



**LGMSD 2022/23**

Mbarara city

(Vote Code: 852)

<b>Assessment</b>	<b>Scores</b>
Crosscutting Minimum Conditions	75%
Education Minimum Conditions	60%
Health Minimum Conditions	100%
Water & Environment Minimum Conditions	0%
Micro-scale Irrigation Minimum Conditions	0%
Crosscutting Performance Measures	84%
Educational Performance Measures	73%
Health Performance Measures	77%
Water & Environment Performance Measures	4%
Micro-scale Irrigation Performance Measures	0%

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	Service Delivery Outcomes of DDEG investments  Maximum 4 points on this performance measure	<ul style="list-style-type: none"> <li>Evidence that infrastructure projects implemented using DDEG funding are functional and utilized as per the purpose of the project(s):</li> <li>If so: Score 4 or else 0</li> </ul>	<p>The infrastructure projects implemented using USMID funds were functional and utilized as per purpose at the time of assessment though not officially commissioned.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>The construction of road works on Kyamugorani Road (2.02km), Municipal Access Road (0.1km), Mosque Road (0.55km), Lower Circular Road (0.8km), and Ruhara Road (0.47km) in Mbarara City by CICO.</li> <li>The beautification of Rwebikoona Open Yard/Space in Mbarara City by KWED.</li> </ol>	4
2	N23_Service Delivery Performance  Maximum 6 points on this performance measure	<p>The average score in the overall LLG performance assessment increased from previous assessment.</p> <ul style="list-style-type: none"> <li>By more than 5%, score 3</li> <li>1 to 5% increase, score 2</li> <li>If no increase, score 0</li> </ul> <p>NB: If the previous average score was 95% and above, Score 3 for any increase.</p>	<p>The City Council's average score in the overall LLG performance assessment for 2023 improved by 13% compared to LLG performance assessment for 2022.</p> <p><b>Evidence</b></p> <p>Average Overall LLGPA Scores for 2023= 96</p> <p>Average Overall LLGPA Scores for 2022= 83</p> <p><b>Calculation</b></p> <p>Variance Average Overall LLGPA (2023-2022)= 96-83= 13%</p>	3
2	N23_Service Delivery Performance  Maximum 6 points on this performance measure	<p>b. Evidence that the DDEG funded investment projects implemented in the previous FY were completed as per performance contract (with AWP) by end of the FY.</p> <ul style="list-style-type: none"> <li>If 100% the projects were completed : Score 3</li> <li>If 80-99%: Score 2</li> <li>If below 80%: 0</li> </ul>	<p>The City Council implemented USMID-funded investment projects in FY2022/23 at 39% completion level.</p> <p>VIDE: Mbarara USMID-AF/UB-PEC/Mbarara/June/2023/005: Submission of Monthly Progress Report No. 09 dated 16 June 2023</p> <ol style="list-style-type: none"> <li>The Physical Progress of work is 40.7% against a time progress of 79.2% for CICO for the construction of road works on Kyamugorani Road (2.02km), Municipal Access Road (0.1km), Mosque Road (0.55km), Lower Circular Road (0.8km), and Ruhara Road (0.47km) in Mbarara City. Contract Sum UGX 18,920,401,041.</li> <li>The Physical Progress of work is 17.6% against a time progress of 79.2% for KWED for the beautification of Rwebikoona Open Yard/Space in Mbarara City. Contract sum UGX 1,831,231,506.</li> </ol> <p><b>Calculations</b></p> <p>Total Contract sum UGX (18,920,401,041+1,831,231,506) = UGX 20,751,632,547</p> <p>Weighted Contract sum UGX (18,920,401,041*40.7%)+(1,831,231,506*17.6%)=</p> <p>UGX (7,700,603,224+322,296,745) = UGX 8,022,899,969</p> <p>Completion level= 8,022,899,969/20,751,632,547*100= 38.66%</p>	0

3	Investment Performance  Maximum 4 points on this performance measure	a. If the LG budgeted and spent all the DDEG for the previous FY on eligible projects/activities as per the DDEG grant, budget, and implementation guidelines:  Score 2 or else score 0.	A review of LG's Budget Estimates FY2022/23 and Annual Budget Performance Reports FY2023 revealed that the City Council spent all DDEG funds on eligible projects/activities as per DDEG grant, budget, and implementation guidelines.  Evidence  Annual Budget Performance Report FY2022/23  Total USMID Grant - Roads UGX 4,961,255,000  DDEG Allocated to LLGs UGX 351,506,000  DDEG Retained at HLG UGX 4,609,749,000  Infrastructure Projects i.e.  1. Roads UGX 4,403,869,000  Performance Improvement  1. Capacity Building UGX 205,880,000	2
3	Investment Performance  Maximum 4 points on this performance measure	b. If the variations in the contract price for sample of DDEG funded infrastructure investments for the previous FY are within +/-20% of the LG Engineers estimates,  score 2 or else score 0	<i>The LG did not have a DDEG-funded infrastructure project in the previous FY.</i>  There were USMID projects signed in 2020/2021FY and 2021/2022FY which were still ongoing in the previous FY and current FY as follows:  >>> Rehabilitation of roads in Mbarara city council under cluster 6: Kyamugorani road (2.02 km), Mosque Road (0.55 km), Ruhara road (0.47 km), municipal access road (0.1 km), lower circular (0.8 km) under USMID-AF infrastructure program; Contract amount UGX 18,920,401,041/=; Contract reference number: MCC/USMID/WRKS/21-22/00001/Cluster 6; Contract signed on 25/05/2022; Contract period (12 months). The engineer's estimate was UGX 23,227,327,550/= as obtained from Form PP1 dated 07/02/2022. <i>This represented a variation of -18.542% of the LG Engineer's estimate.</i>  >>> Beautification of Rwebikoona open yard/space in Mbarara city under USMID-AF project; Contract amount UGX 1,831,231,506/=; Contract reference number: MCC852/USMID/WRKS/21-22/00014/Cluster 6; Contract signed on 25/05/2022; Contract period (12 months). The engineer's estimate was UGX 2,215,621,568/= as obtained from Form PP1 dated 7/02/2022. <i>This represented a variation of -17.349% of the LG Engineer's estimate.</i>  >>> Construction road works on Mbarara: Major victor Bwana Road (0.95 km), Galt Road (0.63 km), Stanley Road (0.78 km); Contract reference number: MCC/USMID/WRKS/20-21/00001; Contract sum UGX 23,606,064,769/=; Contract signed on 18/05/2021; Contract period (12 months). The engineer's estimate was UGX 23,124,893,701/= as obtained from Form PP1 dated 24/09/2020. <i>This represented a variation of +2.081% of the LG Engineer's estimate.</i>	2

### Performance Reporting and Performance Improvement

4	Accuracy of reported information  Maximum 4 points on this Performance Measure	a. Evidence that information on the positions filled in LLGs as per minimum staffing standards is accurate,  score 2 or else score 0	A review of the MoPS(2022) approved and adopted staff structure providing for minimum staffing standards and the staff list 2023 the information on positions filled in LLGs, revealed that it was accurate as illustrated here under.  1. <b>South Division</b> The information found in the HRM Division list matched the information at the LLG namely e.g. (i) Muhanguzi Dida - Division Town Clerk, (ii) Muhangi Shen- HRO, (iii) Asingwire Emilly -Town Agent, (iv) Kereere Richard -Principal Treasurer, (v) Komuhangi Winfred - SCDO.  2. <b>North Division</b> The information found in the HRM Division list matched the information at the LLG namely e.g. (i) Wasuba Shaban K, - Deputy Division Town Clerk, (ii) Ankunda Ashbel - HRO, (iii) Mujuzi Deogratias -Town Agent, (iv) Kamugisha Dunant -Principal Treasurer, (v) Kabeigariire Mirabel -SCDO.	2
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4 Accuracy of reported information  Maximum 4 points on this Performance Measure	b. Evidence that infrastructure constructed using the DDEG is in place as per reports produced by the LG:  • If 100 % in place: Score 2, else score 0.  <b>Note: if there are no reports produced to review: Score 0</b>	The City Council implemented USMID-funded investment projects in FY2022/23 producing progress reports that reflected actual completion levels on the ground.  <b>Evidence</b>  VIDE: Mbarara USMID-AF/UB-PEC/Mbarara/June/2023/005: Submission of Monthly Progress Report No. 09 dated 16 June 2023  1. The Physical Progress of work is 40.7% against a time progress of 79.2% for CICO for the construction of road works on Kyamugorani Road (2.02km), Municipal Access Road (0.1km), Mosque Road (0.55km), Lower Circular Road (0.8km), and Ruhara Road (0.47km) in Mbarara City. 2. The Physical Progress of work is 17.6% against a time progress of 79.2% for KWED for the beautification of Rwebikoona Open Yard/Space in Mbarara City.	2
5 N23_Reporting and Performance Improvement  Maximum 8 points on this Performance Measure	a. Evidence that the LG conducted a credible assessment of LLGs as verified during the National Local Government Performance Assessment Exercise;  If there is no difference in the assessment results of the LG and national assessment in all LLGs  score 4 or else 0  <b>NB: The Source is the OPAMS Data Generated by OPM.</b>	The City Council conducted a credible assessment of LLGs for 2023 as verified by the IVA team during the National Local Government Performance Assessment Exercise.  <b>Evidence</b>  <b>Sampled LLGS</b>  1. South Division - City Council score was 94% and IVA score was 98%. The deviation was +4% i.e. Credible 2. North Division - City Council score was 97% and IVA score was 99%. The deviation was +2% i.e. Credible	4
5 N23_Reporting and Performance Improvement  Maximum 8 points on this Performance Measure	b. The District/ Municipality has developed performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results.  Score: 2 or else score 0	Mbarara CC, developed a performance improvement plans for at least 30% of the lowest performing LLGs for the current FY, based on the previous assessment results as evidenced by the Performance Improvement Plan for south Division 2022/23 dated 1st August 2023.	2
5 N23_Reporting and Performance Improvement  Maximum 8 points on this Performance Measure	c. The District/ Municipality has implemented the PIP for the 30 % lowest performing LLGs in the previous FY:  Score 2 or else score 0	Mbarara CC, implemented the PIP for the 30 % lowest performing LLG (South Division) as evidenced by actioning of a recommendation to establish the Grievance and Complaints Handling Committee as evidenced by an appointment letter dated 2nd August 2023 as part of redressing the identified gap on the absence of a grievance tracking system.	2

## Human Resource Management and Development

6	<p>Budgeting for and actual recruitment and deployment of staff</p> <p>Maximum 2 points on this Performance Measure</p>	<p>a. Evidence that the LG has consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY, with copy to the respective MDAs and MoFPED.</p> <p>Score 2 or else score 0</p>	<p>Mbarara CC, consolidated and submitted the staffing requirements for the coming FY to the MoPS by September 30th of the current FY. This was evidenced by the submission letter from the City Town Clerk to PS/MoPS dated 20th September 2023 and received 28th September 2023.</p>	2
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>a. Evidence that the District/Municipality has conducted a tracking and analysis of staff attendance (as guided by Ministry of Public Service CSI):</p> <p>Score 2 or else score 0</p>	<p>Mbarara CC, conducted the tracking analysis of staff attendance as found in the reports for Headquarter as illustrated hereunder.</p> <ol style="list-style-type: none"> <li>1. June 2023 dated 30th June 2023</li> <li>2. May 2023 dated 31st May 2023</li> <li>3. April 2023 dated 3rd May 2023</li> <li>4. March 2023 dated 3rd April 2023</li> <li>5. February 2023 dated 1st March 2023</li> <li>6. January 2023 dated 3rd February 2023</li> <li>7. December 2022 dated 5th January 2022</li> <li>8. November 2022 dated 2nd December 2022.</li> <li>9. October 2022 dated 31st October 2022</li> <li>10. September 2022 dated 6th October 2022</li> <li>10. August 2022 dated 31st August 2022</li> <li>11. July 2022 dated 3rd August 2022.</li> </ol>	2

7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>i. Evidence that the LG has conducted an appraisal with the following features:</p> <p>HODs have been appraised as per guidelines issued by MoPS during the previous</p> <p>FY: Score 1 or else 0</p>	<p>Mbarara CC, conducted the appraisal of all HoDs as shown hereunder.</p> <ol style="list-style-type: none"> <li>1. <b>City Chief Finance Officer</b> - Mbarekye Tibekinga David. At the time of assessment, the Officer (Kerere Richard) holding the position then as acting CCFO was found appraised for the year under review as found in the APR for FY 2022/2023 dated 30th June 2023.</li> <li>2. <b>City Planner</b> - Kwizera Godie. At the time of assessment, the Officer (Kanamugira Patrick) holding the position then as acting City Planner was appraised for the year under review as found in the APR for FY 2022/2023 dated 30th June 2023.</li> <li>3. <b>Ag. City Engineer</b> - Mugisha Hillary. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>4. <b>City Natural Resources Officer</b> -Turyatunga Patrick Boaz. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>5. <b>Ag. City Production Officer</b> - Amanyire Moses. At the time of assessment, the Office was found to have been duly appraised as evidenced by the Annual Performance Report (APR) for the FY under review dated 30th June 2023.</li> <li>6. <b>City Community Development Officer</b> - Turyamuhaki Peter. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> <li>7. <b>City Commercial Officer</b>- Karakure Allan Buhanda. At the time of assessment, the Officer(Agaba James) who held the position was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</li> </ol>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>ii. (in addition to "a" above) has also implemented administrative rewards and sanctions on time as provided for in the guidelines:</p> <p>Score 1 or else 0</p>	<p>Mbarara CC implemented administrative rewards and sanctions as evidence of the Committee in place as seen through appointment letter of its membership e.g. Kanamugira Patrick (Chairperson) by the City Town Clerk dated 16th April 2020. The committee was found to be functional as seen in the minutes of a meeting held on 31st March 2023 e.g. handled the matter of Atwine Edgar -Senior Procurement Officer who had been interdicted for delayed procurements, non-compliance to performance requirements, failure to appraise staff and failure to attend meetings. The meeting recommended that he be invited for a hearing which took place on 6th April 2023 where he presented his defense and the meeting resolved to recommend the lifting of the interdiction with severe reprimand.</p>	1
7	<p>Performance management</p> <p>Maximum 5 points on this Performance Measure</p>	<p>iii. Has established a Consultative Committee (CC) for staff grievance redress which is functional.</p> <p>Score 1 or else 0</p>	<p>Mbarara CC established a Consultative Committee (CC) for staff grievance redress which is functional as evidenced by appointments of its membership by City Town Clerk dated 1st Novemebr 2022 e.g. Dr. Amanyire Moses - Chairperson. The committee was found to be functional as evidenced by minutes of the Consultative Committee meeting held on 2nd December 2022. The meeting considered the roles and mandate of the City Staff Negotiating and Consultative Committee.</p>	1

Payroll management  
Maximum 1 point on  
this Performance  
Measure or else score 0

a. Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment:

Score 1.

Mbarara CC, recruited nineteen staff and accessed the payroll during the year under review as shown hereunder.

1. Kwizera Godie -City Planner, appointed 1st June 2023, accessed payroll in June 2023.
2. Mugizi Milton - Principal Internal Auditor, appointed 1st June 2023, accessed payroll in June 2023.
3. Himbisa Emmanuel -Senior Staff Surveyor, appointed 1st June 2023, accessed payroll in June 2023.
4. Turyaheebwa Paul - Principal Treasurer, appointed 1st June 2023, accessed payroll in June 2023.
5. Mbarekye Tibekinga David, City Chief Finance Officer, appointed 1st June 2023, accessed payroll in June 2023.
6. Nuwagaba Bernard Twahirwa, Senior Monitoring and Evaluation Officer, appointed 1st June 2023, accessed payroll in June 2023.
7. Ampuriire Believe- Senior Commercial Officer, appointed 1st June 2023, accessed payroll in June 2023.
8. Mutiibwa Lydia - Principal health Officer (Environmental Health), appointed 1st June 2023, accessed payroll in June 2023.
9. Tushabomwe Primus, Senior Physical Planner, appointed 1st June 2023, accessed payroll in June 2023.
10. Musinguzi Chleophas -Senior Sports Officer, appointed 1st April 2023, accessed payroll in May 2023.
11. Turyaramya Catherine - Senior Economist, appointed 1st April 2023, accessed payroll in May 2023.
12. Twinomugisha Rogers - Senior Economist, appointed 1st April 2023, accessed payroll in May 2023.
13. Ntegyerize Alauterio - Senior Legal Officer, appointed 1st April 2023, accessed payroll in May 2023.
14. Dr. Rutebwa Rubarema Alex - Senior Medical Officer, appointed 1st April 2023, accessed payroll in May 2023.
15. Byamugisha Dickson - Senior Architect, appointed 1st April 2023, accessed payroll in May 2023.
16. Mugumya Edmund Kazooba - Senior Accountant, appointed 1st April 2023, accessed payroll in May 2023.
17. Tumuhairwe Wycliffe -Senior Accountant, appointed 1st April 2023, accessed payroll in May 2023.
18. Amanyana Miracle - Physical Planner, appointed 1st June 2023, accessed payroll in June 2023.
19. Nyamwiza Maria Lisa - Physical Planner, appointed 1st June 2023, accessed payroll in June 2023.

Pension Payroll  
management  
Maximum 1 point on  
this Performance  
Measure or else score 0

a. Evidence that 100% of staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement:

Score 1.

Mbarara CC had twenty-eight staff members retiring during the year under review. Only one staff member did not access the payroll as shown hereunder.

1. Kyarimpa Joan, Education Officer, retired 31st August 2022 and accessed payroll November 2022.

### Management, Monitoring and Supervision of Services.

10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. If direct transfers (DDEG) to LLGs were executed in accordance with the requirements of the budget in previous FY:</p> <p>Score 2 or else score 0</p>	<p>A review of the FY2022/23 Annual Budget Estimates and LG Cost Centre List &amp; LLG allocation release for FY2022/23 provided by MoFPED and remittances by the City Council (CC) revealed that the Council transferred DDEG for FY2022/23 to LLGs in full.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>1. Mbarara North Division. Budgeted, Released by MoFPED, and CC Remitted UGX 150,345,977 in full</li> <li>2. Mbarara South Division. Budgeted, Released by MoFPED, and CC Remitted UGX 201,160,422 in full</li> </ol>	2
10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. If the LG did timely warranting/ verification of direct DDEG transfers to LLGs for the last FY, in accordance to the requirements of the budget:Note: Timely warranting for a LG means: 5 working days from the date of upload of releases by MoFPED).</p> <p>Score: 2 or else score 0</p>	<p>A review of PBS timestamps from MoFPED of LG warrant submissions revealed that in the FY2022/23, the City Council warranted LLG Direct DDEG transfers more than 5 working days after cash limits were communicated by the PS/ST.</p> <p><b>Evidence</b></p> <p>Q2 FY2022/23. Cash limit communication on 30 Sept 2022. LG warranted on 13 October 2022 i.e. 5+ working days</p> <p>Q3 FY2022/23. Cash limit communication on 29 Dec 2022. LG warranted on 20 January 2023 i.e. 5+ working days</p> <p><b>Note:</b> Cash limit uploads in the PBS by MoFPED were not accessible.</p>	0
10	<p>N23_Effective Planning, Budgeting and Transfer of Funds for Service Delivery</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. If the LG invoiced and communicated all DDEG transfers for the previous FY to LLGs within 5 working days from the date of receipt of the funds release in each quarter:</p> <p>Score 2 or else score 0</p>	<p>Mbarara CC provided evidence of cash limit communication for the Q2 and Q3 for the year under review as 30th September 2022 and 29th December 2022. LG provided evidence of correspondence from the City Town Clerk to the LLGs (Divisions) on DDEG releases dated 12th October 2022 and 25th January 2023 for Q2 and Q3 respectively. The time threshold was therefore not met.</p>	0

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

a. Evidence that the District/Municipality has supervised or mentored all LLGs in the District /Municipality at least once per quarter consistent with guidelines:

Score 2 or else score 0

The City Council mentored all LLGs at least once per quarter in FY2022/23 consistent with guidelines.

**Evidence**

Q1 FY2022/23

Mentoring Report for Lower Local Governments on Budget Implementation and LLG Performance Assessment (1-3 August 2022) dated 5 August 2022

Objectives

1. Prepare the Divisions for the performance assessment of Lower Local Government by the Office of the Prime Minister for FY2021/22
2. Ensure that both Divisions understand the purpose of the planning and budgeting process
3. Ascertain the progress of implementation of the Parish Development Model
4. Impart the usefulness of Citizen's participation in the planning/budgeting process

Q2 FY2022/23

Mentoring Report for Lower Local Governments on Planning and Budgeting Process dated 18 October 2022.

Objectives

1. Ensure that both Divisions understand the purpose of the planning and budgeting process in LLGs
2. Understand the usefulness of Citizen's participation in the planning and budgeting process
3. Help the LLGs in the integration of physical planning and budgeting priorities drawn from local Councils into the LLG work plan

Q3 FY2022/23

Mentoring Report for Lower Local Government on Budget Implementation and Performance Assessment dated 9 February 2023

Objectives

1. Ensure that all Division Staff understand the procurement process
2. Disseminate the DDEG guidelines for FY2023/24
3. Improve the monitoring of Primary schools, Health Centres, and Agricultural Projects
4. Guide the Divisions on staff appraisals in all sectors including but not limited to Primary Schools and Health Centres

Q4 FY2022/23

Mentoring Report for Lower Government on Budget Implementation and Performance Assessment dated 12 May 2023

Objectives

1. Build a talent pipeline where senior employees pass knowledge to new employees
2. Ensure that necessary capacity is built among employees in the Divisions so they can perform their duties and obligations effectively
3. Increase engagement between employees at the Headquarters and Divisions

Routine oversight and monitoring

Maximum 4 points on this Performance Measure

b. Evidence that the results/reports of support supervision and monitoring visits were discussed in the TPC, used by the District/ Municipality to make recommendations for corrective actions and followed-up:

Score 2 or else score 0

The City Council TPC discussed the results/reports of support supervision and monitoring visits for FY2022/23 and used these results/reports to make recommendations for corrective actions.

#### **Evidence**

Q1 FY2022/23

Mbarara City Technical Planning Committee Meeting held on 08 August 2022 in the City Council Chambers

Min/18/TPC/2022

1. Functionality of Ward Administrative Structures. PDM is not functional but Enterprise Groups and PDCs have been formulated
2. Own Resource Revenue Mobilization and Administration. Strategies devised on Post Covid recovery to enhance OSR

Q2 FY2022/23

TPC Minutes of the meeting held on 20 December 2022 at Audit Mall

Min. 14: Presentation and Discussion of a Monitoring Report

1. Town Agents were in the process of compiling priorities from the Wards- Team recommended and encouraged Town Agents to ensure that the priorities were signed by the PDC Chairpersons
2. Divisions were preparing to conduct their budget consultative meetings. Team recommended and encouraged Divisions to involve all stakeholders in their budget conference

Q3 FY2022/23

Minutes of TPC meeting held on 7 March 2023 in the Council Hall

TPC/MAR/008: Presentation and Discussion of Monitoring Report

1. Not all staff appraised. Recommended the Division to always carry out appraisals of staff on time
2. Divisions prepared a 5-year Development Plan. The team recommended that the DPIII be publicized

Q4 FY2022/23

Minutes of the Technical Planning Committee meeting held on 15 May 2023 in the Council Hall

MIN7/05/2023

1. Head Teachers were not yet appraised. The team recommended and encouraged the Divisions to carry out a timely appraisal of staff, i.e. at end of December for Primary School Head Teachers and end of June for other staff
2. Budgets were well formulated. Recommended and encouraged Division to always implement work plans approved by their Councillors

## **Investment Management**

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

a. Evidence that the District/Municipality maintains an updated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual:

Score 2 or else score 0

**Note: the assets covered must include, but not limited to: land, buildings, vehicles and infrastructure. If those core assets are missing score 0**

A review of the Fixed Assets Register revealed that the City Council maintained an up-to-date Fixed Asset Register at the time of Assessment.

#### Evidence

Adjusted Draft Financial Statements FY Ending 30 June 2023 i.e. Additions in the FY 2022/23

1. Land UGX 23,727,360
2. Cultivated Assets UGX 35,110,000
3. Non- Residential Buildings UGX 489,003,802
4. Residential Buildings UGX 366,806,125
5. Roads & Bridges UGX 8,839,136,419
6. Other Structures UGX 838,322,733
7. Motor Vehicles UGX 1,019,520,000
8. Office Equipment UGX 524,000
9. Furniture & Fittings UGX 53,504,600

Fixed Asset Register last updated

1. Land last updated on 05 December 2022
2. Building North Division Block last updated on 1 March 2023
3. Residential Buildings updated on 04 April 2023
4. Transport Machinery & Equipment last updated on 04 April 2023
5. Roads & Bridges last updated on 26 June 2023
6. Non Residential last updated on 26 June 2023
7. Furniture & Fittings last updated on 24 June 2023
8. Cultivated Assets last updated on 25 April 2023

Planning and budgeting for investments is conducted effectively

Maximum 12 points on this Performance Measure

b. Evidence that the District/Municipality has used the Board of Survey Report of the previous FY to make Assets Management decisions including procurement of new assets, maintenance of existing assets and disposal of assets:

Score 1 or else 0

The City Council used the Board of Survey FY2021/22 as a source of guidance for making asset management decisions.

