

2021-23

Quarterly Report



Local Government Authority

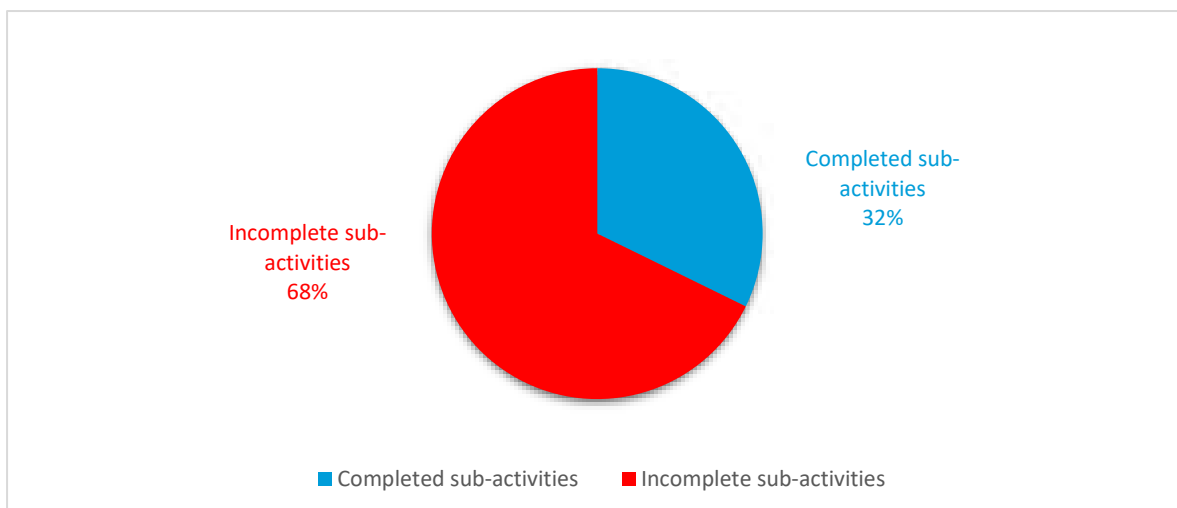
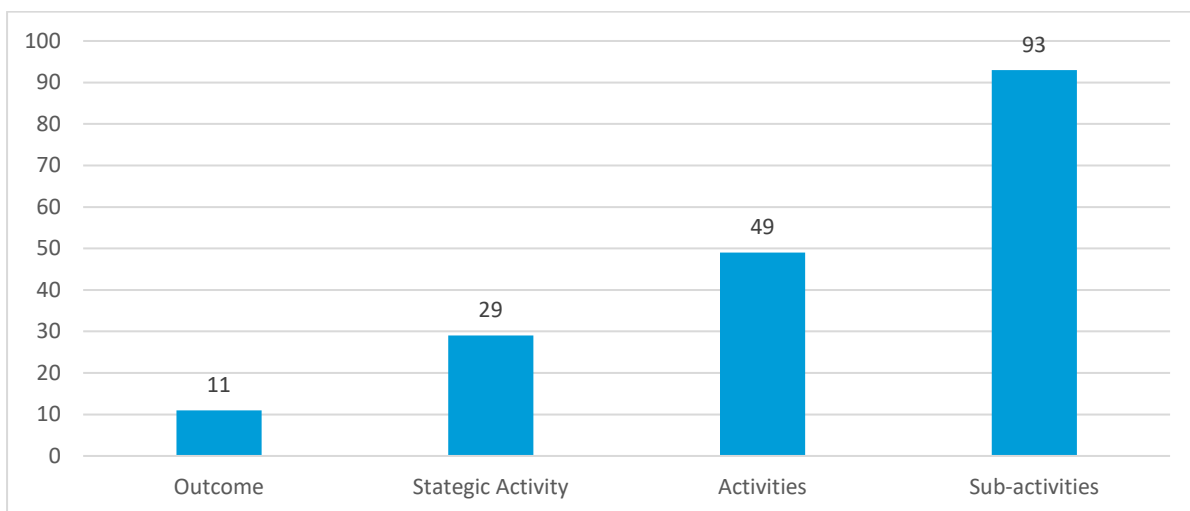
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Introduction

As part of the monitoring and evaluation mechanism established to monitor the quarterly implementation of the activities and sub activities of the work plan 2021, this report highlights the implementation status of activities and sub activities set forth in the third quarter of 2021. The duration of quarter one is from 1st July to 30th September 2021. During this quarter, a total of 49 activities and 93 sub-activities were to be carried out to achieve 29 strategic activities and 11 outcomes. Out of the total sub-activities to be completed in the second quarter, 30 sub-activities were completed. Given increase of workload due to pending works due to the COVID-19 situation, the delay in the local council and women development committee elections and change of working arrangement to work from home, implementation of some of the planned activities in this quarter was also affected. The chart presented below shows status of completion of sub-activities carried out by LGA during the second quarter of 2021.

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



Status of activities of Work Plan 2021

Policy 1: Promote sustainable local economic development (LED)

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Remarks
Establish a mechanism to sell/market locally produced goods	Establish an online platform to maintain registry of labourers / craftsmen	Prepare information list	Policy Planning & International Relations	31-Jul-21	100	
		Requirements Analysis	Council Digitalization	30-Sep-21	-	Requirements have been received on 13 Oct 2021. Current plan is to develop this module as a module of myCouncil App once the App is developed. Forecasted start time for development is Dec 2021. Requirement Analysis is planned to be done in Nov 2021.
Increase knowledge on small scale business opportunities at local level	Conduct skill development programs in collaboration with councils to increase knowledge / skill on small scale business ventures at local level	Draft training module	Training & Advocacy	30-Sep-21	-	online training development through Kiyeveni scale up TOR is finalised. Module drafting will start after DP training ends
		Conduct information sessions in collaboration with councils for public regarding tax & other related	Conduct meeting with MIRA	Training & Advocacy	30-Sep-21	100
		Arrange information session	Training & Advocacy	30-Sep-21	50	information session arranged for quarter 4

	regulations of MIRA					
Facilitate in obtaining funding & resources to start up small scale business ventures	Establish & maintain an online directory of organisations which provide Aid for small scale business ventures	Develop an online registry of organisations which provide Aid for small scale businesses	Council Digitalization	31-Jul-21	-	Request form not received for this module.
	Conduct an investors forum in collaboration with council at island/atoll level	Develop a plan	Policy Planning & International Relations	31-Jul-21	cancelled	due to unavailability of budget
		Develop a concept paper	Policy Planning & International Relations	31-Aug-21	cancelled	due to unavailability of budget
		Arrange logistics	Policy Planning & International Relations	30-Sep-21	cancelled	due to unavailability of budget
		conduct forum	Policy Planning & International Relations	30-Sep-21	cancelled	due to unavailability of budget

