LLG Assessment 2026

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Bwondha Town Council

(Vote Code: 273640)

Score 70/100 *(70%)*

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: (i) appraisal of all proposals submitted for the revolving funds; and (ii) monitoring and supervision of PDM investments; to ensure effective utilization of PDM funds by beneficiaries; during the previous FY for all parishes; score 2, else score 0.	2	The LLG established and fully operationalised PDCs in all six (6) wards as required by PDM guidelines. Verification of PDC membership rosters confirmed the presence of the required nine (9) members for each ward. PDC functionality and operational oversight were confirmed through: 1. PDC Meeting Minutes: Bwondha South Ward (16/02/2026), Makoko Ward (12/02/2026), Nalubabwe Ward (31/03/2026), and Musoma Ward (15/04/2026) regarding PDM beneficiary selection, verification, and implementation updates. 2. Parish Activity Field Monitoring Reports: Nalubabwe Ward (29/09/2025), Bwondha Central Ward (30/09/2025), Makoko Ward (03/12/2025), and Nkalanga Ward (10/12/2025).
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.	2	The LLG systematically collected, categorized, and analyzed comprehensive community profiling data across all six (6) wards in accordance with Parish Development Model (PDM) guidelines. Compliance was verified through disaggregated system extractions from the Parish Development Management Information System (PDMIS) and official State of the Parish Economic and Asset Register (SPEAR) reports. Key documentary evidence verified during the assessment includes: PDMIS Community Profiling Extractions: Fully disaggregated demographic and socio-economic datasets for all six (6) wards detailing household structures by gender, age distribution, primary economic activities, and vulnerability indicators. SPEAR Infrastructure & Economic Asset Registers: Detailed ward-level registers tracking public and private infrastructure, social facilities, and economic baselines. Sampled findings from the verified SPEAR reports include: Bwondha South Ward: Baseline profile details zero (0) public health facilities (1 private pharmacy recorded), zero (0) government primary schools, and five (5) non-government/private primary schools. Nalubabwe Ward: Baseline profile records one (1) government primary school and zero (0) health facilities.

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 LLG effectively mapped non-governmental organizations (NGOs), community-based organizations (CBOs), and civil society organizations (CSOs) within its jurisdiction and actively engaged them in parish-level awareness creation for the Parish Development Model (PDM). Compliance was verified through an inventory of active non-state actors and formal performance reports documenting multi-stakeholder sensitization meetings Key documentary evidence verified during the assessment includes: 1. An up-to-date mapping list identifying all active NGOs, CBOs, and CSOs operating within the LLG. 2. PDM Awareness & Sensitization Report: A comprehensive report compiled by the Senior Community Development Officer (SCDO), Kyebogola Juliet, dated 25/03/2025, detailing community mobilization efforts and non-state actor participation like maama Trust vocational center.
		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	The LLG did not provide evidence of having sensitized or shared information with Village Executive Committees and Parish Development Committees (PDCs) regarding approved programmes and activities to be implemented within their respective parishes for the current Financial Year. During the assessment survey, no documentary evidence such as circulars, orientation minutes, signed attendance rosters, or written acknowledgment slips was presented to verify that such guidance was issued.
		Priority enterprises that can be implemented in the parish score 2 or else 0	0	The LLG failed to demonstrate that guidance or technical information on priority enterprises for parish implementation was provided to Village Executive Committees and Parish Development Committees (PDCs). During the assessment survey at Bwondha Town Council, no documentary proof such as guidelines on selected enterprise value chains, official circulars, orientation meeting minutes, was presented to verify that such guidance was communicated.

