

Quarterly Report 2017

2

Local Government Authority

Male' / Maldives



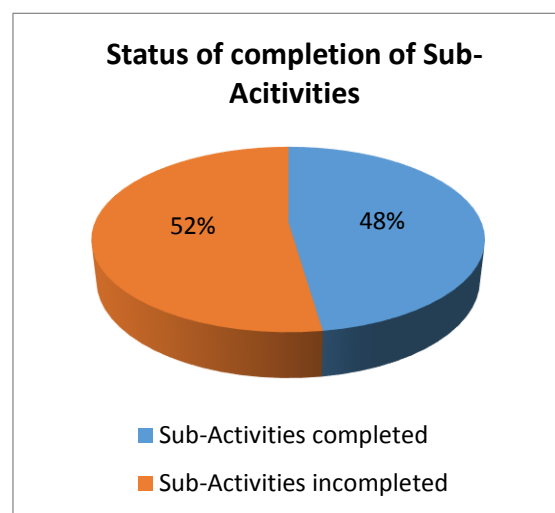
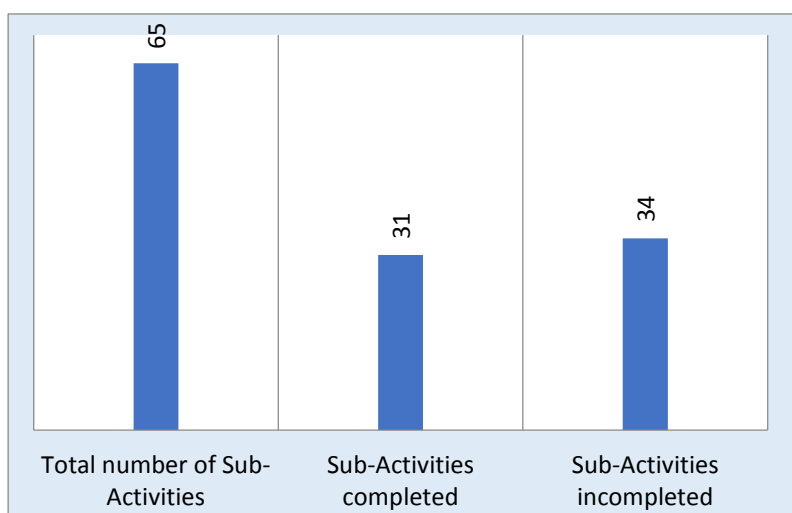
CONTENTS

INTRODUCTION	2
ACTIVITIES.....	3
OUTCOME 1.....	3
OUTCOME 2.....	3
OUTCOME 3.....	5
OUTCOME 4:.....	5
OUTCOME 5:.....	6
OUTCOME 6:.....	6
OUTCOME 7:.....	7
OUTCOME 8:.....	7
OUTCOME 9:.....	8
Status of activities and sub-activities completed by Sections/units in the second quarter ..	9
Activities Completed Per Section/Unit.....	10
ADMIN AND HR UNIT	10
BUREAU	11
MONITORING & EVALUATION SECTION	12
PLANNING & PROJECTS SECTION	13
TRAINING SECTION.....	14
LGA CLUB.....	15

INTRODUCTION

As part of the monitoring and evaluation mechanism established to monitor the quarterly implementation of the activities and sub activities of the work plan, this report highlights the implementation status of activities and sub activities set forth in the second quarter of 2017. The duration of quarter two is from 02nd April to 29th June 2017. During this quarter a total of 27 activities and 65 sub-activities were to be carried out to achieve 9 outcomes. Out of the total activities to be completed in the second quarter, 31 activities were completed. The chart presented below shows status of completion of sub-activities carried out by LGA during the quarter.

Number of sub activities to be completed and number of sub completed



ACTIVITIES

OUTCOME 1: Finance, Human Resources and sector legislation is amended to bring it in line with the Decentralization Act 2010

Activities	Sub-Activities	Section/Unit	Due Date	Completed percentage
Identify the inconsistencies in Finance, Human Resources and sector legislation to bring them in line with the Decentralization Act 2010	Establish and operate a joint legal team	Planning	30-Jun-17	100

OUTCOME 2: The local Governance System is reviewed and strengthened

Activities	Sub-Activities	Section/Unit	Due Date	Completed percentage	Remarks
Identify clearly the mandate of LGA and clear out the role ambiguities that arise between LGA and other ministries	Review and revise the mandate of LGA based on Decentralization Act	Bureau	30-Jun-17	100	
	Finalize and share the revised mandate with all staffs and councils	Bureau	30-Jun-17	90	-
	Revise LGA structure based on revised mandate	Bureau	30-Jun-17	90	-
Increase awareness in order to build trust between councils and Government, councils and the citizens	Develop materials (audio/video spot)	Training	5-Apr-17	100	
Conduct Orientation program for newly elected councilors	Conduct training	Training	6-Apr-17	20	Trainings are ongoing, 7 requested trainings completed and rest of the trainings is to be conducted online