Policy 2: Empower women politically and economically; and promote inclusive governance

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Remarks
Increase channels for women to voice out	Conduct women forums at local level through WDCs	Develop a concept paper	Policy Planning & International Relations	31-Jul-21	-	activity moved to q4 due to workload
		Share concept paper with Funding organisations	Policy Planning & International Relations	31-Jul-21	-	activity moved to q4 due to workload
		Prepare plan	Policy Planning & International Relations	31-Aug-21	-	activity moved to q4 due to workload
		Arrange logistics	Policy Planning & International Relations	30-Sep-21	-	activity moved to q4 due to workload
		Conduct forum	Policy Planning & International Relations	30-Sep-21	-	activity moved to q4 due to workload
Establish a mechanism to Collect & Maintain women related statistics of local islands	Collect information on women related statistics	Develop a template to collect information on women related statistics at local level.	Legal, Monitoring & Investigation	31-Aug-21	25	pending finalisation of template draft
		Share template with councils	Legal, Monitoring & Investigation	31-Aug-21	-	Template not finalized yet

Policy 3: Assist Local Councils in achieving Sustainable Development Goals

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Remarks
Increase awareness on SDGs among local councils	Conduct programs for local councils to increase awareness on SDGs and on available funding opportunities related to SDGs	Prepare materials	Training & Advocacy	31-Jul-21	-	Discussion has been completed for the activity to be carried out in collaboration with UNDP in quarter 4
		Conduct online session to all councils and WDCs	Training & Advocacy	30-Aug-21	-	Discussion has been completed for the activity to be carried out in collaboration with UNDP in quarter 4
		Develop and publish social media post on SDG and local development	Training & Advocacy	31-Jul-21	100	
	Assist in getting funding for SDG implementation at local level	Develop a concept paper	Policy Planning & International Relations	31-Jul-21	100	
		Share concept with funding agencies	Policy Planning & International Relations	31-Aug-21	100	
		Share information of available funding options with councils	Policy Planning & International Relations	30-Sep-21	100	

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

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Remarks
Increase finance related knowledge and capacity at councils	Conduct finance and procurement online training	Develop module for e-learning portal	Training & Advocacy	30-Sep-21	100	online training development for finance and procurement through Kiyeveni scale up TOR is finalised supported by UNDP. The work has been delayed as the first consultant hired could not deliver the outcomes to the agreed deadlines. The work is currently ongoing by another consultant.
	Conduct awareness to financial regulation and procurement regulation to councils	Develop and publish Social Media Posts/video spots for Awareness on financial regulation and procurement regulation to councils - Post 2	Training & Advocacy	31-Aug-21	100	
Develop a policy regarding supplementary budget	Develop a policy regarding supplementary budget & passing a supplementary budget	Draft policy	Policy Planning & International Relations	31-Jul-21	100	finance ministry has developed and gazetted policy
		Finalise the policy	Policy Planning & International Relations	31-Aug-21	100	
		Share policy with councils	Policy Planning & International Relations	30-Sep-21	100	

Policy 5: Build trust among citizens and Government for the local governance system

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Remarks
Ensure Council mandates are fulfilled according to Decentralisation Act	Conduct targeted training for underperforming councils due to lack of capacities	Develop training module	Training & Advocacy	31-Jul-21	-	activity moved to q4
		Finalise training module	Training & Advocacy	31-Aug-21	-	activity moved to q4
		Conduct training	Training & Advocacy	30-Sep-21	-	activity moved to q4
Revise legal and regulatory framework required for restructuring local councils	Review and amend all regulations and sectoral SOPs that contradict the Decentralisation Act	Propose amendments to Waste Management regulation	Legal, Monitoring & Investigation	31-Jul-21	50	LGA has proposed amendments to Environment ministry. Ministry is currently working to draft a template.
		Propose amendments to Tourism / guesthouse regulation.	Legal, Monitoring & Investigation	30-Sep-21	50	
Ensure support from police to provide municipal services	Prepare policy regarding support from police to provide municipal service	share draft with councils and MPS for comments	Legal, Monitoring & Investigation	08-Jul-21	-	pending due to lack of cooperation from Maldives Police Service. Police have informed that they are working on this regulation under Police Act. LGA will start the work when the template from police is received.
		Share draft with AGO for comment	Legal, Monitoring & Investigation	29-Jul-21	-	
		send policy for board endorsement	Legal, Monitoring & Investigation	26-Aug-21	-	
		publish policy in the government gazette	Legal, Monitoring & Investigation	02-Sep-21	-	

Policy 6: Make local councils accountable and responsible

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Remarks
Ensure councils have a mechanism to attend public concerns in matters related to council decisions	Establish a mechanism for public to report concerns and council discrepancies	Develop a public concern report portal	Council Corporate Services	30-Aug-21	cancelled	It has been decided not to develop a separate portal to report public concerns, but to inform councils to establish a mechanism to collect and attend public concerns through council websites.
		prepare User guide and share it with councils	Council Corporate Services	30-Aug-21	cancelled	
Allocate uninhabited islands that do not fall under the jurisdiction of city & island councils	Develop a policy to allocate uninhabited islands that do not fall under the jurisdiction of city & island councils to look after the island and to conduct economic activities	Comment and finalize the policy	Council Corporate Services	31-Jul-21	-	Ministry Of National Planning, Housing and Infrastructure is working to develop a policy regarding this.
		Allocate uninhabited islands to atoll/city councils under the policy	Council Corporate Services	30-Aug-21	-	Ministry Of National Planning, Housing and Infrastructure is working to develop a policy regarding this.
Establish a mechanism to monitor the reports/plans/statements to be submitted by councils	Monitoring of local councils Annual reports	Compile all reports from councils	Legal, Monitoring & Investigation	30-Sep-21	-	Pending receipt of annual report from some councils.
		Review Annual Reports of All Atoll Councils	Legal, Monitoring & Investigation	30-Sep-21	-	Reporting template is not finalised

