



LLG Performance Assessment

LLG Performance Assessment

Osukuru Town Council

(Vote Code: 273851)

Score 83/100 (83%)

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		PDM guidelines are in place. WDCs composition in place Abwanget Ward 1. Obbo Alfred: Opinion Leader 2. Mukade Rose: PWDS 3. Emoiti Godfrey: NRM Chairperson 4. Okeke John: LC II Chairperson 5. Achelat Immaculate: Secretary/Town Agent. Minutes for WDC meeting; Abwanget Q1: Dated 10/08/2023 1. Actions noted 2. Need to sensitize the community on PDM actors 3. Need for monitoring, guiding and giving feedback. • Q2 dated 8/12/2023 • Q4 dated 28/05/2024 • List of Proposals for Abwanget Ward 1. Anyoun Poultry PDM Group 2. Abwanget General and Real Poultry PDM group • Activity Report dated 17/05/2024 on improving Household incomes and quality of Life of community. • Minutes for proposal appraisal submitted for revolving fund dated 28/06/2024. • Ticaf Ward • WDC composition 1. Omalla Pius Micheal : Chairperson: 077062005 2. Orapa George Wilson : PWD: 0782522004 3. Sakwa Samuel: NRM: 07822669 4. Okabet Martin: Youth: 077558188 • WDC meeting minutes for TICAF ward

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

1. Q1 minutes dated: 11/08/2023

- **Actions noted**

1. Need for continuous mobilization of community member for PDM and other government programs
2. The committee recommended good team work and Unity.

- **Q2 dated 11/12/2023**
- **Actions noted.**

1. Follow-up of PDM beneficiaries to check on their performance.
2. The Committee recommended good working relationship.

- **Q4 dated 8/4/2024**
- **Action Points**

1. Need to sensitize the community on proper utilization and government funds.

- **List of proposals**

1. Opeded-Ticaf Maize Food production
2. Ticaf-Ticaf Maize Food production

- Report dated 29/05/2024 on enterprise selection; notably used methods such as problem tree analysis.
- Minutes for appraisal of proposals submitted for revolving fund dated 4/06/2024

- **Amagoro Ward**
- WDC composition

1. Ofamba Jeremiah: LC II Chairperson
2. Olowo Michael: PWDs
3. Olweny Geography: NRM
4. Akodo Georeth: Secretary.

- **Minutes for WDC meetings for Amagoro Ward**

- **Q1 dated 24/08/2023.**
- **Action Points**

1. Select a date with the SACCO executive members
2. To meet once in quarter to discuss the progress of the Beneficiaries.

Minutes dated 20/10/2023
meeting held at Osukuru TC

Reactions

1. Need for early information sharing amongst WDCs members
2. Need for Urban Greening in all government institutions

Q4 dated 7/06/2024

Action points noted

Need to pay close attention to the people getting money this time.

Committee agreed to go out to field and monitor Households that had gotten funds.

List of proposals

1. Amagoro C Amagoro cassava enterprise PDM group
2. Lulikoyo Amagoro Pigeery Enterprise PDM Group

Minutes for appraisal of files

1. Amgaro ward dated 7/06/2024

- **Osukuru Ward**
- **WDC Composition**

1. Olupot Denis: Chairperson: 077246213
2. Mugala Martha: Secretary: 0753366336
3. Owane Valentine: Elder: 0753366336
4. Otabong Vincent: NRM Chairperson: 0781769122

- **Minutes for WDC meetings-Osukuru Ward**

1. Dated 24/08/2023;
2. Dated 7/06/2024
3. Dated:14/12/2023

- **List of proposals submitted for revolving fund.**

1. Faith group Asinge B Cell Piggery

- **Minutes of Appraisal Dated 18/6/2024**
- **Groups appraised**

1. Aminanara group corner market piggery

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
	Maximum score is 2		

2. Corner modern farmers association. piggery
 - Field mobilization report dated 28/05/2024.
 - **Findings from the report.**
1. Beneficiaries preferred piggery as more viable project
 - **Challenges**
1. High expectation from community
2. Low turn-up during meetings.

LLG availed ward data for all wards among which include; Amagoro ward, Abwanget ward, osukuru ward, and Ticaf Ward.

Ward data is well compiled, disaggregated, analyzed by cell, gender, age, economic activity.

3	The LLG provided guidance and information to the Village Executive Committees and PDCs on strategies for the development of the parish	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
	Maximum score is 6		

Mapping report availed for NGOs, CBOs, operating in the LLG among which include; UNICEF located in all wards, Child foundation in all wards supporting child wellbeing committees; UWESO; Hope for Kids.

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

LLG provided guidance and information to the Cell Executive Committees and to WDCs on approved Programmes/activities to be implemented within the Ward for the current FY.

LLG availed consultative meeting minutes for all wards where town agents provided technical guidance and information to the cell executive committee and WDCs on priorities to be implemented in the Wards

Osukuru ward consultative meeting minutes dated; 10/09/2023

Priorities presented on

1. Construction of market stalls at osukuru corner market
2. Routine MEchnized maintenance of 5.11km Asinge A to negelechom via Abwanget CAR

Abwanget Ward consultative meeting minutes dated;25/08/2023.

