



Local Government Performance Assessment

Kyankwanzi District

(Vote Code: 597)

Assessment	Scores
Accountability Requirements	83%
Crosscutting Performance Measures	74%
Educational Performance Measures	56%
Health Performance Measures	78%
Water Performance Measures	86%

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 PFMA 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>Kyankwanzi LG Submitted performance contract on July 23, 2018 to Ministry of Finance and Economic development.</p>	Yes
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> • From MoFPED's inventory of LG budget submissions, check whether: <ul style="list-style-type: none"> o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant. 	<p>Kyankwanzi LG submitted Budget that includes procurement plan report for the forthcoming FY on July 23, 2018.</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>Kyankwanzi LG submitted annual Performance report on July 23, 2018 for the financial year 2017/2018.</p>	<p>Yes</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>Kyankwanzi LG Submitted the quarterly budget performance report for all the quarters of the previous FY 2017/2018 on</p> <ol style="list-style-type: none"> 1. Quarter-4 on August 15, 2018, 2. Quarter-3 On July 27, 2018, 3. Quarter -2 on March 14, 2018 and 4. Quarter -1 on December 4, 2017. <p>Hence Quarter 4 was submitted later than 1st August 2018</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in line 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>Kyankwanzi District Local Government submitted the Report on status of implementation of Internal Auditor General's and Auditor General's findings for financial year 2017/2018 and was received by Office of Internal Auditor General and Auditor General on April 20, 2018.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Kyankwanzi District Local Government had an unqualified audit opinion as per Auditor General's Report for FY 2017/2018.</p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> • A functional Physical Planning Committee in place that considers new investments on time: score 1. 	<p>Kyankwanzi LG has a functional Physical planning committee Appointed on 14th October 2016 under Ref: CR/D/HRM/156/2 that considers new investment time</p> <p>However, there is no private practice physical planner on physical planning committee</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>Kyankwanzi LG compiled the 4 sets of minutes of Physical Planning Committee However NO submissions to 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>The new infrastructure investments have approved plans.</p> <p>However, the District have NO Physical Plans</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>There are NO action area plans prepared in the Previous FY 2017/2018</p>	<p>0</p>
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-</p>	<ul style="list-style-type: none"> • Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2. 	<p>The priorities investment activities in the AWP for current FY 2018/2019 are based on the Budget conference of 17th May 2018</p> <p>The investment priorities include:</p> <p>Education</p>	<p>2</p>

year
development
plan, are
based on
discussions in
annual reviews
and

budget
conferences
and

have project
profiles

Maximum 5
points on this
performance
measure.

1. Construction of classroom & rehabilitation of at Kirangazi primary school in Watubba sub county at UGx 80,000,000/=

2. Latrine construction & Rehabilitation in different primary schools

a. Kasegere primary school at UGx 20,000,000/=

b. RwomuJuwe Primary school at UGx 20,000,000/=

c. Kabajonjo Primary school at UGx 20,000,000/=

d. Kikubye Primary school at UGx 20,000,000/=

e. Kiyombya Primary school at UGx 20,000,000/=

f. Kiremera Primary school at UGx 20,000,000/=

Health

1. Construction & Rehabilitation of Byerima Health Centre II at UGx 30,000,000/=

2. Construction of staff houses at Kikolimbo at Watubba sub county at UGx 198,000,000/=

3. Construction/Upgrading of Health Centre II to Health Centre III at Myunza (Council changed to Bananywa HC II on 16th August 2018 under minute DLC/04/8/2018) at UGx 198,000,000/=

Production

Completion of veterinary lab and production store at UGx 60,000,000/=

Water

1. Construction of Water for production facilities 3 valley tanks at Banda, Nkadwa and Byerima sub counties at UGx 62,000,000/

2. Construction of public latrine at Byerima HC III at UGx 17,800,000/=

3. Borehole drilling at various vilages

a. Kikajo East village in Nkandwa sub county at UGx 25,963,000/=

b. Ncucwe village at Nkadwa su county at UGx 25,963,000/=

c. Kanabugoona village at Ntwetwe sub county at UGx 25,963,000/=

d. Kikubye village at Gayaza sub county at UGx 25,963,000/=

e. Kilyajoby west village at Gayaza sub county at UGx 25.963,000/=

		<p>f. Mpumudde village at Bananywa subcounty at UGx 25,963,000/=</p> <p>g. Kiryabisori village at Bananywa sub county at UGx 25,963,000/=</p>	
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1. 	<p>Capital investments in AWP for the current FY 2018/2019 were derived from 5 year development plan for Kyankwanzi District Local Government 2015/2016-2019/2020; approved on 18th December 2014</p> <p>These investments Include:</p> <p>Production on page 154</p> <p>Completion of veterinary lab and store at UGx 30,000,000/=</p> <p>Education on page 171</p> <ol style="list-style-type: none"> 1. Construction of classroom in various schools 2. Latrine construction various school <p>Health on page 170</p> <p>Construction of hygiene and sanitation facilities and latrines</p> <p>Water page 177</p> <ol style="list-style-type: none"> 1. Drilling of deep boreholes to serve rural population 2. Construction of eco-san toilets 3. Construction of water for production facilities (3,000 Cubic metres-5,000 cubic metres 4. Rehabilitation of boreholes 5. Construction of shallow wells 	<p>1</p>

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> • 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 all investments discussed on 23rd July 2018 under minute 3/DTPC/07/2018 by TPC and adhered to in the LG planning Guidelines</p> <p>These include:</p> <ol style="list-style-type: none"> 1. Construction of Veterinary lab and store 2. Construction of 5 stance lined pit latrine at UGx 154,000,000/= 3. Upgrading of Kikolimbo and Mujunza Health Centre II to Health Centre III at UGx. 1,000,000,000/= 4. Borehole drilling at UGx 259,628,000/= 5. Routine Manual Maintenance of roads at UGx 43,290,000/= 6. Mechanized Maintenance Butantuka-Guwe-Kitwala-Kyanga-Kamudinali-kyamulama, Kiyuni-Kikubya-Kitoke at 204,356,000/= 	<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>Kyankwanzi LG has compiled Annual Statistical Abstract report with gender disaggregated data and discussed it in TPC on 24th May 2018 under minute 03/DTPC/05/2018</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 the Implemented projects were derived from the Annual work plan of the previous FY 2017/2018 and Budget approved by LG Council. These include:</p> <ol style="list-style-type: none"> 1. Construction of a classroom block at Kijubya primary school budgeted at UGx 14,500,000/=and actual spent UGx 57,000,000/= completed on 30th June 2018; 2. Construction of a 2 stance pit latrine at Nsambya budgeted at UGx 6,500,000/= actual spent 6,500,000/= completed on 30th December 2017; 3. Construction of a 5 stance lined pit latrine at Bikoma primary school UGx 17,200,000/= actual spent UGx 16,950,000/= completed on 30th May 2018; 4. Borehole drilling lot-1 budgeted at UGx 94,000,000/= actual spent UGx 93,077,45/= completed on 30th May 2018 and 5. Construction of a 4 -unit staff house at St.Kizito Primary school budgeted at UGx145,000,000/= and actual spent UGx 144,299,840/= completed 30th May 2018. 	<p>2</p>
<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY. o 100%: score 4 o 80-99%: score 2 o Below 80%: 0 	<p>There was evidence that the investment projects implemented in 2017/2018 were completed as per the work plan. These include:</p> <ol style="list-style-type: none"> 1. Construction of 4 stance lined pit latrine at Byerima sub county office budgeted at UGx 18,500,000/= actual spent UGx 17,348,397/= completed on 15th February 2018; 2. Construction of 4 stance lined pit latrine budgeted at 16,200,000/= actual spent UGx 15,060,000/= completed at 30th April 2018; 3. Renovation of Sirimula HC II at UGx3,500,000/= actual spent at UGx3,488,000/= completed on 30th April 2018; 4. Rehabilitation of 12 boreholes budgeted at 88,200,000/= actual spent UGx 85,314,000/= completed on 22nd June 2018 and 5. Renovation of hall and a classroom block at st. Kizito Primary school budgeted at UGx 24,000,000/= actual spent 21,810,000/= completed on 12th June 2018. 	<p>4</p>