	Monitoring of 6 months report of councils	Ensure Atoll Councils has publish Media statement in accordance with DA (Island Councils)	Legal, Monitoring & Investigation	10-Aug-21	80	pending publishment of media statement of some atoll council
		Publish Media Report for 6 Months Report (Atoll Councils)	Legal, Monitoring & Investigation	20-Aug-21	50	finalization of media statement on going. Pending receipt of statement from some atolls
	Monitoring of local councils work plan	Ensure Atoll Councils has publish Media statement in accordance with DA (Island Councils)	Legal, Monitoring & Investigation	31-Aug-21	50	pending publishment of media statement of some atoll council
		Publish Media Report for work plan (Atoll Councils)	Legal, Monitoring & Investigation	31-Aug-21	50	finalization of media statement on going. Pending receipt of report from some atolls
	Increase Awareness on public meetings that has to be conducted by councils	Ensure Atoll Councils has publish Media statement in accordance with DA (Island Councils) - July meeting 2021	Legal, Monitoring & Investigation	31-Aug-21	50	pending publishment of media statement of some atoll council

	Council members Asset Declaration	Remind all Local Councillors of City/Atoll/Island councils	Legal, Monitoring & Investigation	30-Sep-21	100	
		Collect Declarations	Legal, Monitoring & Investigation	30-Sep-21	50	Members asset declaration data sheet updating on going
		Publish Media Statement on Declaration	Legal, Monitoring & Investigation	30-Sep-21	-	Members asset declaration data sheet updating on going
Ensure updated statistics of expatriates are collected and maintained at councils.	Facilitate councils to collect & maintain statistics of expatriates and reporting to relevant line ministry	Collect and maintain expatriates information through Vuna portal	Council Corporate Services	30-Aug-21	50	Draft policy regarding how to collect and maintain records of expatriates through Vuna portal completed. Need to finalise the policy and inform councils to collect and maintain records of expatriates' information.
		To give access to Vuna portal to the line ministries regarding statistics of expatriates	Council Corporate Services	30-Aug-21	-	policy development pending

Strengthen institutional capacity of local councils and provide opportunities for human resource development	Implement E-council system in local councils to enhance the service delivery and accessibility	Roll out of MyCouncil App	Council Digitalization	31-Jul-21	-	Development of myCouncil App is ongoing. Delays have been caused due to challenges in finalising software requirements and in the use of a new software language. Forecasted completion date is by 30 Nov 2021
	Increase the capacity of atoll councils in providing technical support (such as legal advice, planning, financial management) to island councils	Finalise training module	Training & Advocacy	31-Jul-21	-	activity moved to be completed in Q4
		Prepare materials	Training & Advocacy	31-Jul-21	-	activity moved to be completed in Q4
		Conduct training program to all atoll council trainers	Training & Advocacy	31-Aug-21	-	activity moved to be completed in Q4
Collaborate with training institutes to deliver training packages to improve administrative and technical capacity of local councils	Conduct trainings	Training & Advocacy	31-Jul-21	100		
Develop robust mechanisms for accountability of local councils	Establish e-monitoring mechanism to monitor the councils	Prepare TOR for monitoring mechanism	Legal, Monitoring & Investigation	31-Aug-21	-	Due to other priority work. TOR preparation on going.

Policy 7: Leverage use of ICT for an empowered, effective and efficient local governance system

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Remarks
Increased technical ICT capacity	Conduct ICT trainings for councils	Collaborate with NCIT to develop module	Training & Advocacy	31-Jul-21	100	
		Develop training module	Training & Advocacy	31-Aug-21	-	module development ongoing as training is planned to be carried out in q4
		Conduct training	Training & Advocacy	30-Sep-21	-	
	Conduct ICT trainings for LGA staff	Identify the trainings which are available and open/ conduct the training	Human Resources	31-Jul-21	70	Training institutes not offering training due to Covid situation. Ongoing training from external opportunities.
Strengthen IT infrastructure at LGA and councils	Facilitate in acquiring licensed & legal software and up-to-date hardware	Procure latest software and up-to-date hardware	Administration & Support Service	01-Jul-21	90	Budget limitations
Integrate softwares developed by various agencies for similar needs	Conduct stakeholder consultations for national level alignment / integration of software	Identify stakeholders regarding data collected from councils	Council Digitalization	30-Sep-21	-	Work of this activity has not been started yet, due to other priority works. Planned for consultations to be started in November

Facilitate to create a digital working environment for councils & LGA	Establish complaint lodging mechanism at LGA for the public (with option to report anonymously) and publicize it	Requirements Analysis	Council Digitalization	30-Sep-21	-	Request form not received for this module.
Facilitate to create platform for councillors and council staffs to work remotely	Establish an online platform for atoll councillors to attend council meetings remotely.	Develop an online platform for atoll councillors to attend council meetings remotely.	Council Digitalization	30-Sep-21	-	Request form not received for this module.

Policy 8: Increase community participation at local level decision making process

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Remarks
Increase community participation at local level decision making process	Develop a template SOP on participation of marginalized community at local level	Draft SOP	Policy Planning & International Relations	31-Aug-21	-	activity delayed to q4 due to workload
		Get comments	Policy Planning & International Relations	30-Sep-21	-	activity delayed to q4 due to workload
		Finalise & Share SOP with councils	Policy Planning & International Relations	30-Sep-21	-	activity delayed to q4 due to workload
Enhance citizens participation in the decision making process of councils at local level	Conduct public awareness programmes to motivate public participation in the decision-making process of councils	Develop and publish social media post on public participation despite political differences	Training & Advocacy	30-Sep-21	100	

Policy 9: The local Governance System is reviewed and strengthened

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Remarks
Establish a mechanism to increase knowledge on decentralization & local governance through exposure trips/field trips/workshops	Find opportunities related to decentralization system from abroad (exposure trips)	Identify possible international institutions which provide program/exposure trips	Policy Planning & International Relations	31-Jul-21	100	
		Prepare proposal to find opportunities for field trips/exposure trips from abroad	Policy Planning & International Relations	31-Aug-21	100	
		Send proposals to identified institutions	Policy Planning & International Relations	30-Sep-21	100	