Formulate trainings as per councils requests	Plan trainings according to requests received	Training	18-Apr-17	100	
Awareness on Local governance & decentralization for stakeholders by TV	Develop plan to give information on free radio programs	Training	30-Apr-17	100	
	Request TV Channels	Training	20-Apr-17	100	
Build positive Attitude / trust / confidence towards the system by citizens	Develop materials (audio/video spot)	Training	30-Jun-17	100	
Conduct training on climate change adaptation	Conduct training - Atoll 1	Training	30-Apr-17	100	
	Conduct training - Atoll 2	Training	30-Apr-17	0	LGA's role is to send out the facilitators when Ministry of Environment organizes the trainings, and the ministry has not requested for facilitators yet
	Conduct training - Atoll 3	Training	30-Apr-17	0	
	Conduct training - Atoll 4	Training	30-Apr-17	0	
	Conduct training - Atoll 5	Training	30-Apr-17	0	
	Conduct training - Atoll 6	Training	30-Apr-17	0	
	Conduct training - Atoll 7	Training	30-Apr-17	0	
	Conduct training - Atoll 8	Training	30-Apr-17	0	
	Conduct training - Atoll 9	Training	30-Apr-17	0	
	Conduct training - Atoll 10	Training	30-Apr-17	0	
Increase awareness about the importance of submitting the mandatory reports	Finalize the outline	Training	12-Apr-17	100	
Assist to develop and propose PSIP project for local councils	Identify project areas to be included in the year 2018	Planning & Projects	31-May-17	100	
	Conduct pre-project studies	Planning & Projects	30-Jun-17	100	
Develop PSIP projects for LGA	Identify project areas to be included in the year 2018	Planning & Projects	30-May-17	100	

	Conduct pre-project studies	Planning & Projects	30-Jun-17	100	
Strengthen atoll council monitoring mechanism	Review the existing monitoring framework of atoll councils	Monitoring	15-May-17	35	Working papers completed. Working on finalizing the documents

OUTCOME 3: Establish a system and monitor the work of LGA staff and provide regular feedback

Activities	Sub-Activities	Section/Unit	Due Date	Completed percentage
Compile quarterly report for Q1	Collect required information from sections	Planning	10-Apr-17	100
	Compile Report	Planning	20-Apr-17	100
	Share with staffs for comments	Planning	21-Apr-17	100
	Incorporate comments and finalize report	Planning	30-Apr-17	100
	Share with all staffs and media for uploading in website	Planning	30-Apr-17	100

OUTCOME 4: Strengthen financial management to support the processing of financial transactions by providing required reports, forms, information and reviewing processed flows

Activities	Sub-Activities	Section/Unit	Due Date	Completed percentage	Remarks
Improve guideline for procurement and financial management procedures	Increase the technical capacity of staffs by conducting continuous awareness session on technical knowhow and changes brought to procedures	Admin & HR	25-May-17	0	-
	Prepare SOP on Procurement and finance procedures with time periods	Admin & HR	29-Jun-17	100	
Strengthen the functioning bid committee	Conduct information session on Tender evaluation for bid committee members	Admin & HR	5-May-17	50	Requested to Ministry of finance and treasury and Auditor general's office to conduct the session

OUTCOME 5: Improve LGA's performance through better Human Resource Management

Activities	Sub-Activities	Section/Unit	Due Date	Completed percentage	Remarks
Improve HR regulatory framework	Revise the existing regulations and policies	Admin & HR	30-Apr-17	95	Revision ongoing for internal staff regulation
	Get comments from senior staff	Admin & HR	15-May-17	100	
	Get approval from board and implement	Admin & HR	30-May-17	0	Ongoing
	Share with staffs	Admin & HR	6-May-17	0	Ongoing
	conduct orientation session for staffs	Admin & HR	6-Jun-17	0	Ongoing

OUTCOME 6: LGA Action Plan and Budgetary work developed

Activities	Sub-Activities	Section/Unit	Due Date	Completed percentage	Remarks
Conduct visioning workshop for LGA	Prepare materials/documents for workshop	Planning	1-May-17	100	
	Conduct workshop	Planning	10-May-17	0	Workshop date has been changed to 16 th September suggested at senior staff meeting
	Prepare draft	Planning	15-May-17	0	
	Share with Board and finalize	Planning	31-May-17	0	
	Share with staff	Planning	31-May-17	0	
Formulate LGA Action plan 2018	Conduct working group sessions with LGA staffs	Planning	9-Jun-17	100	

OUTCOME 7: Strengthen the performance of councils through Councils Performance Monitoring

Activities	Sub-Activities	Section/Unit	Due Date	Completed percentage	Remarks
Make a concept paper for Kangathi	Procure service to design awards	Monitoring	31-May-17	0	No budget allocated for kangathi award function, working to get external fund.. Once funding is secured activities will be carried out as per the revised plan
	Share kangathi concept and award design with Presidents Office	Monitoring	30-Jun-17	0	
Prepare video on Kangathi award	Prepare concept note on video	Monitoring	30-Jun-17	0	
Monitor the work of Data collection	Monitor questionnaire completion	Monitoring	15-Jun-17	100	
Calculate CPI and Rank Councils	Prepare report format	Monitoring	30-Jun-17	0	No budget allocated for kangathi award function, working to get external fund. Once funding is secured activities will be carried out as per the revised plan
Publish performance index result	Draft report	Monitoring	15-Jun-17	0	
	Draft Leaflet	Monitoring	15-Jun-17	0	

OUTCOME 8: Regular board meetings conducted to strengthen and improve the decentralization system in the Maldives

