

Quarterly Report 2019

3

Local Government Authority

Male' / Maldives



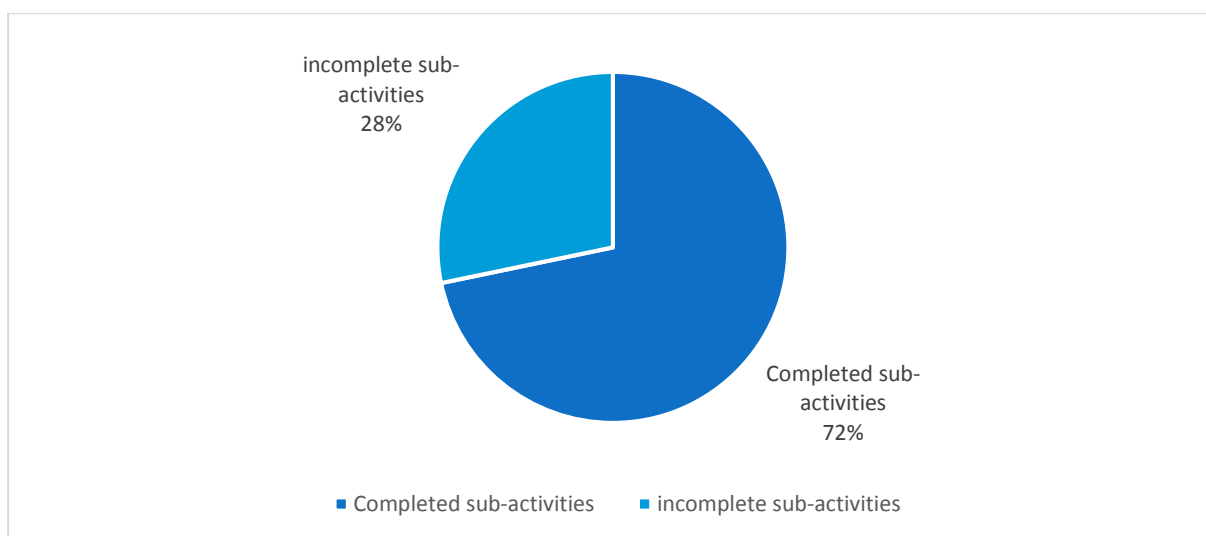
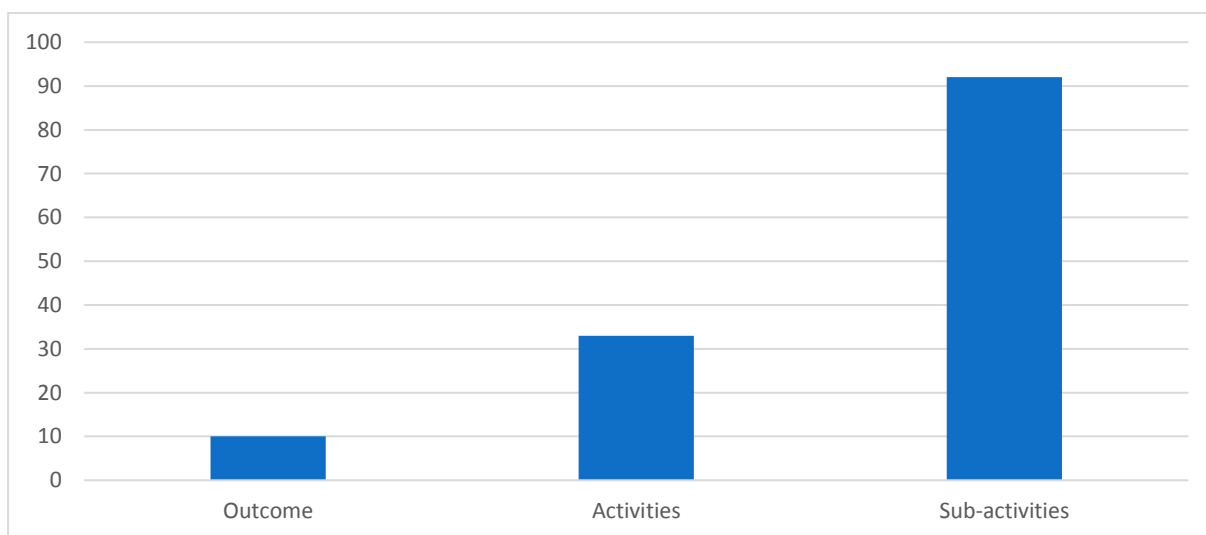
Contents

INTRODUCTION	2
Number of sub-activities to be completed and number of sub-activities completed	2
STATUS OF ACTIVITIES AS PER WORKPLAN 2019	3
Outcome 1: Assist Local Councils in achieving Sustainable Development Goals	3
Outcome 2: Ensure fiscal decentralization; and assist local councils in creating vibrant local economies	3
Outcome 3: Leverage use of ICT for an empowered, effective and efficient local governance system	3
Outcome 4: Make local councils accountable and responsible	4
Outcome 5: Staff activities carried out to create a better work environment among staffs	4
Outcome 6: Strengthen Local Government Authority	5
Outcome 7: Strengthen the performance of local councils through performance monitoring	6
Outcome 8: The local Governance System is reviewed and strengthened	8
STATUS OF ACTIVITIES AND SUB-ACTIVITIES COMPLETED BY SECTIONS/UNITS IN THE FIRST QUARTER	11
ACTIVITIES COMPLETED PER SECTION/UNIT	11
Administration & Support Service Section	12
Bureau	13
Human Resources Section	14
Legal & Investigation Division	17
Monitoring & Evaluation Section	18
Policy Planning & International Relations Section	19
Training & Advocacy Section	20
LGA CLUB	21

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 2019, this report highlights the implementation status of activities and sub activities set forth in the second quarter of 2019. The duration of quarter two is from 1st July to 30th September 2019. During this quarter, total of 33 activities and 92 sub-activities were to be carried out to achieve 10 outcomes. Out of the total sub-activities to be completed in the second quarter, 66 sub-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-activities completed