Policy 10: Strengthen Local Government Authority

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Remarks
Develop Training Institute	Conduct need-based training assessment	Conduct training need assessment	Training & Advocacy	31-Jul-21	-	work ongoing to hire a consultant for the work
		Collect and analyse data received from TNA	Training & Advocacy	31-Aug-21	-	work to be carried out by consultant
	Develop e-learning portal	Bring additional developments and features to the e-learning portal	Training & Advocacy	31-Jul-21	100	ongoing through Kiyeveni scale up TOR funded by UNDP
Prepare plans/reports to monitor works at LGA	Compile quarterly report for Q2	Collect required information from sections	Policy Planning & International Relations	15-Jul-21	100	
		Compile Report	Policy Planning & International Relations	22-Jul-21	100	
		Finalise report	Policy Planning & International Relations	30-Jul-21	100	
		Share with all staffs and media for uploading in website	Policy Planning & International Relations	30-Jul-21	100	
	Develop LGA budget for 2022	Develop LGA budget for 2022	Finance	31-Aug-21	100	
Conduct Kangathi Award function	Conduct Kangathi Award function	Prepare a plan	Policy Planning & International Relations	31-Jul-21	-	ceremony postponed to q4 due to delay in performance index document evaluation
		Arrange logistics	Policy Planning & International Relations	31-Aug-21	-	
		Conduct Kangathi award ceremony	Policy Planning & International Relations	31-Aug-21	-	

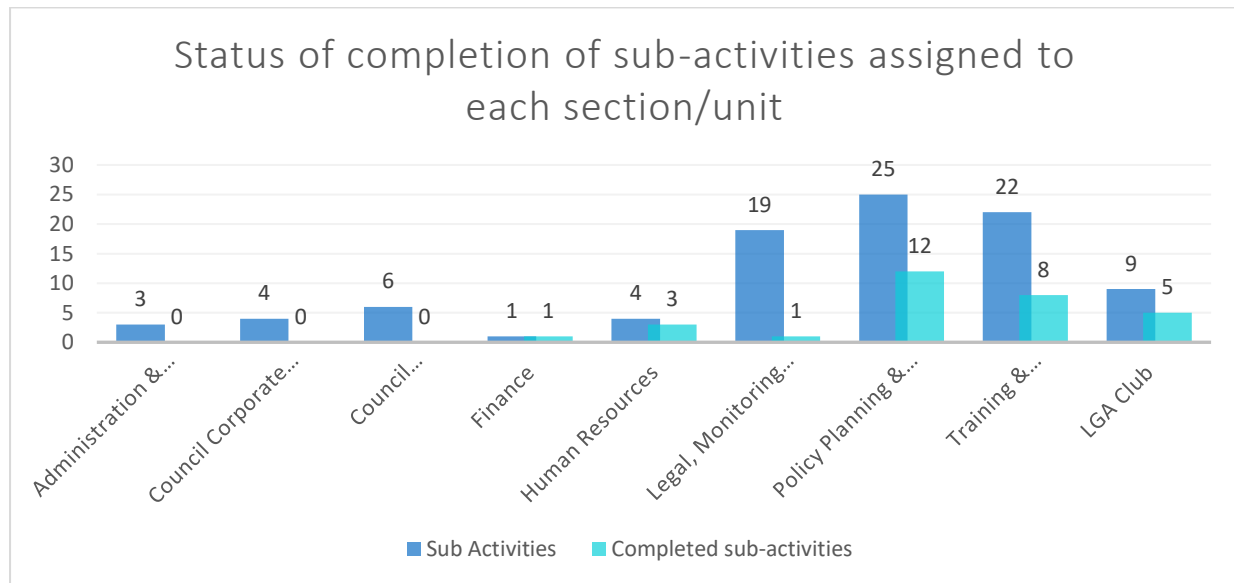
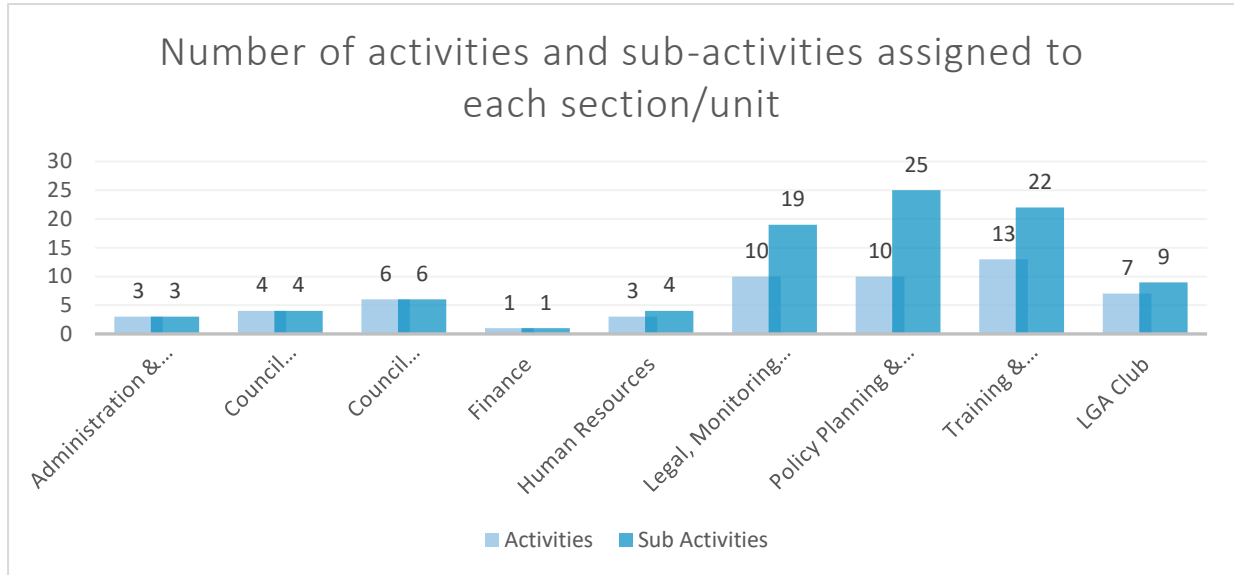
Policy 11: Create a better working environment at LGA

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Remarks
Conduct staff activities to create a better work environment among staffs	Celebrate LGA anniversary	Arrange Logistics	Administration & Support Service	01-Jul-21	30	Cancelled due to Covid pandemic
		Conduct Event	Administration & Support Service	04-Aug-21	-	No event due to Covid situation
	Conduct monthly staff meetings	Conduct Monthly Assembly 7/ staff birthday celebration	Human Resources	31-Jul-21	100	
		Conduct Monthly Assembly 8 / staff birthday celebration	Human Resources	31-Aug-21	100	
		Conduct Monthly Assembly 9 / staff birthday celebration	Human Resources	30-Sep-21	100	
	Conduct monthly LGA Club executive committee meetings	Conduct monthly LGA Club executive committee meeting 7	LGA Club	31-Jul-2021	100	
		Conduct monthly LGA Club executive committee meeting 8	LGA Club	31-Aug-2021	100	
		Conduct monthly LGA Club executive committee meeting 9	LGA Club	30-Sep-2021	100	

