



Local Government Performance Assessment

Hoima District

(Vote Code: 509)

Assessment	Scores
Accountability Requirements	67%
Crosscutting Performance Measures	79%
Educational Performance Measures	79%
Health Performance Measures	34%
Water Performance Measures	78%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.</p>	<ul style="list-style-type: none"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>LG submitted APC on 29th July 2018 as per data at MOFPED which was within the extended deadline of 1st August 2018.</p>	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>LG submitted the budget that includes the procurement plan for FY 2018/19 on 29th July 2018 as per data at MOFPED and District Planning Unit.</p>	Yes
Reporting: submission of annual and quarterly budget performance reports			

<p>LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> • If LG submitted report to MoFPED in time, then it is compliant • If LG submitted late or did not submit, then it is not compliant 	<p>LG submitted APR on 22nd August 2018 as per copy generated from the PBS during the assessment.</p>	<p>No</p>
<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> • If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available). • If LG submitted late or did not submit at all, then it is not compliant. 	<p>LG submitted the quarterly budget performance reports during FY 2017/2018 as here-under:</p> <p>Quarter Date of submission Reference</p> <p>Quarter 01 12/01/2018 As per MOFPED Data</p> <p>Quarter 02 09/02/2018 “</p> <p>Quarter 03 03/05/2018 “</p> <p>Quarter 04 22/08/2018 PBS print out at the District</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 submitted responses on the Auditor General report for 2016/17 on 26th March 2018 which was received on 27th March 2018 by MOFPED, Auditor General and Parliamentary LGAC. The number of queries raised were four. Three were cleared and one is pending, as detailed below: • 1- Under collection of Local Revenue. Cleared. • 2-Understaffing- pending MOF availing funds. • 3-Lack of Land Titles for the Office Block- District Secured the Land Title. • 4- Inadequate Controls surrounding Management of Domestic Arrears- Decentralisation of Gratuity and Pension has enabled proper planning. 	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>The report from the Auditor General for the FY 2017/18, Local Government Unqualified Audit Opinion Schedule for Hoima Branch No.34 & 42, for December 2018.</p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>There was a functional physical planning committee as evidenced by :</p> <p>i. A communication dated 14th March 2012 by the Physical Planner advising the CAO to establish the Hoima District Physical Planning Committee. In addition a letter by the CAO appointing members of the Committee dated 27th January 2014 was provided.</p> <p>ii. A record of the Committee considering new investments was provided as hereunder:</p> <p>a. Minutes of the meeting held on 8th June 2018 where under Min.01/HDPPC/06/2018: Uganda Land Commission /Ministry of Energy & Mineral Development where it recommended for approval of the change of land use of a number of villages to allow for industrial and airport use. Under Min. 03/HDPPC/06/2018, application by National Agriculture Research Organisation / National Fisheries Resources Research Institute (NARO-NaFIRRI) for change of land use in Kaiso-Toonya Parish ,Buseruka Sub-county (2.234 Hectares) from community hunting and conservation to allow for construction of fisheries research station funded by AfDB..</p> <p>iii. Presence of a building plans approval record demonstrating turnaround time of less than 30 days for lodged submissions e.g. on 18th June 2016, Ahuniriza Mildred & Kyakuhair Erinansi submitted a proposed commercial building plan in Kigorobya Sub-county and it was approved on 27/06/2018.</p>	<p>1</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. 	<p>The DLG submitted four (4) sets of Minutes of the District Physical Planning Committee Meeting to the Ministry of Lands Housing and Urban Development (Masindi MZO) as shown hereunder:</p> <p>i. Minutes of meeting held on 8th June 2018, submitted on 30th June 2018.</p> <p>ii. Minutes of meeting held on 14th March 2018, submitted on 28th June 2018.</p> <p>iii. Minutes of meeting held on 12th March 2018, submitted on 30th May 2018.</p> <p>iv. Minutes of meeting held on 8th February 2018, submitted on 30th May 2018.</p>	<p>1</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 	<p>There was no Physical Development Plan for the District hence consistency could not be verified. However, investments were approved on a needs basis e.g. the international airport project.</p>	<p>0</p>

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Action area plan prepared for the previous FY: score 1 or else 0 	<p>Action area plans for the 5 growth centres were found in place as evidenced by growth Centre alternative PDPs for Kabwoya, Kyarusesa and Kyangwali.</p>	<p>1</p>
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>Priorities in the AWP/Approved Budget Estimates for FY 2018/19 were based on the outcomes of the Budget Conference as found in the “ Budget Conference Proceeding: Summary Report to CAO dated 16th December 2017 as shown hereunder:</p> <ol style="list-style-type: none"> 1. Education: <ol style="list-style-type: none"> a. Construction of classroom blocks at Kasunga PS, Dwoli PS and Kapaapi PS in the Budget conference report (Page 34) and Approved Budget (Page 37). 2. Health: <ol style="list-style-type: none"> a. Construction of a VIP Latrine at Maprangasi found in the Budget conference report of (Page 33) and Approved budget (Page 29). 3. Water: <ol style="list-style-type: none"> a. Extension of Butema piped water system is found in the Budget Conference report (Page 35) and on Page 59 in the approved budget estimates. 	<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>Capital investments in the approved AWP for FY 2018/19 were derived from the 5year DDP(2015/2016-2019/2020) as shown hereunder:</p> <ol style="list-style-type: none"> 1. Education: <ol style="list-style-type: none"> a. Construction of classroom blocks at Kasunga PS, Dwoli PS are found in the DDP project profiles(Page 107). 2. Health: <ol style="list-style-type: none"> a. Construction of a VIP Latrine at Maprangasi HC III is found in the DDP project profiles (Page 83). 3. Water: <p>Extension of Butema piped water system is found in the DDP project profiles (Page 149).</p> 	<p>1</p>
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<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2. 	<p>At the meeting No. 192 of the DTPC held on 29th March 2018 under Min. 560 (B) /9/DTPC/ HDLG/2017/18: 07/08/2018: "Presentation of Project Profiles for FY 2018/2019" investments that are found in the AWP were considered.</p>	<p>2</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> Annual statistical abstract, with gender-disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1. 	<p>Annual Statistical Abstract of FY 2018/19 dated 19 December 2018 with gender disaggregated data was compiled and presented to the TPC at its 192nd meeting held on 29th March 2018 under Min. 560 (C) /9/DTPC/ HDLG/2017/18: 07/08/2018: "Presentation of the Statistical Abstract".</p>	<p>1</p>

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	<p>Annual Statistical Abstract of FY 2018/19 dated 19 December 2018 with gender dis-aggregated data is compiled and was presented to the TPC at its 192nd meeting held on 29th March 2018 under Min. 560 (C) /9/DTPC/ HDLG/2017/18: 07/08/2018: "Presentation of the Statistical Abstract".</p>	<p>2</p>
<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. <ul style="list-style-type: none"> o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>All the 16 investment projects were implemented during the year under review representing 81% performance as found in the APR and procurement reports.</p>	<p>4</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 all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>According to the APR (Page 2) the domestic development approved budget was UGX. 3,645,752,000/= and the proportion of the budget spent was UGX. 3,178,736,000/= representing 87% performance in absorption.</p>	<p>2</p>

