



LLG Performance Assessment

LLG Performance Assessment

Nyangole

(Vote Code: 273861)

Score 96/100 (96%)

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	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.	The LG had fully constituted PDCs for all the parishes. The subcounty has four parishes namely Nyangole, Nyakesi, Achilet and Iyokango. PDC guide lines in place • PDC composition for Nyakesi parish • Chairperson – Owino Joseph • Secretary – Akware Colleti • NRM – Odio Martin Peter • Women – Rosemary Omitta Anderea • PWD – Onyango Stephen • Eldery – Oketcho Remigio • Youth – Oketcho Stephen • • PDC composition for Achilet parish • Chairperson – Obbo Zeribabire • Secretary – Awori Joan Mary • NRM – Okongo Patrick • Women – Adikin Suzan • PWD – Obbo Alfred Odoi • Eldery – Omolla Simon • Youth – Onyango Stephen • • PDC composition for Nyangole Parish • Chairperson – Okumu Vincent • Secretary – Namugosa Annet • NRM – Onyango Francis • Women – Anyango Brenda • PWD – Okware Joseph • Youth – Okoth Innocent • • PDC composition for Nyangole Parish • Chairperson – Okello Raymond • Secretary – Komakech Robinson • NRM – Osinde Joseph • Women – Awor Teddy • PWD – Okum Edward • Eldery – Otheino
2			

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

Nyakesi parish meeting held on 5/5/2024, Achilet parish meeting held on 10/5/2023, Nyangole parish meeting on 10/5/2023 and lyokango parish held the meeting on 8/5/2023

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

Nyakesi Parish

Poultry, piggery, poultry and cassava growing

Achilet parish

Poultry, piggery, poultry and mango fruit growing

Nyangole parish

Poultry, piggery, fish and cassava growing

lyokango Parish

Poultry, piggery and cassava growing

There was evidence to show that the LLG held PDC meeting for appraisal. Achilet on the 27/5/2024, Nyangole 28/5/2024, Nyakesi 31/5/2024 and lyokango 21/6/2024

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.

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.

2

Parish data disaggregated by gender, age and economic activities available

Maximum score is 2

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; Action for Health Uganda, TMATA, Uganda Development and Health Association supporting the youth, women, children and farmers

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

2

There was evidence of meetings minutes with the PDC and village executive for 2024/2025 approved programmes held on 06/10/2023

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

2

There was evidence of minutes of meeting held on 4th /10/2023 with the PDC and village executive on priority enterprises that can 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

1

Procurement of solar panels on page 12, opening of maguria A-Nyangole A 5km on page 17 on the AWP. On the development plan, opening of maguria A-Nyangole A 5km on page 69

Procurement of solar panels not in the development plan

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.

1

The LLG held parish meeting to incorporate ranked priorities from all the respective parishes and minutes duly signed by SAS. Parish planning meeting held on the 11/10/2023.

	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 10th/10/2023. The report contains opening of maguria A-Nyangole A via Agururuswamp 5km	
	iv. That the LLG budget include investments to be financed by the LLG score 1 or else 0	1	The LLG prepared project profiles for the capital investments to be financed by the LLG in the current FY	
	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	1	In the budget opening of maguria A-Nyangole A via Agururu swamp 5km on page 10 in the budget	
	vi. That the LLG budget was submitted to the District/Municipality/City before 15th May: score 1 or else 0	1	The LLG submitted the budget to the CAO's on the 10/4/2024. Budget submitted within the timeframe.	
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 26/4/2024
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	There was evidence to ascertain that prioritized investments comply to the DDEG Grant . Projects in the annual workplan Opening maguria A-Nyangole A via Agururuswamp 5km, Nutrition (2%), Monitoring 10%

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.	1	The LLG budget of OSR 2023/2024 was 90,652,050. Actual collection of OSR 109,522,163 Budget performance 102% The LLG local revenue collection was within the +/- 10
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	• There was evidence showing that there was an increase in OSR • Actual collection OSR for 2023/2024 - 109,522,163 • Actual collection OSR for 2022/2023 - 91/728/465 • There LLG OSR increased by 19.3%.
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	1 0 1	The LLG Remitted OSR to the administrative units. Vouchers verified reflect transfer of 1,810,000 and 3,890,000 for Opondo road Total OSR collection 91,728,405 20% of 91,728,405=18,345,681 Actual spent on council =19,100,000 The LLG spent more than the 20% OSR on council The LLG spent less than 5% OSR on operational and maintenance As per verified vouchers LLG spent 816,000 on painting and 411,000 on wiring totaling to 1,227,000sh.