	Staff Meeting Tea	Tea for Staff meeting 7	LGA Club	31-Jul-21	cancelled	staff meeting not conducted in July
		Tea for Staff meeting 8	LGA Club	31-Aug-21	100	
		Tea for Staff meeting 9	LGA Club	30-Sep-21	100	
	LGA Anniversary celebration	Celebrate LGA Anniversar y	LGA Club	31-Aug-21	-	Cancel due to Covid pandemic
	Skill Development activity for Staffs	Skill Developme nt activity for Staffs (Leadership Program)	LGA Club	30-Sep-21	-	available program exceeds budgeted amount.
	Conduct sports festival for staffs	Staff sports festival - 2	LGA Club	30-Sep-21	-	postponed due to restrictions in physical gathering due to Covid situation
Staff award printing	Staff award printing	LGA Club	31-Aug-21	-	postponed due to restrictions in physical gathering due to Covid situation	

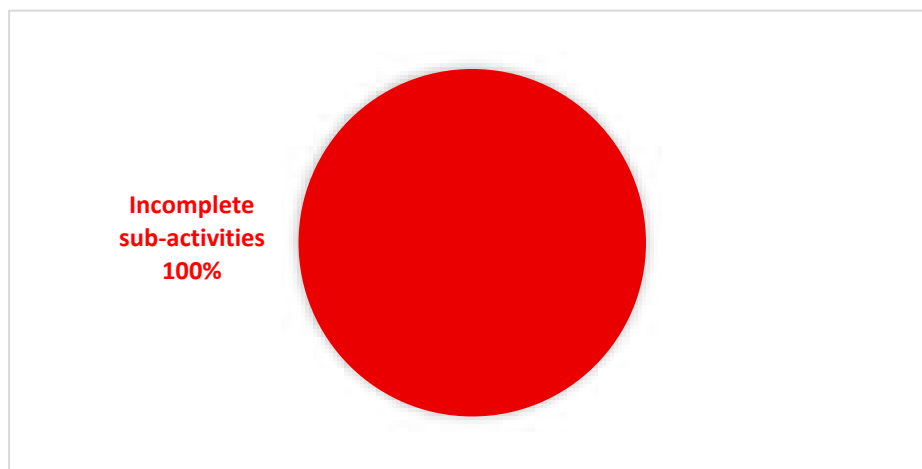
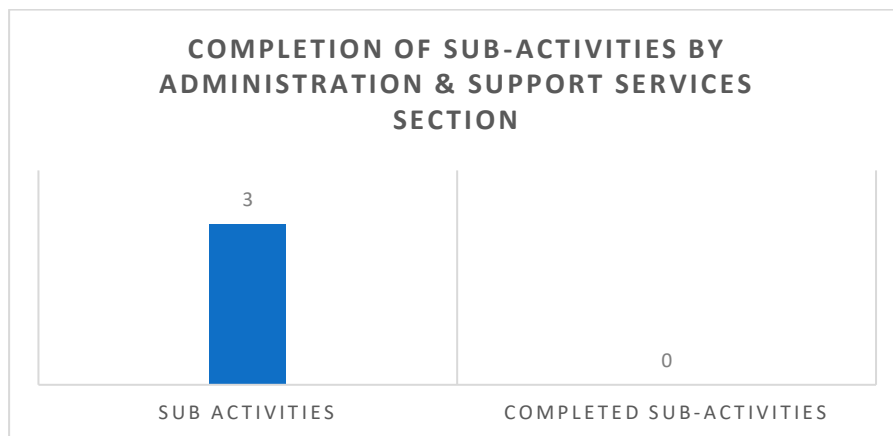
Activities and sub-activities assigned to sections/units

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.



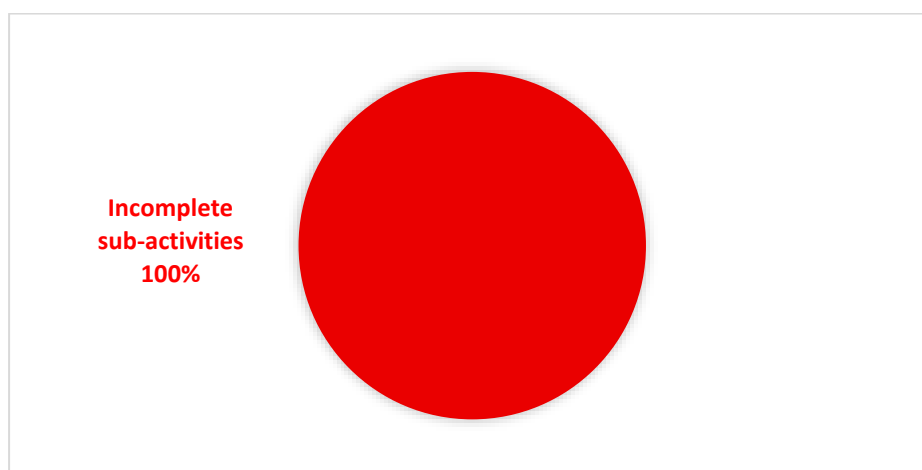
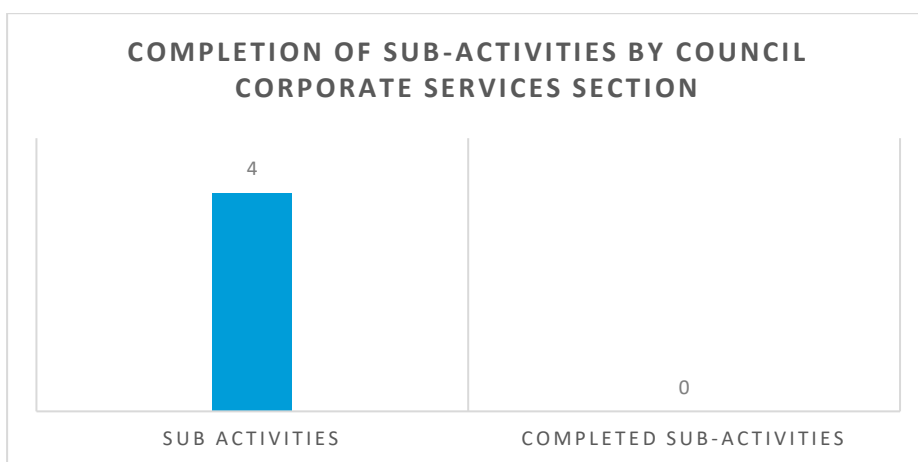
Administration & Support Service Section

During the quarter 3 of 2021 Administration & Support Service Section has not completed any of the sub-activities assigned to be completed by 30th September 2021 due to various reasons. Details of completion of sub-activities by Administration & Support Service Section is given in the chart below.



