



Local Government Performance Assessment

Kalangala District

(Vote Code: 515)

Assessment	Scores
Accountability Requirements	33%
Crosscutting Performance Measures	61%
Educational Performance Measures	69%
Health Performance Measures	68%
Water Performance Measures	75%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.</p>	<ul style="list-style-type: none"> • From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and: <ul style="list-style-type: none"> o If LG submitted before or by due date, then state 'compliant' o If LG had not submitted or submitted later than the due date, state 'non-compliant' • From the Uganda budget website: www.budget.go.ug, check and compare recorded date therein with date of LG submission to confirm. 	<p>Kalangala DLG submitted Annual Performance Contract of the forthcoming year on Friday 03rd August 2018 and Approved by MoFPED on Sunday 05th August 2018. This was beyond the required dates of submission as clarified by OPM extending the submission deadline to 01st August from June 30th as provided by the PFMAA and LG Budget guidelines.</p>	No
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>The Budget submission for Kalangala DLG made on Friday 03rd August 2018 included a Procurement Plan.</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>Kalangala DLG submission of Annual Performance Report for the previous FY was made on Friday 03rd August 2018 and approved by MoFPED on Friday 03rd August 2018. This was after July 31st (as required by the LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015).</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>Kalangala DLG submitted the Quarterly Budget Performance Report for all the four quarters of the previous FY as follows:</p> <p>The 4th Quarter Report was submitted on Friday 03rd August 2018 and Approved on Friday 03rd August 2018, while the 3rd Quarter Report was submitted on Tuesday 24th April 2018.</p> <p>2nd Quarter report was submitted on Wednesday 28th February 2018 and Approved on Wednesday 28th February 2018, while the 1st Quarter Report was submitted on Thursday 21st December 2017. The submission was beyond the required submission date of July 31st as required by PFMA Act, 2015.</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in lines with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> • If LG submitted a 'Response' (and provide details), then it is compliant • If LG did not submit a 'response', then it is non-compliant • If there is a response for all –LG is compliant • If there are partial or not all issues responded to – LG is not compliant. 	<p>Evidence was NOT obtained that the LG had submitted responses to the "Status on implementation of recommendations by OAG for the FY 2016/17" to the PS/ST or Internal Auditor General.</p> <p>However, there was a "Submission of Confirmatory documents to the responses to the report of the Auditor General for the FY 2016/17" to the Clerk to Parliament in a letter dated 24th May 2018 Ref: CR/211/3 signed by the Ag. CAO Mr. Atama Gabriel Richard and received on the 29th May 2018.</p> <p>Issues raised included: -</p> <ol style="list-style-type: none"> 1. Failure to implement budget as approved by Parliament 2. Low recovery of YLP Funds 3. Under-staffing <p>LG was advised to provide information to the PS/ST as the appointing authority on the status of implementation of OAG recommendations for the previous year.</p>	No
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Kalangala DLG got a clean (Unqualified) audit opinion from the Auditor general for the financial year 2017/18.</p>	Yes

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 evidence that Kalangala DLG has a functional and fully constituted Physical Planning Committee from the following discoveries:</p> <p>a) 12 Members of the DPPC were appointed as per letter dated 19th July 2017, Ref. No. CR/156/6. However, the committee lacks the appointment of the Physical Planner in Private Practice as required by the Physical Planning Act, 2010;</p> <p>b) Plan Submission Register was in place commencing 19th October 2016 up to 26th September 2018, with all the details; and</p> <p>c) The Physical Planning Committee met and discussed Plan Approvals, Land Subdivision among others on 25th September 2018 at Kalangala District Boardroom.</p>	1
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1. 	<p>There was no evidence that Kalangala district had submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD.</p>	0

<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>Kalangala DLG had no District Physical Development Plan, thus all infrastructure investments have no guidance.</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>No Action Area Plans were prepared for Kalangala DLG in the previous FY 2017/18.</p>	<p>0</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

Maximum 5 points on this performance measure.

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

There was evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences for instance:

Under health, the following projects appear in the AWP and the Budget Conference Report as priority projects:

- a) Renovation and expansion of Kalangala HC IV to serve as a District Hospital;
- b) Renovation of existing health facilities;
- c) Renovation of 2 laboratories at Lulamba and Bufumira HC III; and
- d) Provision of solar electric power to health centers that don't have.

Under Education, the following projects appear in the AWP and the Budget Conference Report as priority projects:

- a) Installation of rainwater harvesting tanks at selected primary schools including Mulabana, Bridge of Hope and Kibanenge; and
- b) Construction and Rehabilitation of classroom blocks in selected primary schools including Buwazi, Kasekulo, Bunyama, Bufumira, Kibanga, Kibaale, Kinyamira, Buswa, Bamnagi, Lwabaswa and Busanga.

Under Water and Sanitation, the following projects appear in the AWP and the Budget Conference Report as priority projects:

- a) Construction of Buyange water supply system at Bubeke; and
- b) Maintenance of existing water supply systems and sources.

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1. 	<p>There was evidence that capital investments in AWP for the current FY were derived from the 5 Year Development Plan (2015/16 – 2019/20) reviewed and approved by District Council on 06th March 2015 under Minute No. Min.DC/06/03/2015. For instance:</p> <p>Under health, the following projects appear in the 5 Year Development Plan (2015/16 – 2019/20) and AWP as priority projects:</p> <ol style="list-style-type: none"> Procurement and installation of solar systems at Kalangala HC IV; Completion of staff houses at Kalangala HC IV, Bwendero and Bufumira health centres; Completion of General Ward and Maternity Ward at Bufumira HC III; Installation of solar electric power and rainwater harvesting tank with a capacity of 10,000 litres at Doctor's house for Bujumba HSD; Renovation of health units at Kalangala HC IV, Mugoye, Lulamba, Bufumira, Bubeke, Jaana, Mazinga and Bukasa; and Installation of rainwater harvesting tanks at Kalangala HC IV, Mugoye, Jaana, Bufumira, and Lulamba health units. <p>Under Education, the following projects appear in the 5 Year Development Plan (2015/16 – 2019/20) and AWP as priority projects:</p> <ol style="list-style-type: none"> Construction of 5 No. 5 stance lined pit latrines in selected schools; Installation of 4 No. rainwater harvesting tanks at selected primary schools; and Rehabilitation of 3 No. classroom blocks in selected primary schools. <p>Under Water and Sanitation, the following projects appear in the 5 Year Development Plan (2015/16 – 2019/20) and AWP as priority projects:</p> <ol style="list-style-type: none"> Construction of new safe water facilities; and Maintenance of existing water sources.
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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>Project profiles for Investment Priorities for FY 2017/18 were developed and presented to TPC for discussion on 05th July 2017, under Minute No. DTPC 04/07/17: Presentation and Discussion of Projects to be implemented FY 2017/2018 and their Investment Profiles.</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>There was evidence that Kalangala DLG Annual Statistical Abstract for FY 2017/18, with gender-disaggregated data, was compiled and presented to the TPC to support budget allocation and decision-making on 24th October 2017 under Minute No. Min.DTPC 08/10/17: Presentation and Discussion of Statistical Abstract.</p>	<p>1</p>

<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2 	<p>There was evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the AWP and budget approved by the LG Council for instance:</p> <p>Under Education, the following projects appear in the AWP and the Approved Budget:</p> <ul style="list-style-type: none"> a) Construction of 6 No. Classroom Blocks at Bridge of Hope and Busanga Primary Schools; b) Rehabilitation of 40 No. Classroom blocks at Kinyamira, Bunyama, Lwabaswa, Buswa, Busanga, Bumangi, Kasekulo, Busanga, and Bufumira; c) Construction of school pitches at Buswa, Mulabana, Busanga, Kachanga and Kaganda primary schools; d) Installation of rainwater harvesting tanks at Mulabana, Kibanga and Bridge of Hope Primary Schools; e) Construction of 5 stance lined pit latrines at Kinyamira, Bridge of Hope, Kagulube, Jaana, and Kitobo Primary schools; and f) Supply of furniture to Bumangi Primary School. <p>Under Health, no projects appear in the AWP and the Approved Budget.</p> <p>Under Water and Sanitation, the following projects appear in the AWP and the Approved Budget:</p> <ul style="list-style-type: none"> a) Construction of Phased Buyanga Water Supply System; b) Completion of Bufumira water supply system; and c) Rehabilitation of Lujjabwa water supply. 	<p>2</p>
<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance</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 	<p>There was evidence in form of completion certificates that the investment projects implemented in the previous FY were completed as per work plan as follows:</p> <p>Education Department</p> <ul style="list-style-type: none"> a) Completion of a Classroom Block at Bishop Dunstan Sec School by M/s Kalangala Construction Limited at 	<p>4</p>

measure.

2

o Below 80%: 0

UGX 179,872,025 funded by ICEIDA. Start date was 13th September 2017 while the completion date was 15th December 2017;

b) Renovations of 2 No. classroom blocks at Lulamba Primary School by M/s Texa Solutions Limited at UGX 57,827,000 funded by ICEIDA. Start date was 14th November 2017 while the completion date was 30th December 2017;

c) Renovations of 2 No. classroom blocks with an office at Lwabaswa Primary School by M/s Hadona Multi Investments Limited at UGX 29,990,000 funded by ICEIDA. Start date was 14th November 2017 while the completion date was 30th December 2017;

d) Renovations of 2 No. classroom blocks at Bufumira Primary School by M/s Arrola Services Limited at UGX 45,124,000 funded by ICEIDA. Start date was 14th November 2017 while the completion date was 30th December 2017;

e) Renovations of 2 No. classroom blocks at Busanga Primary School by M/s Advanta Uganda Limited at UGX 37,500,000 funded by ICEIDA. Start date was 14th November 2017 while the completion date was 30th December 2017;

f) Renovations of classroom blocks and an office block at Bukasa Secondary School by M/s Andika's Contractors Limited at UGX 25,180,000 funded by ICEIDA. Start date was 14th November 2017 while the completion date was 20th March 2018;

g) Renovations of 2 No. classroom blocks at Bunyama Primary School by M/s Muga Services Limited at UGX 56,675,000 funded by ICEIDA. Start date was 14th November 2017 while the completion date was 30th December 2017;

h) Renovations of 2 No. classroom blocks at Buwazi Primary School by M/s Home Contractors Limited at UGX 49,290,000 funded by ICEIDA. Start date was 14th November 2017 while the completion date was 20th March 2018;

i) Construction of a 4 Stance Lined Pit Latrine at Bridge of Hope Primary School by M/s Bugoma Supplies and Construction Limited at UGX 28,305,375. Start date was 25th July 2017 while the completion date was 25th October 2017; and

j) Renovations of 2 No. classroom blocks at Mazinga Primary School by M/s Home Contractors Limited at UGX 46,350,000 funded by ICEIDA. Start date was 14th November 2017 while the completion date was 20th March 2018.

Health Department

No projects were implemented in FY 2017/18 due to inadequate funding. The available monies were used to purchase an Ambulance Vehicle for Kalangala Health Centre IV.

Water and Sanitation Department

No projects were implemented in FY 2017/18 due to inadequate funding. The available monies were used to complete projects that commenced in FY 2016/2017.

The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY

Maximum 4 points on this Performance Measure.

- Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2

There was evidence from completion certificates that the investment projects implemented in the previous FY were completed within approved budget as follows:

Education Department

- a) Renovations of 2 No. classroom blocks at Lulamba Primary School by M/s Texa Solutions Limited funded by ICEIDA. Budgeted amount was UGX 28,000,000 while the actual payment was UGX 57,827,000, thus 206.25%;
- b) Renovations of 2 No. classroom blocks with an office at Lwabaswa Primary School by M/s Hadona Multi Investments Limited funded by ICEIDA. Budgeted amount was UGX 28,000,000 while the actual payment was UGX 29,990,000, thus 107.10%;
- c) Renovations of 2 No. classroom blocks at Bufumira Primary School by M/s Arrola Services Limited funded by ICEIDA. Budgeted amount was UGX 28,000,000 while the actual payment was UGX 45,124,000, thus 161.15%;
- d) Renovations of 2 No. classroom blocks at Busanga Primary School by M/s Advanta Uganda Limited funded by ICEIDA. Budgeted amount was UGX -28,000,000 while the actual payment was UGX 37,500,000, thus 133.92%;
- e) Renovations of 2 No. classroom blocks at Bunyama Primary School by M/s Muga Services Limited funded by ICEIDA. Budgeted amount was UGX 28,000,000 while the actual payment was UGX 56,675,000 , thus 202.41%;
- f) Renovations of 2 No. classroom blocks at Buwazi Primary School by M/s Home Contractors Limited

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funded by ICEIDA. Budgeted amount was UGX 28,000,000 while the actual payment was UGX 49,290,000, thus 176.03%;

g) Construction of a 4 Stance Lined Pit Latrine at Bridge of Hope Primary School by M/s Bugoma Supplies and Construction Limited funded by ICEIDA. Budgeted amount was UGX 17,496,000 while the actual payment was UGX 28,305,375, thus 101.09%; and

h) Renovations of 2 No. classroom blocks at Mazinga Primary School by M/s Home Contractors Limited funded by ICEIDA. Budgeted amount was UGX 28,000,000 while the actual payment was UGX 46,350,000, thus 165.53%.

Health Department

No projects were implemented in FY 2017/18 due to inadequate funding. The available monies were used to purchase an Ambulance Vehicle for Kalangala Health Centre IV.

Water and Sanitation Department

No projects were implemented in FY 2017/18 due to inadequate funding. The available monies were used to complete projects that commenced in FY 2016/2017.

The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY

Maximum 4 points on this Performance Measure.

- Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2

List of assets and facilities in need of Operation and Maintenance was available. However, there was no budget for Operation and Maintenance attached.

0

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that the LG has filled all HoDs positions substantively: score 3 	<p>The following HoDs were substantively filled; District Natural Resource Officer, District Engineer, District Planner, District Health Officer, Principal Human Resource Officer, District Community Development Officer and Chief Finance Officer.</p> <p>However, the following positions were in acting Capacity at the time of this assessment; Acting District Production Officer, Ag District Internal Auditor and Principal Assistant Secretary was Caretaking the position of Deputy CAO.</p>	<p>0</p>
<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2 	<p>All the HoDs that were substantively appointed and those in acting capacity were all appraised by CAO during the previous FY 2017/2018 as per the standard guidelines.</p> <p>Dates of signing performance Agreement 2018/2019 and Annual Performance Reports 2017/2018 were as follows:</p> <p>District Community Development Officer on 31/07/2018 and 27/07/2018;</p> <p>Principal Human Resource Officer on 26/07/2018 and 28/06/2018;</p> <p>District Engineer on 26/07/2018 and 28/06/2018;</p> <p>DHO on 2/07/2018 and 3/07/2018;</p> <p>CFO on 31/07/2018 and 1/07/2018;</p> <p>DEO on 20/07/2018 and 31/07/2018;</p> <p>Principal Assistant Secretary (Caretaking the position of DCAO) on 31/07/2018 and 4/07/2018;</p> <p>District Natural Resources Officer on 6/09/2018 and 27/06/2018;</p> <p>District Planner on 1/07/2018 and 18/07/2018;</p> <p>And Ag. District Production Officer on 5/07/2018 and 5/7/2018.</p> <p>Copies of dully signed performance Agreements and Annual Performance Assessment reports by CAO were available in individual files.</p>	<p>2</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>There was evidence that 100% of staff submitted for recruitment in FY 2017/2018 were considered.</p> <p>CAO's submissions of vacant positions for recruitment dated 7/12/2017 were considered by DSC as per Min. KAL. DSC 81/DEC/2017, in meetings held on 13th and 14th DEC 2017.</p> <p>Interviews were done as per minute extracts of 8th, 9th and 10th May 2018.</p>	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for confirmation have been considered: score 1 	<p>All CAO's submissions (100%) for confirmation dated 7/03/2018 and 13/03/2018 were considered by DSC as per Min. KAL. DSC 44-49/MAY 2018 in meetings held on 8th, 9th and 10th May 2018.</p>	<p>1</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1 	<p>There was evidence that 100% of CAO's submissions for Disciplinary Actions were considered.</p> <p>CAO's submissions dated 30/10/2017 and 6/11/2017 for Disciplinary actions were considered by DSC as per Min. KAL. DSC 77-81/DEC/2017 in Minute extracts of meetings held on 13th to 14th December 2017.</p>	<p>1</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3 	<p>Some staff appointed on 23/5/2018 accessed payroll on 28/06/2018 while others (two) accessed payroll on 28/08/2018.</p> <p>Also staff appointed on 20/12/2017 accessed payroll on 28/02/2018 except for one who accessed payroll on 28/03/2018.</p>	<p>0</p>
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>There was evidence that staff who retired during the previous FY accessed payroll after two months.</p> <p>For example Senior Assistant Secretary (Lukyamuzi Joseph) retired on 12/03/2018 and accessed pension payroll in April 2018;</p> <p>Machine Operator (Luwangula James) retired on 17/11/2017 and accessed Pension payroll in May 2018;</p> <p>Education Assistant (Kananura Willy) retired on 19/12/2017 and accessed payroll in April 2018;</p> <p>Agriculture Officer (Late Nkonte Moses) and Senior Education Officer (Kirumira George William) had not yet accessed payroll at the time of this assessment.</p>	<p>0</p>

Revenue Mobilization			
<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> •• If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. • If the increase is from 5% -10 %: score 2. • If the increase is less than 5 %: score 0. 	<p>Actual Local Revenue collections for FY 2016/17 (as per audited final accounts) were Shs. 344,344,717 compared to Actual Local Revenue collections for FY 2017/18 (as per unaudited final accounts) of Shs. 216,949,954. There was a decrease in collection of local revenue of Shs. 127,394,763 representing 40%.</p> <p>Reasons for low performance included the following: -</p> <ol style="list-style-type: none"> 1) The Floating population as tax-payers had no permanent settlements e.g. Migration to Lake Kyoga during the year 2) Continuous withdrawal of predominantly established taxes e.g. Boat Licensing 3) Presidential Initiative to charge the lake with the UPDF 	0
<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>Total Local Revenue Planned/Budgeted for FY 2017/2018 was Shs. 904,298,000 and actual Local Revenue collections during FY 2017/2018 were Shs. 216,949,954. This performance represented 24% revenue collection ratio or 76% deviation from budget which is way above the +/- 10% limit.</p> <p>Explanation was that the Revenue estimates included those to be collected by the Sub-counties but the actual collections did NOT include them. The Task Force team should provide further guidance to the LG on budgeting and reporting for local revenue.</p>	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 	<p>There were NO hard copy vouchers to evidence the transfers of Local Revenue to the LLGs. However an extract from the IFMS indicated the following transfers to 5 sub-counties and 1 Town council.</p> <table border="1"> <thead> <tr> <th>LLG</th> <th>Amount (Shs)</th> </tr> </thead> <tbody> <tr> <td>Bubeke S/C</td> <td>3,557,304</td> </tr> <tr> <td>Bufumira S/C</td> <td>5,933,076</td> </tr> <tr> <td>Bujumba S/C</td> <td>6,516,599</td> </tr> <tr> <td>Kyamuswa S/C</td> <td>3,348,902</td> </tr> <tr> <td>Mazinga S/C</td> <td>3,682,344</td> </tr> <tr> <td>Mugoye S/C</td> <td>6,766,680</td> </tr> <tr> <td>Kalangala T/C</td> <td>11,620,600</td> </tr> <tr> <td>Total</td> <td>41,425,505</td> </tr> </tbody> </table> <p>This compared to Actual Local Revenue collections for FY 2016/17 were Shs. 344,344,717 of which LST amounted to Shs. 29,227,175 represented 12% which was below the mandatory 65% requirement.</p>	LLG	Amount (Shs)	Bubeke S/C	3,557,304	Bufumira S/C	5,933,076	Bujumba S/C	6,516,599	Kyamuswa S/C	3,348,902	Mazinga S/C	3,682,344	Mugoye S/C	6,766,680	Kalangala T/C	11,620,600	Total	41,425,505	<p>0</p>			
LLG	Amount (Shs)																							
Bubeke S/C	3,557,304																							
Bufumira S/C	5,933,076																							
Bujumba S/C	6,516,599																							
Kyamuswa S/C	3,348,902																							
Mazinga S/C	3,682,344																							
Mugoye S/C	6,766,680																							
Kalangala T/C	11,620,600																							
Total	41,425,505																							
<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>As evidenced from payment vouchers, total expenditure on Council Allowances for the 20 Councilors for 5 Council meetings during the FY2017/18 was Shs. 55,965,000 extracted as below: -</p> <table border="1"> <thead> <tr> <th>Date</th> <th>PV No</th> <th>Amount (Shs)</th> </tr> </thead> <tbody> <tr> <td>03-Nov-2017</td> <td>0190131</td> <td>12,915,000</td> </tr> <tr> <td>14-Sep-2017</td> <td>015825</td> <td>12,915,000</td> </tr> <tr> <td>22-Jan-2018</td> <td>0200085</td> <td>12,915,000</td> </tr> <tr> <td>08-Mar-2018</td> <td>01992872</td> <td>4,305,000</td> </tr> <tr> <td>08-May-2018</td> <td>011036</td> <td>12,915,000</td> </tr> <tr> <td>Total</td> <td></td> <td>55,965,000</td> </tr> </tbody> </table> <p>Compared to Shs. 344,344,717 (Total local revenue for 2016/17) represented 16.2% that implied Council allowances were lower than the prescribed limit.</p> <p>N.B: Allowances excluded Shs. 13,134,000 being fuel refunds and Shs. 16,110,000 Ex-Gratia emoluments paid to the Councilors.</p>	Date	PV No	Amount (Shs)	03-Nov-2017	0190131	12,915,000	14-Sep-2017	015825	12,915,000	22-Jan-2018	0200085	12,915,000	08-Mar-2018	01992872	4,305,000	08-May-2018	011036	12,915,000	Total		55,965,000	<p>2</p>
Date	PV No	Amount (Shs)																						
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Total		55,965,000																						
<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 LG has substantive Senior Procurement Officer, the Procurement Officer and the Assistant Procurement Officer, all with appointment letters.</p> <p>The Senior Procurement Officer was appointed on probation on 6/12/2007, Min. No.: 34/2007, Ref: CR/156/5 and was confirmed on 19/1/11, DSC MIN.02/DEC/2010.</p> <p>The Procurement Officer was appointed on probation on 21/01/2009, DSC/Min. 10/01/2009, Ref: CR/156/5 and was confirmed on 19/1/11, DSC MIN.02/DEC/2010.</p> <p>The Assistant Procurement Officer was appointed on probation on 6/12/2007, Min. 36/2007, Ref: CR/156/5 and was confirmed on 23/6/11, DSC MIN.06/MAR/2011.</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>Evidence was from the minutes of 2 TEC meetings. The first meeting was held on 22/1/18 on the rehabilitation of island roads in Kyamuswa County, project Ref. KALA 515/wrks/17-18/00038. The minutes were signed by 3 members of the technical evaluation committee.</p> <p>The second meeting of TEC was held on 7/11/18 on the renovation of 2 classroom blocks at Buwazi P/S, Project ref.: Ref. KALA 515/wrks/17-18/00010. The meeting was attended and minutes signed by 3 members of the technical evaluation committee.</p>	<p>1</p>

