rolled over to FY 2018/19. • Periodic maintenance of 67 km of district roads (pg. 64 Q4/Annual of report, pg.19, 73 of AWP) • Bottlenecks removed from 19km of access roads (NUSAF3) (pg. 63 Q4/Annual of report, pg.19,72 of AWP) • Routine maintenance of 37.3km out of 42.8 km urban unpaved roads; and Periodic maintenance of 5.6 km out of 5.6 km urban unpaved roads (pg. 63 Q4/Annual of report, pg.19, 73 of AWP) <p>Projects not implemented at all included:</p> <ul style="list-style-type: none"> • Construction of an incinerator in Budadiri HCIV (pg. 15 of AWP) • (3 projects) Drilling of 3 boreholes in Bukhulo (2) and Nalusala (1) (pg. 69 Q4/Annual of report, pg. 20, 79 of AWP)
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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>Based on the following sample of projects (excluding roads and water) whose total expenditure was 508,770,000= against a total budget of 514,924,000=, representing -1.2% variance, the projects were completed within the original budget:</p> <ul style="list-style-type: none"> Construction of a slaughter slab in Buteza market spent 52,000,000= against budget of 52,000,000= (pg. 51 Q4/Annual of report, pg.13, 54 of AWP) (3 projects) Construction of latrine at Buteza HC III; Renovation of female ward in Budadiri HCIV; and supply and installation of solar at Sironko HC III spent 101,559,000= against budget of 99,000,000= (pg. Q4/Annual of report, pg. 15, 56 of AWP) Construction of (10) 5-stance pit latrine in selected P/schools; and, emptying & rehabilitation of 127 stances of latrines spent 266,416,000= against budget of 268,924,000= (pg. 56 Q4/Annual of report, pg. 17, 66 of AWP) Completion of district stores at the district H/Qtrs. Spent 88,795,000= against budget of 95,000,000= (pg. 84 Q4/Annual report, pg. 25 of AWP) 	<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 	<ul style="list-style-type: none"> Though Board of survey report for FY 2016/17 dated 29th/7/2017 made recommendations on assets and infrastructure that required O&M e.g repair of generator (pg 16) and emptying of latrines in Budadiri HC IV (pg.6), repair of 8 Filing cabinets in education (pg. 40-41), repair of Planning unit 1 photocopier –Kyocera KU 1635 (pg. 43), repair of photocopier in Procurement unit (pg. 48), repair of Fax machine in Registry (pg. 53) and repair of Weather equipment (pg. 58), it however was not evident that these had been budgeted for and implemented in FY 2017/18. Only Education sector (aside from roads and water) had implemented O&M of infrastructure - emptying & rehabilitation of 127 stances of latrines (pg.56 Q4/Annual report, pg. 66 of AWP) 	<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>44% (4 out of 9) of the approved positions of HoDs had been substantively filled including CFO, DCDO, DEO & D/Planner). The CFO, DCDO, DEO and D/Planner were appointed under the following DSC Minutes. 5e/68/05, 105/16dd31/05/2016, 105/15dd31/05/2016 & 83/011dd25/4/201 respectively. Four positions are filled with staff on assignment (DE, DNRO, DPO, and DHO). While the newly created position of the district commercial officer is still vacant and no assigned staff. It was further noted that the positions of DE, DNRO, & DHO were advertised but failed to attract suitable candidates (Min 02/125/DSC/02dd/30th /4/2018)</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>100% (All the 8) HoDs (substantively appointed and administratively assigned responsibilities) were appraised for FY 2017/18 by CAO. Filled, signed and stamped performance agreement forms and annual performance reports for FY 2017/18 were on the respective staff files. The MoPS appraisal guidelines were in place dated 26/4/11 but not fully complied with.</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>In FY2017/18, 100% (All the 42) of posts submitted for filling had been considered by DSC as per the minutes of the 125th meeting held from 23-25th April 2018 under Min.02/125/DSC/02dd/30th /4/2018; Min.07/DSC/125/01-09dd/30/4/2018; and Minute extract of the 124th DSC meeting held 4/4/2018 under Min.06/DSC/124/06dd/4/4/2018.</p> <p>A total of (42) posts were submitted to DSC for filling by the CAO as per the submission list dated 8/01/18 and acknowledged by DSC under Min.05/123/DSC/10th /1/17.</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>In FY 2017/18, 100% (All the 33) of confirmation files had been considered by DSC as evidenced by extracted minutes of 124th meeting of DSC held on 4/4/2018 under the following minutes:</p> <p>Min.06/DSC/124/01-4/dd/4/4/2018 and Min.06/DSC/124/10-14/dd/4/4/2018 respectively</p> <p>The CAO submitted (33) files for confirmation in service as per the submission letters dated 19/6/18 (1 file) and 25/01/18 (32 files).</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>In FY 2017/18, none (0%) of (4) disciplinary cases had been considered by DSC. All the cases are still pending at DSC due to non-functionality of the commission-not fully constituted.</p> <p>The CAO submitted (4) abscondment cases of disciplinary action to DSC as per the letters dated 19/6/18.</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 recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>From the list of LG staff recruited in FY2017/18, it was found that 100% (All the 29) staff recruited in FY 2017/18 had accessed the salary payroll within two months after appointment. For example, (27) new staff (IPPS nos. 1026656, 1027025, 1026585, 1026592, 1026652, etc.) appointed on 21/5/2018 accessed the payroll in June 2018.</p>	<p>3</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>Only 25% (6 out of 24) LG staff who retired in FY 2017/18 had accessed the pension payroll within (2) months after retirement. For example (3) staff who retired in May 2018 had accessed the pension payroll in July 2018 i.e. IPPS Nos. 277790, 277516, & 277168. The majority (75%) of pensioners had not accessed the payroll within the required time.</p>	<p>0</p>
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Revenue Mobilization