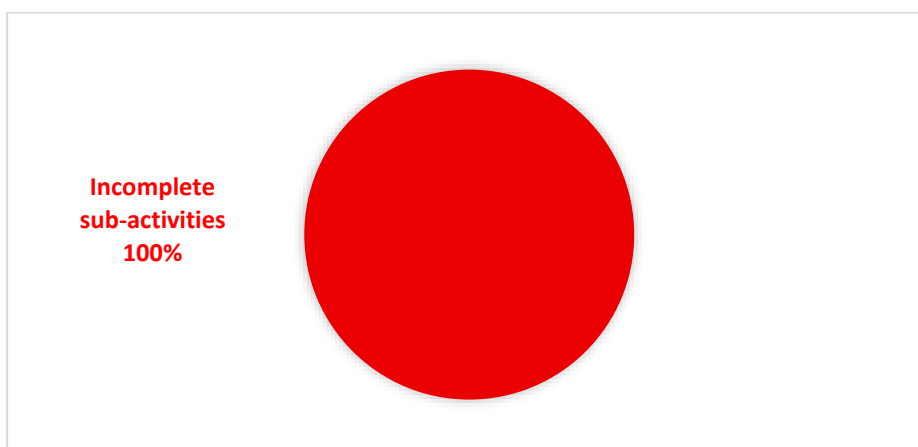
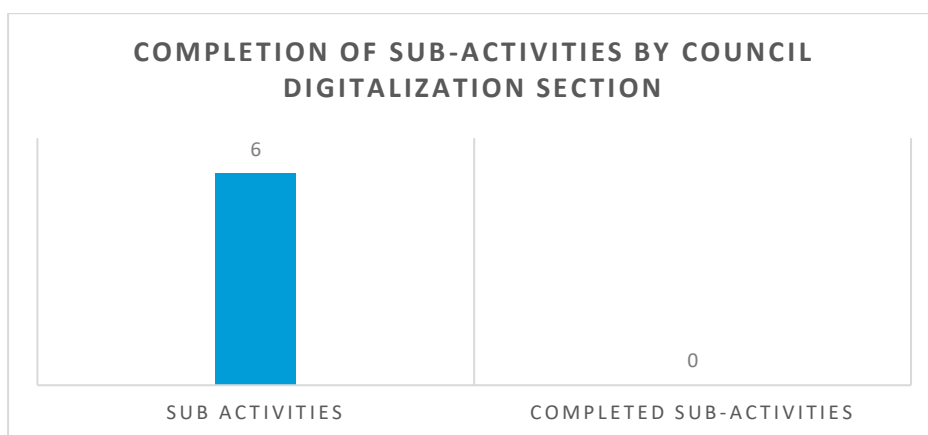
Council Corporate Services Section

During the quarter 3 of 2021 Council Corporate Services Section has not completed any of the sub-activities assigned to be completed by 30th September 2021 due to various reasons. Details of completion of sub-activities by Council Corporate Services Section is given in the chart below.



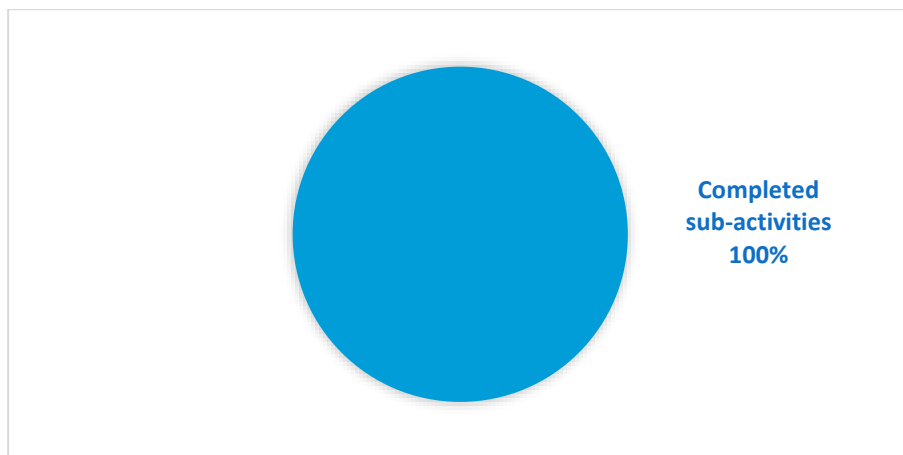
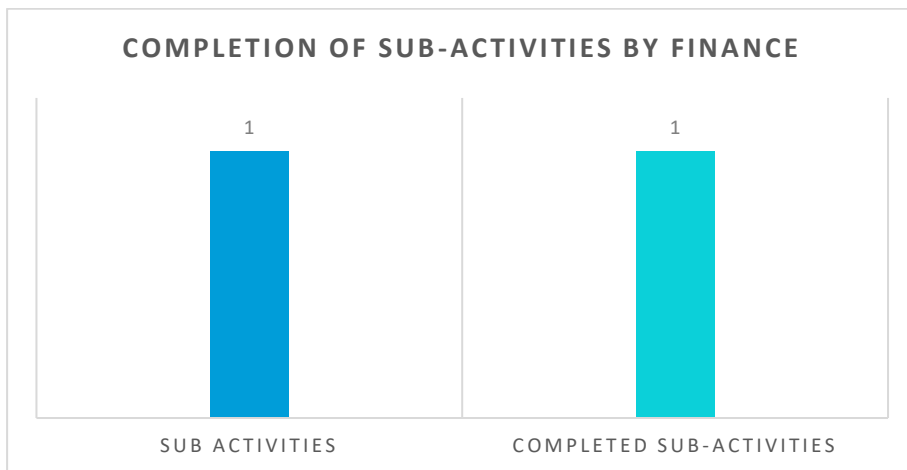
Council Digitalisation Section

During the quarter 3 of 2021 Council Digitalisation Section has not completed any of the sub-activities assigned to be completed by 30th September 2021 due to various reasons. Details of completion of sub-activities by Council Digitalisation Section is given in the chart below.



