



LLG Performance Assessment

LLG Performance Assessment

Imanyiro Subcounty

(Vote Code: 236727)

Score 69/100 (69%)

No.	Performance Measure	Scoring Guide	Score	Justification
Assessment area: A. Functionality of Parish Administrative Structures				
1	The LLG has ensured that there are functional PDCs/WDCs in all their respective Parishes/Wards Maximum score is 2	Evidence that the LLG has duly constituted PDCs/WDCs with composition in accordance with the PDM Guidelines, and that PDCs are fully functional as evidenced by mobilization of beneficiaries within a parish/ward, appraisal of all proposals submitted for the revolving funds during the previous FY for all parishes, score 2, else score 0.	2	All parishes had fully constituted functional PDCs
2	LLG has ensured that all Parish Chiefs/Town Agents have collected, compiled, and analyzed data on Parish/community profiling as stipulated in the PDM Guidelines. Maximum score is 2	Evidence that all the Parishes/Wards in a LLG have compiled, updated, and analyzed data on community profiling disaggregated by village, gender, age, economic activity among others as stipulated in the PDM Guidelines, score 2 else score 0.	0	Community profiling records were not produced
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 ii. Approved Programmes/activities to be implemented within the Parish for the current FY score 2, else score 0 Evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on: iii. Priority enterprises that can be implemented in the parish score 2 or else 0	2 2 2	A report for NGOs that were involved in PDM activities was produced dated 15/5/2025 Approved activities to be implemented in a given parish were presented with aid of priority sheets signed by parish chiefs Priority enterprises that can be implemented in the parish were evidenced per parish
Assessment area: B. Planning and Budgeting				

4

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

Maximum score is 6

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

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

0

LLG had no development plan IV in place

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

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

0

4 out of the 5 parishes had submitted their priority lists though were not signed by their respective PDC chairpersons and some of the priorities were incorporated in the AWPB e.g. 1 km of road maintenance in Mbaale Parish (Nkombe wasn't evidenced)

bufulubi dated 16/8/2024, mayuge 16/8/2024, magada 12/10/2024, mbaale 15/10/24

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

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

1

Signed Budget Conference minutes dated 29/11/2024 by yhe SAS were evidenced and include priorities like road maintenances in mbaale, kitovu-kyandaire-lwanda as it is evidenced in the AWP of FY 2025/26

iv. That the LLG budget include investments to be financed by the LLG score 1 or else 0

1

LLG includes investments like road maintenances in mbaale, kitovu-kyandaire-lwanda, construction of slaughter slab

v. Evidence that the LLG developed project profiles for all capital investments in the AWP and Budget as per format in NDP III Score 1 or else score 0

0

project profiles for current FY not evidenced

vi. That the LLG budget was submitted to the District/Municipality/City before 15th May: score 1 or else 0

0

submitted on 11/07/2025

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

0

submitted on 27/5/2025

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	All investments do comply to the DDEG Grant, Budget and Implementation Guidelines investment menu. E.g.slaughter slab construction, road maintenavces
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Assessment area: C. Own Source Revenue Mobilization and Administration

7	LLG collected local revenue as per budget (Budget realization) Maximum score is 1	Evidence that the LLG collected OSR for the previous FY within +/- 10% of the budget score 1 or else score 0.	0	Shs 26,350,000 was the budgeted OSR as per the LLG approved budget FY 2024/25 and shs 18,041,975 was OSR collected as evidenced on page 23 of the final accounts 2025 thus being below 68%
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	Final accounts 2025 show OSR collection of 18,041,975 and those of 2024 show a total OSR collection of shs 5,611,950 on page 23 respectively thus showing an improvement in OSR collection of 31%
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	Payment Voucher numbers 1/2/2025 and 15/9/2024 show a disbursement of shs 1,800,000 and 2,340,000 respectively to LC Is and LC IIs
		Evidence that the LLG: ii. Did not use more than 20% of the OSR on councilors allowances in the previous FY (unless authority was granted by the Minister), score 1, else score 0	1	Payment voucher numbers 17/09/2024 and 13/11/2024 show a disbursement of shs 635,000 and 225,000 respectively being 4.7% OSR spent on councilors allowances
		Evidence that the LLG: iii. Have budgeted and used OSR funds on operational and maintenance in previous FY, score 1, else score 0	0	No evidence on OSR budget and espendiutre on O&M
		Evidence that the LLG: iv. Publicised the OSR and how it was used for the previous FY, score 1, else score 0.	1	LLG Publicized OSR and how it was used for the previous FY on the LLG notice board

Assessment area: D. Financial Management

10	The LLG submitted annual financial statements for the previous FY on time Maximum score is 4	Evidence that the LLG submitted its Annual Financial Statement to the Auditor General (AG) on time (i.e., by August 31), score 4 or else score 0	4	submitted on 28/8/2025
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	<p>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:</p> <p>i. Q1 by 15th October score 1 or else 0</p> <p>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:</p> <p>ii. Q2 by 15th January score 1 or else 0</p> <p>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:</p> <p>iii. Q3 by 15th April score 1 or else 0</p> <p>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:</p> <p>iv. Q4 by 30th July score 3 or else 0</p>	<p>1</p> <p>1</p> <p>0</p> <p>3</p>	<p>submitted on 11/10/2024</p> <p>submitted on 13/01/2025</p> <p>submitted on 28/4/2025</p> <p>submitted on 15/7/2025</p>

