

LLG Assessment 2026

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Butiaba Town Council

(Vote Code: 273287)

Score 90/100 *(90%)*

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;	2	PDM guidelines issued by Ministry of Local Government in February 2022 and signed by the President of the republic of Uganda were in place for all the wards. Ward Development Committee for all the wards were constituted as per page 30 of the PDM implementation guidelines and membership in all the wards was as follows; 1. Chairpersons LCII, 2. Parish Chiefs, 3. Chairperson women councils, 4. Chairperson Disability councils, 5. Chairperson youth Councils, 6. Chairperson NRM at parish, 7. Elders/Opinion leaders. In all the wards, WDCs were fully instituted and list of WDC members for each ward in the LLG were seen as follows; • Eastern ward dated 03/09/2025 with Kumakech Fred as the WDC Chairperson. • Northern ward dated 06/08/2025 with Rwamukaga Godfrey as the WDC Chairperson • Western dated 19/05/2026 with Katusiime Musa as WDC Chairperson • Southern ward dated 17/07/2025 with Taabu Zamu as the WDC Chairperson Minutes of WDC sittings were in place for; • Southern ward dated 29/09/2025, 28/03/2026 and 27/06/2026. • Northern ward dated 24/2/2026, 27/5/2026 and 16/12/2026 with Kyalisiima Kowel, Kanyendala Esther and Ochaki Alfred in attendance.

score 2, else score 0.

• Western ward dated 07/10/2025, 24/02/2026 and 19/05/2026 with Katusiime Musa, Oforu Charles and Ajuna Siraji in attendance.

• Eastern ward dated 18/12/2025, 19/09/2025 and 10/03/2026 with Kumaketch fred, Businge Saidi and Abdul Yasin).

• Minutes were confirmed by WDC Chairpersons

List of proposals submitted for the revolving funds were seen for;

• Northern ward dated 02/07/2026

• Western ward dated 29/01/2026

• Eastern ward dated 30/12/2025.

• Southern Ward dated 27/05/2025.

Monitoring and Supervision reports on implementation of PDM activities seen for;

• Northern ward dated 30/9/2025, 01/10/2025 and 26/02/2026 with an acknowledgement of receipt stamp by the Office of the LLG Council Speaker Hon. Muhumuza Moses.

• Eastern ward dated 20/9/2025, 11/03/2026 and 18/12/2025 with an acknowledgement of receipt stamp by the Office of the LLG Council Speaker Hon. Ajaruva Majid.

• Southern ward dated 29/12/2025, 28/3/2026 and 26/6/2026 with an acknowledgement of receipt stamp by the Office of the LLG Council Speaker Hon. Muhumuza Mukonyezi.

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	SPEAR data reports were seen for all wards as follows; Northern ward dated 07/01/2026 Western ward dated 07/01/2026 Eastern ward dated 09/01/2025 Disaggregated Parish data reports seen for all wards as follows; Northern ward dated 23/09/2025. Western ward dated 16/07/2025. Eastern ward dated 10/12/2025.
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	NGOs, CBOs & CSO mapping report was seen dated 27/07/2025 with Hoima Karitas Development Organisation (HOCADEO and Global Alliance for Vaccine and Immunisation (GAVI) as NGOs. Kakindo Integrated Women development Agency (KAWIDA), Lake Albert Children and Women Advocacy Organization (LACWADO) as CSOs. Buliisa Union of Person with Disabilities as a CBO. The LLG involved LACWADO in creating awareness about PDM and the Planning Cycle in a report dated 20/3/2025 with Chikawun Aweko, Obeling Gloria and Aweko Janet in attendance.
		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	There was no evidence to ascertain that the LLG provided guidance and information to the Village Executive committees and WDCs on approved programs/activities to be implemented within the parish for the current FY.

		Priority enterprises that can be implemented in the parish score 2 or else 0	2	Lists of parish priority enterprises seen as follows; Northern ward dated 20/7/2025 Western ward dated 20/8/2024 Southern ward dated 20/8/2024 All submitted priority enterprises were backed up by a report of consultative meetings for enterprise selection dated 31/07/2025 in all the wards authored by the extension staff Mr. Tibeijuka Godfrey.