<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2 	<p>there was evidence that the investment projects in previous FY completed include:</p> <ol style="list-style-type: none"> 1. Construction of 4 stance lined pit latrine at Byerima sub county office budgeted at UGx 18,500,000/= actual spent UGx 17,348,397/= completed on 15th February 2018 that 93.8% of budget; 2. Construction of 4 stance lined pit latrine budgeted at 16,200,000/= actual spent UGx 15,060,000/= completed at 30th April 2018 that's 93% of budget; 3. Renovation of Sirimula HC II at UGx3,500,000/= actual spent at UGx3,488,000/= completed on 30th April 2018 that's 96.7% of budget; 4. Rehabilitation of 12 boreholes budgeted at 88,200,000/= actual spent UGx 85,314,000/= completed on 22nd June 2018 that's 96.7% of budget and 5. Renovation of hall and a classroom block at st. Kizito Primary school budgeted at UGx 24,000,000/= actual spent 21,810,000/= completed on 12th June 2018 that's 90.8% of the budget . <p>Therefore, all investment projects implemented were within the required 15% max. of the original budget</p>	2
<p>The LG has executed the budget for construction of investment projects and O&M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG has budgeted and spent at least 80% of the O&M budget for infrastructure in the previous FY: score 2 	<p>Kyankwazi LG budget for O&M for:</p> <ol style="list-style-type: none"> 1. Renovation of District council hall at UGx 10,000,000/= and actual spent UGx 9,800,000/= completed on 30th January 2018, that's 98% of budget; 2. Renovation of Health Centre II budgeted at 10,000,000/= actual spent 9,800,000/= that's 98.0% budget , 3. Renovation of Finance office building budgeted at 20,000,000/= actual spent at UGx 19,980,000/= completed on 30th January 2018, that's 99.9% of the budget , and 4. Renovation of hall and classroom block at st.Kizito primary school budgeted at UGx 24,000,000/= actual spent UGx 21,810,000/= completed on 12th June 2018, that's 90.8% of the Budget . <p>Hence Kyankwanzi LG spent 100% of the O&M budget on infrastructure.</p>	2
Human Resource Management			

<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>Kyankwanzi LG filled 5 positions of Head of Department {HoDs} substantively as shown by the District Service Commission Minutes 07/ KYZ /DSC/1/2018 and 3 positions are not appointed substantively. The five positions appointed substantively are as below;</p> <p>The District Engineer CR/P/10478 appointed on 27th April 2017</p> <p>The District Education officer CR/P/10390 was appointed 26th February 2014</p> <p>The District Commercial Officer was appointed on 27th February 2017</p> <p>The Production Officer CR/P/10118 was appointed on 14th February 2018</p> <p>The District Community Development Officer CR/P/10043 was appointed 21st July 2011.</p> <p>Those who are in acting positions include;</p> <p>Health officer- CR/P/10055 ,Chief Finance Officer and District Natural Resources Officer.</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>Kyankwanzi LG has appraised all HoDs as per the guide lines issued by the MoPS as seen on their personal file. These include;</p> <p>District Education Officer (DEO) CR/P/10390 was appraised on 2nd June 2018</p> <p>District Health Officer (DHO); CR/P/10055 was appraised on 30th June 2018</p> <p>Chief Finance Officer (CFO) CR/P/10194 was appraised on 30th June 2018</p> <p>District Community Development Officer {DCDO}CR/P/10043 was appraised on 2nd June 2018</p> <p>District Engineer CR/P/10478 was appraised on 18th June 2018.</p> <p>The District Natural Resource officer CR/P/10045 was appraised on 3rd June 2018</p> <p>The District production officer CR/P/10195 was appraised on 20th June 2018.</p>	<p>2</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> • Evidence that 100 % of staff submitted for recruitment have been considered: score 2 	<p>Kyankwanzi LG submitted staff for recruitment on 4th June 2018 and District Service Commission (DSC) held meeting on 21st June 2018 as per the Minute extract KYZ/DSC/04/06/2018 (a) and considered all the {56} staff for recruitment.</p> <p>Those recruited include for example Education Officers (Ms Katono Eve), Agricultural Officer (Namwanga Justine).</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>The DSC held a meeting on 26th October 2018 and considered all 25 positions for confirmation under the following minutes; 07/KYZ/DSC/1/2018. Confirmed positions were ; Health assistant ,Askari, Porters , Enrolled Nurses, Nutritionist , Production staff , Surveyor, Driver, Agriculture Officer ,Assistant Veterinary Officer and the Education Assistant Grade II .07/KYZ/DSC/1/2018{b} Senior commercial officer was confirmed Under this minute KYZ/DSC/1/2018 ,Statisticians and Enrolled nurses were confirmed.</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>Kyankwanzi LG submitted 7 cases for disciplinary actions and all the cases were considered as per the individuals cases below.</p> <ol style="list-style-type: none"> 1. Enrolled Nurse (CR/.P/10330) abandoned duty and the case was considered on 7th June 2018. 2, A clinical Officer (CR/P/10231) abandoned duty and the case was considered on 1st June 2018 3. A senior Clinical Officer (CR/P/10227) abandoned duty and the case was considered on 6th January 2018 4. A nursing Officer (CR/P/10315) abandoned duty and the case was considered on 8th January 2018 5, Enrolled Midwife (CR/P/10391) abandoned duty and the case was considered on 4th January 2018 6. Parish chief (CR/P/10144) the case of forging of documents and it was considered on 4th February 2018 7. Senior Law Enforcement Officer (CR/P/10287) abandoned duty and the case was considered on 2nd November 2017 	<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>All the fifty six {56} recruited new staff during the previous FY 2017/2018 accessed payroll within the stipulated two months. This is evidenced by their IPPS numbers in the payroll dated 26th June 2018. For example Ziwa Edward Accountant and Teefe Rogers Community Development Officer were recruited on 27th February 2018 and all accessed the payroll</p>	<p>3</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2 	<p>There were two staff who retired during the previous FY 2017/2018 and they did not access pension payroll within the stipulated two months as detailed below;</p> <p>1.Namusisi Teddy Deputy Head Teacher no EDUC/D/10742 retired on 22nd February 2018 accessed pay roll on 30th June 2018.</p> <p>2. Babumba Joseph Head Teacher no EDUC/D/10490 retired on 20th August 2017 accessed payroll on 30/06/2018.</p>	<p>0</p>
<p>Revenue Mobilization</p>			
<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4. If the increase is from 5% -10 %: score 2. If the increase is less than 5 %: score 0. 	<p>Kyankwanzi District Local Government increased OSR from UGX 255,505,917 for FY 2016/17 to UGX 259,060,050 for FY 2017/2018 as per draft Final Accounts for FY 2017/18 vote 597.</p> <p>The increase in OSR was UGX 3,554,133 representing a percentage increase of 1.39%.</p>	<p>0</p>
<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0. 	<p>The Local Revenue Budgeted for FY 2017/2018 was UGX313,794,000 as per original budget for FY 2017/2018 Vote 597.</p> <p>The Local Revenue collected during FY 2017/2018 was UGX 259,060,050 as seen from the Draft Final Accounts for FY 2017/2018.</p> <p>Workings: $UGX 259,060,050 / UGX313,794,000 \times 100 = 82.56\%$.</p> <p>Therefore revenue collection ratio was 82.56%.</p>	<p>0</p>