#### Evidence

Submission of the Board of Survey Report for Mbarara City FY2021/2022. Received by Accountant General 30 August 2022

General Board of Survey Recommendations

1. Titling Government Land
2. Valuation of all Properties should be prioritized
3. Engraving City Council Items

Submission of the Board of Survey Report for Mbarara City FY2022/23. Received by Accountant General 30 August 2023

1. Six Land titles were acquired in FY2022/23 i.e. Plot 21 C High Street, Plot 5025 Block 39 Nyabuhuma, Plot 2173 Block 3 at Kyarwabuganda- Kakiika, etc
2. Property Valuations were done and advertised in the New Vision Newspapers on 6 January 2023.
3. The engraving of Council assets was done one

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>c. Evidence that District/Municipality has a functional physical planning committee in place which has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD. If so Score 2. Otherwise Score 0.</p>	<p>The City Council Physical Planning Committee was functional and submitted at least a set of minutes of its meetings held in each quarter of FY2022/23 to MoLHUD.</p> <p><b>Evidence</b></p> <p>Members</p> <ol style="list-style-type: none"> <li>1. Mr. Assy Abirebe Tumwesigire - City Town Clerk/Chairperson</li> <li>2. Ms. Warugaba Carol - Senior Physical Planner</li> <li>3. Ms. Nahumuza Moderate - Senior Health Inspector</li> <li>4. Mr. Himbisa Emmanuel - Senior Staff Surveyor</li> <li>5. Eng. Hillary Mugisha - City Engineer</li> <li>6. Mr. Niwagaba David Sancho - Senior Environment Officer</li> <li>7. Mr. Byamugisha Dickson - Senior Architect</li> </ol>	2
			<p>Submission of Minutes to MoLHUD Mbarara MZO</p> <p>Q1 FY2022/23. The meeting was held on 4 July 2022 and submission of the minutes to MoLHUD was made on 27 September 2022.</p> <p>Q2 FY2022/23. The meeting was held on 13 October 2022 and submission of the minutes to MoLHUD was made on 19 December 2022</p> <p>Q3 FY2022/23. The meeting was held on 15 February 2023 and submission of the minutes to MoLHUD was made on 10 May 2023</p> <p>Q4 FY2022/23. The meeting was held on 7 June 2023 and submission of the minutes to MoLHUD was made on 21 August 2023</p>	
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>d.For DDEG financed projects; Evidence that the District/Municipality has conducted a desk appraisal for all projects in the budget - to establish whether the prioritized investments are: (i) derived from the third LG Development Plan (LGDP III); (ii) eligible for expenditure as per sector guidelines and funding source (e.g. DDEG). If desk appraisal is conducted and if all projects are derived from the LGDP:</p> <p>Score 2 or else score 0</p>	<p>The City Council conducted desk appraisals for all DDEG financed projects in the budget FY2022/23, prioritized projects were derived from the LG DP III and are eligible for expenditure as per sector guidelines and funding source.</p> <p><b>Evidence</b></p> <p>Desk appraisal for the completion of Major Victor Bwana Road in Bifra Village was conducted on 15 February 2022. This investment project was derived from DP III Page 22</p>	2
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>For DDEG financed projects:</p> <p>e. Evidence that LG conducted field appraisal to check for (i) technical feasibility, (ii) Environmental and social acceptability and (iii) customized design for investment projects of the previous FY:</p> <p>Score 2 or else score 0</p>	<p>The City Council conducted field appraisals for DDEG financed projects implemented in FY2022/23 to check for technical feasibility, environmental and social acceptability, and customized designs.</p> <p><b>Evidence</b></p> <p>Field appraisal for the completion of Major Victor Bwana Road in Bifra Village was completed on the 17 February 2022</p>	2

12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>f. Evidence that project profiles with costing have been developed and discussed by TPC for all investments in the AWP for the current FY, as per LG Planning guideline and DDEG guidelines:</p> <p>Score 1 or else score 0.</p>	<p>The City Council discussed all developed project profiles with costing for all investments in the AWP for FY2023/24 in the TPC as per the LG planning and DDEG guidelines.</p> <p><b>Evidence</b></p> <p>Minutes of the TPC meeting held on 08 February 2023 in the Council Hall</p> <p>TPC/FEB/006: Presentation of Project Profiles for 2023/24</p> <ol style="list-style-type: none"> <li>1. Construction of 70 Classrooms in Selected Primary Schools. Estimated Cost UGX 2,631,943,400</li> <li>2. Construction of Staff Houses for Teachers UGX 150,000,000</li> <li>3. Construction of Eight 5-stance Lined Pit Latrine Sanitation Facilities</li> </ol>	1
12	<p>Planning and budgeting for investments is conducted effectively</p> <p>Maximum 12 points on this Performance Measure</p>	<p>g. Evidence that the LG has screened for environmental and social risks/impact and put mitigation measures where required before being approved for construction using checklists:</p> <p>Score 2 or else score 0</p>	<p>Mbarara City had no USMID funded projects for the current Financial year.</p>	2
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>a. Evidence that all infrastructure projects for the current FY to be implemented using the DDEG were incorporated in the LG approved procurement plan</p> <p>Score 1 or else score 0</p>	<p>From the review of the approved procurement plan, it was found out that no USMID/DDEG project was included.</p>	0

13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>b. Evidence that all infrastructure projects to be implemented in the current FY using DDEG were approved by the Contracts Committee before commencement of construction: Score 1 or else score 0</p>	<p><b>The LG did not procure a DDEG/USMID project in the previous FY.</b></p> <p>However, the LG had projects running from the previous FYs and still running as follows:</p> <p>&gt;&gt;&gt; Rehabilitation of roads in Mbarara city council under cluster 6: Kyamugorani road (2.02 km), Mosque Road (0.55 km), Ruhara road (0.47 km), municipal access road (0.1 km), lower circular (0.8 km) under USMID-AF infrastructure program; Contract amount UGX 18,920,401,041/=;</p> <p><i>Approval of bidding documents by CC on 9/02/2022 under minute number: 19/CC/9/02/21/22.</i></p> <p><i>Approval of award by CC on 6/04/2022 under minute number: 06/CC/06/04/21/22.</i></p> <p>&gt;&gt;&gt; Beautification of Rwebikoona open yard/space in Mbarara city under USMID-AF project; Contract amount UGX 1,831,231,506/=; Contract reference number: MCC852/USMID/WRKS/21-22/00014/Cluster 6; Contract signed on 25/05/2022; Contract period (12 months).</p> <p><i>Approval of bidding documents by CC on 9/02/2022 under minute number: 21/CC/9/02/21/22.</i></p> <p><i>Approval of award by CC on 6/04/2022 under minute number: 08/CC/06/04/21/22.</i></p> <p>&gt;&gt;&gt; Construction road works on Mbarara: Major victor Bwana Road (0.95 km), Galt Road (0.63 km), Stanley Road (0.78 km); Contract reference number: MCC/USMID/WRKS/20-21/00001; Contract sum UGX 23,606,064,769/=; Contract signed on 18/05/2021; Contract period (12 months).</p> <p><i>Approval of bidding documents by CC on 23/09/2020 under minute number: 13/CC/23/09/20/21.</i></p> <p><i>Approval of award by CC on 18/01/2021 under minute number: 05/CC/18/01/20/21.</i></p>	1
13	<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>c. Evidence that the LG has properly established the Project Implementation team as specified in the sector guidelines:</p> <p>Score 1 or else 0</p>	<p>There was evidence that the LG established a Project Implementation Team (PIT) for the Project Implementation team as specified in the sector guidelines.</p> <p>The PIT included the following members:</p> <ol style="list-style-type: none"> <li>1) City planner</li> <li>2) City health officer</li> <li>3) City education officer</li> <li>3) Principal procurement officer</li> <li>4) Senior natural resources officer</li> <li>5) Senior civil engineer</li> <li>6) Senior internal auditor</li> <li>7) City CDO</li> <li>8) Senoir labour officer</li> <li>9) City engineer</li> </ol> <p>Note: The city had no health center upgrades or seed schools where a clerk of works is required.</p>	1

13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	d. Evidence that all infrastructure projects implemented using DDEG followed the standard technical designs provided by the LG Engineer:	The LG did not have a DDEG-funded infrastructure project in the previous FY.  There was evidence that all infrastructure projects implemented using USMID funds followed the standard technical designs provided by the consultant.	1
		Score 1 or else score 0		
13	Procurement, contract management/execution  Maximum 8 points on this Performance Measure	e. Evidence that the LG has provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY. Score 2 or else score 0	<p><i>There was evidence that the LG provided supervision by the relevant technical officers of each infrastructure project prior to verification and certification of works in previous FY.</i></p> <p>The technical officers (city engineer, environmental officer, CDO) supervised each project (held site meetings with contractors) prior to verification and certification of works.</p> <p><b>&gt;&gt;&gt; Rehabilitation of roads in Mbarara city council under cluster 6: Kyamugorani road (2.02 km), Mosque Road (0.55 km), Ruhara road (0.47 km), municipal access road (0.1 km), lower circular (0.8 km) under USMID-AF infrastructure program; Contract amount UGX 18,920,401,041/=;</b></p> <p><i>In site meeting number 5, held on 31/01/2023, the client, consultant, and contractor were present. The city technical team participated in the meeting leading to verification and certification of works for interim payment certificate no. 02, dated 15/06/2023; net certified UGX 2,700,623,260/=.</i></p> <p><i>Monthly supervision reports by the consultant were availed and reported that project was supervised; Consultant UB &amp; PEC JV. Quarterly progress reports for 1st, 2nd, and 3rd quarters dated July 07th 2023 (submitted at the same time). Monthly progress reports were availed, no. 7 dated 12/04/2023, no. 8 dated 16/05/2023, and no. 9 dated 16/06/2023. This evidenced supervision of the project by the consultant. There was evidence that the technical team participated in supervision and attended site meetings with the contractor and consultant.</i></p> <p><b>&gt;&gt;&gt; Construction road works on Mbarara: Major victor Bwana Road (0.95 km), Galt Road (0.63 km), Stanley Road (0.78 km); Contract reference number: MCC/USMID/WRKS/20-21/00001; Contract sum UGX 23,606,064,769/=;</b></p> <p><i>In site meeting held on 6/10/2022, the client, consultant, and contractor were present. The city technical team participated in the meeting leading to verification and certification of works for payment no. 6, dated 21/12/2022; net certified UGX 724,269,634/=.</i> Note: Payment certificate verified and signed by contractor's representative, consultant representative, city engineer, and the city clerk only.</p> <p><i>Monthly supervision reports by the consultant were availed; Consultant: MBJ Technologies Ltd &amp; Hersun Consults Ltd; three reports dated 3/11/2022 for October, 15/11/2022 for November, and 15/12/2022 for December. This evidenced supervision of the project by the consultant. There was evidence that the technical team participated in supervision and attended site meetings with the contractor and consultant.</i></p> <p><b>&gt;&gt;&gt; Construction of a single unit staff house at Karama P/S in South Division; Contract sum UGX 132,839,527/=; Contract period (2 months)</b></p> <p>There was evidence that the technical team supervised the project. In report dated 13/06/2023, the assistant engineer reported supervision of the project.</p> <p>The environment officer prepared an environment and social compliance certificate dated 13/06/2023; this accompanied the monitoring report dated 10/05/2023, in which the environment officer advised the contractor to address E&amp;S gaps; contractor advised to plant grass and trees to minimize the impact of changes in weather patterns.</p> <p>Site meeting no. 1 held on 13/03/2023, attended by environment, and engineer;</p> <p>Payment certificate no. 1, dated 15/06/2023, net amount UGX 96,744,822/=; paid on 27/06/2023.</p>	2

Procurement, contract management/execution  
Maximum 8 points on this Performance Measure

f. The LG has verified works (certified) and initiated payments of contractors within specified timeframes as per contract (within 2 months if no agreement):

Score 1 or else score 0

**>>> Rehabilitation of roads in Mbarara city council under cluster 6: Kyamugorani road (2.02 km), Mosque Road (0.55 km), Ruhara road (0.47 km), municipal access road (0.1 km), lower circular (0.8 km) under USMID-AF infrastructure program; Contract amount UGX 18,920,401/=;**

In site meeting number 5, held on 31/01/2023, the client, consultant, and contractor were present. The city technical team participated in the meeting leading to verification and certification of works for payment no. 02, dated 15/06/2023; net certified UGX 2,700,623,260/=. **The contractor requested payment on 2/06/2023.**

Voucher no. 6291378, payment date 23/06/2023.

**>>> Construction road works on Mbarara: Major victor Bwana Road (0.95 km), Galt Road (0.63 km), Stanley Road (0.78 km); Contract reference number: MCC/USMID/WRKS/20-21/00001; Contract sum UGX 23,606,064,769/=;**

In site meeting held on 6/10/2022, the client, consultant, and contractor were present. The city technical team participated in the meeting leading to verification and certification of works for payment no. 6, dated 21/12/2022; net certified UGX 724,269,634/=. **The contractor requested payment on 24/11/2023.**

Voucher no. 3121813, payment date 28/12/2022.

Note: General condition of contract (GCC 52.1) of the contract stated, *'Payments shall be adjusted for deductions for advance payments and retention. The procuring and disposing entity shall pay the contractor the amounts certified by the project manager within 30 days of the date of each certificate. If the PDE makes a late payment, the Contractor shall be paid interest on the late payment in the next payment....'*

**>>> Construction of a single unit staff house at Karama P/S in South Division; Contract sum UGX 132,839,527/=; Contract period (2 months)**

Payment certificate no. 1, dated/certified on 15/06/2023, net amount UGX 96,744,822/=; paid on 27/06/2023; Voucher no. 6418024; Contractor requested payment on .....

<p>Procurement, contract management/execution</p> <p>Maximum 8 points on this Performance Measure</p>	<p>g. The LG has a complete procurement file in place for each contract with all records as required by the PPDA Law:</p>	<p>There was evidence that the LG had a complete procurement file in place for each contract with all records as required by the PPDA Law.</p> <p>Three files were sampled as follows:</p> <p><b>&gt;&gt;&gt; Construction of 3-unit staff house at Nyamityobora P/S in South Division,</b></p> <p><i>Evaluation report available on file, dated 15/12/2022, (signed by all members)</i></p> <p><i>Minutes of contracts committee decisions, dated 21/12/2022 (signed by 4 members &amp; secretary); contract approved under minute number: 39/12/2022/2023(i) (available on file)</i></p> <p><i>Contract agreement available on file, dated 30/01/2023; Contractor: Brace Team (U) Limited.</i></p> <p><b>&gt;&gt;&gt; Construction of a 2-classroom block at Rwenjeru P/S in North Division; Contract amount UGX 83,756,061/=</b></p> <p><i>Evaluation report available on file, dated 16/12/2022, (signed by all 3 members)</i></p> <p><i>Minutes of contracts committee decisions, dated 21/12/2022 (signed by 4 members &amp; secretary); contract approved under minute number: 39/12/2022/2023(e) (available on file)</i></p> <p><i>Contract agreement available on file, dated 30/01/2023; Contractor: Twin Technical and Building Construction Limited.</i></p> <p><b>&gt;&gt;&gt; Construction of a 2-classroom block at Rwakishakizi P/S; Contract amount UGX 84,330,573/=</b></p> <p><i>Evaluation report available on file, dated 15/12/2022, (signed by all 3 members)</i></p> <p><i>Minutes of contracts committee decisions, dated 21/12/2022 (signed by 4 members &amp; secretary); contract approved under minute number: 39/12/2022/2023(f) (available on file)</i></p> <p><i>Contract agreement available on file, dated 30/01/2023; Contractor: Marungi Dream Co., Limited.</i></p>
	<p>Score 1 or else 0</p>	

#### Environment and Social Safeguards

14

2

<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>a. Evidence that the District/Municipality has i) designated a person to coordinate response to feedback (grievance /complaints) and ii) established a centralized Grievance Redress Committee (GRC), with optional co-option of relevant departmental heads/staff as relevant.</p>	<p>Mr.Kyomugisha Marlyn was appointed as the grievance handling focal person by the city Town Clerk- Mr. Abirebe Assy Tumwesigye per the appointment letter dated 14/12/2022. The Grievance Redress Committee was established on 21/10/2022 by the City Town Clerk. The members of the committee included;</p> <p>Mr. Niwagaba Sancho David- Senior Environment Officer.</p> <p>Mr. Warugaba Carol- Physical Planner.</p> <p>Mr. Agaba James - Principal Commercial Officer.</p> <p>Mr. Turyamuhaki Peter- Principal CDO.</p> <p>Mr. Tuguragara Ramathan- Assistant Engineering Officer.</p> <p>Mr. Tumwebaze Herbert - Environment Officer.</p>
	<p>Score: 2 or else score 0</p>	

14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>b. The LG has specified a system for recording, investigating and responding to grievances, which includes a centralized complaints log with clear information and reference for onward action (a defined complaints referral path), and public display of information at district/municipal offices.</p> <p>If so: Score 2 or else 0</p>	<p>The City availed an up-to-date complaints log book for registering grievances. The logbook had provisions for the date, name of the complainant, accused, description of the complainant, and status. The city also had minutes of the grievance redress committee in one report dated 08/07/2022.</p>	2
14	<p>Grievance redress mechanism operational.</p> <p>Maximum 5 points on this performance measure</p>	<p>c. District/Municipality has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress.</p> <p>If so: Score 1 or else 0</p>	<p>The City publicized the grievance redress mechanism/ referral pathway by displaying it on the district notice board.</p>	1
15	<p>Safeguards for service delivery of investments effectively handled.</p> <p>Maximum 11 points on this performance measure</p>	<p>a. Evidence that Environment, Social and Climate change interventions have been integrated into LG Development Plans, annual work plans and budgets complied with: Score 1 or else score 0</p>	<p>The City Council integrated environment, social, and climate change interventions into their DP/III, AWP/III FY2023/24, and budget FY2023/24.</p> <p><b>Evidence</b></p> <p>City Council DP/III- Pages 55</p> <ol style="list-style-type: none"> <li>1. Develop and implement wetland, and forest management plans</li> <li>2. Demarcate and gazette conserved and degraded wetlands</li> <li>3. Promote rural and urban plantation development and tree planting including local and indigenous species</li> </ol> <p>AWP FY2023/24- Page 15-16</p> <ol style="list-style-type: none"> <li>1. 100 Ha of degraded Wetlands, forest ecosystems, and riverbanks restored</li> <li>2. Beautification of 4 open space</li> </ol> <p>Budget FY2023/24- Page 42-43</p> <ol style="list-style-type: none"> <li>1. Cultivated Assets UGX 20,000,000</li> <li>2. Agricultural Supplies- Seedlings UGX 40,000,000</li> </ol>	1

15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	b. Evidence that LGs have disseminated to LLGs the enhanced DDEG guidelines (strengthened to include environment, climate change mitigation (green infrastructures, waste management equipment and infrastructures) and adaptation and social risk management  score 1 or else 0	The City Council disseminated enhanced DDEG guidelines to LLGs and adaptation and social risk management.  <b>Evidence</b>  Mentoring Report for Lower Local Government on Budget Implementation and Performance Assessment dated 9 February 2023 where DDEG Guidelines for FY2023/24 were disseminated	<b>1</b>
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	(For investments financed from the DDEG other than health, education, water, and irrigation):  c. Evidence that the LG incorporated costed Environment and Social Management Plans (ESMPs) into designs, BoQs, bidding and contractual documents for DDEG infrastructure projects of the previous FY, where necessary:  score 3 or else score 0	There was evidence that the Mbarara city incorporated costed ESMPs of USMID projects implemented the previous FY;  Bills of quantities for rehabilitation of roads in Mbarara city council under cluster 6: Kyamugorani road, mosque road, Rubare road, municipal access road, and lower circular had a costed ESMP of UGX: 48,953,120 incorporated therein.  Bills of quantities for rehabilitation of roads in Mbarara city under cluster 6: Major Victor Bwera Road, Galt road, and Stanley road had a costed ESMP of UGX: 680,903,226 incorporated therein.  Bills of quantities for beautification of Rwebikona open yard/ space had a costed ESMP of UGX: 151,431,447 incorporated therein.	<b>3</b>
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	d. Examples of projects with costing of the additional impact from climate change.  Score 3 or else score 0	There were no projects in Mbarara city that required costing of the additional impact from climate change	<b>3</b>
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	e. Evidence that all DDEG projects are implemented on land where the LG has proof of ownership, access, and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:  Score 1 or else score 0	The roads constructed/ rehabilitated under USMID were surveyed and appeared on the cadastral maps of the city. The seven roads included; Kyamugorani road, mosque road, Ruhara road, municipal access road , Lower Circular, Major Victor Bwera road, Galt road, and Stanley road.	<b>1</b>

15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	f. Evidence that environmental officer and CDO conducts support supervision and monitoring to ascertain compliance with ESMPs; and provide monthly reports:  Score 1 or else score 0	Mbarara city provided only three monthly monitoring reports dated 07/02/2023, 07/10/2023, and 17/11/2023 yet the projects were under implementation for over six months..	0
15	Safeguards for service delivery of investments effectively handled.  Maximum 11 points on this performance measure	g. Evidence that E&S compliance Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractors' invoices/certificates at interim and final stages of projects:  Score 1 or else score 0	There was evidence that E&S compliance Certification forms were completed and signed by the Environmental Officer and CDO prior to payments of contractors' invoices;  The E&S certification forms for roads constructed/rehabilitated under USMID were prepared on 21/12/2022 and 24/06/2023. Consequently, the contractor was paid on 23/12/2022 and 26/06/2023.	1

### Financial management

16	LG makes monthly Bank reconciliations  Maximum 2 points on this Performance Measure	a. Evidence that the LG makes monthly bank reconciliations and are up to-date at the point of time of the assessment:  Score 2 or else score 0	The City Council did not maintain up-to-date bank reconciliations up to the time of the assessment.  <b>Evidence</b>  1. Housing Finance Bank Uganda, A/c No. 0500121018. Bank Reconciliation Statement for December 2022. Date of reconciliation Report not provided. 2. Centenary Rural Development Bank, A/c No. 3100075901. Bank Reconciliation Statement for June 2023. Report Date 19 December 2023. i.e. reconciled 30+ days. 3. Centenary Rural Development Bank, A/c No. 3100075905. Bank Reconciliation Statement for October 2023. Date of reconciliation Report not provided	0
17	LG executes the Internal Audit function in accordance with the LGA Section 90  Maximum 4 points on this performance measure	a. Evidence that LG has produced all quarterly internal audit (IA) reports for the previous FY.  Score 2 or else score 0	The City Council's Principal Internal Auditor produced 4 quarterly internal audit reports for FY2022/23.  <b>Evidence</b>  Q1 FY2022/23. VIDE: Internal Auditor Report for 1st Quarter 2022/23 produced on 27 October 2022 i.e. 17 issues in the current quarter.  Q2 FY2022/23. VIDE: Internal Audit Report for the 2nd Quarter 2022/23 produced on 27 January 2023. Matters brought forward from the previous audits i.e. 3 issues outstanding from the previous quarter's report and 28 issues in the current quarter.  Q3 FY2022/23. VIDE: Internal Audit Report for the 3rd Quarter 2022/23 produced on 28 April 2023. Matters brought forward from the previous audits i.e. 3 issues outstanding from the previous quarter's report and 7 issues in the current quarter.  Q4 FY2022/23. VIDE: Internal Audit Report for the 4th Quarter 2022/23 produced on 26 July 2023. Matters brought forward from the previous audits i.e. 3 issues outstanding from the previous quarter's report and 13 issues in the current quarter.	2

17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG has provided information to the Council/ chairperson and the LG PAC on the status of implementation of internal audit findings for the previous FY i.e. information on follow up on audit queries from all quarterly audit reports.</p> <p>Score 1 or else score 0</p>	<p>The City Council did not provide information on the status of the implementation of internal audit findings for FY2022/23 to the Council Chairperson and City Council PAC. These reports had not been discussed by the City Council PAC at the time of the assessment.</p>	0
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17	<p>LG executes the Internal Audit function in accordance with the LGA Section 90</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and that LG PAC has reviewed them and followed-up:</p> <p>Score 1 or else score 0</p>	<p>The City Council submitted quarterly internal audit reports for FY2022/23 to the City Council Accounting Officer and PAC. However, these reports were pending reviews and no follow-ups were made by the City Council PAC.</p> <p><b>Evidence</b></p> <p>City Council PAC held a meeting on 13 September 2023 to discuss internal Audit Reports for the 3rd &amp; 4th Quarter 2021/2022. No internal audit reports FY2022/23 have yet been discussed.</p>	0
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**Local Revenues**

