

2021-2022

Quarterly Report



Local Government Authority

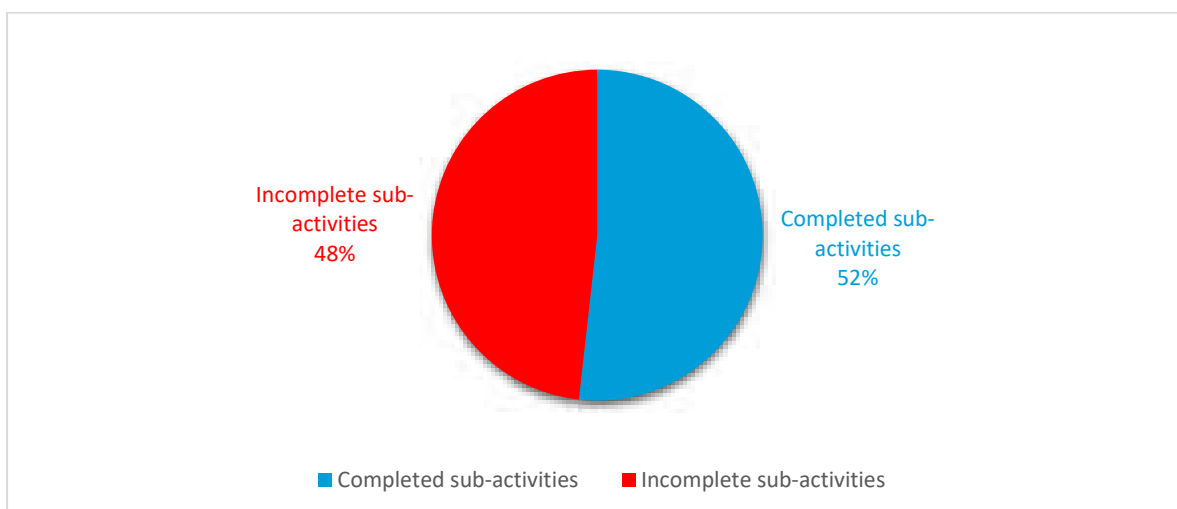
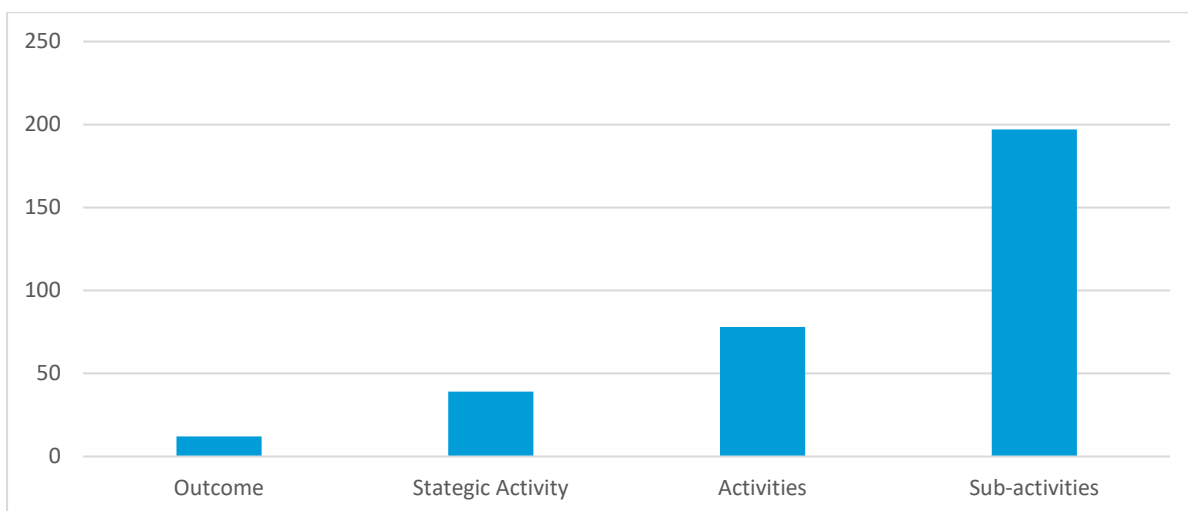
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Introduction

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 first quarter of 2021. The duration of quarter one is from 1st January to 31st March 2021. During this quarter, a total of 78 activities and 197 sub-activities were to be carried out to achieve 39 strategic activities and 12 outcomes. Out of the total sub-activities to be completed in the first quarter, 102 sub-activities were completed. Given the COVID-19 situation and change of working arrangement to work from home, implementation of some of the planned activities in this quarter was affected. The chart presented below shows status of completion of sub-activities carried out by LGA during the first 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: Assist Local Councils in achieving Sustainable Development Goals

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Reason for incompletion
Develop plans and materials required for aligning Island Development plans with SDGs	Develop Plans & materials required for aligning Island Development plans with SDGs	Conduct research	Policy Planning & International Relations	31-Jan-21	100%	
		Develop materials	Policy Planning & International Relations	31-Jan-21	100%	
		Incorporate the materials to IDPs to align with SDGs	Policy Planning & International Relations	28-Feb-21	100%	
	Review & Revise Planning Handbook	Finalise Planning Handbook	Policy Planning & International Relations	31-Jan-21	100%	
		Print Handbook	Policy Planning & International Relations	31-Mar-21	50%	Layout design not finalised yet. Changes being made to the initial draft of the layout design of the book
Assist local councils in developing their 5 year development plans aligning the plans to NDP and SDG's	Conduct TOT session to train facilitators from atoll councils to train island councils to develop their 5 year development and financial plans	Draft training module	Policy Planning & International Relations	21-Jan-21	100%	Completed
		Finalise training module	Policy Planning & International Relations	31-Jan-21	100%	Completed
		Prepare materials	Policy Planning & International Relations	28-Feb-21	0%	

		Arrange logistics	Policy Planning & International Relations	31-Mar-21	0%	
		Conduct DP&FP TOT program	Policy Planning & International Relations	31-Mar-21	0%	
	Conduct DP and FP training at all atolls	Facilitate with atoll trainers to conduct the training in atolls	Training & Advocacy	31-Mar-21	0%	this work can be done after the election

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

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Reason for incompletion
Increase public awareness on the benefits of local governance system	Conduct public awareness sessions on decentralization system and its benefits	Develop video spot	Training & Advocacy	28-Feb-21	0%	This activity has been moved to 2021 Q2
		Finalise awareness video spot	Training & Advocacy	31-Mar-21	0%	This activity has been moved to 2021 Q2
		Disperse video spot through social media channels	Training & Advocacy	31-Mar-21	0%	This activity has been moved to 2021 Q2
	Increase public awareness on good governance	Develop video spot	Training & Advocacy	31-Jan-21	100%	Completed
		Finalise awareness video spot	Training & Advocacy	28-Feb-21	100%	Completed
		Disperse video spot through social media channels	Training & Advocacy	31-Mar-21	0%	Video final submission not hand over by external consultant.
	Develop an information booklet (101 questions)	Draft question and answers for 101 question booklet	Training & Advocacy	31-Mar-21	100%	Completed
	Conduct online training on	Develop module for e-learning portal	Training & Advocacy	31-Jan-21	100%	Completed