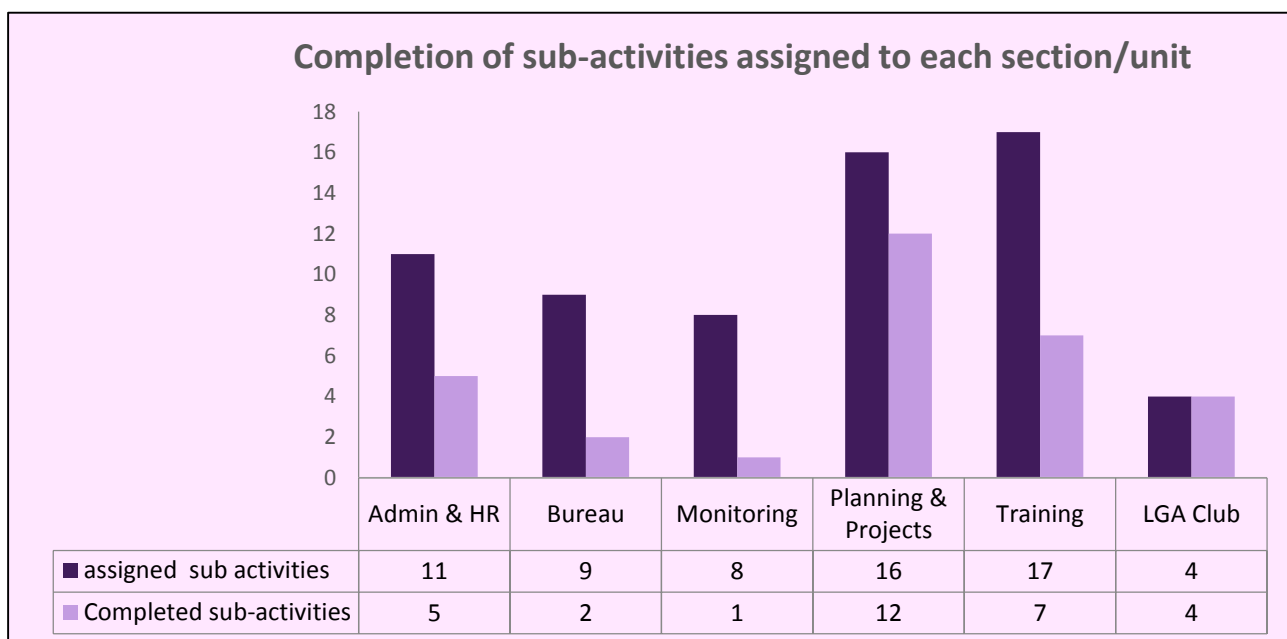
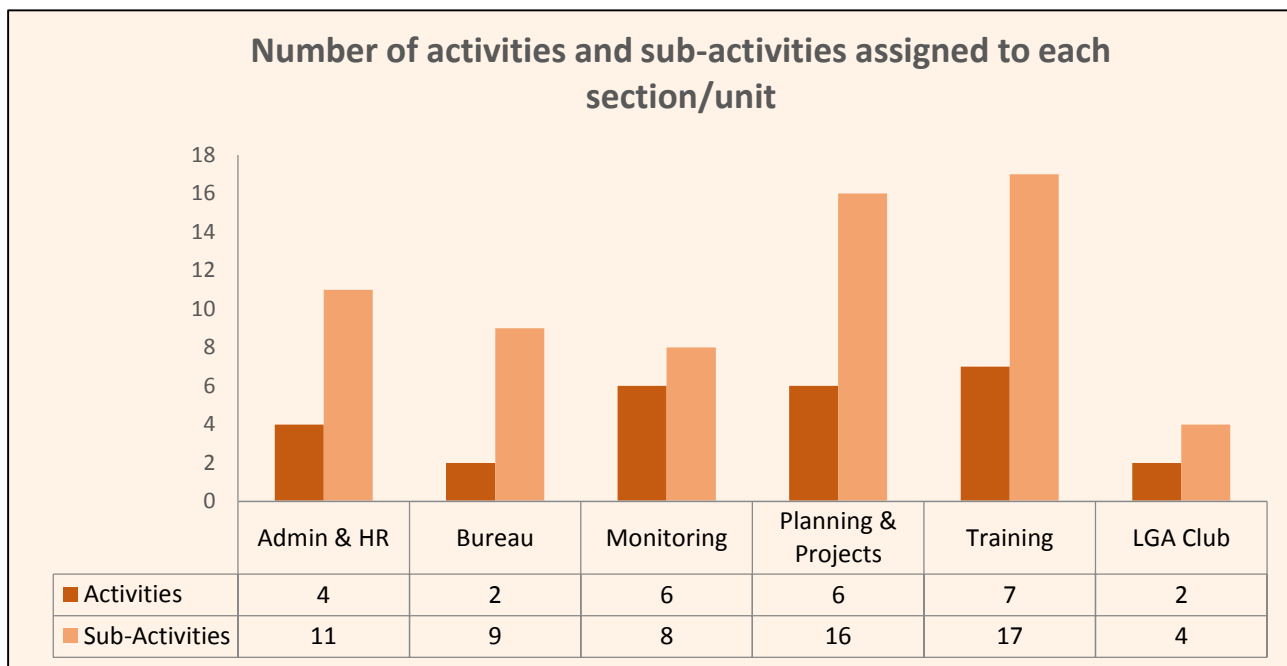
Activities	Sub-Activities	Section/Unit	Due Date	Completed percentage	Remarks
Conduct Board Meetings	Conduct Board Meeting 7	Bureau	12-Apr-17	0	Quorum not obtained
	Conduct Board Meeting 8		26-Apr-17	0	New board was not formed
	Conduct Board Meeting 9		10-May-17	0	