<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2 	<p>Kyankwanzi District Local Government did not remit any of the share of Local Revenue to LLGs</p>	<p>0</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2 	<p>Total expenditure on Council allowances and emoluments during FY 2017/2018 was UGX UGX 43,830,000.</p> <p>The OSR for FY 2016/17 was UGX 255,505,917.</p> <p>So (UGX 43,830,000 / UGX 255,505,917) gives 17.15%, which is less than 20% of the OSR collected in the previous FY 2016/2017.</p>	<p>2</p>
<p>Procurement and contract management</p>			
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2 	<p>Kyakwanzi LG had Senior Procurement Officer dully appointed on 28th /Feb/2017 but the position of Procurement Officer is not yet filled.</p>	<p>0</p>

<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1 	<p>There was evidence that the TEC produced and submitted reports to the contract committee as per the following files sampled:</p> <ol style="list-style-type: none"> Kyan597/WKS/2017-2018/00008. Completion of plant clinic and laboratory at the production office. Submitted on 12th-Sept-2017; Kyan597/WRKS/2017-2018/00018. For completion of teacher's staff house at Kiteredde Primary school Submitted on 12th-Sept-2017; Kyan597/WRKS/2017-2018/00002. Drilling of boreholes lot 2 submitted on 18th -July- 2017; Kyan597/WRKS/2017-2018/00003. Construction of s a two class-room block at Kijubya primary school Submitted on 24th –July – 2017 and Kyan597/WRKS/2017-2018/00027. Construction of a 4unit staff house at St Kizito Primary School. Submitted on 30th -Octo- 2017. 	<p>1</p>
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The LG has in place the capacity to manage the procurement function

Maximum 4 points on this performance measure.

• Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1

There was evidence that the contract committee considered the recommendations of the TEC as per the following sampled files:

a) Kyan597/WKS/2017-2018/00008. Completion of plant clinic and laboratory at the production office. The TEC recommended KARKI Builders and Engineers Ltd as the best evaluated bidder at the evaluated price of UGX 48,800,300 as at 12th-Sept-2017 and the contract committee sat on 14th-Sept- 2017 Minute DCC/518/09/2017 and approved KARKI Builder and Engineers Ltd as the best evaluated bidder and awarded contract at UGX 48,800,000;

b) Kyan597/WRKS/2017-2018/00018. For completion of teacher's staff house at Kiteredde Primary school The TEC recommended Green Base Company Ltd as the best evaluated bidder on 12th-Sept- 2017 at UGX44,043,000 and the contract committee sat on 14th-Sept-2017 Minute DCC/0515/09/2017 and approved Green Base Company Ltd as the best evaluated and awarded a contract at the UGX 44,043,000;

c) Kyan597/WRKS/2017-2018/00002. Drilling of boreholes lot 2 The TEC sat on 24th-July-2017 and recommended ICON Project Ltd to be approved as the best evaluated bidder at the price of UGX 93, 077,456 and on 27th-July-2017 Minute DCC/052/07/2017 the contract committee sat and approved ICON Project Ltd as the best evaluated bidder at the price UGX 93,077,456;

d) Kyan597/WRKS/2017-2018/00003. Construction of s a two class-room block at Kijubya primary school. The TEC recommended KARKI Builders and Engineers Ltd on 24th-July-2018 to be approved as the best evaluated at the price of UGX57,000,000 and the contract committee that sat on 27th-July-2018 Minute DCC/053/07/2017 approved KARKI Builders and Engineers Ltd as the best evaluated bidder at the price of UGX 57,000,000 and

e) Kyan597/WRKS/2017-2018/00027. Construction of a 4unit staff house at St Kizito Primary School. The TEC recommended Kingstar Construction Ltd on 30th- October-2018 to be approved as the best evaluated bidder at the price of UGX144,299,840 and the contract committee that sat on 31st -October-2018 Minute DCC/051/10/2017 approved Kingstar Ltd as the best evaluated bidder at the price of UGX144,299,840.

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) There was evidence that the Procurement and Disposal Plan for current FY covered all infrastructural projects. Samples drawn from LG Work plan and cross-checked in procurement Plan included:

- 1) Construction of 4 classroom and pit latrine at St Anne Secondary school;
- 2) Construction of two classroom block at Kirangazi primary school;
- 3) Construction of general ward and latrines at Kikolimbo Health centre II and
- 4) Renovation of Butemba OPD roof 5) Completion of Byerima Health Centre II

b) There is evidence that Kyankwanzi LG made procurements in previous FY by strictly adhering to the procurement plan. Contract agreements sampled from the procurement plan and seen to be implemented were as follows:

- 1) Contract Agreement No: Kyan597/WRKS/2017-2018/00008 seen where contract was signed between Kyakwanzi LG and KARKI Building and Engineering Ltd for the completion of plant clinic and laboratory at production. This was item No. 12 in the procurement Plan for 2017/2018;
- 2) Contract No: Kyana597/WRKS/17-18/00018. Seen where an agreement was signed between Kyakwanzi LG and Green Base Company Ltd for the completion of teacher's staff house at Kiteredde primary school This was item No.18 in the procurement plan for 2017/2018;
- 3) Contract No: Kyan597/WRKS/17-18/00002. Seen where an agreement was signed between Kyakwanzi LG and ICON Project Ltd for drilling of borehole lot 2 This was item No.47 in the procurement Plan for 2017/2018;
- 4) Contract No: Kyan597/WRKS/17-18/00023 seen where an agreement was signed between Kyakwanzi LG and KARKI Builders and Engineers Ltd for the construction of a two class-room block at Kijubya Primary school This was item No.20 in the procurement Plan for 2017/2018 and
- 5) Contract No: Kyan597/WRKS/17-18/00027. Seen where an agreement was signed between Kyakwanzi LG and Kingstar Construction Ltd for the construction of a 4unit staff house at St Kizito Primary School. This was item no 21 in the procurement plan of 2017/2018.

<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>There was evidence that Kyakwanzi LG prepared the bid documents for all investment/infrastructure. Kyankwanzi had 56 bid documents to prepare and prepared 50 bids. This represents 89%.</p>	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2 	<p>There was evidence that Kyakwanzi LG has an updated contract register with a complete procurement activity files for all procurements of FY 2017/2018 that range from page 1 to page 4.</p>	<p>2</p>

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2. 	<p>There was evidence that Kyakwanzi LG adhered to Procurement Thresholds as per the following sampled files</p> <p>Open Bidding:</p> <p>a) Kyan597/WRKS/17-18/00003. for construction of a two class-room block at Kijubya Primary school. It was estimated at UGX58,000,000 and advertised on 31/05/2017 in the New Vision newspaper;</p> <p>b) Kyan597/WKS/17-18/00027. For construction of a 4unit staff house at St Kizito Primary School It was estimated to cost UGX144,118,000. It was advertised on 6th/October /2017 in the Monitor newspaper;</p> <p>c) Kyan597/WRKS/17-18/00002. For drilling of borehole lot 2. It was estimated at UGX94,300,000. It was advertised on 31st /May/2017 in the New Vision News Paper. Selective Bidding;</p> <p>d) Kyan597/WRKS/17-18/00008. For completion of plant clinic and laboratory at production office. It was estimated at UGX49,660,000. An invitation for bid was issued on 22nd/August/ 2017 and</p> <p>e) Kyan597/WRKS/17-18/00018. For the completion of teacher’s house at Kiteredde Primary School. It was estimated at UGX44,838,000. An invitation to bid was issued on 22nd /August/2017.</p>	2
<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2 	<p>There was evidence that all works projects implemented in the previous FY were appropriately certified as seen from the following;</p> <p>1. Kyan597/WRKS/17-18/00003 Completion certificate signed on 11th /06/2018 and Interim was signed on 12th /April/2018;</p> <p>2. Kyan597/WRKS/2017-2018/00018. Completion of teacher’s staff house at Kiteredde. Completion certificate signed on 28th /June/2018;</p> <p>3. Kyan597/WRKS/17-18/00008 Completion of plant clinic and laboratory at production unit. Completion certificate signed on 3rd /June/2018;</p> <p>4. Kyan597/WRKS/17-18/00002. Drilling of boreholes. Interim and final certificate signed on 8th/May/2018 and</p> <p>5. Kyan597/WRKS/17-18/00027. Construction of a 4unit staff house at St Kizito Primary School Completion certificate signed on 25th /June/2018.</p>	2