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	<p>Evidence that the SAS/Town Clerk appraised staff in the LLG:</p> <p>(i) All staff in the LLG including extension workers in the previous FY (by 30th June): score 2 or else 0</p>	0	The LLG has 12 staffs and there appraisals were evidenced as appraised on 30/6/2024 with exceptions of Nabirye Pheobe, Kikooma James and Tenywa Joseph as detailed below
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Evidence that the SAS/Town Clerk appraised staff in the LLG:

(ii) Primary School Head teachers in public primary schools in the previous school calendar year (by 31st December) – score 2 or else 0

0

Out of the 11 teachers only 8 were appraised

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

The LLG has 4 health center in chargers i.e. Basirika Abisagi, Kabanda Grace, Naigaga Edith and Kalija Edinansi and they were all appraised by 30th June 2024

13

Staff duty attendance

Evidence that the LLG has

Maximum score is 6

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

3

Staff list for the LLG pinned on the LLG notice board

Evidence that the LLG has

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

0

monthly analysis of staff attendance not produced

Assessment area: F. Implementation and Execution

14

The LLG has spent all the DDEG funds for the previous FY on eligible projects/activities

Maximum score is 2

Evidence that the LLG budgeted and spent all the DDEG for the previous FY on eligible projects/ activities as per the DDEG grant, budget, and implementation guidelines: Score 2, or else score 0

2

DDEG grant, budget, and implementation guidelines evidenced and Projects/ activities implemented by the LLG were all eligible per the DDEG grant, budget, and implementation guidelines E.g. grading of wasukulu, kimwanyi, mayuge-budhebera roads, environmental screening, laptop procurement

15

The LLG spent the funds as per budget

Maximum score is 2

Evidence that the execution of budget in the previous FY does not deviate for any of the sectors/main programs by more than +/- 10%: Score 2

2

As evidenced from the payment vouchers LLG did not deviate its disbursements from the budget eg mayuge - budhebera road maintenance shs 12,000,000 was spent as per the budget voucher number 02/08/2024

16	<p>Completion of investments as per annual work plan and budget</p> <p>Maximum score is 3</p>	<p>Evidence that the investment projects planned in the previous FY were completed as per work plan by end of FY (quarter four) :</p> <p>If more than 90 % was completed: Score 3</p> <p>If 70% -90%: Score 2</p> <p>If less than 70 %: Score 0.</p>	0	Completion reports and certificates not evidenced
Assessment area: G. Environmental and Social Safeguards				
17	<p>The LLG has implemented environmental and social safeguards during the previous FY</p> <p>Maximum score is 2</p>	<p>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</p>	2	<p>LLG carried out environmental, social and climate change screening where required, prior to implementation of all planned investments/ projects as evidenced with environmental, social and climate change screening reports of granding of kimwanyi and mayuge-budhebera roads, renovation of sub county headquarters</p>
18	<p>The LLG has an Operational Grievance Handling System</p> <p>Maximum score is 2</p>	<p>(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</p> <p>(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</p>	1	<p>LLG has a case management book and a complaint log book in place</p> <p>publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress pinned on LLG notice board</p>
19	<p>The LLG has a functional land management system</p> <p>Maximum score 1</p>	<p>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</p>	0	No evidence on a functional Area Land committee in place produced

Assessment area: H. Basic (Pre & Primary) Education services Management (in public and private schools)

20	<p>Awareness campaigns and mobilization on education services conducted in last FY</p> <p>Maximum score is 3</p>	<p>Evidence that the LLG has conducted awareness campaigns and parent's mobilization for improvement of education service delivery score 3, else score 0</p>	3	<p>Awareness Campaigns and parents' mobilization reports evidenced as dated 8/9/2024, 24/3/2025, 16/6/2025 and 8/10/2024 held at Bwiwula ps, Bukawongo ps, Magada HC II and Lukungu ps repectively</p>
21	<p>Monitoring of service delivery in basic schools</p> <p>Maximum score is 4</p>	<p>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:</p> <p>If all schools (100%) - score 4</p> <p>If 80 - 99% - score 2</p> <p>If 60 to 79% score 1</p> <p>Below 60% score 0</p>	4	<p>Monitoring reports on schools evidenced as on 6/11/2024, 13/3/2025, 5/6/2025, 5/6/2025, 6/10/2024, 14/1/2025, 8/8/2024, 5/3/2025, 10/6/2025.</p>

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 has 11 primary
schools and these are
Magunga ps, Lukungu ps,
Bufulubi ps, Bukawongo ps,
Lwanda ps, Mbaale ps,
Mbaale moslems ps, Bwiwula
ps, Makembo ps, Wante ps
and Namadudu ps. All these
schools have functional
SMCs as per the evidenced
minutes below per school as
signed by their respective
Chairpersons