<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 had decreased LG own source revenues from shs 264,262,188 in the FY 2016/2017 to shs 263,779,107 in the FY 2017/2018, down by shs 483,081 representing a decrease of 0.18% of the year 2016/2017.</p> <p>This percentage is below the minimum increase of 5% required.</p> <p>Reasons for poor performance;</p> <ul style="list-style-type: none"> • Gov't policy transferred the management of taxi park to the operators. • Rainy season affected collection of market dues in the year. 	<p>0</p>
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<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 local revenue collection ratio was not within the acceptable variance of +/- 10% against the budget as required by the manual .This is demonstrated below:</p> <p>Total local revenue planned/budgeted for FY 2017/2018 was Shs 382,010,000 (original budget), whereas the total actual local revenue collected was shs 263,779,107, representing a percentage of local revenue collected against planned for the FY 2017/2018 of 69.05% i.e. (263,779,107/382,010,,000)x100%=69.05%).</p> <p>The uncollected portion was shs 118,230,893 representing 30.95%, which is more than the required variance of +/- 10%</p> <p>Issues raised by the district:</p> <p>The revised budget amounted to shs 278,010,000 which should have been the basis of calculation of the collection ratio as opposed to the original budget adopted by the manual.</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 District had inadequately remitted the mandatory LLG share of local revenues of 65%.</p> <p>Total revenue collected from Local Service Tax (LST) subject to sharing was shs 82,035,865, out of which only shs 10,085,000 was remitted to LLG (representing 12,23%) instead of the expected mandatory 65% amounting to shs 53,323,312</p> <p>Examples of remittances to LLG were as follows:</p> <ul style="list-style-type: none"> Sironko Town Council shs 4,135,000 on pv. No.PV-NT00030 dated 6/11/2018, receipt no. 0748. Budadiri Town Council shs 2,850,000 on pv. No.PV-HE00199 dated 21/5/2018. All sub-counties (consolidated amount) shs 3,100,00 <p>Total shs 10,085,000</p> <p style="text-align: center;">=====</p> <p>.</p> <p>.</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 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 total council expenditures on allowances and emoluments (including from all sources), exceeded the mandatory 20% of the LG own source revenue collected as demonstrated below:</p> <p>Total expenditure on council allowances during FY 2017/2018 was Shs234,189,000, whereas total actual local revenue collected was shs 263,779,107, therefore, total expenditure on council allowances represented 88.8% of OSR instead of the mandatory 20%, equivalent to shs 52,755,821.</p> <p>Reason raised for over expenditure was that;</p> <ul style="list-style-type: none"> MOLG granted authority through a letter ref:ADM/F55/01 dated 8/5/2018 allowing the council to spend an extra shs 47,220,000 over and above the mandatory 20%. 	<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>The positions of Senior Procurement Officer and Procurement Officer are substantively filled as indicated below:</p> <p>a) Kyabi David Augustine, Senior Procurement Officer was recruited in this position under Min No. 04/112/2008. Letter on this matter is dated 3/3/2008</p> <p>b) Nabukonde Lillian, Procurement Officer confirmed under Min DSC/107/14dd5/09/2016. Letter on this matter is dated 4th November 2016</p>	<p>2</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>TEC met, produced and submitted reports to the Contracts Committee. This is evidenced through the Contracts Committee Minutes. For instance, the Contracts Committee Minutes of 23/11/2017, 10/1/2018, 29/1/2018, 23/4/2018 had an agenda item on the submission of evaluation reports from TEC for approval or rejection</p>	<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>The Contracts Committee considered recommendations of TEC. For instance;</p> <p>(a) The Contracts Committee meeting of 10/1/2018, under Min No SIRO/552/005/006 CC/FY 2017-2018 considered proposals made by the TEC that sat from 2nd-3rd January 2018 without any deviations;</p> <p>(b) The Contracts Committee meeting of 29/1/2018 under Min No SIRO/552/005/007/CC/FY2017-2018 considered the proposals of the TEC that met on 12/1/2018 without deviations;</p> <p>(c) The Contracts Committee meeting of 23rd April 2018 under Min No SIRO/552/005/011/CC/FY/2017-2018 considered proposals of the TEC that sat on 20/4/2018 without any deviations</p> <p>(d) The Contracts Committee meeting of 23/11/2017, under Min No. SIRO/552/009/003/CC/FY/2017-2018 differed the approval for the purchase of one Lap Top Dell Type in Budadiri T/C at 2,000,000/=. They requested TEC to provide a more detailed explanation on why they had selected the said bidder and not the other since both quoted the same amount</p>	<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>The procurement plan in place is still a draft. It has been discussed by Council but is yet to be endorsed by CAO and PPDA</p> <p>The draft procurement plan is comprehensive and covers infrastructure projects in the AWP. The 30 infrastructure projects in the AWP are reflected in the draft procurement plan.</p> <p>However there are some discrepancies. For instance some of the items for procurement previously captured under this plan will be procured by the Centre such as upgrading HC11s to HC11Is and the construction of the Seed Technical School</p> <p>The LG largely adhered to the Procurement Plan of 2017/2018 as evidenced by the Contracts Register of 2017/2018. For instance, the construction of the 5 stance pit latrine in Bumasobo P/S, the construction of a slaughter slab in Buteza S/C and the renovation of the Female ward and ceiling/water tank at Budadiri HC which were entered into the procurement plan of 2017/2018, are reflected in the contracts register 2017/2018</p>	<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>For the current FY, the LG intends to undertake at least 30 infrastructure projects as follows;</p> <p>4 in Health, 6 in Water, 4 in Production, 14 in Education and 2 from the LLGs.</p> <p>Only 7 bid documents were in place by August 30th which translates into 23%</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>The LG has an updated contract register endorsed by the Senior Procurement Officer on 26/6/2018. The Register captures SN, Procurement No, Subject of Procurement, Method, Contractor, Date of Award, Amount Awarded, Source of Funding, Amount Paid, Balance, Status of procurements undertaken in 2017/2018</p> <p>It captures works, supplies and services including procurements under Force Account undertaken in 2017/2018.</p> <p>The procurement activity files were complete as is required by the key records to check on the procurement file designed by PPDA, April 2008</p>	<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 previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2. 	<p>For the previous FY, the LG adhered with procurement thresholds i.e. for procurements over 50m, the LG used the Open Bidding method and the Selective Bidding Method for procurements below 50m. For instance;</p> <p>(a) Construction of a 5 stance pit latrine at Bumasobo P/S in Legenya S/C was awarded to Betimu Hot Services at 18,515,650/= under Selective Bidding;</p> <p>(b) Construction of a slaughter slab in Buteza S/C was awarded at 49,944,585/= under Open Bidding method. (The requisition was 52,000,000/= but the bidder quoted less-49,944,585/=)</p> <p>The advert for this procurement was posted in the Daily Monitor of 29th September 2017</p> <p>(c) Drilling of deep boreholes in Lubembe, Bukhulo, Bumulaha and Nakadote village was awarded at 59,083,898/= under the Open Bidding Method</p> <p>The advert for this procurement was posted in the Daily Monitor of 29th September 2017</p> <p>(d) Construction of a farmers house at Bumalimba S/C was awarded at 119,673,225/= under the Open Bidding Method</p> <p>The advert for this procurement was posted in the Daily Monitor of 29th September 2017</p> <p>(e) Renovation of Female Ward and Ceiling/ Water Tank at Budadiri HC was awarded at 17,995,342/= under the Selective Bidding Method</p>	<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 implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>There was evidence of certification of works projects. For instance;</p> <p>(a) A certificate worth 16,528,966/= was issued against the construction of a 5 stance pit latrine at Bumasobo P/S in Legenya S/C on 5/2/2018;</p> <p>(b) A certificate worth 45,773,218/= was issued against the construction of a slaughter slab in Buteza S/C on 31/5/2018;</p> <p>(c) A certificate worth 15,924,435/= was issued against the renovation of Female Ward and Ceiling/ Water Tank at Budadiri HC on 12/6/2018</p> <p>Meanwhile, there was no technical supervision report produced at the time of assessment and therefore it was not possible to check the appropriateness of the certification</p>	<p>0</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>At the time of assessment, implementation of works projects had not commenced meanwhile projects yet to be completed and or commissioned showed that the LG labels on the projects had omitted the contract values</p>	<p>0</p>
<p>Financial management</p>			
<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<p>The monthly bank reconciliations were prepared, but not up-to-date at the time of this assessment on 20/9/2018. The manual demanded that , the LG should have made monthly bank reconciliations up-to-date at the time of the assessment, however, in the case of sironko, the monthly bank reconciliations were done only up to 30/6/2018, two months away from the time of this assessment,</p> <p>Examples reconciliations verified included the following:</p> <p>(1) BOU a/c 0550528000000, in the names of " Sironko District Treasury Single Account(TSA)", was last reconciled and approved on 30/6/2018 , with balances as per cash book and bank statement of shs "0" and shs "0" respectively.</p> <p>(2) DFCU a/c 01983501006545, in the names of " Sironko District General Fund a/c ", was last reconciled and approved on 30/6/2018 , with balances as per cash book and bank statement of shs "3,580,843" and shs "3,580,843" respectively.</p> <p>(3) DFCU a/c 01983501005408 , in the names of " NUSAF 3 operational a/c ", was last reconciled and approved on 30/6/2018 , with balances as per cash book and bank statement of shs "96,345" and shs "2,472,836" respectively</p> <p>(4) DFCU a/c 01983501005409 , in the names of " NUSAF 3 project a/c ", was last reconciled and approved on 30/6/2018 , with balances as per cash book and bank statement of shs "80,440" and shs "80,440" respectively</p> <p>(5) DFCU a/c 01983501006570 , in the names of " Youth Livelyhood project a/c ", was last reconciled and approved on 30/6/2018 , with balances as per cash book and bank statement of shs "50,547,365" and shs "50,547,365" respectively</p>	<p>0</p>

