

# Quarterly Report

## 2018

# 3

**Local Government Authority**

**Male' / Maldives**



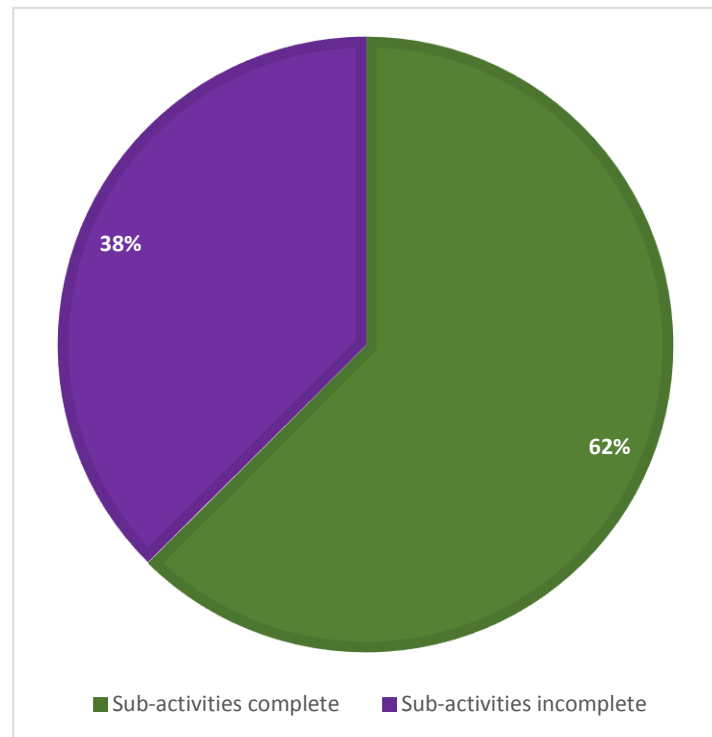
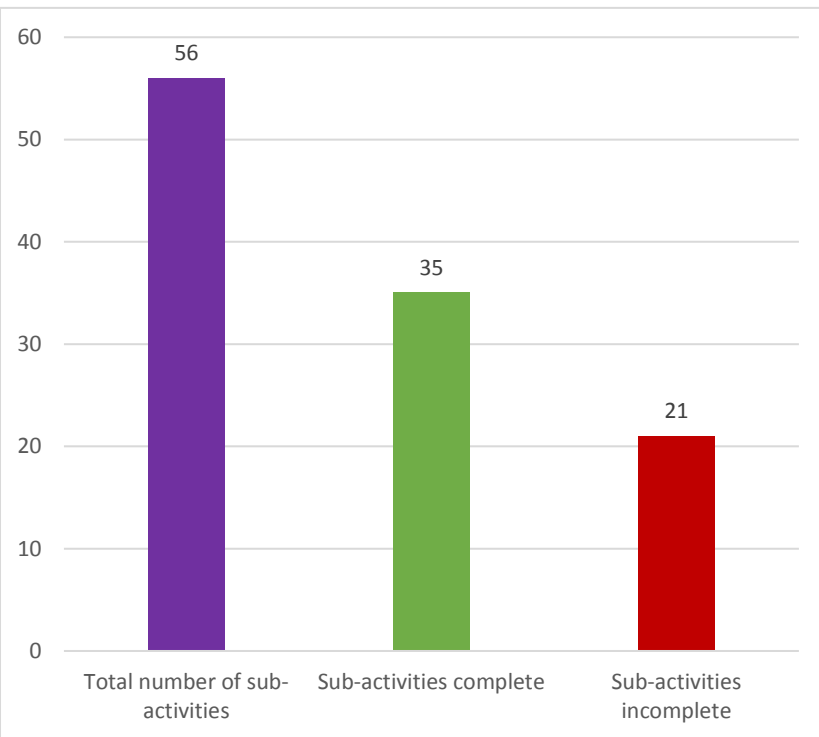
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## INTRODUCTION

As part of the monitoring and evaluation mechanism established to monitor the quarterly implementation of the activities and sub activities of the work plan 2018, this report highlights the implementation status of activities and sub activities set forth in the third quarter of 2018. The duration of quarter three is from 1<sup>st</sup> July to 30<sup>th</sup> September 2018. During this quarter a total of 23 activities and 56 sub-activities were to be carried out to achieve 07 outcomes. Out of the total sub-activities to be completed in the third quarter, 35 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 2018

### Outcome 1: Ensure fiscal decentralization; and assist local councils in creating vibrant local economies

Activities	Sub-Activities	Responsible Division/Section	Due Date	Completed Percentage (%)	Remarks
<b>Conduct skill development programmes at atoll level</b>	Conduct skill development programmes at atoll level-3	Training & Advocacy	30-Sep-18	100	
<b>Create awareness on the importance of collaborating the government in delivering municipal services.</b>	Develop materials	Training & Advocacy	30-Aug-18	100	
	Develop a plan to conduct online sessions	Training & Advocacy	30-Aug-18	100	
<b>Work with government and stakeholders to devolve the powers guaranteed by Decentralization Act</b>	Conduct meetings to Work with government and stakeholders to devolve the powers guaranteed by Decentralization Act	Policy Planning & International Relations	31-Jul-18	0	Task incomplete due to pending approval of relevant policy papers by board