<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<p>Budget allocation for O&M in FY 2017/2018 was UGX. 474,710,681/= and expended UGX. 386,793,000/= representing 81% as extracted from the APR.</p>	<p>2</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>All the 8 heads of department positions approved in the District structure for 2017-2018 were filled substantively</p> <p>Namely :-</p> <ol style="list-style-type: none"> 1- Deputy CAO 2- District Education officer 3- District Health officer 4- District Chief Finance officer 5- District Natural Resources officer 6- District Community Development officer 7- District Production and marketing officer 8- District Engineer 	<p>3</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 	<ul style="list-style-type: none"> All HoD's had been appraised by CAO for the previous FY, as per the guidelines of MoPS (CIRCULAR STANDING INSTRUCTION NO1 OF 2016) <p>Namely:-</p> <ol style="list-style-type: none"> Deputy CAO District Education officer District Health officer District Chief Finance officer District Natural Resources officer District Community Development officer District Production and marketing officer District Engineer 	<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 	<ul style="list-style-type: none"> All submissions to DSC for recruitment during 2017-2018 Had been considered Reference made to CR 156/6 dated 12/2/2018, CR 156/1 dated 25/9/2017 in relation to DSC/77/2018 	<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 	<ul style="list-style-type: none"> • All employees submitted for confirmation had been considered • Reference made to CR/159/1 Dated 13/11/2017 23/10/2017, 6/12/2017, 7/12/2017 25/5/2018, 26/6/2018, Considered under DSC meeting of 19/6/2018 	<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 	<ul style="list-style-type: none"> • No disciplinary cases were submitted to the DSC in the FY 2017-2018 	<p>1</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<ul style="list-style-type: none"> • All the staff recruited in previous financial year had accessed the pay roll with in two month as evidenced in the IPPS • A case in point are:- • Atugonza Immaculate- Appointed in June 2018 and accessed pay roll in June 2018 • Alinaitwe Ivan – Appointed in June 2018 and accessed pay roll in June 2018 • Musinguzi Jonathan – Appointed in Nov 2017 and accessed pay roll in Dec 2018 • Mugungu Julius – appointed in Nov 2017 and accessed pay roll in Dec 2017 • 	<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>Not all pensioners had accessed pensioner’s pay roll with in two month, according to the pensioner’s soft ware pay roll .</p>	<p>0</p>
<p>Revenue Mobilization</p>			

<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% -10 %: score 2. • If the increase is less than 5 %: score 0. 	<ul style="list-style-type: none"> • The OSR revenue for 2016/17 was UGX. 777, 378,359 as shown in the Draft Financial statements prepared on 26th July 2018 and received by the Accountant General on 24th August 2018 and Office of Auditor General of Hoima on 29th August 2018. On page 8, Statement of Financial Performance and on page 20 Note 2: Local Revenue. The Local revenue increased in FY 2017/18 to UGX. 1,023,185,402, this is an increase of Ugx 675,059,819 which translates to 76% increase. This is 66% more than the required range of 10%. 	4
<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. 	<ul style="list-style-type: none"> • From the Draft financial statements 2017/18, page 12 on the Statement of Appropriation Account and page 28 on Statement of Revenues Collected during the year, the Original Budget for Local revenue was projected at Ugx 1,662,422,000 and the Actual local revenue collection realised was Ugx 1,023,185,402. This translates into a revenue collection ratio of 61.5% which is 28.5% short of target and outside the range of +/- 10% range. The team in charge of revenue budgeting needs to budget realistically. 	0
<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 	<ul style="list-style-type: none"> • Sec 85 of LGA (2) "In rural areas, revenue shall be collected by the sub county councils, and a sub county council shall retain 65 percent, or any other higher percentage as the district council may approve, of the revenue collected by it and pass the remaining percentage over to the district" • (4) "A district council may, with the concurrence of a sub county, collect revenue on behalf of the sub county council but shall remit 65 percent of the revenue so collected to the relevant sub county." • In this regard to (4) above the DLG collected Local Service tax from District staff Payrolls and Private companies in the District which amounted to Ugx 101,312,325 and a portion based on the number of residents each LLG (i.e. 41,478,000) was remitted to the LLGs as follows : • Buhimba Sub County 1,040,000 	2

- Kitoba Sub County 4,362,800
 - Buseruka Sub County 1,224,600
 - Buhimba Town Council 7,560,000
 - Kyangwali Sub County 5,916,768
 - Kigorobyia Sub County 4,238,000
 - Buhanika Sub County 1,934,400
 - Kiziranfumbi Sub County 3,315,936
 - Kyabigambire Sub County 6,234,800
 - Kabwoya Sub County 3,315,936
 - Bugambe Sub County 2,340,000
- The DLG further collected Market Dues amounting to Ugx 186,556,660 and it was remitted at 65% per Sub County and 100% to the Town Councils as indicated below:
- Kyangwali Sub County 31,234,700
 - Buseruka Sub County 38,362,000
 - Kabwoya Sub County 20,897,360
 - Kiziranfumbi Sub County 5,238,000
 - Buhimba Sub County 3,744,000
 - Kigorobyia Sub County 30,130,500
 - Buhimba Town Council 1,000,000
 - Kigorobyia Town Council 48,250,000
 - Kitoba Sub County 130,000
 - Kyabigambye Sub County 420,000
 - Bugambe Sub County 7,150,000

<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>From the Draft financial statements of 2017/18 on page 20 (Note 2): Local revenue, collection for 2016/17 was Ugx 777,378,359. (20% of this is 155,475,672.)</p> <p>The Actual Expenditure on Statutory bodies, page 8 Statement of Financial Performance and page 12 Statement of Appropriation Account, of the Draft financial statements, indicates that Ugx 710,101,714 was spent. However Less GOU grants:</p> <p>Clerk to Council 85,525,646</p> <p>Contract Committee 4,309,200</p> <p>District Service Commission 59,659,349</p> <p>Land Board 18,836,800</p> <p>PAC 11,680,000</p> <p>Salaries & Gratuity 210,202,420</p> <p>Ex Garcia & monthly Allowance 165,888,299</p> <p>Total Funds from GOU 556,101,714</p> <p>Local Revenue 154,000,000</p> <p>Total Expenditure 710,101,714</p> <p>Thus Ugx 154,000,000/ 777,378,359=19.8% is within the range. The LG is spending below 20% and therefore compliant.</p>	<p>2</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 District has the position of a Senior Procurement Officer(Byarugaba K Christopher) appointed on 30/03/2017 under minute; DSC 78/2017.</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>Reports of the Evaluation Committee were submitted to the Contracts Committee during FY 2017/2018 on the following dates;18/12/2017,19/12/2017,30/04/2018</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>From the TEC and Contracts committee minutes, it was established that the Contracts Committee didn't consider some recommendations of the TEC with no proper justifications for any deviations from those recommendations, for example;</p> <p>Drilling and installation of 8 boreholes-Lot 1.</p> <p>The TEC sat on 14/12/2017 and recommended Icon projects Ltd as the best evaluated bidder at a contract sum of 140,011,720/= but the contracts committee that sat on 18/12/2017 under Min. 43.12.17 instead considered East African Boreholes Ltd with no proper justification.</p>	<p>0</p>

The LG has a comprehensive Procurement and Disposal Plan covering infrastructure activities in the approved AWP and is followed.

Maximum 2 points on this performance measure.

• 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

a)The procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan for example;

1. Construction of 1 public toilet at Wagesa market appears in annual work plan page 1 and PDU plan page 1.
2. Drilling and rehabilitation of boreholes appears in annual work plan page 92 and PDU plan page 2.
3. Construction of 3 stance pit latrine at Mparangasi HC III appears in annual work plan page 67 and PDU plan page 1.
4. Renovation of Toonya OPD HC II appears in annual work plan page 68 and PDU plan page 1.
5. Construction of 2 Classroom block at Kasunga appears in annual work plan page 73 and PDU plan page 1.etc...

b) The LG made procurements in previous FY as per plan for example;

1. Drilling of 8 boreholes appears on page 6 of PDU plan.
2. Rehabilitation 12 boreholes appear on page 5 of PDU plan.
3. Construction of 3 classroom block at Nkondo P/s. appears on page 6 of PDU plan.
4. Construction of a 5 stance pit latrine in Kirimbi. Appears on page 4 of PDU plan.
5. Construction of a staff house at Kamwokya P/s. appears on page 2 of PDU plan.