Priorities presented on.

1. Routine Mechanized maintenance of 5.1km of Asinge to Negelechom via abwanget road

Ticaf ward consultative meeting minutes dated; 15/09/2023

Amagoro ward consultative meeting minutes dated; 5/09/2023.

LLG provided guidance and information to the Cell Executive Committees and to WDCs on Priority enterprises that can be implemented in the Ward.

LLG availed sensitization reports for all wards where they sensitized the CEll Executive Committee and WDCs on priorirty enterprises that can be implemnted in the ward

Osukuru Ward

1. Sensitization report dated 22/09/2023

Priorities sensitized on;

1. Construction of market stall at Osukuru Ward
2. Routine Mechanized maintenance of 5.1km Asinge B to ngelechom via abwanget CAR
3. Routine mechanized maintenance of Angorom B to UCI CAR

Amagoro Ward

1. Sensitization report dated 20/09/2023

Ranked priorities sensitized on

1. Opening of hope for kids amagorro via catherine otabong CAR
2. Routine mechanized maintenance of 1.8km lulikoyo-tenger CAR

Abwanget Ward

Sensitization report dated 15/09/2023.

1. TicaF Ward

Sensitization report dated 17/09/2023

Priorities sensitized on

1. Routine Mechanized Maintenance of Angorom B to UCI CAR
2. Construction of three stance lined pit latrine at TICAf primary school
3. Construction of Teachers Quarters at TICAf primary School.

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

2

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

Assessment area: B. Planning and Budgeting

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

Consistency was established.

Under wroks and technical services

AWP page 12; LLG approved budget page 11 and LLG five year development plan III on page 74; depict consistent prioritized investments.noted below

- 1. Routine maintenacne of Asinge B to Ngelechom via Abwanget CAR
- 2. Opening of Section CF boke A to boke B CAR

LLG AWP and Budget incorporates ranked priorities from all its respective ward submissions duly signed by WDC chairperson and Ward Town Agent

Osukuru Ward

Priorities Ranked

1. Construction of market stall at Osukuru Ward
2. Routine Mechanized maintenance of 5.1km Asinge B to ngelechom via abwanget CAR
3. Routine mechanized maintenance of Angorom B to UCI CAR

Amagoro Ward

Priorities Ranked

1. Opening of hope for kids amagorro via catherine otabong CAR
2. Routine mechanized maintenance of 1.8km lulikoyo-tenger CAR

Abwanget Ward

Priorities Ranked report dated 15/09/2023.

Ticaf Ward

Priorities Ranked

Priorities sensitized on

1. Routine Mechanized Maintenance of Angorom B to UCI CAR
2. Construction of three stance lined pit latrine at TICAF primary school
3. Construction of Teachers Quarters at TICAF primary School.

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

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

0

LLG did not avail evidence of a budget conference report to ascertain whether outcomes discussed are among the prioritized investments in the LLG council Workplan and Budget.

		LLG budget contains investments to be financed by LLG
iv. That the LLG budget include investments to be financed by the LLG score 1 or else 0	1	1. Consturction of staff house, a stance pit atrine and two unit kitchen at TICAF primary school at Ug.Shs.150,000,000 on page 12 of budget. 2. COConstructing of three stance pitlatrine at opedede HC III at 18,000,000 on page 10 of budget.
		LLG developed project profiles for all capital investments in the AWP and Budget as per format in NDP III
		Capital investment sunder transport and infrastructure services
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	1. Routine Mechanized maintenance if 5.1km Asinge B to Ngelechom via abwanget CAR using LR. Under Agro Industrilaization program 1. Construction of market stall at corner market on page 4 Under Human Capital development. 1. Construction of 3 stance pitlatrine at Opedede HC III
vi. That the LLG budget was submitted to the District/Municipality/City before 15th May: score 1 or else 0	1	LLG submitted budget to District on 7/05/2024 as seen by submission letter

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 LLG availed procurement plan enabling procurements to be undertaken in current FY dated 8/04/2024 which is within the required time frame of by 30th April of previous FY Investments that requires investments include; 1. Construction of three stance lined pit latrine at Opedede HC II 2. Constriction of market stall at osukruru corner
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 DDEG IPF: 21,690,194 80% componet for infrstructure development. Investments 1. Market Stall construction: 9,952,155 2. Maintenance of service lanes: 7,400,000 3. On page 10 and 11 of LLG budget. 10% component for investment servicing including monitoring and evaluation: 2,169,094 1. Well stipulated on page 13 of the budget 8% component of ward planning including data collection:1,735,215 1. Well stipulated on page 13 of LLG budget 2% of Nutrition committee: 423,803.88 Well stipulated on page 13 of budget

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

LLG availed AFS for FY 2023/2024.

On page 12 of AFS.