1. magunga ps 11/10/2024,
27/2/2025, 5/5/2025

2. Lukungu ps 6/7/2024,
1/11/2024, 3/3/2025,
25/5/2025

3. Bwiwula ps 6/7/2024,
13/3/2025, 16/4/2025

4. Mbaale Islamic ps
16/4/2025,
8/10/2024,6/6/2025

5. Namadudu ps 24/6/2025,
13/2/2025, 29/9/2024

6. makembo ps 13/6/2025,
10/11/2024,

7. Bufulubi ps 4/6/2025,
5/3/2025, 6/9/2024

8. Mbaale ps 15/5/2025,
6/3/2025, 8/10/2024

9. Lwanda PS 2/6/2025,
13/2/2025, 7/10/2024

10. Wante ps 13/6/2025,
10/11/2024,

11. Bukawongo 16/4/2025,
8/10/2024,6/6/2025

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

Awareness Campaigns and
community mobilization
reports evidenced as dated
8/9/2024, 24/3/2025,
16/6/2025 and 8/10/2024
held at Bwiwula ps,
Bukawongo ps, Magada HC II
and Lukungu ps respectively

24	<p>The LLG monitored health service delivery at least twice during the previous FY</p> <p>Maximum score is 4</p>	<p>Evidence that LLG monitored aspects of health service delivery during the previous FY , score 4 or else score 0</p>	4	<p>LLG conducted monitoring of health centers and health health inspection and services points for service delivery as evidenced by the monitoring reports dated 11/2/2025, 22/10/2024, 31/7/2024 6/6/2025</p>
25	<p>Existence and functionality of Health Unit Management Committee</p> <p>Maximum score is 3</p>	<p>Evidence that the LLG have functional Health unit Management Committee for all Health Facilities in the LLG; score 3, else score 0</p>	3	<p>The LLG has 4 HCs and these are Nkombe HCIII, Bufulubi HC II, Bwiwual HCII, Magada HCII. All these have functional HUMC as evidenced with HUMC minutes as detailed below.</p> <p>1. Bwiwula HCII 28/3/2025, 27/9/2024, 20/12/2024,</p> <p>2. Bufulubi HCII 29/5/2025, 27/3/2025, 12/11/2024, 30/8/2024</p> <p>3. Nkombe HCIII 20/1/2025, 3/12/2024, 24/3/2025, 9/9/2024, 2/9/2024</p> <p>4. Magada HCII 25/6/2025, 13/3/2025, 19/12/2025, 5/9/2024</p>

Assessment area: J. Water & Environment Services Management

26	<p>Evidence that the LLGs submitted requests to the DWO for consideration in the current FY budgets</p> <p>Maximum score is 3</p>	<p>Evidence that the SAS submitted in writing requests to the DWO for consideration in the planning of the current FY score 3, else score 0</p>	0	<p>No evidence that the SAS submitted in writing requests to the DWO for consideration in the planning of the current FY provided</p>
27	<p>The LLG has monitored water and environment services delivery during the previous FY</p> <p>Maximum score is 3</p>	<p>Evidence that SAS/ATC monitored/supervised aspects of water and environment services during the previous FY including review of water points and facilities, score 3 or else score 0</p>	3	<p>Monitoring reports on water and environment monitoring/supervision submitted to SAS dated 10/12/2024 evidenced</p>

28	Existence and functionality of Water and Sanitation Committees Maximum score is 2	Evidence that the LLG have functional Water and Sanitation Committees (including collection and proper use of community contributions) score 2, else score 0	0	Water and sanitation committee expired
29	Functionality of investments in water and sanitation facilities Maximum score is 2	Evidence that the SAS has an updated lists on all its water and sanitation facilities (public latrines) and functionality status. Score 2 else 0	2	Updated List of water and sanitation points in place as evidenced signed by Tenywa David the LLG health assistant

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.	0	Only Agriculture and Fisheries officers had reports but the Animal production officer did not produce a report
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	Awareness reports for all aspects of agriculture were produced
36	The LLG has carried out monitoring activities on production activities for crops, animals and fisheries Maximum score is 2	If the LLG extension staff has implemented monitoring activities on agricultural production for crops, animal and fisheries covering among others irrigation, environmental safeguards, agricultural mechanization, postharvest handling, pests and disease surveillance, equipment installations, farmers implementing knowledge from trainings, reports compiled and submitted to LG Production Office score 2 or else 0	0	Monthly monitoring reports by extension staff not evidenced

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	Reports from Agricultural officer, Animal production officer and fisheries officer written and submitted reports to DPO
38	The LLG has provided hands-on extension support to farmers and farmer organizations / groups Maximum score is 2	If the LLG extension staff have provided extension support to farmers and farmer groups on crop management, aquaculture, animal husbandry, irrigation, Operation and Maintenance of equipment, postharvest handling, value addition, marketing etc. reports compiled and submitted to LG Production Office score 2 or else 0	2	Training reports from Animal Production Officer, Fisheries Officer, and Animal Officer were produced and evidenced