STATUS OF ACTIVITIES AS PER WORKPLAN 2019

Outcome 1: Assist Local Councils in achieving Sustainable Development Goals

Activities	Sub-Activities	Responsible Division/Section/Unit	Due Date	Percentage Completed	Reason for incompletion
Increase awareness on SDGs among council staffs	Conduct training on SDGs & development planning in atoll 1	Policy Planning & International Relations	31-Jul-19	100	
	Conduct training on SDGs & development planning in atoll 2	Policy Planning & International Relations	31-Jul-19	100	
	Conduct training on SDGs & development planning in atoll 3	Policy Planning & International Relations	31-Jul-19	100	
	Conduct training on SDGs & development planning in atoll 4	Policy Planning & International Relations	31-Jul-19	100	
Incorporate an indicator about SDG in the Performance Index	Develop Paper and Propose paper to include Performance Index	Monitoring & evaluation	30-Sep-19	0	Not attended Yet

Outcome 2: Build trust among citizens and Government for the local governance system

Activities	Sub-Activities	Responsible Division/Section/Unit	Due Date	Percentage Completed	Reason for incompletion
Publish news bulletin	Publish news bulletin 3	Training & Advocacy	30-Sep-19	100	

Outcome 3: Empower women politically and economically; and promote inclusive governance

Activities	Sub-Activities	Responsible Division/Section/Unit	Due Date	Percentage Completed	Reason for incompletion
Incorporate a WDC factor into Performance Index and establish a way to recognize good WDC's	Develop Paper and Propose New Index to Performance Index	monitoring & evaluation	30-Sep-19	0	Not attended Yet
Social media awareness	Prepare plan for social media plan	Training & Advocacy	31-Jul-19	100	

Outcome 4: Ensure fiscal decentralization; and assist local councils in creating vibrant local economies

Activities	Sub-Activities	Responsible Division/Section/Unit	Due Date	Percentage Completed	Reason for incompletion
Council need base training	Finance regulation and civil service regulation awareness training	Training & Advocacy	30-Sep-19	100	
Develop a policy to make WDCs accountable	Draft policy	Policy Planning & International Relations	31-Jul-19	0	Postponed due to amendments to Decentralisation Act
	Get comments	Policy Planning & International Relations	31-Aug-19	0	Postponed due to amendments to Decentralisation Act
	Finalise policy	Policy Planning & International Relations	30-Sep-19	0	Postponed due to amendments to Decentralisation Act

Outcome 5: Leverage use of ICT for an empowered, effective and efficient local governance system

Activities	Sub-Activities	Responsible Division/Section/Unit	Due Date	Percentage Completed	Reason for incompletion
Identify the functions and services that can be provided through the use of IT	Develop a mechanism	Administration & support service	30-Sep-19	100	
	Implement mechanism	Administration & support service	30-Sep-19	75	lack of budget
Conduct ICT related training programs for LGA staff	Develop training materials	Administration & support service	30-Sep-19	50	No IT staff during this quarter
	Conduct Training	Administration & support service	30-Sep-19	0	No IT staff during this quarter
Develop a mechanism to update ZV list in collaboration with CSC	Share the data list with CSC	council corporate services	30-Jul-19	0	No budget

conduct a risk assessment for ICT & work towards mitigating the risks	Conduct Risk Assessment	Administration & support service	30-Sep-19	50	No IT support during this quarter
	Prepare Report	Administration & support service	30-Sep-19	0	No IT support during this quarter

Outcome 6: Make local councils accountable and responsible

Activities	Sub-Activities	Responsible Division/Section/Unit	Due Date	Percentage Completed	Reason for incompletion
Monitoring of 6 months report of councils	Develop media report for 6 months Reports	monitoring & evaluation	20-Jul-19	100	
	Publish Media Report for 6 Months Report	monitoring & evaluation	20-Jul-19	100	
	Review 6 Months Reports of randomly selected Island Councils	monitoring & evaluation	30-Aug-19	100	
	Collect reports	monitoring & evaluation	20-Jul-19	100	
	Develop media report for 6 months Reports	monitoring & evaluation	20-Jul-19	100	
	Publish Media Report for 6 Months Report	monitoring & evaluation	20-Jul-19	100	
	Review 6 Months Reports of All Atoll Councils	monitoring & evaluation	31-Jul-19	100	
Monitoring of local councils work plan	Share Work Plan Format	monitoring & evaluation	1-Jul-19	100	
	Develop Social Media Posts for Awareness	monitoring & evaluation	1-Jul-19	100	
	Develop Media Report for Work Plan	monitoring & evaluation	10-Aug-19	100	
	Publish Media Report for Work Plan	monitoring & evaluation	10-Aug-19	100	
	Review Work Plan of Randomly Selected island Councils	monitoring & evaluation	20-Aug-19	100	
	Review Annual Work Plan Format	monitoring & evaluation	31-Jul-19	100	

	(City & Atoll council)				
	Share Work Plan Format	monitoring & evaluation	1-Aug-19	100	
	Develop Social Media Posts for Awareness	monitoring & evaluation	1-Aug-19	100	
	Develop Media Report for Work Plan	monitoring & evaluation	10-Sep-19	100	
	Publish Media Report for Work Plan	monitoring & evaluation	10-Sep-19	100	
	Review Work Plan of All Atoll Councils	monitoring & evaluation	20-Sep-19	100	
Reporting about development plan progress to public	Develop Media Report	monitoring & evaluation	15-Jul-19	100	
	Publish Media Report	monitoring & evaluation	20-Jul-19	100	
	Develop Social Media Posts for Awareness regarding reporting about development plan progress to public (Jul/Aug)	monitoring & evaluation	31-Jul-19	100	
	Develop Media Report	monitoring & evaluation	19-Sep-19	0	Some Information Not Received from Councils
	Publish Media Report	monitoring & evaluation	20-Sep-19	0	Some Information Not Received from Councils
	Develop Social Media Posts for Awareness regarding reporting about development plan progress to public (Sep/Oct)	monitoring & evaluation	30-Sep-19	100	