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:		Prioritized investments in the approved Bwondha Town Council FY 2026/2027 Annual Work Plan and Budget (AWPB) are fully consistent with the approved Town Council Development Plan IV (TCDPIV), which was formally adopted under Council Minute Min 5/BWONDHA/3/2025. Both strategic and operational frameworks prioritize essential local infrastructure, including planned road maintenance interventions across the town council.
		i. Is consistent with the LLG approved development plan IV; score 1 or else 0	1	Specific alignment is evidenced on page 88 of the TCDPIV, where planned capital projects directly correspond to allocations in the FY 2026/2027 DDEG budget workplan. Specifically, the strategic provision for street lighting is captured under the DDEG workplan for street light procurement and installation at UGX 6.0M. Furthermore, market sanitation planned on page 88 directly aligns with the DDEG allocation of UGX 6.5M for the renovation of the public VIP stance latrine at Bwondha Market.
		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 fully incorporated ranked parish priorities into its approved FY 2026/2027 Annual Work Plan and Budget (AWPB). Duly signed parish priority submissions were presented for all six (6) wards, confirming active bottom-up participatory planning across the town council. Direct alignment was verified in Makoko Ward, where the PDC's top priority—street lighting installation across all cells which was directly captured and budgeted under the approved FY 2026/2027 DDEG Annual Work Plan. The Makoko Ward submission form was fully endorsed with signatures from Mukwana Hussein (Town Agent) and Odwori Dominic (PDC Chairperson).
		iii. Is based on the outcomes of the budget conference; score 1 or else 0	1	The prioritized investments in the approved Annual Work Plan and Budget (AWPB) for FY 2026/2027 were directly informed by the outcomes of the LLG Budget Conference held on December 18, 2025. Compliance was confirmed through the official Budget Conference Report submitted and dated December 30, 2025. Under Minute No. 04/BTC/12/2025 of the conference proceedings, the Community Development Officer (CDO) formally presented the consolidated ward/parish work priorities gathered during LLG-wide consultations. These agreed-upon conference priorities formed the direct baseline for the capital projects funded in the current FY 2026/2027 AWPB like renovation of toilet facility at bwondha market came from the discussions of the meeting.

		iv. That the LLG budget includes investments to be financed by the LLG including projects funded using OSR; score 1, or else score 0.	0	The LLG did not meet the requirement whether LLG budget includes investments to be financed by the LLG. The approved Financial Year 2026/2027 budget does not include any capital development investments funded using Own Source Revenue (OSR). Verification of the budget estimates records for FY 2026/2027 confirmed that locally raised revenue was allocated exclusively towards operational and recurrent expenditures, with zero allocation earmarked for OSR-financed capital projects/investments.
		v. Evidence that the LLG developed project profiles for all capital investments in the AWP and Budget as per format in NDP IV; score 1, or else score 0.	1	The LLG complied with this requirement by developing standardized project profiles for all capital investments contained in the approved FY 2026/2027 Annual Work Plan and Budget (AWPB), strictly following the National Development Plan (NDP IV) format. Assessment verification confirmed that comprehensive project profiles were prepared for all four (4) capital development projects planned and implemented during FY 2026/2027. The prepared profiles clearly detailed project objectives, problem statement, implementation locations, cost estimates, target beneficiaries, and expected output indicators. Among those included, renovation of pubic VIP latrine facility at Bwondha market costing 6.5m, Furniture procurement costing 4m, streat lamps procurements at 6m, and laptop procurement 2m
		vi. That the LLG budget was submitted to the District/Municipality/City before 15th May; score 1 or else 0	1	The LLG complied with the statutory requirement by submitting its approved Annual Work Plan and Budget (AWPB) to the District prior to the May 15th deadline. The LLG Council officially convened and approved the budget during its sitting on 18th/03/2026 under min05/BTC/18/3/2026. Following council approval, formal submission to the District was executed on 14th May 2026 with District approval/acknowledgment recorded on 14th May 2026), satisfying the compliance criteria.
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	The LLG complied with the requirement by preparing and submitting its inputs into the annual procurement plan for all planned goods, works, and services to the CAO before the statutory deadline of April 30th. Documentary evidence verified that the official procurement plan inputs were submitted on April 29, 2025, capturing a total procurement vote value of UGX 171,950,000 for the financial year 26-27.

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 capital investments budgeted under the LLG's DDEG for the current financial year 26/27 fully comply with the approved investment menu and spending thresholds outlined in the DDEG Grant and Budget Guidelines. Out of the total LLG DDEG allocation of UGX 27,409,682, a sum of UGX 21,930,000 (80%) was explicitly allocated to direct capital infrastructure investments. This satisfies the mandatory funding allocations stipulated in the guidelines, which require the bulk of DDEG funds to be earmarked for physical infrastructure investments rather than administrative costs.

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 met the revenue performance criterion by collecting Own Source Revenue (OSR) within the allowable ±10% threshold of its budgeted target for FY 2025/2026. Verification of the Annual Financial Statements (AFS) trial balance showed an actual collection of UGX 27,477,565 against an approved OSR budget of UGX 28,950,000. This reflects a budget realization performance of 94.9% (a minimal negative variance of 5.1%), which comfortably satisfies the compliance requirement.
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	0	The LLG did not satisfy the requirement for Own Source Revenue (OSR) growth, as local revenue collection registered a significant decline rather than the mandatory minimum increase of 5%. A review of the comparative financial statements in the approved AFS showed that actual OSR collection dropped from UGX 37,810,500 in FY 2024/2025 to UGX 27,477,565 in FY 2025/2026. This represents a negative variance of UGX 10,332,935. a 27.3% decrease in revenue realization failing to meet the compliance target.
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	Verification of the Finance Department’s trial balance within the FY 2025/2026 Annual Financial Statements (AFS) confirmed that the LLG transferred mandatory local revenue shares to lower administrative units. A total of UGX 2,800,000 was remitted out of the actual OSR collected during the financial year under review.