	decentralisation and role of council, WDC and LGA	Develop video for portal	Training & Advocacy	28-Feb-21	100%	Completed
		Launch training module through e-learning platform	Training & Advocacy	31-Mar-21	100%	Completed
Ensure Council mandates are fulfilled according to Decentralisation Act	Increase awareness on the importance of capable councillors being elected to Local councils	Develop 3 awareness posters	Training & Advocacy	31-Mar-21	100%	Completed
		Publish 3 posters in social media channels regarding importance of capable councillors being elected to Local councils	Training & Advocacy	31-Mar-21	100%	Completed
Ensure smooth implementation of PSIP projects of councils	Facilitate the implementation and monitoring of PSIP projects at councils	implement PSIP portal developed by Finance ministry	Administration & Support Service	01-Mar-21	100%	Completed
		update PSIP Portal and ISLES website accordingly	Administration & Support Service	31-Mar-21	100%	Completed
	Prepare a guideline on implementation of PSIP projects by councils	Prepare a guideline	Administration & Support Service	10-Mar-21	95%	Ongoing
		Get comments	Administration & Support Service	30-Mar-21	0%	Guideline not yet finalised
Facilitate Councils to sign MoU with third party utility providers.	Inform councils to sign MoU with third	Prepare agreement template (Legal)	Council Corporate Services	31-Mar-21	100%	Completed

	party utility providers within 1 year. (ratification of 8th amendment to D. Act)	Develop regulation (Legal & Line Ministry)	Council Corporate Services	31-Mar-21	50%	Ongoing work
		Collect information on how currently utility services are provided in islands	Council Corporate Services	31-Mar-21	20%	Need to finalise the template to collect the data's
		Inform councils to sign MoU with third party utility providers	Council Corporate Services	31-Mar-21	0%	After finalising the template, will share it with councils
Ensure sharing of information with Elections Commission regarding vacant seats of councils & WDCs	Develop a procedure to inform Elections Commission regarding vacant seats of councils & WDCs	Draft policy to inform EC on Vacant seats	Legal, Monitoring & Investigation	11-Feb-21	0%	Postponed due to prioritisation of inquiries
		share the draft internally for LGA Comments	Legal, Monitoring & Investigation	18-Feb-21	0%	Postponed due to prioritisation of inquiries
		Share draft with councils and EC for comments	Legal, Monitoring & Investigation	04-Mar-21	0%	Postponed due to prioritisation of inquiries
		Share draft with AGO for comment	Legal, Monitoring & Investigation	25-Mar-21	0%	Postponed due to prioritisation of inquiries
Review councils Governing Regulation of councils	Review and develop a template for councils Governing Regulation	draft template for council's Governing Regulation	Legal, Monitoring & Investigation	07-Jan-21	100%	Completed
		Share draft internally for LGA comments	Legal, Monitoring & Investigation	14-Jan-21	0%	postponed due to prioritisation of inquiries
		share draft with councils for comments	Legal, Monitoring & Investigation	04-Feb-21	0%	postponed due to prioritisation of inquiries
		Share draft with AGO for comment	Legal, Monitoring & Investigation	25-Feb-21	0%	postponed due to prioritisation of inquiries
		incorporate comments and finalise draft	Legal, Monitoring & Investigation	18-Mar-21	0%	postponed due to prioritisation of inquiries

Policy 3: Create a better working environment at LGA

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Reason for incompletion
Conduct staff activities to create a better work environment among staffs	Host staff award ceremony to acknowledge the performance of staffs	Share nominati on list of 2019 Staff award	Human Resources	31-Jan-21	100%	Completed
	Conduct monthly staff meetings	Conduct Monthly Assembly 1 / staff birthday celebrati on	Human Resources	31-Jan-21	100%	Completed
		Conduct Monthly Assembly 2/ staff birthday celebrati on	Human Resources	28-Feb-21	100%	Completed
		Conduct Monthly Assembly 3/ staff birthday celebrati on	Human Resources	31-Mar-21	100%	Completed
	Conduct monthly LGA Club executive committee meetings	Conduct monthly LGA Club executive committee meeting 1	LGA Club	31-Jan-2021	100%	Completed
		Conduct monthly LGA Club executive committee	LGA Club	28-Feb-2021	100%	Completed

	meeting 2					
	Conduct monthly LGA Club executive committee meeting 3	LGA Club	31-Mar-2021	100%	Completed	
Conduct annual general meeting of LGA club	Conduct annual general meeting of LGA club	LGA Club	28-Feb-21	100%	Completed	
Staff Meeting Tea	Tea for Staff meeting 1	LGA Club	31-Jan-21	100%	Completed	
	Tea for Staff meeting 2	LGA Club	28-Feb-21	0%	Cancelled Due to Covid	
	Tea for Staff meeting 3	LGA Club	31-Mar-21	0%	Cancelled Due to Covid situation	
Conduct Staff Trip	Day trip 1	LGA Club	31-Jan-21	100%	completed	
Club Inauguration Ceremony with Lunch or Dinner	Conduct Club Inauguration Ceremony (with Lunch or Dinner)	LGA Club	31-Jan-21	0%	Cancelled Due to Covid situation	
Women's Day Celebrations	Women's Day Celebrations	LGA Club	31-Mar-21	0%	Postponed due to Covid situation	
one day-fun day' with staff	One Day - Fun Day - 1	LGA Club	31-Mar-21	0%	Postponed due to Covid situation	
Staff Run	Run	LGA Club	31-Mar-21	0%	Postponed due to Covid situation	

Policy 4: Empower women politically and economically; and promote inclusive governance

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Reason for incompletion	
Increase confidence of women to participate in island level decision making process	Conduct women empowerment online training	Develop module for e-learning portal	Training & Advocacy	31-Jan-21	100%	Completed	
		Develop video for portal	Training & Advocacy	28-Feb-21	100%	Completed	
		Launch training module through e-learning platform	Training & Advocacy	31-Mar-21	100%	Completed	
	Increase public awareness opportunities for women to express their opinion and political empowerment		Develop video spot	Training & Advocacy	31-Jan-21	100%	Completed
			Finalise awareness video spot	Training & Advocacy	28-Feb-21	100%	Completed
			Disperse video spot through social media channels	Training & Advocacy	31-Mar-21	0%	pending final submission by consultant
			Develop a plan	Training & Advocacy	28-Feb-21	0%	This activity has been moved to 2021 Q2
	Conduct specific training / orientation program for female councillors		Prepare materials	Training & Advocacy	31-Mar-21	0%	This activity has been moved to 2021 Q2
	Decrease Stereotype misconceptions about role of women	Conduct awareness programs on Stereotype misconceptions about role of women	Develop video spot	Training & Advocacy	31-Jan-21	20%	Have Identified the areas and sent to IRI
Finalise awareness video spot			Training & Advocacy	28-Feb-21	0%	Partnering with IRI to develop the videos; Have Identified the	

						areas and sent to IRI
		Disperse video spot through social media channels	Training & Advocacy	31-Mar-21	0%	To be dispersed once the videos are developed
Increase channels for women to voice out	Review Performance Index marks allocation for women participation	Discuss with planning section	Legal, Monitoring & Investigation	31-Mar-21	0%	Meeting not held
		Identify changes to be brought to PI to ensure increase women participation in council activities	Legal, Monitoring & Investigation	31-Mar-21	50%	Changes identified, Will be added PI questionnaire once the review of questionnaire is finalized
		Incorporate changes when reviewing PI	Legal, Monitoring & Investigation	31-Mar-21	50%	Changes identified, Will be added PI questionnaire once the review of questionnaire is finalized
Strengthen performance of WDCs	Develop PI for WDCs	Discuss with planning section	Legal, Monitoring & Investigation	31-Mar-21	0%	Meeting not held
		Identify changes to be brought to PI to ensure increase WDCs performance	Legal, Monitoring & Investigation	31-Mar-21	50%	Changes identified, Will be added PI questionnaire once the review of questionnaire is finalized
Increase participation of women in decision making process at local level	Conduct orientation and training programmes to WDCs to carry out their mandate	Draft training module	Training & Advocacy	31-Jan-21	100%	Completed
		Finalise training module	Training & Advocacy	15-Mar-21	50%	work ongoing, will be finalised in next quarter