Outcome 7: Staff activities carried out to create a better work environment among staffs

Activities	Sub-Activities	Responsible Division/Section/Unit	Due Date	Percentage Completed	Reason for incompletion
Conduct monthly staff meetings	Conduct Monthly Assembly 7/ staff	Human resources	16-Jul-19	100	

	birthday celebration				
	Conduct Monthly Assembly 8 / staff birthday celebration	Human resources	13-Aug-19	100	
	Conduct Monthly Assembly 9 / staff birthday celebration	Human resources	17-Sep-19	100	
Conduct monthly LGA Club executive committee meetings	Conduct monthly LGA Club executive committee meeting 7	LGA Club	31-Jul-19	100	
	Conduct monthly LGA Club executive committee meeting 8	LGA Club	31-Aug-19	100	
	Conduct monthly LGA Club executive committee meeting 9	LGA Club	30-Sep-19	100	
Celebrate LGA anniversary	Arrange Logistics	Administration & support service	31-Aug-19	100	
	Conduct an Event	Administration & support service	31-Aug-19	100	
Staff award	Plan the Event	human resources	31-Aug-19	100	
	Arrange Logistics	Human resources	31-Aug-19	100	
	Host the Event	Human resources	31-Aug-19	100	
Celebrate Governance day	Arrange logistics for Kangathi award	Administration & support service	31-Aug-19	100	
	Conduct function to celebrate governance day	Administration & support service	31-Aug-19	100	
Conduct team building activities among staff (LGA Club)	Awareness program - mental health awareness	LGA Club	31-Jul-19	70	rescheduled for Q4
	BBQ in Hulhumale'	LGA Club	31-Aug-19	100	
	Leadership program	LGA Club	30-Sep-19	0	Deferred to HR section

Outcome 8: Strengthen Local Government Authority

Activities	Sub-Activities	Responsible Division/Section/Unit	Due Date	Percentage Completed	Reason for incompletion
Compile quarterly report for Q2	Collect required information from sections	Policy Planning & International Relations	10-Jul-19	100	
	Compile Report	Policy Planning & International Relations	20-Jul-19	100	
	Finalise report	Policy Planning & International Relations	31-Jul-19	100	
	Share with all staffs and media for uploading in website	Policy Planning & International Relations	31-Jul-19	100	
Develop LGA budget for 2020	Develop LGA budget for 2020	Finance	31-Aug-19	100	
Conduct Board Meetings	Conduct Board Meeting 11	Bureau	16-Jul-19	100	
	Conduct Board Meeting 12	Bureau	29-Aug-19	100	
	Conduct Board Meeting 13	Bureau	3-Sep-19	100	
Develop a policy regarding staff participation in trainings	Draft a policy	Human resources	30-Sep-19	100	
	Get comments	Human resources	30-Sep-19	50	Due to other priority works
Improve document management standardization at LGA	Finalize the SOP	Administration & support service	30-Sep-19	75	No IT support during this quarter

Outcome 9: Strengthen the performance of local councils through performance monitoring

Activities	Sub-Activities	Responsible Division/Section/Unit	Due Date	Percentage Completed	Reason for incompletion
Publish Performance Index Result	Prepare Infographics	monitoring & evaluation	15-Jul-19	100	
	Draft report	monitoring & evaluation	15-Jul-19	100	
	Share Statistics with Board	monitoring & evaluation	15-Jul-19	100	
	Draft Leaflet	monitoring & evaluation	15-Jul-19	100	

	Print report and leaflet	monitoring & evaluation	15-Jul-19	100	
	Publish report (Website, Councils)	monitoring & evaluation	1-Aug-19	100	
Strengthen the existing monitoring mechanism to monitor Island councils via Atoll Councils	Obtain Monitoring Status Report from Atoll Councils Q2	Monitoring & evaluation	10-Jul-19	100	
	Review Local Councils Policies Approved by Board	Monitoring & evaluation	30-Sep-19	0	Not attended Yet

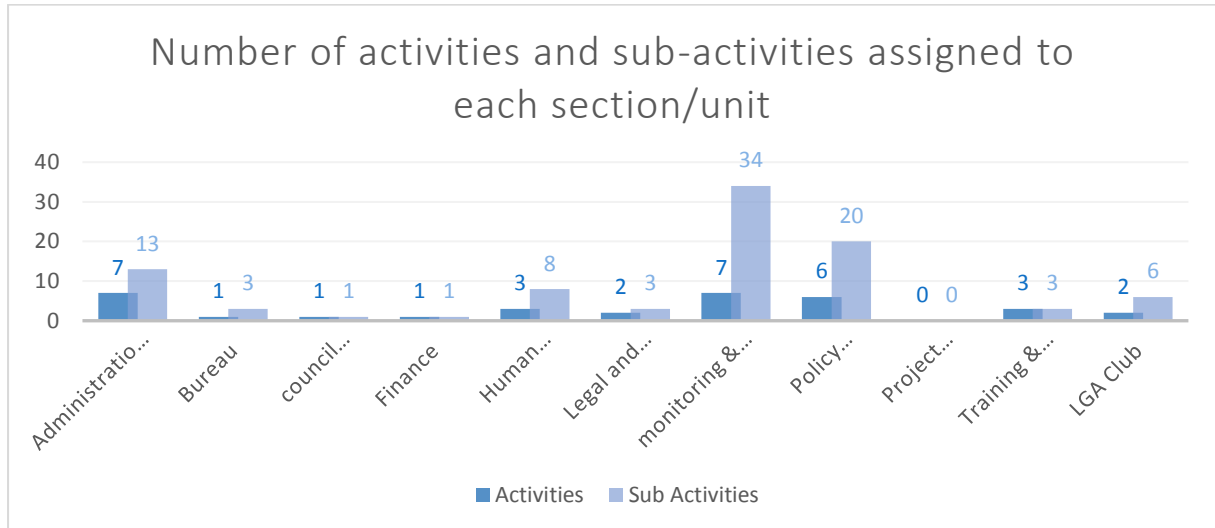
Outcome 10: The local Governance System is reviewed and strengthened