The LG made timely payment of suppliers during the previous FY

Maximum 2 points on this performance measure

• 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.

The LG certified timely payments to suppliers.

Examples of payments verified included the following suppliers;

(1) Prosper Steady Works & Services, payment voucher No. PV-AD00295, dated 30/5/2018, LPO. 0010563 dated 11/5/2018, invoice 0028 dated 14/5/2018, GRN no.003222 dated 23/5/2018, certified by CAO/CFO on 30/5/2018, requisition date for payment by the supplier was 4/4/2018.

Duration between delivery and payment was 7 days i.e 23/5/2018 to 30/5/2018.

The mandatory requirement was that the delay period, if any, should not exceed 2 months, therefore LG certification for payment by LG was timely.

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(2) Total uganda. Ltd, payment voucher No. PV-AU00010, dated 25/5/2018, LPO. 0010569 dated 25/5/2018, receipt no. 433 dated 25/5/2018, for supply of fuel and lubricants, requisition for payment by supplier date 2/5/2018, certified by CAO/CFO on 25/5/2018.

Duration between delivery and payment was 20 days i.e 2/5/2018 to 25/5/2018.

The mandatory requirement was that the delay period, if any, should not exceed 2 months, therefore LG certification for payment by LG was timely

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(2) Payment voucher No. PV-AU00010, dated 25/5/2018, LPO. 0010569 dated 25/5/2018, receipt no. 433 dated 25/5/2018, in the names of Total uganda. Ltd , for supply of fuel and lubricants, requisition for payment by supplier date 2/5/2018, certified by CAO/CFO on 25/5/2018.

Duration between delivery and payment was 20 days i.e 2/5/2018 to 25/5/2018.

The mandatory requirement is that the delay period should not exceed 2 months.

<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 had a substantive senior internal auditor, as per the DSC .appointment minute ref: DSC/105/10 dd/31/05/2016, effective date of appointment (anniversary of date of assumption of duty), in the names of Sam Madete Mafabi, for the post of Principal Internal Auditor (on promotion), with a salary scale U2 and signed by Lomongin Joseph (CAO) on 2/6/2016.</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 had produced all quarterly Internal Audit Reports for FY 2017/2018 as indicated below:</p> <ul style="list-style-type: none"> • Quarter 1 internal audit report was dated 15/10/2017. • Quarter 2 internal audit report was dated 15/1/2018 • Quarter 3 internal audit report was dated 25/4/2018 • Quarter 4 internal audit report was dated 18/9/2018. 	<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 had provided information to the council and LG PAC on the status of implementation of internal audit findings through quarterly internal audit reports submitted to the speaker as indicated below:</p> <ul style="list-style-type: none"> • Quarter 1 status on the implementation of internal audit findings was submitted to LG Accounting officer, LG-PAC on 18/1/2018 • Quarter 2 status on the implementation of internal audit findings was submitted to LG Accounting officer, LG-PAC on 2/4/2018. • Quarter 3 status on the implementation of internal audit findings was submitted to LG Accounting officer, LG-PAC on 13/6/2018 • Quarter 4 status on the implementation of internal audit findings was yet to be submitted to LG Accounting officer, LG-PAC on 24/9/2018. 	<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 internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC had reviewed them and followed up. Reference is made to the minutes of DPAC dated 30/5/2018 and recorded as minute no, MIN3/DPAC/5/2018 (Review of district Internal Audit Report for 4th quarter FY 2016/2017)</p>	<p>1</p>