<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>The site boards indicate names of project, the contractor, source of funding and expected duration but without contract value as seen from the on-going project at Nakakabala construction of class room block Kiteredde Class-room block and Ndegeya class-room clock.</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>There were copies of bank reconciliation statements prepared for FY 2017/2018 directly made via IFMIS and corresponding Cashbooks including bank reconciliation statements prepared for the Months of July and August 2018.</p>	<p>4</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>Kyankwanzi District Local Government did no have overdue bills for suppliers and has no payables as per the Final Accounts of FY2017/2018.</p> <p>Kyankwanzi District Local Government made timely payment of suppliers during the previous FY 2017/2018 as per the following sampled payments:Contract No MoES/Wrks/16-17/GPE/Kyankwanzi/00001 Construction of Facilities at selected 3 Primary Schools by Grand Engineering Ltd where payment was requested on 5/5/2018 and payment was made on 11/6/2018; Contract No: Kyan579/Works/2017/2018/ 00046 Renovations of Latrines and Repair of water harvesting system at Banda Health Centre by Farukibi Investments and construction Ltd where payment was requested on 24/4/2018 and payment was made on 16/5/2018; and Contract No: Kyan579/Works/2017/2018/ 00002 Drilling works and Pump Testing by Icon Projects Ltd where payment was requested on 7/5/2018 and payment was made on 10/5/2018.</p>	<p>2</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<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>Kyankwanzi District Local Government has no substantive Senior Internal Auditor.</p>	<p>0</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>Kyankwanzi District Local Government produced quarterly internal audit reports for FY 2017/18 submitted them as follows:</p> <p>Quarter 1 on 7/12/2017, Quarter 2 on 12/6/2018, Quarter 3 on 12/6/2018 and Quarter 4 on 27/8/2018.</p>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>Kyankwanzi District Local Government provided information Council and LG PAC on the status of implementation of internal audit findings for financial year 2017/18 as per the LG PAC Reports dated 21/5/2018 covering July to September 2017 and October to December 2017.</p>	<p>2</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1. 	<p>Internal audit reports for FY 2017/18 were submitted to LG Accounting Officer, and LG PAC deliberated audit issues and internal audit findings for financial year 2017/18 were reviewed as evidenced by LG PAC Minutes of meetings held on 8th - 10th May 2018 and LG PAC Reports dated 21/5/2018 covering July to September 2017 and October to December 2017.</p>	<p>0</p>
<p>The LG maintains a detailed and updated assets register</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG maintains an updated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4 	<p>Kyankwanzi District Local Government maintains an updated assets register covering details on buildings, vehicle and all other assets as per the format in the Local Government accounting manual.</p>	<p>4</p>
<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> • Unqualified audit opinion: score 4 • Qualified: score 2 • Adverse/disclaimer: score 0 	<p>Kyankwanzi District Local Government had an unqualified audit opinion as per Auditor General's Report for FY 2017/2018.</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 Kyankwanzi LG council met and discussed service delivery issues meetings held on:</p> <ol style="list-style-type: none"> On 17th May 2018 under minute DLC/5/05/2018 Presented and Approval of Budget for FY 2018/2019 and sector budgets; 17th may 2018 under minute DLC/05/05/2018 resolution 10, approval of district procurement plan; 17th may 2018 under minute DLC/05/05/2018 resolution 9, approval of all committee budget estimate report; On 16th march 2018 under minute DLC/05/03/2018 Presentation of committee reports On 16th March 2018 under minute DLC/005/02/2018(c) Presented social services committee report (Health & education); On 16th march 2018 under minute DLC/005/02/2018 (d) General purpose committee report adopted and approved general purpose committee report 	<p>2</p>
<p>The LG has responded to the feedback/complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 1. 	<p>There was evidence that Kyankwanzi LG designated the Ms. Nabukenya Christine on REF: CR/156/2 on 19th June 2017 appointed as the person responsible for feedback (grievance/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>There is NO evidence on recording investing and responding to grievances displayed to public.</p>	<p>0</p>

<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> • The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2 	<p>Kyankwanzi LG payroll and Pensioners schedule were pinned up on LG Main Noticeboard for 2018/2019</p>	<p>2</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> • Evidence that the procurement plan and awarded contracts and amounts are published: score 1. 	<p>The procurement plan and awarded contracts published on the notice board at Kyankwanzi District procurement notice FY 2017/2018</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 evidence that LG performance assessment result was pinned up on the main notice board at Main building.</p>	<p>1</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1 	<p>There was NO evidence that Kyankwanzi LG communicated and explained Guidelines, Circulars and Policies issued by the national level to LLGs during FY 2017/2018.</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 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 Kyankwanzi LG through the organised and conducted quarterly Barazas as well as Talkshow on 16th November 2017 on Mambya FM in Kakumiro and Radio Kiboga.</p>	<p>1</p>
<p>Social and environmental safeguards</p>			
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2. 	<p>There was evidence that Kyakwanzi LG gender focal point person and CDO provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion . The following reports are seen;</p> <ol style="list-style-type: none"> 1. There was report dated 16th /May/2018 concerning the training of technical staff and leaders on gender integration; 2. There was also training on gender, HIV/AIDS in school held on 25th /April/2018 and . 3. There was also sensitization of community about gender based violence. 	<p>2</p>

<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> • Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implemented: score 2. 	<p>There was evidence that the Gender focal point and CDO of Kyakwanzi planned for a minimum of two activities in the current FY 2018/2019. These activities are,</p> <p>1) Mainstreaming gender in all the sectors and training on gender related issues in secondary schools.</p> <p>In the previous financial year 2017/2018, gender budget was UGX 7,000,000 and all of it was implemented. This represents 100%.</p>	<p>2</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1 	<p>There was evidence that environmental screening activities were carried out, mitigation measures were planned and budgeted for. Examples are seen as follows;</p> <p>1. Proposed mechanized routine maintenance of Mbaali Katungo, Kijogolo road in Nsambya sub-county, Kasanje Kibanda –Kijogolo road in Gayaza Signed on 29/Aug/2017;</p> <p>2. Screening report for 12 proposed boreholes drilling prepared and signed on 12th /Jan/2018 and</p> <p>3. There was report on routine mechanised maintenance of Misago-Kamukanga-Bukirimbo road and Musalaba-Kigozi road in Kyakwanzi 2017/2018 prepared on 25th /January/2018.</p>	<p>1</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1 	<p>There was no evidence to shows that integration of environment and social management was included in the bid document of Kyakwanzi Local government.</p>	<p>0</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc.): score 1 	<p>There was evidence that Kyakwanzi LG implemented projects on land where the LG has proof of ownership as seen from agreement signed with the Local Government Ref BLB/04/GRTSng/6/s on 3rd/Nov/2016. This land is where the District administration block, Finance, council, education, community, works, human resources, health and production blocks are built.</p>	<p>1</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1 	<p>There was evidence that all completed projects have environmental and social mitigation certification form signed by the Environmental Officer and CDO in Kyakwanzi LG as seen from the sampled projects below;</p> <ol style="list-style-type: none"> 1. Construction of 5-stances pit latrine at Kiboga Parents primary school in Mulagi sub-county signed on 15th /Dec/2017. 2. Construction of a 4unit staff house at Kiteredde Primary school. Signed on 13th /Dec/2017. 	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1 	<p>There was no evidence that Kyakwanzi LG contract payments certificated include environmental and social clearance.</p>	<p>0</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> • Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1 	<p>There was evidence that Kyakwanzi LG environmental officer and CDO monthly report includes completed checklist, deviations with pictures and corrective actions taken as seen in the following reports;</p> <ol style="list-style-type: none"> 1. Three sites of Nakakabala Primary school; 2. Kiteredde primary school and 3. Byerimia S/C, Degeya Primary school and Ntwatwe ,report signed on 25th /April/2018. 	<p>1</p>
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Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>All the 114 schools the district has have a head teachers and a total of 1001 teachers (a minimum of 7 teachers per school) with a budget provision of 6,477,041,000 Uganda shillings only.</p>	4
<p>The LG education de- partment has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4 	<p>From the approved staff list and list of schools it is evident that the LG has deployed a head teacher and at least a teacher in every class.</p>	4
<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has filled the structure for primary teachers with a wage bill provision <ul style="list-style-type: none"> o If 100%: score 6 o If 80 - 99%: score 3 o If below 80%: score 0 	<p>Kyankwazi LG has a total ceiling of 1370 teachers, in Staff Establishment and Recruitment Plan FY 2018/19. Of the 1370 primary school teachers, 1001 (73%) are in place with a wage bill provision</p>	0