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2 	<p>The LG had not prepared any bid document for current FY projects at the time of assessment</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>At the time of assessment, there was no updated contract register and no project file had complete procurement activity for all the sampled projects. i.e.</p> <ol style="list-style-type: none"> 1. Drilling of 8 boreholes 2. Rehabilitation 12 boreholes 3. Construction of 3 classroom block at Nkondo P/s 4. Construction of a 5 stance pit latrine in Kirimbi. 5. Construction of a staff house at Kamwokya P/s. 	<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 adhered with procurement thresholds (sample 5 projects): score 2. 	<p>Whereas for most projects the LG had adhered with procurement thresholds, during implementation of The rehabilitation of the 12 boreholes, the contracts committee under Min. 64.2.18 awarded the contract to Hoima pump Mechanics Association at a contract sum of 25,600,000/= without prior procedural procurement activities. There is no project procurement file in place.</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 implemented in the previous FY were appropriately certified – interim and completion certificates <p>for all projects based on technical supervision: score 2</p>	<p>All works projects implemented in the previous FY were appropriately certified – interim certification for all projects was based on technical supervision. For example;</p> <ol style="list-style-type: none"> 1. Drilling of 8 boreholes. Engineer certified on 18/04/2018. 2. Rehabilitation 12 boreholes. Engineer issued completion certificate on 06/06/2018. 3. Construction of 3 classroom block at Nkondo P/s. Engineer certified on 13/06/2018. 4. Construction of a 5 stance pit latrine in Kirimbi. Engineer certified on 05/04/2018. 5. Construction of a staff house at Kamwokya P/s. Engineer certified on 24/05/2018. 	<p>2</p>
<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2 	<p>At the time of assessment, There were no projects implementation activities commenced for the current FY.</p>	<p>0</p>

Financial management			
<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 	<ul style="list-style-type: none"> The DLG had prepared Bank reconciliations for June and July 2018 for All its Bank Accounts and they were fully authenticated and on file. The DLG is on IFMS and has three Bank Accounts: <ul style="list-style-type: none"> General Fund Account, TSA and Global Fund Account. The LG was up to date on reconciliation at the time of Assessment. 	4
<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If the LG makes timely payment of suppliers during the previous FY <ul style="list-style-type: none"> – no overdue bills (e.g. procurement bills) of over 2 months: score 2. 	<ul style="list-style-type: none"> From the sample of payments made during the financial year, Education department worth Ugx 219,511,496 and Water and Sanitation worth Ugx 186,593,984. These payments were made within one month of requisitions being raised. The LG was compliant in this area. 	2
<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. 	<ul style="list-style-type: none"> The DLG doesn't have a substantial Senior Internal Auditor. They have an Internal Auditor in the names of Muhanuzi Julius who was appointed on 19/2/2018 under minute DSC Min.153/2017 acting as Senior Auditor since February 2018. 	0

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>The LG produced all Quarterly reports as follows :</p> <p>Quarter 1 on 30/10/2017</p> <p>Quarter 2 on 29/01/2018</p> <p>Quarter 3 on 30/04/2018</p> <p>Quarter 4 on 24/07/2018</p>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>The LGPAC has considered the three quarterly reports and made recommendations in their reports dated as follows:</p> <p>Quarter 1 report dated 22nd November 2017</p> <p>Quarter 2 report dated 9th May 2018</p> <p>Quarter 3 report dated 9th May 2018</p> <p>Quarter 4 report has been scheduled for meeting on 19th September 2018.</p> <p>These reports were submitted to District Council Speaker and Minister of Local Government. These reports are copied to Ministry of Finance, Inspector General of Government, Auditor General, District LCV Chairman and Resident District Commissioner</p>	<p>2</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1. 	<p>The reports were submitted to the LG Accounting Officer and LGPAC on the following dates:</p> <p>Quarter 1 on 30/10/2017</p> <p>Quarter 2 on 29/01/2018</p> <p>Quarter 3 on 30/04/2018</p> <p>Quarter 4 on 24/07/2018</p> <p>The LGPAC has reviewed them and followed up with reports on the following dates:</p> <p>Quarter 1. Report dated 22nd November 2018</p> <p>Quarter 2. Report dated 9th May 2018</p> <p>Quarter 3. Report dated 9th May 2018</p> <p>Quarter 4. Meeting was to be held on 19th September 2018.</p>	1
<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<ul style="list-style-type: none"> • The DLG maintains an Asset register as per format in the Accounting Manual and it's up to date. All the Assets acquired during the FY2017/18 were all posted in the Register at the time of assessment. All additions during the year (Page 36 of the Draft financial statements : Summary statement of stores and other assets (physical assets) as at end of the year) detailed below were included : • Non Residential Buildings UGX 1,692,820,361, Residential Buildings UGX 98,800,730, Roads and Bridges UGX 57,511,000, Motor Vehicle 172,000,000, Machinery and Equipment UGX 740,131,393 and Furniture and fittings UGX 6,364,000 all cumulatively totalling UGX 2,767,627,484. 	4
<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<ul style="list-style-type: none"> • The report from the Auditor General for the FY 2017/18, Local Government Unqualified Audit Opinion Schedule for Hoima Branch No. 34 & 42, for December 2018. 	4

Governance, oversight, transparency and accountability

<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2 	<p>The LG meets and discusses service delivery related issues. At Council meeting held on Thursday, 17th August 2017, it met and discussed service delivery issues e.g. under Min. 28/HDLC/2017(b): Motion on upgrading Dwoli Health Centre III to HC IV which was referred to the Education, Health and Sanitation Committee for Scrutiny.</p>	<p>2</p>
<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that LG has designated a person to coordinate response to feed-back (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>The LG had a designated person to coordinate response to feedback as evidenced by the letter from CAO appointing Mr. Byakagaba John Williams/District Planner dated 1st August 2017.</p>	<p>1</p>
<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1 	<p>The LG had a specified system for recording and response as evidenced by the Grievances / Complaints Registration book in the Planning Unit and the displayed guide on the main administration notice board.</p>	<p>1</p>