OSR budget: 532,131,860

OSR actual Collected: 331,861,065

Percentage Performance:

- $\frac{331,861,065}{532,131,860} \times 100$
- 62.5%
- = 62.5% which is not within +/-10% of required percentage performance.

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

AFS for FY 2022/2023:

Actual OSR collected: 298,578,311

AFS for FY 2023/2024

Actual OSR: 331,861,065; on page 12 of AFS

Increment: 33,282,754

- Percentage: $\frac{33,282,754}{298,578,311} \times 100$
- 11%
- =11% increment

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.

1

LLG remitted OSR to the administrative units

Voucher Number 1/02; 2024.

Serial Number: 1656 for 20% mandatory share worth 12,000,000

on page 13 of AFS lumpsumed under component of Transfer to other Agencies

Evidence that the LLG:

ii. Did not use more than 20% of the OSR on councillors allowances in the previous FY (unless authority was granted by the Minister), score 1, else score 0

1

LLG did not use more than 20% of OSR on councillors allowance.

20% of OSR=66,372,293

Cumulative total of councillor emoluments: 42,408,000

Thus LLG spent within 20% of OSR on councillors allowances.

		LLG did budget and used OSR for Operational and maintenace
Evidence that the LLG:		
iii. Have budgeted and used OSR funds on operational and maintenance in previous FY, score 1, else score 0	1	LLG availed a voucher number 16/3 serial number 1674 depciting payment for O&M of rehabilitation of the slaughter slab corner main market
		Amount spent: 1,684,000
		Spent 0.5% of OSR collected
Evidence that the LLG:		
iv. Publicised the OSR and how it was used for the previous FY, score 1, else score 0.	0	LLG publicized OSR on notice board however not how it was used.

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	LLG availed AFS submitted to Auditor General dated 15/08/2024 which is within required timeframe of by 31st August.
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: i. Q1 by 15th October 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: 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: iii. Q3 by 15th April score 1 or else 0 1	LLG submitted quarter one financial and physical progress report on 12/10/2023 which is within required timeframe of by 15th October LLG submitted quarter two financial and physical progress report on 8/01/2024 which is within required timeframe of by 15th January LLG submitted quarter three financial and physical progress report on 5/04/2024 which is within required timeframe of by 15th April

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 3 for the PDM on time:

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

LLG submitted quarter four financial and physical progress report on 4/07/2024 which is within required timeframe of by 30th July.

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

LLG availed appraisal evidence of appraising LLG Staff including extension staff.:

- Akodo Gorety: Town Agent of Amagoro Ward.
- Date of appraisal: 28/06/2024
-
- Ogola Alfairi: Office Assiatant:
- Date of Appraisal:28/06/2024.
-
- Mugala Martha: Town agent Osukuru Ward
- Date of Appraisal: 28/06/2024
-
- Oryamakin Henry: Town Agent: Tica Ward
- Date of Appraisal: 28/06/2024
-
- Angura Emma Edry: CDO
- Date of Appraisal: 28/06/2024
-
- Achelat Immavulate: Town Agent Abwanget Ward
- Date of Appraisal: 28/06/2024
-
- Onau Melkezedech Osillo: Assistant Town Clerk
- Date of appraisal:28/06/2024
-
- Christine Akayoroit: Senior Assistant Accountant
- Date of Appraisal:27/06/2024.
-
- Roanld Mugabi Muyomba: Veterinary Officer
- Date of appraisal: 28/06/2024
-
- Owor joseph: Assistant Agricultural Officer
- Date of Appraisal: 5/07/2024: Officer still under Probation as such not appraised Financial year term basis.

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

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	LLG availed appraisal forms for all primary schools public head teachers. • Langa Irene Jenkins : Headteacher: Ticaf Primary School • Date of Appraisal: 12th December, 2023 • • Atai Loyce Ade Ogola: Headteacher: UCI Primary School • Date of appraisal: 28th December, 2023 • • Owor Jacob Mike: Headteacher: Ngelechom Primary School • Date of appraisal: 28/12/2023 • • Obwin Mathew: Headteacher: Osukuru Primary School • Date of appraisal: 30/12/2023 All headteachers of the Public Primary Schools operating in the LLG were appraised within the required timeframe of by 31st December of school calendar.
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	LLG availed appraisal forms for health In-charges for health facilities operating in the LLG. • Otabong Fred: Assiatnt Medical Superindenant • Osukut Health Health Centre III- In-Charge • Date of Appraisal: 28/06/2024 LLG have one health facility operting in the LLG

Staff duty
attendance

Maximum score is 6

LLG Publicized the list of LLG staff on notice board stipulating their names and cadres

Evidence that the LLG has

(i) Publicized the list of LLG staff: score 3 or else 0 3

1. Ogola Alitan: Office Attendant
2. Akoyoroi Christine Senioe Accounts Assistant
3. Angura Emma: Community Development Officer
4. Owor Joseph: Agricultural Assistant
5. Dr. Ronald Mugabi: Health In-Charge
6. Emodi Anthony: Assistant Fisheries Officer
7. Oreme Kin Henry: Town Agent
8. Akodo Goreti: Town Agent
9. Mugala Martha: Town Agent
10. Achilet Immaculate: Town Agent
11. Onau .M. Oisilo: Assistant Township Officer

LLG Produced monthly analysis of staff attendance with recommendations to CAO.