18	<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realization) is within +/- 10 %: then score 2 or else score 0.</p>	<p>A review of LG Annual Budget Estimates FY2022/23 and LG Draft Final Accounts FY2022/23 revealed that the local revenue collected by the City Council for FY2022/23 was less than budget by 28% (i.e. outside +/-10% threshold)</p> <p><b>Evidence</b></p> <p>Draft Final Accounts FY2022/23. Page No. 42</p> <p>The local revenue amount budgeted was UGX 9,142,345,000</p> <p>The local revenue amount collected was UGX 6,591,747,350</p> <p><b>Calculation</b></p> <p><math>(\text{Amount Collected} - \text{Amount Budgeted}) / \text{Amount Budgeted} * 100 =</math></p> <p><math>(6,591,747,350 - 9,142,345,000) / 9,142,345,000 * 100 = -27.9\%</math></p>	0
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19	<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 2 points on this Performance Measure.</p>	<p>a. If increase in OSR (excluding one/off, e.g. sale of assets, but including arrears collected in the year) from previous FY but one to previous FY</p> <ul style="list-style-type: none"> <li>• If more than 10 %: score 2.</li> <li>• If the increase is from 5% -10 %: score 1.</li> <li>• If the increase is less than 5 %: score 0.</li> </ul>	<p>A review of the City Council's Draft Final Accounts for FY2022/23 disclosed that the OSR collection increased by 53% between FY2021/22 and FY2022/23</p> <p><b>Evidence</b></p> <p>Draft Final Accounts FY2022/23 Page No. 42</p> <p>OSR Collection FY2022/23 was UGX 6,591,747,350</p> <p>OSR Collection FY2021/22 was UGX 4,314,490,127</p> <p><b>Calculations</b></p> <p>Change in OSR in %age</p> <p><math>(\text{OSR FY2022/23} - \text{OSR FY2021/22}) / \text{OSR FY2021/22} * 100</math></p> <p><math>(6,591,747,350 - 4,314,490,127) / 4,314,490,127 * 100 = 52.8\%</math></p>	2
20	<p>Local revenue administration, allocation, and transparency</p> <p>Maximum 2 points on this performance measure.</p>	<p>a. If the LG remitted the mandatory LLG share of local revenues during the previous FY: score 2 or else score 0</p>	<p>A review of the Draft Final Accounts FY2022/23 and remittances to LLGs for FY2022/23 disclosed that the City Council remitted more than the 50% mandatory LLG share of local revenues FY2022/23, as mandated in Section 85 of the LG Act CAP 243.</p> <p><b>Evidence</b></p> <p>Total OSR Collection FY2022/23 was UGX 6,591,747,350</p> <p>Property Tax not shareable with LLGs was UGX 1,615,323,279</p> <p>OSR shareable with LLGs UGX 6,591,747,350 - 1,615,323,279 = UGX 4,976.424,071</p> <p>Total Remittance to LLGs FY2022/23 was UGX 1,694,497,931 + 1,064,219,801 = UGX 2,758,717,732</p> <p><b>Calculations</b></p> <p>Remittances/Total Local Revenue Mandatory for Sharing*100=</p> <p><math>2,758,717,732 / 4,976.424,071 * 100 = 55.4\%</math></p>	2

**Transparency and Accountability**

21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>a. Evidence that the procurement plan and awarded contracts and all amounts are published: Score 2 or else score 0</p>	<p><i>There was evidence that the procurement plan and awarded contracts and all amounts are published. Three projects were recorded to support the scoring of this indicator:</i></p> <p><b>&gt;&gt;&gt; Construction of 3-unit staff house at Nyamityobora P/S in South Division,</b></p> <p><i>Best evaluated bidder was M/S Brace Team (U) Limited displayed 23/12/2022, and removed on 6/01/2023, amount included as UGX 132,584,771/=</i></p> <p><b>&gt;&gt;&gt; Construction of a 2-classroom block at Rwenjeru P/S in North Division; Contract amount UGX 83,756,061/=</b></p> <p><i>Best evaluated bidder was M/S Twin technical and building construction Limited displayed 23/12/2022, and removed on 6/01/2023, amount included as UGX 83,756,061/=</i></p> <p><b>&gt;&gt;&gt; Construction of a 2-classroom block at Rwakishakizi P/S; Contract amount UGX 83,330,573/=</b></p> <p><i>Best evaluated bidder was M/S Marungi dream co., Limited displayed on displayed 23/12/2022, and removed on 6/01/2023, amount included as UGX 84,330,573/=.</i></p> <p><b>&gt;&gt;&gt; The procurement plan was displayed on the district noticeboard on 15/07/2022.</b></p> <p>=====</p> <p><b>Conclusion</b></p> <p>Pass</p>	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>b. Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year: Score 2 or else score 0</p>	<p>The City Council publicized their performance assessment results for 2022 and their implications were published.</p> <p><b>Evidence</b></p> <p>Pinned Public Notice Board on Ground Floor</p>	2
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>c. Evidence that the 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 or else score 0</p>	<p>The City Council conducted discussions with the public during FY2022/23 to provide feedback on the status of activity implementation.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>1. Budget Conference presentation for FY 2023/24 at Adit Mall Conference Hall on 9 November 2022</li> <li>2. Report on Baraza that was held on 19 January 2023 at St. Luke Kaburangire Church of Uganda, Rwemigina Ward, Mbarara City North. In attendance LCI and LCII Executives, PDC Members, the Division Mayor and his Councillors, Division Town Clerk, Heads of Department North Division, City Councils North Division, Deputy RCC and General Public i.e. discussing the status of work on impassable roads in Rwemigina</li> </ol>	1
21	<p>LG shares information with citizens</p> <p>Maximum 6 points on this Performance Measure</p>	<p>d. Evidence that the LG has made publicly available information on i) tax rates, ii) collection procedures, and iii) procedures for appeal: If all i, ii, iii complied with: Score 1 or else score 0</p>	<p>The City Council made public, information on Tax Rates, Collection Procedures, and Procedures for Appeal at the time of assessment.</p> <p><b>Evidence</b></p> <p>Pinned Public Notice Board on Ground Floor</p>	1

Reporting to IGG

Maximum 1 point on this Performance Measure

a. LG has prepared a report on the status of implementation of the IGG recommendations which will include a list of cases of alleged fraud and corruption and their status incl. administrative and action taken/being taken, and the report has been presented and discussed in the council and other fora. Score 1 or else score 0

The City Council discussed IGG issues in the Council and made reports on the status of the implementation of recommendations in the IGG correspondences to the City Council in FY2022/23.

**Evidence**

Minutes of Mbarara City Council meeting held on 9 March 2023

MCC/FC/07/2023: Bi-Annual Report on Good Governance and Anti-Corruption

MCC/FC/08/2023: Reactions

1. The City Town Clerk should expedite the investigation process of staff on interdiction
2. Enforcement of rental fee payments by all vendors

Minutes of Mbarara City Council meeting held on 29 August 2023 in the City Council Chambers

MIN.MCC/27/2023: Bi-Annual Report on Good Governance and Anti-Corruption for the period January- June 2023.

1. VIDE: CR/212: Bi-Annual Report on Good Governance and Anti-Corruption for the Period July- December 2022
2. Complaint against KWED Construction Company carrying out beautification works at Rwebikoona handled
3. Mbarara Central Market- Vendors appealed to be given spaces in the new market. A total of 1,079 vendors were settled
4. Disciplinary Issues- 11 cases were attended to by the rewards and sanctions committee. Affected officers were forwarded to the City Town Clerk for onward submission to the City Service Commission for further management

VIDE: Bi-Annual Report on Good Governance and Anti-Corruption for the Period January- June 2023

1. The interdiction for the City Commercial Officer and his Assistant who had earlier been interdicted on allegations of corruption was lifted after investigations revealed that the two officers had no case.

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>a) The LG PLE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 4</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>We obtained and reviewed PLE results released by UNEB in 2020 and 2022 for Mbarara City and we noted the following:</p> <p>In 2020, Mbarara City performed as follows; Div. I:1952 ; Div. II:3033 ; and Div. III:349 ; totalling to 5334 pupils against 5523 candidates in (63 primary schools) that sat for PLE that year. This translates into 96.5 % pass rate (5334/5523).</p> <p>In 2022, Mbarara City performed as follows; Div. I:2517 ; Div. II:2832 and Div. III:360 totalling to 5709 pupils against 5889 candidates in (63 primary schools) that sat for PLE that year. This translates into 96.9 % pass rate (5609/5889).</p> <p>There was a slight improvement in performance of 0.5% (96.9% - 96.5%). Not enough for a score though.</p> <p>Due to the COVID 19 pandemic, UNEB did not conduct PLE in 2021 hence the comparison between school years, 2020 and 2022 instead of 2021 and 2022 as guided by MoES.</p>	0
1	<p>Learning Outcomes: The LG has improved PLE and USE pass rates.</p> <p>Maximum 7 points on this performance measure</p>	<p>b) The LG UCE pass rate has improved between the previous school year but one and the previous year</p> <ul style="list-style-type: none"> <li>• If improvement by more than 5% score 3</li> <li>• Between 1 and 5% score 2</li> <li>• No improvement score 0</li> </ul>	<p>We obtained and reviewed UCE results released by UNEB in 2020 and 2022 for USE schools in Mbarara City and we noted the following:</p> <p>In 2020, Mbarara City performed as follows; Div. I: 48; Div. II:166 and Div. III:208 totalling to 422 pupils, against 529 candidates, in six (6) USE schools that sat for UCE that year. This translates to 79.7% pass rate (422/529).</p> <p>In 2022, Mbarara performed as follows; Div. I 54 ; Div. II:150 ; and Div. III; 248 totalling to 452 pupils against 496 candidates (in 6 (six) USE schools) that sat for UCE that year. This translates to 91.1 % pass rate (452/496).</p> <p>There was an improvement in performance of 11.4% (91.1% - 79.7 %).</p> <p>Due to COVID 19 pandemic, UNEB did not conduct UCE Exams in 2021. Hence the comparison between school years 2020 and 2022, instead of 2020 and 2022 as guided by MoES.</p>	3
2	<p>N23_ Service Delivery Performance: Increase in the average score in the education LLG performance assessment.</p> <p>Maximum 2 points</p>	<p>a) Average score in the education LLG performance has improved between the previous year but one and the previous year</p> <ul style="list-style-type: none"> <li>• By more than 5%, score 2</li> <li>• Between 1 and 5%, score 1</li> <li>• No Improvement, score 0</li> </ul> <p>NB: If the previous average score was 95% and above, Score 2 for any increase.</p>	<p>The City Council's average score in the Education LLG performance assessment for 2023 was 95%, the same as the previous year's assessment.</p> <p><b>Evidence</b></p> <p>Education LLGPA Scores for 2023 was 100%</p> <p>Education LLGPA Scores for 2022 was 100%</p> <p><b>Calculation</b></p> <p>Education LLGPA Score (2023-2022)= 100-100= 0%</p>	2

Investment  
Performance: The LG  
has managed  
education projects as  
per guidelines

Maximum 8 points on  
this performance  
measure

a) If the education development grant  
has been used on eligible activities as  
defined in the sector guidelines: score 2;  
Else score 0

We obtained and reviewed the Education Sector  
Planning, Budgeting and Implementation Guidelines  
for Local Governments FY 2022/2023 and the  
budget performance report to determine eligible  
activities in Mbarara City

We established evidence that, the development  
grant was used in accordance with sector  
guidelines i.e. supply of desks, construction of  
latrines, construction of classrooms, Construction of  
Seed Secondary Schools and construction of  
teacher's houses. The activities conducted were;

Construction of a three (3) staff house unit at  
Nyamutyobora P/S

Construction of a three (3) staff unit block at  
Kirama P/S

Construction of a two (2)-classroom block at  
Rwakashakizi P/S

Construction of a two (2) classroom block at  
Bugasha

Completion of a two (2) classroom block at  
Kichwamba P/S and

Supply of 100, 3- seater desks, four (4) office  
tables, 10 staffroom tables, 12 teacher classroom  
chairs and four (4) wooden cupboards to Karama  
P/S

Investment Performance: The LG has managed education projects as per guidelines

Maximum 8 points on this performance measure

b) If the DEO, Environment Officer and CDO certified works on Education construction projects implemented in the previous FY before the LG made payments to the contractors score 2 or else score 0

We obtained payment vouchers for all education construction projects contracts for the previous FY 2022/2023 in Mbarara District, to establish whether the CDO and the Environment officer signed the completion certificates

We established the following details;

1. Payment of UGX 35,957,596 was made vide voucher No. 3575084 dated 01 st February 2023 and UGX 3,175,753 vide voucher No 5132847 dated 03rd May 2023 for construction of a two (2) classroom block, at Bugashe II P/S. The certificates were not, certified by the; CDO and the Environment Officer, no record of certifying before payment was available before these payments were made.

2. Payment of UGX 41,054,256 was made vide voucher No. 4772866 dated 18th April 2023 and UGX 81,987,137 vide voucher No 6418024 dated 27th June 2023 for Construction of a one (1) staff house unit block at Karama P/S. The CDO and Environment officer, both certified on 13/06/23 and 14/06/2023 respectively.

3. Payment of UGX 67,868,855 was made vide voucher No 6414679 dated 27th June 2023 for construction of two (2) classroom block at Rwakishakizi P/S. The CDO and Environment Officer, did not certify.

4. Payment of UGX 34,454,235 was made vide voucher No. 6417691 dated 27th June 2023 and UGX 20,565,733 was made vide voucher 5853282 dated 14th June 2023 for construction of a two (2) classroom block at Rwenjeru P/S. the certificates were not certified by the CDO and Environment Officer.

5. Payment of UGX 36,338,621 was made on Voucher No.6411318 dated 27th June 2023, for construction of a two (2) classroom block at Kichwamba P/S. The certificate was signed by CDO and Environment officer on 14/06/2023

6. The voucher for Nyamutyoboro for construction of a three (3) teachers house, was not availed for verification because it had been taken by IGG for examination at the time of assessment.

The Environment Officer and the Community Development Officer did not sign some of the certificates of completion before payment was made and therefore the City was not fully compliant.

3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If the variations in the contract price are within +/-20% of the MoWT estimates score 2 or else score 0</p>	<p>Three projects were sampled as follows:</p> <p>&gt;&gt;&gt; Completion of a 2-classroom block at Kichwamba P/S; Contract amount UGX 40,305,378/=; reference no. Mbar852/wrks/2022-2023/00007; Engineer's estimate was UGX 40,000,000/=; dated 14/10/2022. <i>This represented a variation of +0.763% of the MoWT estimate.</i></p> <p>&gt;&gt;&gt; Construction of a 2-classroom block at Rwenjeru P/S; Contract amount UGX 83,756,061/=; reference number: Mbar852/wrks/2022-2023/00005; Engineer's estimate was UGX 85,348,488/=; dated 14/10/2022. <i>This represented a variation of -1.866% of the MoWT estimate.</i></p> <p>&gt;&gt;&gt; Construction of a 2-classroom block at Rwakishakizi P/S; Contract amount UGX 84,330,573/=; reference number: Mbar852/wrks/2022-2023/00006; Engineer's estimate was UGX 85,348,488/=, dated 14/10/2022. <i>This represented a variation of -1.193% of the MoWT estimate.</i></p>	2
3	<p>Investment Performance: The LG has managed education projects as per guidelines</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that education projects (Seed Secondary Schools) were completed as per the work plan in the previous FY</p> <ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• Between 80 - 99% score 1</li> <li>• Below 80% score 0</li> </ul>	<p>The LG had no seed secondary school in the previous FY.</p>	2
4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>a) Evidence that the LG has recruited primary school teachers as per the prescribed MoES staffing guidelines</p> <ul style="list-style-type: none"> <li>• If 100%: score 3</li> <li>• If 80 - 99%: score 2</li> <li>• If 70 - 79% score: 1</li> <li>• Below 70% score 0</li> </ul>	<p>We obtained and reviewed the staffing structure from HRM and noted that Mbarara City had recruited 653 (111%) teachers staff in position against a staff ceiling of 588 teachers ( in 63 schools) as per the guidelines prescribed by MoES, i.e, a 1:53 (teacher: pupil ratio) and a teacher per class and a head teacher for a school with P7 and a teacher for each class and head teacher for schools below P7.</p>	3
4	<p>Achievement of standards: The LG has met prescribed school staffing and infrastructure standards</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Percent of schools in LG that meet basic requirements and minimum standards set out in the DES guidelines,</p> <ul style="list-style-type: none"> <li>• If above 70% and above score: 3</li> <li>• If between 60 - 69%, score: 2</li> <li>• If between 50 - 59%, score: 1</li> <li>• Below 50 score: 0</li> </ul>	<p>We reviewed the list of UPE and USE registered schools and the consolidated asset register for UPE and USE schools for FYs 2021/22 and 2022/23 of Mbarara District.</p> <p>None of the 63 (0%) UPE and/or six 6 (0%) of USE schools, met the basic requirements and minimum standards, set out in the DES guidelines for schools.</p> <p>All schools, required additional classrooms or repair/renovation, additional desks, additional latrines and teachers' houses respectively.</p>	0

**Performance Reporting and Performance Improvement**

5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>a) Evidence that the LG has accurately reported on teachers and where they are deployed.</p> <ul style="list-style-type: none"> <li>• If the accuracy of information is 100% score 2</li> <li>• Else score: 0</li> </ul>	<p>We reviewed the teacher deployment list from the LG education office and noted that Mbarara City had accurately reported on 653 (100%) staff in position, including where they were deployed, in schools..</p> <p>In the three sampled schools; Katojo Biharwe P/S (semi- urban) there were 20 teachers, in Mbarara Junior P/S (urban) there were, 30 teachers and in Rwenjeru P/S (rural), there were eight (8) teachers.</p> <p>This information was collated with the teacher's arrival books at the three schools, the staff lists for 2022/23 from the education office and the staff lists found at the sampled schools. The three sources of information were in synch.</p>	2
5	<p>Accuracy of reported information: The LG has accurately reported on teaching staff in place, school infrastructure, and service performance.</p> <p>Maximum 4 points on this performance measure</p>	<p>b) Evidence that LG has a school asset register accurately reporting on the infrastructure in all registered primary schools.</p> <ul style="list-style-type: none"> <li>• If the accuracy of information is 100% score 2</li> <li>• Else score: 0</li> </ul>	<p>We reviewed the school asset registers of the three sampled schools and verified the information therein, which revealed evidence that Mbarara City had a consolidated school asset register accurately reporting on infrastructure in all the three (3) sampled schools (100% accuracy).</p> <p>In the three sampled schools, we noted the information below;</p> <p>— <b>Mbarara Junior P/S (semi-urban)</b> there were four (4) classroom blocks with 27 classrooms, six (6) latrine blocks with 60 stances, 733 three-seater desks and 13 teachers houses accommodating sixty (60) teachers.</p> <p>— In <b>Rwenjeru P/S (rural)</b>, there were, three (3) classroom blocks with eight (8) classrooms, two (2) latrine blocks with nine (9) stances, 69,three-seater desks and one (1)teacher's house accommodating four (4) teachers.</p> <p>— In <b>Katojo Biharwe P/S (urban)</b> there were four (4) classroom blocks with 18 classrooms, five (5) latrine blocks with 26 stances, 379 three-seater desks and four (4) teachers houses, accommodating 21 teachers.</p> <p>This information was corroborated with the consolidated Asset register at the Education Department office and both were, in tandem.</p>	2
6	<p>School compliance and performance improvement:</p> <p>Maximum 12 points on this performance measure</p>	<p>a) The LG has ensured that all registered primary schools have complied with MoES annual budgeting and reporting guidelines and that they have submitted reports (signed by the head teacher and chair of the SMC) to the DEO by January 30. Reports should include among others, i) highlights of school performance, ii) a reconciled cash flow statement, iii) an annual budget and expenditure report, and iv) an asset register:</p> <ul style="list-style-type: none"> <li>• If 100% school submission to LG, score: 4</li> <li>• Between 80 – 99% score: 2</li> <li>• Below 80% score 0</li> </ul>	<p>Mbarara City did not provide copies of the Annual School Reports and budgets from the previous FY 2022/2023 for assessment and therefore, was not compliant.</p>	0

6	School compliance and performance improvement:  Maximum 12 points on this performance measure	b) UPE schools supported to prepare and implement SIPs in line with inspection recommendations:  • If 50% score: 4 • Between 30- 49% score: 2 • Below 30% score 0	While Mbarara City provided the inspection report for the previous FY 2022/2023, that showed the need for the development of SIPs, they did not provide evidence, of the office supporting schools to develop them. The City did not have copies of the SIPs submitted to the DEO's office and were therefore not compliant.  In three sampled schools, Mbarara Junior P/S, had one displayed on the noticeboard, Katojo Biharwe P/S did not have one nor did Rwenjeru P/S have one.	0
6	School compliance and performance improvement:  Maximum 12 points on this performance measure	c) If the LG has collected and compiled EMIS return forms for all registered schools from the previous FY year:  • If 100% score: 4: • Between 90 - 99% score 2 • Below 90% score 0	We obtained and reviewed the OTIMS data extract for Mbarara City and noted that, they submitted data for (31,194) pupils (100%).  We reviewed the Mbarara City performance contract for FY 2022/23 and noted a list of 63 schools.  Therefore, the City collected and compiled data for all registered schools (UPE) in the City and submitted it accordingly.	4

### Human Resource Management and Development

7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision  Maximum 8 points on this performance measure	a) Evidence that the LG has budgeted for a head teacher and a minimum of 7 teachers per school or a minimum of one teacher per class for schools with less than P.7 for the current FY:  Score 4 or else, score: 0	There was evidence that Mbarara City budgeted for a head teacher and a minimum of seven teachers for 63 schools with P7 and a teacher for each class, to the tune of UGX 6,114,167,000 for FY 2023/2024 as per the Performance Contract FY 2023/2024 (not signed by PS/ST) and approved budget estimates 2023/2024 pg 32.	4
7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision  Maximum 8 points on this performance measure	b) Evidence that the LG has deployed teachers as per sector guidelines in the current FY,  Score 3 else score: 0	There was evidence that the education department of Mbarara City had deployed 653 staff in position as per sector guidelines, i.e. a head teacher and a teacher per class for a P7 school and a head teacher and one teacher for each class for a school below P7, in 63 primary schools.  In three sampled schools, we noted the following;  Katojo Biharwe P/S (semi-urban) there were, 20 teachers; Mbarara Junior P/S (urban) 30 teachers; and Rwenjeru P/S (rural) eight (8) teachers.  This information was corroborated with staff lists at school, teacher's arrival books and staff lists from the education department office, hence synced.	3
7	Budgeting for and actual recruitment and deployment of staff: LG has substantively recruited all primary school teachers where there is a wage bill provision  Maximum 8 points on this performance measure	c) If teacher deployment data has been disseminated or publicized on LG and or school notice board,  score: 1 else, score: 0	We reviewed the teacher deployment list and inspected the noticeboards at the CEO's office and in the three sampled schools.  We established evidence that the teacher deployment had been disseminated and/ or publicized at the CEO's and school noticeboards. In the three sampled schools; Katojo Biharwe P/S (semi -urban), Mbarara Junior P/S (urban) and Rwenjeru P/S (rural), the display was equally evident.	1

Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.

Maximum 8 points on this performance measure

a) If all primary school head teachers have been appraised with evidence of appraisal reports submitted to HRM with copy to DEO/MEO

Score: 2 or else, score: 0

Mbarara CC has sixty-three primary schools. All files were reviewed and found to have been appraised by the Town Clerks and Sub-County Chiefs as illustrated hereunder.

1. Tukahirwe Miria, HT Kyamugorani PS, appraised 15th December 2022.
2. Aturinde Justine, HT Kafunjo PS, appraised 26th November 2022.
3. Nuwagaba Julius, HT St. Boniface Rwenkoma PS, appraised 30th December 2022.
4. Ninshaba Nafutali, HT Kagaaga I PS, appraised 30th December 2022.
5. Natwijuuka Rachel, HT Nyabugando PS, appraised 30th December 2022.
6. Nakityo Felicity, HT St. Helen's PS, appraised 30th December 2022.
7. Arinaitwe Patience, HT Nyamityobora PS, appraised 30th December 2022.
8. Sebishwi Jonah, HT Nyakahanga PS, appraised 30th December 2022.
9. Mugume Nathan, HT Mbarara Junior PS, appraised 30th December 2022.
10. Tumwesigye Gordian, HT Kinyaza PS, appraised 30th December 2022.

Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.

Maximum 8 points on this performance measure

b) If all secondary school head teachers have been appraised by D/CAO (or Chair BoG) with evidence of appraisal reports submitted to HRM

Score: 2 or else, score: 0

Mbarara CC has nine secondary schools. All files were reviewed and found to have been appraised as illustrated hereunder.

1. Rwampororo Saul, HT Ntare School, appraised 2nd May 2023 (was posted to station on 13th April 2023). The Officer (Turyagenda Jimmy) who held the position during the period under review was found appraised on 30th December 2022.
2. Rutehenda Deus, HT St. Peters Katukuru, appraised 30th December 2022.
3. Twebaze Geraldine, HT Mary Hill School, appraised 30th December 2022.
4. Ahimbisibwe Ham.H., HT Mbarara High School, appraised 30th December 2022.
5. Lt. Richard Okullo, HT Mbarara Army Boarding Secondary School, not appraised at time of assessment as had been posted 23rd May 2023. The preceding Officer bearer (Mugisha Moses) was appraised on 30th December 2022.
6. Birungi Godfrey Fredrick, HT Mbarara Secondary School, appraised 30th December 2022.
7. Tayebwa Ferdinand, HT St. Paul Biharwe High School, appraised 30th December 2022.
8. Tumwebaze Geoffrey, HT Nyakayojo Secondary School, appraised 30th December 2022.
9. Baguma Ismail Kyooma, HT Nyamitanga Secondary School, appraised 30th December 2022.