<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>The payroll for July 2018 and the pensioner schedules for August 2018 were found on the public notice board at the administration block</p>	<p>2</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>Procurement plan for 2018/19 was found published at the main administration block notice board.</p>	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1. 	<p>The LG published the performance assessment results for FY 2016/17 through:</p> <ol style="list-style-type: none"> 1. Technical Planning Committee meeting held on 26/07/2018 under Min.580/1/ DTPC/HDLG/2018/19, 2. Communication to LLGs through a letter from the CAO dated 16 August 2018, and 3. Communication dated 10th May 2018 from the CAO to all HOD on addressing gaps identified during the local government performance assessment conducted by the office of the Prime Minister. 	<p>1</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>The HLG communicated and explained national guidelines and circulars as found in the letter dated 11th October 2017 from CAO to all Sub-county Chiefs and All Town Clerks informing them of the Discretionary Development Equalisation Grant (DDEG) and unconditional Non-Wage Guidelines for the FY 2018/2019.</p>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1. 	<p>LG conducted discussions with the public to provide feedback through community dialogue meeting (Baraza) held on 27th October 2017 at Kibaale Parents Primary School, Kyangwali Sub-county as seen in the Baraza report.</p>	<p>1</p>
<p>Social and environmental safeguards</p>			
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>The LG gender focal person and CDO provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities. For example;</p> <ol style="list-style-type: none"> 1. During a TPC meeting held on 26/02/2018, under Min.556/8/DTPC/HDLG/2017/18, a presentation on gender and equity budgeting was done. 2. During departmental meeting held on 28/08/2017 all S/C staff were sensitized on gender mainstreaming. 	<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>Although from the approved AWP of the current FY, it was established that activities to strengthen women's roles and address vulnerability and social inclusions were planned for, for example;</p> <ol style="list-style-type: none"> 1. Page 199, planned for sensitisation and appraisal trainings of Youth and women interest groups (YIGs & WIGs). 2. Page 197, planned for mobilisation, training and funding of women groups under the UWEP, <p>The LG under performed during the previous year's budget on gender activities, i.e. Budgeted UGX 3,000,000 and spent UGX 2,040,000 which is 68%.</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>Whereas EIA was done for all the 16 drilled boreholes, it wasn't done for the rest of the other implemented activities for example;</p> <ol style="list-style-type: none"> 1. Rehabilitation 12 boreholes. 2. Construction of 3 classroom block at Nkondo P/s. 3. Construction of a 5 stance pit latrine in Kirimbi. 4. Construction of a staff house at Kamwokya P/s. 	<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 LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>From the projects bid documents, environmental and social management and health and safety plans were only seen in projects like;</p> <p>Construction of a 3 classroom block at Nkondo P/s, Construction of a 5 stance pit latrine in Kirimbi, and Construction of a staff house at Kamwokya P/s but not seen for projects like; drilling of 8 boreholes lot1&2 and Rehabilitation of 12 boreholes.</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>Not all projects for previous FY were implemented on land with proof of ownership; for example for all the drilled 16 boreholes, there was no agreement or MoU between LG and land owners where all these boreholes were installed.</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>Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO were seen for example; Construction of a 3 classroom block at Nkondo P/s – 26/03/2018, Construction of a 5 stance pit latrine in Kirimbi – 17/04/2018, Construction of a staff house at Kamwokya P/s. – 06/08/2018, Drilling of 8 boreholes -14/06/2018 lot 1&2 and Rehabilitation of 12 boreholes.-25/05/2018.</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 contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>All the contract payment certificated didn't include prior environmental and social clearance.</p>	<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>Monthly reports compiled on 26/06/2018 were seen for all the implemented projects including checklists, deviations observed with corrective actions taken. i.e. seen for drilling of 8 boreholes lot 1&2, Rehabilitation of 12 boreholes, Construction of 3 classroom block at Nkondo P/s, Construction of a 5 stance pit latrine in Kirimbi, and Construction of a staff house at Kamwokya P/s.</p>	<p>1</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 	<ul style="list-style-type: none"> According to the performance contract and the approved LG budget 2018/2019, pg 70, indicate a budgeted a wage of 4.2 bn. for 611 staff in 63 p/s. On analysis; 611 teaching staff budgeted /63 schools= 10 teachers on average. The Department meets minimum' standards. 	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 	<ul style="list-style-type: none"> Basing on schools /staff list examined in DEOs office, and physical verification carried out at the sampled schools for FY 2018/19; Hoima LG meets the minimum standards as below: Key:- SL- Staff List; PV – physical verification at sample schools on ground. <p>Kibanjwa SL- 10, PV- 10 ; Kakindo SL - 8, PV - 9; Bulindi cou SL – 13, PV- 12; Nyamirima SL - 9; Bukerenge SL-11; Bulindi BCS SL – 16; Butema United SL- 12.</p> <ul style="list-style-type: none"> All schools basing on the above sample, meets the minimum standards; each school has a H/teacher either by appointment or assignment. 	4

<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has filled the structure for primary teachers with a wage bill provision o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<ul style="list-style-type: none"> • The Ministry of Public service has not communicated the new structure of staff for current FY, since the break away of Kikuube district as at 1st July 2018/2019. • However the Department budgeted for 611 teachers, but given the wage, they have retained 632 teachers, which is over 100% 	6
<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 	<ul style="list-style-type: none"> • The adopted and approved staff structure 2017/2018, Ref: CR1156/2, dated 27/6/2017; allows two inspectors, who are filled, and by the names of: - Johnson Kusiima Baingana and Kyomuhendo Robert 	6
<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 	<ul style="list-style-type: none"> • The LG submitted a recruitment plan to CAOs office on 22/9/2017, declaring vacant posts, include the following; - Head teachers 40 - Deputy head teachers 45 - Senior education Assistants 50 - Education Assistants 30. 	2

<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 	<ul style="list-style-type: none"> • However the positions of inspectors of schools are duly filled. 	<p>2</p>
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Monitoring and Inspection

<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>The 2 schools inspectors had been appraised (The structure provides for 3 schools inspectors</p>	<p>3</p>
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<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>All primary school head teachers had been appraised by the DEO</p> <p>20 Primary school head teachers files were sampled out of 135 namely:-</p> <ol style="list-style-type: none"> 1- Busobozi Jimmy – For Buseruka P/S 2- Kato Yahaya – For Kasonga P/S 3- Agaba Muzoora – For Kibugubya P/S 4- Muhumuza Leonard – For Kiseke P/S 5- Kirungi Fred – For Busanga P/S 6- Bagadisa Sarah – For Irumba P/S 7- Nyamuhunge Caroline – For Kibanjwa P/S 8- Asiiimwe Sam – For Bukinda P/S 9- Kiiza Joab – For Kiraira P/S 10- Byakagaba Maria – For Kyabisagazi P/S 11- Mukonyezi Eunice – For Kigomba Public P/S 12- Ngonzebwa Darlison – For Kyebitaka P/S 13- Mijumbi Deo – For Nsozi P/S 14- Irumba Karukohe – For Kasunga P/S 15- Busobozi Dan – For Kabaale Public P/S 16- Kabasomi Margaret – For Kinakyeitaka P/S 17- Nyamaizi Jenniffer - For Kibaire P/S 18- Karungi Schola – For Kitoba P/S 19- Nyendwoha P – For Kapaapi P/S 20- Bamuturaki Admani – For Kayera P/S
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<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 	<ul style="list-style-type: none"> • Department mechanism for disseminating circulars is by meetings at beginning of term, and at an agreed and well-known photocopier in town where they pick the communications from. <p>Among the disseminated circulars include:</p> <ol style="list-style-type: none"> 1. Circular no 8/2017: Adherence to school calendar, dated 9/3/2017 and received on 27/7/2017. 2. Enforcing closure of illegal school; dated on 26/3/2018, and received on 13/4/2018. 3. Guidelines on school charges; dated on 24/10/2017, and received on 7/11/2017. 4. Teachers support supervision in schools 30/6/17 5. MDD circular; Kick malaria out of school community, was with the sports office who was not available at time of assessment, but evidence is; they participated in music festival competition. <ul style="list-style-type: none"> • Among the school visited the following circulars were found (Key for circulars- serial numbers as above) <ul style="list-style-type: none"> - Kibanjwa p/s 1, 2, 3, 4 - Bulindo p/s 1, 2, 3, 4 - Kakindo p/s 1, 2, 3 - Butema united p/s (private) claimed that received communication of above circulars during Head teachers meeting with DEO and. - Circular No. 5. All schools participated in music festival competition, but this circular was not physically found. 	
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<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 	<ul style="list-style-type: none"> DEO- Head teachers meeting held on 1st Feb, 2018, beginning of term; Min. 3/1/2/2018: Two circulars were communicated; closure of illegal schools. Dissemination of WASH training manual, Nov 2017 	2
<p>The LG Education Department has effectively inspected all registered primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> 100% - score 12 90 to 99% - score 10 80 to 89% - score 8 70 to 79% - score 6 60 to 69% - score 3 50 to 59 % score 1 Below 50% score 0. 	<p>The LG has 68 private registered and licensed p/s and 135 government p/s, totaling to 203.</p> <ul style="list-style-type: none"> Term 1, 2018 report on 27/5/2018; inspected 81 schools. Term 2, 2018 report on 22/8/2018, inspected 82 schools. Term 3 2017 report on 4/1/2018, inspection of 76 schools. <ul style="list-style-type: none"> Average for terms $(81+82+76)/3= 80$; then $80/203= 39\%$ <p>Sampled schools visited to verify minimum standards of 3 inspection a year (and once per term) include; Kibanjwa p/s inspected 3/3</p> <ul style="list-style-type: none"> Bulindo p/s 3/3 Kakindo p/s -2/3 Butema united (private) p/s 3/3 <ul style="list-style-type: none"> % inspection $(3/3+3/3+2/3+3/3)/4*100= 92\%$ Average inspection % is $(39+92)/2= 70\%$ 	6