Evidence that the LLG:

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

1

The LLG publicized OSR expenditure 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

The LLG submitted the Annual Financial Statement to Auditor General on the 30/8/2024.

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

There was sufficient evidence showing timely submission of quarterly financial and physical progress reports to CAOs office

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

Q1 report submitted on the 10/10/2023

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

Q2 report submitted on the 11/1/2024

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

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

Q3 report submitted on the 12/4/2024

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

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

Q4 financial and physical progress report submitted on 8/7/2024

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

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 show that staffs were appraised as follows;

•

1. Ekenya Joseph Ass. Accountant was appraised on 26/6/2024
2. Namugosa Annet parish chief/Ag.CDO was appraised on 26/6/2024
3. Etyang Rogers Fisheries Officer was appraised on 27/6/2024
4. Komakech Robinson parish chief was appraised on 28/6/2024
5. Awori Joan Miria parish chief was appraised on 28/6/2024
6. Akware Collette parish chief was appraised on 26/6/2024

•

The LLG appraised all school headteachers in public primary schools as shown below;

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

2

1. Natabo Priscilla Head teacher was appraised on 29/12/2023
2. Achieng Jane Frances Head teacher was appraised on 29/12/2023
3. Musugu Daniel Head teacher was appraised on 29/12/2023
4. Staff appraisal received on 27/06/2024

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

2

Appraisal of HC Mr. Ocila
Amos Ass Nursing Officer on
27/6/2024

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

The LLG publicized the staff
list and staff structure on
the notice board. Staff
attendance and staff
performance reports in
place

Evidence that the LLG has

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

3

- Monthly staff attendance analyzed and submitted to CAO.
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- **Staff analysis for FY 2023/2024**

1. July 2023 dated 7/08/23 received in 7/08/2023
2. August 2023 dated 7/9/2023 received 8/9/2023
3. September 2023 dated 6/10/2023 received 11/10/2023
4. October 2023 dated 2/11/2023 received 03/11/2023
5. November 2023 dated 05/12/2023 received 05/12/2023
6. December 2023 dated 3/01/2024 received 3/01/2024
7. January dated 08/02/2024 received on 21/02/2024
8. February 7/03/2024 received on 11/03/2024
9. March 2024 08/04/2024 received on 11/04/2024
10. April 2024 13/05/2024 received on 20/05/2024
11. May 2024 6/6/2024 received on 6/06/2024
12. June 2024 1/7/2024 received on 8/07/2024

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

- The LLG spent all the DDEG grant on eligible projects as per the DDEG LLG investment menu.
- Purchase of furniture
- Nutrition 2%
- Motoring. monitoring report in place
- Mobilization
- Tree seedling not purchased and not paid.
- Verified the workplan, available payment vouchers and reports

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	2	Verified vouchers and budget indicate complacency
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.	2	As per the verified vouchers, the LLG Purchased of furniture , paid for nutrition 2% of 20,791,899=415,000, paid for road maintenance, data collection and monitoring. The LLG did not procure tree seedlings as per the work plan.

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	2	There was evidence of environmental and social screening report for the 2 projects that were implemented by the LLG . Name of projects that were screened 1. Opening of Opondo Agenda via Ofwono Padde to Mbale road mailo 5 trading centre 2. Maintenance of Angella Oboth to Iyikango and casting of murram the bridge area
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 (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	1	The LLG has in place grievance handling mechanisms and a complaints log book with clear information and reference for onward action. Referral path way was displayed on the notice board on the 10/12/2023 Grievance redress mechanism publicized on the LLG notice board