		Prepare materials	Training & Advocacy	31-Mar-21	50%	work ongoing, will be finalised in next quarter
	'Conduct public speaking online training	Develop module for e-learning portal	Training & Advocacy	31-Jan-21	100%	Completed
		Develop video for portal	Training & Advocacy	28-Feb-21	100%	Completed
		Launch training module through e-learning platform	Training & Advocacy	31-Mar-21	100%	Completed
Empower Women Development Committees (WDCs)	Strengthen the functioning of WDCs across the country through targeted training programs and technical support	Launch training modules targeted to women through e-learning platform	Training & Advocacy	28-Feb-21	100%	Completed
		Disperse information about the training opportunities to all WDCs and women councillors	Training & Advocacy	31-Mar-21	100%	Completed
	Develop template for WDC work plan	Develop a template	Policy Planning & International Relations	31-Jan-21	100%	
		Finalise template	Policy Planning & International Relations	28-Feb-21	100%	
		Share template with WDCs & media to upload to LGA website	Policy Planning & International Relations	31-Mar-21	100%	
	Develop a regulation template for	Draft WDC Governing	Legal, Monitoring	07-Jan-21	100%	Completed

	Governing regulation Women's Development Committees	Regulation template	& Investigation				
		Share draft internally for LGA comments	Legal, Monitoring & Investigation	14-Jan-21	0%	postponed due to prioritisation of inquiries	
		share draft with councils and Gender ministry for comment	Legal, Monitoring & Investigation	21-Jan-21	0%	postponed due to prioritisation of inquiries	
		Share draft with AGO for comment	Legal, Monitoring & Investigation	31-Jan-21	0%	postponed due to prioritisation of inquiries	
		Collect comments and finalise WDC Governing Regulation template	Legal, Monitoring & Investigation	04-Mar-21	0%	postponed due to prioritisation of inquiries	
		share template with councils	Legal, Monitoring & Investigation	31-Mar-21	0%	postponed due to prioritisation of inquiries	
	Develop and revise guidelines related to WDC functioning	Draft a guideline On WDCs functioning	Council Corporate Services	28-Feb-21	100%	Completed	
		Open for comment and finalize the guideline	Council Corporate Services	15-Mar-21	100%	Completed	
		Share the final guideline with WDCs and council	Council Corporate Services	31-Mar-21	0%	To be shared the guideline after incorporating comments	
	Increase knowledge of WDC members on their role & responsibilities	Develop Handbook for Women Develop Committees	Develop Handbook for WDCs	Training & Advocacy	31-Jan-21	100%	Completed
			Finalise Handbook	Training & Advocacy	28-Feb-21	100%	Completed

		Share Handbook with WDCs	Training & Advocacy	31-Mar-21	0%	To be shared with newly elected members after orientation program
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Policy 5: Ensure fiscal decentralization; and assist local councils in creating vibrant local economies

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Reason for incompletion
Ensure transfer of fees/rent collected at local level to local councils	Identify the fees / rent that need to be transferred to councils	Compile the list of fees/rent that need to transfer to councils (Collect this info from Monitoring Section)	Council Corporate Services	28-Feb-21	100%	
	Arrange a mechanism to transfer fee / rent collected by ministries / authorities at local level to local councils'	Send a letter to MoF regarding transfer of fees/rent	Council Corporate Services	28-Feb-21	100%	
		Change fee/rent that are collected under an agreement by ministries to councils name	Council Corporate Services	31-Mar-21	50%	Ongoing work
Ensure councils receive compensation for assets & investments within council jurisdiction	Formulate a policy to compensate for assets and investments within council jurisdiction	Discuss MoF comments to Asset Compensation Policy draft internally	Legal, Monitoring & Investigation	07-Jan-21	100%	Completed

		Share draft with AGO for comment	Legal, Monitoring & Investigation	14-Jan-21	100%	Completed
		collect comments and finalise Asset Compensation Policy	Legal, Monitoring & Investigation	31-Jan-21	0%	Postponed due to prioritisation of inquiries
		send policy for board endorsement	Legal, Monitoring & Investigation	11-Feb-21	0%	Postponed due to prioritisation of inquiries

Policy 6: Increase community participation at local level decision making process

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Reason for incompleteness
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 awareness video spot	Training & Advocacy	31-Jan-21	100%	completed
		Finalise awareness video spot	Training & Advocacy	28-Feb-21	100%	completed
		Disperse video spot through social media channels	Training & Advocacy	31-Mar-21	0%	Video final submission not hand over by external consultant.
	Conduct training programmes to councils on public participation and community engagement	Develop module for e-learning portal	Training & Advocacy	31-Jan-21	100%	Completed
		Develop video for portal	Training & Advocacy	28-Feb-21	100%	Completed

		Launch training module through e-learning platform	Training & Advocacy	31-Mar-21	100%	Completed
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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	Reason for incompletion
Strengthen ICT network and connectivity at LGA and Councils	Conduct meetings to acquire high quality packages from Internet Service Providers at a lower cost	Send proposal to Internet Service Providers	Administration & Support Service	01-Mar-21	100%	completed
		Meet with Internet Service Providers	Administration & Support Service	31-Mar-21	0%	Not sent for approval, as plans layout and design is not finalised. It is being worked on.
Facilitate to create a digital working environment for councils & LGA	Develop & enhance E-council platforms to include all work areas of council & LGA	Develop WDC Registry	Council Digitalization	31-Jan-21	32%	We have informed atoll councils to complete training in islands by end of April, so that it can be implemented in May
		Develop Councillors Registry	Council Digitalization	31-Jan-21	100%	completed
		Develop Task Manager	Council Digitalization	31-Mar-21	0%	This task is being discussed with Admin Section to be cancelled
		Develop Asset Registry	Council Digitalization	31-Jan-21	100%	completed
	Develop a digitalization plan	Draft plan	Council Digitalization	31-Jan-21	100%	completed

		Get Board approval	Council Digitalization	28-Feb-21	0%	Not sent for approval, as plans layout and design is not finalised. It is being worked on.
Develop and integrate health data management systems within health network to enable timely surveillance of diseases, births and deaths, morbidity patterns as well as social determinants of health	Expand digitization of the vital registration system by linking different health care providers	Implement GEMEN to remaining islands	Council Digitalization	31-Jan-21	32%	We have informed atoll councils to complete training in islands by end of April, so that it can be implemented in May

Policy 8: Make local councils accountable and responsible

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Reason for incompleteness
Ensure Implementation of existing policies to make local councils responsible and accountable	Monitor atoll and city councils annually	Prepare Plan and budget for Atoll Council Monitoring	Legal, Monitoring & Investigation	31-Jan-21	100%	
		Review & Finalise Question Paper	Legal, Monitoring & Investigation	31-Jan-21	50%	Requested AGO to get relevant documents to review monitoring questionnaire
Develop mechanisms to make council functioning more efficient	Develop a policy for Councils organisational Structure	Conduct meeting with CSC	policy Planning & International Relations	31-Jan-21	100%	
		Finalise policy	policy Planning & International Relations	28-Feb-21	100%	
		Share policy with councils	policy Planning & International Relations	31-Mar-21	0%	To be shared with councils once new councillors assume office