<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>Inspection recommendations resulting into corrective actions include;</p> <ul style="list-style-type: none"> • Department meeting on 22/6/2018; Min. 02/INS/6/2018; Discussed closure of illegal private schools, as a directive from MOES circular; Enforcing closure of illegal schools, dated 26/3/2018.. • Term 2 inspection report 2018, dated 22/8/2018; DEOs general observation; schools recommended for closure includes: Vision high, Bright future, Alwahidu, and Nyamigisa. 	<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 	<ul style="list-style-type: none"> • Claim to have submitted but received not acknowledgement letter due to responsible officer not in office. <p>NB. COMPLAINT from LG; responsible officer should delegate receiving of inspection reports whenever s/he is out of office, because it has cost implication especially to upcountry LGs. And therefore no evidence seen.</p>	<p>0</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<ul style="list-style-type: none"> • Evidence of Inspectors recommendations being followed up were seen at :- • Kibanjwa p/s on 26/6/2018, inspector witnessed teachers coming late at the facility and cautioned the H/teacher to take action. - H/teachers meeting on 25/7/18; Min.2/2018; Teachers should improve on arrival and departure time. • At Kakindo p/s on 20/10/2017 and at Butema p/s on 5/7/2017; inspector commented on past performance and advised them to improve academic performance. - PLE results for 2017 indicated Kakindo best in S/County with 1st grade, while Butema got 26 grades compared to 9 got in 2016. 	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 	<ul style="list-style-type: none"> • PBS data for DEOs schools census FY 2017/2018 is 135 schools which is not consistent with MOES data of 90. 	0
<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 	<ul style="list-style-type: none"> • Enrollment as per DEOs pupil census is 66,777 as at 30th June 2018 -However data on enrollment submitted to MOES indicates 41,565 pupils. • NB. COMPLAINT FOR INCONSISTENCE: For last two years statistical data on enrollment have not been collected, which means MOES data is not updated. 	0

Governance, oversight, transparency and accountability

<p>The LG committee re- sponsible 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 	<p>At the Sitting of the Education, Health ,and Sanitation Committee meeting held on 20/2/2018, the Committee discussed service delivery issues under Min. 04/2018: Departmental Reports (A): Education considered :</p> <p>i. Transfer of teachers and the status of their reporting to the assigned stations;</p> <p>ii. PLE results 2017 noting the performance of Government aided schools with first grade being 36.</p>	<p>2</p>
<p>The LG committee re- sponsible 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 	<p>The Hoima District Local Government Council meeting held on Tuesday 29th May 2018 under Min. 21/DLC/2018: “Committee Reports/Approval of Draft Budget Estimates & Annual Work Plans 2018/19”, Local Revenue Enhancement Plan 2018/19, Capacity Building 2018/19 & Procurement Plan 2018/19(Hoima & Kikuube), the Committee responsible for Education Department presented its proposals of development projects for FY 2018/19 for approval e.g. construction of a 3 classroom block at Kasunga Primary School in Kisabagwa, Kyabigambire at UGX. 120mn.</p>	<p>2</p>

<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<ul style="list-style-type: none"> • The current SMCs are established and appointed by DEO on 12/3/2016 as the Education ACT warrants . • All schools sampled (Bukerenge, Butema BCS, Kibanjwa, Bulindi) Held SMC meetings and discussed resource issues in all their meetings ranging from Fundraising, UPE budget approvals, Expenditures accountabilities for UPE, PTA, and donor grants etc as indicated below. (Selected/Sampled one meeting (term 2) as representative of SMC meeting out of the 3 mandatory meetings in a year to check resource related issues discussed.) - Bukerenge SMC Term 2 meeting on 12/6/2018, Min. 3/2018; about UPE release and budget. - Kibanjwa SMC term 2 on 1/6/2018; Min. 3/6/2018; discussed UPE release but cut down to 1.5. - Bulindo BSC, SMC term 2 on 28/8/2017; Min. 18/2017: Approval of UPE budget. - Butema (BCS) SMC Term2 on 5/6/2018; Min.13/2018; Discussed finances. <p>All school SMCs held meetings, at least once per term.</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>The UPE capitation grants for Hoima p/s were displayed at education department notice boards.</p> <p>The schools sampled for capitation grants, had displayed the grants in staff offices; These include:-</p> <ul style="list-style-type: none"> - Kakindo p/s received 1.2 million in February; 1.2 m in May; and 1.2 m in August. - Bulindi p/s 1.7 m in Feb; 1.7 m in May; and 1.7 m in Sept. - Kibanjwa p/s Mar 1,6m; May 1.7m; Sept 1.7m. 	<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 	<ul style="list-style-type: none"> • Department submitted annual procurement plan to PDU with a cover letter CR 158/1 dated 7/8/2017 and submitted to PDU on 22/8/2017. • Among the Projects submitted, 3 were sampled , include : <ul style="list-style-type: none"> -Construction of 3 classroom block at Nkondo worth 152.5 M. -Construction of 5 stance latrine at Kibengeya worth 17.8 M. -Procure 2 Laptops for department worth 6 M. • All above 3 sampled projects were initiated and signed by the department project officer, and DEO on 22/8/2017, and finally CAO on 23/8/17 and thereafter submitted to PDU. 	4
Financial management and reporting			
<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"> • From the sampled payments made to the following vendors: Byonta Construction Co. Ltd, Karki Builders and Engineering Limited, Akaal Construction Co and Basingo Construction Company , worth Ugx 219,511,496 which was spent on Construction of Teachers House at Kamwokya Primary School VR. No. ED967,ED1220, Construction of 3 stance Latrine at Kibengeya Primary School VR.No.ED1104, 3 Classroom Block at Nkondo Primary School VR NoED1005, VIP Latrine at Kasenyi Lyato Primary School VR.No.ED1211, VIP Latrine at Kirimbi Primary School VR.No.ED1169 and four in one Teachers House at Kamwokya Primary School VR.No.ED1214. • • All these payments were made on time and mostly within a week after requisition for payment was raised. 	3