Outcome 2 : Make local councils accountable and responsible					
Activities	Sub-Activities	Responsible Division/Section	Due Date	Completed Percentage (%)	Remarks
<b>Review the existing legal framework to strengthen local governance system</b>	Implement new changes	Legal and investigation	30-Sep-18	0	Activity postponed to 2019
<b>Review and revise existing Municipal Regulation Templates</b>	Finalize regulation 3	Legal and investigation	31-Jul-18	0	Pending relevant ministries comments
	Share regulation 3 with councils for gazetting	Legal and investigation	31-Jul-18	0	
	Draft revised municipal regulations - regulation 4	Legal and investigation	31-Jul-18	0	
	Finalize regulation 4	Legal and investigation	30-Aug-18	0	
	Share with councils for gazetting	Legal and investigation	30-Aug-18	0	
	Draft revised municipal regulations - regulation 5	Legal and investigation	30-Aug-18	0	
	Finalize regulation 5	Legal and investigation	30-Sep-18	0	
	Share regulation 5 with councils for gazetting	Legal and investigation	30-Sep-18	0	
	Draft revised municipal regulations - regulation 6	Legal and investigation	30-Sep-18	0	
<b>Review and revise policies on disciplinary matters of councilors</b>	Finalize policies on disciplinary matters of councilors and share with councils	Legal and investigation	30-Aug-18	0	Incomplete as discussion meeting with Board not carried out
<b>Increase awareness about the importance of submitting the mandatory reports</b>	Develop media report for 6 months reports	Monitoring & evaluation	31-Jul-18	100	
	Publish media report for 6 months report	Monitoring & evaluation	31-Jul-18	100	
	Develop media report for council work plans	Monitoring & evaluation	15-Aug-18	100	
	Publish media report for council work plans	Monitoring & evaluation	15-Aug-18	100	

### Outcome 3: Build trust among citizens and Government for the local governance system

Activities	Sub-Activities	Responsible Division/Section	Due Date	Completed Percentage (%)	Remarks
<b>Develop SOPs to strengthen administrative functions of councils</b>	Draft SOPs	Policy Planning & International Relations	30-Jul-18	100	
<b>Establish a mechanism for community participation in councils general meetings</b>	Draft a policy for community participation in council's general meetings	Policy Planning & International Relations	31-Aug-18	100	
	Get comments for the policy & finalize Policy	Policy Planning & International Relations	30-Sep-18	0	Pending board approval
<b>Develop and publish a service charter on service delivery of councils.</b>	Identify areas to develop SOP service charter	Policy Planning & International Relations	30-Sep-18	100	

<b>Outcome 4: Strengthen Local Government Authority</b>					
<b>Activities</b>	<b>Sub-Activities</b>	<b>Responsible Division/Section</b>	<b>Due Date</b>	<b>Completed Percentage (%)</b>	<b>Remarks</b>
<b>Conduct staff evaluation on a regular basis</b>	Conduct mid-term review for all staffs-2018	Human resources	31-Aug-18	100	
<b>Compile quarterly report for Q2</b>	Collect required information from sections	Policy Planning & International Relations	10-Jul-18	100	
	Compile Report	Policy Planning & International Relations	20-Jul-18	100	
	Finalize report	Policy Planning & International Relations	31-Jul-18	100	
	Share with all staffs and media for uploading in website	Policy Planning & International Relations	31-Jul-18	100	
<b>Develop LGA budget for 2019</b>	Develop LGA budget for 2019	Finance	31-Aug-18	100	
<b>Conduct board meetings</b>	Conduct Board Meeting 7	Bureau	31-Jul-18	0	Unavailability of board members to achieve a quorum after verbal query
	Conduct Board Meeting 8	Bureau	31-Aug-18	0	Unavailability of board members to achieve a quorum after verbal query
	Conduct Board Meeting 9	Bureau	30-Sep-18	0	Unavailability of board members to achieve a quorum after verbal query

**Outcome 5 : The local Governance System is reviewed and strengthened**

<b>Activities</b>	<b>Sub-Activities</b>	<b>Responsible Division/Section</b>	<b>Due Date</b>	<b>Completed Percentage (%)</b>
<b>Assist to develop and propose PSIP project for local councils</b>	Develop and propose projects	Project management	31-Jul-18	100
<b>Develop PSIP projects for LGA</b>	Develop and propose projects	Project management	31-Jul-18	100



**Outcome 6: Strengthen the performance of local councils through performance monitoring**

<b>Activities</b>	<b>Sub-Activities</b>	<b>Responsible Division/Section</b>	<b>Due Date</b>	<b>Completed Percentage (%)</b>
<b>Public awareness through Media</b>	Prepare media awareness plan	monitoring & evaluation	30-Sep-18	100
<b>Conduct trainings for LGA staffs</b>	Conduct staff trainings	monitoring & evaluation	30-Sep-18	100
<b>Calculate CPI and Rank Councils</b>	Enter CPI Data	monitoring & evaluation	30-08-18	100
	Finalize data entry sheets	monitoring & evaluation	30-Sep-18	100
	Prepare Database	monitoring & evaluation	30-Sep-18	100