Evidence that the LLG has

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

1. Ogola Alitan: Office Attendant: : 90%
2. Akoyoroi Christine Senioe Accounts Assistant: 81%
3. Angura Emma: Community Development Officer: 90%
4. Owor Joseph: Agricultural Assistant: 76%
5. Dr. Ronald Mugabi: Health In-Charge: 69%
6. Emodi Anthony: Assistant Fisheries Officer: 64%
7. Oreme Kin Henry: Town Agent: 65%
8. Akodo Goreti: Town Agent: 65%
9. Mugala Martha: Town Agent: 64%
10. Achilet Immaculate: Town Agent: 81%
11. Onau .M. Oisilo: Assistant Township Officer: 76%

Assessment area: F. Implementation and Execution

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

LLG availed AFS for FY 2023/2024.

DDEG IPF: 21,656,608

80% component for infrasturcture development: 17,325,286

Investments

1. Construction of market stall at corner market: 9,925,286
 2. Maintenace of service lanes: 7,400,000
 3. All the above were rolled over because initiated procurement for works and did not attract bidders.
- 10% component for investment servicing including moniroing and evaluation: 2,165,660
 - Well stipulated on AFS on page 63 as allownaces under Adminstration.
 - LLG also availed a reprot dated 29/07/2024 where they monitored investments under DDEG among which include; construction of market stall at corner adn status finding showed not yet implemented.
 - 8% component for ward data collection.
 - Well stipulatedon page 64 of AFS under allowances: 5,473,000

LLG availed data collection reports for all wards which was facilitated using DDEG funds for; Abwanget ward;Osukuru Ward, Ticaf Ward, Amagoro Ward; Data well disaggregated by cell, gender, age, and economic activity.

- 2% component for nutrition committee: 433,132
- LLG have a constituted nutrition committee in place.
- LLG availed minutes of meeting held by nutrition committee dated 18/4/2024
-

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

LLG availed AFS for FY 2023/2024.

Main Programs executed by LLG in the previous FY.

Education:

1. Completion of payment of staff house at Osukuru Primary School: 132,495,220 on page 12 of AFS.

Works

1. Maintenance of CARs(Angorom B-UCI; Opedede to Utro; 2.5km on page 12 of AFS total to 6,500,00
- **Total of main programs = 531,131,860.**
 - Percentage performance: 26.2% which is not within +_10%

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 0

If 70% -90%: Score 2

If less than 70 %: Score 0.

LLG Principal Township Officer availed a report dated 26/06/2024 showing implemented programs/service delivery

Performance stood at 33.3%

LLG completed 3 out of 9 investment projects

The completed investment projects

1. Angorom B-UCI CAR maintained.
2. Mechanized maintenance of Opedede to Utro road to boke A road.
3. Construction of teachers quarters at Osukuru Primary School and 3 stance Pit Latrine.

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	LLG carried out environmental, social and climate change screening. LLG availed screening forms for the following investments. 1. Construction of staff teachers quarters at Osukuru Primary School dated 14/7/2023. 2. Construction of 2 unit kitchen at Osukuru Primary School dated 17/7/2023. 3. Construction of 3 stance pitlatrine at Osukuru Primary School dated 16/7/2023.
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 (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	LLG does not have a specified a system for recording, investigating and responding to grievances. LLG did not avail any evidence at time of assessment for the assessment team to verify. At time of assessment, LLG did not publicize the grievance redress mechanisms.
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	LLG have 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. LLG availed appointment letters dated 21/09/2022 for the appointment of Area Land Committee. LLG also availed minutes for meetings held by the Area Land Committee. 1. Minutes dated 28/06/2024 2. Minutes dated 22/3/2024 3. Minutes dated 30/12/2023 4. Minutes dated 4/07/2023

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	LLG conducted awareness campaigns and parent's mobilization for improvement of education service delivery.
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FY

Maximum score is 3

- LLG availed report of awareness on Education in Osukru Ward Amagoro Town Council dated 28/2/2024

- **Findings**

1. The headteachr to share information with teachers to avavoid conflicts.
2. The headtechers to display the release of funds and expenditures on the notices boards

Challenges noted

1. Pupils no feeding at school
2. Absenteeism of pupils at school
3. School drop out

Recommendations

1. Feeding to be provided to pupils at school.
2. Need for more funds for school maintenance
3. Sensitize the community about the good of school to avoid school drop outs.
4. Headteachers to display expenditures on notice boards in schools.

- Report of awareness on education in Abwanget ward dated 22/02/2024.

- **Findings/Issues discussed**

1. Teachers to repair desks broken to cater for the children where to sit.
2. The stakeholders agreed that children should feed at school to iporve on the status of education in the Town Council.