<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>The department submitted to the Planner the annual performance report for the previous FY 2017/2018 on 11th July 2018 as evidenced by the submission notification by the DEO.</p>	<p>4</p>
<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> o If sector has no audit query <p>score 4</p> o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<ul style="list-style-type: none"> • One Query • (1) UPE un accounted for funds for 53 schools out of 155. <p>This query was cleared after verification of the Accountability presented during the LGPAC meeting held on 9th May 2018.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<ul style="list-style-type: none"> • The department in consultation with gender focal person composed a “WASH training manual dated Nov 2017”to provide guidelines to all schools in the district. • Disseminated in DEO-H/teachers meeting on 1/2/2018; Min.4/1/2/18 • Guidelines for implementing a three star approach for WASH in schools, Oct 2017; signed by PS. MOES. 	<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 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 three star approach to p/s disseminated, has the following components;</p> <ul style="list-style-type: none"> • Pg 4. Talks about daily supervised cleaning and provision of gender segregated latrine. - The five stance latrine construction policy caters for gender: 2+2+1=5, meaning two stance for girls, 2 others for boys and one for PWD with ramps. - Pg 9. Latrines and urinals should be accessed by young children and PWDs. • Latrine for girls should have facilities for menstrual hygiene management - 	<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>Results on sampled schools for gender composition as the Act requires 1/3 of the 6 members on the founding body to be females. Bulindo p/s SMCs is not gender sensitive, as below;</p> <ul style="list-style-type: none"> - Bulindo p/s has 1/6, Kibanjwa p/s 3/6, Kakindo p/s 2/6; while Butema p/s private had no SMC. 	<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 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: 	<ul style="list-style-type: none"> • The department in liaison with environment officer drafted guidelines on environmental management for schools, dated 11/9/2017. • Designed data collection tool for environment management & monitoring tool to capture environment concerns at schools. 	<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"> • 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 	<ol style="list-style-type: none"> 1. Joint Site visits by DEO, CDO, and EO are done to assess projects worth against environment management issues. 2. Budget for environment impact assessment for project implementation, Pg 32 of the approved budget estimates 2017/2018 has 8.3 M for impact assessment on capital projects 3. Contractors must plant trees and grass on completion of projects before retention is paid. 	<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>The CDO and EO have visited sites and assessed environment impact assessment of project on society and environment and mitigation measures recommended.</p>	<p>1</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>MoH approved structure provides for 254 posts (Including DHO's Office) to operate at 100% capacity.</p> <ul style="list-style-type: none"> • Staff list prepared in July 2018 showed 171 posts filled and 83 posts vacant in relation to the approved MoH staffing norms. This is 67.3% posts filled • Internal advert by Hoima District Service Commission dated Tuesday, January 02, 2018 was availed. Two posts for Enrolled Midwife had been advertised. • Approved Wage bill IPFs FY 2018/19 indicated UGX 2,921,811,662 annual wage for Hoima District. <i>Kikuube District which had just been cut off from Hoima as of 1st July 2018 also had approved wage bill IPFs worth UGX 1,664,022,358.</i> 	4
<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/request to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<ul style="list-style-type: none"> • Recruitment Plan FY 2018/19 and request letter dated 10th May 2018 was availed. It indicated 38 posts as vacant which the DHO said were those of critical staff and not the entire staff required to fill the vacant posts present as per the approved MoH structure. <p><i>Though the recruitment plan was submitted, it didn't cover all the 83 vacant positions of primary healthcare workers</i></p>	0

<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>According to the 10 sampled personal files, all the health unit in charges out of 36 had been appraised by DHO for the FY 2017-2018</p> <ol style="list-style-type: none"> 1-Nyamukiza Glorious – For Kaseeta HC 111 2-Karinaki Moses – For Kiseke HC111 3-Abitegeka Enid – For Sebigoro P/S 4-Muhangi Gerevazio – For Mhwiju HC 111 5- Ahabwa Rodha – For Kabaale HC 111 6-Mukwana Emy – For Buteme HC 111 7-Dr Tumusiime Lawrence – For Kigoroby HC 1V 8-Murungi Kenneth – For Kitoole HC 11 9-Aheebwa Annet – For Kisabagwa HC 11 10-Kiiza Robert – For Toonya HC 11 	<p>8</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<ul style="list-style-type: none"> • 16 facilities (1HCIV, 6HCIIIs, 9HCIIIs) exist under the new Hoima district and all get PHC NWR • Kigoroby HCIV staff list was availed with 39 staff recorded as attached to the facility. The staff list availed at DHO's office recorded 38 staff as attached to Kigoroby HCIV. • Dwooli HCIII staff list was availed with 13 staff recorded. Staff list at DHO's office also had 13 staff typed- as attached to this facility. <p><i>Kigoroby HCIV facility staff list didn't tally with that availed by the DHO and no explanation for the deviation was given at the time of the assessment.</i></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 	<ul style="list-style-type: none"> Sector Grant and Budget Guidelines to Local Governments FY 2018/19 were availed. <i>No letter from DHO to facilities was availed at the time of assessment</i> 	0
<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 	<ul style="list-style-type: none"> No evidence from the DHO was availed at the time of assessment. 	0
<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>	<ul style="list-style-type: none"> The district had 2 HSDs excluding the Municipality in FY 2017/18 and the total number of HFs (Including PNFPs) located in the 2 HSDs was 40 (Gov't - 2HCIVs, 13HCIIIs, 20HCIIIs & PNFP - 2HCIIIs, 3 HCIIIs). <i>No evidence was availed at the time of assessment to show that 100% HCIVs were supervised by DHT</i> 	0

<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 	<ul style="list-style-type: none"> • No evidence, at the time of assessment, that the DHT ensured that the 2 HSDs had supervised lower level health facilities. 	<p>0</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 	<ul style="list-style-type: none"> • No evidence was availed at the time of assessment that the 4 quarterly reports had been discussed and used to make recommendations in each quarter. 	<p>0</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 	<ul style="list-style-type: none"> No recommendations to follow up were seen because there were no reports availed at the time of assessment, to confirm that the DHT and the 2 HSDs had supervised lower level health facilities. 	0
<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 	<ul style="list-style-type: none"> The district had 2 HSDs excluding the Municipality in FY 2017/18 and the total number of HFs (Including PNFPs) located in the 2 HSDs was 40 (Gov't - 2HCIVs, 13HCIIIs, 20HCIIIs & PNFP - 2HCIIIs, 3 HCIIIs) that received PHC NWR. PBS approved budget estimates for FY 2017/18 with LC5 stamp dated 1st July 2017 indicated 36 public facilities (this included Kicompyo HCII which the DHO said does not receive PHC NWR). The 5 PNFPs that receive PHC NWR were not listed. HMIS report generated from the PBS dated 22/08/2018 didn't list down the 40 facilities that were receiving PHC NWR. <p><i>With the above data, submission of accurate/consistent data regarding the list of health facilities that receive PHC funding could not be verified.</i></p>	0
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>At the Sitting of the Education, Health ,and Sanitation Committee meeting held on 20/2/2018, the Committee discussed service delivery issues under Min. 04/2018: “Departmental Reports (B): Health” considered :</p> <p>i. Need to secure funds for the Committee to monitor programs</p> <p>ii. Postponement of education stakeholder meetings due to the non availability of local revenue</p>	<p>2</p>
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the health sector committee has presented issues that require approval to Council: score 2 	<p>The Hoima District Local Government Council meeting held on Tuesday 29th May 2018 under Min. 21/DLC/2018: “Committee Reports/Approval of Draft Budget Estimates & Annual Work Plans 2018/19”, Local Revenue Enhancement Plan 2018/19, Capacity Building 2018/19 & Procurement Plan 2018/19(Hoima & Kikuube), the Committee responsible for Health Department presented its proposals of development projects for FY 2018/19 for approval e.g. latrine construction at Mparangasi Health Centre III at UGX. 12mn and Wambaya maternity ward completion at UGX. 75mn.</p>	<p>2</p>