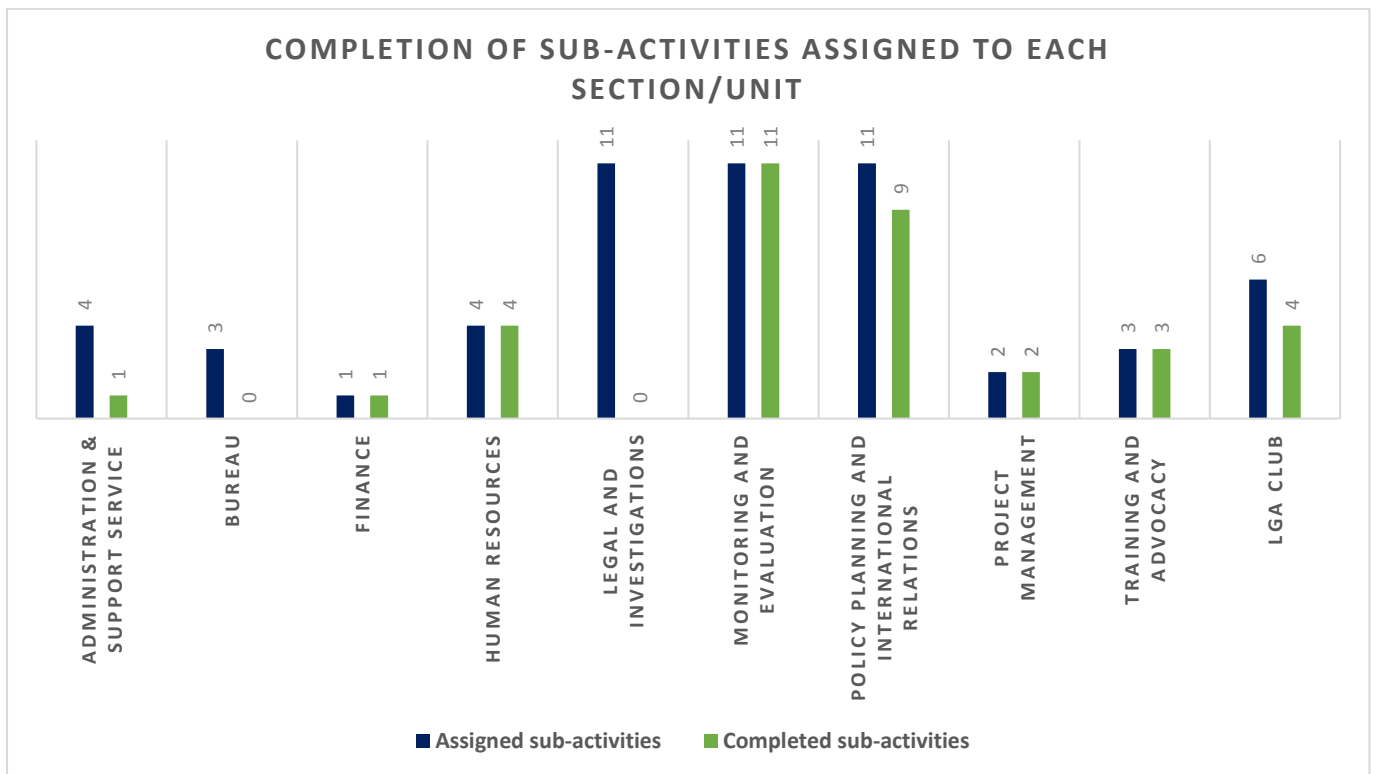
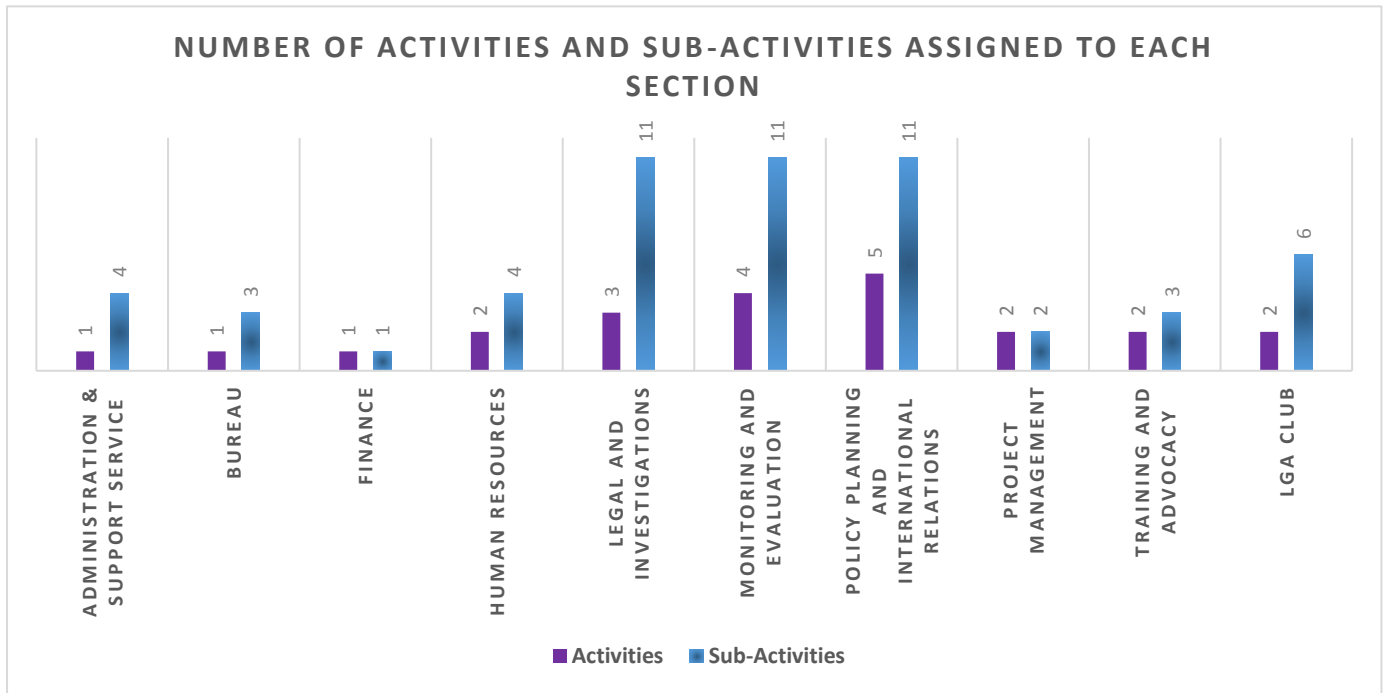
**Outcome 7 : Staff activities carried out to create a better work environment among staffs**

Activities	Sub-Activities	Responsible Division/Section	Due Date	Completed Percentage (%)	Remarks
<b>Conduct monthly staff meetings</b>	Conduct Monthly Assembly 7/ staff birthday celebration	Human resources	15-Jul-18	100	
	Conduct Monthly Assembly 8 / staff birthday celebration	Human resources	15-Aug-18	100	
	Conduct Monthly Assembly 9 / staff birthday celebration	Human resources	16-Sep-18	100	
<b>Celebrate LGA anniversary and governance day</b>	Arrange logistics to celebrate LGA anniversary & governance day	Administration & support service	31-Aug-18	0	No Budget. Sponsor proposals sent to Dhiraagu and Fuel Supply Maldives.
	Arrange logistics for Kangathi award	Administration & support service	31-Aug-18	0	No Budget. Sponsor proposals sent to Dhiraagu and Fuel Supply Maldives.
	Conduct 360 evaluation for staff award	Administration & support service	31-Aug-18	100	
	Conduct function to celebrate LGA anniversary and governance day	Administration & support service	31-Aug-18	0	No Budget. Sponsor proposals sent to Dhiraagu and Fuel Supply Maldives.