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1 	<p>The Contracts Committee considered recommendations of the TEC and provided justifications for approval of TEC report as evidenced in the minutes of 2 meetings. First, the contracts committee decision submission of 28/2/18, Min. No.; KALA 515/CC/2017-2018/00006 considered the request for approval for rehabilitation of island roads in Kyamuswa County, project Ref. KALA 515/wrks/17-18/00038. The minutes were signed by 4 members.</p> <p>Second, the contracts committee decision of 7/11/2017; Min. No.: KALA 5151/CC/2017-2018/00002 considered a request for approval of the TEC report for renovation of 2 classroom blocks at Buwazi P/S, Project ref.: Ref. KALA 515/wrks/17-18/00010. The minutes were signed by 4 members.</p>	<p>1</p>
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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) All infrastructure projects in Annual Procurement for FY 2018/19 (received and stamped by PPDA on 13/9/18) were captured from the consolidated budget (generated on 3/8/18 and approved and signed by the CAO). For example:

1. On page 1 of 3 of the procurement plan S/n 2: Construction of new structures was covered under the health sector page 50 of the work plan, Output 088180: Health centres construction and rehabilitation. On page 23 of 84 of the budget the projects were covered as Item 312101: Non-residential buildings and

2. On page 1 of 3 of the procurement plan S/n 2: Construction of classroom, staff houses and dormitories was covered under the health sector page 56 of the work plan, Output 078180: Classroom construction and rehabilitation. On page 28 of 84 of the budget the projects were covered as Item 312101: Non-residential buildings.

b) A sample of actual procurements made in 2017/2018 showed that the LG made procurements as per plan (adherence to the procurement plan for FY 2017-18, approved by the CAO on 15/6/17 and received by PPDA on 19/6/17). For example:

1. Procurement file Ref.: KALA 515/wrks/17-18/00006: Renovation of Lwabaswa Classroom block at Lwabaswa P/S in Bujjumba S/county was priced at UGX 29,990,000/= and the contract agreement signed on 15/11/17 was covered on page 1 of 3, S/no 5 in the approved procurement plan in lumpsum project type estimated at UGX 2,865,907,320/= and

2. Procurement file Ref.: KALA 515/wrks/17-18/00007: Renovation of 2 classroom block at Bunyama P/S, Bujjumba S/county was valued at UGX 56,675,000/= and contract agreement signed on 27/11/18 was covered on page 1 of 3, S/no 5 in the approved procurement plan in lumpsum project type estimated at UGX 2,865,907,320/=

<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>From the education department procurement plan of FY 18/19 and the procurement files, 6 (67%) out of 9 investment/infrastructure projects had their bid documents prepared by August 30. Only the education sector had started procurement and a contract register had not been compiled at the time of this 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>Evidence obtained from the procurement office showed that the LG had an updated contracts register and that procurements had complete procurement files for FY 2017/2018. All the 5 sample projects listed below commenced 7/11/17 and was completed 3 months after. For example:</p> <ol style="list-style-type: none"> 1. KALA 515/wrks/17-18/00007: Renovation of Bunyama P/S Classroom blocks in Bujjumba S/county; 2. KALA 515/wrks/17-18/00008: Renovation of 2 classroom blocks at Bukeke P/S, Bubeke S/county; 3. KALA 515/wrks/17-18/00001: Renovation of Bukasa SSS in Kamuswa S/county; 4. KALA 515/wrks/17-18/00003: Renovation of 2 classroom blocks with an office at Kitobo P/S in Bufumira S/county and 5. KALA 515/wrks/17-18/00010: Renovation of 2 classroom blocks at Buwazi P/S in Kyamuswa S/county. <p>All procurement activity files comprised of key elements including signed contracts, bid documents, newspaper advert for open and selective bids, requisitions (LG PP Form; 5, 2, 32, 10, 211, 12, 20, 13, 6) of various user departments, tender award and acceptance of tender award letters, approvals by the contracts committee etc.</p>	<p>2</p>

The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.

Maximum 6 points on this performance measure.

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

Evidence that the LG adhered with procurement thresholds was obtained from sample of 5 projects listed in the Procurement Plan FY 2017/2018. The estimated project cost, procurement method, dates of contract signing and completion and the source of funding were all included, and letters of contract award signed by the CAO. For example:

1. KALA 515/wrks/17-18/00007: Renovation of Rwabaswa classroom block at Lwabaswa P/S in Bujjumba S/county. Selective bidding; estimated at UGX 29,990,000/= and awarded on 7/11/17.

2. KALA 515/wrks/17-18/00008: Renovation of 2 classroom blocks at Bukeke P/S, Bukeke S/county. Selective bidding; estimated at UGX 45,260,000/= and awarded on 7/11/17.

3. KALA 515/wrks/17-18/00001: Renovation of Bukasa SSS in Kamuswa S/county. Selective bidding; estimated at UGX 25,180,000/= and awarded on 7/11/17.

4. KALA 515/wrks/17-18/00003: Renovation of 2 classroom blocks with an office at Kitobo P/S in Bufumira S/county. Selective bidding; estimated at UGX 33,520,000/= and awarded on 7/11/17.

5. KALA 515/wrks/17-18/00010: Renovation of 2 classroom blocks at Buwazi P/S in Kyamuswa S/county. Selective bidding; estimated at UGX 49,290,000/= and awarded on 7/11/17.

<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>A sample of works projects from the building construction and road sectors show that all works projects implemented in FY 2017/208 were certified with the certificate of completion. The certificates were endorsed by the district engineer and the CAO. For example:</p> <ol style="list-style-type: none"> 1. KALA 5151/wrks/16-17/00048: Renovation of Busanga P/S classroom blocks in Mugoye S/county. The completion certificate was dated 25/10/17 and was endorsed on 29/9/17; 2. KALA 5151/wrks/16-17/00006: Repair of staff quarters for Kalangala H/C IV. The completion certificate was dated 10/8/17 and was endorsed on 20/8/17; 3. KALA 5151/wrks/16-17/00010: Remodelling of Kitchen into 2 unit staff house for Kalangala H/C IV. The completion certificate was dated 20/6/17 and was endorsed on 20/6/17; 4. KALA 5151/wrks/16-17/00047: Renovation of Lake Victoria P/S classroom blocks in Mugoye S/county. The completion certificate was dated 29/9/17 and was endorsed on 29/9/17 and 5. KALA 5151/wrks/16-17/00044: Renovation of Kibaale P/S classroom blocks in Mugoye S/county. The completion certificate was dated 29/9/17 and was endorsed on 29/9/17. 	<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>No site boards were installed at the time of this assessment. Procurements had been forwarded to the Solicitor General for clearance after which contract preparation and signing will take place.</p>	<p>0</p>
<p>Financial management</p>			

<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4 	<p>As evidenced from the Final Accounts for the FY 2017/18, the LG had reconciled all bank accounts as at 30th June 2018. These had been checked and signed-off. The sampled accounts included the following: - General Fund, Treasury Single Account, VODP, YLP Operations and LVEMP II accounts.</p> <p>However, for FY 2018/19, the bank reconciliations were NOT up-to-date mainly due to the Tier 1 IFMS implementation. Payment transactions had been reconciled for the TSA but releases had not been posted by MoFPED, hence not reconciled. Also unapplied EFTs were not yet posted.</p> <p>There was a delay in the proper set-up of the General Fund account; hence receipts had not been posted. The LG was in the process of agreeing with the Donors on the business process so these bank accounts had not been activated yet.</p>	<p>0</p>
<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. 	<p>LG effected payments to suppliers on time and sampled invoices indicated none exceeded 2 months delay.</p> <p>(1) From Administration, Supply of stationary – LPO-01414, undated invoice, GRN No. 011654 dated 02-Jan-2018 was paid on 02-Jan-2018 vide EFT PV-AD00611 Shs. 2,979,800 i.f.o. Kitete Stationers and Printers</p> <p>(2) Supply of stationary – LPO No. 0202872; GRN-012210 dated 23-May-2018 and Delivery Note No. 058; Invoice No. 058 dated 30-May-2018 was approved by the PAS on 23-Jun-2018 and paid on 07-Jun-2018 vide EFT PV-AD05205 Shs. 3,543,800 i.f.o EROREEN General Merchandise</p> <p>DLG should ensure completeness and consistency in supplier documents e.g. Undated Invoices, Requests for payment should be submitted etc</p>	<p>2</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has a substantive Senior Internal Auditor: 1 point. • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>Mr. Mutyaba Paul Katende, Internal Auditor, was appointed on promotion as Senior Internal Auditor (Scale U3U) w.e.f 1st June 2018 as per DSC Min. No. KALDSC22/MAY/2018 evidenced from a letter ref: CR/162 dated 23rd May 2018 signed by the Ag. CAO, Mr. Atama Gabriel Richard.</p>	<p>1</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • LG has produced all quarterly internal audit reports for the previous FY: score 2. 	<p>The LG had issued all the 4 quarterly Internal Audit reports on the following dates as per copies obtained:</p> <p>1st Quarter (ended Sep-2017) was issued on the 31-Oct-2017;</p> <p>2nd Quarter (ended Dec-2017) was issued on 30-Jan-2018;</p> <p>3rd Quarter (ended Mar-2018) was issued on 30-Apr-2018 and</p> <p>4th Quarter (ended Jun-2018) was issued on 31-Jul-2018.</p> <p>All the 4 reports had been produced within the stipulated 30 days after end of the quarter.</p> <p>There were NO queries raised for the Water Department because the projects had been covered in the FY 2016/17. Health and Education departments had responded to the queries raised in the 2nd, 3rd and 4th quarters. Follow-up on previous quarter reports was done.</p> <p>Challenges resulting in limited scope of audit work included: -</p> <ol style="list-style-type: none"> 1. Limited accessibility across the DLG due to the geographical location. 2. High cost of water transport compared to the funding available from the Unconditional Grant and Local Revenue. 3. Delayed release of funds. 	<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 Internal Audit department had provided the Council and LGPAC ALL the 4 quarterly reports on the dates indicated as follows:- 1st Quarter (01-Nov-2017), 2nd Quarter (31-Jan-2018), 3rd Quarter (30-Apr-2018) and 4th Quarter (31-Jul-2018)</p> <p>All reports were submitted within 30 days after the end of every quarter.</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 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>	<p>As evidenced from the minutes, the LG PAC held 4 meetings during the FY 2017/18 on the 8th September 2017, 14th November 2017, 13th March 2018 and 8th June 2018. The 1st and 2nd quarterly Internal Audit reports were discussed in the 2nd and 4th meetings respectively. The other meetings discussed the 4th quarter report for the FY 2016/17 and the OAG report for the FY 2016/17. Only 2 of the 4 reports issued were discussed.</p>	<p>0</p>
<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<p>• Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4</p>	<p>LG maintained manual Fixed Assets registers but were in an outdated format. It included ONLY the following types of assets:- Buildings and Transport Equipment (i.e. Motor-vehicles and Motor-Cycles) . The Register was also not updated. Gaps identified included the following: -</p> <p>1) Furniture and Fittings, Computer Equipment and Medical Equipment were not recorded and valued</p> <p>2) Transport Equipment i.e. Motor-Vehicles, Motor-Cycles etc were not valued.</p>	<p>0</p>