<p>The LG maintains a detailed and updated assets register Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>Although the LG had a fixed assets register in place, it was not updated, neither was it in the format prescribed in the accounting manual covering details on buildings, vehicles, etc. e.g</p> <p>(1) Land & buildings on which District H/qtrs operate was only recorded as block 4 with a title deed number ULC/154/0127, but no cost or valuation was attached.</p> <p>(2) Isuzu p/up reg no. 0003-106,model JMC, used by district engineer, acquired in 2011 has no value attached.</p> <p>(1) Generator, only referred to as Siro/552/inv/148, located at Buwasa HCIV had no value attached.</p>	<p>0</p>
<p>The LG has obtained an unqualified or qualified Audit opinion 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 	<ul style="list-style-type: none"> • The LG Financial Statements 2017/2018 had unqualified audit opinion. 	<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>Review of four (4) sets of Council minutes of 15th/09/2017, 23rd/02/2018, 10th/04/2018 and 29th/05/2018 affirmed that though Council had discussed some service delivery issues, Council had not however considered performance results for FY 2017/18 and LG PAC reports. Though implementation status of LG PAC report FY 2015/16 was on the proposed order paper it was not maintained in the final/amended order paper was not presented and discussed that day.</p> <p>Examples of issues discussed were:</p> <ul style="list-style-type: none"> Creation of Budadiri District from Sironko and nomination of B.o.G for Masaba SSS were discussed on 15th/09/2017. Nominated members to DSC was considered on 23rd/02/2018 under Min.04/SDLC/02/ 2018 Committee reports QI and QII 2017/18 - LG was to prioritise procurement of a cesspool emptier to service public facilities e.g. schools health centres, priority be given to GFS –most of the discussion was related to roads were discussed on 10th/04/2018. Approval of supplementary budget for FY 2017/18 of 637,601,783= for health- hygiene & sanitation, rehabilitation of roads, watershed projects under NUSAF3 under Min. 05/DLC/5/2018 and approval of AWP 2018/19 under Min. 06/DLC/5/2018 on 29th/05/2018. 	<p>0</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. 	<ul style="list-style-type: none"> LG had not designated a person to coordinate response to complaints/grievances as at time of assessment. <p>Nonetheless the LG had responded to some complaints e.g. the CAO in letter dated 11th/03/2018 had referred a complaint by Ms. Doweli Namakola of Bubetsye village dated 15th/12/2017 -water flooding her compound due to road works, for UNRA's attention and action.</p> <p>Though a suggestion box was placed in corridor at the district headquarters there was no evidence that comments dropped into it were followed up/ acted upon.</p>	<p>0</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 	<ul style="list-style-type: none"> • LG had not specified, displayed and made publically available a system for recording, investigating and responding to grievances as at time of assessment. 	<p>0</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 	<ul style="list-style-type: none"> • Though LG payroll for August 2018 had been displayed on the noticeboard at the district headquarters the Pensioner schedule was not on display. 	<p>0</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. 	<ul style="list-style-type: none"> • Procurement plan FY 2018/19 and awarded contracts were not published. 	<p>0</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. 	<ul style="list-style-type: none"> • LG had not published annual performance assessment results FY 2017/18 and implications. 	<p>0</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 	<ul style="list-style-type: none"> • Though LG stated that guidelines and circulars had been communicated and explained to LLGs in FY 2017/18 it was not evident. 	<p>0</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. 	<ul style="list-style-type: none"> • Radio talk show had been held on 2nd/04/2018 on Elgon FM radio - discussed Tuberculosis, as evidenced by report dated 6th/04/2018 prepared by the District health educator. Discussed spread of TB, prevention, treatment and TB related activities planned and implemented by the LG. 	<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>The gender focal person oriented the TPC on how to mainstream gender into the various sectors at a TPC meeting of 25/9/2017 (Agenda 5: Mainstreaming Gender Issues in Development Planning)</p>	<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>The gender focal point and CDO planned several activities for 2018/2019 to strengthen women's roles and address vulnerability and social inclusion. These include; Continuous support to departments at district and LLGs in mainstreaming gender, life skills enhancement for youth in Secondary Schools, Supporting the production of Pads using local materials, conducting meetings with Senior Women/Men Teachers to build their capacity to reach out to students,</p> <p>Others activities include the implementation of the UWEP, YLP, provision of probation services, advocacy for the vulnerable groups, psychosocial support.</p> <p>According to the Financial Statement of the LG for the FY ended 30th June 2018, the approved budget for the Community Based Services Department was 913,843,052/=. The actual release was 818,886,636/= which translates to 90% of the budget implemented</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 screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>At the time of assessment, there was evidence that the LG had screened projects implemented in 2017/2018 and those due to be implemented in 2018/2019. In addition, an EIA had been undertaken against the construction of a slaughter shed in Buteza Sub-County. Mitigation measures for each project have also been planned and budgeted for</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 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 had attempted to integrate environmental, health and safety issues into the bid documents e.g. the requirement to dispose of excess material off the site is reflected in the bid documents of the construction of the 5 stance pit latrine at Bumasobo P/S and the construction of the slaughter slab at Buteza market. The same requirement is captured as a mitigation measure in the environment certification form.</p> <p>However, the Bid documents do not capture the social issues which were also not clarified at screening</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 projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>The sampled projects were implemented on Government land (some of it titled while others were not yet titled). One of the sampled projects was on individual/community land.</p> <p>For instance, the construction of a 5 stance pit latrine at Bumasobo P/S in Legenya S/C was done on Government land which is not yet titled, the construction of the slaughter slab in Buteza S/C was done on Government land which is titled, the construction of a farmers house at Bumalimba S/C was done on Government land that is not yet titled. The renovation of the Female Ward and Ceiling at Budadiri HC IV was done on Government land whose process of titling has started.</p> <p>However, the drilling of deep boreholes in Lubembe, Bukhulo, Bumulaha and Nakadote required agreements with individuals and or communities. At the time of assessment, no agreements relating to this project were presented</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>Completed projects had environmental certification but the CDO did not endorse the form for any of the projects. All forms were only endorsed by the Environmental Officer</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 the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>The Environment Officer has prepared a document for environmental clearance before payments are done. However, these lacked social mitigation issues, were only endorsed by the Environmental Officer and were not attached to any of the payment certificates</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>The LG has made an attempt to make the said reports on a quarterly basis. However, the only report availed dated 9th July 2018 was only endorsed by the Environment Officer. Also, the CDO was not part of the monitoring team that included the PAS, District Environment Officer, Chief Internal Auditor and Assistant Engineering Officer</p>	<p>0</p>
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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>Approved budget in the performance contract FY 2018/19, the LG Work Plan (page 55) indicates budget provision of 7,834,598, 000 for teachers in 110 government-aided primary schools. The updated list of schools in the office of the DEO, 1188 of 1249 teachers are in post in 111 schools. On average this budget caters for at least 10 teachers per school. Therefore, it is sufficient to cater for a minimum of 8 teachers with a head teacher inclusive.</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>On the school list in the office of the DEO,11 schools have 7 or less than 7 teachers in post for the current FY 2018/19, for example, Zesui is a primary six level school with 5 teachers , Nabweya is a primary seven school level with 7 teachers and no head teacher and Bumagabula is a primary four school level with 4 teachers and no head teacher. Therefore, of the 11 schools, 8 are of lower school levels and did not have a head teacher and/or less number of teachers than the number of classes in the school. It was also established that there are 62 substantive headteachers and 49 others in acting position. Therefore, the deployment has not catered a teacher per class in every school.</p>	0

<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>According to the structure from the office of the DEO, there is a total ceiling of 1249 teachers. Of this, (1188 teachers) 95% of the structure for teachers with a wage bill provision has been filled, according to the DEO.</p>	<p>3</p>
<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>Sironko Local Government approved structure indicates that the district has 3 positions for school inspectors, only one position (Minute 5(e)/8th /2010 is currently filled, and 2 of which are not.</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>In the letter of 8th January 2018, the office of the DEO had submitted a recruitment plan for the current FY 2018/19 to CAO, with a copy to Principal HRO. The plan indicated positions to be filled in primary schools as follows:</p> <ul style="list-style-type: none"> - 45 vacancies for headteachers; - 75 deputy Headteachers ; - 25 senior education assistants; - 20 education assistants. 	<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>In the letter of 8th January 2018, the office of the DEO had submitted a recruitment plan for the current FY 2018/19 to CAO, with a copy to Principal HRO.</p> <ul style="list-style-type: none"> - 1 Senior Inspector of Schools - 1 Inspector of schools. 	<p>2</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>100% (All the 2) of inspectors of schools had been appraised during FY 2017/18.</p> <p>The two positions of Senior Inspector and Inspector of Schools are filled as per approved staff structure for education department dated 1/8/17.</p> <p>a) The Senior Inspector (Madoi Peter-appointed under DSC Min.84/17/dd6/24) was appraised on 16/7/18 and report signed by CAO</p> <p>b) The Inspector of schools (Wamboko Rose-appointed under DSC Min.5e/8th /2010) was appraised and report signed by both DEO and CAO on 17/7/18 and 23/7/18 respectively.</p>	<p>3</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>From a list of Head Teachers (substantive & caretakers) appraised for calendar year 2017, it was found that only 47% (52 out of 110) HTs/Caretakers had been appraised for calendar year 2017.</p> <p>The annual performance reports were on file, duly filled and signed by DEO. However, the signed performance agreement forms for calendar year 2017 were not on file.</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>There was evidence that the Education department received some guidelines from the national level. At the time of assessment , the department presented following documents as having been received from received from the national level in FY 2017/18:</p> <ol style="list-style-type: none"> (1) Early Grade Assessment of teachers received 24th/08/2018 (2) Staff – Transfer of teachers received on 1st /06/2018 (3) Staff organisation and teacher ceiling for schools received on 24th/04/2018. (4) Music , dance and drama (5) Focus on support inspection 2017/2018 <p>There was evidence that copy of document (2) received in Mutufu primary school on 8/08/2018 and Bugunzu Primary School on 17th /05/2018. Additionally, headteachers claimed that they often receive communication via phone call and SMS.</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>In the meeting of headteachers in government aided schools that took place on 1st /03/2018, one of the DEO updates explained staff transfers and staff organisation and teacher ceiling. She urged headteachers to release teachers on transfer. In the same meeting, under min4/SIP/2/2018, the secretary games and sports explained the work plan and budget estimates for games and sport from district to national championship. In the meeting dated 9/11/2017 of headteachers, the DEO explained the role of headteachers tracking teacher attendance. Minute 07/HTRS-DEO/NOV 17, the DEO warned headteachers against shielding teachers on discipline action.</p>	<p>2</p>
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The LG Education De- partment has effectively inspected all registered primary schools²