<b>Conduct monthly LGA Club executive committee meetings</b>	Conduct monthly LGA Club executive committee meeting 7	LGA Club	31-Jul-18	100	
	Conduct monthly LGA Club executive committee meeting 8	LGA Club	31-Aug-18	100	
	Conduct monthly LGA Club executive committee meeting 9	LGA Club	30-Sep-18	100	
<b>Conduct team building activities among staff (LGA Club)</b>	Cleaning program / Tree plantation program	LGA Club	31-Jul-18	0	Activity delayed to Q4 as it is planned to hold with combination to year end trip
	Blood donating camp	LGA Club	30-Sep-18	0	Activity delayed to Q4
	BBQ in Hulhumale'	LGA Club	31-Aug-18	100	

## STATUS OF ACTIVITIES AND SUB-ACTIVITIES COMPLETED BY SECTIONS/UNITS IN THE THIRD QUARTER

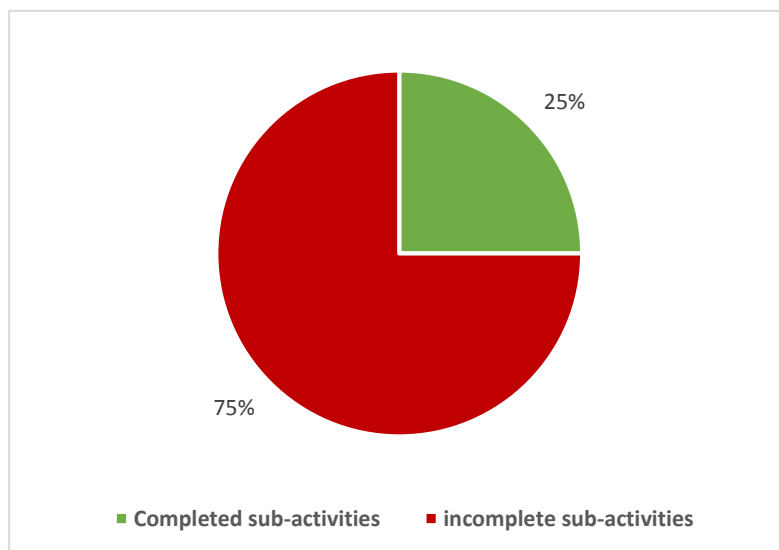
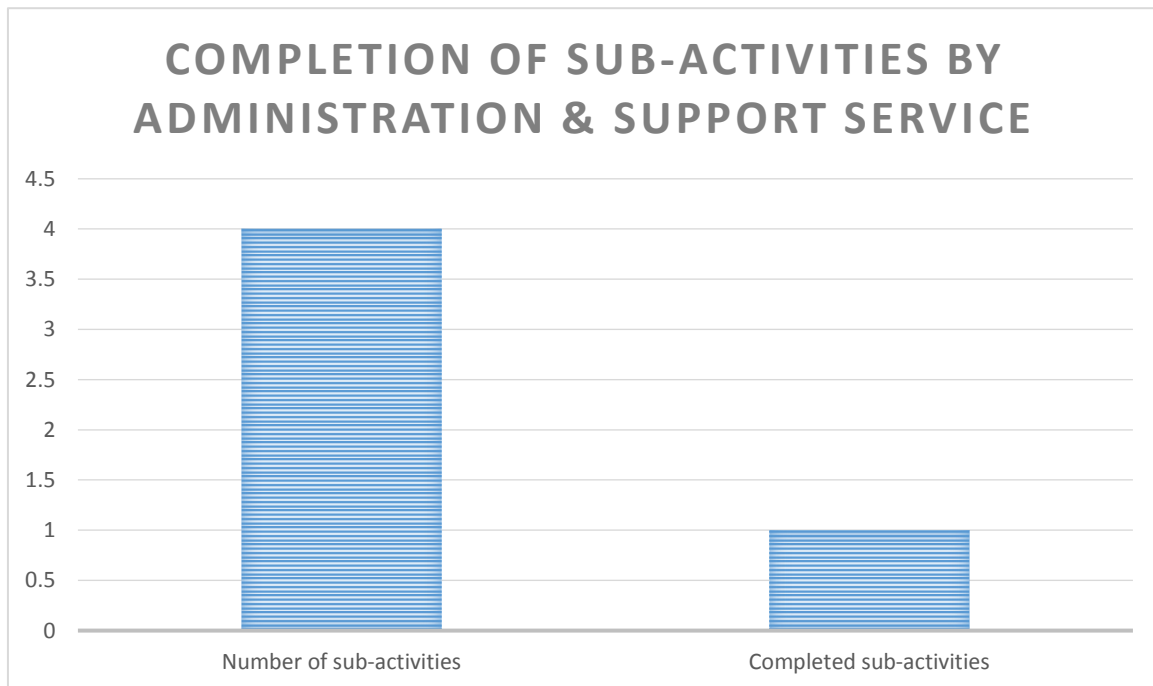
The chart below shows the number of activities and sub-activities assigned to section/unit(s). Details of status of the sub-activities of each section/unit are given under activities completed per section/unit.



