



LLG Performance Assessment

LLG Performance Assessment

Molo Subcounty

(Vote Code: 236993)

Score 66/100 (66%)

No.	Performance Measure	Scoring Guide	Score Justification
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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

The LLG has got four parish namely Kidoko, Abwali, Kipangor and Papapoli. However only Kipangor and Kidoko has a fully functional PDC as per the evidence provided

PDC composition for Kipangor Parish

1. Chairperson -Emukule David
2. NRM- Oba Micheal
3. Youth - Ochoka Samuel
4. Elderly - Omalla James
5. PWD -Odoi valentino
6. Secretary - Athino Moureen Eseza
7. women - Akwinyat Beatrice

PDC Kidoko parish

1. Chairperson -Opendi Silver
2. NRM- Amonya Peter
3. Youth - Oketch Mathew
4. Elderly - Omalla James
5. PWD -Ochieng Micheal
6. secretary - Opolot Stephen
7. women - Nyafamba Mary

Note; Papapoli and Abwali parishes are not functional/ not coded.

There was no evidence to show that the LLG conducted mobilization activities in all the parishes. A report of mobilization for Kidoko parish held on 6/7/2023, Kipangor parish held on 10/7/1023. Abwali and Papapoli did not participate in mobilization activities for individuals and groups to participate in development activities.

List of proposals for the revolving funds for Kipangor parish include poultry, piggery, dairy and rice, Kidoko parish include rice, poultry, piggery and dairy

Appraisal/ vetting minutes for Kidoko parish conducted on the 11/6/2024 and Kipangor parish on the 12/6/2024.

2	LLG has ensured that all Parish Chiefs/Town Agents have collected, compiled, and analyzed data on Parish/community profiling as stipulated in the PDM Guidelines.	Evidence that all the Parishes/Wards in a LLG have compiled, updated, and analyzed data on community profiling disaggregated by village, gender, age, economic activity among others as stipulated in the PDM Guidelines, score 2 else score 0.	0	There was evidence showing that the LLG compiled, updated, analyzed and disaggregated data. However, the column for economic activity was missing from the data provided for assessment
	Maximum score is 2			
3	The LLG provided guidance and information to the Village Executive Committees and PDCs on strategies for the development of the parish			Mapping report of NGO's for the previous FY and their involvement in rising awareness about PDM and planning cycle
	Maximum score is 6			NGO Target Services offered
		Evidence that the LLG:		PACE Women and girls Safe water, hygiene and sanitation
		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	Africa 2000 Farmers sensitization of modern farming methods
				TDYAN Youth Mobilization, HIV/AIDS counselling and guidance etc.
				UWESO Women
				COSMES Young mothers and women skilling of young mothers and economic empowerment
		Evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on:		There was evidence of minutes showing that LLG provided guidance and information to the village executives and PDC's on approved programmes to be implemented with the parish for the current FY. the meeting was held on 7/10/2023.
		ii. Approved Programmes/activities to be implemented within the Parish for the current FY score 2, else score 0	2	

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

The LLG provided guidance and information to the village executive and to PDC'S on the 9/11/2023 on priority enterprises to be implemented in the parish

Assessment area: B. Planning and Budgeting

4

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

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

0

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

Prioritized investments in the annual work plan . maintenance of Kipangor A and B (4.8km)CAR, maintenance of Kipagor C and D (culverts) on page 10 but not in the development plan

Maximum score is 6

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

0

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.

There was no evidence to show that the LLG held parish planning meetings

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

0

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

The LLG budget conference report provided during assessment does not mention the roads in the Annual Work Pan

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

1

As per the LLG budget, investments to be financed by the LLG maintenance of Kipangor A to B and maintenance of Kipangor C to D on page 10

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

Project profiles prepared; Maintenance of Kipangor A to Kipangor D(4.8km). Kipangor C to Kipangor D (3.5km)

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

1

There was evidence that the LLG submitted the AWPB for the current FY on 13/4/2024 as per the submission report