<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>Kalangala DLG got a clean (Unqualified) audit opinion from the Auditor general for the financial year 2017/18.</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2 	<p>There was evidence that Kalangala DLG Council met and discussed service delivery related issues during the following council meetings:</p> <ol style="list-style-type: none"> 1. Meeting held on 25th January 2018 in the District Council Hall as follows: <ol style="list-style-type: none"> a) Under Minute No. Min.KDLG/DC/10/01/18: Presentation of Standing Committee Reports; b) Under Minute No. Min.KDLG/DC/12/01/18: Presentation of the Motion for Supplementary Budget in the amount of UGX 568,972,621 from the following sources: Ministry of Agriculture, Animal Industry and Fisheries for Agricultural Extension Services – UGX 240,000,000; Ministry of Works for Rehabilitation of Community Access Roads – UGX 270,600,000 and Ministry of Health for the Completion of Kalangala HC IV Construction – 58,372,621; and c) Under Minute No. Min.KDLG/DC/13/01/18: Presentation of the Executive Committee Reports. 2. Meeting held on 16th November 2017 in the District Council Hall as follows: <ol style="list-style-type: none"> a) Under Minute No. Min.KDLG/DC/30/11/17: Presentation and Discussion of Reports from Standing Committees; and b) Under Minute No. Min.KDLG/DC/31/11/17: Approval of 2nd Quarter (October – December) Reports, Presentation and Discussion of 3rd Quarter (January – March) Work Plans from Standing Committees FY 2017/2018. 3. Meeting held on 29th September 2017 in the District Council Hall as follows: <ol style="list-style-type: none"> a) Under Minute No. Min.KDLG/DC/22/09/17: Presentation and Discussion of Reports from Standing Committees: Social Services Committee; b) Under Minute No. Min.KDLG/DC/23/09/17: Approval of 1st Quarter Reports, Presentation and Discussion of 2nd Quarter (October – December) Work plans from Standing Committees; and c) Under Minute No. Min.KDLG/DC/24/09/17: Approval of Supplementary Budget for FY 2017/2018 in the amount of UGX 371,117,000 from the following sources: Uganda Road Fund – UGX 109,117,000, ICEIDA – 245,000,000 and Ministry of Tourism, Wildlife and Antiquities – UGX 17,000,000.
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<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>There was evidence in a letter dated 05th October 2015, Ref. No. CR/153/1 from the CAO Kalangala DLG designating Mr Mukasa Muhammed Muks to coordinate response to feed-back (grievance/complaints) and responded to feedback and complaints.</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>Kalangala DLG has a system for recording, investigating and responding to grievances as follows:</p> <p>a) File in the registry for all complaints from where the responsible officer receives the complaints;</p> <p>b) Channel several complaints to responsible officers to investigate;</p> <p>c) Feedback is provided during community meetings; and</p> <p>d) Radio Programme on Radio Ssesse 100.9 FM where the community is given feedback on the progress made in implementing Government Programmes.</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>There was evidence that Kalangala DLG had published the LG Payroll and Pensioner Schedule dated August 2018 on the public notice board.</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>There was evidence that Kalangala DLG had published the Procurement Plan, awarded contracts and amounts dated July 2018 on the 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>There was no evidence to show that Kalangala DLG Performance Assessment Results and implications were published on the notice board since they were not disseminated to Kalangala DLG.</p>	<p>0</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>There was evidence that Kalangala DLG communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY as follows:</p> <p>a) TPC Meeting dated 06th March 2018 at the District Headquarters under Minute No. DTPC 04/03/18: Presentation of the DDEG amounting to UGX 90 Million and Kalangala District Final Indicative Planning Figures FY 2018/19 by the District Planner;</p> <p>b) TPC Meeting dated 09th January 2018 in the Resource Centre, Community Based Services, under Minute No. DTPC 05/01/18: Dissemination of Gender Guidelines under the Ministry of Gender, Labour and Social Development FY 2018/2019;</p> <p>c) TPC Meeting dated 06th November 2017 at the District Headquarters, under Minute No. DTPC 05/11/17: Preparation of the District Budget and Dissemination of Indicative Planning Figures FY 2018/19 and Budget Guidelines; and</p> <p>d) TPC Meeting dated 05th July 2017 at the District Headquarters, under Minute No. DTPC 04/07/17: Presentation and Discussion of Projects to be Implemented FY 2017/18 and their Profiles.</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>There was evidence that LG during the previous FY conducted discussions through Radio Programmes on Radio Ssesse 100.9 FM where the community was given feedback on the progress made in implementing Government Programmes.</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>Evidence that the district GFP and CDO provided guidance and support to different departments was from 2 sources. First, the guidelines on gender mainstreaming prepared for various departments and signed by the Senior CDO/GFP. For example, for health department the guidelines were endorsed on 3/1/18; Procurement Unit on 10/4/18; and works department on 11/4/18. Second, a report of gender auditing in Kalangala education sector, which activity was implemented between 21st and 25th May 2018 by the department of community based services. The report was signed by the District Gender Officer.</p>	<p>2</p>

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2. 	<p>From the Local Government approved work plan for F/Y 2018/2019 and generated on 3/8/18 and signed by the CAO, the GFP and CDO had planned for minimum 2 activities for current year. For example, Section 9, Community Based Services, Output 108107, page 80 was on gender mainstreaming focusing on training newly elected leaders in gender budgeting and planning; Output 108114, page 81 was on representation on women's councils to support aimed at mobilisation of women into development groups to improve their livelihoods.</p> <p>Basing on the approved budget estimates for FY 2017/2018, Out of the total approved budget a total of 447,113,000/= had been approved for 7 major gender activities/vulnerability and social inclusion. From a status report for 2017/2018 signed by the Senior CDO on 31/7/18, one activity i.e. assistive aids to the elderly and PWD which had been budgeted at 5,000,000/= was not done. Therefore 6 activities were implemented at 98% of the previous year's budget.</p>	2
<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>Evidence was from environmental and social screening reports endorsed by the District Natural Resources Officer or Environment Officer. From the report, environment and social concerns were identified, and environmental and social monitoring and management plans developed. For example:</p> <ol style="list-style-type: none"> An environmental and social screening report of 13 construction projects funded by Kalangala Iceida Education Project (KIEP) was dated 5/6/18 and signed on 7/6/18; An environmental and social screening report for construction of VIP latrine at Kagulube P/S was dated and signed on 28/11/11; An environmental and social screening report for the construction of solar powered piped water system in Bufumira was dated 13/7/16 and An environmental and social screening report for construction of school kitchen at Bishop Danstan P/S was dated 13/7/16. 	1

<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>Basing on a sample of procurement files in the BOQs, the LG integrates environmental and social management and health and safety plans in contract bid documents. For example:</p> <ol style="list-style-type: none"> 1. KALA 515/wrks/18-19/00008 – Lot 2; BOQs for the construction of a 5-stance VIP latrine with a washroom at Bukasa Secondary School. BOQ, page 1 of 11, Item C was on restoration of all disturbed natural grounds; 2. KALA 515/wrks/17-18/00007 – Lot 1; BOQs for the construction of teachers’ house at Sserwanga Lwanga Secondary School. BOQ, page 1 of 11, Item A, B, and C were about health and safety regulations and environmental issues; 3. KALA 515/wrks/16-17/00044 – Lot 1; BOQs for the the renovation and classroom block with an office and 2 on 4 blocks at Kibaale P/S. BOQ page 5, Item 4 was about restitution and environmental issues; 4. KALA 515/wrks/16-17/00049 – Lot 1; BOQs for the the renovation of a 4 classroom block at Kasekulo P/S in Mugoye S/county. BOQ Item 4 was about restatement of all disturbed natural grounds in the course of repairs and 5. KALA 515/wrks/17-18/00004; BOQs for the renovation of Bufumira P/S classroom blocks in Bufumira S/county. BOQ, page 13 of 17, Bill 7 was about restitution of environmental issues. 	<p>1</p>
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<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>Proof of ownership of land where all projects were implemented was evidenced by the following agreements:</p> <ol style="list-style-type: none"> 1. Land lease acknowledgement letter ref: 400, Min. Ref. 9 dated 19/6/15 was about payment of UGX 200,000,000/= for lease of Kabaka's land (1.232 Hectares) for district offices on plot 115, block 52. In the letter the Buganda Land Board (Lessor) leased land to Kalangala District Land Board (Lessee) for the next 49 years from 1/3/2010. The letter was signed by the Chairman and Secretary Kalangala District Land Board, signed and stamped by the Ministry of Lands, Housing and Urban Development on 21/7/15; 2. Certificate of Title for 4.0710 Hectares of land on Plot 16, Block 64 in the names of Kalangala District Local Government located at Kande-Bubeke Island, Ssabagabo S/county in Ssesse district. According to a letter addressed to the LC V Chairman Kalangala district and dated 20/2/18 generated by the Kalangala district Surveyor, the land title was for the home of Bukeke S/county and Bukeke Health Centre; 3. A letter Ref No. CR/1201/1 of notification of a request for registration of lease hold title dated 10/16/2015, addressed to the Commissioner Land Registration, Ministry of Housing and Urban Development and generated by the Secretary Kalangala District Land Board. In the letter reference is made of a meeting held on 29/5/15 under MIN.KAL.DLB.11/2015(7): Approval of lease hold offer of 6 hectares of Block 52 for 49 years at Kalangala Town Council for Health Centre IV; 4. Agreement by Yisufu Ggalabuzi of Kakyanga village, Bufumira S/county to offer 1.5 acres of land to accommodate a health centre and police unit was signed by the 2 witnesses on 17/3/14 and 5. Agreement by Yisufu Ggalabuzi of Kakyanga village Bufumira S/county to offer 2 acres of land to accommodate a health centre II was signed and stamped by the Kakyanga LC 1 Chairman on 1/5/14. 	<p>1</p>
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<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>There was no evidence of completed ESM certification Forms at the time of this assessment.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>No evidence to show that contract payment were certified before 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. <p>Score: 1</p>	<p>Evidence was based on 1 monitoring report dated 13/2/18 for environmental inspection of 14 primary and secondary school projects under KIEP projects. Implementation was carried out between 29/1/18 and 12/2/18 in the sub-counties of Bufumira, Kyamuswa, Bubeke, Maziga, Mugoye, and Kalangala Town Council. The report included emerging issues emphasizing on observed deviations, recommendations specifying corrective measures, responsible persons and the time frame.</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>	<p>• Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>There was evidence that the LG 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.</p> <p>Evidence was from:</p> <ul style="list-style-type: none"> - School lists; - Teaching staff lists and - Performance Contract. <p>The LG Education Department budgeted for and deployed 152 teachers 23 of whom are head teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p>	4
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>There was evidence that the LG 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.</p> <p>Source of evidence:</p> <ul style="list-style-type: none"> - Sampled school files; - Schools lists; - Performance Contract. <p>Information from visited schools:</p> <ul style="list-style-type: none"> - Lwebitakuli P. S.: 1 head teacher and 14 teachers; - Nambiriizi P. S. 1 Head teacher and 7 teachers and -Nambiriizi R.C. P. S. -1 Head teacher and 6 teachers. 	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 	<p>There was evidence that the LG Education Department had substantively recruited 152 primary school teachers within the wage bill provision of Ug Shs 1,417,275,000/- for the FY.</p> <p>The actual staff structure however should be 180 teachers a representation of 83.8% of the required teaching staff currently catered for within the wage bill.</p>	<p>3</p>
<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6 	<p>LG has positions for 2 inspectors the SIS U3 and the IS U4. The SIS is substantively recruited and the IS was included in the recruitment plan and approved within the wage bill provision for this FY.</p>	<p>0</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • Primary Teachers: score 2 	<p>The LG Education Department submitted a recruitment plan covering primary teachers:</p> <ul style="list-style-type: none"> 9 Assistant Education Officers 24 Education Assistants 5 Deputy Head teachers 5 head teachers (these were not approved for recruitment in as much as the district requires them). <p>Information derived from Vote 515 Kalangala District Staff Establishment and Recruitment Plan for FY 2018/19 Section Education– Secondary School/Primary Schools</p>	<p>0</p>

<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>1 school inspector was approved for recruitment within the DEO's request.</p> <p>Information derived from Vote 515 Kalangala District Staff Establishment and Recruitment Plan for FY 2018/19 Section Education– Secondary School/Primary Schools</p>	<p>0</p>
<p>Monitoring and Inspection</p>			
<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • 100% school inspectors: score 3 	<p>There was evidence that the LG has only a Senior Inspector of Schools appointed on 30/04/2015, MIN. KAL.DSC 27/APRIL/2015 and was appraised on 3/07/2018.</p> <p>The LG wrote a request to MoPS dated 1/10/2018, ref: CR/156/3 for permission to recruit Inspectors of Schools.</p>	<p>3</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.