## ACTIVITIES COMPLETED PER SECTION/UNIT

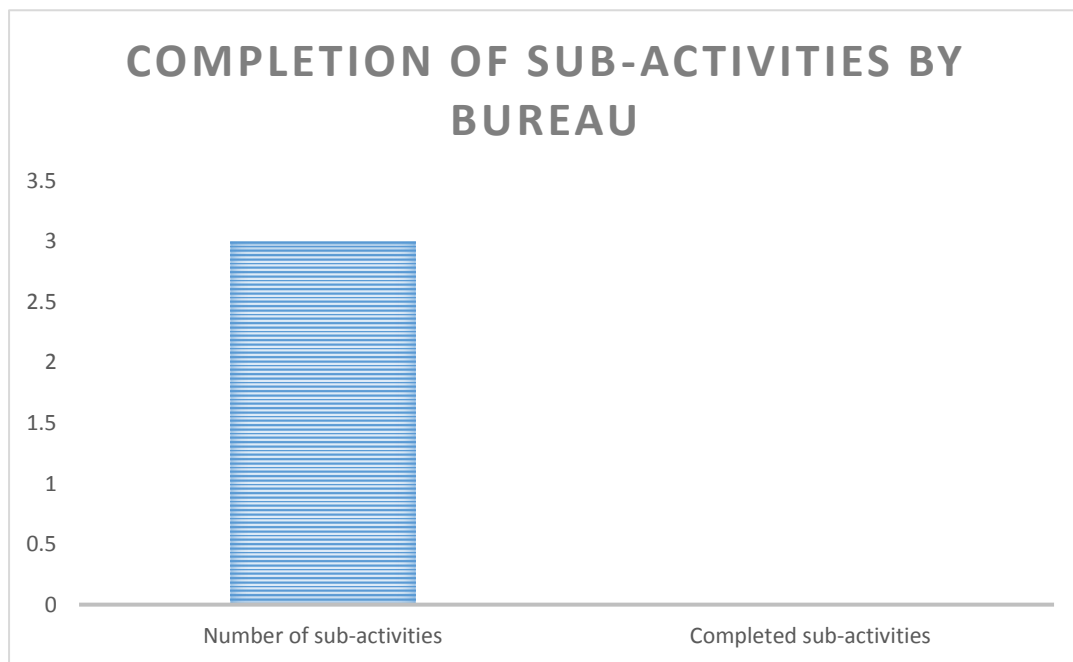
### Administration & Support Service Section

During the quarter 3 of 2018 administration and support service section has completed 25% of the sub-activities assigned to be completed by 30 September 2018. However, 75% 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.



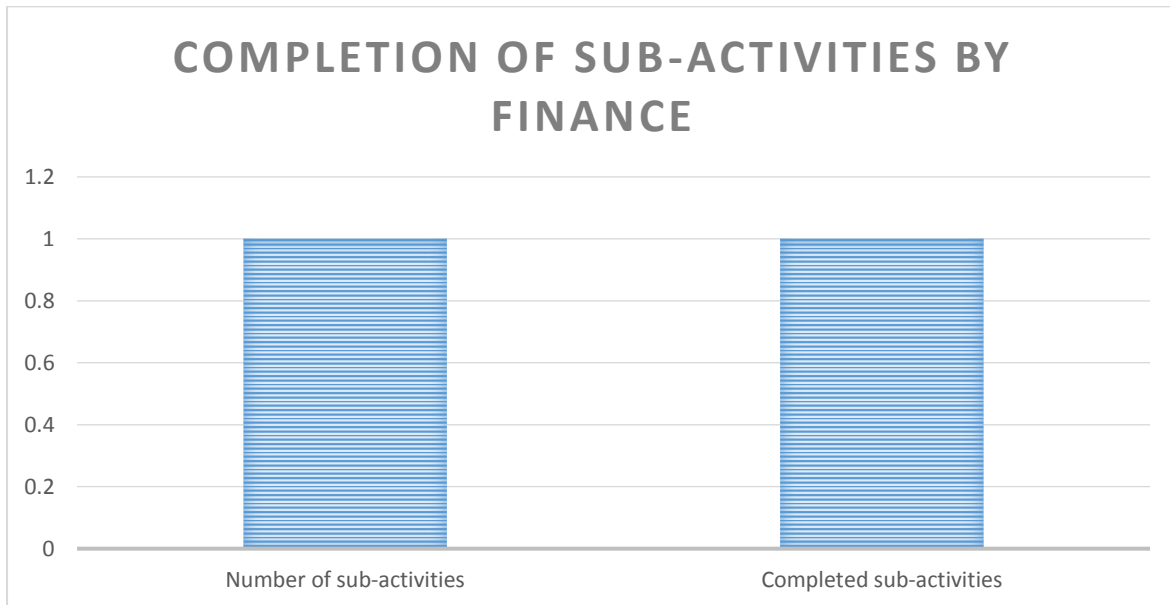
**Bureau**

During the quarter 3 of 2018 Bureau has not completed any of the sub-activities assigned (conducting board meetings) to be completed by 30 September 2018 due to unavailability of board members to achieve a quorum after verbal query.