Activities	Sub-Activities	Responsible Division/Section/Unit	Due Date	Percentage Completed	Reason for incompletion
Alignment of laws and regulation with respect to decentralization Act.	with reference to changes in statutes, review previously identified conflicts and proposed changes	Legal and investigation	31-Jul-19	0	Pending Decentralization Act amendments from Majilis
	Identify additional conflicts in laws	Legal and investigation	30-Sep-19	0	Pending Decentralization Act amendments from Majilis
Finalise and gazette WDC operating procedure	Gazette WDC procedure	Legal and investigation	31-Jul-19	0	Pending Decentralization Act amendments from Majilis
Conduct public perception survey to get citizens opinion and their expectation on local governance system.	Prepare survey questionnaire	Policy Planning & International Relations	31-Jul-19	70	Postponed due to amendments to Decentralisation Act
	Conduct Survey	Policy Planning & International Relations	31-Aug-19	0	Postponed due to amendments to Decentralisation Act
	Prepare survey report	Policy Planning & International Relations	30-Sep-19	0	Postponed due to amendments to Decentralisation Act
Develop a policy to archive documents /	Get Comments	Administration & support service	30-Sep-19	50	Post poned to Q4.

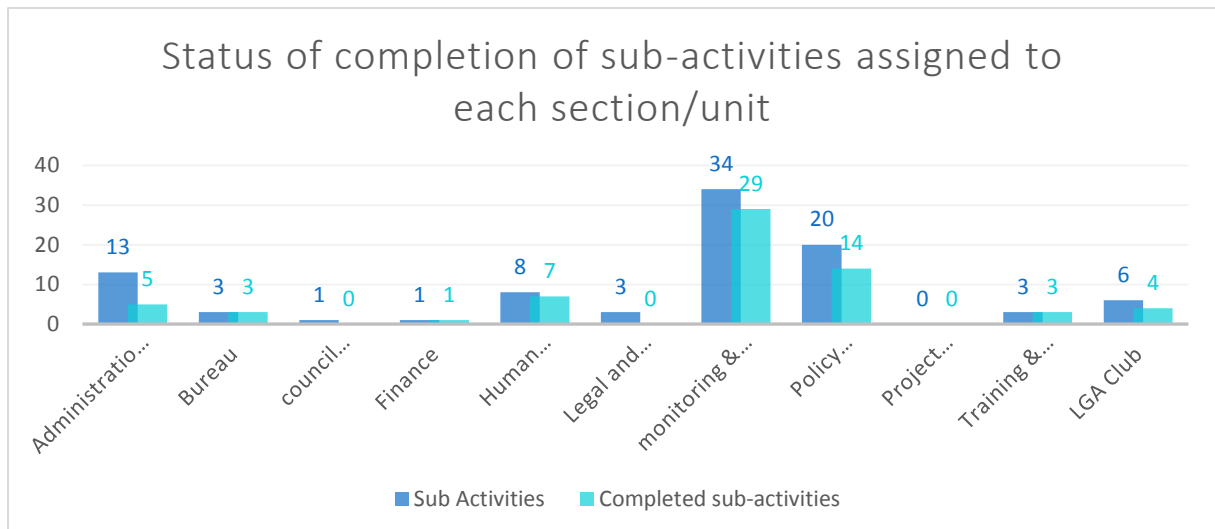
important information regarding LGA's history	Finalize the policy	Administration & support service	30-Sep-19	0	Post ponded to Q4.
Conduct Symposium on Decentralisation	Conduct Symposium in region 1 (central)	Policy Planning & International Relations	30-Aug-19	100	
	Conduct Symposium in region 2 (South)	Policy Planning & International Relations	30-Aug-19	100	
Conduct Kangathi Award Function	Prepare a plan	Policy Planning & International Relations	30-Aug-19	100	
	Prepare Budget	Policy Planning & International Relations	30-Aug-19	100	
	Arrange logistics	Policy Planning & International Relations	30-Aug-19	100	
	Conduct ceremony	Policy Planning & International Relations	30-Aug-19	100	

STATUS OF ACTIVITIES AND SUB-ACTIVITIES COMPLETED BY SECTIONS/UNITS IN THE FIRST 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.