5

Procurement planning for the current FY: submission of request for procurement

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

Maximum score is 2

The LLG submitted the procurement plan to CAO on the 25/04/2024

6	Compliance of the LLG budget to DDEG investment menu for the current FY Maximum score is 2	Evidence that the investments in the approved LLG Budget for the current FY comply with the investment menu in the DDEG Grant, Budget and Implementation Guidelines, score 2 or else score 0	0	The LLG spent DDEG grant on leveling of subcounty land at Nyeminyemi. The investments is not on the eligible list for DDEG grant
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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	The LLG budgeted for 4,300,000 and collected 1,928,429 OSR. The performance was at 44% performance $1,928,429/4,300,000 \times 100 = 44\%$ variations -56%. The variation was not within the range of +/-10% provided in the manual
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 collected OSR of 3.122.580 in FY 2022/2023 and 1,928,429 in FY 2023/2024. Therefore the LLG OSR declined by 38.2%
9	The LLG has properly managed and used OSR collected in the previous FY Maximum score 4	Evidence that the LLG: i. Has remitted OSR to the administrative units, score 1 or else score 0. Evidence that the LLG: ii. Did not use more than 20% of the OSR on councilors allowances in the previous FY (unless authority was granted by the Minister), score 1, else score 0 Evidence that the LLG: iii. Have budgeted and used OSR funds on operational and maintenance in previous FY, score 1, else score 0 Evidence that the LLG: iv. Publicised the OSR and how it was used for the previous FY, score 1, else score 0.	0 0 0 0	There was no evidence of remittance of OSR to the LG administrative units 20% of 3,122,580= 624516 On review, the total expenditure on council for the previous financial year is 3,266,000 which is above the 20% OSR. There was no evidence of utilization of OSR funds on operational and maintenance The LLG did not publicize OSR on the notice board

Assessment area: D. Financial Management

10	The LLG submitted annual financial statements for the previous FY on time Maximum score is 4	Evidence that the LLG submitted its Annual Financial Statement to the Auditor General (AG) on time (i.e., by August 31), score 4 or else score 0	4	There was evidence to show that the LLG submitted AFS to auditor general on the 30/08/2024 as per the submission letter.
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 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: iv. Q4 by 30th July score 3 or else 0	1 1 1 3	The LLG Submitted quarterly financial and physical progress report to the CAO in time Q1 report - 1/10/2023 The LLG Submitted Q2 physical progress report on the 9/1/2024 The LLG Submitted Q3 physical progress report on 15/4/2024 The LLG Submitted Q4 physical progress report on 11/07/2024. In conclusion, there was timely submission of quarterly reports for the previous year

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

12

Appraisal of all staff
in the LLG in the
previous FY

Maximum score is 6

Evidence that the SAS/Town Clerk appraised
staff in the LLG:

(i) All staff in the LLG including extension
workers in the previous FY (by 30th June):
score 2 or else 0

2

From the reviewed
personnel files, there was
evidence that the LLG had
conducted appraisal of staffs
by 30/06/2024.

Appraisal forms;

1. Opolot Stephen parish
chief was appraised on
28/06/2024
2. Odeke Paul parish chief
/ CDO was appraised on
28/06/2024
3. Athieno Moreen parish
chief was appraised on
28/06/2024
4. Bukongor Isaac AAO
was appraised on
28/06/2024
5. Jenga Paul AHO was
appraised on
28/06/2024

Evidence that the SAS/Town Clerk appraised
staff in the LLG:

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

0

There was evidence to show
Appraisal of headteacher
Kidoko p/s but had not
appraised the headteacher
of Nyemnyem p/s

Mrs. Akolong Catherine was
appraised on 30/12/23.

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

There was evidence that the
SAS appraised health In-
charges.

1. Emuria Herbert A/A was
appraised on
28/06/2024
2. Aliraweru Mary Enrolled
nurse was appraised on
28/06/2024

13

Staff duty
attendance

Maximum score is 6

Evidence that the LLG has

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

3

The LLG publicized staff list
and staff list on the office
notice board

	The LLG produced monthly analysis of staffs attendance 1. June 2024 dated 5/07/2024 received on 5/07/2024 2. May 2024 dated 4/06/2024 received on 6/06/2024 3. April 2024 dated 20/05/2024 received on 20/05/2024 4. March 2024 dated 04/04/2024 received on 4/04/2024 5. February 2024 dated 13/03/2024 received on 13/03/2024 6. January 2024 dated 22/02/2024 received on 22/02/2024 7. December 2023 dated 08/01/2024 received on 08/01/2024 8. November 2023 dated 15/12/2023 received on 15/12/2023 9. October 2023 dated 2/11/2023 received on 03/11/2023 10. September 2023 dated 23/10/2023 received on 13/10/2023 11. August 2023 dated 13/09/2023 received on 14/09/2023 12. July 2023 dated 07/08/2023 received on 08/08/2023
Evidence that the LLG has (ii) Produced monthly analysis of staff attendance with recommendations to CAO/TC score 3 or else 0	3