		ii. Did not use more than 20% of the OSR (that was remitted to the LLG by the HLG) on councilors allowances in the previous FY (unless authority was granted by the Minister), score 1, else score 0	0	The LLG did not comply with the statutory limit restricting expenditure on councilors allowances to a maximum of 20% of Own Source Revenue (OSR). Examination of the trial balance in the Council Sector of the FY 2025/2026 Annual Financial Statements (AFS) revealed that the LLG spent UGX 11,820,000 on council allowances against an actual total OSR collection of UGX 27,477,565. This expenditure represents 43.0% of total local revenue collected, exceeding the mandatory statutory requirement of 20% (UGX 5,495,513) by UGX 6,324,487 (a variance of 23.0 percentage).
		iii. Have budgeted and used OSR funds on operational and maintenance in previous FY, score 1, else score 0	1	The approved FY 2025/2026 budget included an O&M provision of UGX 1,000,000 under local revenue. Field verification confirmed 100% absorption on the routine maintenance and repair of the LLG Chairperson's official motorcycle (Reg. No. UG 3832R), fully backed by complete transaction files: • i. Payment Voucher No. 10/8/2025: UGX 390,000 (routine service and mechanical repairs). • ii.Payment Voucher No. 35/10/2025: UGX 610,000 (further mechanical repairs and maintenance).
		iv. Publicised the OSR and how it was used for the previous FY, score 1, else score 0.	1	The LLG publicized its local revenue performance and expenditure details on the official notice board located at the Town Council reception. Physical verification of the published notice confirmed actual total OSR collection of UGX 27,477,565, along with a breakdown of key operational expenditures, including UGX 4,800,000 for staff welfare under Administration and UGX 680,000 for fuel, among other sector disbursements.
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 its Annual Financial Statement for FY 2025/2026 to the Office of the Auditor General (OAG) on time. Verification of the stamped acknowledgment receipt from the OAG confirmed that the financial statements were submitted on 24th August 2026, well ahead of the mandatory statutory deadline of 31st August.

11	The LLG has submitted all 4 quarterly financial and physical progress reports 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 on time: i. Q1 by 15th October score 1 or else 0	1	The LLG submitted its Quarter 1 financial and physical progress report for FY 2025/2026 to the Higher Local Government Accounting Officer within the required statutory timeline. Inspection of the acknowledgment receipt verified that the Q1 report was submitted on 10th October 2025, well ahead of the mandatory deadline of 15th October 2025.
		ii. Q2 by 15th January score 1 or else 0	1	The LLG submitted its Quarter 2 financial and physical progress report for FY 2025/2026 to the Higher Local Government Accounting Officer within the stipulated statutory deadline. Verification of the acknowledgment copy confirmed that the Q2 report was submitted on 14th January 2026, meeting the compliance deadline of 15th January 2026.
		iii. Q3 by 15th April score 1 or else 0	1	The LLG submitted its Quarter 3 Program Budgeting System (PBS) financial and physical progress report for FY 2025/2026 to the Higher Local Government Accounting Officer on time. Inspection of the acknowledgment receipt verified that the Q3 PBS report was submitted on 15th April 2026, fully satisfying the statutory deadline of 15th April 2026.
		iv. Q4 by 15th July score 3 or else 0	3	The LLG submitted its Quarter 4 Program Budgeting System (PBS) financial and physical progress report for FY 2025/2026 to the Higher Local Government Accounting Officer within the required statutory timeline. Verification of the acknowledgment receipt confirmed that the Q4 PBS report was submitted on 14th July 2026, ahead of the statutory deadline of 15th July 2026.

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: • All staff in the LLG including extension workers (where applicable) in the previous FY (by 30th June): score 2 or else 0	0	The Town Clerk, Mr. Lubaale Arthur, completed performance appraisals for all (19) Town Council staff members including extension workers and field staff for FY 2025/2026. Verification of the staff personal files and signed performance agreements confirmed 100% appraisal coverage across the LLG. Sampled appraisal files inspected include:Mukwana Hussein (Town Agent) was Appraised by Townclerk on 02/07/2026., Awori Veronica (Assistant Labour Officer) was Appraised on 03/07/2026. However, While 100% staff appraisal coverage was achieved, individual appraisal forms indicate completion in early July 2026 (02/07/2026 and 03/07/2026), slightly past the mandatory statutory deadline of 30th June 2026.