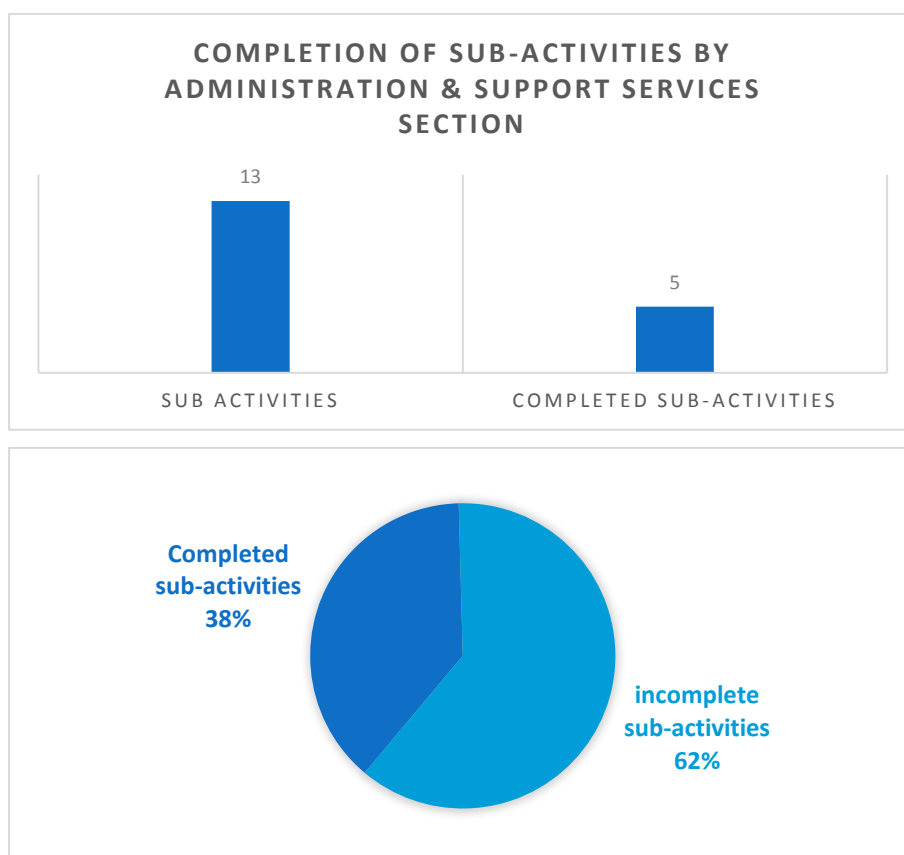


ACTIVITIES COMPLETED PER SECTION/UNIT



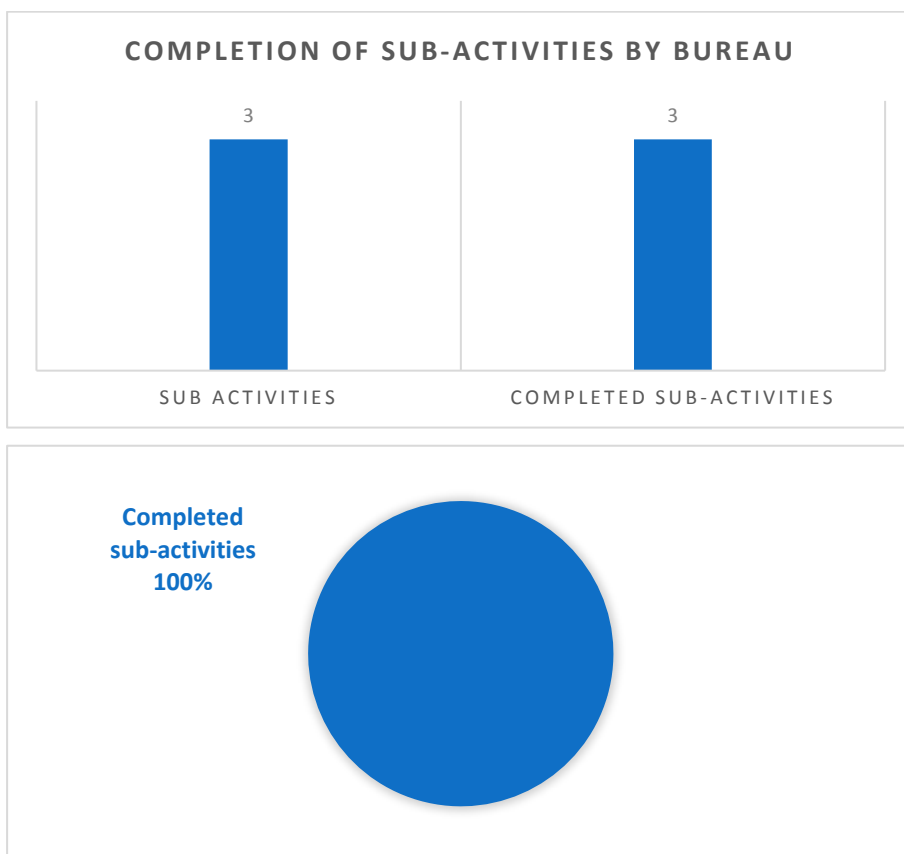
Administration & Support Service Section

During the quarter 3 of 2019 administration and support service section has completed 38% of the sub-activities assigned to be completed by 30th September 2019. However, 62% of the sub-activities remained incomplete due to various reasons. Details of completion of sub-activities by Admin and Support Service Section is given in the chart below.



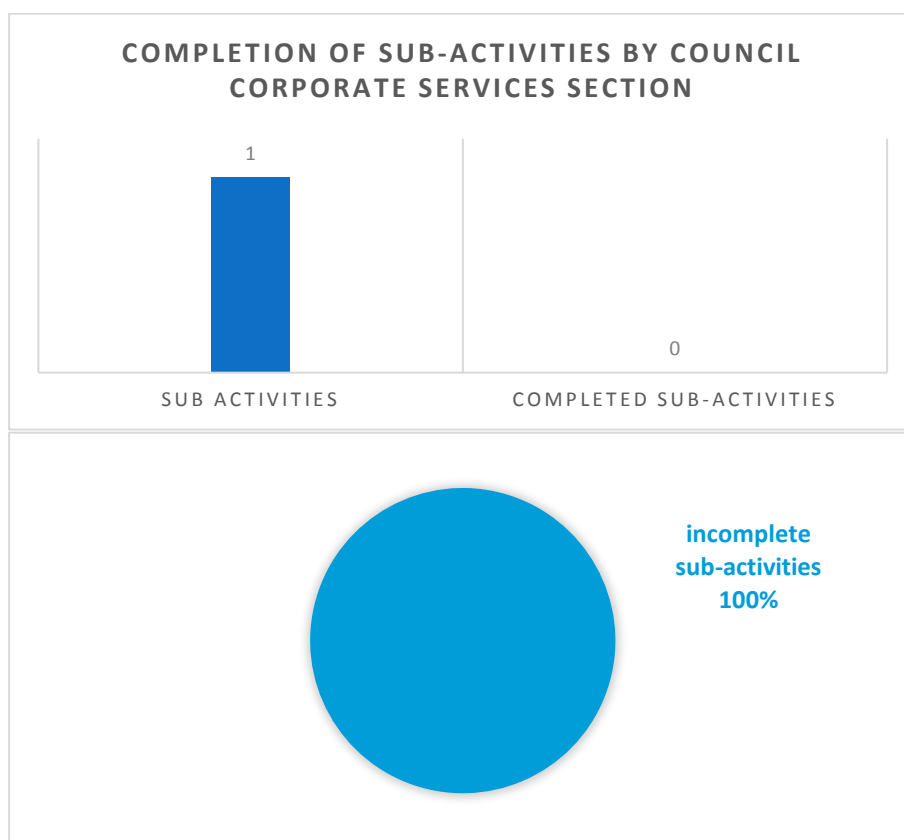
Bureau

During the quarter 3 of 2019 Bureau has completed all the sub-activities to be completed by 30th September 2019. Details of completion of sub-activities by Bureau is given in the chart below.