Ensure smooth transition of councillors elected for fourth term	Facilitate the oath taking ceremony arrangements	Arrange transportation of magistrates	Council Corporate Services	10-Mar-21	50%	Ongoing
		Draft a sample agenda of ceremony	Council Corporate Services	10-Mar-21	100%	Completed
		Ensure the process of oath taking ceremony	Council Corporate Services	10-Mar-21	50%	Ongoing
	Facilitate transitional arrangements of all councils before the 4th term elected councillors take office	Send a letter to remind councils to implement policy on transitional period published by lga	Council Corporate Services	06-Mar-21	100%	Completed
		Revise Transitional period report template	Council Corporate Services	06-Mar-21	100%	Completed
		Share the final report template to councils	Council Corporate Services	06-Mar-21	100%	Completed
		Send a reminder letter to councils to prepare the report and send it back LGA.	Council Corporate Services	06-Mar-21	0%	Ongoing
Establish a mechanism to monitor the reports/plans/statements to be submitted by councils	Monitoring of local councils Annual reports	Prepare a compiled annual report of local councils	policy Planning & International Relations	31-Jan-21	100%	Completed
		Submit report to Peoples Majlis	policy Planning & International Relations	28-Feb-21	100%	Completed

Strengthen institutional capacity of local councils and provide opportunities for human resource development	Develop and deliver orientation programs for newly elected councillors	Draft training module	Training & Advocacy	31-Jan-21	0%	This activity has been moved to Q2
		Finalise training module	Training & Advocacy	28-Feb-21	0%	This activity has been moved to Q2
		Prepare materials	Training & Advocacy	28-Feb-21	0%	This activity has been moved to Q2
	Implement E-council system in local councils to enhance the service delivery and accessibility	Roll out of WDC Registry	Council Digitalization	28-Feb-21	95%	to be rolled out before oath taking of council and WDC members
		Roll out of Councillors Registry	Council Digitalization	28-Feb-21	95%	to be rolled out before oath taking of council and WDC members
		Roll out of Asset Registry	Council Digitalization	28-Feb-21	100%	completed
		Roll out of Loamaafaanu	Council Digitalization	28-Feb-21	100%	completed
	'Conduct communication and conflict resolution online training	Develop module for e-learning portal	Training & Advocacy	31-Jan-21	100%	completed
		Develop video for portal	Training & Advocacy	28-Feb-21	100%	completed
		Launch training module through e-learning platform	Training & Advocacy	31-Mar-21	100%	completed
Establish a mechanism to monitor the reports/plans/statements to be submitted by councils	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) -	Legal, Monitoring & Investigation	31-Mar-21	100%	completed

		February meeting 2021				
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Policy 9: Promote sustainable local economic development (LED)

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Reason for incompletion
Increase knowledge on small scale business opportunities at local level	Create awareness on small scale business ventures that can be carried out with councils at local level and to increase interest / motivation to start income generating activities that are possible to do at local level	Develop video spot	Training & Advocacy	31-Jan-21	0%	This activity has been moved to Q3
		Finalise awareness video spot	Training & Advocacy	28-Feb-21	0%	This activity has been moved to Q3
		Disperse video spot through social media channels	Training & Advocacy	31-Mar-21	0%	This activity has been moved to Q3

Policy 10: Strengthen the performance of local councils through performance monitoring

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Reason for incompletion
Review and revise Staff regulation & policies to improve working environment	Develop and implement staff grievance policy	Draft grievance policy	Human Resources	31-Mar-2021	100%	Completed
		Get comments	Human Resources	31-Mar-2021	0%	Policy is drafted, has to get comment and board approval, due date has been changed to 31st May 2021

		Get approval and implement	Human Resources	31-Mar-2021	0%	Policy is drafted, has to get comment and get board approval
	Publish staff regulation, policies & SAP in LGA website	Finalize Staff Regulation and Policies	Human Resources	28-Feb-2021	65%	Ongoing
Increase technical capacity of staffs	Identify need and provide trainings for staffs to develop staff skills	Identify the gap and do TNA	Human Resources	28-Feb-2021	0%	Due date of activity has been changed to August 2021, as it was decided to carry out the activity in-house rather than hiring an external consultant
Acquire resources essential for work	Conduct an assessment for need & acquire necessary work equipment and machinery	Conduct an assessment	Administration & Support Service	31-Mar-21	90%	all forms are not received
Develop Training Institute	Develop a website of training institute	Develop TOR for website development	Training & Advocacy	28-Feb-21	100%	Completed
	Develop case studies for new council challenges	identify key areas	Training & Advocacy	31-Jan-21	100%	Completed
		Develop 5 video spots on successful council cases	Training & Advocacy	31-Mar-21	0%	Partnering with IRI to develop the videos; Have Identified the areas and sent to IRI
Prepare plans/reports to monitor works at LGA	Establish an Action plan Monitoring system	Prepare a monitoring table for Action plan 2021	Policy Planning & International Relations	02-Jan-21	100%	

		Share with all staff	Policy Planning & International Relations	02-Jan-21	100%	completed
	Conduct staff evaluation on a regular basis	Set targets for staffs to achieve throughout the year-2021	Human Resources	31-Jan-2021	90%	all forms are not received
		Conduct final evaluation for the year-2020	Human Resources	31-Jan-2021	90%	all forms are not received
	Compile Quarterly report for Q4 (2020)	Collect required information from sections	Policy Planning & International Relations	14-Jan-21	100%	
		Compile Report	Policy Planning & International Relations	21-Jan-21	100%	
		Finalise report	Policy Planning & International Relations	31-Jan-21	100%	
		Share with all staffs and media for uploading in website	Policy Planning & International Relations	31-Jan-21	100%	
	Compile LGA Annual Report	Collect required information	Administration & Support Service	31-Jan-21	100%	completed
		Compile Report	Administration & Support Service	28-Feb-21	100%	completed
		Share with relevant stakeholders	Administration & Support Service	31-Mar-21	100%	completed

Compile Financial statements of LGA	Compile Financial statements of LGA	Finance	15-Mar-21	100%	Completed
	Share with relevant stakeholders	Finance	15-Mar-21	100%	Completed
Compile LGA club annual report	Compile Report	LGA Club	31-Jan-21	100%	Completed
	Share with relevant stakeholders	LGA Club	28-Feb-21	100%	Completed
Compile Financial statements of LGA Club	Compile Financial statements of LGA Club	LGA Club	31-Jan-21	100%	Completed
	Share with relevant stakeholders	LGA Club	28-Feb-21	100%	Completed

Policy 11: Strengthen the performance of local councils through performance monitoring

Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Reason for incompleteness
Calculate and publish performance index 2019 & 2020 results	Publish Reviewed Questionnaire and inform councils	Review Existing Atoll & Island Council Questionnaire	Legal, Monitoring & Investigation	31-Mar-21	50%	2019 Performance Index result is calculated and published, 2020 PI yet to be started
			Legal, Monitoring & Investigation	31-Mar-21	0%	Yet to be started
		Finalise Atoll/Island Council	Legal, Monitoring & Investigation	31-Mar-21	0%	Yet to be started

		Question naire				
		Share PI Question naire and Handboo k with councils	Legal, Monitoring & Investigation	31-Mar-21	0%	Yet to be started
	Public awareness through Media	Prepare Messages for Posters According to Weekly Themes	Legal, Monitoring & Investigation	31-Mar-21	0%	Yet to be started