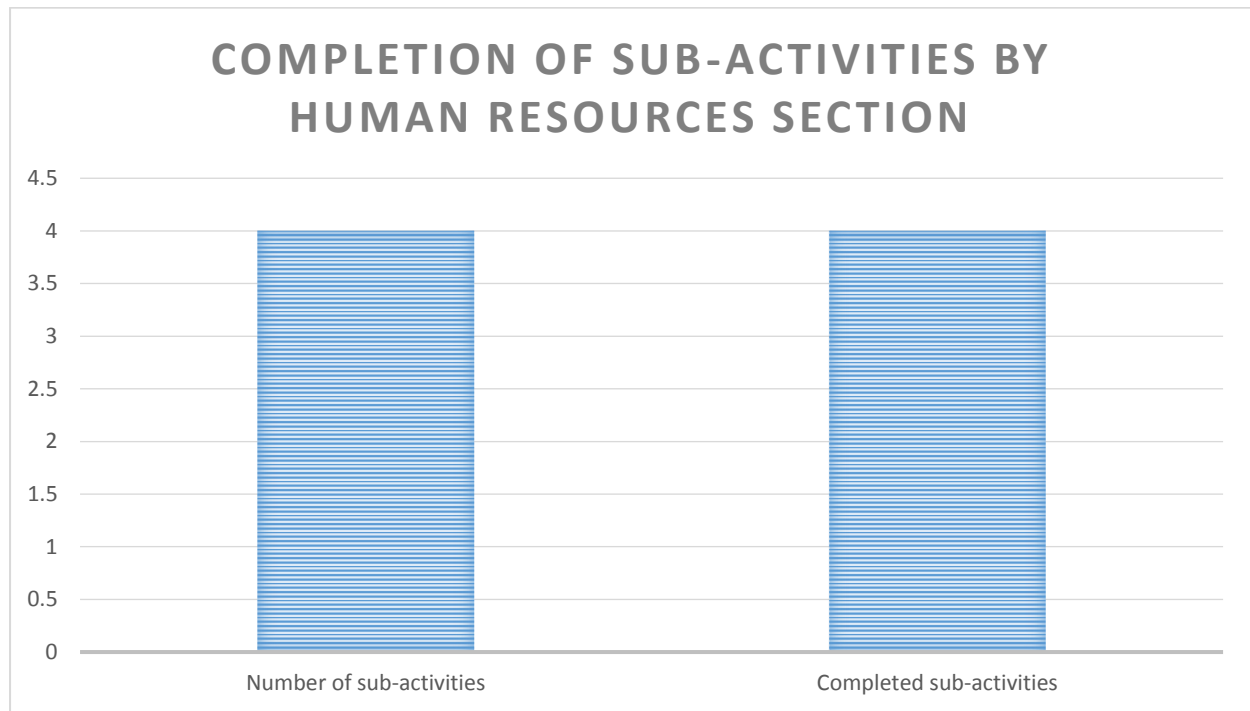
## Finance Section

During the quarter 3 of 2018 finance section has completed 100% of the sub-activities assigned to be completed by 30 September 2018. Details of completion of sub-activities by finance section is given in the chart below.



## Human Resources Section

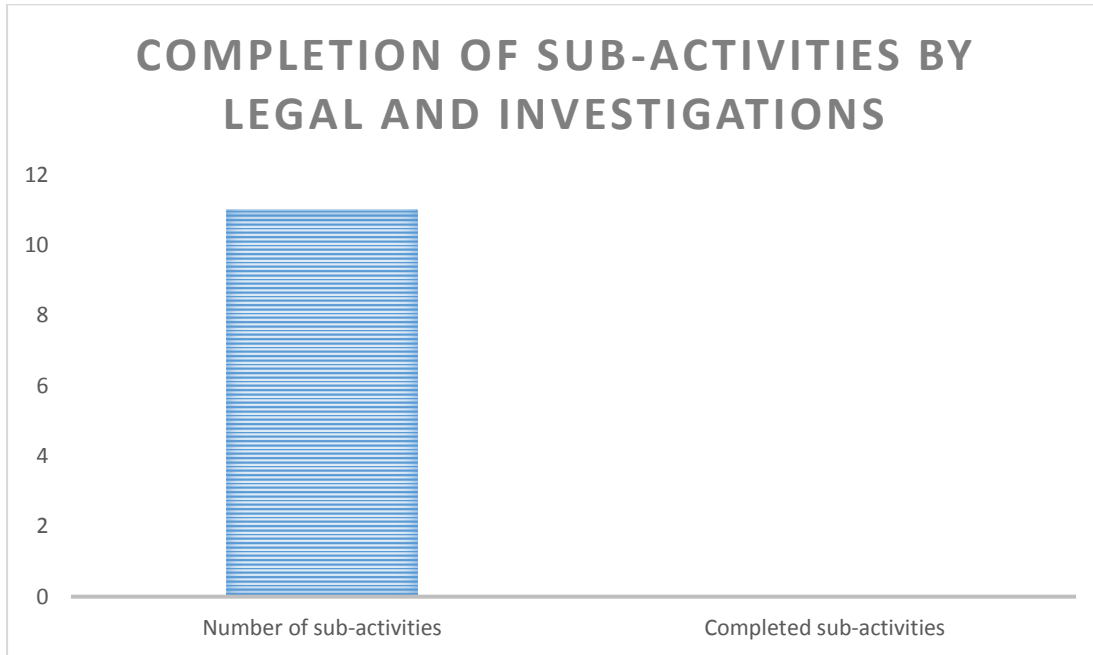
During the quarter 3 of 2018 human resource section has completed 100% of the sub-activities assigned to be completed by 30 September 2018. Details of completion of sub-activities by human resource section is given in the chart below.