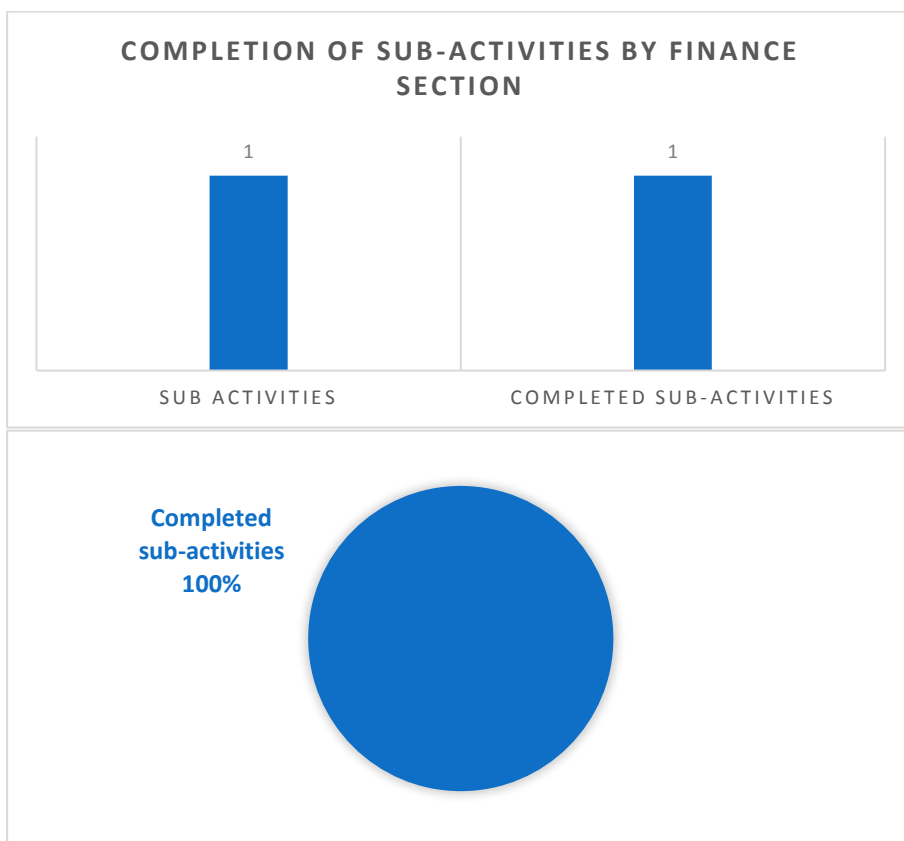
Council Corporate Services Section

During the quarter 3 of 2019 Council Corporate Services Section has not completed any of the sub-activities assigned to be completed by 30th September 2019 due to budget unavailability. Details of sub-activities by Council Corporate Services Section is given in the chart below.



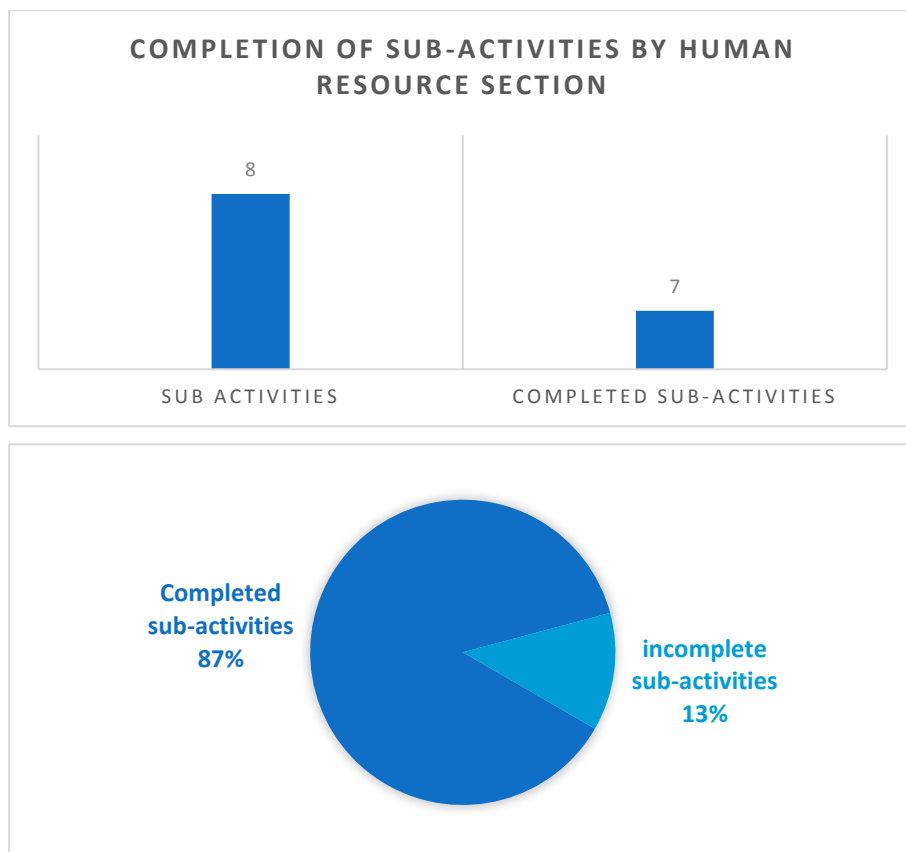
Finance Section

During the quarter 3 of 2019 Finance Section has completed all the sub-activities to be completed by 30th September 2019. Details of completion of sub-activities by Finance Section is given in the chart below.