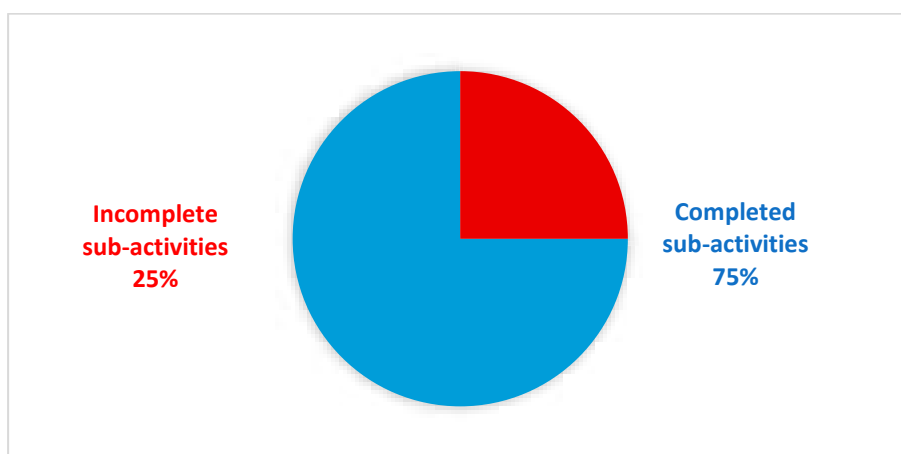
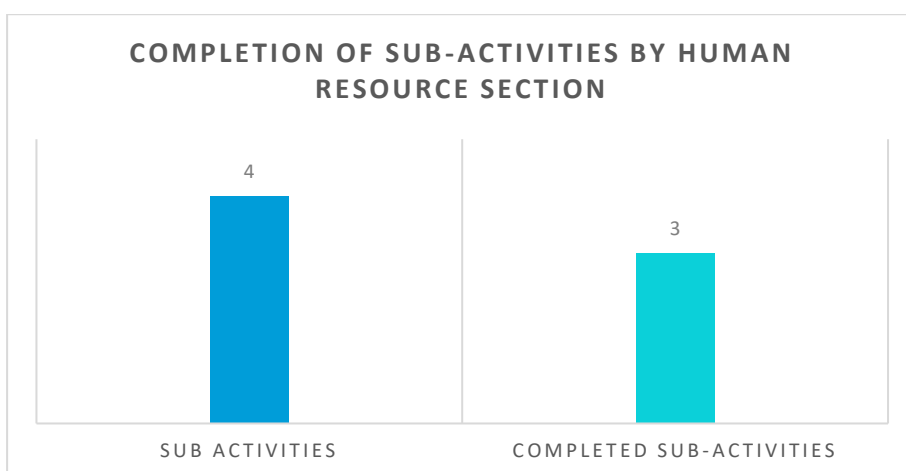
Finance

During the quarter 3 of 2021 Finance Section has completed 100% of the sub-activities assigned to be completed by 30th September 2021.



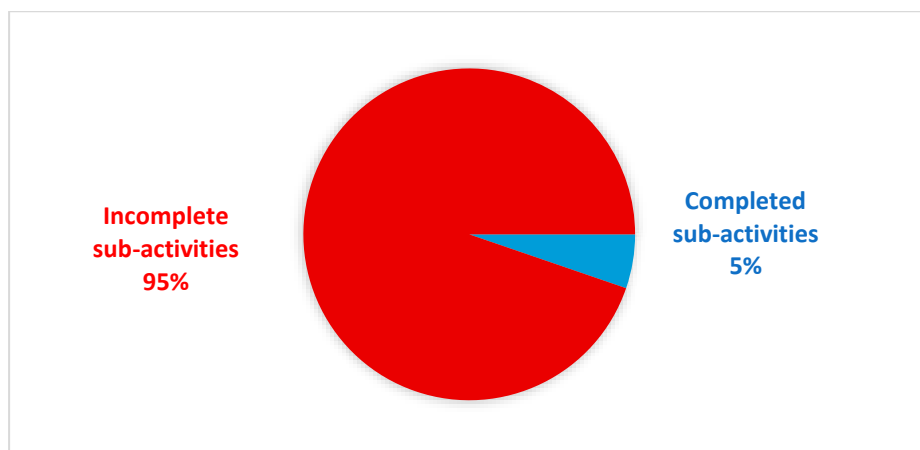
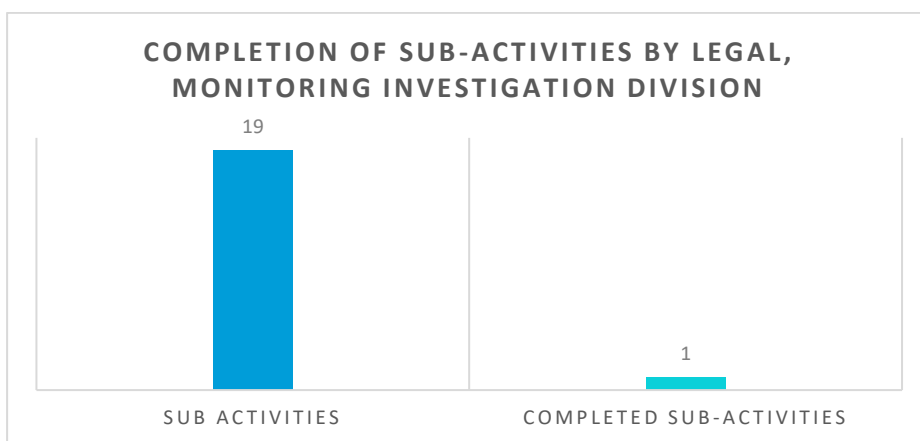
Human Resources Section

During the quarter 3 of 2021 Human Resource Section has completed 75% of the sub-activities assigned to be completed by 30th September 2021. However, 25% of the sub-activities remained incomplete due to restrictions to physical gatherings due Covid-19 Pandemic situation. Details of completion of sub-activities by Human Resource Section is given in the chart below.