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	The LLG spent all DEEG grant on eligible projects as per the DDEG guidelines 1. Maintenance of Kidoko to Abwel road - 6,100,700 2. maintenance of NyemNyem road - 3,489,700 3. Electricity installation - 3,700,000 4. Kipangor road maintenance-3,500,000 5. Nutrition -355,611 All the money was spent as the vouchers
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

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	The vouchers verified verses work plan and budget indicate compliance.
16	Completion of investments as per annual work plan and budget Maximum score is 3	Evidence that the investment projects planned in the previous FY were completed as per work plan by end of FY (quarter four) : If more than 90 % was completed: Score 3 If 70% -90%: Score 2 If less than 70 %: Score 0.	3	The reports and payment vouchers show that the LLG completed the investment projects planned in the previous Financial year by 100%.

Assessment area: G. Environmental and Social Safeguards

17	The LLG has implemented environmental and social safeguards during the previous FY Maximum score is 2	Evidence that the LLG carried out environmental, social and climate change screening where required, prior to implementation of all planned investments/ projects, score 2 or else score 0	0	The LLG carried environment, social and climate change screening form for Kidoko East to Abwel Access road. Environmental and social screening for for Nyemnyem and Kipangor road not in place
18	The LLG has an Operational Grievance Handling System Maximum score is 2	(i) If the LLG has specified a system for recording, investigating and responding to grievances, which includes a designated a person to coordinate response to feed-back, complaints log book with clear information and reference for onward action, a defined complaints referral path, and public display of information at LLG offices score 1 or else 0 (ii) If the LLG has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress score 1 or else 0	0 1	This evidence was not provided during assessment The LLG displayed grievance redress mechanism on the notice board

19	The LLG has a functional land management system Maximum score 1	If the LLG has a functional Area Land committee in place to assist the LG Land board in an advisory capacity on matters relating to land, including ascertaining rights on the land score 1 or else 0	0	The LLG does has a constituted Area Land Committee. Appointments seen 1. Amonya Peter appointment dated 04/03/22 2. Okoth Geoffrey dated 04/03/22 3. Akoth Alice dated 04/03/22 4. Okitela Charces dated 04/03/22 Minutes for the Area Land Committee meetings not seen
Assessment area: H. Basic (Pre & Primary) Education services Management (in public and private schools)				
20	Awareness campaigns and mobilization on education services conducted in last FY Maximum score is 3	Evidence that the LLG has conducted awareness campaigns and parent's mobilization for improvement of education service delivery score 3, else score 0	3	The LLG provided a report dated 09/4/2024 on awareness campaigns and parents mobilization for improvement of education services not provided during assessment
21	Monitoring of service delivery in basic schools Maximum score is 4	Evidence that the LLG has monitored schools at least once per term in the previous 3 terms and produced a list of issues requiring attention of the committee responsible for education of the LLG council in the previous FY: If all schools (100%) - score 4 If 80 – 99% – score 2 If 60 to 79% score 1 Below 60% score 0	4	There was evidence to show that the LLG monitored schools at least once per term and produced a list of issues requiring the attention on committee responsible for education The LLG has two schools namely Kipangor and Kidoko p/s. Nyemnyem p/s report dated 25/05/2024, 27/05/2024, 05/02/2024, 18/09/2023 Kidoko P/S monitoring report dated on the 27/05/2024, 05/02/2024, 18/09/2023
22	Existence and functionality of School Management Committees Maximum score is 3	Evidence that the LLG have functional school management committees in all schools; score 3, else score 0	0	Minutes for school management committees meetings for only one school availed at the time of assessment. Nyemnyem p/s meeting held on the 25/06/2024, 28/02/24. SMC minutes for Kidoko p/s not availed

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

Report on awareness for improvement of primary health care conducted on teenage HIV prevalence at the subcounty headquarters