	Conduct Board Meeting 10		31-May-17	0	
	Conduct Board Meeting 11		14-Jun-17	0	
	Conduct Board Meeting 12		28-Jun-17	100	

OUTCOME 9: Staff activities carried out to create a better work environment among staffs				
Activities	Sub-Activities	Section/Unit	Due Date	Completed percentage
Conduct monthly staff meetings	Conduct Monthly Assembly 4/ staff birthday celebration	Admin & HR	4-Apr-17	100
	Conduct Monthly Assembly 5/ staff birthday celebration	Admin & HR	2-May-17	100
	Conduct Monthly Assembly 6/ staff birthday celebration	Admin & HR	6-Jun-17	100
Conduct monthly LGA Club executive committee meetings	Conduct monthly LGA Club executive committee meeting 4	LGA Club	30-Apr-17	100
	Conduct monthly LGA Club executive committee meeting 5	LGA Club	31-May-17	100
	Conduct monthly LGA Club executive committee meeting 6	LGA Club	30-Jun-17	100
Conduct staff trips	Staff Trip 1	LGA Club	30-Jun-17	100

Status of activities and sub-activities completed by Sections/units in the second quarter

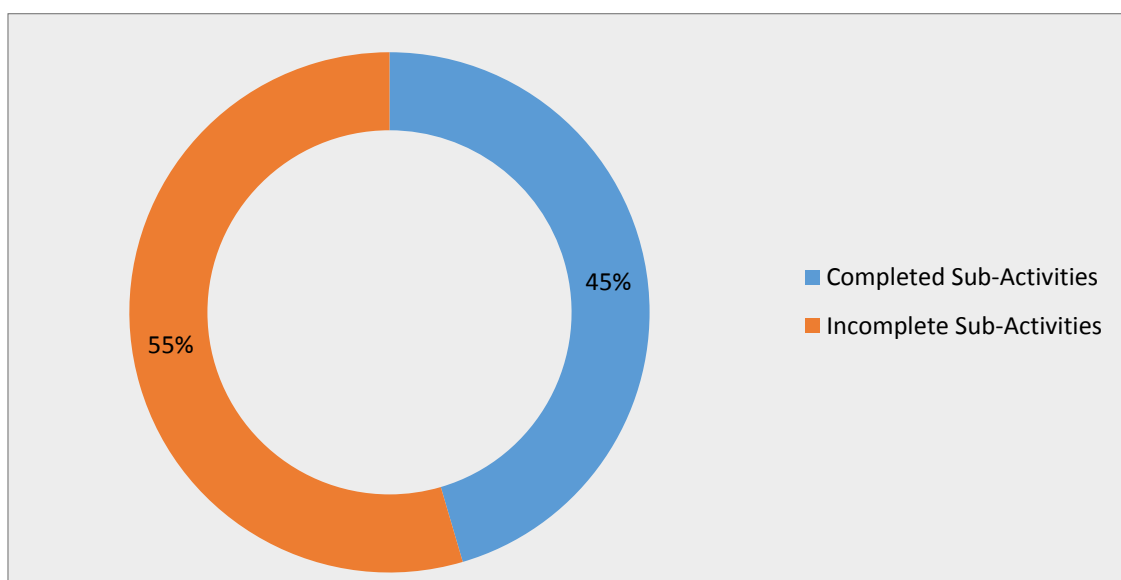
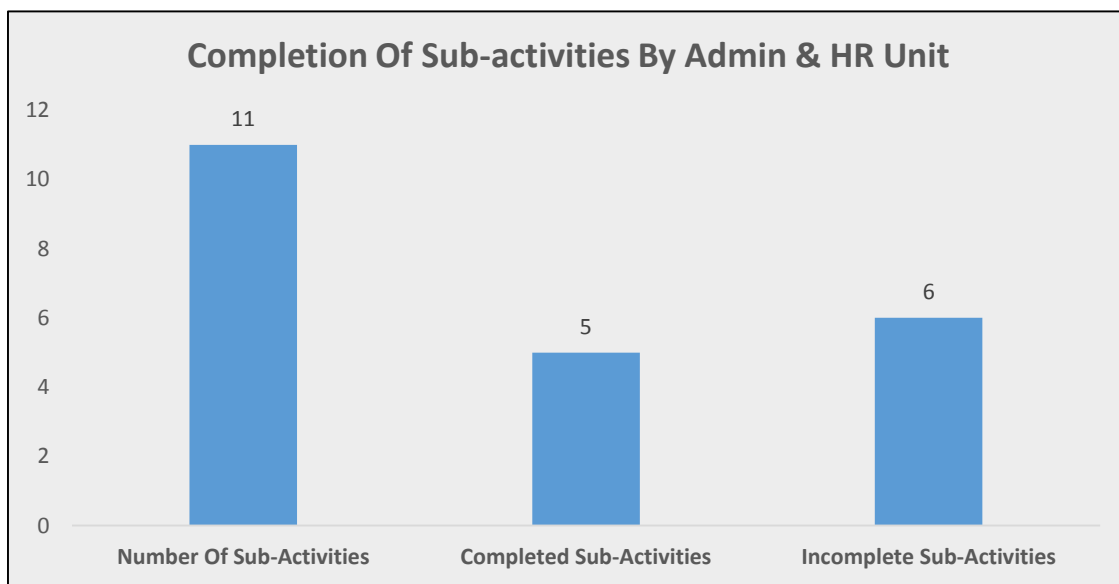
The chart below shows the number of activities and sub-activities assigned to section/unit(s). Details of status of the sub-activities of each section/unit are given under activities completed per section/unit.