Maximum 6 for this performance measure

Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY

- Primary school head teachers o 90 - 100%: score 3

- o 70% and 89%: score 2

- o Below 70%: score 0

The total number of schools was 23; Files for 10 head teachers were sampled and out of 10, only 8 had their Performance Agreements and Reports fully endorsed. The dates of signing the Agreements and Reports were as follows;

Kinyamira P/S on 2/03/2018 and 12/02/2018;

Buswa P/S on 9/03/2018 and 12/02/2018;

Bwendero P/S on 28/02/2018 and 8/12/2017;

Mulabana P/S on 12/02/2018 for both;

Kagulube P/S on 10/02/2018 and 18/12/2017;

Kibaale P/S on 15/01/2018 and 6/12/2017;

Bheta P/S on 18/04/2018 and 28/03/2018;

Kibanga P/S on 24/04/2018 and 11/12/2017;

And Head teacher for Busanga signed Agreement on 18/04/2018 and report on 8/12/2017.

However, there was no performance report for Head teacher of Bumangi P/S on file.

Therefore 90% of the sampled head teachers had their Agreements 2018 and Reports 2017 signed and on file. Score 2

The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools

Maximum 3 for this performance measure

• Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1

The LG Education Department effectively communicated and explained some but not all guidelines, policies, circulars issued by the national level in the previous FY to schools in head teachers beginning of term meetings. The following circulars , guidelines and policies were communicated and explained to head teachers:

Circular No 12/2017 of 07/07/2017 Ref ADM/298/312/10 titled 'Engaging with NGOs and or Private Service Providers to Construct Schools'. Originated from PS/MoES

A Press release Ref DES/50/14 of 22/09/2017 was received by 17 schools and it originated from PS/MoES it was about unlicensed and unregistered Schools

Circular No 16/2017 of 31/10/2017 Ref ADM/48/118/01 originated by Nsumba Lyazi for PS/MoES about Mandatory Response Required for Protection of Children from all forms of Violence Including Corporal Punishment'. 17 schools were listed for picking and taking the circular.

Circular Ref EPD/192/325/01 of 30/11/2017 titled Circular 'Terminating the Use of SFG to Procure a Vehicle for District Education Department s'. Originated from PS/MoES and sent by CAO to DEO to take note on 21/02/2018.

Circular Ref ADM/327/328/02 of 06/04/2018 originated by Ben Kumumanya PS/MoLG to CAO on 09/05/2018 led to a call by the CAO for discussions with DEO/PHRO/and CAO. This was a call for Joint Follow up on the Joint Mobilisation Against Absenteeism in Schools'.

Circular Ref ADM/851/157/01 of 10/05/2018 originating from PS/MoES about 'Transportation of Pupils /Students to Schools and Locations Outside Schools'.

Ref Adm/315/01 of 18/05/2018 from PS/MoES about Vaccination of Primary Children in Kampala and the surrounding Districts against Hepatitis B. 24 schools received.

Circular Ref ADM/164/04 of 20/08/2018 originated by Dr Dan Nkaada for PS/MoES regarding the Celebration of the Global Hand washing Day 2018.

Circular Ref EPD/192/335/01 of 04/09/2018 regarding the Enrolment Data Used for Allocation of Capitation Grants in FY 2018/2019 originating from PS/MoES

<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2 	<p>Meetings were held with Htrs to sensitize them on the guidelines. Circulars and Policies from the national level. The Beginning of Term Meeting at Kibanga Resource Center was held on 19/06/2018 the issues about the circulars were mentioned in Min/02/HTr /06/2018 and Min 02/Htr/06/2018 DEOs talk to Htrs.</p> <p>Another meeting of 08/02/2018 had the DIS address the audience in Min 02/Htr/02/2018 in a Communication from the Chair in item 4, the last bit, he referred to special files for circulars, policies and guidelines to ensure ease of access and timely implementation of the policies and guidelines</p> <p>Meeting of 21/09/2017 in Min /03/htr/Sept/2017 communication from DEO. The meeting was held at Kibanga CCS and 34 people were in attendance.</p>	<p>2</p>
<p>The LG Education De- partment has effectively inspected all registered primary schools2</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> o 100% - score 12 o 90 to 99% - score 10 o 80 to 89% - score 8 o 70 to 79% - score 6 o 60 to 69% - score 3 o 50 to 59 % score 1 o Below 50% score 0. 	<p>Taking an inspection per term per school, then the inspections done were: Term 1 -18; Term 2- 23 and Term 3 – 20. Making a total 61 inspections done out of the 69 expected inspections. This gives a representative 88.4% of the school inspections done. They also inspected the 3 USE schools 3 times USE and 1 BTVET institution twice. ,</p> <p>There is one school Mazinga P. S. that was not visited in the duration of a whole year. Staff stated that the school is on a faraway Island and costs of going to inspect it were high. 'Going to the island costs a lot in fuel expenses and we have to wait for the time when the lake is settled to travel there.' Sentiments of District personnel regarding inspection of Mazinga P. S.</p>	<p>8</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 Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>The LG Education Department discusses the results/reports of school inspections, uses them to make recommendations for corrective actions and follows the recommendations. This was evidenced from the Support School Supervision and Follow up reports of 03/04/2017 and 13/07/2017.</p> <p>The quality of implementation of EGR was lacking in some schools where teachers were not given EGR skills. The inspectors on noting this anomaly called upon the CCTs and RTI/EGR staff to support the teachers in those schools to catch up. On the subsequent inspection of the schools e.g. Mazinga P. S. and Kachanga P. S. there was a decision to strengthen the M & E to support the teachers to develop the specific teaching skills needed especially in areas of preparation, reading instruction in LL 1 and assessment of achievement levels for pupils and their attainment of appropriate LL1 R/W skills and LL2 speaking skills.</p> <p>Another area was when there was need for improved cooking facilities; the district education team on inspecting progress made in the construction of improved cooking stoves in schools, made recommendations for the Engineering Dept to take concern and correct the observed concerns, before the facilities were handed over to the recipient schools.</p>	<p>4</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 	<p>The LG Education Department submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES) as evidenced by the acknowledgement receipts from DES.</p> <p>21/09/2018 the Term I report was received by Kirenda Winnie and it was signed for and stamped though not dated.</p> <p>Report for Term II 2018 was received and stamped by Winnie Kirenda on 05/04/2018.</p> <p>The report for Term III 2017 was received by Kirenda Winnie and stamped and signed for.</p>	<p>2</p>

LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations

Maximum 10 for this performance measure

• Evidence that the inspection recommendations are followed- up: score 4.

There was evidence that the inspection recommendations are followed- up. This was derived from a Report for School Support Supervision and Follow up Inspection of 13/07/2017 addressed to the CAO. The report pointed to Quality Indicator on Teacher Planning and Preparation for Teaching.

The issues from the previous inspection were:

- that there was irregularity in planning across all schools.
- failure to produce and update classroom teaching /learning display environment as a stimulant for child learning
- inadequate inclusion of SNE in planning and
- lack of collaborative scheming.

Recommendations made were for teachers to improve on planning and to work on display of teaching materials to support children learning. The Head Teacher and Director of Studies to intensify internal support supervision to ascertain timely preparation for teaching,

The subsequent inspection revealed the following:

Overall production of lesson plans was still low as a result of weaknesses in internal support supervision by Head teachers who in most cases were doubling as teachers. There however had been an established system of monitoring lesson planning through the Director of Studies introduced in some schools.

There was little effort evident towards improvement of classroom environment through production and display of local teaching and learning materials as per the last inspection recommendation.

There was no mention of action taken on SNE issues and collaborative scheming.

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>There was evidence that the LG Education Department submitted accurate and consistent reports for school lists for Primary Schools 23, Secondary 3 and 1 Tertiary Institution. These are consistent both on EMIS and PBS for government schools.</p>	<p>5</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> • Enrolment data for all schools which is consistent with EMIS report and PBS: score 5 	<p>The enrollment submitted by the LG Ed. Dept as per formats provided by MoES was inconsistent as some figures on EMIS were slightly less than the figures on PBS and much less than the figures at school.</p> <p>Evidence in the sampled schools was:</p> <ul style="list-style-type: none"> - Kibaale P. S. 210 at school; PBS 172; EMIS 177 - Kasekulo P. S. 348 at school; 363 on PBS; and 362 on EMIS - St Kizito Bbeta P. S. 313 at school; 307 on PBS and 325 on EMIS and - Kibanga P. S. 637 on EMIS and 629 on PBS. 	<p>0</p>
<p>Governance, oversight, transparency and accountability</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 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>There was evidence that the Social Services Standing Committee responsible for Health, Education and Community Based Services met and discussed service delivery issues during the following meetings:</p> <p>a) Meeting held on 20th and 21st September 2017 in the District Council Hall under Minute No. Min.KDLG/SSC/13/09/17: Presentation and of Approval of 1st Quarter (July – September) Progress Reports and 2nd Quarter (October – December) Work Plans from Health, Education and Community Based Services Departments;</p> <p>b) Meeting held on 14th and 15th November 2017 in the District Council Hall under Minute No. Min.KDLG/SSC/19/11/17: Presentation of 2nd Quarter Progress Reports from Health, Education and Community Based Services Departments;</p> <p>c) Meeting held on 23rd January 2018 in the District Council Hall under Minute No. Min.KDLG/SSC/04/01/18: Presentation of Progress Reports from Health, Education and Community Based Services Departments;</p> <p>d) Meeting held on 16th May 2018 in the District Council Hall under Minute No. Min.KDLG/SSC/09/05/18: Presentation of Progress Reports from Health, Education and Community Based Services Departments; and</p> <p>e) Meeting held on 25th September 2018 in the District Council Hall under Minute No. Min.KDLG/SSC/09/05/18: Presentation of Progress Reports from Health, Education and Community Based Services Departments.</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>There was evidence that the Social Services Standing Committee responsible for Education, Health and Community Based Services presented issues that required District Council's Approval during the following Kalangala DLG Council meetings:</p> <p>1. Meeting held on 25th January 2018 in the District Council Hall as follows:</p> <p>a) Under Minute No. Min.KDLG/DC/10/01/18: Presentation of Standing Committee Reports;</p> <p>b) Under Minute No. Min.KDLG/DC/12/01/18: Presentation of the Motion for Supplementary Budget in the amount of UGX 568,972,621 from the following sources: Ministry of Agriculture, Animal Industry and Fisheries for Agricultural Extension Services – UGX</p>	<p>2</p>

240,000,000; Ministry of Works for Rehabilitation of Community Access Roads – UGX 270,600,000 and Ministry of Health for the Completion of Kalangala HC IV Construction – 58,372,621; and

c) Under Minute No. Min.KDLG/DC/13/01/18: Presentation of the Executive Committee Reports.