		• Primary School Head teachers in public primary schools in the previous school calendar year (by 31st December) – score 2 or else 0	0	The Town Clerk, Mr. Lubaale Arthur, appraised the Headteacher of Bwonda Primary School, Mr. Mwinda John, for the 2025 school calendar year. Inspection of the staff personnel file confirmed the presence of a fully filled and signed Performance Appraisal Form dated 2nd February 2026.However, While the appraisal was duly conducted and signed by the Town Clerk, the exercise was completed past the prescribed statutory deadline of 31st December for the school calendar year, resulting in a timing deviation.
		• HC III & II In-charges in the previous FY (by June 30th) – score 2 or else 0.	0	The LLG/Human Resource Management failed to present documentary evidence (such as a signed Performance Appraisal Form) verifying the appraisal of the In-charge for Bwonda Health Centre II by the Town Clerk. Consequently, compliance could not be verified, resulting in a non-compliant finding for this performance measure.
13	Staff duty attendance Maximum score is 6	Evidence that the LLG has • Publicized the list of LLG staff: score 2 or else 0	2	The Town Council complied with the requirement to publicize its staff establishment to enhance public transparency and governance accountability. During the assessment exercise, physical verification of the main institutional notice board confirmed that an up-to-date staff roster detailing all (19) Town Council employees was prominently displayed for public viewing. Verification of the displayed staff list confirmed the inclusion of key technical posts, such as Mr. Tulengela Isaac, Acting Town Engineer, listed under Serial No. 13.
		• Produced monthly analysis of staff attendance with recommendations to CAO/TC score 2 or else 0	0	The LLG failed to demonstrate consistent production and submission of monthly staff attendance analysis reports with recommendations to the Town Clerk/CAO. Out of the required twelve (12) monthly attendance analysis reports for the financial year under review, the assessment team was provided with only one (1) report, dated 11th July 2026. The LLG was unable to present documentary evidence for the remaining eleven (11) missing monthly analysis reports, indicating a lack of routine tracking, analysis, and formal reporting on staff attendance despite having the staffs arrival book at the station.

				The LLG demonstrated compliance with the requirement for the Chief Administrative Officer (CAO) and Town Clerk to take formal administrative action on recommendations arising from staff attendance tracking.
		• CAO/Tc took action on recommendations; score 2 or else 0	2	Following the staff attendance report submitted to the CAO on 11th July 2026, persistent absenteeism and unexplained missing workdays were flagged for Mr. Mugonyi Steven, the Town Agent for Nkalanga Ward. In response to the report's findings, the CAO issued a formal directive instructing the Town Clerk to initiate administrative action regarding the officer's abscondment from duty. The Town Clerk fully executed this directive by issuing an official warning letter to Mr. Mugonyi Steven concerning his absenteeism.

Assessment area: F. Implementation and Execution

14	The LLG has spent all the DDEG funds for the previous FY on eligible projects and activities Maximum score is 2	Evidence that the LLG budgeted and spent all the DDEG for the previous FY on eligible projects and activities as per the DDEG grant, budget, and implementation guidelines: Score 2, or else score 0	2	The LLG fully complied with the statutory requirements governing the Discretionary Development Equalization Grant (DDEG) by budgeting and executing all allocated funds for the previous financial year 25-26 exclusively on eligible projects and activities in accordance with national grant implementation guidelines. Documented verification of the approved workplan, budget estimates, procurement files, and payment records confirmed that DDEG expenditures were strictly aligned with permissible investment menu items, specifically funding the road opening of the kyebwe–Nkalanga Road and the procurement of two (2) solar lamps. Consequently, all grant disbursements met the eligibility criteria with zero instances of misallocation or non-compliant expenditure recorded.
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 or else 0	0	The LLG did not comply with the requirement for budget execution variance to remain within the allowable +/-10% threshold across all sectors in FY 2025/2026 due to significant under-expenditure in key departments. Verification of the budget and financial reports revealed that while Statutory Bodies achieved a 100% execution rate (spending UGX 30,048,000 against a budget of UGX 30,048,000; 0% deviation) and Finance maintained a compliant execution rate of 97.55% (spending UGX 42,872,000 against a budget of UGX 43,948,728; -2.45% deviation), major deviations were recorded in Management and Works. Management expended UGX 241,143,000 against an approved allocation of UGX 293,198,250, representing an under-performance variance of -17.75%, while the Works sector spent only UGX 300,000 out of a budgeted UGX 1,000,000, resulting in a severe negative deviation of -70.00%. Because budget execution in both Management and Works breached the mandatory +/-10% tolerance limit, the LLG failed this performance criterion.

