



LLG Performance Assessment

LLG Performance Assessment

Mwello

(Vote Code: 273854)

Score 55/100 (55%)

No.	Performance Measure	Scoring Guide	Score Justification
Assessment area: A. Functionality of Parish Administrative Structures			
1	The LLG has ensured that there are functional PDCs/WDCs in all their respective Parishes/Wards Maximum score is 2		There was evidence PDCs composition PDM guidelines for all the parishes. PDC composition for Mwello parish - Chairperson – Onyango Albert - Secretary – John Emmanuel Ogweng - NRM – Okongo Lawrence - Women – Akongo Justine Faith - PWD –Otoyo Paul - Eldery – Nyanmwenge Justine - Youth – Onyango Gabdiel PDC composition for Mikiya parish - Chairperson – Onyango Albert - Secretary – Achola Judith - NRM – Okongo Lawrence - Women – Akongo Justine Faith - PWD –Otoyo Paul - Eldery – Nyanmwenge Justine - Youth – Jabo James PDC composition for Agumit Parish - Chairperson – Onyango Albert - Secretary – Anyango Hellen - NRM – Okongo Lawrence - Women – Akongo Justine Faith

Evidence that the LLG has duly constituted PDCs/WDCs with composition in accordance with the PDM Guidelines, and that PDCs are fully functional as evidenced by mobilization of beneficiaries within a parish/ward, appraisal of all proposals submitted for the revolving funds during the previous FY for all parishes, score 2, else score 0.

2

5. PWD –Otoyo Paul
6. Eldery – Nyanmwenge Justine
7. Youth – Osuna Mark
8. **PDC composition for Kisote Parish**

1. Chairperson – Onyango Albert
2. Secretary – Ongwen John Emmanuel
3. NRM – Okongo Lawrence
4. Women – Akongo Justine Faith
5. PWD –Otoyo Paul
6. Eldery – Nyanmwenge Justine
7. Youth – Onyango Gabdiel

There were reports to show that the LLG carried out community mobilization for individuals to participate in government programmes for all the parishes

- Kisote Parish - 31/1/2024
- Agumit Parish - 30/1/2024
- Mikiya parish - 29/01/2024
- Mwello parish - 1/2/2024

List of proposals for the revolving funds for all the parishes during the previous FY in place

Mwello parish

Poultry, piggery and cassava growing

Mikiya parish

Poultry, cassava and dairy

Kisote parish

Rice piggery and

cassava

Agumit Parish

Poultry, cassava and piggery

There was evidence of minutes of appraisal/ vetting showing PDC meeting for three parish.

Agumit parish meeting held on 5/6/2024

Mwello parish meeting held on 30/6/2024

Mikiya Parish meeting held on 1/6/2024

Kisote parish meeting held on 20/7/2024 which was beyond the FY

2

LLG has ensured that all Parish Chiefs/Town Agents have collected, compiled, and analyzed data on Parish/community profiling as stipulated in the PDM Guidelines.

Maximum score is 2

Evidence that all the Parishes/Wards in a LLG have compiled, updated, and analyzed data on community profiling disaggregated by village, gender, age, economic activity among others as stipulated in the PDM Guidelines, score 2 else score 0.

0

This evidence was not provided

3

The LLG provided guidance and information to the Village Executive Committees and PDCs on strategies for the development of the parish

Maximum score is 6

Evidence that the LLG:

i. Has mapped NGOs, CBOs & CSO operating in the LLG and involved them in raising awareness about the PDM and planning cycle: score 2, or else 0

2

The following NGO, CBO and SCO were mapped for the previous FY i.e. compassion international, evidence action, Silizako mainly providing child protection services and education,

Evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on:

ii. Approved Programmes/activities to be implemented within the Parish for the current FY score 2, else score 0

0

There was no evidence of meetings with the PDC and village executive on; approved activities to be implemented within the parish for current FY

Evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on:

iii. Priority enterprises that can be implemented in the parish score 2 or else 0

0

There was no evidence of meeting with the PDC and village executive on ;priority enterprises that be implemented in the parish

Assessment area: B. Planning and Budgeting

4

The LLG conducted Annual Planning and Budgeting exercise for the current FY as per the Planning and Budgeting Guidelines

Maximum score is 6

Evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY:

i. Is consistent with the LLG approved development plan III; score 1 or else 0

0

There was no consistency between the development plan, Annual work plan and budget. On the annual work plan Opening of Saaliech 2.5km community access road on page 8, However, the development plan is not in place

Evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY:

ii. Incorporates ranked priorities from all its respective parish submissions which are duly signed by the Parish Chief and PDC Chairperson score 1 or else 0.