Activities Completed Per Section/Unit

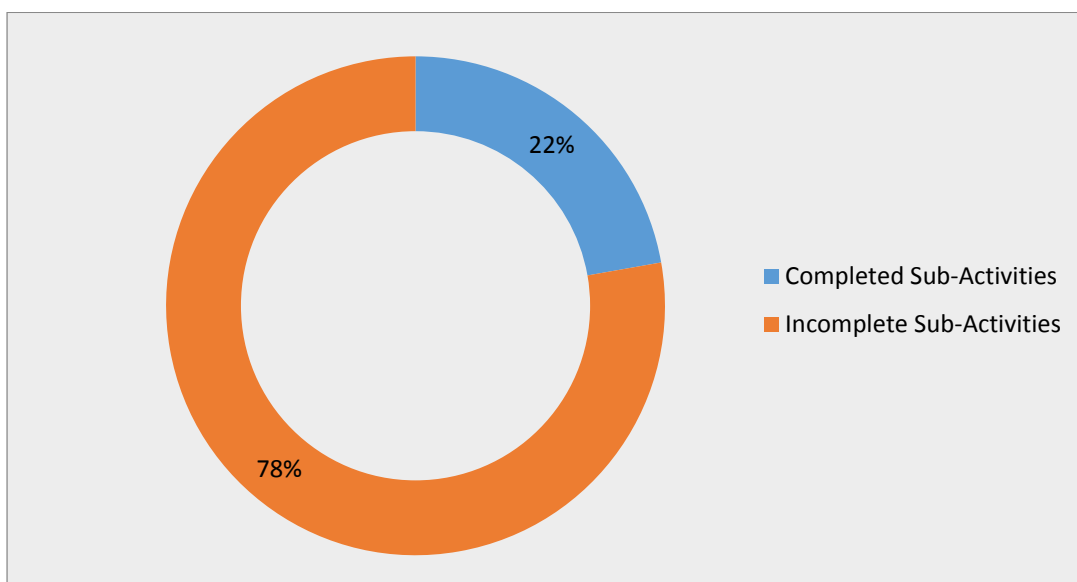
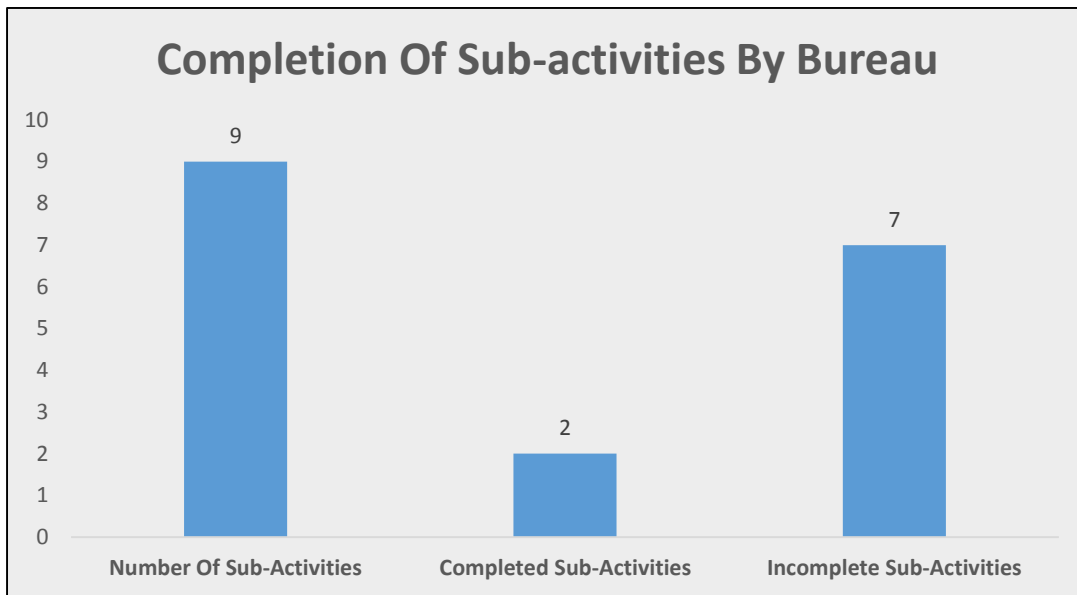
ADMIN AND HR UNIT

During the quarter 2 of 2017 Admin & HR unit has completed 45% of the sub-activities assigned to be completed by 29 June 2017. However, 55% of the sub-activities assigned has not been completed. Details of completion of sub-activities by admin & HR is given in the chart below.