Challenges

1. Lack of feeding at school
2. Absenteeism of pupils at school

Recomendations

1. Headteacher to display expenditures on notice boards on schools
2. Feding should be a priority in school.
3. Teacher's appraisal to be reported to the town clerk's office.
4. Implementing the vurtue of transperancy

Report on awreness on

Evidence that the LLG has conducted awareness campaigns and parent's mobilization for improvement of education service delivery score 3, else score 0 3

education dated 20/09/2023.

Objective;

1. Promote awareness on Education

Issues discussed

1. Headteachers to work hard and ensure that there is improvement on Education Performance.
2. He encouraged the Headteachers to attend to school always and avoid absenteeism.

Challenges

1. Pupil to teacher ratio is high
2. School drop out
3. Inadequate latrine at Ticaf

Recommendations

1. Feeding to be provided to children at school
2. Need for more funds for school maintenance.
3. Work as team
 - Report on awareness on education in Osukuru Ward dated 6/02/2024.
 - **Objective**
1. Promote awareness and sensitize the community on education.

Issues discussed

1. The headteachers to always share information with the staff to avoid conflict
2. The Town Clerk wanted to establish the contribution of the development partners in supporting the school.

Challenges

Lack of feeding at school

Absenteeism of pupils at school

Inadequate coverage of syllabus by some teachers.

Recommendations

1. Feeding should be a priority in school
2. Implementing the virtue of transparency
3. Suggestion boxes to be put in place at school.

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

4

If 80 – 99% – score 2

If 60 to 79% score 1

Below 60% score 0

LLG 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:

- LLG availed monitoring report dated 28/9/2023 for UC primary School
- **Key findings**

1. Entails enrolment status.
2. Staffing details of teachers
3. Low turn up of pupils
4. Compounds not neat.

Recommendations

1. Need to sensitize parents to ensure children go back to school on opening day.

- LLG availed monitoring report dated 11/2/2024 for osukuru primary school from 5th to 8th; February, 2024.

Findings

1. Desks in good condition
2. Construction on-going for expansion of Headteachers office

- LLG availed report dated 9/05/2024; Ticaf Primary School

Findings

1. Latrine is full

- LLG availed monitoring report dated 23/04/2024 for Ngelechom priamry school

Findings

1. Enrollment status stands at 1,332 pupils
2. End of term exams in progress

- LLG availed a monitpring report dated 7/06/2024 for Ngelechom Primary School

Findings

1. P.7 pupils for all were in boarding section
2. TCI feeds the pupils in the school every wednesday of the week

Recommendations

22

Existence and
functionality of
School
Management
Committees

Maximum score is 3

1. Need to encourage parents to feed their pupils while at school especially other classes
2. Need to extend water sources to school.

LLG have functional school management committees in all schools

UCI Primary school

SMC Composition

1. Oguti Vicent: Chairperson
2. Ombagga Godfrey: Local Government Representative.
3. Poga Harriet: Local Council executive Committee Representative.
4. Akodo Gorety: Town council Representative.
5. Oulema Fred Oswa: Schools Parents' Representative
6. Osiet Fred Owir: School Staff Representative
7. Amanyia Hellen: Old Boys'/Girls' Representative.

LLG availed SMC Minutes dated 20/7/2023

Key action points

1. A roof of Kitchen be repaired
 2. Metals be put in windows
 3. Improve on cleanliness of the classrooms and outside class.
- SMC minutes dated 20/3/2024
 - **key action points**
 - More trees be planted around the school compound for filtering the dust.
 - Class meetings to be conducted for classes.

TICAF Primary School

Composition

1. Apollo Odongo: Chairperson
2. Singa Ochieng Dominic: Local Government Representative.
3. Hon. Ochieng Stephen : Local Council executive Committee Representative.

Evidence that the LLG have functional school management committees in all schools; score 3, else score 0

3

4. Oryamakin Henry: Town council Representative.
5. Juma Chemos: Schools Parents' Representative
6. Olka David: School Staff Representative
7. Itinot Judith: Old Boys'/Girls' Representative.

- SMC Minutes for TICAF Primary school
- Dated 1/03/2024
- **Key action points**

1. Headteacher to give reminder notes.
2. Continue sensitizing parents to support the school

- SMC minutes dated 21/7/2023.
- **Key action points**

1. Approval of budgte

LLG finally vailed SMC minutes
Dated 20/06/2025 for TICAF
primary school.

- **Ngelechom Primary School**
- **Composition**

1. Odiya Wycliffée Ofwani: Chairperson
2. Ekilikit Charles: Local Government Representative.
3. Acelat Immaculate: Local Council executive Committee Representative.
4. Engwale Micheal: Town council Representative.
5. Okeke John: Schools Parents' Representative
6. Ochwo George William: School Staff Representative
7. Omalla Benson: Old Boys'/Girls' Representative.

- LLG availed SMC Minutes for SMC meetings held by Ngelechom Primary School
- SMC minutes dated 15/02/2024
- **Key action Points**

1. Boarding is a must for P.7 pupils
2. Development fee be maintained at Ug.Shs.10,000

- SMCminutes dated

31/07/2023

- **Key action points**

1. Budget to be approved
Immedaitley
2. Parents to buy school
uniforms for their children
by next term

LLG finally availed SMC
minutes dated 13/10/2023 for
Ngelechom Primary School.