Maximum 12 for this performance measure

• 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.

The overall school inspection coverage of public and private primary schools per term stands at 64%.

There are 185 (111 Govt & 74 Private) schools

(a) School inspection coverage from inspection reports

- Term I 2018 written on 24 April 2018 indicated that 161(G&P) schools were inspected (87%)

- Term II 2018 written on 16 July 2018 indicated 156 schools were inspected (84%)

- Term III 2017 written on 15 November 2017 stated that 68 schools were inspected (37%)

Average school inspection from reports = $(87 + 84 + 37)/3 = 208/3 = 69.3\%$

(b) School inspection coverage from sample schools

(1) Budadiri Girls P/S (5/11/17 & 11/4/18) inspected 2 out 3(67%)

(2) Bumulisya P/S (24/10/17 & 29th /3/18) inspected 2 out 3 (67%)

(3) Mutufu P/S (3/10/17 & 3/4/18) inspected 2 out 3(67%)

(4) Bugunzu P/S (20/2/18) inspected 1 out 3 (33.3%)

Average inspection coverage from sample schools = $(67 + 67 + 67 + 33.3) / 4 = 234.4 / 4 = 59\%$

Overall school inspection = $(69.3 + 59)/2 = 64\%$

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>In school inspection 2017/2018, the three key issues that inspector identified in schools included: low teacher attendance rate, inadequate preparation of schemes of work/lesson plans and poor governance in some schools. The LG education recommended :</p> <ol style="list-style-type: none"> (1) strengthening the implementation of teacher on task program (2) formation of new SMC with effect in June , 2017 (3) induction of SMC members starting on 24th -27th September , 2018 	<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>There was evidence that Obua Jimmy of DES acknowledge receipt of Inspection reports: term II 2018, on 9th July 2018, term I 2018 on 25th May 2018, Term III 2017 on 11 December 2017.</p>	<p>2</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>The DEO wrote a letter dated 29th/05/2018, stating “term 1 2018, school inspection report about private primary schools in Sironko district” to Proprietor/Headteachers. She followed –up to ensure that private schools administrators adhere to standards of supervision tool guidelines. On 10th April , 2018 , the DEO report the status of private school operation in the district. In other instance, for example, Budadiri Girl PS, there was evidence of recommendations was followed- up the headteachers. The school had developed an improvement plan for math and literacy achievement, through remedial lessons and teaching CAPES in upper classes.</p>	4
<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>The EMIS reports from MoES and district are consistent and accurate with the list of 111 government aided schools.</p>	5
<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>Enrolment data available and consistent with EMIS report and PBS, are not accurate and consistent. For example , in the list of schools at DEO , Bugunzu PS recorded 820 while MoES recorded 800, Bukwaga PS recorded 555 which MoES recorded 667 and Bufupa PS recorded 624 while MoES 640.</p>	0
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee re- sponse for education met, discussed service delivery issues and pre- sented 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 	<ul style="list-style-type: none"> • Review of two (2) sets of minutes of the Social Services Committee for meeting held on 25th/10/2017 (though signed were still a rough copy with corrections) and 2nd/02/2018 indicated that though some service delivery issues had been considered the Committee had not discussed performance assessment results FY 2017/18 and LG PAC reports. • Issues discussed included in meeting of 25th/10/2017 the Education Q4 2016/17 and Q1 2017/18 report – recommended that 21 vacancies identified for teachers be considered for recruitment under Min. 04/SSC/10/17. And in meeting of 2nd/02/2018 discussed Q2 report – recommended recruitment of Sports officer and Guidance and Counselling officer. 	<p>0</p>
<p>The LG committee re- sponse for education met, discussed service delivery issues and pre- sented 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 	<ul style="list-style-type: none"> • Social Services Committee presented to Council in meeting of 10th/04/2018 Committee report and recommendations QI and QII 2017/18 e.g. recommended LG to prioritise procurement of a cesspool emptier to service public facilities e.g. schools and health centres. But Committee recommendations focused more on roads instead of Social services issues. 	<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 the government primary schools had a new established SMC for the period between June 2018 to May 2021. A review of SMCs for randomly selected schools in the office of the DEO revealed that these SMCs were functioning, held three mandatory meetings and discussed school budgets and resources. All these schools had submitted copies of SMC minutes to the DEO. The random schools included: Bumatofu Primary School SMC; Nalugugu Primary School; Bukinyale Primary School; Kalawa Primary School and Mpogo Primary School.</p>	<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>Lists of all schools receiving non-wage recurrent grants (UPE) had been posted on public notice boards as required.</p>	<p>3</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,</p> <p>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>There is no evidence that the LG Department in collaboration with the Environment Department has issued guidelines on environment management</p>	<p>0</p>
<p>Financial management and reporting</p>			