<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>Two out of the three inspectors of schools in the approved staff structure(27/01/2017, ARC 135/306/01) , were substantively appointed as per the following minute numbers</p> <p>Kabuuka Ibrahim 07/DSC/10/2015(d)</p> <p>Kaweesi John Patrick 13/DSC/06/2017</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>A recruitment plan with 40 positions of teachers was received and granted by the permanent secretary ministry of public service on 7/09/2018 to take effect this current FY 2018/2019.</p>	<p>2</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> • School Inspectors: score 2 	<p>There was no evidence that the LG Education department submitted a recruitment plan to HRM for the current FY to fill positions of School Inspector.</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 were two Inspectors of schools in Kyankwanzi District and they were both appraised on 30th June 2018.</p>	<p>3</p>
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<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> • Primary school head teachers o 90 - 100%: score 3 o 70% and 89%: score 2 o Below 70%: score 0 	<p>All the 10 sampled head teachers in Kyankwanzi were appraised for the previous year as reflected on their personal files as below;</p> <ol style="list-style-type: none"> 1., Mr. Walambyeki Robert Bukwiri primary school EDUC /D/0669 was appraised on 8/12/2017 , 2.Mr Kiwuuwa Peter of Kikonda primary school EDUC/D/11111 was appraised on 30/12/2017 , 3.Mrs. Kwesiga Helen of St Kizito primary school EDUC /D/ 11089 was appraised on 30/12./2017 , 4Mr Nakkunga Faith of Kiyombya primary school , a. EDUC/D/10792 was appraised on 19/12/2017 , 5.Mr. Kunira Direh of Bulongo primary school EDUC/D/10782 , appraised on 28/12/2017. 6.Ms Nasazi Betty of Bulongo primary school EDUC/D/11045 was appraised on 20/02/17. 7., Ms Kyazike Perusi of Ntunda primary school EDUC/D/11126 was appraised on 30/12/2017 , 8. Mr Ssensolo Moses of Nzoo Primary School.EDUC/D/11343 was appraised on 2nd June 2018 9. Ms Nalujja Naliine of Kaseta Primary school EDUC/D10341 was appraised on 26th December 2017 10.Kamoga Godfrey of Banda primary school primary school EDUC/D/11101 was appraised on 30/11/2017 	
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<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1 	<p>Only two out of the four circulars which were the national malaria control, school and other institution calendar 2018 were disseminated on 5/01/2018 where 167 participants attended.</p>	<p>0</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department has 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>There is evidence from the minutes that on 05/01/2018 and 12/05/2018 respectively, the LG Education department held meetings with primary school head teachers and among to sensitise them on the guidelines, policies, circulars issued by the national level.</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>On average, 35% of both government and private registered schools were inspected in the 3 terms. This includes;74 % (82 out of 114) schools in term 3, 2017; 70%(80 out of 114) schools were inspected in term 1, 2018 , 52% (63 out of 114) schools in term two 2018.On the other hand 7% (3 out of 39) ,13%(5 out of 39), 5% (2 out of 39) private registered schools were inspected in term three (2017) ,term 1,and 2 2018 respectively.</p>	<p>0</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4 	<p>On 16/3/018, the LG education department discussed inspection reports for Kisoloza, Lwamagaali,Byerima,Buguluma and Kyakabuga primary school in order to address issues of general school cleanness,absentism as well as water harvesting plan in the above mentioned 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>Acknowledgements from the Directorate of Education Standards (DES) in the Ministry of Education and Sports dated 6/7/2018 indicated that the LG education department submitted inspection reports for the 1st ,2nd and 3rd quarter at Mpigi regional DES office while the 4th quarter report was submitted on 17/08/2018.</p>	<p>2</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the inspection recommendations are followed- up: score 4. 	<p>There was no verifiable evidence from the files in the DEOs' office and from the sampled schools that the LG Department followed up on recommendations from the School Inspection reports</p>	<p>0</p>

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> o List of schools which are consistent with both EMIS reports and PBS: score 5 	<p>From the sampled schools which were Kikonda, Bisiika, Bukwiiri, Lwamagaali and Kabagaya there is evidence that the LG submitted accurate/consistent data:</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>Enrollment data for all schools provided by the education department is 36183 which is consistent with EMIS report and PBS.</p>	<p>5</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2 	<p>There was evidence that Kyankwanzi LG council committee on education met and discussed service delivery issues in Social Service Standing committee where education sector is discussed. Meeting held on:</p> <ul style="list-style-type: none"> • On 21st February 2018 under minute SCC/03/02/18 presentation of 3rd quarter report achievement and priorities for 4th quarter for Health and Education and • On 18th April 2018 under minute SOC/03/04/2018 presentation of workplan and budget for FY 2018/2019 for Education and Health. 	<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 Kyankwanzi LG education sector committee presented issues to council for approval. meeting held on:</p> <ol style="list-style-type: none"> 1. On 17th May 2018 under minute DLC/5/05/2018 Presented and Approval of Budget for FY 2018/2019 and sector budgets; 2. 17th may 2018 under minute DLC/05/05/2018 resolution 10, approval of district procurement plan; 3. 17th may 2018 under minute DLC/05/05/2018 resolution 9, approval of all committee budget estimate report; 4. On 16th march 2018 under minute DLC/05/03/2018 Presentation of committee reports and 5. On 16th March 2018 under minute DLC/005/02/2018(c) Presented social services committee report (Health & education). 	<p>2</p>
<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (established, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> • 100% schools: score 5 • 80 to 99% schools: score 3 • Below 80 % schools: score 0 	<p>Kyankwanzi LG had a total of 114 Schools, a sample of 5 schools was taken to establish the functionality of SMCs these include:</p> <ol style="list-style-type: none"> 1. Kabanga Primary School - SMC appointed on 4th August 2015 Ref: CR/Edu/156/2 under and Meeting held on 13th June 2018 ; 2. Masodde Muslem Primary School appointed SMC on 4th August 2015; Ref: CR/Edu/156/2, Meeting held on 10th May 2018 and 22nd June 2017 ; 3. Lwengo Community Primary school -SMC appointed on 4th August 2015, Ref: CR/edu/156/2 and meeting held on 5th May 2018; 4. Magala Memorial Primary school, SMC appointed on 4th August 2015. Ref: CR/Edu/156/2: Meeting held on 19th July 2018 ; 5. Banda Primary school, SMC appointed on 4th August 2015, Ref: CR/educ/156/2. <p>Hence Kyankwanzi LG had established all SMCs and functional</p>	<p>5</p>