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 IV; score 1 or else 0	1	Town council approved Development plan IV and Approved Annual work plan and Budget for FY 2026/27 were seen. Investment Projects in the Approved AWPB were; maintenance of urban roads, Opening of roads, extension of water on pages 15. The projects were also seen in the Town Council approved Development plan IV on page 89. Therefore investments in the LLG approved AWPB for the current FY was consistent with the approved development plan IV.

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	Reports on ward prioroties seen as follows; Northern ward report dated 16/9/2025, with investment projects like manual maintenance of roads, extension of water. Fencing of butiaba HCIII land on page 3. Western ward report dated 26/9/2025, with Investment project like procurement of streetlights on page 2. Southern ward report dated 17/9/205 with investment project extension of taped water. Eastern ward report dated 20/09/2025 with investment project like opening of roads All ranked priorities submissions were signed by the respective Town Agents and WDC Chairpersons. Therefore, the AWPB incorporated ranked priorities from all the wards.
iii. Is based on the outcomes of the budget conference; score 1 or else 0	1	The investment priorities (maintenance of urban roads, procurement of street lights, extension of water) were seen in the Budget Conference report dated 15/10/2025. Hence the approved investments in the AWPB were outcomes of the Budget Conference.
iv. That the LLG budget includes investments to be financed by the LLG including projects funded using OSR; score 1, or else score 0.	1	Investments in the LLG AWPB included; maintenance of urban roads, procurement of street lights, extension of water) on page 15 of THE AWPB .All investment projects included in the AWP&B are to be financed by the LLG.
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	Project Profiles were developed for maintenance of urban roads, procurement of street lights, extension of water)

		vi. That the LLG budget was submitted to the District/Municipality/City before 15th May; score 1 or else 0	1	The LLG AWPB for the current FY was submitted and received by the District central registry on 11/May/2026 as per acknowledgement of receipt stamp.
5	Procurement planning for the current FY: submission of request for procurement Maximum score is 2	Evidence that the LLG prepared and submitted inputs into the procurement plan for all the procurements to be done in a LLG for the current FY) to the CAO/TC by the 30th April of the previous FY, Score 2 or else score 0	2	LLG procurement plans were submitted and received by PDU on 15/04/2026. as per acknowledgement receipt stamp.
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	Investments in the approved LLG DDEG Budget for the current FY were extension of water, installation of streetlight monitoring of government programs and projects, Support to ward activities including data collection and support to the LLG nutrition committee which complied with the investment menu in the DDEG Grant, Budget and Implementation Guidelines.
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	From the AFS of 2025/26 FY on page 34, OSR LLG budget was 40,814,736 Actual OSR collected was 40,814,736 as per page 34 of AFS for FY 2025/26. Therefore, (Actual OSR/ OSR budgeted) *100% was (40,814,736 / 40,814,736) x100% = 100%, Meaning the LLG OSR performance was as planned hence within the -/+10%.

8	Increase in LLG own source revenues from last financial year but one to last financial year.			OSR Collected from AFS 2024/25 FY page 34 was 36,985,850. Actual OSR collected from AFS 2025/26 FY on page 34 was 40,814,736. Increase in the OSR collection was (40,814,736-36,985,850)= 3,828,886. Percentage decrease was (3,828,886/36,985,850) x 100%) which was 10%. The OSR collected increased from previous FY but one to previous FY by 10%. Which is more than 5%.
	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	
9	The LLG has properly managed and used OSR collected in the previous FY			Actual remittance to administrative units was as follows. Actual OSR collected for FY 2025/26 was 40,814,736 30% mandatory share to administrative units was (30% x 40,814,736) = 12,244,421 Remittance of mandatory share to LG and administrative units was done on Vr. No 26/6/2026 amounting to 10,200,000/= Therefore, the LLG remitted 10,200,000 to administrative units which was less that the mandatory expected remmittance.
	Maximum score 4	Evidence that the LLG: i. Has remitted OSR to the administrative units, score 1 or else score 0.	0	