2. Meeting held on 16th November 2017 in the District Council Hall as follows:

a) Under Minute No. Min.KDLG/DC/30/11/17: Presentation and Discussion of Reports from Standing Committees; and

b) Under Minute No. Min.KDLG/DC/31/11/17: Approval of 2nd Quarter (October – December) Reports, Presentation and Discussion of 3rd Quarter (January – March) Work Plans from Standing Committees FY 2017/2018.

3. Meeting held on 29th September 2017 in the District Council Hall as follows:

a) Under Minute No. Min.KDLG/DC/22/09/17: Presentation and Discussion of Reports from Standing Committees: Social Services Committee;

b) Under Minute No. Min.KDLG/DC/23/09/17: Approval of 1st Quarter Reports, Presentation and Discussion of 2nd Quarter (October – December) Work plans from Standing Committees; and

c) Under Minute No. Min.KDLG/DC/24/09/17: Approval of Supplementary Budget for FY 2017/2018 in the amount of UGX 371,117,000 from the following sources: Uganda Road Fund – UGX 109,117,000, ICEIDA – 245,000,000 and Ministry of Tourism, Wildlife and Antiquities – UGX 17,000,000.

<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>Kalangala DLG has 23 registered and functional Government Aided Primary Schools and 3 Registered Private Primary Schools. All schools have established and functional SMCs that hold meeting regularly and as required. Reports were submitted to Kalangala DLG DEO.</p> <p>Minutes for the SMCs from the following sampled schools were seen:</p> <ul style="list-style-type: none"> a) Bunyama Primary School SMC Meeting were held on 02nd August 2018; 05th April 2018; 26th Sept 2017; and 13th July 2017; b) Mulabana Primary School SMC Meetings held on 30th June 2018; 11th June 2018; 05th March 2018; and 26th February 2018; c) Kibanga Primary school SMC meetings held on 23rd February 2018; 13th October 2017; 01st August 2017; and 17th October 2017; d) Bumangi Primary School SMC meetings held on 23rd March 2018; 31st May 2018; and 19th July 2017; e) Bugoma Primary School SMC meeting held on 17th October 2017; f) Buluba Primary School SMC meeting held on 20th February 2018; and g) Kagulube Primary School SMC meeting held on 25th June 2018.
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<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 LG Education Department publicised all schools receiving non-wage recurrent grants with a total grant of Ug Shs 63,785,669- at a public notice board at the entrance to the District Offices.</p> <p>The same non-wage information for individual schools was displayed in the schools on their notice boards within the head teachers' offices. For schools visited this was the evidence:</p> <p>St Kizito Bbeta P. S. UPE Term I Ug Shs 1,199,182-; Term II Ug Shs 81,038-; Term III Ug Shs 1,303,370/-.</p> <p>Kibanga P. S. Display had Ug. Shs 1,834,641-</p> <p>Kasekulo P. S. the non-wage displayed was: Term I 1,291,937-; Term II was 1,291,937-.</p> <p>Kibaale P. S. the UPE was not on display due to school renovations but they had received Ug Shs 918,536/-</p>	<p>3</p>
<p>Procurement and contract management</p>			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements, to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	<p>The LG Education department submitted their procurement requests, complete with all technical requirements on 15th March 2018 to PDU and it covered all items in the approved Sector annual work plan and budget. It included items for Selective Domestic bidding and Open Domestic bidding.</p>	<p>4</p>
<p>Financial management and reporting</p>			

<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3. 	<p>LG had certified and initiated payment for supplies on time. 2 contracts and payment requests sampled indicated that the DEO had timely certified and recommended suppliers before payment. Details are as below:-</p> <p>(1) Construction of 5-Stance Latrine and Urinal at Bugoma Primary School – Certificate of completion No.1 dated 14-Feb-2018; Payment request dated 13-Feb-2018 was approved by the DEO on 13-Feb-2018 and paid on 08-Mar-2018 vide EFT PV-08952 of Shs. 7,924,059 i.f.o Alert Fire Consult Ltd.</p> <p>(2) Construction of 5-Stance Pit Latrine at Sserwanga Lwanga S.S.S – Final Certificate No. 1 dated 19-Dec-2017; payment request submitted 26-Mar-2018 was approved by the DEO on 17-May-2018 and paid on 21-Jun-2018 vide EFT PV-ED00795 of Shs. 5,016,780 i.f.o Kulawava Co. Ltd .</p>	<p>3</p>
<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4 	<p>There was evidence that Education Department submitted Annual Performance Report for the previous FY (with availability of all four quarterly reports) to the District Planner as follows:</p> <p>4th Quarter Report was submitted on 30th August 2018, 3rd Quarter Report submitted on 20th April 2018 while 2nd Quarter Report was submitted on 26th February 2018. However, this is beyond 15th July – the required dates of submission to the District Planner for incorporation.</p>	<p>0</p>

<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 4 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2 o If all queries are not responded to score 0 	<p>Queries had been raised in the 2nd, 3rd and 4th quarterly reports for the FY 2017/18 and the DEO had provided responses to the District Internal Auditor.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2 	<p>There was evidence that the LG Education Department in consultation with the Gender Focal Person disseminated guidelines on how senior women/men teacher should provide guidance to girls and boys to handle hygiene, reproductive health, life skills etc.. This had been done a year earlier 18/10/2016.</p> <p>Declaration of the Global Handwashing Day was done in all schools and was scheduled to be held on 15/10/2018.</p>	<p>2</p>

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that 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>There was evidence that LG Education Department in collaboration with Gender Department issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools in a workshop conducted a year earlier .An activity report for the specific gender reproductive health and sanitation promotion in schools was produced after a training of 93 people that was conducted by the Health Education and Health Inspector on 18/10/2016.</p> <p>In the new school structures in the visited schools, there were sanitary facilities for PWDs and ramps were clearly presented at entrance of buildings to cater for their movement in and out of classrooms and other rooms at schools.</p>	<p>2</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>There was evidence of School Management Committee compliance to the guideline on gender composition in the sampled files in the DEOs office and at the sample schools visited.</p> <p>Kibaale P. S. Ms Ndiwalana Oliver and Ms Namangi Florence</p> <p>Kasekulo P. S. Ms Ssaku Edith and Nlongo Dinah</p> <p>St Kizito Bbeta P. S. Ms Nalwanga Sylvia C/P and Ms Nantale Teopista the Parent’s Representative.</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>There was evidence in the activity report designed by the District Natural Resources Officer to the CAO of 13/02/2018 to conduct environmental inspection of KIEP projects that the LG Education Department collaborated with the Environment Department and issued guidelines on environmental management in the proposed KIEP projects areas in the District. Activities included environmental concerns and mitigation measures.</p>	<p>1</p>

<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<p>The 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 and mitigation actions included was seen in the Activity report from the Environment Officer to the CAO for the reporting period of February 2018 and implementation period of 29/01/2018 to 12/02/2018; produced on 13/02/2018. The activity objectives were to identify environmental concerns associated with the projects and propose mitigation measures. The activity was largely conducted by the Environment Department staff and the Natural Resources Officer.</p>	<p>1</p>
<p>LG Education department has ensured that guide- lines on environmental management are dissemi- nated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1 	<p>There was no evidence to prove whether the mitigation plans had been complied with because they had all been suggested for FY 2018/19 dates and the reports had not been produced yet.</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> • More than 80% filled: score 8 • 60 – 80% - score 4 • Less than 60% filled: score 0 	<p>The LG had an approved structure of 280 health workers. Out of these the current wage bill supported 228 workers (81%) and all were on pay roll.</p> <p>Also a copy of Kalangala District submission of a recruitment plan for FY 2018/2019 to PS MoPS dated 3rd November 2017 from CAO and received by MoPS on 18th November 2017 with positions of ADHO –MCH, Senior Medical Officer, Senior Health Educator, Senior Clinical Officer, Nurses and Mid Wives was also seen at DHOs office to allow the District have more recruitments of health sector staffs.</p>	8
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>A copy of Kalangala District submission of a recruitment plan for FY 2018/2019 to PS MoPS dated 3rd November 2017 from CAO and received by MoPS on 18th November 2017 with positions of ADHO –MCH, Senior Medical Officer, Senior Health Educator, Senior Clinical Officer, Nurses and Mid Wives was availed at DHOs office.</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> o 100%: score 8 o 70 – 99%: score 4 o Below 70%: score 0 	<p>There was evidence that all (100) the 14 Health Facility In-charges were appraised during the previous FY;</p> <p>In-charges for Bukasa H/C and Bwendero H/C were appraised on 28/06/2018;</p> <p>In-charges for Jaana H/C, Mugoye H/C, Bubeke H/C and Kasekulo H/C were appraised on 30/06/2018;</p> <p>In-charge for Bufumira H/C was appraised on 24/07/2018;</p> <p>In-charge for Mulabana H/C was appraised on 6/07/2018;</p> <p>In-charges for Dajje H/C and Lujaabwa H/C were appraised on 27/06/2018;</p> <p>In-charge for Mazinga H/C was appraised on 10/07/2018;</p> <p>In-charge for Kachanga H/C was appraised on 4/07/2018;</p> <p>While In-charge for Kalangala was appraised on 4/10/2018;</p> <p>And In-charge for Lulamba H/C was appraised on 15/07/2018.</p>	<p>8</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4 	<p>Health workers updated staff list on deployment availed at DHOs office was in consistence with the list in PBS 2018/2019.</p> <p>Also staff lists seen at sampled health facilities (Kalangala HC IV, Kasekulo HC II, Bwendero HC III, Mugoye HC III and Mulabana HC II) were consistent with the PBS list despite a few transfers of some health workers to other facilities officially as seen at the DHOs office transfer files.</p>	<p>4</p>
<p>Monitoring and Supervision</p>			

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3 	<p>Only one policy out of the three prioritised policies ie. Ministry of Health Sector grant and Budget guidelines to Local Government was availed and received by the DHO. This was also disseminated to different health facilities as evidenced by the distribution list found at the DHOs office. Other prioritised two policies were not received by the DHO.</p> <p>However, other non prioritised policies and circulars like National policy on Public/Private Partnership in Health attached with its distribution list to health facilities, Circular on Supplies of essential Medicines & Health supplies to newly established or upgraded Health Facilities' were disseminated as per the availed lists dated 15th November 2017.</p>	<p>0</p>
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO has held meetings with health facility in- charges and among others explained the guidelines, policies, circulars issued by the national level: score 3 	<p>There were no meeting minutes where policies, circulars, and guidelines were discussed among others.</p>	<p>0</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>Only Quarter 4 Support Supervision report dated 22nd August 2018 out of the recommended four quarterly reports availed at DHOs office showed that the two Health Centre IVs (Kalangala HC IV and Bukasa HC IV) were supervised. There were no other Supervision reports of other quarters which showed that both facilities were supervised as recommended. Kalangala District doesn't have a hospital.</p>	<p>0</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>Support Supervisions reports for Health Sub-Districts ; Bujumba HSD Quarter 1 not dated, Quarter 2 not dated, Quarter 3 not dated and Quarter 4 not dated showed that 5 out of 8 facilities were supervised. Kyamuswa HSD Quarter 1 not dated, Quarter 2 not dated, Quarter 3 not dated, and Quarter 4 not dated showed that 4 out of 8 facilities were reached and supervised. These reports showed a total of 9 out of 16 health facilities were supervised by both HSDs making 56% coverage of support supervision.</p>	<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 	<p>A Copy of quarterly Support supervision report Quarter 4 dated 22nd August 2018 for the DHT seen at DHOs office showed that there were recommendations generated and discussed for followed up actions. This was also evidenced through the supervision log books seen at the sampled health facilities.</p>	<p>4</p>