<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> • If 100% of randomly sampled facilities: score 6 • If 80-99 %: score 4 • If 70-79: %: score 2 • If less than 70%: score 0 	<p>1 out of 4 facilities sampled failed to produce HUMC meeting minutes at the time of assessment. This gives 75% compliance hence the score</p> <ul style="list-style-type: none"> • Kigoroby HCIV HUMC list was availed with 6 names recorded, however the sixth wasn't supposed to be a members as per the guidelines. Thus officially, the HUMC members by gender were 1 female and 4 males. Minutes dated 07/03/2018 (Q3) were availed and resource issues had been discussed under Min. 2 & 3. Minutes dated 25/09/2017 were availed and budget issues had been discussed under Min. 4. • Buhimba HCIII HUMC list was availed with 5 names recorded, however, the fifth isn't provided for in the guidelines hence leaving 4 approved members (1 female and 3 males). <i>No minutes were availed at the time of the assessment.</i> • Kikuube HCIV HUMC list was availed with 8 members (3 females and 5 males). Minutes dated 13/10/2017 (Q1) were availed and resource issues had been discussed under Minute 4. Minutes dated 30/4/2018 (Q3) were availed and resource issues had been discussed under "findings from the health facility" and "communication from in-charge". • Wambabya HCIII HUMC list was availed with 7 names however, 2 of these were not provided for by the guidelines hence the approved members were 5 (1 female and 4 males). Minutes dated 29/9/17 (Q1) were availed and resource issues were discussed under "communication from the chair". Minutes dated 8th Dec 2017 (Q2) were availed and resource issues were discussed under Min. 2 & 3. Minutes dated 4/4/2018 (Q3) were availed and resource & budget issues were discussed under "communication from the chair" and "communication from the I/C". Minutes dated 25//2018 (Q4) were availed and resource & budget issues had been discussed under "communication from I/C". 	
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<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 	<ul style="list-style-type: none"> A list of 16 facilities (1HCIV, 6HCIIIs, and 9HCIIIs) that exist under the new Hoima district, to receive PHC NWR in FY 2018/19 dated 14th June 2018 was displayed on the public notice board. The district had 2 HSDs excluding the Municipality in FY 2017/18 and the total number of HFs (Including PNFPs) located in the 2 HSDs was 40 (Gov't - 2HCIVs, 13HCIIIs, 20HCIIIs & PNFP - 2HCIIIs, 3 HCIIIs) that receive PHC NWR. Buhaguzi HSD (1HCIV, 7HCIIIs, and 11HCIIIs) now forms the new Kikuube District as of 1st July 2018. <i>Bugahya HSD (1HCIV, 6HCIIIs & 9HCIIIs) now forms the new Hoima District as of 1st July 2018. So for the current FY, Hoima district has only Bugahya HSD which has a total 16 HFs.</i> 	<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><i>No evidence that warranties a score was availed based on the details below.</i></p> <ul style="list-style-type: none"> Letter of submission of sector procurement plan for FY 2018/19 by the DHO was NOT availed at the time of assessment. Hoima District Approved Budget Estimates FY 2018/19 with LC5 stamp dated 2nd July 2018 and generated from PBS on 30/07/2018 was availed. <i>The 2 projects (Latrine Construction & OPD Rehabilitation) to be funded under PHC Development were indicated on Page 29 & 30 of the PBS LG Approved Budget Estimates which was part of the document presented to council.</i> 	<p>0</p>

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<ul style="list-style-type: none"> PP1 forms for items in the investment menu were NOT availed at the time of assessment 	0
<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<ul style="list-style-type: none"> No Projects incurred during the FY 2017/18. 	0
Financial management and reporting			
<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	<p>The department submitted to the Planner the annual performance report for the previous FY 2017/2018 on 13th July 2018 as evidenced by the submission notification by the DHO.</p>	4

<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 	<ul style="list-style-type: none"> • One query: • (1) Un accounted for PHC as follows: • Azur Christian Health Centre 1,377,047 • Bujumbura Health Centre 1,377,047 • Bombo Health Centre 986,394 • Munteme Health Centre 986,394 • St JUDE Kitana Health Centre 986,394. • <p>This Accountability was provided, verified and cleared during LGPAC meeting held on 22nd November 2017.</p>	
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>All the facilities never met the minimum required composition and/or membership as per the guidelines</p> <ul style="list-style-type: none"> Kigoroby HCIV HUMC list was availed with 6 names recorded. This composition wasn't according to the guidelines which recommends 9 members (3 of which are from the staff) Buhimba HCIII HUMC list was availed with 5 names recorded, however, the fifth isn't provided for in the guidelines hence leaving 4 approved members (1 female and 3 males). This is 25% composition Wambabya HCIII HUMC list was availed with 7 names however, 2 of these are not provided for in the guidelines hence the approved members were 5 (1 female and 4 males). This is 20% composition Kikuube HCIV HUMC list was availed with 8 members (3 females and 5 males). This composition wasn't according to the guidelines which recommends 9 members (3 of which are from the staff) 	<p>0</p>
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<ul style="list-style-type: none"> The National Guidelines for Water, Sanitation and Hygiene in Health Care Facilities was availed by the DHO. A list of health facility in-charges with signatures acknowledging receipt of these guidelines with DHO's stamp dated 31st May 2018 was availed. 	<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"> 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 	<ul style="list-style-type: none"> Hoima District Approved Budget Estimates FY 2017/18 with LC5 stamp dated 1st July 2017 was availed. The district never received PHC Development but received Transitional Development Grant. The procurement plan FY 2017/18 with a letter of submission was never availed at the time of assessment. <i>No evidence was availed at the time of assessment to show that infrastructure projects were screened</i> 	<p>0</p>

<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: <p>Score 2</p>	<ul style="list-style-type: none"> No site visit and inspection reports were available at the time of assessment 	<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: <p>score 4.</p>	<ul style="list-style-type: none"> Medical Waste Management Guidelines under the National Environment Act Cap 153 were available by the DHO. A list of health facility in-charges with signatures acknowledging receipt of these guidelines with DHO's stamp dated 31st May 2018 was available. 	<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 	<ul style="list-style-type: none"> • The average access to safe water in rural Hoima is 65% • The sub-counties of Kigoroby (61%) and Buseruka (44%) are below the aforesaid district average • The low-coverage sub-counties are targeted in FY 2018/19 as follows: <ul style="list-style-type: none"> o Buseruka: four new deep boreholes (DBH); one DBH due for rehabilitation o Kigoroby: drill and install two DBHs; rehabilitate two DBHs • Investments in the two low-coverage sub-counties amount to UGX 183 million; i.e., 40% of the capital budget for the water and sanitation conditional grant FY 2018/19 (UGX 454 million) 	0

<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. 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 	<ul style="list-style-type: none"> • As per FY 2017/18 progress reports, the Water department implemented four capital projects the previous FY, viz.: o Spring protection (4 No.) o Drilling and installation of 15 No. deep boreholes o Rehabilitation of 12 No. boreholes o Construction of a public toilet at Kapaapi trading centre • As per aforesaid progress reports, the low-coverage sub-counties were catered for as follows: o Buseruka: two new DBHs; four DBHs rehabilitated o Kigorobya: four DBHs installed; three DBHs rehabilitated; and sanitation facility at Kapaapi • In capital terms, two-thirds of the WSS projects were implemented in the low-coverage sub-counties 	<p>5</p>
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<p>Monitoring and Supervision</p>			
<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 	<ul style="list-style-type: none"> • Implementation monitoring and supervision reports for WSS investments made in 2017/18 were reviewed as follows: o Spring protection (by Muda): reports prepared by the DWO dated February 22, March 6 and March 22, 2018 o DBH drilling (Lot I by EA Boreholes Ltd): reports dated April 10, April 16 and April 30, 2018 o DBH drilling (Lot II by Icon Projects): supervision reports dated February 15, March 5 and March 23, 2018 o Public sanitation facility (by Kaki Ltd): reports dated May 7, May 21 and June 3, 2018 o Supervision report for WSS projects under implementation dated June 12, 2018 captured DBH rehabilitation • 5 out of 5 Projects: 100% 	<p>15</p>