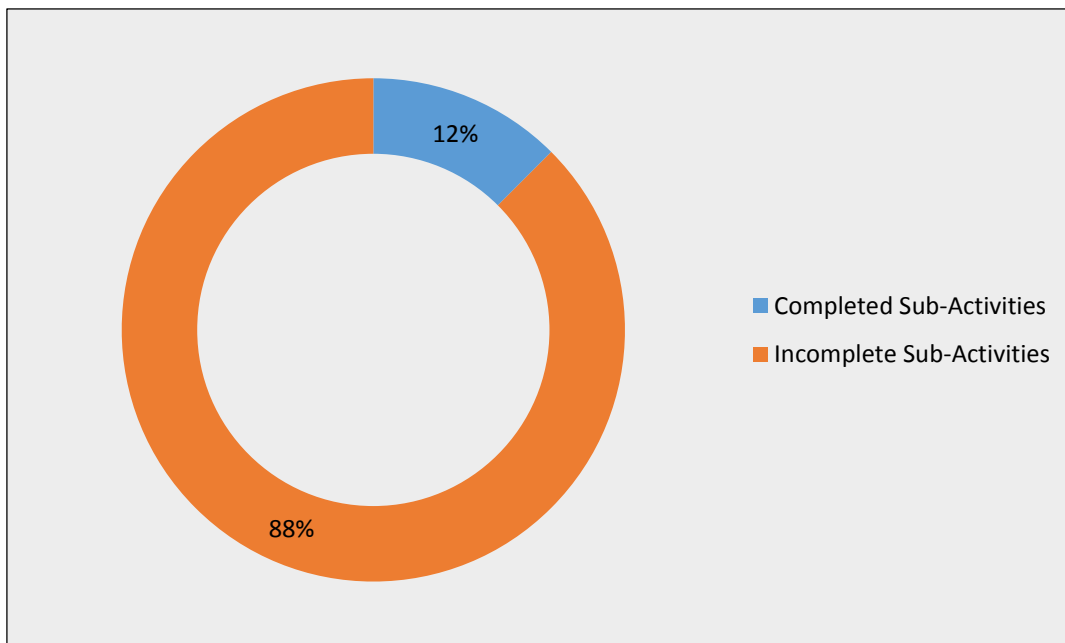
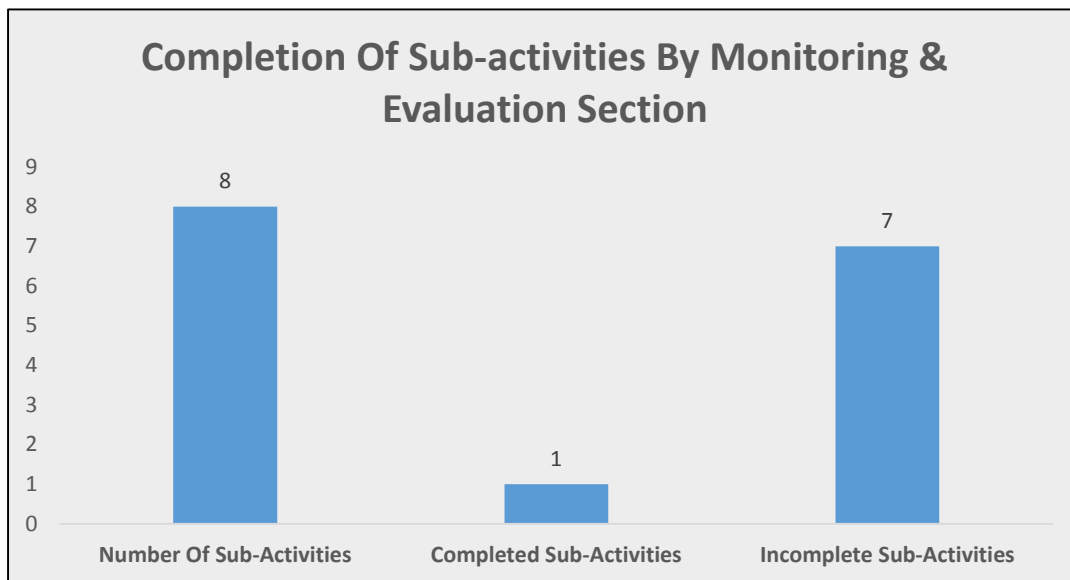
BUREAU

During the quarter 2 of 2017 bureau has completed 22% of the sub-activities assigned to be completed by 29 June 2017. However, 78% of the sub-activities assigned has not been completed. Details of completion of sub-activities by bureau unit is given in the chart below.