<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG has publicised all schools receiving non-wage recurrent grants <p>e.g. through posting on public notice boards: score 3</p>	<p>LG education department on 11/07/2018 publicised all schools receiving non-wage recurrent grants .</p>	<p>3</p>
<p>Procurement and contract management</p>			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4 	<p>A procurement plan was received by the PDU on 6/03/2018.</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>All payments requests for Kyankwanzi District Local Government Education department were timely certified and recommended as per copy of contracts as per the following sampled contracts: Contract No MoES/Wrks/16-17/GPE/Kyankwanzi/00001 Construction of Facilities at selected 3 Primary Schools by Grand Engineering Ltd; Contract No: Kyan579/Supplies/2017/2018/00007 supply of School Desks; and Contract No: Kyan579/Works/2017/2018/00029 construction of 4 unit staff houses at st. Kizito Primary school by Kingstar Construction 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>Kyankwanzi Education department submitted annual performance report for the previous FY on the following dates:</p> <p>Quarter-4 on July 30.2018;</p> <p>Quarter-3 on January 30,2018;</p> <p>Quarter -2 on March 27, 2018</p> <p>Quarter-1 on December 1,2017</p> <p>Hence late submission on quarter-4 later than 15th July for the planner consolidation</p>	<p>0</p>
<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> o If sector has no audit query 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>Not all audit queries were responded to by Education department.</p> <p>The audit issues raised included:unaccounted for UPE funds, no maintenance of cashbooks, no installed sign posts, and no receipts attached for accountability.</p>	<p>0</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>On 1/3/2018 the LG Education department in consultation with the gender focal person held a meeting for senior women aimed at empowering them with skills of handling sanitation and menstrual hygiene in 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 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>Despite the fact that the LG Education department in collaboration with gender department held a meeting on 1/3/2018 with senior women, there was no documentary evidence from both the sampled schools and education office issued guidelines on how to manage sanitation in schools.</p>	<p>0</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the School Management Committee meets the guideline on gender composition: score 1 	<p>From the sampled schools already mentioned there is evidence that SMC meets the guidelines on gender composition.</p>	<p>1</p>

<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1: 	<p>There was completely no 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).</p>	<p>0</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1 	<p>There was no evidence that all school infrastructure projects are screened before approval</p>	<p>0</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> • The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 1 	<p>From the sampled schools there was no evidence to show that the environmental officer and community development officer have visited the sites to check on the mitigation plans.</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>Kyankwanzi District Local Government substantively recruited 174 positions (71%) of the 245 approved primary health care workers with a wage bill provision from PHC wage. The unfilled positions were a result of limited wage bill.</p>	4
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>The Human Resources Management (HRM) department received a recruitment plan from the health department on 4th January 2018. The recruitment plan catered for the 79 vacant positions. The plan did not cater for three Town Councils.</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>All 7 Health facility In-charges sampled in Kyankwanzi were appraised during the previous FY [100%]as shown by the file numbers and their facilities ;</p> <p>Kyankwanzi HCIII CR/P/ 10415 was appraised on 23rd June 2018</p> <p>Kisala HCII -CR/P/10323 was appraised on 30th June 2018</p> <p>Nalinya HCIII –CR/P/10359 was appraised on 13th June 2018</p> <p>Banda HCII – CR/P / 10431 was appraised on 18th June 2018</p> <p>Kikumbya HCII CR/P /10474 was appraised on 17th June 2018</p> <p>Nakitembe HCII –CR/P/10226 was appraised on 28th June 2018</p> <p>KIkondo HCII,CR/P,/10302 was appraised on 26th June 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>Kyankwanzi District health department deployed health care workers across health facilities in accordance with the staff lists submitted together with the budget as reflected from the five sampled health facilities that had the same numbers of cadres on the deployment and budget lists.</p> <p>The sampled facilities included; Ntwetwe HCIV; Mujunza HCII; Kiyuni HCIII; Sirimula HCII and Kikolimbo HCII.</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>The DHO received only one of the three prioritised guidelines. This was titled including; “Sector Grant and Budget Guidelines to Local Governments FY 2018/19”.</p> <p>All the three prioritised guidelines were not found at any of the five sampled health facilities including; Ntwetwe HCIV; Kikolimbo HCII; Kikonda HCIII; Nalinya HCIII and Butemba HCIII.</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>The DHO held meetings with health facility In-charges on 27th May 2018 and explained provisions of three guidelines titled; “Assisted Partner Notification”; “Change in Tetanus Examination” and “Immunization Practice in Uganda”. The meeting was attended by 15 health facility In-charges.</p>	<p>3</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>The District Health Team (DHT) supervised Ntwetwe HCIV (the only one in the district), in all the quarters as per supervision reports dated; 30th September 2017; 29th December 2017; 8th April 2018; and 5th July 2018.</p>	<p>3</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> • If 100% supervised: score 3 • 80 - 99% of the health facilities: score 2 • 60% - 79% of the health facilities: score 1 • Less than 60% of the health facilities: score 0 	<p>There was no evidence of supervision by the Health Sub District (HSD) since it did not exist. Supervisions of all health facilities were conducted by the DHT that incorporated some cadres from facilities.</p>	<p>0</p>
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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

Maximum 10 points for this performance measure

- 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

The DHT discussed the issues raised in all the four quarterly reports of the support supervision and monitoring visits and used them to make recommendations as reflected below:

The quarter one DHT undated report for supervision conducted on 22nd and 23rd August 2017, raised lack of updated micro plans for the Expanded Program on Immunisation (EPI) at facilities except Ntwetwe HCIV, Kikonda HCIII and Kikolimbo HCII. The DHT discussed this issue as reflected in Min 3/DHT/10/17 of the meeting held on 2nd October 2017. The DHT recommended that the EPI Focal Person be supported to carry out audits in health facilities.

The second quarter DHT undated report for supervision conducted on 22nd to 25th November 2017, raised limited capacity in HBB and HBS as only six out of forty Midwives had been trained. The issue was discussed by the DHT in a meeting held on 15th December 2017, Min 4/01/17 and it was recommended that the DHO should seek for support from Save the Children to support by procuring the equipment.

The quarter three DHT supervision report dated 19th February 2018 highlighted none functionality of Continuous Quality Improvement (CQI) committees in most health centre IIIs and their absence in most health centre IIs. The DHT discussed this issue in its meeting held on 8th March 2018 under Min 4/DHT/03/18 and orientation of the CQI Focal Person and mentoring of health facility staff.

The quarter four DHT supervision report dated 19th June 2018 highlighted absenteeism of staff at most health facilities. The DHT discussed this issue in its meeting held on 22nd June 2018 under minute Min 5/KY2/22/06/18 and recommended the health facility In-charges should always write to the CAO in case of staff absenteeism.