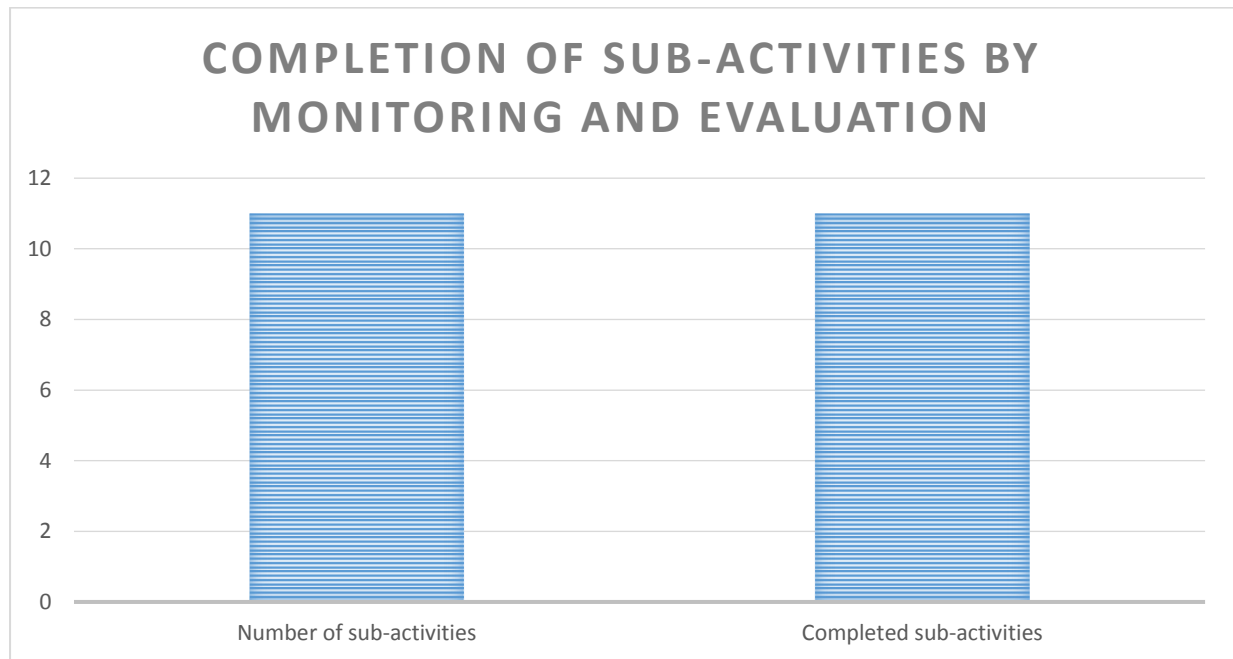
## Legal & Investigation Division

During the quarter 3 of 2018 legal and investigation division has not completed any of the sub-activities assigned to be completed by 30 September 2018 due to various reasons.



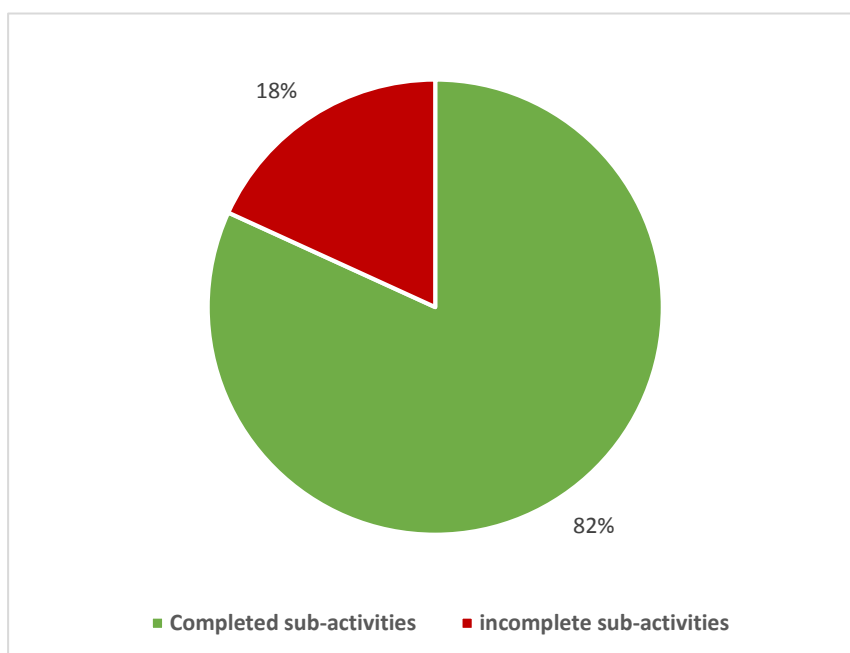
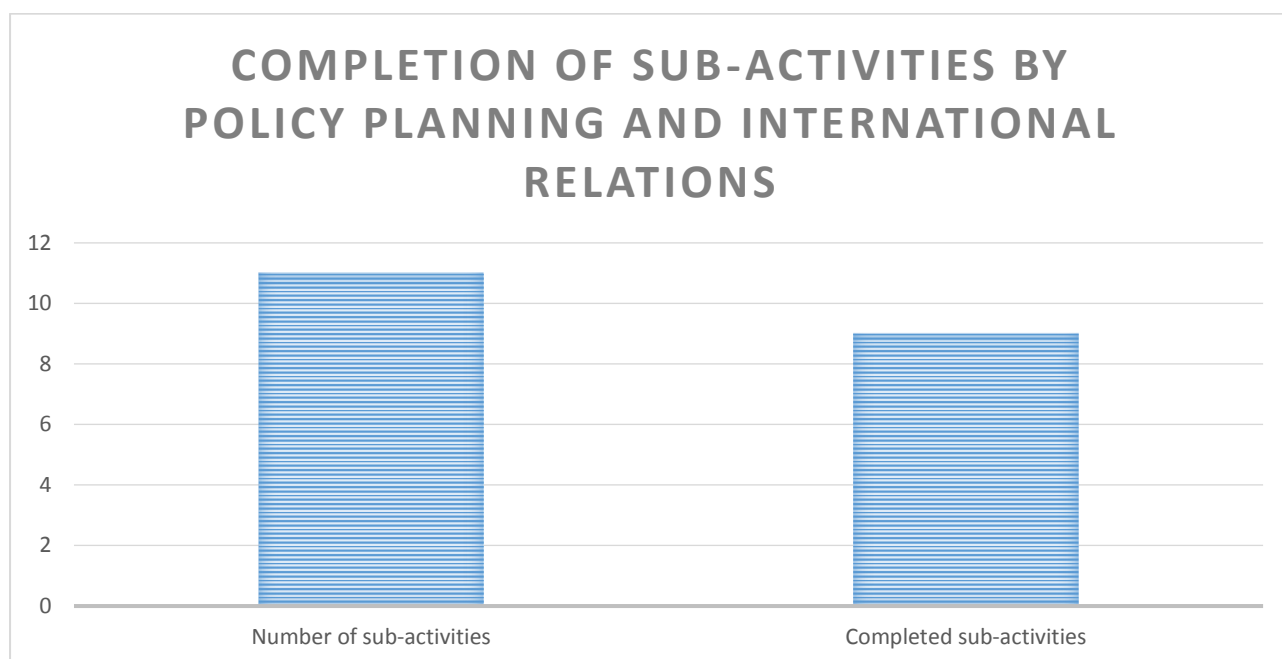
## Monitoring & Evaluation Section

During the quarter 3 of 2018 monitoring and evaluation section has completed 100% of the sub-activities assigned to be completed by 30 September 2018. Details of completion of sub-activities by monitoring and evaluation section is given in the chart below.