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 monitoring report dated 17/10/2023 and submitted to executive committee on 13/6/2024 seen

25

Existence and functionality of Health Unit Management Committee

Maximum score is 3

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

0

HUMC composition missing

HUMC meetings held on 28/06/2024, 20/12/2023, 29/02/2024 and 13/09/2023 as per the minutes seen

Assessment area: J. Water & Environment Services Management

26

Evidence that the LLGs submitted requests to the DWO for consideration in the current FY budgets

Maximum score is 3

Evidence that the SAS submitted in writing requests to the DWO for consideration in the planning of the current FY score 3, else score 0

3

There was sufficient evidence to show that SAS submitted requests to DWO on the 24/5/2024 for water sources for consideration in the planning of the current FY. Requests for a borehole at Nyemnyem C, Abwal A ,Papapoli central.

27

The LLG has monitored water and environment services delivery during the previous FY

Maximum score is 3

Evidence that SAS/ATC monitored/supervised aspects of water and environment services during the previous FY including review of water points and facilities, score 3 or else score 0

0

Environment Monitoring/suoervison reports of water and environment with inclusion of new and old facilities not seen

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 committees are inactive . Action plan not mentioned in the minutes Community contribution for kingor c availed but does not indicate how the resources are being used
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 reports on water and sanitation and the functionality status availed during 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	There was evidence that the LLG compiled production statistics data as per the data collection tool. Data collected on PDM, NADDs, EMYONGA sage and for individual farmers. Q1 and Q2 was received on 31/01/2024 Q3 and Q4 submitted on 12/7/2024
35	Farmer awareness and mobilization campaigns carried out through farmer field days and awareness meetings Maximum score is 2	If the LLG has carried out awareness and mobilization campaigns on all aspects of agriculture through farmer field days and awareness meetings, exchange visits, reports compiled and submitted to LG Production Office score 2 or else 0	2	There was evidence that the LLG conducted awareness campaigns on disease control in cattle. sensitization meeting took place at st. kalori church on the 10/1/2024. Submission on 1/2/2024
36	The LLG has carried out monitoring activities on production activities for crops, animals and fisheries Maximum score is 2	If the LLG extension staff has implemented monitoring activities on agricultural production for crops, animal and fisheries covering among others irrigation, environmental safeguards, agricultural mechanization, postharvest handling, pests and disease surveillance, equipment installations, farmers implementing knowledge from trainings, reports compiled and submitted to LG Production Office score 2 or else 0	2	There was evidence the LLG staff monitored PDM beneficiaries, established Demo on Maize and Napier grass and individual farmers engaged in horticultural enterprises. the LLG conducted disease surveillance of trypanosomiasis in Kidoko Parish Reports submitted to the DPO on the 11/7/2024

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

There was sufficient evidence that the LLG conducted trainings on pest and disease control in cassava, tomatoes, groundnuts

Established Demo on tomatoes at Kidoko wast at Azaria farm,

Demo on maize DK at Kidoko west at Okongo Miltons farm and report was submitted on 7/5/2024

Training on biosecurity measures in poultry managgment at Obonyo trading Centre. sampled training dates;13/10/23, 28/11/23, 22/9/2023, 13/10/23

Demo on seterier grass at Kidoko rock

training on mindset and altitude change on 14/2/2024 at Obonyo trading centre,2/22024 at Kidoko health Centre etc.

training on advantages of pig rearing, importance of housing pigs, selection of breeders, training on business plans and selection. sampled dates for the activity; 26/4/2024, 23/5/2024, 5/6/2024

Training on benefits of seterier grass for goats, use of ethno vet drugs in poultry, poultry vaccination

sampled submission dates

15/4/2024, 26/4/2024, 14/2/2024, 22/02/2024

The LLG has provided hands-on extension support to farmers and farmer organizations / groups	If the LLG extension staff have provided extension support to farmers and farmer groups on crop management, aquaculture, animal husbandry, irrigation, Operation and Maintenance of equipment, postharvest handling, value addition, marketing etc. reports compiled and submitted to LG Production Office score 2 or else 0	2 Field reports on poultry management, pig sty construction, dairy pasture management. identification of demo host farmers, pest and disease control guidance in mangoes, development of proper spray regime in tomatoes, pest and disease control in cassava. Reports compiled and submitted on 7/5//2024
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