0

Evidence of parish meeting not availed

Evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY:

iii. Is based on the outcomes of the budget conference; score 1 or else 0

1

There was evidence provided to show that the LLG held a budget conference on the 15th /12/2023. Among the priorities include Saaliech 2.5km community access road

		iv. That the LLG budget include investments to be financed by the LLG score 1 or else 0	1	Budget was linked to the annual workplan. Opening of Saaliech 2.5km community access road on page 6 of the budget
		v. Evidence that the LLG developed project profiles for all capital investments in the AWP and Budget as per format in NDP III Score 1 or else score 0	0	The LLG did not prepared project profiles for capital investments for the current FY
		vi. That the LLG budget was submitted to the District/Municipality/City before 15th May: score 1 or else 0	1	The LLG prepared and submitted the budget to the district on the 2/05/2024
5	Procurement planning for the current FY: submission of request for procurement Maximum score is 2	Evidence that the LLG prepared and submitted inputs into the procurement plan for all the procurements to be done in a LLG for the current FY) to the CAO/TC by the 30th April of the previous FY, Score 2 or else score 0	2	There was sufficient evidence to show that the LLG prepared and submitted procurement plan for the current FY on the 24/4/2024
6	Compliance of the LLG budget to DDEG investment menu for the current FY Maximum score is 2	Evidence that the investments in the approved LLG Budget for the current FY comply with the investment menu in the DDEG Grant, Budget and Implementation Guidelines, score 2 or else score 0	2	The prioritized investments in the budget comply with the DDEG Grant. Projects in the annual workplan include opening Saaliech 2.5km community access road and procurement of 4 office chairs and 4 office tables

Assessment area: C. Own Source Revenue Mobilization and Administration

7	LLG collected local revenue as per budget (Budget realization) Maximum score is 1	Evidence that the LLG collected OSR for the previous FY within +/- 10% of the budget score 1 or else score 0.	0	The LLG budget OSR -6,100,000 Actual collection OSR- 1,276,017 Performance – 25% Variation – 75% The LLG collected LR by less than 75%for the previous year
8	Increase in LLG own source revenues from last financial year but one to last financial year. Maximum score 1	Evidence that the OSR collected increased from previous FY but one to previous FY by more than 5 %, score 1 or else score 0	1	Actual OSR collection for 2022/2023 - 1,101,000 Actual OSR for 2023/2024 - 1,577,041 The LLG realized an increment in OSR by 56.1%
9	The LLG has properly managed and used OSR collected in the previous FY Maximum score 4	Evidence that the LLG: i. Has remitted OSR to the administrative units, score 1 or else score 0. Evidence that the LLG: ii. Did not use more than 20% of the OSR on councilors allowances in the previous FY (unless authority was granted by the Minister), score 1, else score 0 Evidence that the LLG: iii. Have budgeted and used OSR funds on operational and maintenance in previous FY, score 1, else score 0	0 0 0	Local revenue not shared with the administrative units Actual OSR collection 1,010,000 Actual spent on council – 3,190,000 20% of 1,010,000 - 202,000 The LLG spent more than the 20% OSR on council emolument. No funds were spent on operational and maintenance

Evidence that the LLG:

iv. Publicised the OSR and how it was used for the previous FY, score 1, else score 0. 0

OSR not publicized on the notice board.