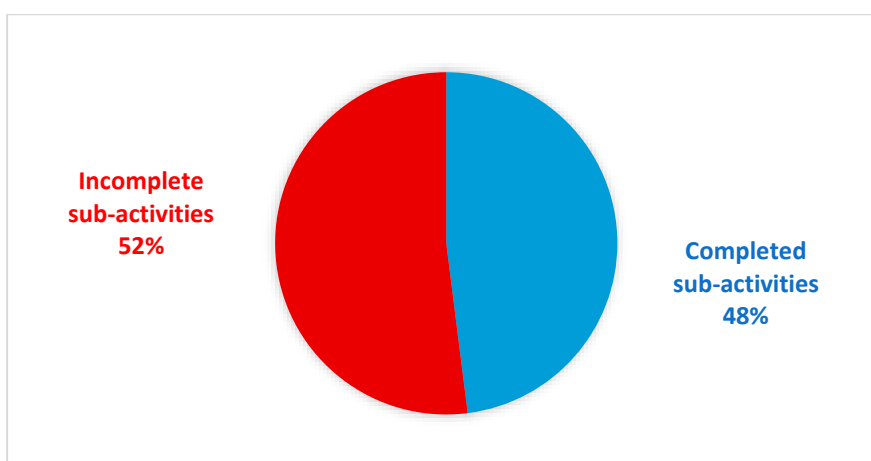
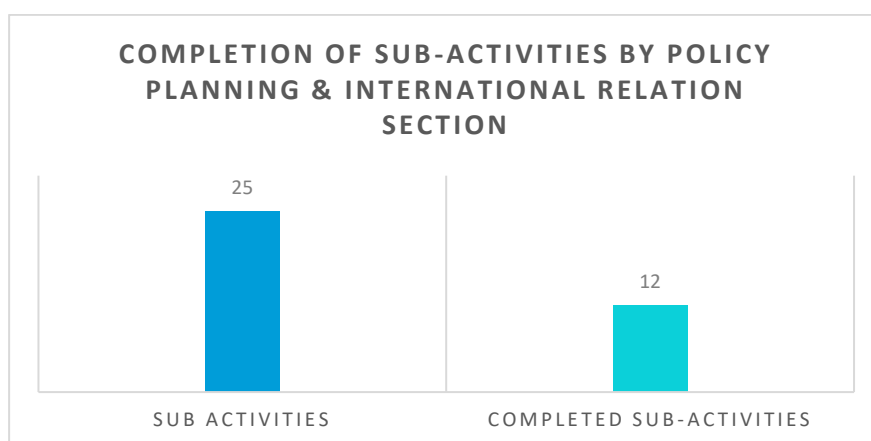
Legal, Monitoring & Investigation Division

During the quarter 3 of 2021 Legal, Monitoring and Investigation Section has completed 5% of the sub-activities assigned to be completed by 30th September 2021. However, 95% of the sub-activities remained incomplete due to various reasons. Details of completion of sub-activities by Legal, Monitoring and Investigation Section is given in the chart below.



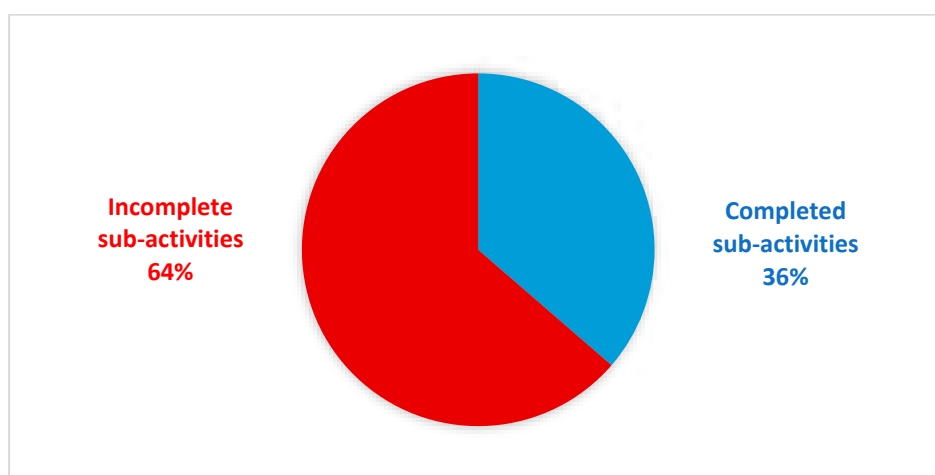
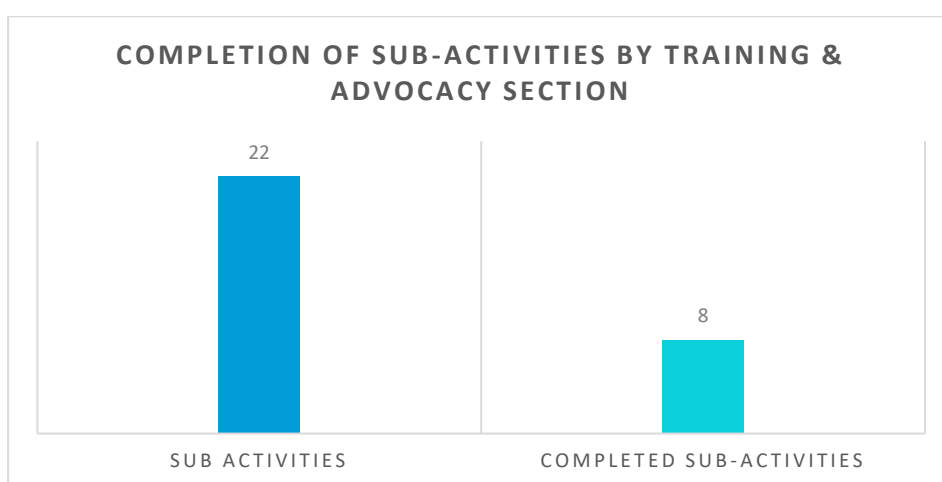
Policy Planning & International Relations Section

During the quarter 3 of 2021 policy planning and international relations section has completed 41% of the sub-activities assigned to be completed by 30th September 2021. However, 59% of the sub-activities remained incomplete due to various reasons. 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 2021 Training & Advocacy Section has completed 36% of the sub-activities assigned to be completed by 30th September 2021. However, 64% of the sub-activities remained incomplete due to various reasons. Details of completion of sub-activities by Training & Advocacy section is given in the chart below.



LGA Club

During the quarter 3 of 2021 LGA Club has completed 50% of the sub-activities assigned to be completed by 30th September 2021. However, 50% of the sub-activities remained incomplete due to COVID 19 related limitations imposed by HPA. Details of completion of sub-activities by LGA Club is given in the chart below.