Policy 12: The local Governance System is reviewed and strengthened

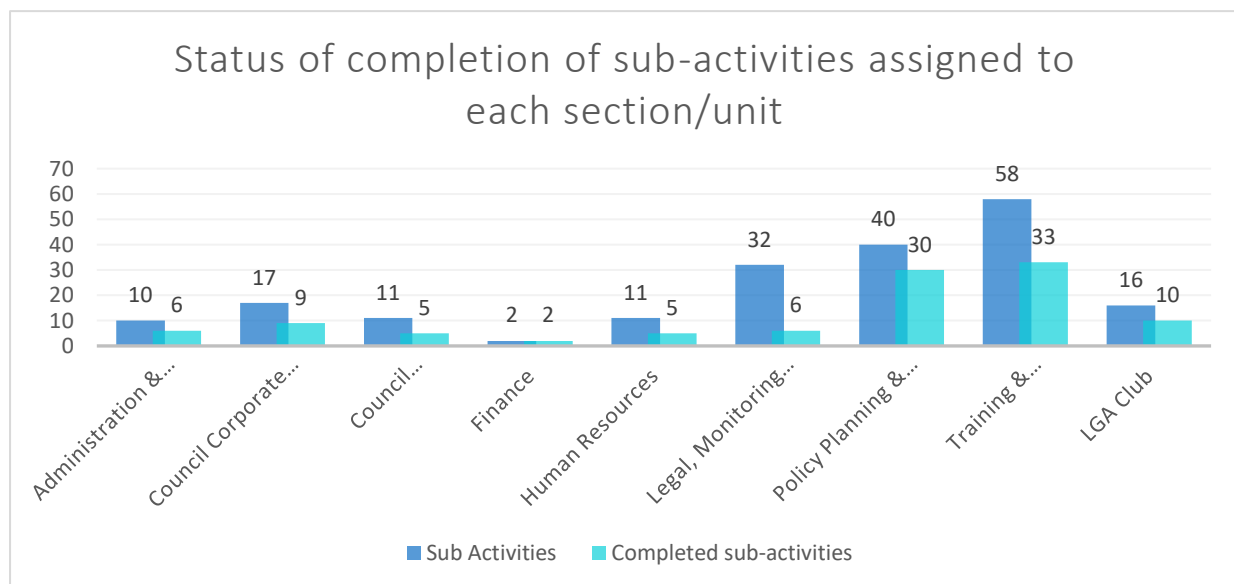
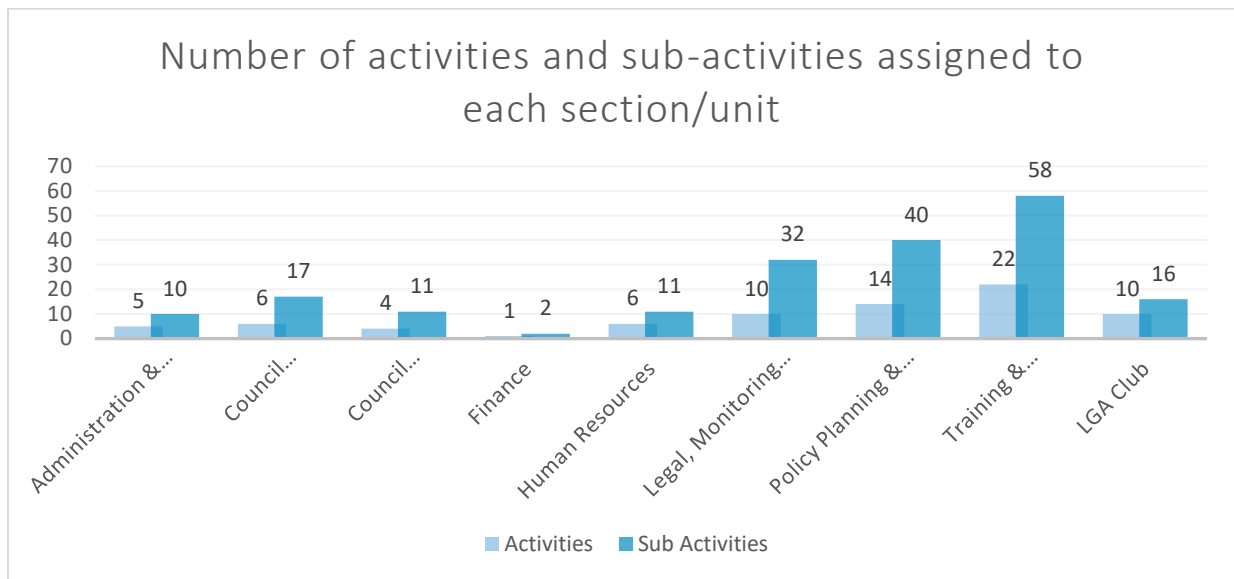
Strategic Activity	Activities	Sub-Activities	Responsible Division/Section	Due Date	Percentage Completed	Reason for incompletion
Celebrate Governance day	Celebrate Governance day	prepare a plan to celebrate governan ce day	Policy Planning & International Relations	31-Jan-21	100%	
		Arrange logistics to celebrate governan ce day	Policy Planning & International Relations	28-Feb-21	100%	
		Celebrate governan ce day	Policy Planning & International Relations	28-Feb-21	100%	
Strengthen Decentralization & local governance in Maldives	Conduct researches for policy recommendat ions to strengthen Decentralizati on system	Develop policy recomme ndation paper for State House	Policy Planning & International Relations	31-Jan-21	100%	
		Develop policy recomme ndation	Policy Planning & International Relations	28-Feb-21	100%	

		paper for community Centres				
		Develop policy recommendation paper for LGA Decentralizing	Policy Planning & International Relations	31-Mar-21	100%	
		Share recommendation paper with relevant authorities	Policy Planning & International Relations	31-Mar-21	0%	
Increase knowledge, awareness and evidence to support advocacy on local governance	Facilitate dialogues with general public and relevant institutions on decentralisation and good governance	Conduct 'Ilmee Foavahi' in collaboration with MNU	Policy Planning & International Relations	28-Feb-21	0%	Postponed due to Covid situation
	Conduct research and performance reviews / impact evaluations on the functioning of decentralisation system	Conduct research	Policy Planning & International Relations	31-Jan-21	40%	Questionnaire developed in collaboration with IRI
		Prepare research paper	Policy Planning & International Relations	28-Feb-21	0%	Research work not started
		Finalise & share research paper with relevant institutions	Policy Planning & International Relations	31-Mar-21	0%	Research work not started
	Conduct forums / seminars on decentralisation and good governance	Develop a concept paper	Policy Planning & International Relations	31-Jan-21	100%	
		Share concept paper with Funding	Policy Planning & International Relations	31-Jan-21	100%	

		organisations				
		Develop a plan	Policy Planning & International Relations	28-Feb-21	100%	
		Arrange logistics	Policy Planning & International Relations	31-Mar-21	100%	
		Conduct forum	Policy Planning & International Relations	31-Mar-21	100%	
All Land Use Plans of local councils finalized and approved	Assist councils to develop and approve Land Use Plans of local islands	Develop a ToR	Policy Planning & International Relations	31-Jan-21	100%	
		Hire a consultant	Policy Planning & International Relations	28-Feb-21	0%	TOR is not yet finalised
Update the existing handbook of councillors to incorporate the changes to the Decentralization Act.	Review and revise councillors handbook	Review councillors handbook	policy Planning & International Relations	31-Jan-21	100%	
		print handbook for dissemination	policy Planning & International Relations	28-Feb-21	50%	Layout designing not complete
		publish revised councillors handbooks	policy Planning & International Relations	31-Mar-21	0%	Layout designing not complete