	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	1	Actual Revenue collected FY 2025/26 was 40,814,736/= as seen on page 34 of AFS for FY 2025/26. Therefore;(20% of 40,814,736) = 8,162,947 Evidence of Payment for councillors' allowances was as follows; Voucher Number Amount 12/12/25 877,000 36/8/25 539,000 35/8/25 520,000 8/5/26 763500 8/3/26 894,000 Total 3,593,500,hence The LLG did not spend more than 20% of OSR
	iii. Have budgeted and used OSR funds on operational and maintenance in previous FY, score 1, else score 0	1	The LLG OSR for 2025/26 was 40,814,736 From AFS of 2025/26 on Page 46, expenditure on O&M was 8,772,000 Percentage expenditure on O&M was (8,772,000/40,814,736) *100% =21% therefore, the LLG Budgeted and used at least 21% of OSR funds on operational and maintenance.
	iv. Publicised the OSR and how it was used for the previous FY, score 1, else score 0.	1	OSR collection and Usage was publicized 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	AFS of 2025/26 was submitted to OAG Hoima branch and received on 24/08/2026 as per the acknowledgement of receipt stamp.

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	Q1 report submitted to the LG Accounting Officer on 08/10/2025
		ii. Q2 by 15th January score 1 or else 0	1	Q2 report submitted to the LG Accounting Officer on 09/01/26
		iii. Q3 by 15th April score 1 or else 0	1	Q3 report submitted to the LG Accounting Officer on 13/4/2026
		iv. Q4 by 15th July score 3 or else 0	3	Q4 report submitted to the LG Accounting Officer on 09/7/2026

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	2	All the LLG Staff were appraised by 30th June during the previous FY as follows; • Mbabbazi Harriet Senior Assistant Accountant was appraised on 26/6/2026. • Karungi Mugisa Town Agent was appraised 29/6/2026. • Kyomugisa Kenneth Parish Chief was appraised 19/6/2026. • Businge Hannington Town Agent was appraised29/6/2026. • Kugonza Oscar Town Agent was appraised 29/6/2026. • Mulamba James Ayoyi Law enforcement Officer was apprised on 30/6/2026. • Karungi Sylivia Pool Stenographer was appraised on 29/6/2026.
		• Primary School Head teachers in public primary schools in the previous school calendar year (by 31st December) – score 2 or else 0	2	Mugasa Beatrice Primary school head teacher of Butiaba Primary was appraised on 30/6/2026.

		• HC III & II In-charges in the previous FY (by June 30th) – score 2 or else 0.	2	Mujuni Raymond the In-charge Butiaba HC III was appraised on 30/6/2026.
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 list of all the LLG staff was publicized on the LLG Noticeboard.
		• Produced monthly analysis of staff attendance with recommendations to CAO/TC score 2 or else 0	2	The LLG produced monthly analysis of staff attendance with recommendations to CAO as follows; • Staff analysis for July 2025 2 submitted on the 31/7/2026 • Staff analysis for August 2025 2025 submitted on the 31/8/2025 • Staff analysis for September 2025 2025 submitted on the 30/9/2025 • Staff analysis for October 2025 2025 submitted on the 31/10/2025 • Staff analysis for November 2025 2025 submitted on the 30/11/2025 • Staff analysis for December 2025 2025 submitted on the 31/12/2025 • Staff analysis for January 2026 2025 submitted on the 7/4/2026 • Staff analysis for February 2026 2025 submitted on the 7/4/2026 • Staff analysis for March 2026 2025 submitted on the 7/4/2026 • Staff analysis for April 2026 2025 submitted on the 30/4/2026 • Staff analysis for May 2026 2025 submitted on the 3/5/2026 • Staff analysis for June 202 2025 submitted on the 30/6//2026.

	• CAO/Tc took action on recommendations; score 2 or else 0	0	There was no evidence to show that CAO took action on the recommendations.