<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 • List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<ul style="list-style-type: none"> • Hoima LG implemented five WSS projects in FY 2017/18: <ul style="list-style-type: none"> o Spring protection (4 No.) o DBH drilling and installation (15 No.) o DBH rehabilitation (12 No.) o Public toilet construction (1 No.) o Design of Kyarusesa mini piped water system • The above list is consistent with MIS records obtained from MoWE 	<p>5</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 	<ul style="list-style-type: none"> • Hoima LG implemented five WSS projects in FY 2017/18: <ul style="list-style-type: none"> o Spring protection (4 No.) o DBH drilling and installation (15 No.) o DBH rehabilitation (12 No.) o Public toilet construction (1 No.) o Design of Kyarusesa mini piped water system • The above list is consistent with MIS records obtained from MoWE 	<p>5</p>
<p>Procurement and contract management</p>			

<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<ul style="list-style-type: none"> • The LG Water department has planned five WSS projects for FY 2018/19: <ul style="list-style-type: none"> o Spring protection (4 No.) o DBH drilling and installation (14 No.) o DBH rehabilitation (10 No.) o Public toilet construction (1 No.) o Extension of one piped water system • The DWO submitted procurement requirements for the aforesaid projects on April 15, 2018 • The PDU records confirm the above 	<p>4</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 	<ul style="list-style-type: none"> • The Chief Accounting Officer appointed the DWO as Contract Manager for all WSS projects on April 19, 2018 • Regular implementation monitoring (site) visits are conducted as highlighted in performance measure 3 	<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 	<ul style="list-style-type: none"> • Field assessment was conducted for two DBHs, one protected spring and two public sanitation facilities – and it was established all facilities were built as per designs 	<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 	<ul style="list-style-type: none"> • The DWO prepared completion certificates (dates in subsequent section) for completed WSS facilities • Visits to sampled WSS facilities established they were handed over, and routine O&M is the task of beneficiary communities • The LG water department is charged with major maintenance works – via the active Hoima Hand-pump Mechanics Association (HPMA) 	<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 	<ul style="list-style-type: none"> • The Contract Manager/DWO certified the WSS projects and filed completion reports on the following dates: <ul style="list-style-type: none"> o DBH drilling (Lot I) – June 6, 2018 o DBH drilling (Lot II) – April 18, 2018 o Spring protection – March 15, 2018 o Public toilet at Kapaapi – May 7, 2018 	<p>2</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"> From the Projects undertaken by the LG by the following Vendors: Hoima Pump Mechanics Association and East Africa Boreholes Limited who carried out the following activities: Rehabilitation of 8 Boreholes at Kigaaya Primary School, Kibingo Muslim Primary School, Kitondora Primary School, Kajoga Primary School, Ibanda Primary School, Katereiga Primary School, Kabwoya Primary School and Kigaaga Primary School VR.No.WK878. Rehabilitation of 12 boreholes in Buseruka Sub County (3),Kigoroby Sub County (3), Kabwoya Sub County (1),Kyabigambire Sub County (2), Buhanika Sub County (1), Bugambe Sub County (1) and Kitoba Sub County (1)VR.No.WK899. Rehabilitation of Buhuka Gravity Flow Scheme VR.No.903. Box Holes drilled in Buhanika Sub County (2), Kigoroby Sub County (3), Bugambe Sub County (1) and Kitoba Sub County (1) VR.No. WK901. These projects cost of Ugx 186,593,984. These payments were made within a week after their requisitions were made. 	<p>3</p>
<p>Financial management and reporting</p>			
<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Plan- ning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>The department submitted to the Planner the annual performance report for the previous FY 2017/2018 on 08th July 2018 as evidenced by the submission notification by the DWO.</p>	<p>5</p>

<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 5 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 If queries are not responded to score 0 	<ul style="list-style-type: none"> • One Query • (1) Lack of Stores for water department • • The sector is now sharing with Medical Stores as a mitigation measure. 	<p>3</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3 	<p>The Hoima District Local Government Council meeting held on Tuesday 29th May 2018 under Min. 21/DLC/2018: “Committee Reports/Approval of Draft Budget Estimates & Annual Work Plans 2018/19”, Local Revenue Enhancement Plan 2018/19, Capacity Building 2018/19 & Procurement Plan 2018/19(Hoima & Kikuube), the Committee responsible for Water Department presented its proposals of development projects for FY 2018/19 for approval e.g. spring protections at Kakirokimu in Kitembeka, Brungu, Kitoba, and borehole drilling at Katasenywa borehole in Katasenywa, Kitonya, Buhanika.</p>	<p>3</p>

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>At the Sitting of the Works and technical Services Committee meeting held on 19th December 2017, the Committee discussed service delivery issues under Min. 72/2017: Departmental Reports (B): Water where it considered :</p> <p>i. The need for a supplementary budget to cater for additional rehabilitation of 8boreholes of UGX. 36mn funded by UNICEF.</p> <p>ii. The transfer of remaining parts from the repair of Kigomba PS borehole to Bukwara borehole.</p>	<p>3</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<ul style="list-style-type: none"> The annual workplan and budget for FY 21018/19 is displayed at the LG Water Department notice board. UGX 454m is budgeted for capital investments in 2018/19. 	<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 	<ul style="list-style-type: none"> Projects assessed during fieldwork are labelled with details of name (including village/parish), financial year of construction, contractor and funding source. The following were assessed: <ul style="list-style-type: none"> DBHs in Kikonko and Kyakalayiga villages (Buhanika sub-county) – EA Boreholes Ltd Spring protection in Kaitambuzi village (Kyabigambire) – Muda Construction Ltd Pubic sanitation facilities Kigoroby and Buseruka sub-counties – Kaki Construction Ltd 	<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"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<ul style="list-style-type: none"> At the time for the assessment, the list of successful bidders for FY 2017/18 was displayed on LG district notice boards: <ul style="list-style-type: none"> Spring protection: Muda Construction Ltd DBH drilling: (Lot I) EA Boreholes Ltd DBH drilling: (Lot II) Icon Projects) Public sanitation facility at Kapaapi: Kaki Ltd 	2
<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 	<ul style="list-style-type: none"> Community applications for the sampled WSS facilities are on file. The successful/sampled applications include: <ul style="list-style-type: none"> Kikonko village (Buhanika sub-county): request for a DBH Kyakalayiga (Buhanika sub-county): request for a DBH Kaitambuzi village (Kyabigambire sub-county): request for spring protection 	1
<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>	<ul style="list-style-type: none"> The sampled WSS facilities (two DBHs and one protected spring) are well-fenced, indicating respective WSCs are functional 	2
Social and environmental safeguards			

<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 	<ul style="list-style-type: none"> Environmental screening for all WSS projects was conducted, and Environment and Social Screening Forms (reports) for the same are available. 	<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 	<ul style="list-style-type: none"> Environment and Social Mitigation Certification Forms are utilised to control for non-compliance. For the sampled projects, environmental compliance was on average >90%, and the defects liability period will be utilised to make good on the few issues remaining. 	<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 	<ul style="list-style-type: none"> BoQs for both DBH installation (ICON and EA Boreholes Ltd) and spring protection (Muda Construction Ltd) address environmental protection on sites. The BoQs form part of the agreement between the LG and Contractor. 	<p>1</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 	<ul style="list-style-type: none"> • WSCs were established via training undertaken in April 2018 (training report dated same month was availed) • Training report for WSCs has details on composition and positions of the members • Of the sampled facilities, women make up at least half of the members of committees • Treasurer and/or secretary roles are the most common positions of women 	<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 	<ul style="list-style-type: none"> • The newly constructed public sanitation facility at Kapaapi and the one built in preceding FY (at Buseruka) are sex-separated, and as they provided for ramps for PWDs 	<p>3</p>