Assessment area: D. Financial Management

10

The LLG submitted annual financial statements for the previous FY on time

Maximum score is 4

Evidence that the LLG submitted its Annual Financial Statement to the Auditor General (AG) on time (i.e., by August 31), score 4 or else score 0 4

There was evidence showing submission of Annual Financial Statement to Auditor General on 30th/8/2024

11

The LLG has submitted all 4 quarterly financial and physical progress reports including finances for the Parish Development Model (PDM), for the previous FY on time and in the prescribed format

Maximum score is 6

Evidence that the LLG submitted all four quarterly financial and physical progress reports, for the previous FY to the LG Accounting Officer including on the funding for the PDM on time: 1

i. Q1 by 15th October score 1 or else 0

There was sufficient evidence showing the timely submission of quarterly financial statement CAOs office

Q1 submitted on 11/10/2023

Evidence that the LLG submitted all four quarterly financial and physical progress reports, for the previous FY to the LG Accounting Officer including on the funding for the PDM on time: 1

ii. Q2 by 15th January score 1 or else 0

Q2 submitted on 9/01/2024

Evidence that the LLG submitted all four quarterly financial and physical progress reports, for the previous FY to the LG Accounting Officer including on the funding for the PDM on time: 1

iii. Q3 by 15th April score 1 or else 0

Q3 submitted on 9/04/2024

Evidence that the LLG submitted all four quarterly financial and physical progress reports, for the previous FY to the LG Accounting Officer including on the funding for the PDM on time: 3

iv. Q4 by 30th July score 3 or else 0

Q4 submitted on 5/07/2024. All the quarterly reports were submitted in time

Assessment area: E. Human Resources Management for Improved Service Delivery

12	Appraisal of all staff in the LLG in the previous FY Maximum score is 6	Evidence that the SAS/Town Clerk appraised staff in the LLG: (i) All staff in the LLG including extension workers in the previous FY (by 30th June): score 2 or else 0	2	All LLG staffs had been appraised in the FY 2023/2024. Appraisal forms availed for the following staffs. 1. Achola Judith parish chief appraised on 31/06/2024 2. Oyel Richard parish chief appraised on 21/06/2024 3. Anyango Hellen PC was appraised on 30/06/2024 4. Ongwen John Emmanuel Parish chief appraised on 30/06/2024
		Evidence that the SAS/Town Clerk appraised staff in the LLG: (ii) Primary School Head teachers in public primary schools in the previous school calendar year (by 31st December) – score 2 or else 0	0	The LLG appraised only on HT out the four. Appraisal form for Odoi Moses HT dated on 29th /02/2024. Appraisal forms of three Head Teachers not seen
		Evidence that the SAS/Town Clerk appraised staff in the LLG: (iii) HC III & II In-charges in the previous FY (by June 30th) – score 2 or else	0	This evidence was not availed.
13	Staff duty attendance Maximum score is 6	Evidence that the LLG has (i) Publicized the list of LLG staff: score 3 or else 0	3	Both the staff structure and staff list were publicized the on the LLG notice board

Evidence that the LLG has

(ii) Produced monthly analysis of staff attendance 0
with recommendations to CAO/TC score 3 or else 0

Monthly staff
attendance
analyzed as follows;

1. June 2024
dated 3rd
/7/2024
received on
24/07/2024
2. May 2024 7th
/6/2024
received on
10/06/2024
3. April 2024 1st
/05/2024
received on 3rd
/05/2024
4. March 2024 1st
/04/2024
received on 3rd
/04/2024
5. February 4th
/03/2024
received on 5th
/03/2024
6. January dated
5th /02/2024
received on 5th
/02/2024
7. December
2023 dated
29th /12/2023
received 8th
/01/2024
8. November
2023 dated 1st
/12/2023
received 8th
/12/2023
9. October 2023
dated
2/11/2023
received
03/11/2023
10. September
2023 dated
29th /10/2023
received 10th
/10/2023
11. July 2023 dated
3rd /08/23
received in 8th
/08/2023

Monthly analysis for
August 2023
missing

Assessment area: F. Implementation and Execution

14	The LLG has spent all the DDEG funds for the previous FY on eligible projects/activities Maximum score is 2	Evidence that the LLG 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	2	There was evidence to show that the LG spent all the DDEG funds on capital investments i.e. Installation of culverts on saaliech bridge and Procurement of 2 filling cabins
15	The LLG spent the funds as per budget Maximum score is 2	Evidence that the execution of budget in the previous FY does not deviate for any of the sectors/main programs by more than +/-10%: Score 2	0	Total budget – 59,690,604 Actual – 48,938,635 Performance – 81.9% Variation – 18% There was deviation of the budget from the sector ceilings and programs
16	Completion of investments as per annual work plan and budget Maximum score is 3	Evidence that the investment projects planned in the previous FY were completed as per work plan by end of FY (quarter four) : If more than 90 % was completed: Score 3 If 70% -90%: Score 2 If less than 70 %: Score 0.	3	The LLG Purchased installed culverts for saaliech bridge , procured 2 filling cabins