8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) If all staff in the LG Education department have been appraised against their performance plans score: 2. Else, score: 0</p>	<p>According to the approved and costed staff establishment for the Education department, the following positions are provided for: (i) City Education Officer, (ii) Principal Inspector of Schools, (iii) Senior Inspector of Schools, (iv) Senior Sports officer. However, at the time of assessment three staff were found in-post and were all appraised as hereunder.</p> <p><b>1. City Education Officer</b> - Tumwebaze Francis. At the time of assessment, the Officer was found to have been duly appraised as evidenced by Annual Performance Report (APR) dated 30th June 2023.</p> <p><b>2. Senior Inspector of Schools</b> - Kareetwa Gidious. At the time of assessment, the Officer was found to have been duly appraised as a Secondary School Teacher as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p> <p><b>3. Senior Sports Officer</b> - Musinguzi Cleophas. At the time of assessment, the Officer was found to have been duly appraised as Secondary Teacher as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p>	2
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8	<p>Performance management: Appraisals have been conducted for all education management staff, head teachers in the registered primary and secondary schools, and training conducted to address identified capacity gaps.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) The LG has prepared a training plan to address identified staff capacity gaps at the school and LG level, score: 2 Else, score: 0</p>	<p>We obtained and reviewed a training plan from MEO, developed and dated 15/07/2022 for FY 2022/2023. Some of the activities, therein included; Training head teachers in Performance Management and Training head teachers in Basic Financial Management.</p>	2
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**Management, Monitoring and Supervision of Services.**

9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a) The LG has confirmed in writing the list of schools, their enrolment, and budget allocation in the Programme Budgeting System (PBS) by December 15th annually.</p> <p>If 100% compliance, score:2 or else, score: 0</p>	<p>Mbarara City did not write to MoES, regarding the list of schools and enrolment because all the data had been captured appropriately.</p>	2
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9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>b) Evidence that the LG made allocations to inspection and monitoring functions in line with the sector guidelines.</p> <p>If 100% compliance, score:2 else, score: 0</p>	<p>We reviewed the MoES guidelines, the budget estimates contained in performance contract for FY 2022/23 (not signed by PS/ST) and annual performance report for FY 2022/23.</p> <p>Review of the approved budget estimates in the performance contract revealed, evidence that Mbarara City allocated UGX 40,328,000 towards inspection and monitoring.</p> <p>The annual performance report revealed an expenditure of UGX 40,328,000(100 %) on inspection and monitoring activities, that included the following;</p> <ul style="list-style-type: none"> <li>— Conducting inspections, thrice for each school</li> <li>— Conducting follow up inspections to establish whether recommendations were implemented and</li> <li>— Discussion of findings and dissemination to head teachers</li> </ul> <p>We established that the inspection and monitoring activities conducted, complied to sector guidelines.</p>	2
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c) Evidence that LG submitted warrants for school's capitation within 5 days for the last 3 quarters</p> <p>If 100% compliance, score: 2 else score: 0</p>	<p>A review of PBS timestamps from MoFPED of LG warrant submissions for school capitation grants revealed that the City Council in FY2022/23, warranted more than 5 working days after cash limits were communicated by the PS/ST.</p> <p><b>Evidence</b></p> <p>Q3 FY2022/23. Cash limit communication on 29 Dec 2022. LG warranted on 20 January 2023 i.e. 5+ working days.</p> <p>Q4 FY2022/23. Cash limit communication on 06 April 2023. LG warranted on 15 May 2023 i.e. 5+ working days.</p> <p>Q1 FY2023/24. Cash limit communication on 06 July 2023. LG warranted on 20 July 2023 i.e 5+ working days</p> <p><b>Note:</b> Information on cash limit uploads in the PBS by MoFPED could not be accessed.</p>	0
9	<p>Planning, Budgeting, and Transfer of Funds for Service Delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d) Evidence that the LG has invoiced and the DEO/ MEO has communicated/ publicized capitation releases to schools within three working days of release from MoFPED.</p> <p>If 100% compliance, score: 2 else, score: 0</p>	<p>Review of copies of MoFPED release circulars for the last three quarters indicated the following dates;</p> <ul style="list-style-type: none"> <li>— 2022/23 Q3: 10 January 2023</li> <li>— 2022/23 Q4: 24 April 2023 and</li> <li>— 2023/24 Q1: 17 July 2023</li> </ul> <p>The education department did not provide evidence that Mbarara City made release circulars and invoices of capitation to schools for the last three (3) quarters, before three working days of the release from MoFPED.</p> <p>In the three sampled schools; Kitojo Biharwe P/S (semi-urban), Mbarara Junior P/S (urban) and Rwenjeru P/S (rural), there was no evidence that the education department formally communicated this information through circulars within the timeline.</p> <p>The head teachers indicated that they were informed through, WhatsApp messages or SMS.</p>	0

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>a) Evidence that the LG Education department has prepared an inspection plan and meetings conducted to plan for school inspections.</p> <ul style="list-style-type: none"> <li>• If 100% compliance, score: 2, else score: 0</li> </ul>	<p>We obtained copies of the minutes of the preparatory meetings for inspection and monitoring for the previous three terms in Mbarara City as follows;</p> <p>Term 3, 2022 dated 2nd September 2022, under Min.04/09/2022- Preparation of Monitoring Inspection of Schools. Term III, 2022</p> <p>Term I, 2023 dated 12th January 2023, under Min.05/01/2023 - Preparation for Monitoring and Inspection of Schools, term 1, 2023 and</p> <p>Term II, 2023 dated 19th May 2023, under Min. 05/05/2023 - Preparation of monitoring and Inspection of schools Term 11 2023</p> <p>The District, was therefore compliant 100%</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>b) Percent of registered UPE schools that have been inspected and monitored, and findings compiled in the DEO/MEO's monitoring report:</p> <ul style="list-style-type: none"> <li>• If 100% score: 2</li> <li>• Between 80 - 99% score 1</li> <li>• Below 80%: score 0</li> </ul>	<p>We reviewed inspection reports for Mbarara City and noted that all the 63 UPE schools had been inspected thrice, once in each of the three (3) previous terms. The inspection reports were dated as follows;</p> <ul style="list-style-type: none"> <li>— 10th March 2023 for term one (1) of 2023;</li> <li>— 23rd June 2023 for Term two (2) of 2023 and</li> <li>— 12th February 2023 for term three (3) of 2022.</li> </ul> <p>The number of schools inspected as per the inspection reports corresponded with what was on PBS, thus 100%.</p>	2
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>c) Evidence that inspection reports have been discussed and used to recommend corrective actions, and that those actions have subsequently been followed-up,</p> <p>Score: 2 or else, score: 0</p>	<p>We obtained minutes of the departmental meetings for Mbarara City where scanty highlights of the previous inspections were given during the planning meetings of inspection and monitoring for FY 2022/23. These were however inadequate to portray what the situation was at the schools, during the earlier inspections.</p> <p>In the three sampled schools, the following were the findings;</p> <p>Mbarara Junior P/S (urban), inspection reports dated; 20/10/2022, by Ntare Denis SIS, 29/05/2023 by Kaletwa Gideons. No inspection reports were on file. Dates were sought from the visitors book .</p> <p>Rwenjeru P/S (rural), No inspection reports were on file</p> <p>Katojo Biharwe P/S (semi-urban), there were no inspections reports on file and no record of visitation in the visitors book.</p> <p>There was therefore no evidence that the MIS had followed up on inspection recommendations.</p>	0

10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>d) Evidence that the DIS and DEO have presented findings from inspection and monitoring results to respective schools and submitted these reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2 or else score: 0</p>	<p>We obtained minutes of the departmental meetings for Mbarara City where scanty highlights of the previous inspections were given during the planning meetings of inspection and monitoring for FY 2022/23.</p> <p>In the three sampled schools, the following were the findings;</p> <p>In Mbarara Junior P/S (urban) no reports were on file</p> <p>In Rwenjeru P/S(rural), no inspection reports were on file</p> <p>In Katojo Biharwe P/S (semi-urban),no inspection reports were on file</p> <p>While some inspection seems to have been done as per the visitors book signing in, reports were not left at the schools, from the sampled schools scenario.</p> <p>Information sought from DES (Mr. Musimenta IT Specialist DES) indicated that, Mbarara City had not submitted reports for Term III, 2022; Term I 2023 and Term II 2023</p>	0
10	<p>Routine oversight and monitoring</p> <p><i>Maximum 10 points on this performance measure</i></p>	<p>e) Evidence that the council committee responsible for education met and discussed service delivery issues including inspection and monitoring findings, performance assessment results, LG PAC reports etc. during the previous FY: score 2 or else score: 0</p>	<p>Minutes of Social Services Committee meeting held on 2 August 2022</p> <p>MIN.MCC/SSC/13/2022: Departmental Reports</p> <ol style="list-style-type: none"> <li>1. Highlights i.e. PLE Mock Exams, Music Dance and Drama, completed projects in the financial year 2021/22, 2022 Head Teachers retreat staffing in the Department</li> </ol> <p>Minutes of Social Services Committee meeting held on 5 October 2022</p> <p>MIN.MCC/SSC/18/2022:</p> <ol style="list-style-type: none"> <li>1. Proposed in the meeting. Old Iron sheets that formerly roofed the temporary central market should be distributed to St. Boniface, Rwebihuro, Nyakayojo, and Bugashe II Primary Schools</li> <li>2. Completed development projects in FY2020/21 &amp; FY 2021/22 to be commissioned starting 7 October 2022</li> <li>3. Web-based data collection software developed by the Ministry of Education to be deployed in all schools to collect information of learners.</li> </ol> <p>Minutes of the Social Services Committee meeting held on 17 January 2023</p> <p>MIN.MCC/SSC/04/2023: Reports from Department Heads</p> <ol style="list-style-type: none"> <li>1. Discussions and resolutions on Understaffing</li> <li>2. Discussions and resolutions on Insecurity i.e. thieves on 13 January 2023 stole all computers and printers of education, community, and health departments</li> <li>3. Discussions and resolutions on limited transport</li> </ol>	2
11	<p>Mobilization of parents to attract learners</p> <p><i>Maximum 2 points on this performance measure</i></p>	<p>Evidence that the LG Education department has conducted activities to mobilize, attract and retain children at school, score: 2 or else score: 0</p>	<p>We obtained a report that Mbarara City had conducted an activity of a Radio Talk Show on UBC West FM 97.4, held on with a theme; Effects of lack of school feeding on pupils performance leading to school drop out' presented by Karwetwa Gidious that took place on 17th Marach 2023.</p>	2

## Investment Management

12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a) Evidence that there is an up-to-date LG asset register which sets out school facilities and equipment relative to basic standards, <i>score: 2, else score: 0</i></p>	<p>We obtained a copy of the asset register for FY 2022/2023 to establish whether there was an up-to-date asset register, that set out school facilities and equipment relative to basic standards. We verified the information therein, which revealed evidence that Mbarara City had (100%) accuracy</p> <p>In the three sampled schools, we noted the information below;</p> <p>— <b>Katojo Biharwe P/S (semi-urban)</b> there were four (4) classroom blocks with 18 classrooms, five (5) latrine blocks with 26 stances, 379 three-seater desks and four (4) teachers houses accommodating 21 teachers.</p> <p>— In <b>Rwenjeru P/S (rural)</b>, there were, three (3) classroom blocks with eight (8) classrooms, two (2) latrine blocks with nine (09) stances, 69 three-seater desks and one (1) teacher's house accommodating four (4).</p> <p>— In <b>Mbarara Junior P/S (urban)</b> there were four (4) classroom blocks with 27 classrooms, six (6) latrine blocks with 60 stances, 733 three-seater desks and 13 teachers houses, accommodating 60 teachers.</p> <p>This information was corroborated with the consolidated Asset register at the Education Department office and both were in tandem.</p>	2
12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b) Evidence that the LG has conducted a desk appraisal for all sector projects in the budget to establish whether the prioritized investment is: (i) derived from the LGDP III; (ii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, DDEG). If appraisals were conducted for all projects that were planned in the previous FY, <i>score: 1 or else, score: 0</i></p>	<p>The City Council TPC conducted desk appraisals of all sector projects in the budget FY2022/23, prioritized projects were derived from the LG DP III and eligible for expenditure as per sector guidelines and funding source.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>1. Desk appraisal for a two-classroom block at Rwakishakizi Primary School in Rwakishakizi I Village was conducted on 14 February 2022. Derived from DP III Page 74</li> <li>2. Desk appraisal for six Unit Staff House at Karama Primary School in Karama I Village was completed on 15 February 2022. Derived from DP III Page 74</li> <li>3. Desk appraisal for the construction of a two classroom block at Bugashe II Primary School was completed on 14 February 2023. Derived from DP III Page 74</li> </ol>	1
12	<p>Planning and budgeting for investments</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>c) Evidence that the LG has conducted field Appraisal for (i) technical feasibility; (ii) environmental and social acceptability; and (iii) customized designs over the previous FY, <i>score 1 else score: 0</i></p>	<p>The City Council conducted field appraisals of sector projects in FY2022/23 to establish their technical feasibility, environmental and social acceptability, and customized designs to suit site conditions.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>1. Field appraisals for a two-classroom block at Rwakishakizi Primary School in Rwakishakizi I Village was completed on 16 February 2022</li> <li>2. Field appraisal for six Unit Staff House at Karama Primary School in Karama I Village was completed on 16 February 2022</li> <li>3. Field appraisal for the construction of a two classroom block at Bugashe II Primary School was completed on 16 February 2023</li> </ol>	1

13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	a) If the LG Education department has budgeted for and ensured that planned sector infrastructure projects have been approved and incorporated into the procurement plan, <i>score: 1, else score: 0</i>	Review of the procurement plan dated 28/09/2023, received by PPDA on 29/09/2023 for the current FY revealed that the plan had not incorporated construction of a seed secondary school. Further review of the annual work plan and budget revealed that the LG had not prioritized construction of the seed secondary school in the current FY.	<b>1</b>
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	b) Evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction, <i>score: 1, else score: 0</i>	<p><i>There was evidence that the school infrastructure was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold) before the commencement of construction.</i></p> <p><b>&gt;&gt;&gt; Construction of 3-unit staff house at Nyamityobora P/S in South Division; Contract amount UGX 132,584,771/=</b></p> <p><i>CC sitting on 25/10/2022, minute number 16/10/2022-2023(i)</i></p> <p><b>&gt;&gt;&gt; Construction of a 2-classroom block at Rwenjeru P/S in North Division; Contract amount UGX 83,756,061/=</b></p> <p><i>CC sitting on 25/10/2022, minute number 16/10/2022-2023(e)</i></p> <p><b>&gt;&gt;&gt; Construction of a 2-classroom block at Rwakishakizi P/S; Contract amount UGX 83,330,573/=</b></p> <p><i>CC sitting on 25/10/2022, minute number 16/10/2022-2023(f)</i></p> <p>No project was above UGX 200,000,000/=.</p>	<b>1</b>
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	c) Evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines. <i>score: 1, else score: 0</i>	<p>There was evidence that the LG established a Project Implementation Team (PIT) for school construction projects constructed within the last FY as per the guidelines.</p> <p>The PIT included the following members:</p> <ol style="list-style-type: none"> <li>1) City Planner</li> <li>2) City Health Officer</li> <li>3) City Education Officer</li> <li>3) Principal Procurement Officer</li> <li>4) Senior Natural Resources Officer</li> <li>5) Senior Civil Engineer</li> <li>6) Senior Internal Auditor</li> <li>7) City CDO</li> <li>8) Senior Labour Officer</li> <li>9) City Engineer</li> </ol> <p>Note: The city had no seed school where a clerk of works is required.</p>	<b>1</b>
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	d) Evidence that the school infrastructure followed the standard technical designs provided by the MoES  <i>Score: 1, else, score: 0</i>	The LG did not have a seed school.	<b>1</b>

13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	e) Evidence that monthly site meetings were conducted for all sector infrastructure projects planned in the previous FY <i>score: 1, else score: 0</i>	The LG did not have a seed school.	1
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	f) If there's evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc ..., has been conducted <i>score: 1, else score: 0</i>	There was evidence that during critical stages of construction of planned sector infrastructure projects in the previous FY, at least 1 monthly joint technical supervision involving engineers, environment officers, CDOs etc., was conducted.  Reports dated 28/2/2023 (foundation stage; Karama site), 12/01/2023, 03/04/2023, 20/06/2023, and 05/06/2023 reported joint site supervision for education projects activities that involved participation of engineers, environment officers, CDOs, at critical stages of construction.  The LG had construction of classroom blocks whose contract period was not more than 3 months.	1
13	Procurement, contract management/execution  <i>Maximum 9 points on this performance measure</i>	g) If sector infrastructure projects have been properly executed and payments to contractors made within specified timeframes within the contract, <i>score: 1, else score: 0</i>	A review of AWP and a sample of payment vouchers for payments to 3 contractors for education Infrastructure projects implemented in FY2022/23 revealed that the City Council did not initiate and make timely payments to contractors as per contract and implementation results.  <b>Evidence</b>  Payments to contractors are recommended to be made within 30 days after certification of works  1. Request for Payment was made by M/s Marungi Dream Company Limited on 11 June 2023 for the construction of a two-classroom block at Rwakishakizi Primary School for UGX 84,330,573. Payment Certificate was prepared and signed by the City Engineer and Town Clerk on 14 June 2023 . The payment was made on EFT No. 6414679 on 27 June 2023 i.e. This payment was made 13 days after certification of works.  2. Request for Payment was made by M/s Excell Supplies and Technical Services Ltd on 09 March 2023 for the construction of a single unit staff house at Karama Primary School for UGX 48,444,015. The City Education Officer recommended payment on 15 March 2023. Payment Certificate was prepared and signed by the Principal Executive Engineer and approved by the Town Clerk on 17 March 2023. Payment was made on EFT No. 4772866 on 18 April 2023 i.e. This payment was made 32 days after certification of works.  3. Request for Payment was made by M/s Excell Supplies and Technical Services Ltd on 08 June 2023 for the construction of single unit staff house at Karama Primary School for UGX 101,916,152. The City Education Officer recommended payment on 8 June 2023. Payment Certificate was prepared and signed by Principal Executive Engioneer and approved by Town Clerk on 15 June 2023. Payment was made on EFT No. 6418024 on 27 June 2023 i.e. This payment was made 12 days after certification of works.	0

13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>h) If the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30, score: 1, else, score: 0</p>	<p>There was evidence that the LG Education department timely submitted a procurement plan in accordance with the PPDA requirements to the procurement unit by April 30. The plan was submitted on 15/04/2022 and had the following items:</p> <p>&gt;&gt;&gt; Construction of a single unit staff house at Karama P/S, South Division, budgeted for UGX 133,611,902/=.</p> <p>&gt;&gt;&gt; Completion of a 2-classroom block at Kichwamba P/S in South Division, budgeted for UGX 40,396,695/=.</p> <p>&gt;&gt;&gt; Construction of a 2-classroom block at Rwakishakizi P/S in South Division, budgeted for UGX 85,348,488/=</p> <p>.&gt;&gt;&gt; Etc.</p>	1
13	<p>Procurement, contract management/execution</p> <p><i>Maximum 9 points on this performance measure</i></p>	<p>i) Evidence that the LG has a complete procurement file for each school infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>The LG did not have a seed school.</p>	1

**Environment and Social Safeguards**

14	<p>Grievance redress: LG Education grievances have been recorded, investigated, and responded to in line with the LG grievance redress framework.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that grievances have been recorded, investigated, responded to and recorded in line with the grievance redress framework, score: 3, else score: 0</p>	<p>Despite having a functional grievance redress mechanism, Mbarara City had not registered any grievance under Education referred to the City grievance redress committee. The city had appointed the grievance redress focal person and the committee for handling grievances including publicising the mechanism.</p>	3
15	<p>Safeguards for service delivery.</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>Evidence that LG has disseminated the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, 'green' schools, and energy and water conservation</p> <p><i>Score: 3, or else score: 0</i></p>	<p>We obtained and reviewed the Education guidelines to provide for access to land (without encumbrance), proper siting of schools, green schools and energy and water conservation, that were disseminated on 25th August 2022 with attendance of 54 head teachers.</p>	3
16	<p>Safeguards in the delivery of investments</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a) LG has in place a costed ESMP and this is incorporated within the BoQs and contractual documents, score: 2, else score: 0</p>	<p>There was evidence that costed ESMPs were incorporated in the BoQs of projects under education;</p> <p>BoQs for the Construction of a 2-classroom block at Kichwamba Primary School had a costed ESMP of UGX: 1,750,000 incorporated.</p> <p>BoQs for construction of a 3-unit staff house at Karama Primary School had a costed ESMP of UGX: 850,000 incorporated.</p> <p>BoQs for the Construction of a 2-classroom block at Rwakishakizi Primary School had a costed ESMP of UGX: 900,000 incorporated.</p> <p>BoQs for the construction of a 2-classroom block at Rwenjeru Primary School had a costed ESMP of UGX: 800,000 incorporated.</p>	2

16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	b) If there is proof of land ownership, access of school construction projects, <i>score: 1, else score:0</i>	There was no evidence that projects under education were implemented on land where the City had ownership.	0
16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	c) Evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow up on recommended corrective actions; and prepared monthly monitoring reports, <i>score: 2, else score:0</i>	<p>There was evidence that the Environment Officer and CDO conducted support supervision and monitoring (with the technical team) to ascertain compliance with ESMPs including follow-up on recommended corrective actions, and prepared monthly monitoring reports;</p> <p>Monthly monitoring for the construction of a 2 classroom block at Kichwamba Primary School was conducted per monthly monitoring reports dated; 13/03/2023, 11/04/2023, 06/06/2023, and 16/08/2023.</p> <p>Monthly monitoring for the construction of a 2 classroom block at Rwakishakizi Primary School was conducted per monthly monitoring reports dated; 01/03/2023, 05/04/2023, 10/05/2023, and 14/08/2023.</p> <p>Monthly monitoring for the construction of a three-unit staff house at Karama Primary School was monitored per monitoring reports dated; 28/02/2023, 03/04/2023, 10/05/2023, 05/06/2023, and 20/06/2023.</p> <p>Monthly monitoring for the construction of a 2-classroom block at Rwenjeru primary school was conducted per monitoring reports dated; 03/03/2023, 04/04/2023, 08/05/2023, 08/06/2023 and 12/06/2023.</p>	2
16	Safeguards in the delivery of investments  <i>Maximum 6 points on this performance measure</i>	d) If the E&S certifications were approved and signed by the environmental officer and CDO prior to executing the project contractor payments  <i>Score: 1, else score:0</i>	<p>There was evidence that the E&amp;S certifications were approved and signed by the environmental officer and CDO before executing the project contractor payments;</p> <p>The E&amp;S certification form for the construction of a 2-classroom block at Kichwamba Primary School was prepared on 16/06/2023 and payment was made on 24/06/2023.</p> <p>The E&amp;S certification form for the construction of a 2-classroom block at Rwakishakizi Primary School was prepared on 15/06/2023 and payment was made on 21/06/2023.</p> <p>The E&amp;S certification form for the construction of a three-unit staff house at Karama Primary School was prepared on 20/06/2023 and payment was made on 21/06/2023.</p> <p>The E&amp;S certification form for the construction of a 2-classroom block at Rwenjeru Primary School was prepared on 13/06/2023 and payment was made on 15/06/2023.</p>	1

**Health Performance Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>New_Outcome: The LG has registered higher percentage of the population accessing health care services.</p> <p>Maximum 2 points on this performance measure</p>	<p>a. If the LG registered Increased utilization of Health Care Services (focus on total deliveries).</p> <ul style="list-style-type: none"> <li>• By 20% or more, score 2</li> <li>• Less than 20%, score 0</li> </ul>	<p>Although the LG registered an increment of 3.1%, this change was not more than 20% increase in utilization of health care services in deliveries as an assessment requirement. The sampling done from all the 20 Health facilities conducting deliveries from the health unit annual reports (HMIS 107) for financial years 2021/2022 and 2022/2023 indicated a 3.1% increment.</p> <p>In the financial year 2021/2022, total deliveries amounted to 7223.</p> <p>In the financial year 2022/2023, total deliveries amounted to 7448.</p> <p><math>(7448-7223)=225</math> divided by 7223, and then multiplied by 100, which equaled 3.1%.</p>	0
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>a. If the average score in Health for LLG performance assessment is:</p> <ul style="list-style-type: none"> <li>• 70% and above, score 2</li> <li>• 50% - 69%, score 1</li> <li>• Below 50%, score 0</li> </ul>	<p>The City Council's average score in the Health LLG performance assessment for 2023 was 100%.</p>	2
2	<p>N23_Service Delivery Performance: Average score in the Health LLG performance assessment.</p> <p>Maximum 4 points on this performance measure</p>	<p>b. If the average score in the RBF quality facility assessment for HC IIIs and IVs previous FY is:</p> <ul style="list-style-type: none"> <li>• 75% and above; score 2</li> <li>• 65 - 74%; score 1</li> <li>• Below 65; score 0</li> </ul>	<p>The indicator was not applicable. It was agreed by the LGMSDPA task force that all indicators under the RBF scheme, the assessors should score zero.</p>	0
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>a. If the LG budgeted and spent all the health development grant for the previous FY on eligible activities as per the health grant and budget guidelines, score 2 or else score 0.</p>	<p>A review of the Annual Budget Performance Report and Annual Budget Estimates for FY2022/23 revealed that the City Council Health Development Grant was budgeted and spent on eligible activities as per the Health Grant and Budget Guidelines.</p> <p><b>Evidence</b></p> <p>Budget FY2022/23- Development Grant UGX 222,075,000</p> <ol style="list-style-type: none"> <li>1. Construction for Kicwamba HC II Staff Houses UGX 86,807,000</li> <li>2. Construction of OPD at Nyamitanga HCIII UGX 135,268,000</li> </ol>	2