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) : Note 3: Refer to the completion rate computation table at the end of the Manual If more than 90 % was completed: Score 3 If 70% -90%: Score 2 If less than 70 %: Score 0.	3	The LLG fully complied with the performance requirement for the implementation and completion of capital investments planned for the previous financial year. Assessment verification confirmed the successful execution of two (2) planned major capital projects: the 0.6 km road opening of the kyewe–Nkalanga Road and the procurement of two (2) solar street lamps. Substantive evidence of completion and compliance was established through official completion certificates duly prepared and endorsed by the District Engineer, Mr. Wanjusi Fabiano, a technical road opening progress report dated 27th May 2026 submitted by the Acting Town Engineer, Mr. Tulengera Isaac, and verified payment receipts for the solar lamps.

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	The LLG fully complied with environmental, social, and climate change safeguard requirements by conducting mandatory risk screenings prior to the commencement of all planned capital investments for the financial year. Assessment verification confirmed the availability of duly executed Social and Environmental Screening Forms for the target projects, specifically the road opening of Kyewe to Nkalanga Ward 0.6km (dated 20th July 2025) and the construction of the Town Council Administration Block (dated 20th July 2025). These records demonstrate that potential environmental impacts, climate risks, and social mitigation measures were systematically evaluated and integrated into project plans prior to implementation, in strict accordance with national safeguarding guidelines.
18	The LLG has an Operational Grievance Handling Mechanism Maximum score is 2	If the LLG has specified a mechanism for i) recording, ii) investigating and iii) responding to grievances which includes a designated person to coordinate response to feed-back, complaints logbook 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	1	The LLG fully complied with the performance requirement for establishing and operationalizing a functional Grievance Redress Mechanism (GRM) to systematically record, investigate, and respond to community feedback and grievances. Compliance was verified through the following documentary evidence: 1. Focal person appointment: Formal appointment letters for the Grievance Redress Committee (GRC) members, dated 11th July 2023 and 24th August 2024, establishing a designated body to coordinate grievance resolution. 2. Recording & Intake: An active, structured Complaints Logbook capturing intake details, nature of complaints, and tracking status for investigation. 3. Referral Path & Escalation: Standardized Grievance Referral Forms establishing a clear, documented referral pathway for onward technical action or administrative escalation.

		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 fully complied with the performance requirement to publicize its Grievance Redress Mechanism (GRM) to ensure community members and aggrieved parties are aware of reporting channels and redress procedures. Physical verification confirmed that a clear GRM referral chart was prominently pinned on the main administrative notice board at the LLG headquarters for public display. In addition, documentary evidence was provided in the form of a detailed GRM training and awareness report dated 4th June 2026 by the SCDO Kyebogola Juliet, demonstrating that proactive public sensitization and capacity-building activities were conducted to inform stakeholders about grievance handling processes.
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	The LLG fully complied with the requirement to maintain a functional Area Land Committee to advise on land administration and the ascertainment of land rights. Compliance was verified through official appointment letters for committee members dated 13th February 2024 and updated re-appointment letters dated 15th September 2026. Operational functionality and execution of statutory duties were substantiated by documented committee sitting minutes from meetings held on 4th February 2025 and 30th April 2025, confirming active review, site inspections, and advisory deliberations.

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	0	The LLG failed to meet the performance requirement to demonstrate that it conducted awareness campaigns or parental mobilization initiatives aimed at improving education service delivery. During the assessment exercise, the LLG provided no documentary evidence such as activity reports, minutes of community sensitization meetings, attendance registers, or field outreach logs to substantiate any efforts made toward community or parental engagement in education.

21	Monitoring of service delivery in basic schools Maximum score is 4	Evidence that the LLG has monitored schools (both public and private) 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	The Town Clerk monitored the public primary school in the town council, Bwondha Primary School, at least once per term during the period under review, generating field monitoring reports dated 5th May 2025 for Term II and 3rd March 2026 for Term I. Because 100% of the public primary schools within the LLG's jurisdiction were inspected and reported on as required, the LLG fully satisfied the compliance criteria for government school oversight,
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	The LLG met the performance requirement for functional School Management Committees (SMCs) across its public basic education institutions. The LLG has one public primary school, Bwondha Primary School. Verification of school governance records confirmed an active SMC, with the team sampling several set minutes. Notable among these were documented committee sittings held on 9th April 2026 and 26th June 2026, confirming regular oversight of school administration, resource allocation, and facility management.