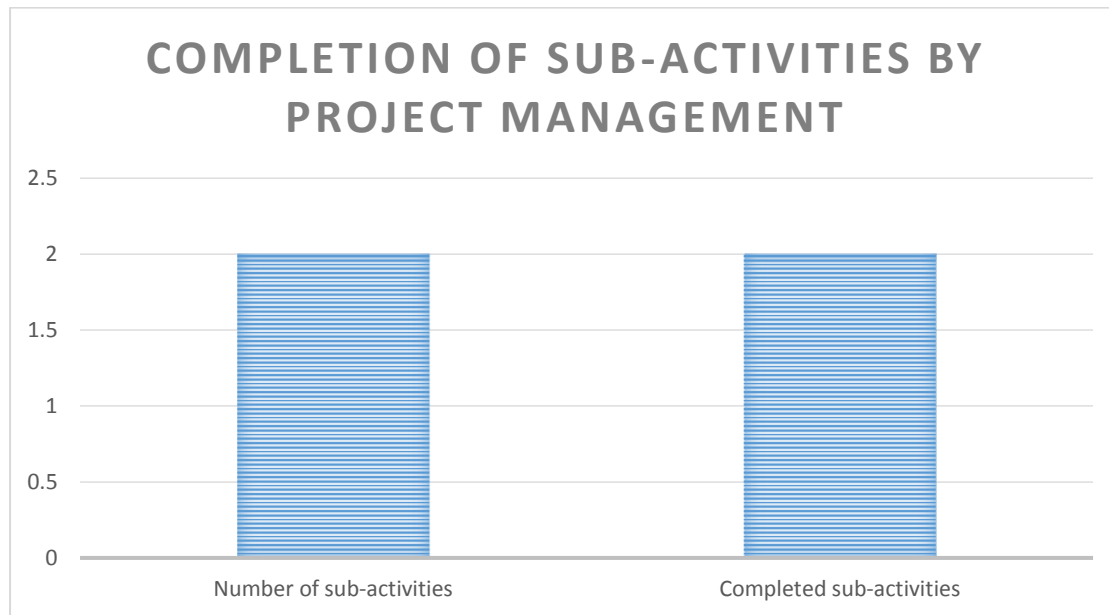
## Policy Planning & International Relations Section

During the quarter 3 of 2018 policy planning and international relations section has completed 82% of the sub-activities assigned to be completed by 30 September 2018. However, 18% 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.



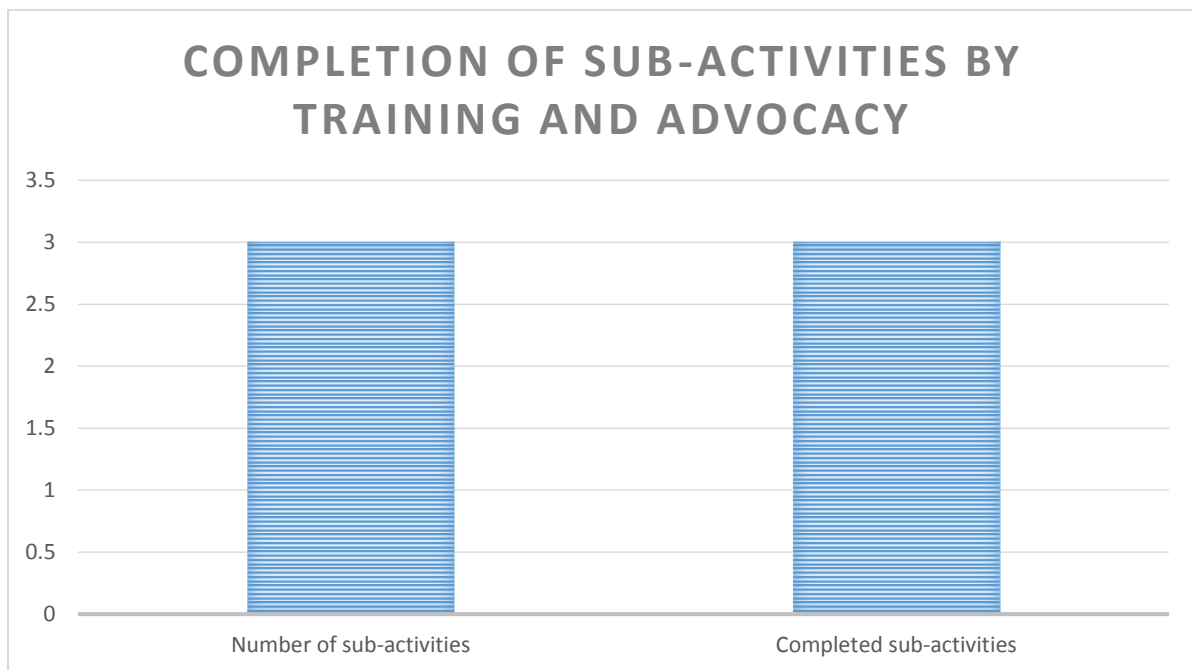
## **Project Management Section**

During the quarter 3 of 2018 project management section has completed 100% of the sub-activities assigned to be completed by 30 September 2018. Details of completion of sub-activities by project management section is given in the chart below.



## Training & Advocacy Section

During the quarter 3 of 2018 training and advocacy section has completed 100% of the sub-activities assigned to be completed by 30 September 2018. Details of completion of sub-activities by training and advocacy section is given in the chart below.



## LGA CLUB

During the quarter 3 of 2018 LGA Club has completed 67% of the sub-activities assigned to be completed by 30 September 2018. 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.