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the recommendations are followed – up and specific activities undertaken for correction: score 6 	<p>Supervision report of Quarter 4 FY 17/18 dated 22nd August 2018 availed at the DHOs office, under action plans showed that Bukasa HC IV didn't have a Television Set for health education and it was recommended to have a TV set bought. This was followed up and shared with Malaria Action Plan for Districts (MAPD-USAID Project) an implementing partner in the District and a TV set was bought and handed to the In-charge Bukasa HCIV as evidenced by the acknowledgment receipt dated 13th July 2018 that was signed by Dr. Suuna Micheal. This was among many other followed up recommendations.</p>	<p>6</p>
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> o List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>A copy of the list of health facilities seen at the DHOs office that were receiving PHC (13) were the same as those in the PBS (13). These health facilities (13) were also reflected in the HMIS reports submitted to MOH.</p>	<p>10</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>There was evidence that the Social Services Standing Committee responsible for Health, Education and Community Based Services met and discussed service delivery issues during the following meetings:</p> <p>a) Meeting held on 20th and 21st September 2017 in the District Council Hall under Minute No. Min.KDLG/SSC/13/09/17: Presentation and of Approval of 1st Quarter (July – September) Progress Reports and 2nd Quarter (October – December) Work Plans from Health, Education and Community Based Services Departments;</p> <p>b) Meeting held on 14th and 15th November 2017 in the District Council Hall under Minute No. Min.KDLG/SSC/19/11/17: Presentation of 2nd Quarter Progress Reports from Health, Education and Community Based Services Departments;</p> <p>c) Meeting held on 23rd January 2018 in the District Council Hall under Minute No. Min.KDLG/SSC/04/01/18: Presentation of Progress Reports from Health, Education and Community Based Services Departments;</p> <p>d) Meeting held on 16th May 2018 in the District Council Hall under Minute No. Min.KDLG/SSC/09/05/18: Presentation of Progress Reports from Health, Education and Community Based Services Departments; and</p> <p>e) Meeting held on 25th September 2018 in the District Council Hall under Minute No. Min.KDLG/SSC/09/05/18: Presentation of Progress Reports from Health, Education and Community Based Services Departments.</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>There was evidence that the Social Services Standing Committee responsible for Education, Health and Community Based Services presented issues that required District Council's Approval during the following Kalangala DLG Council meetings:</p> <p>1. Meeting held on 25th January 2018 in the District Council Hall as follows:</p> <p>a) Under Minute No. Min.KDLG/DC/10/01/18: Presentation of Standing Committee Reports;</p> <p>b) Under Minute No. Min.KDLG/DC/12/01/18: Presentation of the Motion for Supplementary Budget in the amount of UGX 568,972,621 from the</p>	<p>2</p>

following sources: Ministry of Agriculture, Animal Industry and Fisheries for Agricultural Extension Services – UGX 240,000,000; Ministry of Works for Rehabilitation of Community Access Roads – UGX 270,600,000 and Ministry of Health for the Completion of Kalangala HC IV Construction – 58,372,621; and

c) Under Minute No. Min.KDLG/DC/13/01/18: Presentation of the Executive Committee Reports.

2. Meeting held on 16th November 2017 in the District Council Hall as follows:

a) Under Minute No. Min.KDLG/DC/30/11/17: Presentation and Discussion of Reports from Standing Committees; and

b) Under Minute No. Min.KDLG/DC/31/11/17: Approval of 2nd Quarter (October – December) Reports, Presentation and Discussion of 3rd Quarter (January – March) Work Plans from Standing Committees FY 2017/2018.

3. Meeting held on 29th September 2017 in the District Council Hall as follows:

a) Under Minute No. Min.KDLG/DC/22/09/17: Presentation and Discussion of Reports from Standing Committees: Social Services Committee;

b) Under Minute No. Min.KDLG/DC/23/09/17: Approval of 1st Quarter Reports, Presentation and Discussion of 2nd Quarter (October – December) Work plans from Standing Committees; and

c) Under Minute No. Min.KDLG/DC/24/09/17: Approval of Supplementary Budget for FY 2017/2018 in the amount of UGX 371,117,000 from the following sources: Uganda Road Fund – UGX 109,117,000, ICEIDA – 245,000,000 and Ministry of Tourism, Wildlife and Antiquities – UGX 17,000,000.

<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>All the sampled health facilities had HUMC boards established though there were no regular meetings. It was only Bwendero HC III out of the five that was having quarterly meeting minutes availed to the assessor dated 28th February 2018 (25%) Lack of availability of HUMC meeting minutes in the other 4 sampled facilities brought the 0% functionality of their HUMC boards. Other sampled facilities that didnt have the minutes included; Mulabana HC II (0%), Mugoye HC III (0%), Kalangala HC IV (0%) and Kasekulo HC II (0%). The mandatory quarterly meetings therefore were standing at (25% + 0% + 0% + 0%+ 0%) divided by 5 making 5%.</p>	<p>0</p>
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>A copy of PHC distribution for health facilities for quarter one FY 2018/2019 was displayed at DHOs notice board.</p> <p>Also all the sampled health facilities had their PHC releases for Quarter 1 FY 2018/2019 displayed at their notice boards.</p>	<p>4</p>
<p>Procurement and contract management</p>			

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2 	<p>A copy of Procurement and Disposal work plan for FY 2018/2019 submitted by Dr. Bitakalamire Hillary on 17th May 2018 to DPU and received by Ms Nabasirye Florence Procurement Assistant on the same date was availed at the DHOs office.</p>	<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. 	<p>A copy of a procurement request dated 14th September 2018 generated by Dr Bitakalamire (DHO) and received by PDU and signed by the CAO on 29th September 2018 for the purchase of laboratory work tops was availed at the DHOs office.</p>	<p>2</p>

<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4. 	<p>LG had certified and initiated payment for supplies on time. 2 payment requests sampled indicated that the DHO had timely certified and recommended suppliers before payment. Details are as below:-</p> <p>(1) Construction of Staff House and 4-Stance Pit Latrine at Mazinga HC III – Final Certificate No. 3 dated 02-Mar-2016 payment request dated 30-Nov-2016 and 15-Mar-2017 was approved by the DHO on 24-Jan-2018 and paid on 01-Feb-2018 vide EFT PV-HE01666 of Shs. 54,870,263 i.f.o Waklive Enterprises Ltd</p> <p>- This was an exceptional delay due to amendments in the B.O.Qs.</p> <p>(2) Release of PHC Non-wage fund – Request by DHO approved on 15-May-2018 was paid vide varios EFTs on 16-May-2018 of Shs. 21,293,672 i.f.o the DHO for various Health Centers.</p> <p>(3) PHC Service Delivery support supervision – Requisition by DHO made on 31-Oct-2017 was approved by the CAO on 07-Nov-2017 and paid on 08-Nov-2017 vide EFT PVSA-018289 of Shs. 11,456,000 i.f.o Bitakalamire Hilary (DHO)</p>	<p>4</p>
<p>Financial management and reporting</p>			
<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4 	<p>There was evidence that Health Department submitted Annual Performance Report for the previous FY (with availability of all four quarterly reports) to the District Planner as follows:</p> <p>4th Quarter Report was submitted on 23rd August 2018, 3rd Quarter Report submitted on 19th April 2018 while 2nd Quarter Report was submitted on 31st January 2018. However, this is beyond 15th July – the required dates of submission to the District Planner for incorporation.</p>	<p>0</p>

<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> • If sector has no audit query: Score 4 • If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points • If all queries are not responded to Score 0 	<p>Queries had been raised in the 3rd quarterly report for the FY 2017/18 and the DHO had provided responses to the District Internal Auditor.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> • Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2 	<p>Lists of HUMC members seen in the selected health facilities showed composition of both females and males at an average of 50% females and 50% males. The sampled health facilities with their gender composition included; Mugoye HC III had 4 females and 3 males, Kasekulo HCII had 4 females and 3 males, Bwendero HC III had 4 females and 3 males, Mulabana HC II had 3 females and 2 males.</p>	<p>2</p>

<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2. 	<p>All sampled health facilities had NO sanitation management guidelines in place.</p>	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<p>No evidence was availed during the time of assessment as there were no reports presented to the assessor.</p>	<p>0</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 2 	<p>There was no evidence seen as monitoring reports were not available during the assessment to prove that the District Environment officer or District Community Development officer had visited the sites for infrastructure developments.</p>	<p>0</p>

<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: <p>score 4.</p>	<p>Medical waste segregation charts were seen in all the sampled health facilities (Kalangala HC IV, Bwendero HC III, Mulabana HC II, Kasekulo HC II, and Mugoye HC III),</p> <p>Also all selected facilities had medical waste disposal systems in place like placenta pits and pits for disposing off the burned rubbish.</p>	<p>4</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>Kalangala has six rural sub counties. According to the MWE data base, the district has average safe water access of 62% and three sub counties of; Bufumira 48%, Bujumba 52%, and Mugoye 61% have average access to safe water below the district average.</p> <p>According to the water department AWP/Budget and MOU for FY18/19 dated 25th July 2018 as acknowledged by MWE on 2nd August 2018, the department has targeted these sub counties with only one project for the construction of Buyange solar powered piped water supply in Bufumira Sub County at a cost of 186,460,000UgX which is 76.9% of the Total Development Budget worth 242,160,000UgX.</p>	4
<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY. <ul style="list-style-type: none"> o If 100 % of the water projects are implemented in the targeted S/Cs: Score 15 o If 80-99%: Score 10 o If 60-79: Score 5 o If below 60 %: Score 0 	<p>According to AWP/Budget request for FY17/18 dated 26th July 2017 Ref. CR/158/174, the DW department had targeted the Sub Counties with safe water access below the district average with; Construction of solar powered water supply system in Ssemawundo in Bufumira Sub County, rehabilitation of Lujjabwa water supply system in Mazinga Sub County and repair of four shallow wells in Banda, Bossa, Kaaya and Kivunza.</p> <p>The Annual Report/4th Quarter Report FY17/18 dated 9th July 2018 indicated that all the above planned projects had been implemented.</p>	15
Monitoring and Supervision			