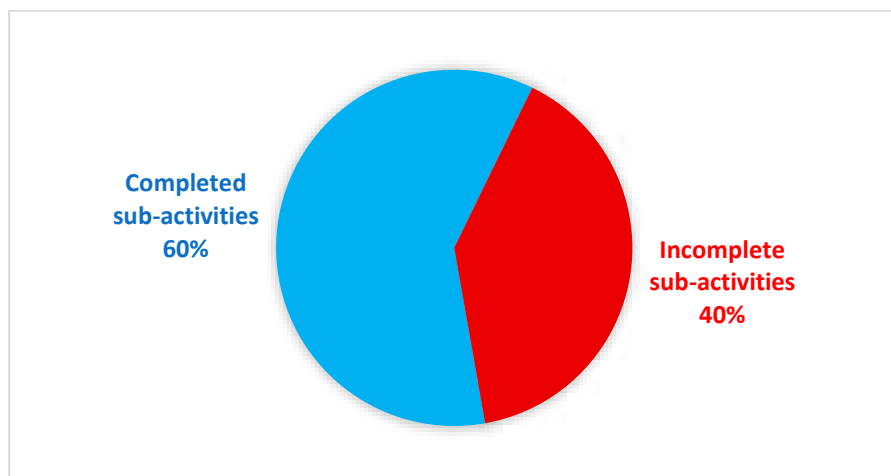
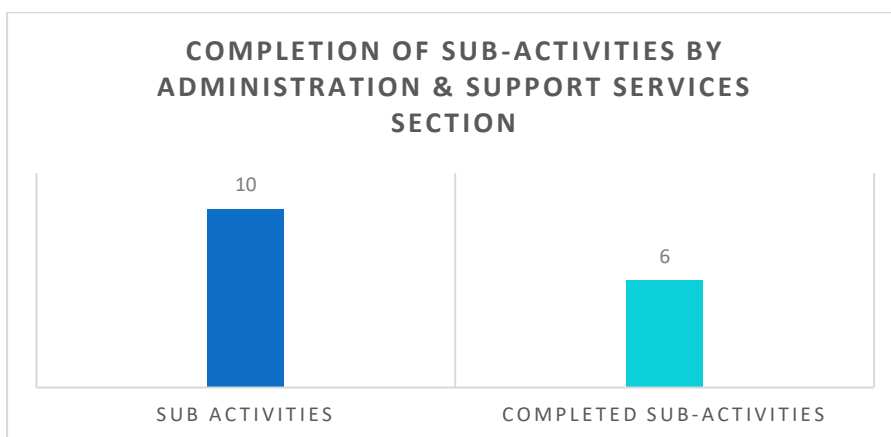
Activities and sub-activities assigned to sections/units

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.



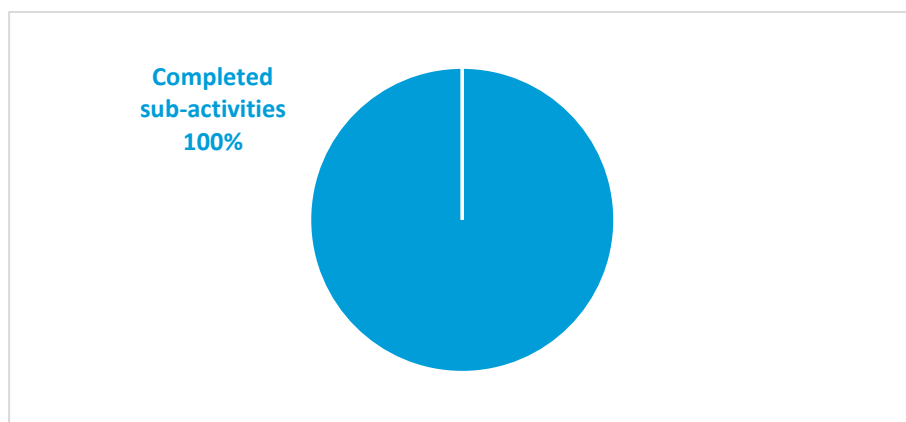
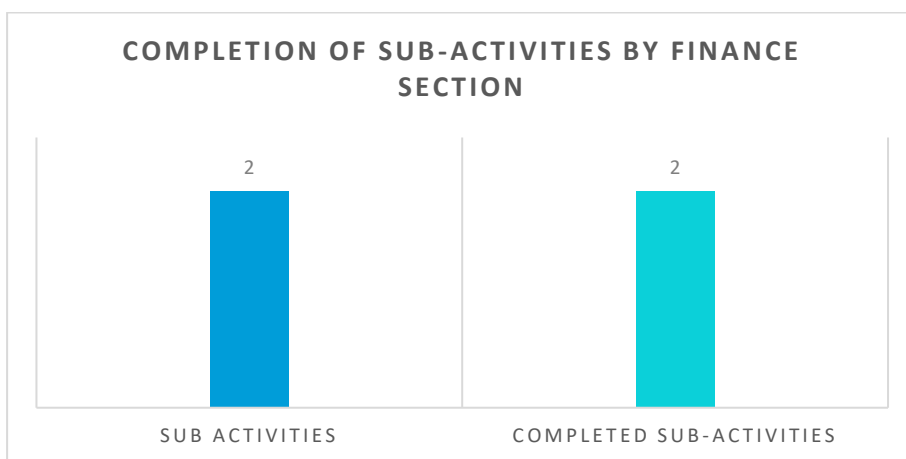
Administration & Support Service Section

During the quarter 1 of 2021 Administration & Support Service Section has completed 60% of the sub-activities assigned to be completed by 31st March 2021. However, 40% of the sub-activities remained incomplete due to various reasons. Details of completion of sub-activities by Administration & Support Service Section is given in the chart below.



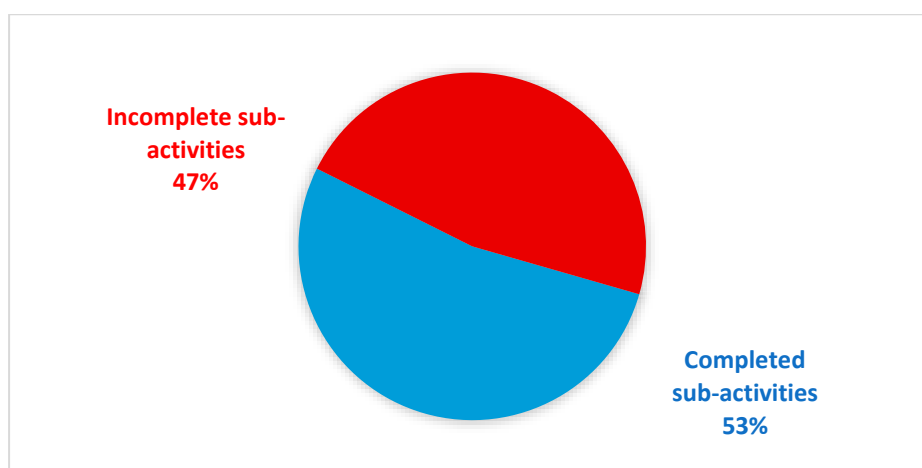
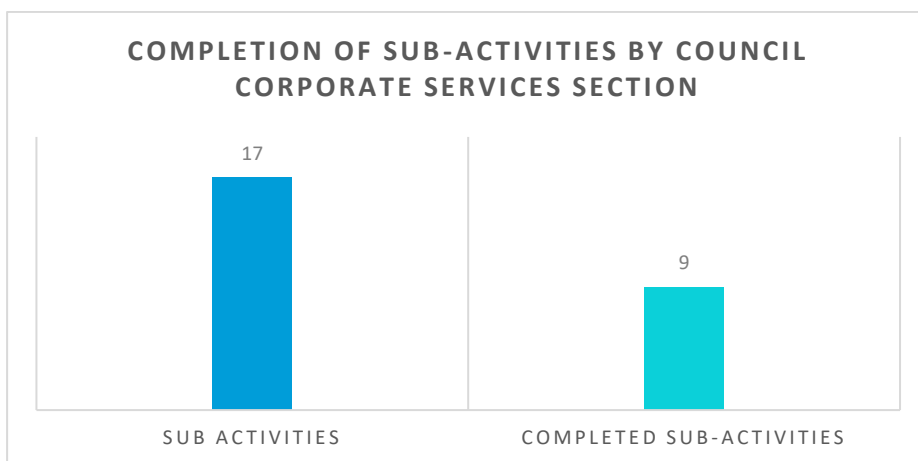
Finance Section

During the quarter 1 of 2021, Finance Section has completed 100% of the sub-activities assigned to be completed by 31st March 2021. Details of completion of sub-activities by Finance Section is given in the chart below.