- **Osukuru Primary
School**

- **Composition**

1. Ayeet David : Chairperson
2. Ekwaro Zadoki : Local
Government
Representative.
3. Mugala Martha: Local
Council executive
Committee
Representative.
4. Akwede Juliet: Town
council Representative.
5. Okumu Zaverious: Schools
Parents' Representative
6. Aucur Hannington : School
Staff Representative
7. Ekwaro Raymond: Old
Boys'/Girls'
Representative.

LLG availed SMC minutes for
meetings held SMC of Osukuru
Primary School.

- SMC minutes Dated
28/08/2023

- **Key action points**

1. Approved budget for UPE
capitation grant for FY
2023/2024.

- SMC minutes dated
28/07/2023

- **Key action points**

1. Parents to be uniform
2. Teacher to inspect the
school

LLG availed SMC minutes dated
8/1/2024.

Assessment area: I. Primary Health Care Services Management

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

LLG have conducted awareness campaigns and mobilized communities for improved primary health care service delivery.

LLG availed the following awareness reports

- Awareness report dated; 26/06/2024;
 - **Objective**
1. To create awareness to people in the community on the increasing cases of malaria and Covid-19.

Findings

1. Good turn-up of community
 2. Good mobilization done.
 3. Stock out of drugs in most Health Facility.
- - LLG availed a report dated 28th to 31st May, 2024; on training of Head teachers of all schools in Osukuru on Water and Ssanitation Hygiene(WASH)
 - **Achievements noted in the report.**
1. Most Schools monitor and manage menstrual hygiene within the school
 2. Most school have adequate pupil stance ratio

Constraints noted in the report

1. Poor roads to access some schools
- LLG also availed awareness report dated 10/4/2024
 - LLG availed awareness report dated 24/05/2024

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

LLG monitored aspects of health service delivery during the previous FY.

LLG availed quarter three monitoring report dated 7/03/2024

Findings (Positive)

1. Staff were on duty in all departments
2. Staff were on their uniform
3. Patients and clients were being attended to
4. The facility was generally clean.
5. Part of the OPD floor is tiled.

Negative findings

1. Stock out of most essential medicines
2. Some patients reported rude midwife
3. NMS had not delivered drugs for the last months

Recommendations

1. In-Charge to look for some commodities from other health facilities
2. The midwife was cautioned by the team

LLG availed monitoring report dated 8/9/2024 on environment health unit monitoring

- LLG also availed a report dated 24/11/2023 on family planning and antenatal in-reach report
- **Key Findings noted;**
- 1. Need to intensify mobilization
- 2. Availing all commodities that are necessary for outreaches
- Report dated 28th to 31st May; 2024 on school Health inspection and water source monitoring
- LLG also availed monitoring report dated 14/10/2023.

25

Existence and functionality of Health Unit Management Committee

LG have functional Health unit Management Committee for all Health Facilities in the LLG.

LLG availed appointment

Maximum score is 3

letter(s) dated 25/8/2023 of the committee members composition

Composition of Opedede HC II

1. Ms.Auma Mary: Secretary
2. Ms.Catherine Oryema: Member
3. Mr.Wapata Augustine: Member
4. Ms.Nerima Eunice: Member
5. Ms.Opoya Everline: Chairperson
6. Mr.Oryamakin Henery: Member

LLG availed minutes for HUMC meetings dated 24/12/2023; 13/2/2024

Key issues noted in the minutes

1. Plans for more Health Water and Improved water hour at Facilities
2. Need for composition to be detailed for all the health facilities operating in the LLG

LLG availed minutes dated 17/07/2024

Key action points

1. Mobilization of EPI services to be done during church services through Chairperson HUMC
2. To write to Member of Parliament requesting for power through the Chairperson

LLG availed HUMC minutes dated 22/05/2024

Key action points noted in the minutes

1. Alert members 7 days to the meeting date
 2. Town Agent to follow up with the Town Clerk on latrine digging, latrine coverage by healthassistant and metallic door.
- LLG availed HUMC minutes dated 11/1/2024
 - LLG also availed HUMC minutes dated; 6/09/2023.

LLG further more availed compoition of HUMC committee

Evidence that the LLG have functional Health unit Management Committee for all Health Facilities in the LLG; score 3, else score 0

3

for Osukuru HC III

1. Angiro Patrick :
Chairperson
2. Fred Otabong: Secretary
3. Thereza Amusolo :
Member
4. Josephine Osillo: Member
5. James OChieng: Member
6. Florence Anyango:
Member
7. Matthew Obwin: Member
8. Martha Mugala: Member
9. Rose Nabuduwa: Member

LLG availed HUMC minutes of meetings held by HUMC committee of Osukuru HC III

- Minutes dated 13/03/2024
- **Key action points**

1. Files to be procured for all members for custody of their documents.
2. All HUMC members to be considered during end of year party.