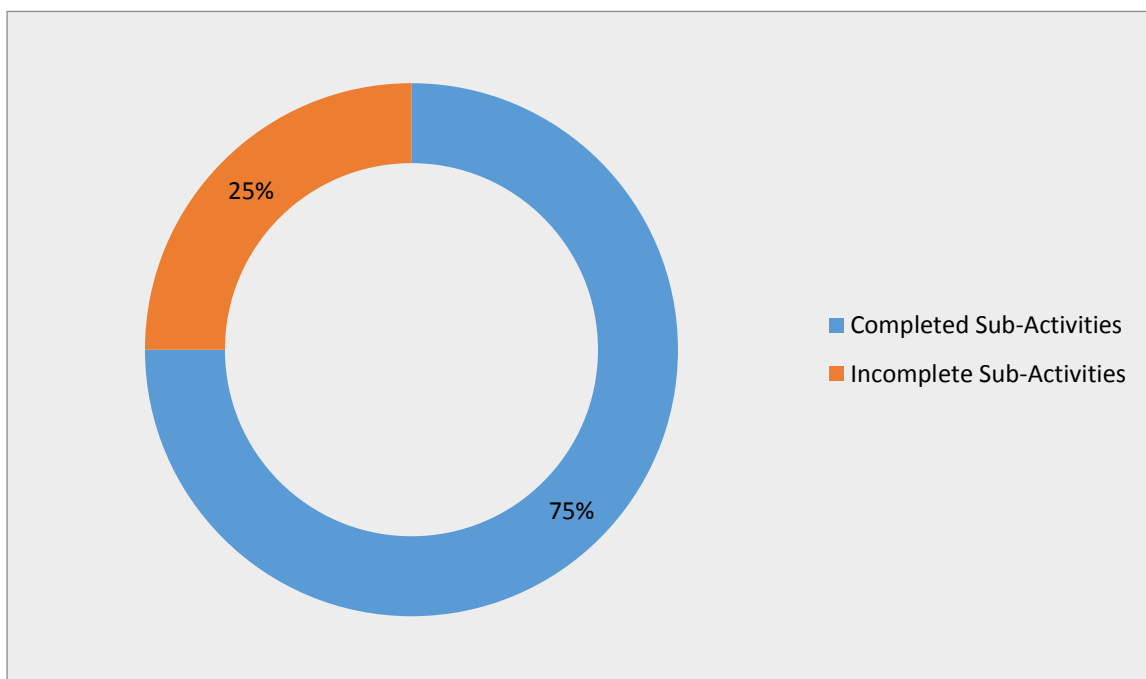
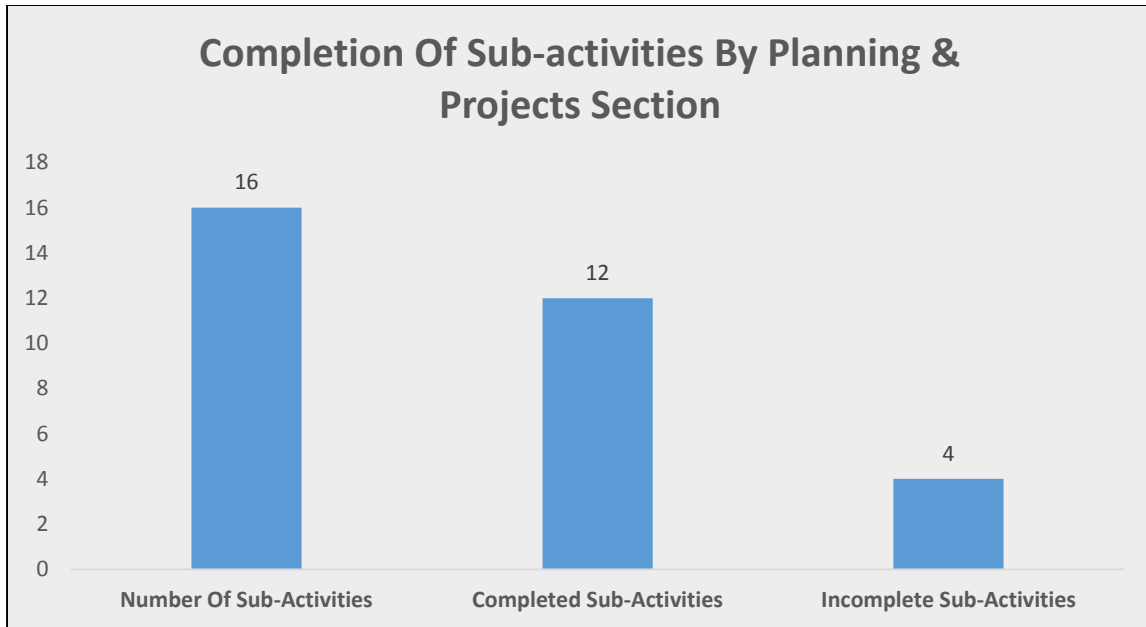
MONITORING & EVALUATION SECTION

During the quarter 2 of 2017 monitoring and evaluation section has completed 12% of the sub-activities assigned to be completed by 29th June 2017. However, 88% of the sub-activities assigned has not been completed. Details of completion of sub-activities by monitoring and evaluation section is given in the chart below.