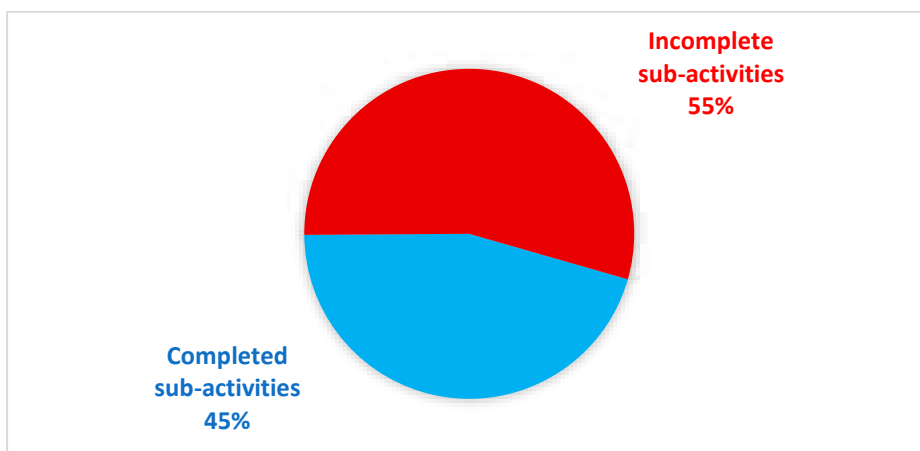
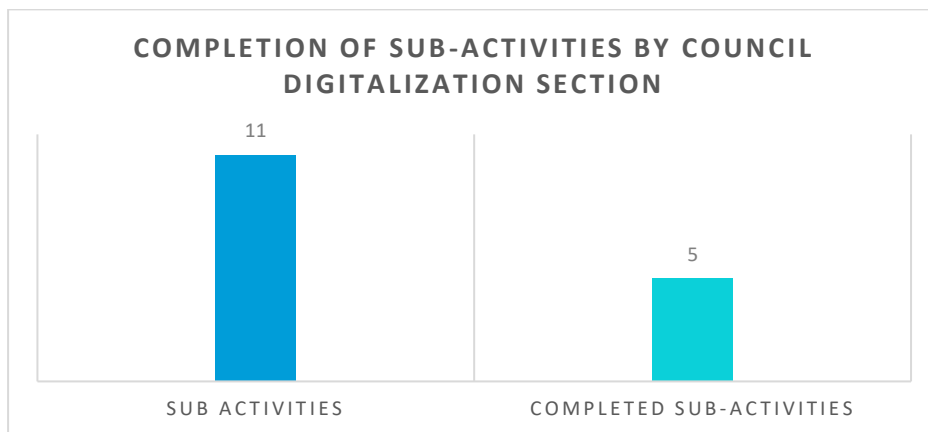
Council Corporate Services Section

During the quarter 1 of 2021 Council Corporate Services Section has completed 41% of the sub-activities assigned to be completed by 31st March 2021. However, 59% of the sub-activities remained incomplete due to various reasons. Details of completion of sub-activities by Council Corporate Services Section is given in the chart below.



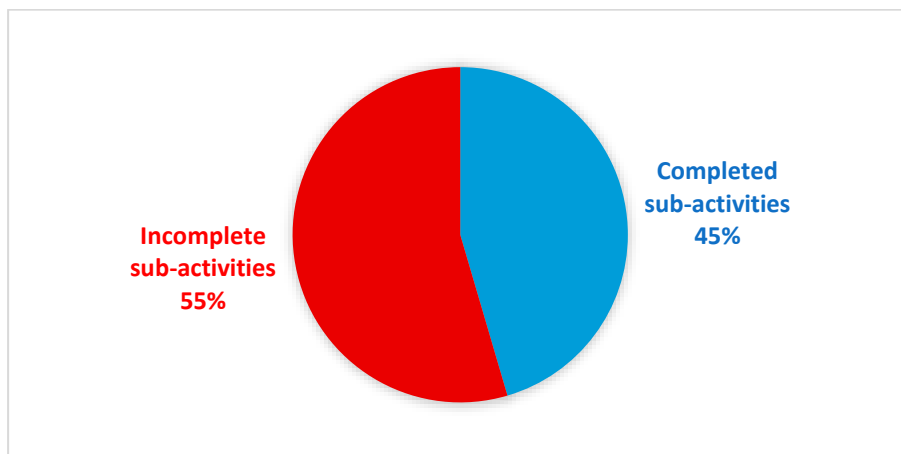
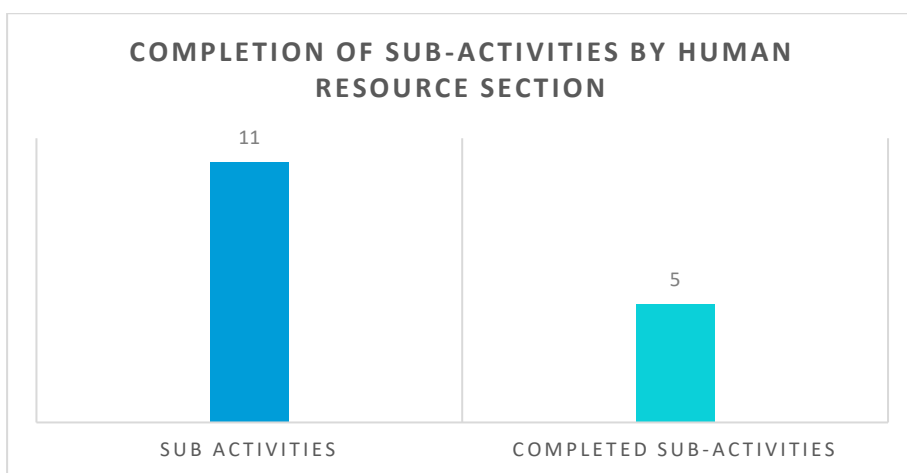
Council Digitalisation Section

During the quarter 1 of 2021 Council Digitalisation Section has completed 45% of the sub-activities assigned to be completed by 31st March 2021. However, 55% of the sub-activities remained incomplete due to various reasons. Details of completion of sub-activities by Council Digitalisation Section is given in the chart below.



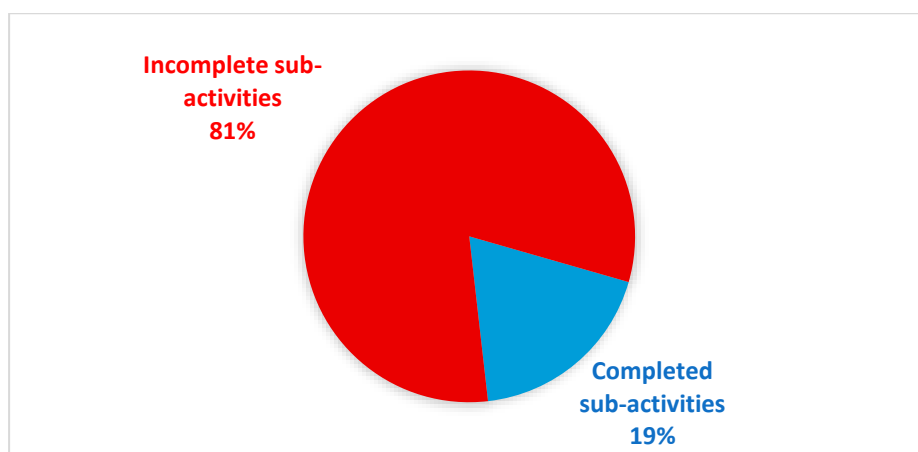
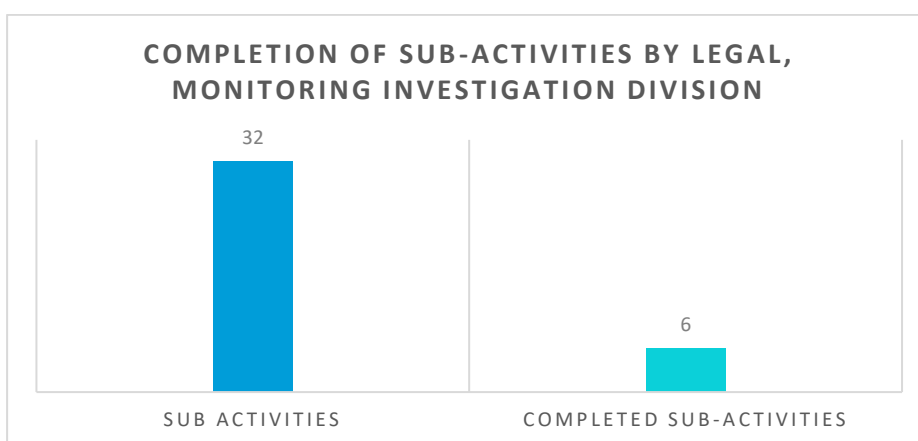
Human Resources Section