- HUMC minutes dated 28/06/2024.

- **Key action points**

1. Community dialogue to be strengthened with major emphasis on immunisation
2. Chairs to be procured by Town Council by FY 2024/2025

LLG also availed HUMC minutes dated 29/12/2023 and HUMC minutes dated 15/09/2023.

Assessment area: K. Urban Planning and Management (Applicable to Town Councils and Divisions only)

Development of the Physical Development Plans as per guidelines

Maximum score 2

(i) If the LLG has a functional Physical Planning Committee in place that: (i) is properly and fully constituted; (ii) considers new investments/ application for development permission on time; and (iii) has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD Score 1 or else 0

0

LLG availed compition of Physical Planning Committee

1. Okoth Kitiong: Town Clerk: Chairperson
2. Agola Federick: Physical Planner
3. Aol Evelyne: Senior Enivironmental Officer
4. Opio Moses: Town Engineer
5. Omonje Joseph Isaac: Architech
6. Ochieng Patrick : Surveyor
7. Onyango Zedekia: Health In-Charge

LLG also availed Minutes held 26/6/2024 hnadled 5 development appplication.

Meeting held on 6/2/2024 for development application handled.

1. Meeting held on 18/12/2023 handled submission for centrurio Chabino. dated 18/9/2023.
2. Kabago John Submitted buidling plan on 7/7/2023 was handled on Tororo Submitted the buidling plan on 14/12/2023 and the committe sat on 18/12/2023.

The physical needs to reorganize the minutes to katch the schedules.

Need to submitte the minutes to MLHUD

(i) If the LLG has detailed physical development plan(s) or/and area action plan(s) approved by the Council covering at least the percentage below Score 1 or else 0:

20% in 2022/23

30% in 2023/24

40% in 2024/25

0

The LLG has just had analysis of existing situation as in process if developoing the Physical Plan

Implementation of the physical planning and building control measures as per guidelines

(i) If all infrastructure investments implemented by the LLG in the previous FY: (i) are consistent with the approved Physical Development Plan; and (ii) have a planning compliance certificate issued by MoLHUD. Score 1 or else 0

0

Minutes of the physical Planning committee did not include new investments.

The assessment team could not verify the consitentency

32	Maximum score 3	(ii) Evidence that the LLG has named streets, numbered plots, surveyed and demarcated roads as planned (90% or more implemented) in the previous FY score 1 or else 0	0	LLG has not named streets, numbered plots, surveyed and demarcated roads as planned. This is affected by the development plan not in place.
		(iii) Evidence that the LLG has a functional Development Control Team score 1 or else 0	0	LLG does not have a functional Development Control Team
	The LLG has developed and implemented a solid waste management plan			Osukuru Solid waste management plan for 2024/2025 to 2028/2029 the plan was signed by LC11 and Town Clerk on 4th /3/2024.
	Maximum score 2	(i) If the LLG has prepared status report on the implementation of the approved solid waste management plan during the previous FY score 1 or else 0	1	The minutes of Osukuru Town Council meeting held on 31/10/2023 Min.16/OSTC/Council 32/10/2023 Presentation and Approval of five year Solid waste strategic plan signed by Hon. Obonyo Harriet Deputy speaker and Akodo Gorety Clerk to Council.
		(ii) If the LLG has conducted awareness campaigns on the management of solid waste during the previous FY score 1 or else 0	1	Sensitization on waste management held on 6th May 2024 Topics covered include Waste management Hierachy 28 participants were sensitized. Awareness report dated 11/3/2024 prepared by Onyango Zedekia, 24 participants were sensitized.
33	Operation and Maintenance of infrastructure	(i) If the LLG has prepared Annual Infrastructure inventory and condition survey report score 1 or else 0	0	LLG has not prepared Annual Infrastructure inventory and condition survey report.
	Maximum score is 3	(ii) If the LLG has prepared an O&M Annual Plan which is based on the Annual Infrastructure inventory and condition survey score 1 or else 0	0	LLG has not prepared an O&M Annual Plan which based on the Annual Infrastructure inventory and condition survey
		(iii) If the LLG has spent own source revenues of not less than 20% on O&M score 1 or else 0	0	LLG has did not avail evidence ofr O&M at time of assessment

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

LLG extension staff collected, analyzed and reported data on agriculture.

Fish farmers data as at 24/04/2024 compiled by Emoit Anthiny Assistant Fisheries Officer on 24/4/2024 submitted to DPO office on 26/6/2024.

Statistics profile of MIP farmers compiled by Owor Joseph AAO compiled on 2nd April. Statistics on Ovacado farmers submitted by Owor Joseph AAO on 8/3/3034.

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

LLG carried out awareness and mobilization campaigns on all aspects of agriculture.

- LLG availed stakeholders sensitization on Ugift MIP irrigation
- 17 people were sensitized comprising of political leaders and community members on 4/4/2024.
- Submitted to LG Production office dated 17/4/2024

Awareness creation of governemtn program arried out in March 2024 by Dr. RONald Muyonga, Vetinary Officer submitted to DPO office on 21/April/2024; Total of 80 farmers were met934 feamle adn 46 male).