3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>b. If the DHO/MMOH, LG Engineer, Environment Officer and CDO certified works on health projects before the LG made payments to the contractors/ suppliers score 2 or else score 0</p>	<p>The City Health Officer, Community Development Officer, and Environment Officer did not certify works implemented by the LG's Health Department in FY2022/23 before payments were made to contractors.</p> <p><b>Evidence</b></p> <p>1. Request for Payment was made by M/s Unified Engineering &amp; Investment Ltd on 6 December 2022 for the construction of a General Ward at Nyamitanga Health Centre III for UGX 134,088,701. The payment was recommended by the Principal Medical Officer on 17 February 2023. Payment Certificate was prepared on 12 December 2022 and signed by the Civil Engineer, the Principal Medical Officer, and approved by the Town Clerk. The payment was made on 19 April 2023 EFT NO. 4772636.</p> <p>2. Request for Payment was made by M/s Excel Supplies and Technical Services Ltd on 20 May 2022 for the construction of a staff house at Kicwamba Health Centre III for UGX 49,801,557. The payment was recommended by the Principal Medical Officer on 2 November 2022. Payment Certificate was prepared and approved by the Town Clerk on 09 December 2022. The payment was made on 25 June 2023 EFT NO. 2600399.</p>	0
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>c. If the variations in the contract price of sampled health infrastructure investments are within +/-20% of the MoWT Engineers estimates, score 2 or else score 0</p>	<p>The LG did not have an infrastructure project under health in the previous FY.</p> <p><i>Note, construction of Kicwamba HC III completion certificate was issued on 30/06/2022. The contract was signed on 4/04/2022; contract period (16 weeks). This project was contracted in the previous FY but one.</i></p>	2
3	<p>Investment performance: The LG has managed health projects as per guidelines.</p> <p>Maximum 8 points on this performance measure</p>	<p>d. Evidence that the health sector investment projects implemented in the previous FY were completed as per work plan by end of the FY</p> <ul style="list-style-type: none"> <li>• If 100 % Score 2</li> <li>• Between 80 and 99% score 1</li> <li>• less than 80 %: Score 0</li> </ul>	<p>The LG did not have a project for HC II's being upgraded to HC III's.</p>	2

4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that the LG has recruited staff for all HCIIIs and HCIVs as per staffing structure</p> <ul style="list-style-type: none"> <li>• If above 90% score 2</li> <li>• If 75% - 90%: score 1</li> <li>• Below 75 %: score 0</li> </ul>	<p>The approved structure for HCIV and HC III facilities provides for staffing levels as follows: (i) HC IIIs – 19 and (ii) HC IVs – 49. A review of the data provided revealed that Mbarara City Council has one HC IV and five HC IIIs. The total number of staff found in-post at the time of assessment was seventy against the expected staffing of one hundred forty-four for the six facilities. Therefore, the average staffing levels for the facilities under consideration at the time of assessment was found to be 49%.</p> <p>The following staffing levels were found:</p> <p><b>HC IV</b></p> <p>1. Mbarara Municipal HC IV - 28/49(57%)</p> <p><b>HC III</b></p> <p>1. Kakoba HC III - 11/19(58%)</p> <p>2. Biharwe III - 10/19(53%)</p> <p>3. Nyamitanga HC III - 8/19(42%)</p> <p>4. Nyakayojo HC III - 8/19(42%)</p> <p>5. Kyarwabuganda HC III - 5/19(26%)</p>	0
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4	<p>Achievement of Standards: The LG has met health staffing and infrastructure facility standards</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that the LG health infrastructure construction projects meet the approved MoH Facility Infrastructure Designs.</p> <ul style="list-style-type: none"> <li>• If 100 % score 2 or else score 0</li> </ul>	<p>The LG did not have a project for HC II's being upgraded to HC III's.</p>	2
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**Performance Reporting and Performance Improvement**

5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>a. Evidence that information on positions of health workers filled is accurate: Score 2 or else 0</p>	<p>There was evidence that the information on positions of health workers filled was accurate. This was evidenced on the deployment staff lists from the CHO of 30th November 2023 and that on the staff lists and attendance registers at the 3 sampled health facilities of Kakoba Health centre III, Biharwe Health centre III and Nyamitanga Health centre III as indicated below;</p> <p>1. At Kakoba Health center III, 11 out of 19 staff were indicated on the deployment list at the CHO's office corresponded to the 11 staff list of 3rd December 2023.</p> <p>2. At Biharwe Health center III, 10 out of 19 staff were indicated on the deployment list at the CHO's office which corresponded to the 10 staff list of July 2023</p> <p>3. At Nyamitanga Health center III, 8 out of 19 staff were indicated on the deployment list at the CHO's office corresponding to the 8 staff list dated 6th July 2023.</p>	2
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5	<p>Accuracy of Reported Information: The LG maintains and reports accurate information</p> <p>Maximum 4 points on this performance measure</p>	<p>b. Evidence that information on health facilities upgraded or constructed and functional is accurate: Score 2 or else 0</p>	<p>There was no health centre upgrade in the previous financial year. The thematic OPM orientation for the previous 3 years of assessment agreed to award a maximum score in case the LG did not have any health facility upgrade</p>	2
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6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>a) Health facilities prepared and submitted Annual Workplans &amp; budgets to the DHO/MMOH by March 31st of the previous FY as per the LG Planning Guidelines for Health Sector:</p>	<p>There was evidence that the Health facilities prepared and submitted Annual Work plans and budgets to the CHO for the previous financial year.</p>	2
	<p>Maximum 14 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>The sampled health facilities of, Kakoba, Nyamatanga and Biharwe Health facilities submitted as follows;</p> <ol style="list-style-type: none"> <li>1. Kakoba Health center III submitted on 18th March 2022 signed by the facility in-charge and the CHO</li> <li>2. Nyamatanga health center III submitted on 24th March 2022 signed by the in-charge and the CHO and;</li> <li>3. Biharwe Health center III submitted on 24th March 2022 signed by the in-charge and the CHO</li> </ol>	
			<p>All the submissions were by 31st March which was within the timeline and also conformed to the prescribed formats.</p>	
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>b) Health facilities prepared and submitted to the DHO/MMOH Annual Budget Performance Reports for the previous FY by July 15th of the previous FY as per the Budget and Grant Guidelines :</p>	<p>It was established that the submissions of 3 facilities Annual Budget Performance Reports conformed to the Budget and Grant Guidelines. This was evidenced from the sampled health facilities as below;</p>	2
	<p>Maximum 14 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<ol style="list-style-type: none"> <li>1. Biharwe HC III submitted on 15th July 2023</li> <li>2. Kakoba HC III submitted on 3rd July 2023</li> <li>3. Nyamitanga HC III submitted on 15th July 2023</li> </ol>	
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p>	<p>a) Health facilities have developed and reported on implementation of facility improvement plans that incorporate performance issues identified in monitoring and assessment reports</p>	<p>Ministry of Health rolled out annual comprehensive work plans and budgets (HMIS001) to replace both the work plans and performance improvement plans. This was documented on the exit declaration form as a specific area of concern</p>	2
	<p>Maximum 14 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Score 2 or else 0</li> </ul>	<p>The sampled health facilities submitted the annual comprehensive work plan which integrated both the work plan and the facility improvement plans as follows;</p> <ol style="list-style-type: none"> <li>1. Kakoba Health center III submitted on 18th March 2023 signed by the CHO and approved by the TC</li> <li>2. KNyamitanga health center III submitted on 24th March 2023 signed by the CHO and approved by the TC and;</li> <li>3. Biharwe Health center III submitted on 24th March 2023 signed by the CHO and approved by the TC</li> </ol>	
			<p>These submissions incorporated performance issues identified in CHMT monitoring and assessment reports</p>	

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>d) Evidence that health facilities submitted up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter) If 100%,</p> <ul style="list-style-type: none"> <li>• score 2 or else score 0</li> </ul>	<p>There was evidence that the health facilities submitted 100% up to date monthly and quarterly HMIS reports timely (7 days following the end of each month and quarter). Monthly and quarterly reports for the 3 sampled health facilities of Biharwe, Nyamatanga and Kakoba submitted as below;</p> <p>Biharwe HC III submitted as follows; 7th August, 5th September, 6th October, 6th November, 5th December, 6th January, 3rd February, 5th March, 3rd April, 2nd May, 3rd June and 3rd July.</p> <p>Nyamatanga HC III submitted as follows; 5th August, 6th September, 7th October, 7th November, 7th December, 7th January, 6th February, 5th March, 7th April, 6th May, 5th June and 5th July.</p> <p>Kakoba HC III submitted as follows; 5th August, 6th September, 6th October, 6th November, 7th December, 6th January, 7th February, 7th March, 7th April, 6th May, 6th June and 5th July.</p> <p>The submissions of 3 facilities were timely of all monthly (12) and quarterly (4) reports for the previous FY</p>	2
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>e) Evidence that Health facilities submitted RBF invoices timely (by 15th of the month following end of the quarter). If 100%, score 2 or else score 0</p> <p>Note: Municipalities submit to districts</p>	<p>The indicator was not applicable. It was agreed by the LGMSDPA task force that all indicators under the RBF scheme, the assessors should score zero.</p>	0
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>f) If the LG timely (by end of 3rd week of the month following end of the quarter) verified, compiled and submitted to MOH facility RBF invoices for all RBF Health Facilities, if 100%, score 1 or else score 0</p>	<p>The indicator was not applicable. It was agreed by the LGMSDPA task force that all indicators under the RBF scheme, the assessors should score zero.</p>	0

6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>g) If the LG timely (by end of the first month of the following quarter) compiled and submitted all quarterly (4) Budget Performance Reports. If 100%, score 1 or else score 0</p>	<p>The City Council Health Department compiled and submitted timely Quarterly Budget Performance Reports (QBPRs) for FY2022/23 to the Planner for consolidation.</p> <p><b>Evidence</b></p> <p>Q1 BPR submitted on 7 October 2022</p> <p>Q2 BPR submitted on 3 January 2023</p> <p>Q3 BPR submitted on 10 April 2023</p> <p>Q4 BPR submitted on 11 July 2023</p>	1
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>h) Evidence that the LG has:</p> <p>i. Developed an approved Performance Improvement Plan for the weakest performing health facilities, score 1 or else 0</p>	<p>There was evidence that the LG developed an approved Performance Improvement Plan for the weakest performing health facilities.</p> <p>The PIP dated 5th July 2023 indicated Holy innocent's children's hospital, Rwemigina HC II, Nyamitanga HC III, Kicwamba HC II, Kyarwabuganda HCIII, Nyakayojo HC III, Kakoba HC III, Mbarara Community hospital, Rwakishakizi HC II, Ruti HC II and Marie stopes Uganda as weak performers in ANC, Deliveries, DPT3 coverage and HIV viral load suppression.</p>	1
6	<p>Health Facility Compliance to the Budget and Grant Guidelines, Result Based Financing and Performance Improvement: LG has enforced Health Facility Compliance, Result Based Financing and implemented Performance Improvement support.</p> <p>Maximum 14 points on this performance measure</p>	<p>ii. Implemented Performance Improvement Plan for weakest performing facilities, score 1 or else 0</p>	<p>The assessment team established that the LG implemented Performance Improvement Plan for the lowest performing health facilities. The PIP indicated extra efforts into ANC, deliveries, DPT3 and viral load suppression.</p> <p>These were strengthened in Holy innocents' children's hospital, Rwemigina HC II, Nyamitanga HC III, Kicwamba HC II, Kyarwabuganda HCIII, Nyakayojo HC III, Kakoba HC III, Mbarara Community hospital, Rwakishakizi HC II, Ruti HC II and Marie stopes health facilities.</p>	1

## Human Resource Management and Development

7

Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).

Maximum 9 points on this performance measure

a) Evidence that the LG has:

i. Budgeted for health workers as per guidelines/in accordance with the staffing norms score 2 or else 0

The evidence indicated that the LG did not budget for health workers following guidelines / staffing norms. Under the LG approved estimates, the LG budgeted for 104 instead of 229 health workers. The total number of staff on the approved structure was 229 and the filled positions were 104. This indicated that  $(229-104) = 125$  staff who were not budgeted for.

The staffing norms included;

1. CHOs office staff deployed=6/11
2. 1 HC IVs staff deployed=28/49
3. 5 HC IIIs staff deployed =42/95
4. 7 HC IIs staff deployed=18/63
5. 1 Division deployed=10/11

Total deployed =104/229 staff, 125 not budgeted for.

0

7

Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).

Maximum 9 points on this performance measure

a) Evidence that the LG has:

ii. Deployed health workers as per guidelines (all the health facilities to have at least 75% of staff required) in accordance with the staffing norms score 2 or else 0

All the health facilities deployed less than 75% health workers which was not in accordance with the deployment guidelines. The staff lists of the assessed facilities against the staffing norms were;

1. Mbarara MC HC IV had 28/49=57%
2. Kakoba HC III had 11/19=58%
3. Biharwe HC III had 10/19=52%
4. Nyamiyanga HC III had 8/19=42%
5. Nyakayojo HC III had 8/9=42%
6. Kyarwabuganda HC III had 5/9=26%
7. Nyamityoboora HC II had 4/9=44%
8. Ruti HC II had 2/9=22%
9. Kamukuzi Div HC II had 3/9=33%
10. Kamukuzi DMO HC II had 3/9=33%
11. Rwemigina HC II had 2/9=22%
12. Rwakishakizi HC II had 2/9=22%
13. Kicwamba HC II had 2/9=22%

All the health facilities staffing did not conform to the 75% guidelines.

0

7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>b) Evidence that health workers are working in health facilities where they are deployed, score 3 or else score 0</p>	<p>There was evidence that the health workers were working in health facilities where they were deployed. The reviewed Health workers' staff lists, facility attendance book/register (CHMT supervision/ monitoring reports; Automated Attendance Analysis (AAA) indicated that the health workers were working where they were deployed as reflected from the 3 sampled facilities below;</p> <p>This was evidenced on the deployment staff lists from the CHO of 30th November 2023 and that on the staff lists and attendance registers at the 3 sampled health facilities of Kakoba Health center III, Biharwe Health center III and Nyamitanga Health center III as indicated below;</p> <ol style="list-style-type: none"> <li>1. At Kakoba Health center III, 11 out of 49 staff were indicated on the deployment list at the CHO's office corresponded to the 11 staff list of 3rd December 2023 that was pinned on the notice board at the in-charge office</li> <li>2. At Biharwe Health center III, 10 out of 19 staff were indicated on the deployment list at the CHO's office which corresponded to the 10 staff list of July 2023 that was pinned at the Health facility notice board during the time of visit.</li> <li>3. At Nyamitanga Health center III, 8 out of 19 staff were indicated on the deployment list at the CHO's office corresponding to the 8 staff list dated 6th July 2023 that was pinned at the Health facility notice board</li> </ol>	3
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7	<p>Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted for, recruited and deployed staff as per guidelines (at least 75% of the staff required).</p> <p>Maximum 9 points on this performance measure</p>	<p>c) Evidence that the LG has publicized health workers deployment and disseminated by, among others, posting on facility notice boards, for the current FY score 2 or else score 0</p>	<p>There was evidence that the LG had publicized health worker's deployment and disseminated as evidenced by the display of the list of deployed health workers on health facilities notice boards. The displayed lists of the health facilities visited indicated the name of the facility, name of the staff, cadre, and gender among others as they appeared on the health facility notice boards</p> <ol style="list-style-type: none"> <li>1. At Kakoba Health center III, the 19 staff list of 3rd December 2023 was pinned on the notice board at the facility</li> <li>2. At Biharwe Health center III, the 10 staff list of July 2023 was pinned at the Health facility notice board during the time of visit.</li> <li>3. At Nyamitanga Health center III, the 8 staff list dated 6th July 2023 was pinned at the Health facility notice board</li> </ol>	2
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Performance management: The LG has appraised, taken corrective action and trained Health Workers.

Maximum 6 points on this performance measure

a) Evidence that the DHO/MMOHs has:

i. Conducted annual performance appraisal of all Health facility In-charges against the agreed performance plans and submitted a copy to HRO during the previous FY score 1 or else 0

Mbarara CC, has a total of thirteen health facilities and Health facility In-Charges were appraised as shown hereunder.

1. Dr. Mugarura Alfred, Senior Medical Officer, In-Charge Mbarara Municipal HC IV, appraised 30th June 2023 as seen in the APR.
2. Twinamatsiko Agatha, Enrolled Nurse, In-Charge Ruti HC II, appraised 30th June 2023 as seen in the APR.
3. Mwesigwa Ham B., Enrolled Nurse, In-Charge Rwakishakizi HC II, appraised 30th June 2023 as seen in the APR.
4. Orikiriza Asaph, Senior Clinical Officer, In-Charge Kyarwabuganda HC III, appraised 30th June 2023 as seen in the APR.
5. Nakasule Fatuma, Assistant Nursing Officer, In-Charge Nyakayojo HC III, appraised 30th June 2023 as seen in the APR.
6. Suuna Nathan, Senior Clinical Officer, In-Charge Biharwe HC III, appraised 30th June 2023 as seen in the APR.
7. Abasa Jane, Enrolled Nurse, In-Charge Kicwamba HC II, appraised 30th June 2023 as seen in the APR.
8. Akankwasa Christine, Assistant Nursing Officer (Midwifery), In-Charge Nyamityobora HC II, appraised 30th June 2023 as seen in the APR.
9. Nashanga Annet, Enrolled Nurse, In-Charge Kamukuzi DMO HC II, appraised 30th June 2023 as seen in the APR.
10. Natukunda Prisca M., Assistant Nursing Officer (Midwifery), In-Charge Kakoba HC III, appraised 30th June 2023 as seen in the APR.
11. Kente Emmanueline, Assistant Nursing Officer (Nursing), In-Charge Kamukuzi HC II, appraised 30th June 2023 as seen in the APR.
12. Nuwabine Lou Zeddy, Enrolled Nurse, In-Charge Rwemigina HC II, appraised 30th June 2023 as seen in the APR.
13. Dr. Happy Harriet, Senior Clinical Officer, In-Charge Nyamitanga HC III, appraised 30th June 2023 as seen in the APR.

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Ensured that Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO/MMOH to HRO during the previous FY score 1 or else 0</p>	<p>Mbarara CC Health Facility In-charges conducted performance appraisal of all health facility workers against the agreed performance plans and submitted a copy through DHO/MMOH to HRO during the previous FY as shown hereunder.</p> <ol style="list-style-type: none"> <li>1. Batesi Mary Ketra, Enrolled Nurse, Kamukuzi HC II, appraised 30th June 2023 as seen in the APR.</li> <li>2. Agumenaitwe Robbinah, Enrolled Nurse, Biharwe HC III, appraised 28th June 2023 as seen in the APR.</li> <li>3. Tumusiime Resty, Nursing Assistant, Nyakayojo HC III, appraised 30th June 2023 as seen in the APR.</li> <li>4. Kisémbó Jackline, Health Information Assistant, Biharwe HC III, appraised 30th June 2023 as seen in the APR.</li> <li>5. Kanyesigye Rosemary, Enrolled Midwife, Biharwe HC III, appraised 30th June 2023 as seen in the APR.</li> <li>6. Atuhaire Indah, Enrolled Nurse, Mbarara MC HC IV, appraised 30th June 2023 as seen in the APR.</li> <li>7. Arinaitwe Bonny, Enrolled Midwife, Kamukuzi DMO HC II, appraised 30th June 2023 as seen in the APR.</li> <li>8. Kyarisiima Doreen, Enrolled Midwife, Nyamitanga HC III, appraised 30th June 2023 as seen in the APR.</li> <li>9. Karabyoo Sarah, Assistant Nursing Officer, Biharwe HC III, appraised 30th June 2023 as seen in the APR.</li> <li>10. Muwanaga Sulaiman, Laboratory Technician, Mbarara MC HC IV, appraised 30th June 2023 as seen in the APR.</li> </ol>	1
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>iii. Taken corrective actions based on the appraisal reports, score 2 or else 0</p>	<p>No evidence was provided at the time of assessment.</p>	0
8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>b) Evidence that the LG:</p> <ol style="list-style-type: none"> <li>i. conducted training of health workers (Continuous Professional Development) in accordance to the training plans at District/MC level, score 1 or else 0</li> </ol>	<p>There was evidence that the LG conducted training of health workers (Continuous Professional Development) in accordance to the training plans at City. The CPD training plan of 1st July 2022 detailed 4 trainings each from one quarter. Some of the training/activity reports were;</p> <ol style="list-style-type: none"> <li>1. Training of health workers on Malaria elimination dated 14th June 2023</li> <li>2. Training of health workers on Quality of care (data quality and Quality improvement projects) dated 13th January 2023</li> <li>3. Training of health workers on smart paper technology improvement dated May 2023</li> <li>4. Training of health team on City rapid response dated 18th October 2022</li> </ol>	1

8	<p>Performance management: The LG has appraised, taken corrective action and trained Health Workers.</p> <p>Maximum 6 points on this performance measure</p>	<p>ii. Documented training activities in the training/CPD database, score 1 or else score 0</p>	<p>The assessment team established that training activities were conducted and documented in the training database. This was evidenced in the CPD log that contained all the training data.</p>	1
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**Management, Monitoring and Supervision of Services.**

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>a. Evidence that the CAO/Town Clerk confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th if a health facility had been listed incorrectly or missed in the previous FY, score 2 or else score 0</p>	<p>There was evidence that the TC confirmed the list of Health facilities (GoU and PNFP receiving PHC NWR grants) and notified the MOH in writing by September 30th as all the government Health facilities and PNFPs received PHC</p> <p>This was evidenced from the letter dated 18th August 2023 from TC to the Permanent Secretary Ministry of Health confirming the correctness of the facility names for all the health facilities. This confirmation was received and acknowledged at MOH, MOPED and MOLG on 21st August 2023.</p>	2
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9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>b. Evidence that the LG made allocations towards monitoring service delivery and management of District health services in line with the health sector grant guidelines (15% of the PHC NWR Grant for LLHF allocation made for DHO/MMOH), score 2 or else score 0.</p>	<p>A review of Budget Estimates FY2022/23 revealed that the City Council allocated less than 15% of PHC NWR Grant for Lower Level Facilities FY2022/23 towards monitoring service delivery and management of LG Health services.</p> <p><b>Evidence</b></p> <p>DHO Allocation for monitoring service delivery &amp; management of LG Health Services UGX 7,200,000</p> <p>PHC NWR UGX 193,282,540+ 101,069,700 = UGX 294,352,240</p> <p><b>Calculation</b></p> <p>DHO Allocation/PHC NWR*100</p> <p><math>7,200,000/294,352,240 *100= 2.4 \%</math> (i.e. this is less 15% maximum allowed in Sector Grant Guidelines)</p>	2
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9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum 9 points on this performance measure</p>	<p>c. If the LG made timely warranting/verification of direct grant transfers to health facilities for the last FY, in accordance to the requirements of the budget score 2 or else score 0</p>	<p>A review of PBS timestamps from MoFPED of LG warrant submissions of PHC NWR to Health Facilities revealed that the City Council in FY2022/23, warranted more than 5 working days after the PS/ST communicated cash limits.</p> <p><b>Evidence</b></p> <p>Q1 FY2022/23. Cash limit communication on 08 July 2022. LG warranted on 11 August 2022 i.e. 5+ working days</p> <p>Q2 FY2022/23. Cash limit communication on 30 Sept 2022. LG warranted on 13 October 2022 i.e. 5+ working days</p> <p>Q3 FY2022/23. Cash limit communication on 29 Dec 2022. LG warranted on 20 January 2023 i.e. 5+ working days</p> <p>Q4 FY2022/23. Cash limit communication on 06 April 2023. LG warranted on 15 May 2023 i.e. 5+ working days</p> <p><b>Note:</b> Information on cash limit uploads by MoFPED could not accessed.</p>	0
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N23\_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.

Maximum 9 points on this performance measure

d. If the LG invoiced and communicated all PHC NWR Grant transfers for the previous FY to health facilities within 5 working days from the day of receipt of the funds release in each quarter, score 2 or else score 0

A review of transfers to 3 health facilities sampled from the LG Cost Centre List & LLG allocation release provided by MoFPED revealed that the City Council communicated PHC NWR grant releases for FY2022/23 to health facilities before releasing the grants.

#### **Evidence**

##### **Kicwamba Health Centre 11**

Q1 FY2022/23. EFT No. 965010 was dated 26 August 2022. Communication made on 18 August 2022 i.e. Communication was made before the release of funds.

Q2 FY2022/23. EFT No.1492393 was dated 14 October 2022. Communication made on 04 October 2022 i.e. Communication was made before the release of funds.

Q3 FY2022/23. EFT No. 4139925 was dated 1 March 2023. Communication made on 27 February 2023 i.e. Communication was made before the release of funds.