19	The LLG has a functional land management system Maximum score 1	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	Appointment letters of five members of area land committee date 4/03/2022 seen. 1. Okello Simon Ronald, 2. Opill Isaac Sunday, 3. Obbo John 4. Patrick,Achieng Alice 5. Okumu Vincent . Minutes of area land committee meetings seen. Meetings were held on the following dates as per the minutes; 05/10/23, 20/12/23, 27/06/2024
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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 awareness creation report on improvement of education services dated 12/12/202 and submitted to CAO on the 12/12/2023
21	Monitoring of service delivery in basic schools Maximum score is 4	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	4	According to the monitoring reports, the LLG monitored all schools at least once per term in the previous three terms. Monitoring was carried out as follows Achilet P/S 06/06/2024, 12/02/2024 and 27/09/2023 St Catherine Agurut p/s 17/06/2024, 12/02/2024 and 28/9/2023 Mudodo p/s reports dated 13/06/2024, 13/02/2024, 29/92023, 18/09/2023.

22	Existence and functionality of School Management Committees			
	Maximum score is 3			
	Evidence that the LLG have functional school management committees in all schools; score 3, else score 0	3		All schools held SMC meetings for atleast once per term for the previous 3 terms and minutes availed during assessment. The meeting were held as follows; Mudodo p/s 05/07/2023, 14/08/2023, 18/03/2023, Achilet p/s 22/03/2023, 20/12/2023, 25/7/2024 and St Catherine Agurut 25/02/2024, 25/06/2023, 06/04/2024
				Agurut p/s SMC meetings were held twice in the last FY

Assessment area: I. Primary Health Care Services Management

23	Awareness campaigns and mobilization on primary health care conducted in last FY	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 creation to improve PHC in Q3 and Q4 2024
	Maximum score is 3			
24	The LLG monitored health service delivery at least twice during the previous FY	Evidence that LLG monitored aspects of health service delivery during the previous FY , score 4 or else score 0	4	Reports on monitoring of health service delivery submitted to executive on 25/09/2023 and 25/01/2024
	Maximum score is 4			
25	Existence and functionality of Health Unit Management Committee	Evidence that the LLG have functional Health unit Management Committee for all Health Facilities in the LLG; score 3, else score 0	3	There was evidence of HUMC meetings. Minutes dated 18/08/2023, 23/11/2023, 14/02/2024 and 23/05/24
	Maximum score is 3			

Assessment area: J. Water & Environment Services Management

26	Evidence that the LLGs submitted requests to the DWO for consideration in the current FY budgets	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	3	Request for a bore hole at Achilet B Zone submitted to CAO on 11/11/2023
	Maximum score is 3			

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 3	There was evidence that the LLG monitored water and environment services in all the parishes. Reports on monitoring of water source protection, report on hygiene status and sanitation, , report on fencing of water, installation of hand washing facilities dated 5/10/2023, reports on monitoring of water drilling in Amaguria A.
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 2	Composition of water use committee Chairperson, vice c/p, Askari, secretary, treasurer, 2 mobilizers, caretaker Minutes of water user committee seen 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 2	The LLG availed Updated report showing water and sanitation status and functionality of water sources

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 collected include priority enterprises, agro-input dealers, farmer organizations, farmer groups, water for production, food security situation, crop performance and output, major income generating crops, crop market information, PHH technology etc.
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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 Government programs for example PDM, EMYOOGA, UGIFT and individual farmers with the goal for poverty alleviation. Reports submitted to DPO on 23/11/2023 and 25/4/2024
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	0	This evidence was not provided
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 on safe use of agrochemicals on 13/4/2024, 26/4/2024. Report submitted to DPO on the 08/5/2024 Training on fish tank culture, pond design and construction, feeding and practice ability of fish farming in achilet c and Magurai A . report submitted to DPO on 25/2/2024 Training of farmers on farm business planning, pest and disease management in cassava, in Nyakesi and lyokango on 23/10/2023. Report submitted to DPO on 9/7/2024 Training of farmers on pest and disease management in cereals on 6/3/2024, 16/3/2024,23/5/2024 at lyokango and Nyakesi Attendance forms and training program seen

The LLG has provided hands-on extension support to farmers and farmer organizations / groups	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 on design of simple demo concrete pond. Reports submitted to DPO on 07/04/2024
Maximum score is 2			