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	• LLG Approved Annual Budget and Work Plan seen with a total DDEG Budget of 9,015,630. • DDEG grant, Budget and implementation guidelines were seen and in place. • The LLG planned to execute the following projects and activities using DDEG grants in the Previous FY. • Infrastructure investments (Land Titling) at 7,212,503 (80%) • Support to Parish/ward activities at 721,251 (8%) • Investment servicing and monitoring at 901,563 (10%). • Support to Nutrition Committee at 180,313 (2%). • The LLG planned and spent DDEG on eligible projects and activities as per DDEG grant Budget and implementation guidelines.

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	2	Page 13 of Annual Financial Statements submitted to OAG Hoima Branch on 28/08/2026 indicated that there was a deviation of not more than +/-10% in some of the main programs as seen below. The LLG under Human Capital Development Planned for 30,000,000 and spent 30,000,000 with a percentage deviation/variance of 0%. The LLG under Governance and security Planned for 44,765,000 and spent 44,765,000 with a percentage deviation/variance of 0%. The LLG under Legislation, oversight and representation for planned for 6,000,000 and spent 6,000,000 with a percentage deviation/variance of 0%.
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	All the Planned investment project was completed as per the work plan by the end of the FY for as evidenced by a land title (BDLO/LAF/APRIL/4078) for Buiaba Health Centre III Land.

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 Planned and implemented only one project of Surveying and Titling of Butiaba Health Centre IV Land with didn’t require Environmental and Social Screening.

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 appointed focal person (Mr. Businge Hannington Ag. CDO) for grievance management dated 13/12/2025. The LLG also had a list of Staff constituting the Grievance Management Committee with Businge Hannington as the Secretary, Tibeijuka Hannington as the Chairperson and Nyangoma Enid as a member. Complaints logbook was seen with 12 cases recorded for the FY. Therefore, the LLG has a specified mechanism for recording, investigating and responding to grievances.
		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	The LLG Publicized the Grievance Redress mechanism dated 23/03/2026 to guide the aggrieved parties on where to report and get redress.
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	There was no evidence of functionality of the Area Land Committee to assist the LG Land board in an advisory capacity on matters relating to land, including ascertaining rights on the land.

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 conducted awareness campaigns and parents' mobilization for improvement of education service delivery as per reports seen dated 20/4/2026 authored by Mpairwe Lillian Assistant Town Clerk.

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 schools (both private and public) in the previous three terms evidenced in the schools monitoring reports dated; 21/02/2026 for first term, 16/6/2026 for second term and 30/10/2025 for third term. List of issues in the monitoring reports were discussed in General-Purpose Committee siitings dated; 28/2/2026 discussed first term school monitoring report under Minute 05/BTC/GEN/2026, 30/06/2026 discussed second term school monitoring report under Minute 05/BTC/GEN/2026 and 18/11/2025 discussed third term school monitoring report under 05/BTC/GEN/2025.
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	Appointments letters of school management committee seen dated 01/07/2025 CR/BUL/214 with; • Kugonza Joyce as the treasurer • Mulimba Robinah as member • Oyait Micheal as teachers' representative Minutes of School Management Committee seen as follows; • Term I dated 28/2/2026 Minutes submitted and received by DEO's office as per acknowledgment of receipt stamp. • Term II dated 12/6/2026 Minutes submitted and received by DEO's office as per acknowledgment of receipt stamp. • Term III 2025 dated 12/10/2025 Minutes submitted and received by DEO's office as per acknowledgment of receipt stamp. All minutes had action plans and implementation reports.

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	Reports on awareness campaigns and community mobilization for improvement of primary health care seen dated 23/1/2026 and 3/03/2026.
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	4	Health service delivery monitoring reports seen dated 29/10/2025 and 16/04/2026. Reports were discussed in the Executive Committee sittings of 23/4/2026 under Minute Numbers MIN 38/EXE/BTC/23/04/2026 and MIN NG/SC/EXEC/57/04/2026.
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	HUMC appointments dated 28/6/2024 referenced CR/BTC/PER/157 were seen with; • Agaba Mulumba as the chairperson • Kugonza Magamo Alfred as a member. • Abitegeka Lucy member. Health Unit Management Committee quarterly minutes seen dated 14/08/2025 for quarter one, 26/11/2025 for quarter two, 27/03/2026 for quarter three and 30/06/2026 for quarter four. Minutes were submitted to DHO’s office as per acknowledgment of receipt stamp.