<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3. 	<ul style="list-style-type: none"> The LG Education department timely certified and recommended suppliers for payment as per the contract terms and conditions. <p>Examples of contracts availed and verified included:</p> <p>(1)-Procurement Ref:Siro/552/wrks/17-18/00092 by Dokasi General Contractors Ltd, for construction of 5 stance drainable VIP latrine, with a contract price of shs 19,000,000, date of commencement 2/1/2017, date of completion and requisition for payment 13/2/2018, date of certification by CAO for payment 26/3/2018, date of payment 15/3/2018,payment voucher no.PV-ED00651, amount paid shs 18,050,342(net).</p> <p>Delay period was 41 days i.e (13/2/2018 up-to 26/3/2018).</p> <p>The delay period did not exceed the recommended 2 months limit, therefore payment was timely.</p> <p>(2)-Procurement Ref: Siro/552/wrks/17-18/00093 by John Wamunga Gidudu & Sons Ltd, for construction of 5 stance VIP latrine at Buzeldoi p/school, with a contract price of shs 19,000,000, date of commencement 1/12/2017, date of completion and requisition for payment 29/1/2018, date of certification by CAO for payment 12/2/2018, date of payment 15/3/2018,payment voucher no.PV-ED00649, amount paid shs 18,050,342(net).</p> <p>Delay period was 13 days i.e (29/1/2018 up-to 12/2/2018).</p> <p>The delay period did not exceed the recommended 2 months limit, therefore timely.</p>	<p>3</p>
<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 	<ul style="list-style-type: none"> The LG could not ascertain dates when the Education department submitted annual and quarterly performance reports for FY 2017/18 to Planning unit for consolidation. 	<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 o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>The sector had provided information to the internal audit on the status of implementation of all audit findings for the year 2017/18. This was evidenced by the information gathered from the quarterly submission letters from DEO to the chief internal auditor, and copied to CAO & CFO (All titled "Submission of accountabilities for audit review for (1st, 2nd, 3rd, 4th) quarters 2017/2018", dated as follows:</p> <ul style="list-style-type: none"> • Qtr 1 was dated 24/10/2017 signed by DEO Sironko ,Sarah Bugoosi Kibooli • Qtr 2 was dated 25/1/2018 signed by DEO Sironko ,Sarah Bugoosi Kibooli • Qtr 3 was dated 24/4/2017 signed by DEO Sironko ,Sarah Bugoosi Kibooli • Qtr 4 was dated 19/9/2017 signed by DEO Sironko ,Sarah Bugoosi Kibooli 	<p>2</p>
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Social and environmental safeguards

<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>There was evidence that the Education Department had engaged with the Gender Focal Point in relation to the Senior Women and Men Teachers in Primary School. A report dated 24/7/2017 reveals that the Education Department and the Gender Focal Point Officer held a meeting with Senior Women and Men Teachers and sensitised them on sanitation and hygiene for boys and girls. The participants also received a photocopy of a portion of the school sanitation guidelines from the MOES</p>	<p>2</p>
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<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>The sensitisation meeting with Senior Women and Men Teachers that was conducted by the Gender Focal Point and the Education Department on 24/7/2017 issued and explained school sanitation and hygiene for the benefit of both boys and girls. The participants also received a photocopy of a portion of the school sanitation guidelines from the MOES</p>	<p>2</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 SMCs in school comply with requirement of Education ACT 2008</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines 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>There is no evidence that the LG Department in collaboration with the Environment Department has issued guidelines on environment management</p>	<p>0</p>

<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated 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>All school infrastructure projects were screened before approval for construction and environmental and mitigation actions identified</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated 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>Monitoring of the projects was undertaken from 2nd-6th July 2018 by a team that included the PAS, District Environment Officer, Chief Internal Auditor, Assistant Engineering Officer and a monitoring report dated 9th July 2018 was compiled. Meanwhile the CDO was not part of the team</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>From the Performance contract 2018/19 FY, a PHC wage bill of UGX 3,537,230,000 is provided. The wage bill for staff in post is UGX 3,355,722,497 as per the approved annual work plan leaving a balance of UGX 181,507,503 unutilised.</p> <p>Out of 394 positions for critical staff in the approved structure, 345 positions are filled (87.5%).</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>Submission letter for 22 staff dated 19/7/2018 was obtained on file.</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>Sironko DLG has two HCIVs namely Budadiri and Buwasa. 50% (1 out of 2) of the health facility in-charges had been appraised for FY 2017/18.</p> <p>The annual performance report for Buwasa HCIV in-charge (Dr.Wabomba Nicholas-assigned duty of in-charge by CAO on 3/11/16) was on file, filled and signed by CAO on 10/8/18.</p> <p>However, there was no annual performance report (FY 2017/18) on file for the health facility in-charge for Budadiri HCIV (Dr.Chebet Benjamin)</p>	<p>0</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>The staff list has a lot of mismatches with the actual staff deployed at the health facilities e.g. at Mutufu HCII, all staff on site were different from those in the staff list, at Bumulisha HCIII only one (1) staff out of 10 on site was on the staff list.</p>	<p>0</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>The DHO communicated the guidelines on schedule of duties, sector grant and budget guidelines 2018/19 as per the signed delivery book obtained at DHO's office. In addition, a circular on Results Based Financing was sent to all in charges on 2/5/2018.</p>	<p>3</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>A meeting with health facility in charges was held on 2/7/2018 for Q4. During the meeting guidelines were explained under min 3.</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 supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>The District has no Hospital and has two (2) HCIVs (Budadiri and Buwasa). Reports on file at DHO's office indicate there was no supervision in Q1. In addition, from the log book at Buwasa HCIV, both Q1 and Q4 indicate no supervision was done.</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 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>No support supervision reports by the HSD were at any of the two HCIVs (HSD). However, of the 3 lower facilities sampled (in addition to the 2 HCIVs), 2 were supervised all quarters and 1 only 3 times i.e 2/3=67%.</p>	<p>1</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>Supervision reports were discussed in TPC as per presentations seen on file i.e. Q1 on 25/10/2017, Q2 on 15/1/2018, Q3 ON 6/4/2018 AND q4 ON 13/7/2018. Recommendations were made e.g. Q2 recommended empowering HSD to carry out supervision etc.</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>From the supervision reports and presentations to TPC, follow up actions were drawn and followed up e.g. Q3 follow up was shown to have reached 95% and Q4 86%.</p>	<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"> List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>All the 33 facilities submitted HMIS forms 105 and 108 for July and August 2018 were submitted through DHIS2 online systems (100%) and hard copies for July and August 2018 exist at DHO's office. The facility list matches performance contract.</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 	<ul style="list-style-type: none"> Review of two (2) sets of minutes of the Social Services Committee for meeting held on 25th/10/2017 (though signed were still a rough copy with corrections) and 2nd/02/2018 affirmed that though some service delivery matters had been considered the Committee had not discussed supervision reports, performance assessment results for FY 2017/18 and LG PAC reports. Examples of issues discussed included: <ul style="list-style-type: none"> In meeting of 25th/10/2017 discussed Health Q4 2016/17 and Q1 2017/18 –recommended that 6 positions for Midwives be filled under Min. 04/SSC/10/17. In meeting of 2nd/02/2018 discussed Q2 report – functionalization of the private wing as earlier resolved by Council. Ambulance to be stationed at the district headquarters to respond to emergencies, HUMCs be inducted. 	<p>0</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 	<ul style="list-style-type: none"> Social Services Committee presented to Council in meeting of 10th/04/2018 Committee report and recommendations QI and QII 2017/18 e.g. recommended LG to prioritise procurement of a cesspool emptier to service public facilities e.g. health centres. But Committee recommendations focused more on roads instead of Social services issues. 	<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>One of the five (5) facilities had all the four mandatory quarterly meetings (Bumulisha HCII). Others did not i.e Mutufu HCII held 3 meetings,HCII.</p> <p>Budadidiri HCIV held one meeting in Q3 on 25/3/2018; Buwasa HCIV held only two in Q3 and Q4 while Buwalasi HCIII had no evidence of meeting held at the time of assessment. i.e 1/5=20% which is below 60% requirement.</p>	<p>0</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>The LG publicised all health facilities receiving PHC non-wage as per the notices on DHO notice board dated 30/10/ 2017 and 22/1/2018 showing the facilities and corresponding allocations.</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>Though the sector issues are captured in the procurement plan, there was no evidence of submission on file to determine the date of submission.</p>	<p>0</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

Maximum 4 for this performance measure

- Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2.