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 and actively mobilized communities to enhance Primary Health Care (PHC) service delivery within the period under review. Compliance was verified through official health department documentation, specifically the Health Awareness Campaign Report dated 20th May 2025 for outreach activities conducted at Wandegeya Health Centre II, alongside the Quarter II Environmental Health and Health Promotion Report dated 30th June 2026.

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	0	The LLG failed to provide evidence of monitoring health service delivery within its jurisdiction during the previous Financial Year. During the assessment exercise, no health monitoring reports, field supervision logs, or committee oversight findings were presented to the team for verification. Consequently, compliance could not be established for this performance measure.
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	3	The LLG demonstrated compliance regarding the functionality of Health Unit Management Committees (HUMCs) across its health facilities. During the assessment exercise, the LLG presented official HUMC meeting minutes for Bwondah Health Centre II facility. Verification of the sampled records confirmed that the committee meets regularly to conduct facility oversight and governance sittings, as evidenced by minutes dated 22nd December 2025, 17th February 2026, and 30th June 2026.

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

30	Development of the Physical Development Plans as per guidelines Maximum score 2	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	1	1. The LLG demonstrated compliance regarding the constitution and functionality of its Physical Planning Committee (PPC), as confirmed by the availability of a fully constituted membership list and four (4) sets of sitting minutes recorded in the physical minute book for sittings held on 5th March 2025, 9th June 2025, 30th September 2025 (Quarter 1), and 20th June 2026 (Quarter 4). While these records confirm that the PPC actively convened to review development permissions and physical planning matters, the minutes were handwritten in a manual logbook rather than typed, formatted, and submitted to the Ministry of Lands, Housing and Urban Development (MoLHUD).
		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 50% in 2025/26	0	The LLG failed to demonstrate compliance regarding the availability of Council-approved detailed physical development plans or area action plans. During the assessment exercise, no documentary evidence—such as approved physical planning maps, area action plans, or corresponding Council approval resolutions—was presented to the assessment team for verification. Consequently, this performance measure was evaluated as Non-Compliant / Not Met.

31				
	Implementation of the physical planning and building control measures as per guidelines Maximum score 3	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	The LLG did not meet the performance criteria regarding the planning compliance of its capital investments. During the assessment exercise, no documentary evidence was presented to the assessment team to verify that infrastructure investments implemented in the previous Financial Year were aligned with an approved Physical Development Plan or that Planning Compliance Certificates were issued by the Ministry of Lands, Housing and Urban Development (MoLHUD). Consequently, this measure was evaluated as Non-Compliant / Not Met.
		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	The LLG failed to demonstrate compliance regarding the naming of streets, numbering of plots, and surveying or demarcation of planned roads. During the assessment exercise, no documentary or physical evidence was presented to the assessment team to verify progress toward or achievement of the required 90% implementation threshold for the previous Financial Year. Consequently, this performance measure was evaluated as Non-Compliant / Not Met.
		Evidence that the LLG has a functional Development Control Team score 1 or else 0	0	The LLG failed to demonstrate compliance regarding the establishment and operationalization of a functional Development Control Team. During the assessment exercise, no documentary or physical evidence such as appointment letters, field inspection logs, illegal development notices, or enforcement reports was presented to the assessment team for verification. Consequently, this performance measure was evaluated as Non-Compliant / Not Met.
32				
	The LLG has developed and implemented a solid waste management plan Maximum score 2	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	0	The LLG failed to demonstrate compliance regarding the reporting on solid waste management implementation for the previous Financial Year. During the assessment exercise, no documentary evidence such as an approved solid waste management plan, routine waste collection/disposal logs, or a formal progress report detailing solid waste management activities was presented to the assessment team for verification. Consequently, this performance measure was evaluated as Non-Compliant / Not Met.
		If the LLG has conducted awareness campaigns on the management of solid waste during the previous FY score 1 or else 0	1	The LLG demonstrated full compliance regarding the execution of community awareness campaigns on solid waste management during the previous Financial Year. Verification was confirmed through the review of the Health, Environmental Health, and Health Promotion Report dated 30th June 2026, which was submitted to the assessment team. The report documented the survey findings, outreach methodologies, and health promotion activities conducted across the council to improve solid waste management practices.