<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>The DHT followed up recommendations that had been made basing on supervision reports. For example, under Min 5/DHT/03/18 of the DHT's third quarter meeting, redeployment of staff was recommended, names suggested and the DHO tasked to spearhead the process. As part of the implementation, the DHO conducted a joint follow visit with the Chief Administrative Officer (CAO) to the affected facilities to ascertain whether the transferred staff had reported among others. Subsequently, the DHT demanded for an update and the CAO briefed them on the status of deployments under Min 3/KY2/06/18 of the meeting held on 26th June 2018.</p>	6
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10 	<p>Kyankwanzi District health department submitted accurate and consistent data since all the 17 health facilities that received PHC funding as indicated on the PBS list were also on lists in the HMIS reports.</p>	10
<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 Kyankwanzi LG council committee on Health met and discussed service delivery issues in Social Service Standing committee where education sector is discussed. Meeting held on:</p> <ul style="list-style-type: none"> On 21st February 2018 under minute SCC/03/02/18 presentation of 3rd quarter report achievement and priorities for 4th quarter for Health On 18th April 2018 under minute SOC/03/04/2018 presentation of workplan and budget for FY 2018/2019 for Health. 	2

<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 Kyankwanzi LG Health sector committee presented issues to council for approval. meeting held on:</p> <ol style="list-style-type: none"> On 17th May 2018 under minute DLC/5/05/2018 Presented and Approval of Budget for FY 2018/2019 and sector budgets; 17th may 2018 under minute DLC/05/05/2018 resolution 10, approval of district procurement plan; 17th may 2018 under minute DLC/05/05/2018 resolution 9, approval of all committee budget estimate report; On 16th march 2018 under minute DLC/05/03/2018 Presentation of committee reports and On 16th March 2018 under minute DLC/005/02/2018(c) Presented social services committee report (Health & education). 	<p>2</p>
<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> If 100% of randomly sampled facilities: score 6 If 80-99 %: score 4 If 70-79: %: score 2 If less than 70%: score 0 	<p>The health facility HUMCs were functional as reflected from the five sampled facilities that had all the four mandatory meetings discussed budget and resource allocation issues except that of Kikolimbo HCII which discussed in only two quarters. Presented below are highlights of the functionality of the four HUMCs and Hospital board:</p> <p>Ndagire HCIII HUMC held all the four mandatory quarterly meetings and discussed budget and resource allocation issues on; 29th September 2017 (Page 2 – accountability and work plan review); 1st December 2017 (Min 003 – PHC funds release); 17th March 2018 (Min 001- work plan development); and 22nd June 2018 (Min 003 – work plan presentation).</p> <p>Kikonda HCIII HUMC held all the four mandatory quarterly meetings and discussed budgets and resource allocation issues on; 3rd July 2017 (Min 3 – work plan presentation); 29th December 2017 (Min 2 - Accountability); 29th March 2018 (Min 001 – PHC funds expenditure and Min 003 –payments); and 29th June 2018 (Page 2 – payment of wages and purchases).</p> <p>Butemba HCIII HUMC held all the four mandatory quarterly meetings and discussed budgets and resource allocation issues on; 10 October 2017 (Pages 2 and 5 - regarding expenditure of PHC funds);</p> <p>4th December 2017 (Min 004 – PHC funds release</p>	<p>6</p>

		<p>and accountability of previous funds); 26th February 2018 (Min 003/BTM/005 – accountability for funds); and 11th April 2018 (Min 11/04/2018/3-4 regarding work plan and budget).</p> <p>Kikolimbo HCII HUMC held all the four mandatory quarterly meetings and discussed budgets and resource allocation issues in two of them on; 28th September 2017 (No discussion of budgets or resource allocation); 4th December 2017 (No discussion of budgets or resource allocation); 13th March 2018 (Min 3 – work plan approval); and 20th June 2018 (Min 3 – funding including PHC).</p> <p>Ntwetwe HCIV HUMC discussed budgets and resource allocation issues in three of the four mandatory meetings on the following days; 14th September 2017 (Page 2 paragraph 1 – review of work plan); 6th December 2017 (Page 3 paragraph 1 – funding and expenditure on the scan); and 13th June 2018 (Min 6/HUMC/06/18 – work plan presentation). Budget and resource allocation issues were no discussed in third quarter as per the undated minutes).</p>	
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4 	<p>The health department publicised all health facilities that received PHC non wage recurrent grants. A list of 17 health facilities with PHC non-wage figures for quarter one of 2018 was pinned on the DHO’s notice board dated 30th August 2018. Lists for all quarters for 2017/2018 FY were also pinned on the DHO’s notice board but were not dated.</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>The PDU received a procurement plan from the health department on 4th April 2018. It catered for the following; completion of Byerema HCII; renovation of Butemba HCII; upgrading of Kikolimbo HCII and Bananywa HCII; and supply of user items.</p> <p>A second procurement plan was prepared after receiving the second IPFs and submitted to the PDU on 20th July 2018 It catered for seven constructions, fuel and vehicle maintenance.</p>	<p>2</p>
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2. 	<p>The PDU received form PP1 from the health department dated 9th August 2017 focusing on the renovation of Banda HCII.</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>There was evidence that Kyankwanzi District Health Officer (DHO) timely certified and recommended All payments requests for Kyankwanzi District Local Government Health department as per copy of contracts as per the following sampled contracts;• Contract No: Kyan579/Works/2017/2018/ 00046 Renovations of Latrines and Repair of water harvesting system at Banda Health Centre by Farukibi Investments and construction Ltd; and Contract No: Kyan579/Works/2017/2018/ 00032 Renovations of Banda Health Centre by Farukibi Investments and construction Ltd.</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 Kyankwanzi LG health department submitted to the planner for consolidation on the following dates:</p> <ul style="list-style-type: none"> .On Quarter-4 submitted on 30th July 2018 .On Quarter -3 submitted on 27th April 2018 . On Quarter 2 submitted on 30th January 2018 and On Quarter-1 submitted on 27th December 2017 	<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>There was no evidence of any information from Health Department (DHO) provided to the internal audit on the status of implementation of all audit findings for the previous financial year 2017/2018.</p> <p>The audit issues raised include: Health centres having no enough drugs, no minutes from Health Unit Management Committees, no duty register, poor staffing, and none accountability for PHC funds.</p>	<p>0</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>The HUMCs met the gender composition minimum of 30% women since all the five sampled facilities met this requirement as follows; Nalinya Ndugire HCIII, Kikonda HCIII and Ntwetwe HCIV, each had two females (40%) out of five members; Butemba HCIII had three females (37%) out of seven members; and Kikolimbo HCII had four females (80%) out of five members.</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>The health department issued guidelines on how to manage sanitation in health facilities as reflected from four out of the five sampled health facilities had the following guidelines / circulars:</p> <p>Butemba HCIII, Kikonda HCIII and Nalinya HCIII had the Uganda National Infection Prevention and Control guidelines 2013; and a circular on Separation of sanitation facilities for males and females. Nalinya HCIII also had a chart titled “Hand Washing Techniques with soap and water”. Ntwetwe HCIV had a chart titled “How to wash hands” and a standard operating procedure on “Hand washing and disposal of biohazard wastes”. Kikolimbo HCII did not have any guideline on sanitation.</p>	<p>2</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2 	<p>There was no health facility infrastructure project since there was no capital development grant. Therefore, the District Environment Officer and Community Development Officer did not have any infrastructure project to screen.</p>	<p>2</p>