Q4 FY2022/23. EFT No. 6286765 was dated 31 May 2023. Communication made on 20 May 2023 i.e. Communication was made before the release of funds.

##### **Biharwe HC III**

Q1 FY2022/23. EFT No. 1009817 was dated 26 August 2022. Communication made on 18 August 2022 i.e. Communication was made before the release of funds.

Q2 FY2022/23. EFT No.2000675 was dated 14 October 2022. Communication made on 04 October 2022 i.e. Communication was made before the release of funds.

Q3 FY2022/23. EFT No. 4139997 was dated 27 February 2023. Communication made on 27 February 2023 i.e. Communication was made before the release of funds.

Q4 FY2022/23. EFT No. 5850006 was dated 31 May 2023. Communication made on 20 May 2023 i.e. Communication was made before the release of funds.

##### **Mbarara MC Health Centre IV**

Q1 FY2022/23. EFT No. 965089 was dated 14 October 2022. Communication made on 18 August 2022 i.e. Communication made before release of funds.

Q2 FY2022/23. EFT No.1492533 was dated 14 October 2022. Communication made on 04 October 2022 i.e. Communication made before release of funds.

Q3 FY2022/23. EFT No. 4139995 was dated 27 February 2023. Communication made on 27 February 2023 i.e. Communication was made before the release of funds.

Q4 FY2022/23. EFT No. 5850004 was dated 31 May 2023. Communication made on 20 May 2023 i.e. Communication was made before the release of funds.

9	<p>N23_Planning, budgeting, and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p>	<p>e. Evidence that the LG has publicized all the quarterly financial releases to all health facilities within 5 working days from the date of receipt of the expenditure limits from MoFPED- e.g. through posting on public notice boards: score 1 or else score 0</p>	<p>Despite the fact that the LG publicized all the quarterly financial releases to all health facilities, they were beyond the 5 working days from the date of receipt of the expenditure limits from MoFPED. These were posted on DHOs and the visited health facility notice boards as noted below;</p>	0
	<p>Maximum 9 points on this performance measure</p>		<ol style="list-style-type: none"> <li>1. Q1 posted on 28th October 2022 (13 October 2022 i.e. 5+ working days)</li> <li>2. Q2 posted on 22nd February 2023 (20 January 2023 i.e. 5+ working days)</li> <li>3. Q3 posted on 30th May 2023 (15 May 2023 i.e. 5+ working days)</li> <li>4. Q4 posted on 21st August 2023 (11 August 2022 i.e. 5+ working days)</li> </ol>	
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>a. Evidence that the LG health department implemented action(s) recommended by the DHMT Quarterly performance review meeting (s) held during the previous FY, score 2 or else score 0</p>	<p>There was evidence that the LG health department implemented the actions recommended by the CHMT quarterly performance review meetings held during the previous FY. The recommendations and follow up actions as noted from Q2 of 15th February 2023 included among others;</p>	2
	<p>Maximum 7 points on this performance measure</p>		<ol style="list-style-type: none"> <li>1. Proper utilisation of HIV test kits and facilitation of community index case testing at Nyamitanga HC III and Mbarara MV HC IV.</li> <li>2. Timely facilitation of cervical cancer screening and developing an eligible list by the data clerk and Caxx focal person at Biharwe and Nyakayojo health facilities.</li> <li>3. Sensitisation of mothers on the importance of PCR services on time by the PMTCT focal person at Rwemigina HC II.</li> </ol> <p>These recommendations were implemented as evidenced from the quarterly review meeting minutes and implementation reports dated;</p> <ol style="list-style-type: none"> <li>1. Q1 dated 24th August 2022</li> <li>2. Q2 dated 15th February 2023</li> <li>3. Q3 dated 26th April 2023 and;</li> <li>4. Q4 dated 4th May 2023</li> </ol>	
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>b. If the LG quarterly performance review meetings involve all health facilities in charges, implementing partners, DHMTs, key LG departments e.g. WASH, Community Development, Education department, score 1 or else 0</p>	<p>There was evidence that the LG performance review meetings involved all health facilities in charges, implementing partners, CHMTs and key LG departments. This was evidenced from the attached attendances of the minutes of the meetings held on;</p>	1
	<p>Maximum 7 points on this performance measure</p>		<ol style="list-style-type: none"> <li>1. Q1 dated 24th August 2022 had 23 participants</li> <li>2. Q2 dated 15th February 2023 had 37 participants</li> <li>3. Q3 dated 26th April 2023 had 48 participants and;</li> <li>4. Q4 dated 4th May 2023 had 32 participants.</li> </ol> <p>The participants included all Health Facility In-charges, focal persons, Implementing partners and the District Health Team</p>	

10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>c. If the LG supervised 100% of HC IVs and General hospitals (including PNFPs receiving PHC grant) at least once every quarter in the previous FY (where applicable) : score 1 or else, score 0</p>	<p>There was evidence that the LG supervised 100% of the general hospitals (PNFP) and the health center IVs (PNFPs) at least once every quarter in the previous FY. This was evidenced from the quarterly support supervision reports as indicted below;</p>	1
	<p>Maximum 7 points on this performance measure</p>	<p>If not applicable, provide the score</p>	<ol style="list-style-type: none"> <li>1. QTR 1 dated 26th October 2022</li> <li>2. QTR 2 dated 20th January 2023</li> <li>3. QTR 3 dated 7th April 2023 and,</li> <li>4. QTR 4 dated 29th June 2023.</li> </ol>	
			<p>Some of the recommendations included;</p> <ol style="list-style-type: none"> <li>1. Due to the persistent absenteeism, the CHO sanctioned all the staff from Mbarara MC HC IV and submitted to the HR.</li> <li>2. The theatre was overwhelmed and the in-charge commended to put into place a theatre list and plan.</li> <li>3. Inadequate staffing, standing at 42%. The CHO was commended to engage the TC on recruitment of more staff</li> </ol>	
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>d. Evidence that DHT/MHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY (where applicable), score 1 or else score 0</p>	<p>There was evidence that CHT ensured that Health Sub Districts (HSDs) carried out support supervision of lower level health facilities within the previous FY. This was evidenced from the HSD support supervision as indicated below;</p>	1
	<p>Maximum 7 points on this performance measure</p>	<p>• If not applicable, provide the score</p>	<ol style="list-style-type: none"> <li>1. 10th October 2022</li> <li>2. 21st January 2023</li> <li>3. 15th May 2023 and.</li> <li>4. 7th July 2023</li> </ol>	
			<p>Some of the feedback as noted from Q3 dated 15th May 2023 included;</p> <ol style="list-style-type: none"> <li>1. Observed incompleteness of the OPD register at Biharwe HC III, the HIA was assigned to liaise with the OPD staff to improve the data.</li> <li>2. Observed un updated books of account as there was no accountability of PHC funds at Kakoba HC III. The facility in-charge was reminded to maintain proper accountability.</li> </ol>	
10	<p>Routine oversight and monitoring: The LG monitored, provided hands -on support supervision to health facilities.</p>	<p>e. Evidence that the LG used results/reports from discussion of the support supervision and monitoring visits, to make recommendations for specific corrective actions and that implementation of these were followed up during the previous FY, score 1 or else score 0</p>	<p>There was evidence that corrective actions were made noted;</p> <ol style="list-style-type: none"> <li>1. Observed incompleteness of the OPD register at Biharwe HC III, the HIA was assigned to liaise with the OPD staff to improve the data.</li> <li>2. Observed un updated books of account as there was no accountability of PHC funds at Kakoba HC III. The facility in-charge was reminded to maintain proper accountability.</li> </ol>	1
	<p>Maximum 7 points on this performance measure</p>			

10	<p>Routine oversight and monitoring: The LG monitored, provided hands-on support supervision to health facilities.</p>	<p>f. Evidence that the LG provided support to all health facilities in the management of medicines and health supplies, during the previous FY: score 1 or else, score 0</p>	<p>There was evidence that the LG provided support to all health facilities in the management of medicines and health supplies in FY 2022/2023. These reports indicated that guidance was given to health facility in-charges on secure, safe storage and disposal of medicines and health supplies</p>	1
	<p>Maximum 7 points on this performance measure</p>		<p>The feedback and guidance given to the in-charges included;</p> <ol style="list-style-type: none"> <li>1. Mentorship was done on; proper filling of dispensing logs, instituting medicine ordering schedules, proper use of stock book/cards and institution of hand washing facilities as done at Nyamitanga HC III.</li> <li>2. Mentorship and coaching of new staff managing medicines store was done on proper prescription of antibiotics, proper use and updates on stock books/cards, proper labeling of medicine envelopes and proper calculation of the average monthly consumption at Ruti HC II.</li> <li>3. Feedback was bone on over stocking of ACTs due to the push system and updating of the vaccine control book at Rwakishakizi HC II.</li> </ol> <p>This was evidenced from the Medicine Management and supervision and monitoring reports of 5th September 2022 and 14th June 2023</p>	
11	<p>Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities</p>	<p>a. If the LG allocated at least 30% of District / Municipal Health Office budget to health promotion and prevention activities, Score 2 or else score 0</p>	<p>A review of Annual Budget Estimates for FY2022/23 revealed that the City Council allocated more 30% of the Health Office budget to health promotion, education, and prevention (Community Health) activities</p>	2
	<p>Maximum 4 points on this performance measure</p>		<p><b>Evidence</b></p> <p>DHO Budget UGX 47,171,736</p> <p>DHO Budget FY2022/23 Allocated to health promotion and prevention activities</p> <p>EFT No. 3758060 for Mobilization &amp; Implementation of Polio Campaign Round 2 Amount UGX 9,110,000</p> <p>EFT No. 3757994 for Facilitation for Sub County Supervisors &amp; VHTs Amount UGX 7,024,800</p> <p>EFT No. 3757994 for Facilitation for District Level Campaign Supervision Amount UGX 930,000</p> <p>EFT No. Facilitation for CHE to distribute ICE Campaign Materials Amount UGX 60,000</p> <p>EFT No. 3758060 for Radio Announcements, Community Mobilization and Mobile System Amount UGX 3,020,000</p> <p>Total UGX 20,144,800</p> <p>Allocations/DHO Budget*100=  <math>20,144,800/47,171,736 = 42.7\%</math> (I.e. more than at least 30% allowed by the Guidelines)</p>	

11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	b. Evidence of DHT/MHT led health promotion, disease prevention and social mobilization activities as per ToRs for DHTs, during the previous FY score 1 or else score 0	<p>There was evidence that the CHT implemented health promotion, disease prevention and social mobilization activities. This was evidenced from the Health promotion reports and minutes of the previous financial year below;</p> <ol style="list-style-type: none"> <li>1. Community health promotion campaigns to improve PHC service delivery dated 30th June 2023</li> <li>2. Environmental sanitation, waste management and personal hygiene dated 15th March 2023</li> <li>3. Child health days plus dated 30th July 2022</li> <li>4. Integrated child health days' sensitization on 24th November 2023</li> </ol>	1
	Maximum 4 points on this performance measure			
11	Health promotion, disease prevention and social mobilization: The LG Health department conducted Health promotion, disease prevention and social mobilization activities	c. Evidence of follow-up actions taken by the DHT/MHT on health promotion and disease prevention issues in their minutes and reports: score 1 or else score 0	<p>There was evidence that the City health team followed up the actions on health promotion and disease prevention from the quarterly progress reports and minutes of the conducted health promotion activities. The follow up actions as noted from 30th June 2023 activity report included;</p> <ol style="list-style-type: none"> <li>1. On environmental sanitation, the community was guided on proper waste disposal (construction of pit latrines, soak pits and septic tanks). This led to improved faecal waste disposal with diarrhoea diseases</li> <li>2. Waste management, communities were encouraged to have 2 sacks to segregate bio degradable and non-bio degradable waste. This led to improved waste segregation, collection and management.</li> <li>3. On health seeking behaviours, parents responded positively and took their children for immunisation and vaccinations in commendable numbers hence reduced killer diseases.</li> </ol>	1
	Maximum 4 points on this performance measure			
<b>Investment Management</b>				
12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.	a. Evidence that the LG has an updated Asset register which sets out health facilities and equipment relative to basic standards: Score 1 or else 0	<p>There was evidence that the LG had an updated asset register that set out the health facilities and equipment relative to basic standards as per the format. The updated register was dated 13th December 2023.</p>	1
	Maximum 4 points on this performance measure		<p>The comparison made indicated that the Asset register detailed health facilities and equipment in the LG, relative to the medical equipment list and service standards.</p>	
12	Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.	<p>b. Evidence that the prioritized investments in the health sector for the previous FY were: (i) derived from the third LG Development Plan (LGDPIII);</p> <p>(ii) desk appraisal by the LG; and</p> <p>(iii) eligible for expenditure under sector guidelines and funding source (e.g. sector development grant, Discretionary Development Equalization Grant (DDEG));</p> <p>score 1 or else score 0</p>	<p>The City Council conducted desk appraisals for all Health sector projects implemented in FY2022/23 were conducted, the prioritized projects were derived from the LG DPIII and eligible for expenditure as per sector guidelines and funding source.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>1. Desk appraisal for the construction of General Ward at Nyamitanga HCIII in Katele Parish was conducted on 15 February 2022. Derived from DPIII Page 74</li> <li>2. Desk appraisal for the completion of a 2 Unit Staff house at Kichwamba HCII was completed on 15 February 2022. Derived from DPIII Page 74</li> </ol>	1
	Maximum 4 points on this performance measure			

12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>c. Evidence that the LG has conducted field Appraisal to check for: (i) technical feasibility; (ii) environment and social acceptability; and (iii) customized designs to site conditions: score 1 or else score 0</p>	<p>The City Council conducted field appraisals for the Health sector projects implemented in FY2022/23 were conducted to establish their technical feasibility, environmental and social acceptability, and customized designs.</p> <p><b>Evidence</b></p> <ol style="list-style-type: none"> <li>1. Field appraisal for the construction of General Ward at Nyamitanga HCIII in Katele Parish was completed on 16 February 2022.</li> <li>2. Field appraisal for the completion of a 2 Unit Staff house at Kichwamba HCII was completed on 16 February 2022.</li> </ol>	1
12	<p>Planning and Budgeting for Investments: The LG has carried out Planning and Budgeting for health investments as per guidelines.</p> <p>Maximum 4 points on this performance measure</p>	<p>d. Evidence that the health facility investments were screened for environmental and social risks and mitigation measures put in place before being approved for construction using the checklist: score 1 or else score 0</p>	<p>For the previous FY, no project was implemented under the health sector.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>a. Evidence that the LG health department timely (by April 30 for the current FY ) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans: score 1 or else score 0</p>	<p>There was evidence that the LG health department timely (by April 30 for the current FY) submitted all its infrastructure and other procurement requests to PDU for incorporation into the approved LG annual work plan, budget and procurement plans. The plan was dated 15/04/2023, signed by principal medical officer.</p> <p>Items included:</p> <p>&gt;&gt;&gt; <i>Purchase of office stationery, budget UGX 8,000,000/=</i></p> <p>&gt;&gt;&gt; <i>Purchase of protective gears for health workers, budget UGX 36,000,000/=.</i></p> <p>&gt;&gt;&gt; <i>Completion of fencing at Kenkombe, phase II, budget UGX 80,000,000/=</i></p> <p>&gt;&gt;&gt; <i>Fencing of Nyamitanga HC III, dated 26/09/2023, budgeted for UGX 36,213,778/=</i></p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>b. If the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY: score 1 or else, score 0</p>	<p>There was evidence that the LG Health department submitted procurement request form (Form PP1) to the PDU by 1st Quarter of the current FY.</p> <p>Item:</p> <p>&gt;&gt;&gt; <i>Fencing of Nyamitanga HC III, dated 26/09/2023, budgeted UGX 16,484,895/=</i></p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>c. Evidence that the health infrastructure investments for the previous FY was approved by the Contracts Committee and cleared by the Solicitor General (where above the threshold), before commencement of construction: score 1 or else score 0</p>	<p>The LG did not have a health infrastructure project procured in the previous FY.</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>d. Evidence that the LG properly established a Project Implementation team for all health projects composed of: (i) : score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>There was evidence that the LG established a Project Implementation Team (PIT) for the Project Implementation team as specified in the sector guidelines.</p> <p>The PIT included the following members:</p> <ol style="list-style-type: none"> <li>1) City planner</li> <li>2) City health officer</li> <li>3) Principal procurement officer</li> <li>4) Senior natural resources officer</li> <li>5) Senior civil engineer</li> <li>6) Senior internal auditor</li> </ol> <p>Note: The city had no health center upgrades where a clerk of works is required.</p> <ol style="list-style-type: none"> <li>7) City CDO</li> <li>8) Senoir labour officer</li> <li>9) City engineer</li> </ol>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>e. Evidence that the health infrastructure followed the standard technical designs provided by the MoH: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>The LG did not have a health infrastructure project under construction in the previous FY.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>f. Evidence that the Clerk of Works maintains daily records that are consolidated weekly to the District Engineer in copy to the DHO, for each health infrastructure project: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>The LG did not have a health infrastructure project under construction in the previous FY.</p>	1
13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>g. Evidence that the LG held monthly site meetings by project site committee: chaired by the CAO/Town Clerk and comprised of the Sub-county Chief (SAS), the designated contract and project managers, chairperson of the HUMC, in-charge for beneficiary facility , the Community Development and Environmental officers: score 1 or else score 0</p> <p>If there is no project, provide the score</p>	<p>The LG did not have a health infrastructure project under construction in the previous FY.</p>	1

13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>h. Evidence that the LG carried out technical supervision of works at all health infrastructure projects at least monthly, by the relevant officers including the Engineers, Environment officers, CDOs, at critical stages of construction: score 1, or else score 0</p> <p>If there is no project, provide the score</p>	<p>The LG did not have a health infrastructure project under construction in the previous FY.</p>	<b>1</b>
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13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>i. Evidence that the DHO/MMOH verified works and initiated payments of contractors within specified timeframes (within 2 weeks or 10 working days), score 1 or else score 0</p>	<p>The City Council Principal Medical Officer did not certify and recommend payments to contractors implementing Health Projects in FY2022/23 within 10 working days after the payment request was made by contractors.</p> <p><b>Evidence</b></p> <p>1. Request for Payment was made by M/s Unified Engineering &amp; Investment Ltd on 6 December 2022 for the construction of a General Ward at Nyamitanga Health Centre III for UGX 134,088,701. Payment was recommended by the Principal Medical Officer on 17 February 2023. Payment Certificate was prepared on 12 December 2022 and signed by Civil Engineer, Principal Medical Officer and approved by Town Clerk. The payment was made on 19 April 2023 EFT NO. 4772636.</p> <p>2. Request for Payment was made by M/s Excel Supplies and Technical Services Ltd on 20 May 2022 for the construction of a staff house at Kicwamba Health Centre III for UGX 49,801,557. Payment was recommended by the Principal Medical Officer on 2 November 2022. Payment Certificate was prepared and approved by Town Clerk on 25 June 2022. The payment was made on 09 December 2022 EFT NO. 2600399.</p>	<b>0</b>
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13	<p>Procurement, contract management/execution: The LG procured and managed health contracts as per guidelines</p> <p>Maximum 10 points on this performance measure</p>	<p>j. Evidence that the LG has a complete procurement file for each health infrastructure contract with all records as required by the PPDA Law score 1 or else score 0</p>	<p>The LG did not have a health facility upgrade infrastructure project under construction in the previous FY.</p>	<b>1</b>
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**Environment and Social Safeguards**

14	<p>Grievance redress: The LG has established a mechanism of addressing health sector grievances in line with the LG grievance redress framework</p> <p>Maximum 2 points on this performance measure</p>	<p>a. Evidence that the Local Government has recorded, investigated, responded and reported in line with the LG grievance redress framework score 2 or else 0</p>	<p>No grievance under Health projects had been referred to the City grievance handling committee despite having a functional grievance handling committee. The city had an appointed focal person and committee specifically for handling grievances including evidence that the committee held meetings to discuss the issues of concern.</p>	<b>2</b>
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15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery  Maximum 5 points on this performance measure	a. Evidence that the LG has disseminated guidelines on health care / medical waste management to health facilities : score 2 points or else score 0	There was evidence that the LG issued guidelines on medical waste management and followed up on the implementation of the health care waste management guidelines by HCs. This was evidenced from the disseminated guidelines of Health care waste segregation of 13th December 2022 and 6th October 2023 where 49 copies of the guidelines were disseminated.	2
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery  Maximum 5 points on this performance measure	b. Evidence that the LG has in place a functional system for Medical waste management or central infrastructures for managing medical waste (either an incinerator or Registered waste management service provider): score 2 or else score 0	The LG had in place a functional system for Medical waste management and a local infrastructure for managing medical waste. Kayinawo waste management services limited signed an extension contract on 4th July 2023	2
15	Safeguards for service delivery: LG Health Department ensures safeguards for service delivery  Maximum 5 points on this performance measure	c. Evidence that the LG has conducted training (s) and created awareness in healthcare waste management score 1 or else score 0	There was evidence of Health care waste management trainings were conducted. This was evidenced from the training report on health care waste management dated 15th December 2022.	1
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments  Maximum 8 points on this performance measure	a. Evidence that a costed ESMP was incorporated into designs, BoQs, bidding and contractual documents for health infrastructure projects of the previous FY: score 2 or else score 0	There was no infrastructural project implemented under Health in Mbarara city for the previous FY.	2
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments  Maximum 8 points on this performance measure	b. Evidence that all health sector projects are implemented on land where the LG has proof of ownership, access and availability (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances: score 2 or else, score 0	There was no infrastructural project implemented under Health in Mbarara city for the previous FY.	2
16	Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments  Maximum 8 points on this performance measure	c. Evidence that the LG Environment Officer and CDO conducted support supervision and monitoring of health projects to ascertain compliance with ESMPs; and provide monthly reports: score 2 or else score 0.	There was no infrastructural project implemented under Health in Mbarara city for the previous FY.	2

Safeguards in the Delivery of Investment Management: LG Health infrastructure projects incorporate Environment and Social Safeguards in the delivery of the investments

Maximum 8 points on this performance measure

d. Evidence that Environment and Social Certification forms were completed and signed by the LG Environment Officer and CDO, prior to payments of contractor invoices/certificates at interim and final stages of all health infrastructure projects score 2 or else score 0

There was no infrastructural project implemented under Health in Mbarara city for the previous FY.