Submission of PP form1 for 2 projects was obtained for DHO's file i.e. renovation of female ward at Budadiri HCIV and construction of water tank stand dated 16/4/2018.

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

Maximum 4 for this performance measure

- Evidence that the DHO/MHO (as per contract) certified and recommended suppliers timely for payment: score 4.

- The LG Health department timely certified and recommended suppliers for payment as per the contract terms and conditions.

Examples of contracts verified included:

(1)-Procurement Ref:Siro/552/wrks/17-18/00135 by M/S Musia Techniques Uganda Ltd, for supply & installation of solar system at Sironko HC III, with a contract price of shs 17,904,140, date of commencement 23/4/2017, date of completion and requisition for payment 28/5/2018, date of certification by CAO for payment 13/6/2018, date of payment 26/6/2018,payment voucher no.PV-HE00206, amount paid shs 16,890,942(gross).

Delay period was 15 days i.e (28/5/2018 up-to 13/6/2018).

The delay period did not exceed the recommended 2 months limit, therefore timely.

(2)-Procurement Ref: Siro/552/wrks/17-18/00137 by Dokasi General Contractors Ltd, for construction of 4 stance VIP latrine at Bunaseke HC III, with a contract price of shs 16,000,564, date of commencement 23/4/2018, date of completion and requisition for payment 21/5/2018, date of certification by CAO for payment 12/6/2018, date of payment 21/6/2018,payment voucher no.PV-HE00208, amount paid shs 13,960,171(net).

Delay period was 21 days i.e (21/5/2018 up-to 12/6/2018).

The delay period did not exceed the recommended 2 months limit, therefore payment was timely.

<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 	<ul style="list-style-type: none"> The LG could not ascertain dates when the Health department submitted annual and quarterly performance reports for FY 2017/18 to Planning unit for consolidation. 	0
<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 Health sector had provided information to the internal audit on the status of implementation of all audit findings for the year 2017/18. This was evidenced by the information gathered from the quarterly submission letters from DHO to the chief internal auditor (All titled "submission of audit responses for (1st, 2nd, 3rd, 4th,) quarter 2017/2018", dated as follows:</p> <ul style="list-style-type: none"> Qtr 1 was dated 20/10/2017 signed by DHO, Sironko Dr Wabomba Nicholas Qtr 2 was dated 18/1/2018 signed by DHO, Sironko Dr, Wabomba Nicholas Qtr3 was dated 25/4/2018 signed by DHO, Sironko Dr, Wabomba Nicholas Qtr 4 was not availed (purportedly misplaced). 	2
Social and environmental safeguards			
<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>None of the five (5) sampled health facilities met the gender requirement of 30% females on the HUMC i.e. Buwalasi HCII HCIV has 2 females out of 7 (28.6%) , Buwasa HCIV has 1 female out of 7 (14.3%), Mutufu HCII has one (1) female out of 5 (20%), Bumulisha HCIII has 2 females out of 7 each (28.6%) and Budadiri HCIV has 1 female out of 9 members (11%).</p>	0

<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>One (1) of the five (5) sampled facilities has clearly marked sanitation facilities for male and female i.e 20%</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"> 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>All Health facility infrastructure projects were screened before approval for construction and environmental and mitigation actions identified</p>	<p>2</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>Monitoring of the projects was undertaken from 2nd-6th July 2018 by a team that included the PAS, District Environment Officer, Chief Internal Auditor, Assistant Engineering Officer and a monitoring report dated 9th July 2018 was compiled. Meanwhile the CDO was not part of the team.</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>All the five (5) sampled health facilities in the District had medical waste management facilities in form of charts for segregation and bins of different colours.</p>	<p>4</p>

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>Sironko district safe water coverage stands at 76.6% as per the national water atlas.</p> <p>Currently the district has 21 sub counties, of these there are two town councils ie sironko t/c, and budadiri t/c which are under national water and environment.</p> <p>Sub counties above the district average include; bukyambi, zesui, buwasa, buyobo, bumasifwa, butandiga, bumalimbwa, buteza, buwalasi, buhugu, nulasala, masaba, bukiyi, and busulani.</p> <p>Eight Sub counties are under district safe water coverage included; bukhulo/mafudu, bugitimwa, bunyafa, and bukiise / kikobero.</p> <p>DWO in the FY 2018/19 budget targeted sub counties below district average as below; nalusala S/C – 22,700,000, Masaba S/C – 2,380,000 , Bukiyi S/C – 43,056,700, Busulani S/C – 2,380,000 BuKHULO S/C – 27,850,000, and Bukiise S/C 28,000,000.</p> <p>Financial year 2018/19 budget allocation to sub counties below district average was UGX. 189,196,700.</p> <p>Total budget for the FY 2018/19 was UGX. 252,026,000.</p> <p>Therefore DWO FY 2018/19 budget allocation to sub counties below district average was 75%.</p>	4