33	Operation and Maintenance of infrastructure Maximum score is 3	If the LLG has prepared Annual Infrastructure inventory and condition survey report; score 1 or else 0	1	The LLG met the performance requirement for preparing an annual infrastructure inventory and condition survey report. Compliance was verified through the Infrastructure and Social Infrastructure Inventory Survey Report submitted to the assessment team, which systematically cataloged the entire Town Council road infrastructure, including complete road names, functional classifications, and exact linear distances in kilometers.
		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	The LLG failed to demonstrate compliance regarding the preparation of an Operation and Maintenance (O&M) Annual Plan derived from the infrastructure inventory and condition survey. During the assessment exercise, no documentary evidence such as an approved annual O&M plan, asset maintenance schedules, or budget allocations for asset servicing was presented to the assessment team for verification. Consequently, this performance measure was evaluated as Non-Compliant / Not Met.
		If the LLG has spent own source revenues of not less than 20% on O&M score 1 or else 0	1	The LLG met the performance requirement by utilizing 27.2% of its total actual Own Source Revenue (OSR) on Operation and Maintenance (O&M) activities, exceeding the required 20% minimum threshold. Against an actual OSR collection of UGX 27,477,565, the Town Council expended a total of UGX 7,460,600 across core operational needs, including UGX 4,500,000 for garbage collection, UGX 1,960,600 for vehicle servicing, and UGX 1,000,000 for compound maintenance.

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	The LLG fully complied with the performance requirement regarding the routine collection, analysis, and submission of agricultural data (covering crop, livestock/veterinary, and fisheries sectors) to the District Production Office. The assessment team verified that extension staff maintained up-to-date production statistics, enterprise data, and farm visit logs across all sectors, supported by the following documentary evidence: Livestock & Veterinary Sub-sector: 1. Annual/Quarterly Progress Report dated 30th June 2026 (Page 2), capturing detailed livestock population and animal production statistics for the Town Council. 2. Veterinary Sector Performance Report dated 30th September 2025, compiled and submitted by Ntende Sadik (Animal Production Officer). Fisheries Sub-sector: 1. Fisheries Data and Monitoring Report dated 30th October 2025, capturing catch statistics, farmer profiles, and aquatic production metrics. Crop Production Sub-sector: 1. Crop Production & Extension Services Report dated 3rd July 2026, containing disaggregated crop yield statistics and farmer outreach data.

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 fully complied with the performance requirement to carry out agricultural awareness, farmer mobilization campaigns, and training activities across all four quarters of the financial year. The assessment team verified that extension personnel across the Veterinary, Crop, and Fisheries sub-sectors conducted field meetings, training sessions, and outreach activities, with quarterly progress reports duly compiled and submitted to the District Production Office as follows: Veterinary Sub-sector: 1. Quarter 1: Farmer Training & Mobilization Report dated 28th August 2025 (Pages 1 & 3). 2. Quarter 2: Farmer Training & Mobilization Report dated 30th December 2025 (Page 1). 3. Quarter 3: Farmer Training & Mobilization Report dated 31st March 2026 (Page 2). 4. Quarter 4: Farmer Training & Mobilization Report dated 25th May 2026. Crop Production Sub-sector: 1. Quarter 1: Crop Extension & Mobilization Report dated 3rd July 2026. (page 2) 2. Quarter 2: Crop Extension & Mobilization Report dated 12th January 2026. (page 2) 3. Quarter 3: Crop Extension & Mobilization Report dated 10th April 2026. (page 2) 4. Quarter 4: Crop Extension & Mobilization Report dated 10th July 2026. Fisheries Sub-sector: 1. Quarter 1: Fisheries Sensitization & Outreach Report dated 10th September 2025. (page2) 2. Quarter 2: Fisheries Sensitization & Outreach Report dated 10th December 2025. 3. Quarter 3: Fisheries Sensitization & Outreach Report dated 4th April 2026. 4. Quarter 4: Fisheries Sensitization & Outreach Report dated 10th June 2026.