**Water & Environment Performance Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees  <i>Maximum 4 points on this performance measure</i>	a. % of rural water sources that are functional.  If the district rural water source functionality as per the sector MIS is:  o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	Not Applicable, Mbarara City like all other urban LGs were served by the NWSC	0
1	Water & Environment Outcomes: The LG has registered high functionality of water sources and management committees  <i>Maximum 4 points on this performance measure</i>	b. % of facilities with functional water & sanitation committees (documented water user fee collection records and utilization with the approval of the WSCs). If the district WSS facilities that have functional WSCs is:  o 90 - 100%: score 2 o 80-89%: score 1 o Below 80%: 0	Not Applicable, Mbarara City like all other urban LGs were served by the NWSC	0
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment  <i>Maximum 8 points on this performance measure</i>	a. The LG average score in the water and environment LLGs performance assessment for the current. FY. If LG average scores is;  • Above 80%, score 2 • 60% - 80%, score 1 • Below 60%, score 0	Not Applicable, Mbarara City like all other urban LGs were served by the NWSC	0
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment  <i>Maximum 8 points on this performance measure</i>	b. % of budgeted water projects implemented in the sub-counties with safe water coverage below the district average in the previous FY.  o If 100 % of water projects are implemented in the targeted S/Cs: Score 2 o If 80-99%: Score 1 o If below 80 %: Score 0	Not Applicable, Mbarara City like all other urban LGs were served by the NWSC	0
2	N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment  <i>Maximum 8 points on this performance measure</i>	c. If variations in the contract price of sampled WSS infrastructure investments for the previous FY are within +/- 20% of engineer's estimates  o If within +/-20% score 2 o If not score 0	Not Applicable, Mbarara City like all other urban LGs were served by the NWSC	0

2	<p>N23_Service Delivery Performance: Average score in the water and environment LLGs performance assessment</p> <p>Maximum 8 points on this performance measure</p>	<p>d. % of WSS infrastructure projects completed as per annual work plan by end of FY.</p> <ul style="list-style-type: none"> <li>o If 100% projects completed: score 2</li> <li>o If 80-99% projects completed: score 1</li> <li>o If projects completed are below 80%: 0</li> </ul>	<p>Not Applicable, Mbarara City like all other urban LGs were served by the NWSC</p>	0
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3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>a. If there is an increase in the % of water supply facilities that are functioning</p> <ul style="list-style-type: none"> <li>o If there is an increase: score 2</li> <li>o If no increase: score 0.</li> </ul>	<p>Not Applicable, Mbarara City like all other urban LGs were served by the NWSC</p>	0
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3	<p>New_Achievement of Standards:</p> <p>The LG has met WSS infrastructure facility standards</p> <p><i>Maximum 4 points on this performance measure</i></p>	<p>b. If there is an Increase in % of facilities with functional water &amp; sanitation committees (with documented water user fee collection records and utilization with the approval of the WSCs).</p> <ul style="list-style-type: none"> <li>o If increase is more than 1% score 2</li> <li>o If increase is between 0-1%, score 1</li> <li>o If there is no increase : score 0.</li> </ul>	<p>Not Applicable, Mbarara City like all other urban LGs were served by the NWSC</p>	0
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**Performance Reporting and Performance Improvement**

4	<p>Accuracy of Reported Information: The LG has accurately reported on constructed WSS infrastructure projects and service performance</p> <p><i>Maximum 3 points on this performance measure</i></p>	<p>The DWO has accurately reported on WSS facilities constructed in the previous FY and performance of the facilities is as reported: Score: 3</p>	<p>Not Applicable, Mbarara City like all other urban LGs were served by the NWSC</p>	0
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5	<p>Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance</p> <p><i>Maximum 7 points on this performance measure</i></p>	<p>a. Evidence that the LG Water Office collects and compiles quarterly information on sub-county water supply and sanitation, functionality of facilities and WSCs, safe water collection and storage and community involvement): Score 2</p>	<p>Not Applicable, Mbarara City like all other urban LGs were served by the NWSC</p>	0
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5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance  <i>Maximum 7 points on this performance measure</i>	b. Evidence that the LG Water Office updates the MIS (WSS data) quarterly with water supply and sanitation information (new facilities, population served, functionality of WSCs and WSS facilities, etc.) and uses compiled information for planning purposes: Score 3 or else 0	Not Applicable, Mbarara City like all other urban LGs were served by the NWSC	0
5	Reporting and performance improvement: The LG compiles, updates WSS information and supports LLGs to improve their performance  <i>Maximum 7 points on this performance measure</i>	c. Evidence that DWO has supported the 25% lowest performing LLGs in the previous FY LLG assessment to develop and implement performance improvement plans: Score 2 or else 0  <i>Note: Only applicable from the assessment where there has been a previous assessment of the LLGs' performance. In case there is no previous assessment score 0.</i>	Not Applicable, Mbarara City like all other urban LGs were served by the NWSC	0

### Human Resource Management and Development

6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff  <i>Maximum 4 points on this performance measure</i>	a. Evidence that the DWO has budgeted for the following Water & Sanitation staff: 1 Civil Engineer(Water); 2 Assistant Water Officers (1 for mobilization and 1 for sanitation & hygiene); 1 Engineering Assistant (Water) & 1 Borehole Maintenance Technician: Score 2	Not applicable as City is serviced by NWSC.	0
6	Budgeting for Water & Sanitation and Environment & Natural Resources: The Local Government has budgeted for staff  <i>Maximum 4 points on this performance measure</i>	b. Evidence that the Environment and Natural Resources Officer has budgeted for the following Environment & Natural Resources staff: 1 Natural Resources Officer; 1 Environment Officer; 1 Forestry Officer: Score 2	Not applicable as City is serviced by NWSC.	0
7	Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.  <i>Maximum 6 points on this performance measure</i>	a. The DWO has appraised District Water Office staff against the agreed performance plans during the previous FY: Score 3	Not applicable as City is serviced by NWSC.	0
7	Performance Management: The LG appraised staff and conducted trainings in line with the district training plans.  <i>Maximum 6 points on this performance measure</i>	b. The District Water Office has identified capacity needs of staff from the performance appraisal process and ensured that training activities have been conducted in adherence to the training plans at district level and documented in the training database : Score 3	Not Applicable, Mbarara City like all other urban LGs was served by the NWSC	0

**Management, Monitoring and Supervision of Services.**

8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<ul style="list-style-type: none"> <li>• a) Evidence that the DWO has prioritized budget allocations to sub-counties that have safe water coverage below that of the district:</li> <li>•</li> <li>• If 100 % of the budget allocation for the current FY is allocated to S/Cs below the district average coverage: Score 3</li> <li>• If 80-99%: Score 2</li> <li>• If 60-79: Score 1</li> <li>• If below 60 %: Score 0</li> </ul>	Not Applicable	0
8	<p>Planning, Budgeting and Transfer of Funds for service delivery: The Local Government has allocated and spent funds for service delivery as prescribed in the sector guidelines.</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>b) Evidence that the DWO communicated to the LLGs their respective allocations per source to be constructed in the current FY: Score 3</p>	Not Applicable	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>a. Evidence that the district Water Office has monitored each of WSS facilities at least quarterly (key areas to include functionality of Water supply and public sanitation facilities, environment, and social safeguards, etc.)</p> <ul style="list-style-type: none"> <li>• If 95% and above of the WSS facilities monitored quarterly: score 4</li> <li>• If 80-94% of the WSS facilities monitored quarterly: score 2</li> <li>• If less than 80% of the WSS facilities monitored quarterly: Score 0</li> </ul>	Not Applicable	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>b. Evidence that the DWO conducted quarterly DWSCC meetings and among other agenda items, key issues identified from quarterly monitoring of WSS facilities were discussed and remedial actions incorporated in the current FY AWP. Score 2</p>	Not Applicable	0
9	<p>Routine Oversight and Monitoring: The LG has monitored WSS facilities and provided follow up support.</p> <p><i>Maximum 8 points on this performance measure</i></p>	<p>c. The District Water Officer publicizes budget allocations for the current FY to LLGs with safe water coverage below the LG average to all sub-counties: Score 2</p>	Not Applicable	0
10	<p>Mobilization for WSS is conducted</p> <p><i>Maximum 6 points on this performance measure</i></p>	<p>a. For previous FY, the DWO allocated a minimum of 40% of the NWR rural water and sanitation budget as per sector guidelines towards mobilization activities:</p> <ul style="list-style-type: none"> <li>• If funds were allocated score 3</li> <li>• If not score 0</li> </ul>	Not Applicable	0

10	Mobilization for WSS is conducted  <i>Maximum 6 points on this performance measure</i>	b. For the previous FY, the District Water Officer in liaison with the Community Development Officer trained WSCs on their roles on O&M of WSS facilities: Score 3.	Not Applicable	0
<b>Investment Management</b>				
11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	a. Existence of an up-to-date LG asset register which sets out water supply and sanitation facilities by location and LLG:  Score 4 or else 0	Not Applicable	4
11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	Evidence that the LG DWO has conducted a desk appraisal for all WSS projects in the budget to establish whether the prioritized investments were derived from the approved district development plans (LGDP/III) and are eligible for expenditure under sector guidelines (prioritize investments for sub-counties with safe water coverage below the district average and rehabilitation of non-functional facilities) and funding source (e.g. sector development grant, DDEG). If desk appraisal was conducted and if all projects are derived from the LGDP and are eligible:  Score 4 or else score 0.	The City Council water is connected to the national grid, therefore not applicable for this assessment.	0
11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	c. All budgeted investments for current FY have completed applications from beneficiary communities: Score 2	Not Applicable	0
11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	d. Evidence that the LG has conducted field appraisal to check for: (i) technical feasibility; (ii) environmental social acceptability; and (iii) customized designs for WSS projects for current FY. Score 2	The City Council water is connected to the national grid, therefore not applicable for this assessment.	0
11	Planning and Budgeting for Investments is conducted effectively  <i>Maximum 14 points on this performance measure</i>	e. Evidence that all water infrastructure projects for the current FY were screened for environmental and social risks/ impacts and ESIA/ESMPs prepared before being approved for construction - costed ESMPs incorporated into designs, BoQs, bidding and contract documents. Score 2	Not applicable under Cities and Municipalities under this assessment.	0
12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements  <i>Maximum 14 points on this performance measure</i>	a. Evidence that the water infrastructure investments were incorporated in the LG approved: Score 2 or else 0	N/A	0

12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>b. Evidence that the water supply and public sanitation infrastructure for the previous FY was approved by the Contracts Committee before commencement of construction Score 2:</p>	N/A	<b>0</b>
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>c. Evidence that the District Water Officer properly established the Project Implementation team as specified in the Water sector guidelines Score 2:</p>	NA	<b>0</b>
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>d. Evidence that water and public sanitation infrastructure sampled were constructed as per the standard technical designs provided by the DWO: Score 2</p>	Not Applicable	<b>0</b>
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>e. Evidence that the relevant technical officers carry out monthly technical supervision of WSS infrastructure projects: Score 2</p>	N/A	<b>0</b>
12	<p>Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements</p> <p><i>Maximum 14 points on this performance measure</i></p> <p>.</p>	<p>f. For the sampled contracts, there is evidence that the DWO has verified works and initiated payments of contractors within specified timeframes in the contracts</p> <ul style="list-style-type: none"> <li>o If 100 % contracts paid on time: Score 2</li> <li>o If not score 0</li> </ul>	<p>The City Council water is connected to the national grid, therefore not applicable for this assessment.</p>	<b>0</b>

12	Procurement and Contract Management/execution: The LG has effectively managed the WSS procurements  <i>Maximum 14 points on this performance measure</i>	g. Evidence that a complete procurement file for water infrastructure investments is in place for each contract with all records as required by the PPDA Law:  Score 2, If not score 0	N/A	0
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**Environment and Social Requirements**

13	Grievance Redress: The LG has established a mechanism of addressing WSS related grievances in line with the LG grievance redress framework  <i>Maximum 3 points this performance measure</i>	Evidence that the DWO in liaison with the District Grievances Redress Committee recorded, investigated, responded to and reported on water and environment grievances as per the LG grievance redress framework:  Score 3, If not score 0	Not applicable under Cities and Municipalities under this assessment	0
14	Safeguards for service delivery  <i>Maximum 3 points on this performance measure</i>	Evidence that the DWO and the Environment Officer have disseminated guidelines on water source & catchment protection and natural resource management to CDOs:  Score 3, If not score 0	Not applicable under Cities and Municipalities under this assessment.	0
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	a. Evidence that water source protection plans & natural resource management plans for WSS facilities constructed in the previous FY were prepared and implemented: Score 3, If not score 0	Not applicable under Cities and Municipalities under this assessment	0
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	b. Evidence that all WSS projects are implemented on land where the LG has proof of consent (e.g. a land title, agreement; Formal Consent, MoUs, etc.), without any encumbrances:  Score 3, If not score 0	Not Applicable	0
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	c. Evidence that E&S Certification forms are completed and signed by Environmental Officer and CDO prior to payments of contractor invoices/certificates at interim and final stages of projects:  Score 2, If not score 0	The City Council water is connected to the national grid, therefore not applicable for this assessment.	0
15	Safeguards in the Delivery of Investments  <i>Maximum 10 points on this performance measure</i>	d. Evidence that the CDO and environment Officers undertakes monitoring to ascertain compliance with ESMPs; and provide monthly reports:  Score 2, If not score 0	Not applicable under Cities and Municipalities under this assessment	0

**Micro-scale  
Irrigation  
Performance  
Measures**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Local Government Service Delivery Results</b>				
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>a) Evidence that the LG has up to-date data on irrigated land for the last two FYs disaggregated between micro-scale irrigation grant beneficiaries and non-beneficiaries – score 2 or else 0</p>	<p>No report or data on acreage of irrigated land under micro-scale irrigation for the two previous FYs.</p>	0
1	<p>Outcome: The LG has increased acreage of newly irrigated land</p> <p>Maximum score 4</p> <p>Maximum 20 points for this performance area</p>	<p>b) Evidence that the LG has increased acreage of newly irrigated land in the previous FY as compared to previous FY but one:</p> <ul style="list-style-type: none"> <li>• By more than 5% score 2</li> <li>• Between 1% and 4% score 1</li> <li>• If no increase score 0</li> </ul>	<p>No data on acreage of irrigated land under micro-scale irrigation for the last two previous FYs.</p>	0
2	<p>N23 Service Delivery Performance: Average score in the micro-scale irrigation for the LLG performance assessment. Maximum score 4</p>	<p>a) Evidence that the average score in the micro-scale irrigation for LLG performance assessment is:</p> <ul style="list-style-type: none"> <li>• Above 70%, score 4</li> <li>• 60% - 70%, score 2</li> <li>• Below 60%, score 0</li> </ul>	<p>City Councils do not currently implement Micro-Irrigation Projects, therefore not applicable.</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>a) Evidence that the development component of micro-scale irrigation grant has been used on eligible activities (procurement and installation of irrigation equipment, including accompanying supplier manuals and training): Score 2 or else score 0</p>	<p>Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.</p>	0
3	<p>Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines</p> <p>Maximum score 6</p>	<p>b) Evidence that the approved farmer signed an Acceptance Form confirming that equipment is working well, before the LG made payments to the suppliers: Score 1 or else score 0</p>	<p>Not application because Cities and Municipalities were not enrolled for Micro-scale irrigation project.</p>	0

3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines  Maximum score 6	Evidence that the variations in the contract price are within +/-20% of the Agriculture Engineers estimates: Score 1 or else score 0	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0
3	Investment Performance: The LG has managed the supply and installation of micro-scale irrigations equipment as per guidelines  Maximum score 6	d) Evidence that micro-scale irrigation equipment where contracts were signed during the previous FY were installed/completed within the previous FY  <ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• Between 80 – 99% score 1</li> <li>• Below 80% score 0</li> </ul>	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards  Maximum score 6	a) Evidence that the LG has recruited LLG extension workers as per staffing structure  <ul style="list-style-type: none"> <li>• If 100% score 2</li> <li>• If 75 – 99% score 1</li> <li>• If below 75% score 0</li> </ul>	The Mbarara City Council staff structure for these positions at the divisions namely, (i) Senior Veterinary Officer, (ii) Agricultural Officer, (iii) Veterinary Officer, (iv) Assistant Animal Husbandry Officer, (v) Assistant Agricultural Officer.  A review of the staff lists obtained from the HRM Division, and the records found at the Divisions at the time of assessment revealed that the average staffing levels for the two LLGs was 30% thereby not meeting the scoring threshold as detailed below.  <p><b>North Division</b></p> <p>Out of the five extension staff positions provided for in post was one staff namely Nabaasa Robinson Turya - Senior Veterinary Officer as found in the records at the Division representing 20% staffing.</p> <p><b>South Division</b></p> <p>Out of the five extension staff positions provided for in post were two staff namely Mugabi Vincent - Assistant Agricultural Officer, KEbirungi Edith - Agricultural Officer as found in the records at the Division representing 40% staffing.</p>	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards  Maximum score 6	b) Evidence that the micro-scale irrigation equipment meets standards as defined by MAAIF  <ul style="list-style-type: none"> <li>• If 100% score 2 or else score 0</li> </ul>	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0
4	Achievement of standards: The LG has met staffing and micro-scale irrigation standards  Maximum score 6	b) Evidence that the installed micro-scale irrigation systems during last FY are functional  <ul style="list-style-type: none"> <li>• If 100% are functional score 2 or else score 0</li> </ul>	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0

5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>a) Evidence that information on position of extension workers filled is accurate: Score 2 or else 0</p>	<p>The information on the position of extension workers filled was found inaccurate as verified with the staff establishment list obtained from the HRM Division and records found in the LLGs as shown hereunder.</p> <p><b>North Division</b></p> <p>Out of the five extension staff positions provided for in post was one staff namely Nabaasa Robinson Turya - Senior Veterinary Officer as found in the records at the Division.</p> <p><b>South Division</b></p> <p>Out of the five extension staff positions provided for in post were two staff namely Mugabi Vincent - Assistant Agricultural Officer, Kebirungi Edith - Agricultural Officer as found in the records at the Division.</p>	0
5	<p>Accuracy of reported information: The LG has reported accurate information</p> <p>Maximum score 4</p>	<p>b) Evidence that information on micro-scale irrigation system installed and functioning is accurate: Score 2 or else 0</p>	<p>Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program</p>	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>a) Evidence that information is collected quarterly on newly irrigated land, functionality of irrigation equipment installed; provision of complementary services and farmer Expression of Interest: Score 2 or else 0</p>	<p>Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.</p>	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>b) Evidence that the LG has entered up to-date LLG information into MIS: Score 1 or else 0</p>	<p>Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.</p>	0
6	<p>Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans</p> <p>Maximum score 6</p>	<p>c) Evidence that the LG has prepared a quarterly report using information compiled from LLGs in the MIS: Score 1 or else 0</p>	<p>No quarterly reports prepared using information compiled from LLGs in the MIS since there was no information entered in MIS.</p>	0

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	d) Evidence that the LG has: i. Developed an approved Performance Improvement Plan for the lowest performing LLGs score 1 or else 0	Not applicable.	0
	Maximum score 6			

6	Reporting and Performance Improvement: The LG has collected and entered information into MIS, and developed and implemented performance improvement plans	ii. Implemented Performance Improvement Plan for lowest performing LLGs: Score 1 or else 0	Not applicable	0
	Maximum score 6			

**Human Resource Management and Development**

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	a) Evidence that the LG has: i. Budgeted for extension workers as per guidelines/in accordance with the staffing norms score 1 or else 0	Not applicable	0
	Maximum score 6			

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	ii. Deployed extension workers as per guidelines score 1 or else 0	Not applicable	0
	Maximum score 6			

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines	b) Evidence that extension workers are working in LLGs where they are deployed: Score 2 or else 0	Not applicable	0
	Maximum score 6			

7	Budgeting for, actual recruitment and deployment of staff: The Local Government has budgeted, actually recruited and deployed staff as per guidelines  Maximum score 6	c) Evidence that extension workers' deployment has been publicized and disseminated to LLGs by among others displaying staff list on the LLG notice board. Score 2 or else 0	Not applicable	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	a) Evidence that the District Production Coordinator has:  i. Conducted annual performance appraisal of all Extension Workers against the agreed performance plans and has submitted a copy to HRO during the previous FY: Score 1 else 0	Not applicable.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	a) Evidence that the District Production Coordinator has;  Taken corrective actions: Score 1 or else 0	The City Production Officer took corrective for extension workers as evidenced by preparation of a performance improvement plan for divisions prepared by the Head of Production dated 12th April 2023. It covered amongst others (i) failure by LLGs to upload all PDM beneficiaries; (ii) failure to submit timely activity reports on farm visits and trainings; (iii) extension staff not seen on ground by farming communities especially the hard-to-reach areas of Nyakinengo and Kichwamba wards; and (iv) failure by LLGs to submit all four quarterly reports on PDM activities for the previous FY to the LG Accounting Officer. The corrective action taken included a Trainer of Trainers including the extension staff, town agents CDOs and commercial officers as found in a training report prepared by the PDM Focal person dated 30th June 2023 of key groups and PDM beneficiaries in the twenty-three wards of Mbarara CC. They were equipped with the knowledge in various aspects of PDM digitalization with a focus on PDMIS.	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	b) Evidence that:  i. Training activities were conducted in accordance to the training plans at District level: Score 1 or else 0	Not applicable	0
8	Performance management: The LG has appraised, taken corrective action and trained Extension Workers  Maximum score 4	ii Evidence that training activities were documented in the training database: Score 1 or else 0	Not applicable	0

#### **Management, Monitoring and Supervision of Services.**

9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>a) Evidence that the LG has appropriately allocated the micro scale irrigation grant between (i) capital development (micro scale irrigation equipment); and (ii) complementary services (in FY 2020/21 100% to complementary services; starting from FY 2021/22 - 75% capital development; and 25% complementary services): Score 2 or else 0</p>	<p>City Councils do not currently implement Micro-Irrigation Projects, therefore not applicable.</p>	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>b) Evidence that budget allocations have been made towards complementary services in line with the sector guidelines i.e. (i) maximum 25% for enhancing LG capacity to support irrigated agriculture (of which maximum 15% awareness raising of local leaders and maximum 10% procurement, Monitoring and Supervision); and (ii) minimum 75% for enhancing farmer capacity for uptake of micro scale irrigation (Awareness raising of farmers, Farm visit, Demonstrations, Farmer Field Schools): Score 2 or else score 0</p>	<p>City Councils do not currently implement Micro-Irrigation Projects, therefore not applicable.</p>	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>c) Evidence that the co-funding is reflected in the LG Budget and allocated as per guidelines: Score 2 or else 0</p>	<p>City Councils do not currently implement Micro-Irrigation Projects, therefore not applicable.</p>	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>d) Evidence that the LG has used the farmer co-funding following the same rules applicable to the micro scale irrigation grant: Score 2 or else 0</p>	<p>City Councils do not currently implement Micro-Irrigation Projects, therefore not applicable.</p>	0
9	<p>Planning, budgeting and transfer of funds for service delivery: The Local Government has budgeted, used and disseminated funds for service delivery as per guidelines.</p> <p>Maximum score 10</p>	<p>e) Evidence that the LG has disseminated information on use of the farmer co-funding: Score 2 or else 0</p>	<p>Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.</p>	0

10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines  Maximum score 8	a) Evidence that the DPO has monitored on a monthly basis installed micro-scale irrigation equipment (key areas to include functionality of equipment, environment and social safeguards including adequacy of water source, efficiency of micro irrigation equipment in terms of water conservation, etc.)  • If more than 90% of the micro-irrigation equipment monitored: Score 2  • 70-89% monitored score 1  Less than 70% score 0	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines  Maximum score 8	b. Evidence that the LG has overseen technical training & support to the Approved Farmer to achieve servicing and maintenance during the warranty period: Score 2 or else 0	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines  Maximum score 8	c) Evidence that the LG has provided hands-on support to the LLG extension workers during the implementation of complementary services within the previous FY as per guidelines score 2 or else 0	No hands on support was provided to the LLGs during implementation of complementary services, because Mbarara city LG was not enrolled for micro-scale irrigation program.	0
10	Routine oversight and monitoring: The LG monitored, provided hands-on support and ran farmer field schools as per guidelines  Maximum score 8	d) Evidence that the LG has established and run farmer field schools as per guidelines: Score 2 or else 0	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0
11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.  Maximum score 4	a) Evidence that the LG has conducted activities to mobilize farmers as per guidelines: Score 2 or else 0	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0

11	Mobilization of farmers: The LG has conducted activities to mobilize farmers to participate in irrigation and irrigated agriculture.  Maximum score 4	b) Evidence that the District has trained staff and political leaders at District and LLG levels: Score 2 or else 0	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0
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**Investment Management**

12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines  Maximum score 8	a) Evidence that the LG has an updated register of micro-scale irrigation equipment supplied to farmers in the previous FY as per the format: Score 2 or else 0	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0
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12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines  Maximum score 8	b) Evidence that the LG keeps an up-to-date database of applications at the time of the assessment: Score 2 or else 0	Not applicable because Mbarara city LG has not been enrolled for micro-scale irrigation program.	0
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12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines  Maximum score 8	c) Evidence that the District has carried out farm visits to farmers that submitted complete Expressions of Interest (EOI): Score 2 or else 0	Not applicable because Mbarara city LG has not been enrolled for micro-scale irrigation program.	0
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12	Planning and budgeting for investments: The LG has selected farmers and budgeted for micro-scale irrigation as per guidelines  Maximum score 8	d) For DDEG financed projects: Evidence that the LG District Agricultural Engineer (as Secretariat) publicized the eligible farmers that they have been approved by posting on the District and LLG noticeboards: Score 2 or else 0	Not applicable to Mbarara CC as it is not enrolled to the micro-scale program and did not have a provision for Agricultural Engineer in its MOPS(2022) approved staff establishment.	0
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13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	a) Evidence that the micro-scale irrigation systems were incorporated in the LG approved procurement plan for the current FY: Score 1 or else score 0.	N/A	0
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13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	b) Evidence that the LG requested for quotation from irrigation equipment suppliers pre-qualified by the Ministry of Agriculture, Animal Industry and Fisheries (MAAIF): Score 2 or else 0	N/A	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	c) Evidence that the LG concluded the selection of the irrigation equipment supplier based on the set criteria: Score 2 or else 0	N/A	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	d) Evidence that the micro-scale irrigation systems for the previous FY was approved by the Contracts Committee: Score 1 or else 0	N/A	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	e. Evidence that the LG signed the contract with the lowest priced technically responsive irrigation equipment supplier for the farmer with a farmer as a witness before commencement of installation score 2 or else 0	N/A	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	f) Evidence that the micro-scale irrigation equipment installed is in line with the design output sheet (generated by IrriTrack App): Score 2 or else 0	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	g) Evidence that the LG have conducted regular technical supervision of micro-scale irrigation projects by the relevant technical officers (District Senior Agricultural Engineer or Contracted staff): Score 2 or else 0	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0

13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	h) Evidence that the LG has overseen the irrigation equipment supplier during:  i. Testing the functionality of the installed equipment: Score 1 or else 0	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	ii. Hand-over of the equipment to the Approved Farmer (delivery note by the supplies and goods received note by the approved farmer): Score 1 or 0	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation program.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	i) Evidence that the Local Government has made payment of the supplier within specified timeframes subject to the presence of the Approved farmer's signed acceptance form: Score 2 or else 0	Not application because Mbarara City was not enrolled for Micro-scale irrigation project.	0
13	Procurement, contract management/execution: The LG procured and managed micro-scale irrigation contracts as per guidelines  Maximum score 18	j) Evidence that the LG has a complete procurement file for each contract and with all records required by the PPDA Law: Score 2 or else 0	N/A	0

### Environment and Social Safeguards

14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	a) Evidence that the Local Government has displayed details of the nature and avenues to address grievance prominently in multiple public areas: Score 2 or else 0	Mbarara city LG displayed on the notice boards the details of the nature and avenues to address grievance on the city notice board, also notice boards of South and North city divisions.	0
14	Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework  Maximum score 6	b) Micro-scale irrigation grievances have been:  i). Recorded score 1 or else 0  ii). Investigated score 1 or else 0  iii). Responded to score 1 or else 0  iv). Reported on in line with LG grievance redress framework score 1 or else 0	No applicable.	0