<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> • If more than 95% of the WSS facilities monitored: score 15 • 80% - 95% of the WSS facilities - monitored: score 10 • 70 - 79%: score 7 • 60% - 69% monitored: score 5 • 50% - 59%: score 3 • Less than 50% of WSS facilities monitored: score 0 	<p>Only one major project for the construction of solar powered water supply system in Ssemawundo, Bufumira sub county was implemented in the last Financial Year.</p> <p>The other facilities were the minor repairs of six shallow wells in Banda, Bossa, Kaaya, Lulindi, Mawaala and Kivunza and rehabilitation of Lujjabwa water supply system in Mazinga Sub County.</p> <p>There were several monthly monitoring reports in file for the supervision of the above projects dated as sampled;</p> <p>1. 27th Sept 2017, 9th March 2018, 7th Feb 2018, 20th Dec 2017 for Ssemawundo project; and</p> <p>2. 8th Feb 2018 and 14th Sept 2017 for the repair of Lujjabwa water supply system in Mazinga Sub County.</p>	<p>15</p>
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district has submitted accurate/consistent data for the current FY: Score 5 • List of water facility which are consistent in both sector MIS reports and PBS: score 5 	<p>No new water facilities were implemented in the last financial year. All the activities undertaken were only continuation of projects already started on in the previous financial years including; Water supply system in Ssemawundo in Bufumira sub county which was started on in FY16/17.</p> <p>The review of the MIS forms and previous progress reports submitted to the MWE showed that these had been submitted and were consistent and accurate.</p>	<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 	<p>The lists of projects undertaken including the ones currently rehabilitated were consistent in both sector MIS reports and PBS as verified in the FY17/18 quarterly progress reports.</p>	<p>5</p>
<p>Procurement and contract management</p>			
<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>Though the sector submitted the department procurement plan for consideration for the FY18/19 to PDU covering all investment items on the 5th July 2018 and was acknowledged on the 06th July 2018. This was beyond the targeted date of 30th April.</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>There was letter in file appointing DWO as contract manager for the projects in the department dated 6th Oct 2018.</p> <p>The contract manager prepared a contract management plan and conducted site visits as verified from monthly monitoring reports.</p>	<p>2</p>

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If water and sanitation facilities constructed as per design(s): score 2 	<p>The designs and BOQs for the two major projects were reviewed including;</p> <ol style="list-style-type: none"> Estimates for the repair of water and sanitation system at Lujjabwa in Mazinga Sub County. BOQ for the construction of solar powered water supply system in Ssemawundo, Bufumira sub county <p>The information was corroborated with the information in the monthly progress reports and found to be consistent.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If contractor handed over all completed WSS facilities: score 2 	<p>The repair of Lujjabwa water and sanitation system in Mazinga Sub County was undertaken by the water department and thus there was no provision for handover. However, there were reports showing completion of works.</p> <p>For the solar powered water supply system in Ssemawundo, Bufumira sub county, there was a letter from the contractor (Water Front Holdings) dated 15th Feb 2018 indicating that they had completed all the construction works and thus ready for handover. No handover report for the project was availed.</p>	<p>0</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>With only the construction of solar powered water supply system in Ssemawundo, Bufumira sub county contracted, the other repairs and maintenance works were executed by the department and thus didn't call for certification.</p> <p>Despite the above, Ssemawundo WSS had been certified by the DWO as seen in the Final Certificate No. 5 dated 05-Mar-2018. There were also progress monitoring reports and final reports for the projects.</p>	<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 	<p>LG had certified and initiated payment for supplies on time. 2 contracts and payment requests sampled indicated that the DWO had timely certified and recommended suppliers before payment. Details are as below:-</p> <p>(1) Construction of Solar-piped water system at Ssemawundo in Bufumira Sub-county – Final Certificate No. 5 dated 05-Mar-2018; Request for payment dated 15-Feb-2018 was approved by the SWO on 29-Mar-2018 and paid on 29-Mar-2018 vide EFT PV-AD08951 Shs. 5,956,882 i.f.o Water Front Holdings</p> <p>(2) Construction of Mirundi VIP Latrine in Mazinga Sub-county – Completion certificate not attached - Request for payment dated 16-Nov-2017 was approved by the DWO on 30-Nov-2017 and paid on 16-Aug-2017 of Shs. 6,623,156 i.f.o Pro-line Construction (U) Ltd</p> <p>- This was an exceptional delay due to extra works done by the contractor</p> <p>(3) Construction of Pit Latrine in Mirindi-Mazinga Sub county – Final Certificate dated 19-Oct-2017; Request for payment dated 19-Oct-2017 was approved by the SWO on 19-Oct-2017 and paid on 03-Nov-2017 vide EFT PV-AD005099 of Shs. 2,381,604 i.f.o Pro-line Construction (U) Ltd</p>	<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 Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5 	<p>There was evidence that Water Department submitted Annual Performance Report for the previous FY (with availability of all four quarterly reports) to the District Planner as follows:</p> <p>4th Quarter Report was submitted on 30th August 2018, 3rd Quarter Report submitted on 19th April 2018 while 2nd Quarter Report was submitted on 26th February 2018. However, this is beyond 15th July – the required dates of submission to the District Planner for incorporation.</p>	<p>0</p>

<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year 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 	<p>There were no queries raised under the Water Sector during the FY 2017/18. No field visits had been undertaken because projects had been inspected in 2016/17 and were included in the work plan for 2018/19.</p>	<p>5</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>There was evidence that the Production and Works Standing Committee responsible for Production, Natural Resources, Works and Water met and discussed service delivery issues during the following meetings:</p> <p>a) Meeting held on 16th and 17th May 2018 in the District Speakers Office under Minute No. Min.KDLG/PWC/09/05/18: Presentation of Reports, Work Plans and Budgets from Departments. Part B covered Works and Technical Services Departments, Section (ii) Water and Sanitation Sector;</p> <p>b) Meeting held on 23rd and 24th January 2018 in the District Speakers Office under Minute No. Min.KDLG/PWC/04/01/18: Presentation of Reports from Departments: Works Department and Water Sector;</p> <p>c) Meeting held on 14th and 15th November 2017 in the District Speakers Office under Minute No. Min.KDLG/PWC/14/11/17: Presentation of Reports from Departments. Works and Water Departments reported on progress of the following activities: receipt of UGX 53,047,108 from Uganda Road Fund for Community Access Roads; road works on Misonzi – Kaaya road; construction of the dormitory at Serwanga Lwanga Sec Sch.; Semawundo water project; Nakibanga solar system; Lujjabwa solar powered water supply and rehabilitation of Kaazi – Bugaba landing site borehole among others; and</p> <p>d) Meeting held on 20th and 21st September 2017 in the District Speakers Office under Minute No. Min.KDLG/PWC/14/09/17: Presentation of Reports from Departments; 2nd Quarter releases in the amount of UGX 100,000,000 for Ssemawundo project at UGX 30,000,000, Nakibanga solar system of UGX 10,000,000, Kagonya solar powered water supply of UGX 9,500,000 and repair of Kaazi – Bugaba landing site borehole and Approval of 1st Quarter (July – September) and 2nd Quarter (October – December) 2017/2018 Work plan.</p>	<p>3</p>
<p>The district committee responsible for water met, discussed service delivery issues and presented issues</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>There was evidence that the Production and Works Standing Committee responsible for Production, Natural Resources, Works and Water presented issues that required District Council's Approval during the following Kalangala DLG Council meetings:</p>	<p>3</p>

that require approval to Council

Maximum 6 for this performance measure

1. Meeting held on 25th January 2018 in the District Council Hall as follows:

a) Under Minute No. Min.KDLG/DC/10/01/18: Presentation of Standing Committee Reports;

b) Under Minute No. Min.KDLG/DC/12/01/18: Presentation of the Motion for Supplementary Budget in the amount of UGX 568,972,621 from the following sources: Ministry of Agriculture, Animal Industry and Fisheries for Agricultural Extension Services – UGX 240,000,000; Ministry of Works for Rehabilitation of Community Access Roads – UGX 270,600,000 and Ministry of Health for the Completion of Kalangala HC IV Construction – 58,372,621; and

c) Under Minute No. Min.KDLG/DC/13/01/18: Presentation of the Executive Committee Reports.

2. Meeting held on 16th November 2017 in the District Council Hall as follows:

a) Under Minute No. Min.KDLG/DC/30/11/17: Presentation and Discussion of Reports from Standing Committees; and

b) Under Minute No. Min.KDLG/DC/31/11/17: Approval of 2nd Quarter (October – December) Reports, Presentation and Discussion of 3rd Quarter (January – March) Work Plans from Standing Committees FY 2017/2018.

3. Meeting held on 29th September 2017 in the District Council Hall as follows:

a) Under Minute No. Min.KDLG/DC/22/09/17: Presentation and Discussion of Reports from Standing Committees: Social Services Committee;

b) Under Minute No. Min.KDLG/DC/23/09/17: Approval of 1st Quarter Reports, Presentation and Discussion of 2nd Quarter (October – December) Work plans from Standing Committees; and

c) Under Minute No. Min.KDLG/DC/24/09/17: Approval of Supplementary Budget for FY 2017/2018 in the amount of UGX 371,117,000 from the following sources: Uganda Road Fund – UGX 109,117,000, ICEIDA – 245,000,000 and Ministry of Tourism, Wildlife and Antiquities – UGX 17,000,000.

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>No information was accessed on notice boards and there was no evidence in any file showing that they had been displayed.</p> <p>Advocacy meetings were held in the last financial year including;</p> <ol style="list-style-type: none"> Four (4. N0) district water and sanitation coordination committee held at district headquarter. 12 Sensitization meetings of communities to fulfill their critical requirements held at Kachanga, Biziga, Kagulube and Bbeta landing sites. 14 training workshops for Water User Committees in Bufumira, Bujumba and Bubeke sub Counties. 4 post construction training to Water User Committees in Bufumira, Bujumba and Bubeke sub Counties. 	<p>0</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>No field verification was done to the completed Ssemawundo WSS facility due to accessibility problem (across the water) or repaired Lujjabwa system. Besides, no information showing the labelling could be accessed in the monthly and completion reports.</p>	<p>0</p>

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>No information on tenders was displayed on notice boards. However, these had been displayed for the period as required by the PDDA. Copies of these tenders were seen filed in procurement office.</p> <p>Information on contracts entered into for the FY17/18 had been generally displayed at the administration office by the procurement office indicating the contractor, contract and contract sum and status of the project.</p>	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 	<p>There were application letters in file that showed that communities apply for water/ public sanitation facilities. Some of the letters seen included;</p> <ol style="list-style-type: none"> Buyange village dated 3rd Dec 2017 requesting for Gravity Flow System. Bbeta LCI dated 24th Jan 2018 requesting for water. Ssemawundo LCI in Bufumira Sub County dated 31st July 2014. <p>Community contributions are only done once the applications have been approved which is the practice in the district.</p>	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>	<p>The software reports submitted in quarterly progress reports including quarter four indicated that committees were instituted and are functioning.</p> <p>The committees raise funds to undertake minor repairs and the systems are functional. For example, the following payment vouchers were seen from; Buyange Community amounting to 250,00UgX dated 20th Jan 2017, Ssemawundo community amounting to 225,000UgX dated 17th May 2016 and 200,000UgX from Kachanga community dated 30th September 2014.</p>	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 	<p>Environmental screening for the undertaken projects was done by the District Environment Officer and screening reports prepared and were seen.</p> <ol style="list-style-type: none"> Environmental screening report for the repair of water and sanitation system at Lujjabwa in Mazinga Sub County was dated 07th August 2017. Environmental screening report for the construction of solar powered water supply system in Ssemawundo, Bufumira sub county dated 7th August 2017. <p>No EIA was required for all the above projects.</p>	<p>2</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1 	<p>Environmental monitoring reports for the screened projects were in pace indicating that follow up on the implementation of mitigation measures had been done.</p>	<p>1</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that construction and supervision contracts have clause on environmental protection: score 1 	<p>There were no specific clauses on environmental protection in all the BOQs and construction estimates for the projects undertaken.</p>	<p>0</p>

<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>Records indicated that all recently constructed and rehabilitated or repaired facilities had instituted Water and Sanitation Committees of members ranging from 7 to 9 people. In all these facilities, at least 3 were women and more than one held a key position. Sampled facilities included; Tubi, Kaaya, Kamese, Bugoma, Kachanga and Kisaba</p>	<p>3</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3 	<p>The district did not plan for the construction of public sanitation facility in the last financial year 2017/18.</p>	<p>0</p>