- The awareness was focusing on PDM enterprise selection conducted on 19/3/2024; 28/3/2024; 2/4/2024.
- LLG availed community sensitization on PDM program conducted on PDM program conducted by Owr Joseph AAO activity conducted in Abwanget ward, TICAF, Amagoro, Osukuru Wards on th efollowing enterprises;s piggery, maize, rice, onions submitted to LG Production office on 17/4/2024.
- LLG availe wetland sustainable use campaign and awarensss meeting

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

held in abwanget ward and amagoro ward; people were advised to vaccinate the inner malaba banks; the report submitted to DPO office on 17/4/2024.

- Awareness report on PDM farmers with focus on enterprise selection where a total of 113 farmers were sensitized of which 51 are male and 62 were females; the enterprise selection sensitized took place in osukuru ward, Amagoro ward, TICAF ward, abwanget ward.
- The following enterprises were sensitized on; piggyery, onion, cassava, amize, rice; took place on 28/5/2024 and submitted to LG production office on 4th June, 2024.

LLG extension staff implemented monitoring activities on agricultural production.

LLG availed monitoring report for crop sector on Ugoft MIP farmers field school visited;

Omachukung FFS site in Abwanget Submitted to DPO office on 17/4/2024

Monitoring report for fish farmers conducted on 10th January, 2024; monitored model farmer Mr. Martin Oketcho for Asinget Osukuru Ward who benefited from 1000 sec reversed talipia fingerlings; 30 kgs of feeds on 5/5/2023.

Findings show adoption of technology report compiled by Emod Anthony Apugan Assistant Fisheries Officer submitted to DPO on 18/01/2024.

Supervision report on activities carried out on 5/4/2024 by okoth kitong supervised installation of irrigation equipments UGIFT MIP farmers field school at omachling FFS.

LLG availed a monitoring report for veterinary sector for PDM beneficiaries compiled by VO

Findings

1. Many of the farmers have not fully prepared to receive inputs, piglets, poultry, have not been planted yet.
2. Although the beneficiaries received PDM funds.
3. Many farmers who applied for PDM funds did not actually invest the funds.

Objectives

1. To help farmers identify good breed for pigs for stocking.
2. Treated farmers, availed during field visits.
3. Assess the preparation of the PDM enterprise beneficiaries and provide advise
4. Submitted to DPO office on 30/5/2024

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

LLG extension staff carried out farmer trainings.

LLG availed farmer training to disseminate updated agronomic technologies

Objectives for the training;

1. To identify common pests and diseases
2. Update on agronomic technologies
3. Soil conservation and management

A total 32 were male, 18 youths, 80 females totaling to 132 farmers.

LLG availed farmer training conducted on crop value chain; 80 female, 32 male and 18 youth trained.

Trained 16 farmers; 9 males, 7 female on pond production and management on 19/2/2024

on 6/3/2024; trained on fish marketing; 32 farmers, 20 males, 12 females were trained.

on 14/3/2024 trained on integration of rice and fish submitted to LG production fish on 22/4/2024.

LLG extension staff conducted training on pasture management, construction of poultry houses, equipments like hatchery.

Formulation of poultry feeds; 16 females, 39 males; totalling to 55 farmers trained. training was conducted in for 8 days starting from 5/10/2023; to 15/11/2023; Submitted to DPO office on 22/4/2024

Farmer training on ticks and over ecto parasite control method like spraying in livestock, poultry disease management conducted practices like vaccination, general hygiene, in bio safety and bio safety; Pasture establishment and management conducted on 5/1/2024; 6/3/2024; 8/2/2024; 9/1/2024 conducted by veterinary officer; report submitted on 30th March, 2024.

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

LLG extension staff have provided extension support to farmers.

LLG availed Fish market inspection at corner market

1. Fresh fish: 3782kgs
2. Smoked Fish: 450kgs
3. Silver Fish: 1,800kgs

- Report submitted to LG production office on 22/4/2024.

Field report to Mr.Likoza alfred in Amagoro A; advised to harvest water for irrigation

Field Visted to Omachalang silver Mlp tan Support which needs repair before reinstallation of the tank.

On 12/2/2024 visted macro model farmer support team who conducted feasibility study.

LLg availed field vist of Avala farmer had one 500 m2 stocked pond with 1000 cat fish fingerings

Mr.Patrick Ngota Alias Mwamburi lcoated in Abwanget; 2 ponds in an area of 360m2 stocked but his care taker denied the team access to the pond; compiled by Emoit Anthongy; submitted to LG Production office on 14/june/2024.

Field vist of Mr.Okitwi Cornelius of Abwnaget ward advised on crop pest and disease managemtn and other coffeee management practies

Visisted Mr.Othieno wilverforce of Amagoro advised on fall army worm management compiled by owor Joseph Assitant Animal Officer submitted to Dpo office on 30/4/2024.