14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>ii. Investigated score 1 or else 0</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	No applicable.	0
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iii. Responded to score 1 or else 0</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	No applicable.	0
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14	<p>Grievance redress: The LG has established a mechanism of addressing micro-scale irrigation grievances in line with the LG grievance redress framework</p> <p>Maximum score 6</p>	<p>b) Micro-scale irrigation grievances have been:</p> <p>iv. Reported on in line with LG grievance redress framework score 1 or else 0</p>	No applicable.	0
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**Environment and Social Requirements**

15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>a) Evidence that LGs have disseminated Micro- irrigation guidelines to provide for proper siting, land access (without encumbrance), proper use of agrochemicals and safe disposal of chemical waste containers etc.</p> <p>score 2 or else 0</p>	Not applicable because Mbarara city LG has not been enrolled for Micro-Scale Irrigation project.	0
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15	<p>Safeguards in the delivery of investments</p> <p>Maximum score 6</p>	<p>b) Evidence that Environmental, Social and Climate Change screening have been carried out and where required, ESMPs developed, prior to installation of irrigation equipment.</p> <p>i. Costed ESMP were incorporated into designs, BoQs, bidding and contractual documents score 1 or else 0</p>	Not applicable under cities and municipalities at the time of this assessment.	0
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15	Safeguards in the delivery of investments Maximum score 6	ii. Monitoring of irrigation impacts e.g. adequacy of water source (quality & quantity), efficiency of system in terms of water conservation, use of agro-chemicals & management of resultant chemical waste containers score 1 or else 0	Not applicable under cities and municipalities at the time of this assessment.	0
15	Safeguards in the delivery of investments Maximum score 6	iii. E&S Certification forms are completed and signed by Environmental Officer prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	Not applicable under cities and municipalities at the time of this assessment.	0
15	Safeguards in the delivery of investments Maximum score 6	iv. E&S Certification forms are completed and signed by CDO prior to payments of contractor invoices/certificates at interim and final stages of projects score 1 or else 0	Not applicable under cities and municipalities at the time of this assessment.	0

**Crosscutting Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	a. Chief Finance Officer/Principal Finance Officer, score 3 or else 0	Mbarara City Council has a substantive CCFO – Mbarekye Tibekinga David evidenced by the letter of appointment dated 30th May 2023 referenced under the Mbarara City Service Commission Min. No. 74/04/2023(g)(1). At the time of assessment, the Officer(Kerere Richard) holding the position then as acting CCFO was found appraised for the year under review as found in the APR for FY 2022/2023 dated 30th June 2023.	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	b. District Planner/Senior Planner, score 3 or else 0	Mbarara City Council has a substantive City Planner - Kwizera Godie as found in appointment dated 30th May 2023, referenced under Mbarara City Service Commission Min No. 74/04/2023(a)(1).At the time of assessment, the Officer (Kanamugira Patrick) holding the position then as acting City Planner was appraised for the year under review as found in the APR for FY 2022/2023 dated 30th June 2023.	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	c. District Engineer/Principal Engineer, score 3 or else 0	Mbarara City Council does not have a substantive City Engineer. The Office is held by Mugisha Hillary. The Officer is substantively Principal Executive Engineer as evidenced by the letter of appointment dated 30th June 2023 referenced under the CSC Min. No. 93/06/2023(a): 3. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>0</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	d. District Natural Resources Officer/Senior Environment Officer, score 3 or else 0	Mbarara City Council has a substantive City Natural Resources Officer -Turyatunga Patrick Boaz as evidenced by letter of appointment dated 30th May 2023 referenced under CSC. Min.No.74/04/2023(d) (1). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>3</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	e. District Production Officer/Senior Veterinary Officer, score 3 or else 0	Mbarara City Council does not have a substantive City Production Officer. Amanyire Moses holds the position in an acting capacity as seen in the assignment of duties dated 1st July 2022. The Officer substantively Senior Veterinary Officer as evidenced by appointment letter dated 14th March 2018 referenced under CSC Min No. 14/02/2018(a)(iii). At the time of assessment, the Office was found to have been duly appraised as evidenced by the Annual Performance Report (APR) for the FY under review dated 30th June 2023.	<b>0</b>
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	f. District Community Development Officer/Principal CDO, score 3 or else 0	Mbarara City Council has a substantive City Community Development Officer – Turyamuhaki Peter evidenced by the letter of appointment dated 12th October 2022 referenced under the City Service Commission Min. No. 39/09/2022(76).At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>3</b>

1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	g. District Commercial Officer/Principal Commercial Officer, score 3 or else 0	Mbarara City Council has a substantive City Commercial Officer- Karakure Allan Buhanda as evidenced by letter of appointment dated 30th June 2023 referenced under CSC Min.No. 74/04/2023(r):1. At the time of assessment, the Officer(Agaba James) who held the position was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	3
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. A Senior Procurement Officer /Municipal: Procurement Officer, 2 or else 0.	Mbarara City Council has a substantive Principal Procurement Officer - Mwije Dinah as evidenced by a letter of appointment dated 21st August 2023 referenced under City Service Commission Min No. 74/04/2023(h). At the time of assessment, the Principal Procurement Officer was found to have been duly appraised for the period under review dated 30th June 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	ii. Procurement Officer /Municipal Assistant Procurement Officer, score 2 or else 0	Mbarara City Council has a substantive Senior Procurement Officer as per the MOPS (2022) approved structure - Atwine Edgar as evidenced by a letter of appointment dated 12th October 2022 referenced under CSC Min No. 39/09/2022(7). At the time of assessment, the Officer was not duly appraised for the period under review due to an interdiction that was underway. It has since been lifted and awaits the City Service Commission clearance.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	i. Principal Human Resource Officer, score 2 or else 0	Mbarara City Council has a substantive Principal Human Resource Officer - Katusiime Sulaina as evidenced by letter of appointment dated 29th June 2020 referenced under CSC Min.No. 51/06.2020(a). At the time of assessment, the Officer was found duly appraised as evidenced by the Annual Performance Report (APR) for the FY under review dated 30th June 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	j. A Senior Environment Officer, score 2 or else 0	Mbarara City Council has a substantive Senior Environment Officer - Niwagaba David Sancho as evidenced by letter of appointment dated 10th January 2023 referenced under CSC. Min.No. 45/11/2022(c). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	k. Senior Land Management Officer /Physical Planner, score 2 or else 0	Mbarara City Council has a substantive Senior Physical Planner - Warugaba Carol as evidenced by letter of appointment dated 12th October 2022 referenced under CSC Min No. 39/09/2022(62).At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	2
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.	l. A Senior Accountant, score 2 or else 0	Mbarara City Council has a substantive Senior Accountant - Mugumya Edmund Kazooba as evidenced by letter of appointment dated 28th March 2023 referenced under CSC. Min.No. 68/03/2023(f) (1). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	2

1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>m. Principal Internal Auditor /Senior Internal Auditor, score 2 or else 0</p>	<p>Mbarara City Council has a substantive Principal Internal Auditor- Mugizi Milton as evidenced by letter of appointment dated 30th May 2023 from City Town Clerk referenced under DSC Min No. 74/04/2023(b) (1).</p>	2
1	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District/Municipal Council departments. Maximum score is 37.</p>	<p>n. Principal Human Resource Officer (Secretary DSC), score 2 or else 0</p>	<p>Mbarara City Council has a substantive Principal Human Resource Officer (City Service Commission)- Atwine Dominic as evidenced by letter of appointment dated 12th October 2022 referenced under CSC Min. No. 39/09/2022(84). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) for the FY under review dated 30th June 2023.</p>	2
2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG  Maximum score is 15</p>	<p>a. Senior Assistant Secretary (Sub-Counties) /Town Clerk (Town Councils) / Senior Assistant Town Clerk (Municipal Divisions) in all LLGS, score 5 or else 0 (Consider the customized structure).</p>	<p>Mbarara CC has two Divisions. Senior Assistant Town Clerk staff were recruited and deployed as shown hereunder. The North Division did not have a substantive Town Clerk as MoLG had not yet appointed an Officer for the position.</p> <p><b>South Division:</b></p> <p>Muhanguzi Didas was appointed as Town Clerk City Division evidenced by the letter of appointment dated 15th December 2022 referenced under PSC Instrument No. 12 of 2022, posting instruction dated 27th February 2023. At the time of assessment, the Officer was found duly appraised as evidenced by APR dated 30th June 2023.</p>	0
2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG  Maximum score is 15</p>	<p>b. A Community Development Officer / Senior CDO in case of Town Councils, in all LLGS, score 5 or else 0.</p>	<p>Mbarara CC has two Divisions. Senior CDO staff were recruited and deployed as shown hereunder.</p> <p><b>South Division</b></p> <p>Kabeigarire Mirabel, appointed as Senior CDO evidenced by the letter of appointment 12th October 2022 referenced under Min. No. 39/09/2022(79) posting instructions dated 8th November 2022. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p> <p><b>North Division:</b></p> <p>Komuhangi Winfred, appointed as Senior CDO evidenced by the letter of appointment 19th May 2023 referenced under Min. No. 39/09/2022(80) posting instructions dated 31st May 2023. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p>	5

2	<p>New_Evidence that the LG has recruited or the seconded staff is in place for all essential positions in every LLG</p> <p>Maximum score is 15</p>	<p>c. A Senior Accounts Assistant /an Accounts Assistant in all LLGS, score 5 or else 0.</p>	<p>Mbarara CC has two Divisions. Senior Accounts Assistant / Accounts Assistant staff were recruited and deployed as shown hereunder.</p> <p><b>South Division:</b></p> <p>Mugumya Edmond Kazooba, appointed Senior Accountant evidenced by letter of appointment dated 28th March 2023, referenced under Min. No. 68/03/2023(f)(1), posting instructions dated 18th April 2023. At the time of assessment, the Officer was not duly appraised.</p> <p><b>North Division:</b></p> <p>Tumuhairwe Wycliffe, appointed Senior Accountant evidenced by letter of appointment dated 28th March 2023, referenced under Min. No. 68/03/2023(f)(2), posting instructions dated 18th April 2023. At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 17th July 2023.</p>	5
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**Environment and Social Requirements**

3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>a. Natural Resources department,</p> <p>score 2 or else 0</p>	<p>A review of Draft Final Accounts for FY2022/23 revealed that the City Council released only 79% of funds allocated to the Department of Natural Resources for FY2022/23</p> <p><b>Evidence</b></p> <p>Submission of Adjusted Accounts for the Period ended 30 June 2023. Received by Accountant General on 30 August 2023</p> <p>Page 19</p> <p>Amount Warranted for FY2022/23 was UGX 709,555,379</p> <p>Revised Budget Amount for FY2022/23 was UGX 894,972,202</p> <p><b>Calculation</b></p> <p>Amount Warranted/Revised Budget*100= 709,555,379/894,972,202*100= 79.3%</p>	0
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3	<p>Evidence that the LG has released all funds allocated for the implementation of environmental and social safeguards in the previous FY.</p> <p>Maximum score is 4</p>	<p>If the LG has released 100% of funds allocated in the previous FY to:</p> <p>b. Community Based Services department.</p> <p>score 2 or else 0.</p>	<p>A review of Draft Final Accounts for FY2022/23 revealed that the City Council released only 90% of funds allocated to the Department of Community-Based Services for FY2022/23</p> <p><b>Evidence</b></p> <p>Amount Warranted for FY2022/23 was UGX 269,503,940</p> <p>Revised Budget Amount for FY2022/23 was UGX 300,521,566</p> <p><b>Calculation</b></p> <p>Amount Warranted/Revised Budget*100= 269,503,940/300,521,566*100 = 89.7%</p>	0
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4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	a. If the LG has carried out Environmental, Social and Climate Change screening, score 4 or else 0	There was evidence that Mbarara city carried out Environmental, Social, and Climate Change screening for the USMID roads per the screening report dated 10/06/2022. Additionally, the contractor Siraj Nigeria Ltd carried out screening before preparing an ESIA report that was approved by NEMA on 30/01/2023	4
Maximum score is 12				
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	b. If the LG has carried out Environment and Social Impact Assessments (ESIAs) prior to commencement of all civil works for all projects implemented using the Discretionary Development Equalization Grant (DDEG), score 4 or 0	There was evidence that Environment and Social Impact Assessment (ESIA) was conducted for the USMID projects per the ESIA report by the contractor Siraj Nigeria Ltd.  Upon submission of the report, NEMA approved the report as per the certificate of approval of ESIA: Certificate No.NEMA/ESIA/16815 dated 30/01/ 2023 by the Executive director NEMA.	4
Maximum score is 12				
4	Evidence that the LG has carried out Environmental, Social and Climate Change screening/Environment and Social Impact Assessments (ESIAs) and developed costed Environment and Social Management Plans (ESMPs) (including child protection plans) where applicable, prior to commencement of all civil works.	c. If the LG has a Costed ESMPs for all projects implemented using the Discretionary Development Equalization Grant (DDEG);; score 4 or 0	There was evidence that Mbarara city prepared Costed ESMPs for all projects implemented under USMID per ESIA report by Siraj Nigeria Ltd that had costed ESMP of UGX:881,197,793 for all the seven roads that were to be upgraded.	4
Maximum score is 12				

**Financial management and reporting**

5	Evidence that the LG does not have an adverse or disclaimer audit opinion for the previous FY.	If a LG has a clean audit opinion, score 10;  If a LG has a qualified audit opinion, score 5  If a LG has an adverse or disclaimer audit opinion for the previous FY, score 0	The list of LG audit opinions for FY 2022/23 released by OAG confirms that the Municipal Council's financial statements for FY 2022/23 was unqualified.	10
Maximum score is 10				

6	<p>Evidence that the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes issues, recommendations, and actions against all findings where the Internal Auditor and Auditor General recommended the Accounting Officer to act (PFM Act 2015).</p>	<p>If the LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and Auditor General findings for the previous financial year by end of February (PFMA s. 11 2g),</p>	<p>The City Council submitted information to the PS/ST on the status of implementation of recommendations in only the Auditor General Report for FY2021/22 before 28 February 2023. However, no evidence of information submitted to the PS/ST on the status of the implementation of the recommendations in the Internal Auditor General's report was adduced at the time of assessment.</p>	0
	<p>maximum score is 10</p>	<p>score 10 or else 0.</p>	<p><b>Evidence</b> Submission of Responses/Action Plan to the Issues raised in the Auditor General's Report for the Year Ended 30 June 2022. Report Date 22 February 2023. Received MoFPED on 23 February 2023.</p>	
7	<p>Evidence that the LG has submitted an annual performance contract by August 31st of the current FY</p>	<p>If the LG has submitted an annual performance contract by August 31st of the current FY,</p>	<p>The City Council submitted the Annual Performance Contract for FY2023/24 before 31 August 2023. The list of Performance Contract submissions provided by MoFPED affirms that the PS/ST endorsed this contract.</p>	4
	<p>Maximum Score 4</p>	<p>score 4 or else 0.</p>	<p><b>Evidence</b> Submission of the Approved Performance Contract 2023/24 made on 28 June 2023.</p>	
8	<p>Evidence that the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year</p>	<p>If the LG has submitted the Annual Performance Report for the previous FY on or before August 31, of the current Financial Year,</p>	<p>The City Council submitted the Annual Performance Report for FY2022/23 to MoFPED before 31 August 2023.</p>	4
	<p>maximum score 4 or else 0</p>	<p>score 4 or else 0.</p>	<p><b>Evidence</b> Submission of the Progress Performance Report for Quarter Four 2022/2023 dated 15 August 2023. Received MoFPED 23 August 2023.</p>	
9	<p>Evidence that the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year</p>	<p>If the LG has submitted Quarterly Budget Performance Reports (QBPRs) for all the four quarters of the previous FY by August 31, of the current Financial Year,</p>	<p>The City Council submitted all Quarterly Budget Performance Reports (QBPR) for FY2022/23 to MoFPED before 31 August 2023</p>	4
	<p>Maximum score is 4</p>	<p>score 4 or else 0.</p>	<p><b>Evidence</b> Q1 BPR FY2022/23. Submission of the Progress Performance Report for Quarter One 2022/23. Received MoFPED on 30 January 2023 Q2 BPR FY2022/23. Submission of the Progress Performance Report for Quarter Two 2022/23. Received MoFPED on 05 June 2023 Q3 BPR FY2022/23. Submission of the Progress Performance Report for Quarter Three 2022/23. Received MoFPED on 05 June 2023 Q4 BPR FY2022/23. Submission of the Progress Performance Report for Quarter Four 2022/23. Received MoFPED on 23 August 2023</p>	

**Education Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.  <i>The Maximum Score of 70</i>	a) District Education Officer (district)/ Principal Education Officer (municipal council), score 30 or else 0	Mbarara CC has a substantive City Education Officer – Tumwebaze Francis evidenced by the letter of appointment dated 12th October 2022 referenced under Min. No. 39/09/2022(75). At the time of assessment, the Officer was found to have been duly appraised as evidenced by Annual Performance Report (APR) dated 30th June 2023.	<b>30</b>
1	New_Evidence that the LG has substantively recruited or the seconded staff is in place for all critical positions in the District/Municipal Education Office.  <i>The Maximum Score of 70</i>	b) All District/Municipal Inspector of Schools, score 40 or else 0.	Mbarara CC has two Inspectors of Schools positions (Principal Inspector 1 No. and Senior Inspector of Schools 1No.) as per the MoPS 2022 approved staff establishment structure. Only the Senior Inspector of Schools position was staffed and appraised at the time of assessment as shown hereunder.  <b>Senior Inspector of Schools</b>  Kareetwa Gidious, as evidenced by letter of appointment dated 12th October 2022 referenced under Min. No. 39/09/2022(103). At the time of assessment, the Officer was found to have been duly appraised as Secondary Teacher as evidenced by the Annual Performance Report (APR) dated 30th June 2023.	<b>0</b>
<b>Environment and Social Requirements</b>				
2	Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)  <i>The Maximum score is 30</i>	If the LG carried out:  a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.	There was evidence that Environmental, Social and Climate Change screening was carried out for Environmental, Social and Climate Change screening for projects under education;  Construction of a 2-classroom block at Kichwamba primary school was screened on 16/09/2022 with a costed ESMP of UGX: 1,500,000 dated 17/09/2022.  Construction of a 3-unit staff house at Karama Primary school was screened on 30/09/2022 with a costed ESMP of UGX: 1,450,000 dated 30/09/2022.  Construction of a 2-classroom block at Rwakishakizi primary school was screened on 20/09/2022 with a costed ESMP of UGX: 1,800,000 dated 20/09/2022.  Construction of a 2-classroom block at Rwenjeru primary school was screened on 19/09/2022 with a costed ESMP of UGX: 1,950,000 dated 19/09/2023.	<b>15</b>
2	Evidence that prior to commencement of all civil works for all Education sector projects the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)  <i>The Maximum score is 30</i>	If the LG carried out:  b. Social Impact Assessments (ESIAs) , score 15 or else 0.	The projects implemented under Education did not qualify to undergo an ESIA upon being screened for environmental and social safeguards.  Construction of a 2-classroom block at Kichwamba primary school was screened on 16/09/2022 with a costed ESMP of UGX: 1,500,000 dated 17/09/2022.  Construction of a 3-unit staff house at Karama Primary school was screened on 30/09/2022 with a costed ESMP of UGX: 1,450,000 dated 30/09/2022.  Construction of a 2-classroom block at Rwakishakizi primary school was screened on 20/09/2022 with a costed ESMP of UGX: 1,800,000 dated 20/09/2022.  Construction of a 2-classroom block at Rwenjeru primary school was screened on 19/09/2022 with a costed ESMP of UGX: 1,950,000 dated 19/09/2023.	<b>15</b>

**Health Minimum  
Conditions**

<b>No.</b>	<b>Summary of requirements</b>	<b>Definition of compliance</b>	<b>Compliance justification</b>	<b>Score</b>
<b>Human Resource Management and Development</b>				
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	a. If the District has substantively recruited or the seconded staff is in place for: District Health Officer, score 10 or else 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	b. Assistant District Health Officer Maternal, Child Health and Nursing, score 10 or else 0		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	c. Assistant District Health Officer Environmental Health, score 10 or else 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	d. Principal Health Inspector (Senior Environment Officer), score 10 or else 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	e. Senior Health Educator, score 10 or else 0.		
1	New_Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions. <i>Applicable to Districts only.</i> <i>Maximum score is 70</i>	f. Biostatistician, score 10 or 0.		

1	<p>New Evidence that the District has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to Districts only.</i></p> <p><i>Maximum score is 70</i></p>	<p>g. District Cold Chain Technician, score 10 or else 0.</p>		
1	<p>New Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>h. Medical Officer of Health Services /Principal Medical Officer, score 30 or else 0.</p>	<p>Mbarara CC, has a substantive City Health Officer - Mugisha Keruki Longino as evidenced by letter of appointment dated 28th MArch 2023 referenced under Min. No. 68/03/2023(h). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p>	<b>30</b>
1	<p>New Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>i. Principal Health Inspector, score 20 or else 0.</p>	<p>The MOPS (2022) approved, costed staff establishment does not have a provision for this position. The structure includes (i) City Health Officer, (ii) Principal Health Officer - Environmental Health, (iii) Principal Health Officer (Maternal Child Health/Nursing), (iv) Health and Safety Officer, (v) Senior Health Educator. The Principal Health Officer is Mutibwa Lydia.</p>	<b>20</b>
1	<p>New Evidence that the Municipality has substantively recruited or the seconded staff is in place for all critical positions.</p> <p><i>Applicable to MCs only.</i></p> <p><i>Maximum score is 70</i></p>	<p>j. Health Educator, score 20 or else 0</p>	<p>Mbarara CC has a substantive Senior Health Educator per the approved staff establishment - Twinabaitu Dorcus as evidenced by letter of appointment dated 6th January 2023 referenced under Min. No. 50/12/2022(d)(95). At the time of assessment, the Officer was found to have been duly appraised as evidenced by the Annual Performance Report (APR) dated 30th June 2023.</p>	<b>20</b>

**Environment and Social Requirements**

2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p><i>Maximum score is 30</i></p>	<p>If the LG carried out:</p> <p>a. Environmental, Social and Climate Change screening/Environment, score 15 or else 0.</p>	<p>There was no infrastructure project implemented under health for the previous financial year.</p>	<b>15</b>
2	<p>Evidence that prior to commencement of all civil works for all Health sector projects, the LG has carried out: Environmental, Social and Climate Change screening/Environment Social Impact Assessments (ESIAs)</p> <p><i>Maximum score is 30</i></p>	<p>b. Social Impact Assessments (ESIAs) , score 15 or else 0.</p>	<p>There was no infrastructure project implemented under health for the previous financial year.</p>	<b>15</b>

**Micro-scale Irrigation Minimum  
Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions in the District Production Office responsible for Micro-Scale Irrigation  <i>Maximum score is 70</i>	If the LG has recruited;  a. the Senior Agriculture Engineer  <i>score 70 or else 0.</i>	The Mbarara City Council staff structure did not provide for this position.	<b>0</b>
<b>Environment and Social Requirements</b>				
2	New_Evidence that the LG has carried out Environmental, Social and Climate Change screening have been carried out for potential investments and where required costed ESMPs developed.  <i>Maximum score is 30</i>	If the LG:  Carried out Environmental, Social and Climate Change screening score 30 or else 0.	Micro-scale irrigation assessment was not applicable to cities and municipalities at the time of this assessment.	<b>0</b>

**Water & Environment Minimum Conditions**

No.	Summary of requirements	Definition of compliance	Compliance justification	Score
<b>Human Resource Management and Development</b>				
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	a. 1 Civil Engineer (Water), score 15 or else 0.	Not applicable as City is serviced by NWSC.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	b. 1 Assistant Water Officer for mobilization, score 10 or else 0.	Not applicable as City is serviced by NWSC.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	c. 1 Borehole Maintenance Technician/Assistant Engineering Officer, score 10 or else 0.	Not applicable as City is serviced by NWSC.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	d. 1 Natural Resources Officer, score 15 or else 0.	Not applicable as City is serviced by NWSC.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	e. 1 Environment Officer, score 10 or else 0.	Not applicable as City is serviced by NWSC.	0
1	New_Evidence that the LG has recruited or the seconded staff is in place for all critical positions. <i>Maximum score is 70</i>	f. Forestry Officer, score 10 or else 0.	Not applicable as City is serviced by NWSC.	0
<b>Environment and Social Requirements</b>				
2	Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	If the LG: a. Carried out Environmental, Social and Climate Change screening/Environment, score 10 or else 0.	Not applicable under municipalities and cities.	0
2	Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	b. Carried out Social Impact Assessments (ESIAs) , score 10 or else 0.	Not applicable under municipalities and cities.	0
2	Evidence that the LG has carried out Environmental. Social and Climate Change screening/Environment and Social Impact Assessment (ESIAs) (including child protection plans) where applicable, and abstraction permits have been issued to contractors by the Directorate of Water Resources Management (DWRM) prior to commencement of all civil works on all water sector projects	c. Ensured that the LG got abstraction permits for all piped water systems issued by DWRM, score 10 or else 0.	Not applicable under municipalities and cities.	0