Assessment area: G. Environmental and Social Safeguards

17	The LLG has implemented environmental and social safeguards during the previous FY Maximum score is 2	Evidence that the LLG carried out environmental, social and climate change screening where required, prior to implementation of all planned investments/ projects, score 2 or else score 0	0	This evidence was not provided
18	The LLG has an Operational Grievance Handling System Maximum score is 2	(i) If the LLG has specified a system for recording, investigating and responding to grievances, which includes a designated a person to coordinate response to feed-back, complaints log book with clear information and reference for onward action, a defined complaints referral path, and public display of information at LLG offices score 1 or else 0	0	This evindance was provided

	(ii) If the LLG has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress score 1 or else 0	0	Grievance redress mechanism not publicized on the LLG notice board
19	The LLG has a functional land management system Maximum score 1		Appointments letters of members of the Area Land Committee provided. 1. Ochai Amos appointment dated 4th /03/2023 2. Owor Disi appointment dated 4th /03/2023 3. Owor Alex appointment dated 4th /03/2023 4. Alowo Teddy appointment dated 4th /03/2023 Minutes of area land committee meetings seen. The meetings were held on the following dates as per the minutes; 15th /09/23, 14th /12/23, 29th /03/2024, 21st /06/2024
	If the LLG has a functional Area Land committee in place to assist the LG Land board in an advisory capacity on matters relating to land, including ascertaining rights on the land score 1 or else 0	1	
Assessment area: H. Basic (Pre & Primary) Education services Management (in public and private schools)			
20	Awareness campaigns and mobilization on education services conducted in last FY Maximum score is 3	Evidence that the LLG has conducted awareness campaigns and parent's mobilization for improvement of education service delivery score 3, else score 0 3	There was evidence of awareness creation report on improvement of education services dated 12/12/2023, 19th /03/2024, 14th /12/2023, 29th/09/2023.

21	Monitoring of service delivery in basic schools Maximum score is 4		According to the monitoring reports, the LLG monitored all schools. However monitoring was not done termly for all the schools for the previous three terms i.e. Abwel p/s monitored on 06/06/2024, 26/02/2024, 18/09,/2023 Mwello p/s monitored on 5th /06/2024, 26/02/2024, 12/02/2024 Rugot p/s monitored on 04/06/2024, 10/08/2023, 27/05/2024 Mikiya p/s monitored on 04/06/2024, 10/10/2023
	Evidence that the LLG has monitored schools at least once per term in the previous 3 terms and produced a list of issues requiring attention of the committee responsible for education of the LLG council in the previous FY: If all schools (100%) - score 4 If 80 – 99% – score 2 If 60 to 79% score 1 Below 60% score 0	2	
22	Existence and functionality of School Management Committees Maximum score is 3		The SMC did not hold termly meetings. Mwello p/s SMC meetings held on 24 /08/2023, 9th /02/2024, 24th /07/2024 Rugot SMC meetings held on 3 /08/2023 and 26 /06/2024 Abwel p/s SMC meeting held on 13/10/2023 Minutes for Mikiya p/s SMC meeting not availed
	Evidence that the LLG have functional school management committees in all schools; score 3, else score 0	0	

Assessment area: I. Primary Health Care Services Management

23	Awareness campaigns and mobilization on primary health care conducted in last FY Maximum score is 3	Evidence that the LLG has conducted awareness campaigns and mobilized communities for improved primary health care service delivery score 3, else score 0	3	The LLG conducted health awareness campaigns to improve PHC on 18 /03/2024
24	The LLG monitored health service delivery at least twice during the previous FY Maximum score is 4	Evidence that LLG monitored aspects of health service delivery during the previous FY , score 4 or else score 0	4	Monitoring reports on health service delivery submitted to executive held on 19th /09/2023 and 20/20/2024
25	Existence and functionality of Health Unit Management Committee Maximum score is 3	Evidence that the LLG have functional Health unit Management Committee for all Health Facilities in the LLG; score 3, else score 0	0	Composition for HUMC not seen Evidence of HUMC meetings for Q2, Q3, Q4 availed. Q2 minutes dated 22nd /09/2023 Q3 minutes dated 9th /02/2024 Q4 minutes dated 1st /06/2024 Minutes for Q1 missing.