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

30				
	Development of the Physical Development Plans as per guidelines			• List of members of the Physical Planning Committee was seen dated 07/07/2025 with Mwikirize Hannington as Chairperson, Mulebeki Lydia as Secretary and Atuhairwe Moreen as a member.
	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	0	• Building Plan Registration Book was not seen to determine whether submission of new investments/applications for development permit were decided on and applicants notified. • Physical Planning Committee Minutes seen dated 14/9/2025, 10/12/2025, 14/3/2026 and 09/06/2026. • Physical Planning Committee Minutes were not submitted to 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	• Detailed Physical Plan and approved Action area Plan were in Place issued in 2014 though expired though efforts for renewal were ongoing as per the response that the Town Clerk received from from the Permanent Secretary MoLHUD uphon his request for renewal of Physical development plan.
31				
	Implementation of the physical planning and building control measures as per guidelines	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	List of new investments was not seen at the time of assessment.
	Maximum score 3			
		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	1	• The LLG Conducted Street naming in the Previous FY for Wantembo road (4km),Booma road (7km) and Magali Road (1km).

		Evidence that the LLG has a functional Development Control Team score 1 or else 0	1	• LLG organogram was seen dated 07/7/2025. • Staff List for Development Control Team seen dated 07/07/2025 with Mwikirize Hannington as the Chairperson, Mulebeki Lydia as a Secretary and Tumusiime Rogers as a member. • Minutes for the Development Control team seen dated 14/4/2026, 14/9/2025 and 08/05/2026. The DCT issued Development permits to Kworekya Godfrey and a temporary occupation permit for Chinese Petroleum Pipeline Engineering Company Ltd (CPP).
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	1	• Approved Solid waste management plan for was seen running from 2024 to 2029 prepared by the Town Clerk Mr.Mwikirize Hannington. • Status report dated 29/06/2026 on implementation of Solid Waste Management Plan for 2025/26 was also in place.
		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 conducted activities of awareness campaign on the management of solid waste in the previous FY as evidenced in a report dated 26/06/2026 with objectives of promoting proper waste management. Rev. Opio Richard, Kwikiriza Monic and Asiimwe Rose were part of those that attended the meeting.
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	• Annual infrastructure Inventory and conditions survey report seen dated 29/06/2026 submitted and received by the District Engineer on the 29/06/2026.
		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	1	• O&M Annual work plan for the current FY based on the Annual infrastructure Inventory and conditions survey report was seen dated 07/07/2026.
		If the LLG has spent own source revenues of not less than 20% on O&M score 1 or else 0	1	• Final Accounts indicated that 8,772,000/40,814,736 (21%) was spent on O&M in the Previous FY therefore more than 20% of OSR was spent on O&M.

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 had only fisheries sector as there were not much crop and animal activities in the LLG. Assessment was basically on the Fisheries sector. Production statistics reports for fisheries were seen dated 30/5/2025, 31/7/2025 and 30/9/2025. All the reports were submitted to District Production office.
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 carried out awareness and mobilization campaigns on fisheries through farmer exchange visits as per reports seen dated 30/9/2025 and 31/12/2025. The reports were submitted to District Production office.
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 extension staff implemented monitoring activities on agriculture production for fisheries as follows; • Quarter one report dated 30/9/2025 • Quarter two report dated 3/12/2025 • Quarter three report dated 3/3/2026 • Quarter four report dated 29/5/2025

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	Fisheries training reports seen dated 3/3/2026, 30/10/2025,28/11/2025, 31/12/2025 and 31/3/2026. All reports had attendance lists attached, submitted and received by District Production office.
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	The LLG extension staff provided extension support to farmers and farmer groups as per reports seen support seen dated 30/9/2025, 30/10/2025, 28/11/2025 and 30/11/2025. All reports had attendance lists attached, submitted and received by District Production office.