<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 2 	<p>There was no health facility infrastructure project since there was no capital development grant. Therefore, the District Environment Officer and Community Development Officer did not have any infrastructure project to inspect.</p>	<p>2</p>
<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4. 	<p>Kyankwazi District health department issued guidelines on medical waste management to only three out of the five sampled facilities including; Butemba HCIII, Kikonda HCIII and Nalinya HCIII. The guideline issued was titled "Uganda National Infection Prevention and Control guidelines 2013".</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY: <ul style="list-style-type: none"> o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10 o If 80-99%: Score 7 o If 60-79: Score 4 o If below 60 %: Score 0 	<p>Kyankwanzi District has an average safe water coverage that currently stands at 60% as per the District Atlas Report on the Ministry of Water and Environment website, and 54% at the beginning of the financial year 2017/2018 as per the Uganda Water Supply Atlas available at the District Water Office. The district has five sub-counties below this average. These are Bananywa at 8%, Butemba TC at 32%, Butemba-Byerima at 48%, Nkandwa at 14% and Nsambya at 53%.</p> <p>According to the district water budget for the current FY, 73.1% is allocated to these five sub-counties to cover drilling of a production well in Nsambya S/C, designing of a piped water system for Nsambya S/C, rehabilitation of 5 boreholes in Butemba TC (1), Nsambya (1), Bananywa (1) and Butemba-Byerima (2) and drilling of 7 deep boreholes in Bananywa (2), Butemba-Byerima (3) and Nkandwa (2).</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>For the previous F/Y, the District Water Department planned to implement 14 projects in the five sub-counties with safe water coverage below the average district safe water coverage. These included drilling of 7 deep boreholes in Bananywa (1), Butemba TC (1), Nkandwa (1), Nsambya (1) and Butemba-Byerima (3) and rehabilitation of 7 boreholes in Bananywa (2), Nkandwa (3), Nsambya (1), and Butemba-Byerima (1).</p> <p>The water department implemented all the planned projects. The department also implemented 4 extra borehole rehabilitation projects that were not in the Annual Work Plan and they include Bananywa (1), Nkandwa (1) and Nsambya (2).</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>Filled monitoring forms (Form 1s) for all the new WSS facilities were available on file and verified.</p> <p>Filled monitoring forms (Form 4s) for the old water sources were also seen on file and verified.</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>Data in the MIS report from the Ministry of Water and Environment for FY17/18 is consistent with the information in the District Annual Work Plan for the previous F/Y. They both show that the planned projects were drilling of 12 deep boreholes, rehabilitation of 11 deep boreholes, and construction of 1 public sanitation facility.</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 MIS report obtained from the Ministry of Water and Environment reflects that these projects were accomplished;</p> <ul style="list-style-type: none"> - Drilling of 12 deep boreholes. - Rehabilitation of 11 boreholes. <p>However the PBS indicates that the planned public sanitation facility in Byerima S/C was constructed and commissioned which is inconsistent with the MIS report that shows that the public sanitation facility was not achieved.</p>	<p>0</p>
<p>Procurement and contract management</p>			
<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>The water sector input to the district procurement plan was submitted to the PDU on 5th March, 2018 which is before the deadline of April 30th.</p>	<p>4</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2 	<p>The District Water Officer Mr. Philbert Odong was appointed as the contract manager for all the water and sanitation projects in the previous F/Y as per the appointment letter from the Chief Administrative Officer dated 16th November, 2017.</p> <p>The monthly progress reports for the different projects were available on file and verified.</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 water and sanitation facilities visited were constructed as per the BOQs/specifications. The sampled projects include; 5 Boreholes (DWD 69288 in Kyampagi village, rehabilitated borehole DWD 14355 in Ndagga village, DWD 69372 in Kyakabuga village, DWD 69286 in Lwendagi village and DWD 69300 in Kasimbi village) and a 4- stance lined pit-latrine in Byerima S/C.</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>Final boreholes construction report from Scan Contractors of April, 2018 and drilling completion report by Icon Projects Limited available on file and verified.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2 	<p>Certificates of practical completion for drilling and rehabilitation of boreholes and construction of a 4- stance pit-latrine were available on file and verified.</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>Kyankwanzi DWO timely certified and recommended all payments for Kyankwanzi District Local Government DWO as per copy of contracts as per the following sampled contracts:Contract No: Kyan579/Works/2017/2018/ 00025 Rehabilitation of Deep Boreholes and Water supply facilities by Semakula Contractors Ltd; Contract No: Kyan579/Works/2017/2018/ 00002 Drilling works and Pump Testing by Icon Projects Ltd, and Contract No: Kyan579/Works/2017/2018/ 00024 construction of a hand pump and installation by Kahora Technical Services 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 Kyankwanzi LG water department submitted performance report on the following date to planner for consolidation:</p> <ul style="list-style-type: none"> .Quarter-1 submitted on 10th October 2017; . Quarter-2 submitted on 16th January 2018; .Quarter -3 submitted on 23rd April 2018 and Quarter-4 submitted on 12th July 2018 	<p>5</p>

<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> • Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year o If sector has no audit query score 5 o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3 <p>If queries are not responded to score 0</p>	<p>The water sector had no audit queries for the Financial Year 2017/2018.</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 council committee responsible for water met and discussed service delivery issues. meeting held on:</p> <p>On 17th May 2018 under Minute GPC/03/02/2018 water and works committee, presented sector report on water and sanitation on drilling deep borehole wells and construction of water for production facilities and valley tanks</p>	<p>3</p>

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> Evidence that the water sector committee has presented issues that require approval to Council: score 3 	<p>There was evidence that Kyankwanzi LG water sector committee presented issues that required approval to council.meeting held on:</p> <ol style="list-style-type: none"> On 17th May 2018 under minute DLC/5/05/2018 Presented and Approval of Budget for FY 2018/2019 and sector budgets; 17th may 2018 under minute DLC/05/05/2018 resolution 10, approval of district procurement plan; 17th may 2018 under minute DLC/05/05/2018 resolution 9, approval of all committee budget estimate report; On 16th march 2018 under minute DLC/05/03/2018 Presentation of committee reports On 16th march 2018 under minute DLC/005/02/2018 (d) General purpose committee report adopted and approved general purpose committee report 	<p>3</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2. 	<p>The AWP, budget and the Water Development grant releases and expenditures were displayed on the district notice boards.The documents were also dated and stamped.</p> <p>Minutes of the the different advocacy meetings held available on file.</p>	<p>2</p>

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2 	<p>The sampled water and sanitation facilities including boreholes DWD 69288 in Kyampagi village, rehabilitated borehole DWD 14355 in Ndagga village, DWD 69372 in Kyakabuga village, DWD 69286 in Lwendagi village and DWD 69300 in Kasimbi village were labelled with details including reference number, location, and date of construction.</p>	<p>2</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2 	<p>Information on contract awards was well displayed on the district notice board.</p> <p>Information on tenders for water and sanitation projects were also displayed on the district notice board at the time of the assessment.</p>	<p>2</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1 	<p>The community application letters and meeting minutes for the different water facilities are available on file.</p> <p>The community contribution receipts were also seen on file.</p>	<p>1</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they have an M&E plan for the previous FY: score 2 <p>Note: One of parameters above is sufficient for the score.</p>	<p>From the site visits, it was clear that most of the Water Sources and sanitation Committees are functioning. These include boreholes DWD 69288 in Kyampagi village, rehabilitated borehole DWD 14355 in Ndagga village, DWD 69372 in Kyakabuga village, DWD 69286 in Lwendagi village and DWD 69300 in Kasimbi village. The above parameters are being met; all the visited facilities are fenced/protected and there is effort to collect the O&M funds on monthly basis.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2 	<p>Screening reports for all the recently implemented projects were available and verified, including for the newly drilled boreholes such as DWD 69288 in Kyampagi village, rehabilitated borehole DWD 14355 in Ndagga village, DWD 69372 in Kyakabuga village, DWD 69286 in Lwendagi village and DWD 69300 in Kasimbi village, and the rehabilitated boreholes and the 4- stance pit-latrines.</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>The environmental mitigation reports for the three new projects of the previous FY were seen on file and verified. These were as follow up support for the identified unacceptable environmental concerns according to the reports.</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>Environmental guidelines were available and seen in the boreholes drilling contract after clause 33. There was also a provision for environmental mitigation in the BOQs after bill no.2 of the same contract.</p>	<p>1</p>
<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3 	<p>According to the software report, out of the 11 sub-counties, 9 have WSCs with at least 50% women representation and at least one woman occupying a key position.</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 constructed a 4-stance pit-latrine facility in Byerima S/C. The facility has 4 stances that are not labelled and separated thus men, women and PWDs use the same stances.</p> <p>Ramps are missing in all the 4- stances and a step exists on their entrances making them inaccessible for the PWDs.</p>	<p>0</p>