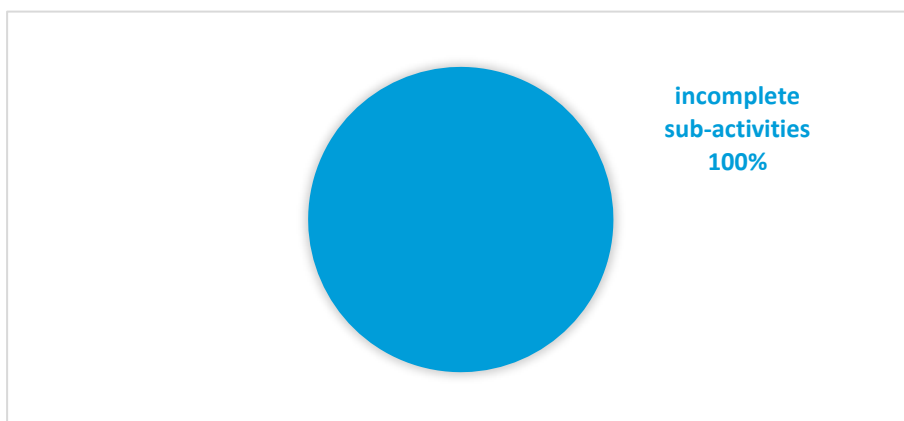
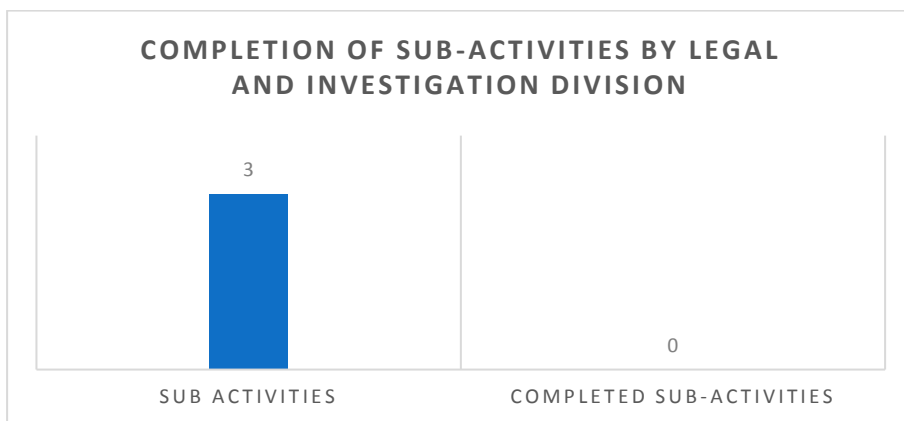
Human Resources Section

During the quarter 3 of 2019 human resource section has completed 87% of the sub-activities assigned to be completed by 30 September 2019. However, 13% of the sub-activities remained incomplete due to other priority works. Details of completion of sub-activities by Human Resource Section is given in the chart below.



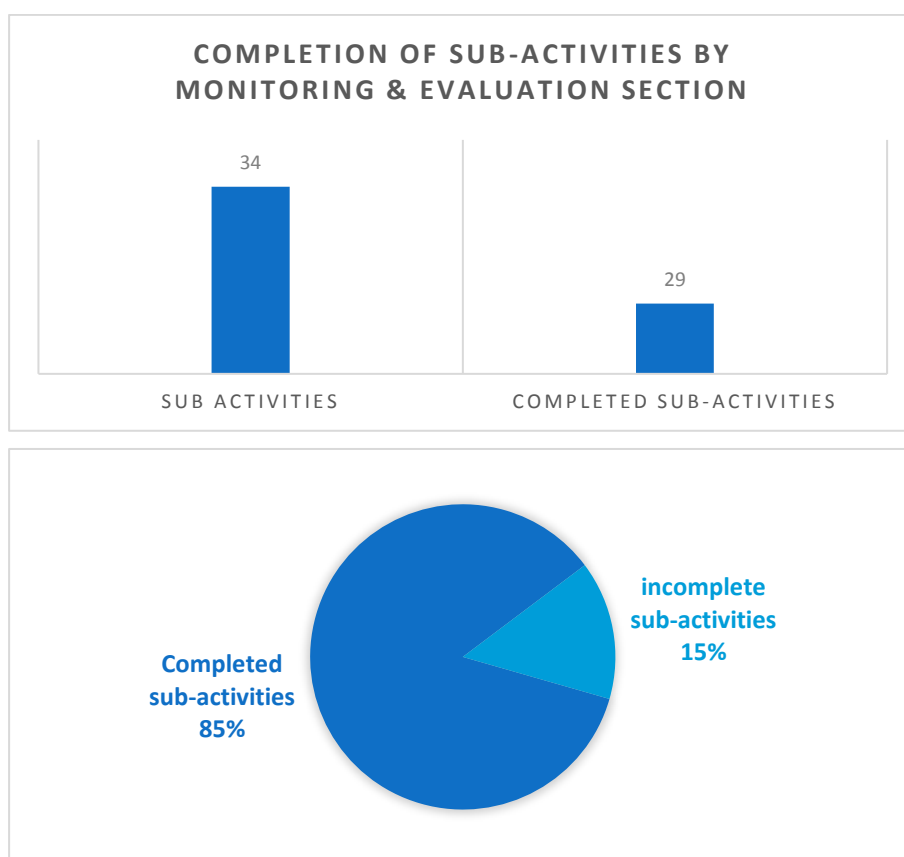
Legal & Investigation Division

During the quarter 3 of 2019 legal and investigation division has not completed any of the sub-activities assigned to be completed by 30th September 2019 due to upcoming changes to the decentralisation act. Details of completion of sub-activities by Legal and Investigation Division is given in the chart below.