<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>DWO implemented budget allocation FY 2017/18 to sub counties below district average, i.e. Nalusala,masaba, bukiyi, bukhulo, bugitimwa, bunyafa,and bukise.</p> <p>Three borehole rehabilitation and construction of a 2 lined stance latrine were completed 100%.</p> <p>Three borehole drilling projects 80% was complete, 20% work in progress.</p> <p>All projects targeted in FY 2017/18 budget, for sub counties below district average of 76.6% were implemented 98%.</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>The projects supervised by sironko water department as par the monitoring plan FY 2017/18 included;</p> <p>25 – 26/2018, the district engineer supervised borehole siting with contractor Ground water quality and engineering consults in nalusala s/c busui parish and bukhulo s/c buyola parish works were completed and site ready for drilling.</p> <p>1/2/2018, he supervised rehabilitation of namango GFS in masaba s/c needed immediate repairs to the GFS damage caused by mudslides.</p> <p>6/3/2018,he supervised protection of springs contracted mwogaish General construction co.ltd, buyora parish, buyobo s/c, and on 23/3/ 2018, the district engineer monitored the works by Super elgon contractors in bufuka parish, bumasiwa s/c, contractor yet to complete the works.</p> <p>25/3/2018, Ag DWO's assistant protection of springs protection of springs by contractors Mwogaish General Construction CO. LTD, bugitimwa parish, bugitimwa s/c, contractor to continue with nakidega spring.</p> <p>30/6/2018, the District Engineer supervised the construction of a three stance drainable pit latrine with a urinal department, in kabanda market, nalusala parish, nalusala s/c, and rated work finished 80%.</p> <p>24/3/2018, he supervised extension of 1800m pipeline, construction of 20cm reservoir tank and 2 tap stands in zesui s/c, bulujewa parish, zesui s/c, reservoir tank completed and laying of pipes ongoing, contractor completed two tap stands.</p> <p>30/3/2018, extension of 1700 mm pipeline, construction of 30 cm reservoir tank and four tap stands in busita/bukyabo s/c, works complete and contractor waiting for the defects liability period.</p> <p>27/5/2018, DWO' s assistant supervised extension of 2200 m pipeline, construction of two tap stands and rehabilitation of 5 old tap stands on nambalenzi GFS in bumalimba sub county and bumatofu parish, buhugu sub counties.</p>	
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<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>DWO Sironko district puts the safe water coverage rural access at 76.6% and MWE MIS statistics puts the district at 83% rural access.</p> <p>The water list was inconsistent and inaccurate, number of borehole rehabilitation was eight in MIS and DWO list had four rehabilitated, in the MIS data update for a 3 stance pit latrine construction was missing while DWO's data update has one in FY 2017/18.</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 water list was inconsistent and inaccurate, borehole rehabilitation number was eight in MIS and DWO list had four rehabilitated, in the MIS data update for a 3 stance pit latrine construction was missing while DWO's data update has one in FY 2017/18.</p>	<p>0</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>DWO submitted Procurement plan FY 2017/18 on 16th august 2017.</p> <p>Deadline was 30th April 2017.</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 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>The District Chief Administrative Officer appointed the contracts manager on the 23rd November 2017, and drafted a contract management plan on the same date.</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 water and sanitation facilities constructed as per design(s): score 2 	<p>The designs for water and sanitation facilities were available in the water department and the BOQs were filed;</p> <p>The BOQs dated 16/8/2017, for the three springs in walugogo, gibutele and kimesha in butandiga sub county.</p> <p>BOQs for the extension bumasifwa GFS dated 16/8/2018, 2 new tap stands and 5 tap stands were rehabilitated.</p> <p>BOQs for the construction of a three stance drainable pit latrine dated 16/8/2018 in nalusala sub county</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>All the projects for the financial year 2017/18 are still under defects liability. Interim certificates were issued 2/1/2018, under contract no siro/552/wrks/17-18/00061 by Elgon contractors limited. Certificate no siro/552/wrks/17-18/0006 dated 30/3/2017</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 DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>DWO had no completion certificates for all projects as all of them were still under retention.</p> <p>DWO had interim certificates for all projects.</p>	<p>0</p>
<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points 	<ul style="list-style-type: none"> The LG water department timely certified and recommended suppliers for payment as per the contract terms and conditions. <p>Examples of contracts verified are:</p> <p>(1)-Procurement Ref:Siro/552/wrks/17-18/00068 dated 10/12/2017 by G & W General Contractors Ltd, for construction of Mashate GFS in Bugitimwa sub-county, with a contract price of shs 12,718,954, date of completion and requisition for payment 19/3/2018, date of certification by CAO for payment 20/4/2018, date of payment 12/4/2018,payment voucher no.PV-WK00315, amount paid shs 12,067,565(gross).</p> <p>Delay period was 31 days i.e (19/3/2018 up-to 20/4/2018).</p> <p>The delay period did not exceed the recommended 2 months limit, therefore timely.</p> <p>(2)-Procurement Ref: Siro/552/wrks/17-18/00060 by Mwogaishi General Contractors Ltd, for construction of 1 spring in Buyobo and 1 spring in Bugitimwa sub-counties,with a contract price of shs 4,493,853, date of completion and requisition for payment 15/3/2018, date of certification by CAO for payment 23/3/2018, date of payment 10/5/2018,payment voucher no.PV-WK00332, amount paid shs 4,200,948(gross).</p> <p>Delay period was 8 days i.e (15/3/2018 up-to 23/3/2018).</p> <p>The delay period did not exceed the recommended 2 months limit, therefore timely.</p>	<p>3</p>

Financial management and reporting			
<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 	<ul style="list-style-type: none"> The LG could not ascertain dates when the Water department submitted annual and quarterly performance reports for FY 2017/18 to Planning unit for consolidation. 	0
<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 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 water sector had provided information to the internal audit on the status of implementation of all audit findings for the year 2017/18. This was evidenced by the information gathered from the quarterly submission letters from DWO to the chief internal auditor (All titled " responses to audit management letter for(1st, 2nd, 3rd, 4th) quarter 2017/2018", dated as follows:</p> <ul style="list-style-type: none"> Qtr 1 was dated 13/12/2017 signed by DWO, Sironko, Buyi D.K Qtr 2 was dated 10/3/2018 signed by DWO, Sironko, Buyi D.K Qtr 3 was dated 23/5/2018 signed by DWO, Sironko, Buyi D.K Qtr 4 was not availed (purportedly misplaced). Qtr 4 was not availed (purportedly misplaced). 	3
Governance, oversight, transparency and accountability			

<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 	<ul style="list-style-type: none"> Though the Technical Services Committee had met and discussed some service delivery issues in meetings of 26th/10/2017 and 2nd/02/2018 – (both not authenticated by the Committee Chairperson), the Committee had not considered performance assessment results, LG PAC reports and submissions from the DWSCC. <p>Examples of issues discussed included:</p> <ul style="list-style-type: none"> Meeting of 26th/10/2017 discussed Water department reports for Q4 2016/17 and Q1 2017/18 under Min.03-4/TechSVS/26/10/2017 e.g. concern was raised that procurement process was taking long time and incomplete borehole in Bunabunyo Buwasa be looked into. Meeting of 2nd/02/2018 discussed Water department QII report e.g regarding mismanagement of GFS committee recommended that the technology be upheld but meters be introduced; sustainable management of public latrines –cesspool emptier be procured by the LG. 	<p>0</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 	<ul style="list-style-type: none"> Technical Services Committee presented to Council in meeting of 10th/04/2018 Committee report and recommendations QI and QII 2017/18 e.g. recommended that GFS be upheld as suitable water supply technology but the water should be metered to curb misuse. 	<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>The AWP, Budget and water development grant releases and expenditures were displayed on the district notice board as par the PPDA act.</p>	<p>2</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>Only one spring in the sub county of buyobo, buyobo parish , nakidega village was labeled, the rest of the three tap stands busita sub county were not labeled.</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"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>Information was displayed on the district notice board for all the projects by both procurement unit and water department</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>Application letters dated by 23/3/2017, bukhulo s/c, kirombe parish and signed by the LC 1, Bulukyeka village and application dated butandiga s/c , butandiga parish, application dated 20th may 2017.</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 an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>One water source was fenced, one facility collected O&M, and total number visited was four.</p>	<p>0</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>Sironko water department screened all projects was done e.g.;</p> <ul style="list-style-type: none"> protection for namubungo spring done, Waganda spring source dated 16/6/2018 Protection of Masaya spring 11/6/2018. Construction of rubanga borehole 5/6/2018. Construction for bubumbe and bumulaha on 5/6/2018. Protection of namakuyu, naluza, kiyego and nakaditi springs on 11/6/2018. 	<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>In the environmental certification dated 26 /6/2018, the DEO recommendation that mitigation measure were followed as per screening form, construction of the water projects had to progress.</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>No information on file for all contracts had the environmental clause.</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>Three water sources visited constituted 50% committee members e.g. wadenya, busiita, and buyola parish taps was active committees, in wadenya village the chairman had already collected sh. 20000 to replace a broken tap.</p>	<p>3</p>

<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>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>Three stance drainable latrine at kabanda market in nalusala parish, nalusala sub county separated stances for ladies and gentlemen</p>	<p>3</p>
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