Assessment area: J. Water & Environment Services Management

26	Evidence that the LLGs submitted requests to the DWO for consideration in the current FY budgets Maximum score is 3	Evidence that the SAS submitted in writing requests to the DWO for consideration in the planning of the current FY score 3, else score 0	0	This evidence not provided
27	The LLG has monitored water and environment services delivery during the previous FY Maximum score is 3	Evidence that SAS/ATC monitored/supervised aspects of water and environment services during the previous FY including review of water points and facilities, score 3 or else score 0	0	Monitoring report does not provide details of the activity

28	Existence and functionality of Water and Sanitation Committees Maximum score is 2	Evidence that the LLG have functional Water and Sanitation Committees (including collection and proper use of community contributions) score 2, else score 0	0	Composition of water use committee for only one water source seen and attendance does not reflect titles for members Minutes of water user committee for one water source seen. The LLG should avail minutes for water user committees for all water sources within the LLG. There was evidence of community contribution towards the maintenance of water sources
29	Functionality of investments in water and sanitation facilities Maximum score is 2	Evidence that the SAS has an updated lists on all its water and sanitation facilities (public latrines) and functionality status. Score 2 else 0	0	Updated report availed but does not include functionality status of the water sources and public latrines
Assessment area: L. Production Services Management				
34	Up to date data on agriculture and irrigation collected, analyzed and reported Maximum score is 2	If the LLG extension staff have collected, analyzed and reported data on agriculture (i.e., crop, animal and fisheries) and irrigation activities including production statistics for key commodities, data on irrigated land, farmer applications, farm visits etc. as per formats, the reports compiled and submitted to LG Production Office score 2 or else 0.	2	There was evidence that production statistics data was collected, analyzed and submitted to DPO on 10/1/2024. Data for crop was submitted on 11th /07/2024 Date for animal husbandry dated 5/4/2024
35	Farmer awareness and mobilization campaigns carried out through farmer field days and awareness meetings Maximum score is 2	If the LLG has carried out awareness and mobilization campaigns on all aspects of agriculture through farmer field days and awareness meetings, exchange visits, reports compiled and submitted to LG Production Office score 2 or else 0	2	The LLG conducted sensitization on farmers and farmer groups on PDM and U-gift micro scale irrigation. Repot submitted on 4th /07/2024

36	The LLG has carried out monitoring activities on production activities for crops, animals and fisheries Maximum score is 2	If the LLG extension staff has implemented monitoring activities on agricultural production for crops, animal and fisheries covering among others irrigation, environmental safeguards, agricultural mechanization, postharvest handling, pests and disease surveillance, equipment installations, farmers implementing knowledge from trainings, reports compiled and submitted to LG Production Office score 2 or else 0	2	Monitoring report for 4th quarter and farmer follow ups for all the four parishes seen. Report submitted to DPO on 4th/ 7/2024
37	Farmer trainings through training farmer field schools and demonstrations organized and carried out Maximum score is 2	If the LLG extension staff has carried out farmer trainings on irrigated agriculture, agronomy, pests and diseases management, operation and maintenance of equipment, linkage to markets etc. through for example farmer field schools, demonstrations, and field training sessions, reports compiled and submitted to LG Production Office score 2 or else 0.	2	The LLG participated in training of farmers and farmer groups. Trained farmers on enterprise selection at parish and subcounty leve, selsction of CBF's, Formation of the multi stake holder platform Training in agronomic practices from April to june. reports compiled and submitted to DPO on 11/7/2024 Demo on maize Bazoka high breed at Mr. Oburu mecellino's home. Demo on establishment of Nappier pasture at Oboth Benards home in Amor zone, Mikiya Parish. Report submitted to DPO on 19/4/2024 Attendance lists seen and training programs attached
38	The LLG has provided hands-on extension support to farmers and farmer organizations / groups Maximum score is 2	If the LLG extension staff have provided extension support to farmers and farmer groups on crop management, aquaculture, animal husbandry, irrigation, Operation and Maintenance of equipment, postharvest handling, value addition, marketing etc. reports compiled and submitted to LG Production Office score 2 or else 0	2	There was evidence of field reports on extension support to farmers. Reports not submitted to DPO.