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	The LLG fully complied with the performance requirement regarding field monitoring of agricultural production across the Crop, Veterinary, and Fisheries sub-sectors. The assessment team verified that extension personnel conducted routine field visits and farm-level supervision tracking pest and disease surveillance, post-harvest handling, agricultural mechanization, irrigation activities, environmental safeguards, and farmer adoption of trained skills. These field monitoring findings were integrated into the quarterly sector progress reports submitted to the District Production Office: Veterinary Field Monitoring & Disease Surveillance: 1. Quarter 1: Field Visit & Monitoring Report dated 28th August 2025 (Pages 1 & 3). 2. Quarter 2: Field Visit & Monitoring Report dated 30th December 2025 (Page 1). 3. Quarter 3: Field Visit & Monitoring Report dated 31st March 2026 (Page 2). 4. Quarter 4: Field Visit & Monitoring Report dated 25th May 2026. Crop Sector Field Monitoring & Technology Adoption: 1. Quarter 1: Crop Monitoring & Farm Visit Report dated 3rd July 2026. 2. Quarter 2: Crop Monitoring & Farm Visit Report dated 12th January 2026. 3. Quarter 3: Crop Monitoring & Farm Visit Report dated 10th April 2026. 4. Quarter 4: Crop Monitoring & Farm Visit Report dated 10th July 2026. Fisheries Sector Field Supervision: 1. Quarter 1: Fisheries Site Supervision Report dated 10th September 2025. 2. Quarter 2: Fisheries Site Supervision Report dated 10th December 2025. 3. Quarter 3: Fisheries Site Supervision Report dated 4th April 2026. 4. Quarter 4: Fisheries Site Supervision Report dated 10th June 2026.

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 fully complied with the performance requirement to conduct and report on specialized farmer trainings covering agronomy, irrigated agriculture, pest and disease management, equipment operation and maintenance (O&M), and market linkages through demonstrations and field sessions. The assessment team verified that capacity-building activities across the Veterinary, Crop, and Fisheries sectors were documented within the comprehensive quarterly extension reports submitted to the District Production Office (DPO): Crop Agronomy, Irrigation & Market Linkage Trainings: 1. Quarter 1: Farmer Training & Demonstration Report dated 3rd July 2026. 2. Quarter 2: Field Training & Agronomy Report dated 12th January 2026. 3. Quarter 3: Pest Management & Market Linkage Training Report dated 10th April 2026. 4. Quarter 4: Irrigation & Sustainable Agriculture Training Report dated 10th July 2026. Veterinary & Livestock Management Trainings: 1. Quarter 1: Farmer Training Report dated 28th August 2025 (Pages 1 & 3). 2. Quarter 2: Disease Control & Livestock Management Report dated 30th December 2025 (Page 1). 3. Quarter 3: Animal Health & Equipment O&M Training Report dated 31st March 2026 (Page 2). 4. Quarter 4: Veterinary Extension Training Report dated 25th May 2026. Fisheries & Post-Harvest Training Sessions: 1. Quarter 1: Fisheries Training & Best Practices Report dated 10th September 2025. 2. Quarter 2: Aquatic Management & Equipment Training Report dated 10th December 2025. 3. Quarter 3: Quality Control & Market Linkage Report dated 4th April 2026. 4. Quarter 4: Fisheries Field Training Report dated 10th June 2026.

38	The LLG has provided hands-on extension support to farmers and farmer organizations / groups Maximum score is 2			The LLG fully complied with the performance requirement regarding direct advisory and extension support to individual farmers and farmer groups. The assessment team verified that extension officers conducted targeted farm visits, delivering technical advice on crop management, animal husbandry, aquaculture, equipment operation and maintenance (O&M), post-harvest handling, value addition, and marketing linkages. These farm-level extension interactions were compiled and submitted to the District Production Office (DPO) via quarterly reports: Crop Management, Post-Harvest & Marketing Advisory Reports: 1. Quarter 1: Farm Visit & Advisory Extension Report dated 3rd July 2026. 2. Quarter 2: Crop Advisory & Post-Harvest Support Report dated 12th January 2026. 3. Quarter 3: Agronomy, Value Addition & Market Linkage Report dated 10th April 2026. 4. Quarter 4: Crop Management & Farm Advisory Report dated 10th July 2026. Animal Husbandry & Veterinary Advisory Reports: 1. Quarter 1: Livestock Advisory & Farm Visit Report dated 28th August 2025 (Pages 1 & 3). 2. Quarter 2: Animal Husbandry & Equipment O&M Advisory Report dated 30th December 2025 (Page 1). 3. Quarter 3: Veterinary Extension & Farmer Group Support Report dated 31st March 2026 (Page 2). 4. Quarter 4: Livestock Management & Extension Support Report dated 25th May 2026. Aquaculture & Fisheries Extension Support Reports: 1. Quarter 1: Aquaculture & Pond Management Advisory Report dated 10th September 2025. 2. Quarter 2: Fisheries Advisory & Post-Harvest Support Report dated 10th December 2025. 3. Quarter 3: Fish Farming Extension & Group Support Report dated 4th April 2026. 4. Quarter 4: Fisheries Advisory & Value Addition Support Report dated 10th June 2026.
		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	