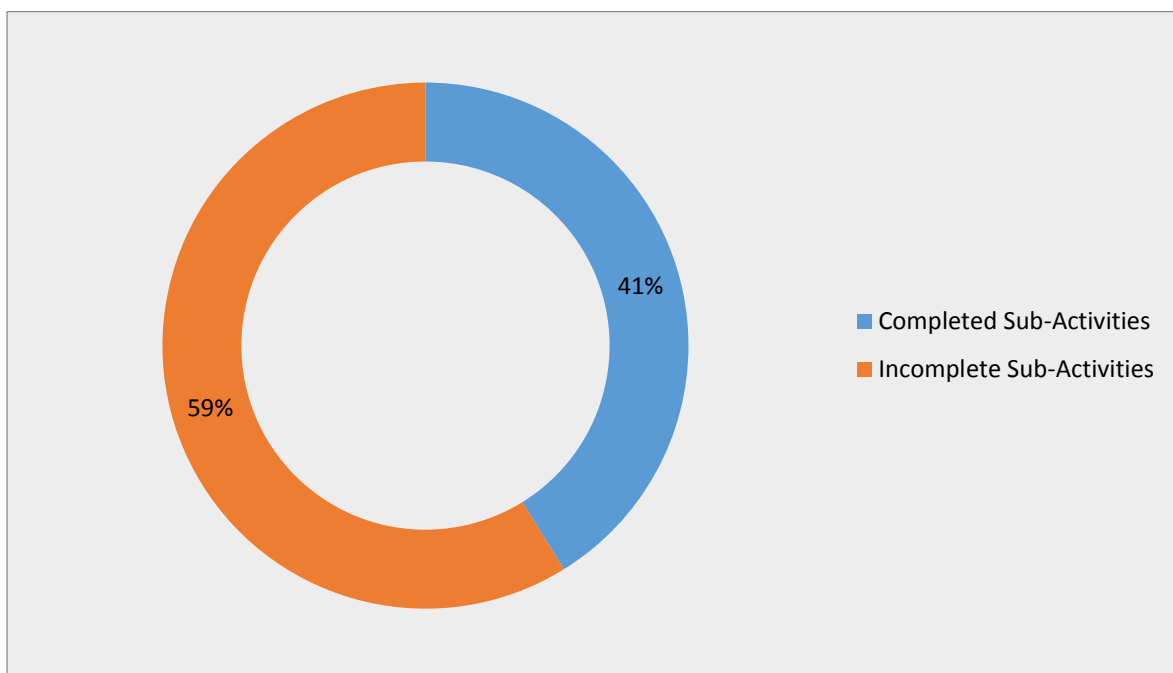
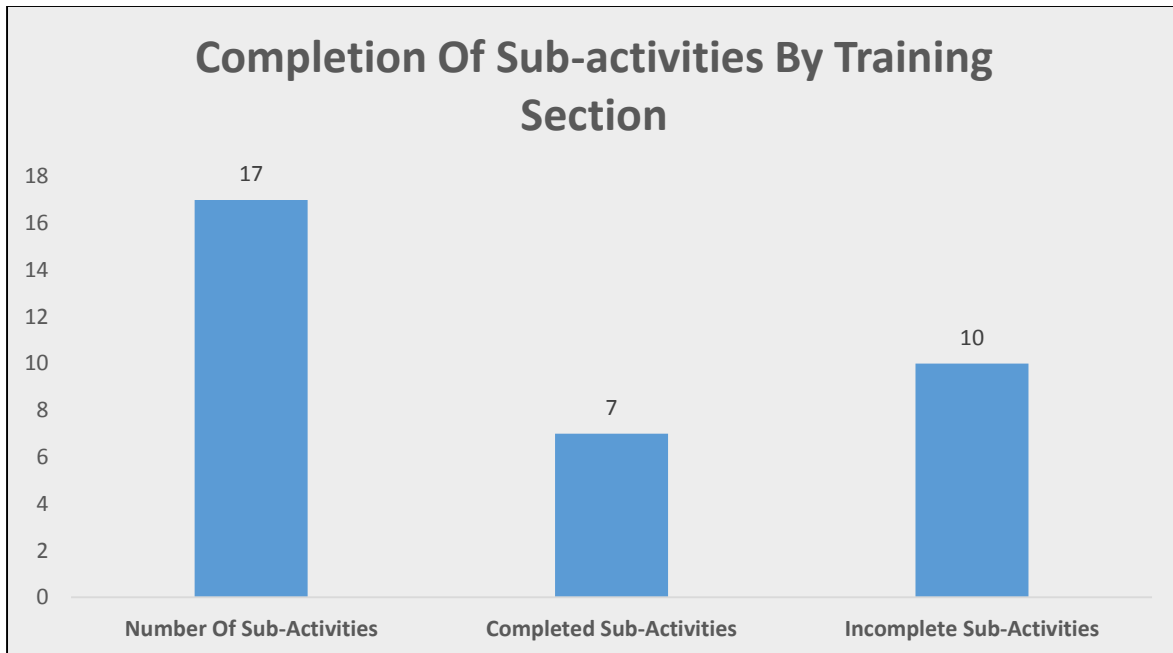
PLANNING & PROJECTS SECTION

During the quarter 2 of 2017 planning and project section has completed 75% of the sub-activities assigned to be completed 29 June 2017. However, 25% of the sub-activities assigned has not been completed. Details of completion of sub-activities planning and projects section is given in the chart below.



TRAINING SECTION

During the quarter 2 of 2017 training section has completed 41% of the sub-activities assigned to be completed by 29 June 2017. However, 59% of the sub-activities assigned has not been completed. Details of completion of sub-activities training section is given in the chart below.



LGA CLUB

During the quarter 2 of 2017 LGA Club has completed 100% of the sub-activities assigned to be completed by 29 June 2017. Details of completion of sub-activities by LGA Club is given in the chart below.