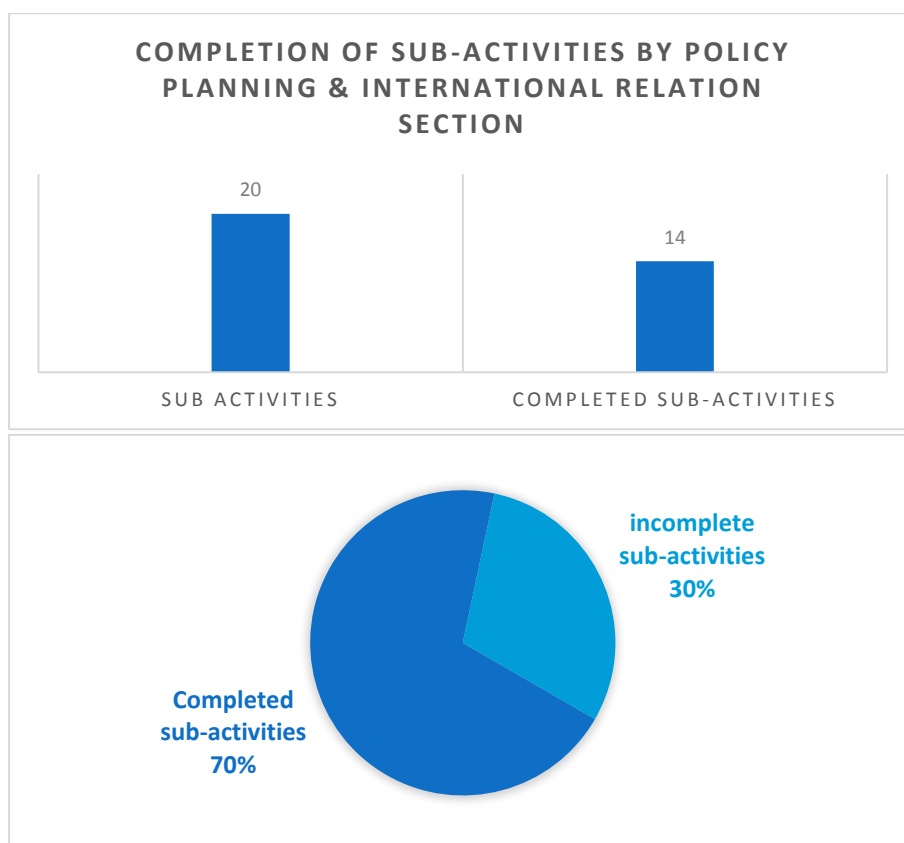
Monitoring & Evaluation Section

During the quarter 3 of 2019 Monitoring & Evaluation section has completed 85% of the sub-activities assigned to be completed by 30th September 2019. However, 15% of the sub-activities remained incomplete due to various reasons. Details of completion of sub-activities by Monitoring and Evaluation Section is given in the chart below.



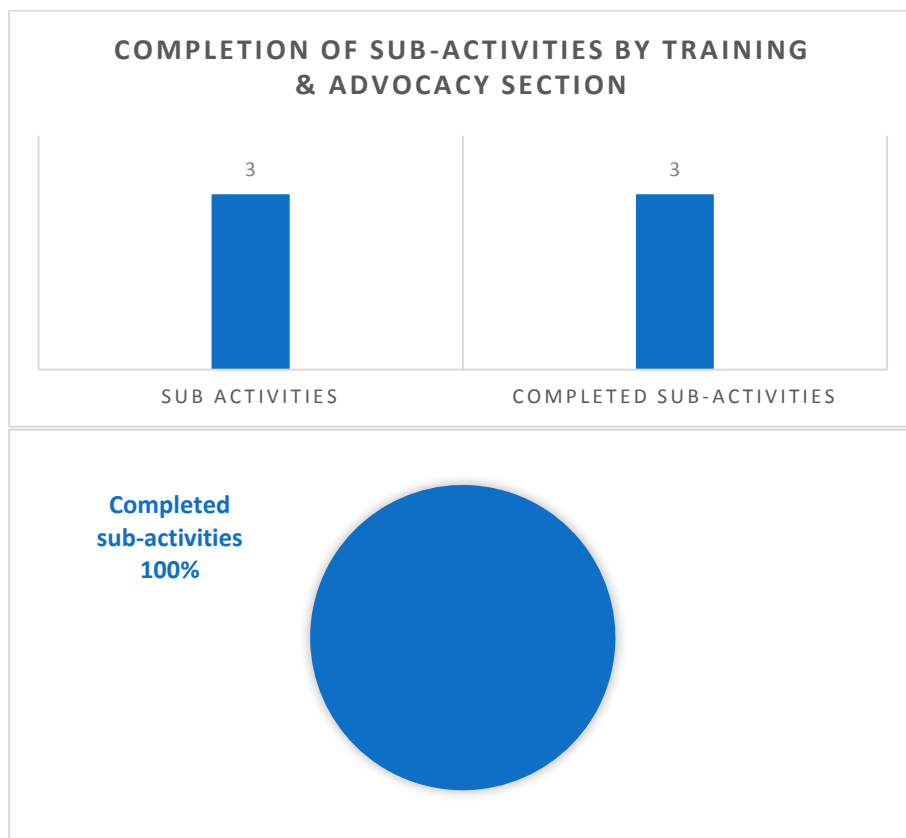
Policy Planning & International Relations Section

During the quarter 3 of 2019 policy planning and international relations section has completed 70% of the sub-activities assigned to be completed by 30th September 2019. However, 30% of the sub-activities remained incomplete due to upcoming changes to the decentralisation act. Details of completion of sub-activities by Policy Planning and International Relations Section is given in the chart below.



Training & Advocacy Section

During the quarter 3 of 2019 Training & Advocacy section has completed all the sub-activities to be completed by 30th September 2019. Details of completion of sub-activities by Training & Advocacy Section is given in the chart below.



LGA CLUB

During the quarter 3 of 2019 LGA Club has completed 67% of the sub-activities assigned to be completed by 30th September 2019. However, 33% of the sub-activities remained incomplete due to various reasons. Details of completion of sub-activities by LGA Club is given in the chart below.