During the quarter 1 of 2021 Human Resource Section has completed 45% of the sub-activities assigned to be completed by 31st March 2021. However, 55% of the sub-activities remained incomplete due to various reasons. Details of completion of sub-activities by Human Resource Section is given in the chart below.



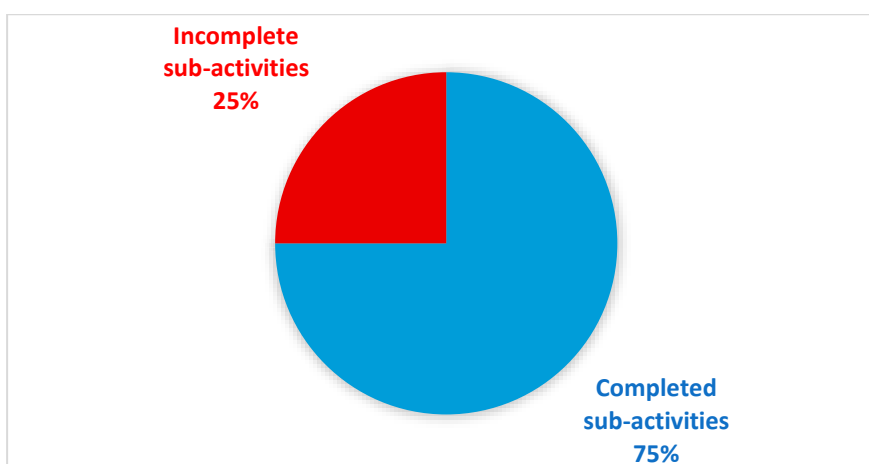
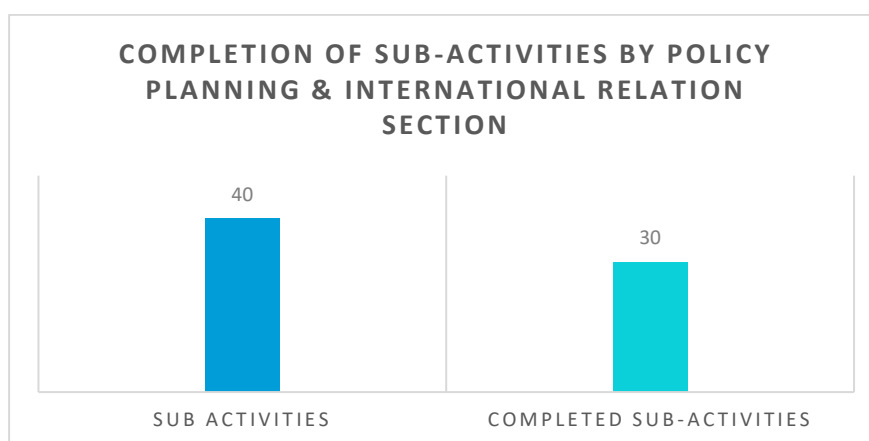
Legal , Monitoring & Investigation Division

During the quarter 1 of 2021 Legal, Monitoring and Investigation Section has completed 19% of the sub-activities assigned to be completed by 31st March 2021. However, 81% 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.



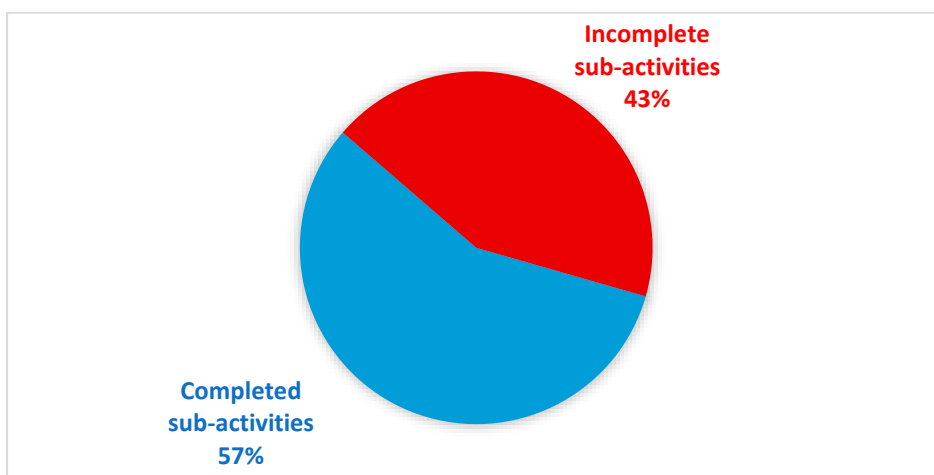
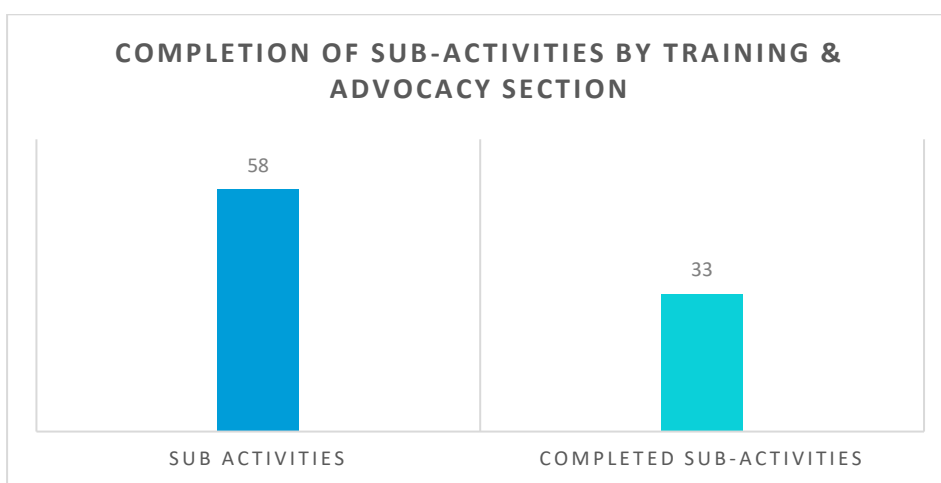
Policy Planning & International Relations Section

During the quarter 1 of 2021 policy planning and international relations section has completed 70% of the sub-activities assigned to be completed by 31st March 2021. However, 30% 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 1 of 2021 Training & Advocacy Section has completed 57% of the sub-activities assigned to be completed by 31st March 2021. However, 43% 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 1 of 2021 LGA Club has completed 62% of the sub-activities assigned to be completed by 31st March 2021. However, 38% 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.

