

**PROCESS REPORT:
NAMAYINGO DISTRICT LOCAL GOVERNMENT
The WASH Sector Situation Analysis for Development of Strategic Plan for
WASH Development in Fishing Communities**



PROCESS REPORT

Submitted To:

***Namayingo District Local Government
&
Embassy of Iceland, Kampala***

Submitted By:

The Consultant, Greenstar International (U) Ltd

January 2020

PROCESS REPORT

Contents

1	INTRODUCTION	1
1.1	LOCATION.....	1
1.2	TEAMS DURING THE STAKEHOLDER WORKSHOP (MEETING).....	1
1.2.1	<i>Iceland Embassy Team</i>	1
1.2.2	<i>Namayingo District team</i>	2
1.2.3	<i>Representatives from the central government</i>	2
1.2.4	<i>Consultants' team</i>	2
1.3	METHODOLOGY.....	2
1.4	MINUTES OF THE MEETINGS HELD TO REVIEW THE SITUATION ANALYSIS.....	3
2	CONCLUSIONS	16
3	ANNEXES	I
	ANNEX 1: PROGRAM OF THE MEETING ACTIVITIES	I
	ANNEX 2: PARTICIPANTS/ATTENDANCE SHEETS	II
	ANNEX 3: PHOTOGRAPHS OF MEETINGS.....	IV

LIST OF TABLES

Table 1: Minutes of Meeting held at Namayingo District Headquarters – Council hall	3
---	----------

1 Introduction

The Government of Uganda proposed Namayingo as a new district to receive support under Iceland-Uganda development cooperation for period from 2020. The district was assessed by the Embassy of Iceland and recommended as meeting the requirements in the criteria for selection of the new partner district, which are based on partners' policies, poverty levels and basic capacities, with a substantial fisheries dependent population of approximately 150,000 (65%) of the population (2014 Census).

As part of the collaboration with Namayingo District, the Embassy of Iceland engaged the consultant to analyze the situation in the WASH sector in Namayingo district local government and to identify possible areas of interventions likely to achieve access and utilisation of appropriate WASH services, especially among the poor fishing communities in the district. After establishing the situation, the consultant remained engaged to facilitate the formulation of the five-year sector strategic plan for WASH development fishing communities of Namayingo district local government.

This report presents the results of the district stakeholders meeting which was conducted on the 17th & 18th December 2019 with objectives to review the situation analysis reports for education sector, water, sanitation and hygiene (WASH), and district capacity assessment, and to formulate the strategic development plans focusing on fishing communities.

1.1 Location

Namayingo District which was formerly part of Bugiri District was established by Act of Parliament and began functioning on 1 July 2010. The district is located along the Equator in Eastern Uganda and named after its 'chief town, Namayingo, where the district headquarters are located. It is bordered by Bugiri District to the northwest, Busia District to the northeast, the Republic of Kenya to the east and southeast, the Republic of Tanzania to the south and Mayuge District to the west and southwest. Namayingo, where the district headquarters are located, is approximately 95 kilometers (59 mi), by road, southeast of Jinja, the largest city in the Busoga sub-region. This location lies approximately 38 kilometers (24 mi), by road, south of Bugiri, the nearest large town. The coordinates of the district are: 00 17N, 33 51E.

The meeting was held at Namayingo district headquarters- council hall.

1.2 Teams during the Stakeholder workshop (Meeting)

1.2.1 Iceland Embassy Team

Embassy team comprised of;

- (a) Unnur Orradóttir Ramette, Ambassador,
- (b) Finnbogí Rútur Arnarson, the Head of Development Cooperation,
- (c) Ben Twikirize, Senior Programme Officer
- (d) Pius Ichariat, Senior Programme Officer
- (e) Maurice Ssebisubi, Senior Programme Officer
- (f) Samuel Lutwama, Senior Programme Officer

1.2.2 Namayingo District team

The District team comprised of;

- (a) Chief Administrative Officer (CAO),
- (b) The District Chairperson,
- (c) Resident District Commissioner represented by the Assistant DISO
- (d) District Physical Planner,
- (e) Water Officer
- (f) Community Development Officer
- (g) Councilors,
- (h) Representatives from various sectors in the district especially head teachers, community members among others,

1.2.3 Representatives from the central government

- (a) Commissioner, Ministry of Local Government
- (b) Senior Engineer at the Ministry of Water and Environment,
- (c) Representative from Ministry of Health

1.2.4 Consultants' team

The consultants' team that presented the findings of the situation analysis and guided the formulation of the strategies comprised of;

- (a) WASH Consultants from Greenstar International (U) Ltd
- (b) Education Consultants
- (c) ULGA Consultants who assessed the capacity needs of Namayingo district as a whole.

1.3 Methodology

The workshop was held at Namayingo District council hall and the aforementioned representatives were in attendance. The purpose of the workshop was to present and review findings of the situation analysis by consultants and to formulate the strategic development plans focusing on fishing communities in the district.

The workshop commenced by welcoming the participants, singing of the National anthem, prayer and stating the agenda of the meeting. Brief remarks were given by different participants including the ambassador of Iceland, CAO, district chairman, physical planner

who also dubbed as the master of ceremony, among others. Speeches were followed by the presentations from the consultants from the three sectors, i.e. WASH, education and capacity assessment. During the presentations, participants were allowed to make remarks and ask questions to which the consultants responded. These activities took place on the 17th December 2019. Formulation of strategic development plans then commenced, which process was completed the next day, 18th December 2019.

The workshop was concluded by the Head of Development Cooperation, Iceland Embassy in Kampala, who gave closing remarks.

1.4 Minutes of the meetings held to review the Situation Analysis

Namayingo district organized the Iceland funded workshop held to review the situation analysis of the WASH, education and capacity assessment of Namayingo district as a whole and formulate strategic development plans.

The workshop took place on the 17th December 2019 and 18th December 2019.

Table 1: Minutes of Meeting held at Namayingo District Headquarters – Council hall

Objective of Meeting	Workshop to review the situation analysis of the WASH, education and capacity assessment needs of Namayingo district and to formulate strategic development plans for the district focusing on the fishing communities.
Date of Meeting	17 th December 2019
Venue of Meeting	Council Hall – Namayingo District Headquarters
Attendees	see section 1.2 for the participants who attended the two day workshop
Agenda of Meeting	See annex 3.1 for the agenda of the meeting.
Minutes of the Meeting	
Minute 1	<p>1.0 Opening remarks was given by the master of ceremony (Namayingo district physical planner) who invited the consultant on education to guide the meeting.</p> <p>1.1 The consultant stated that unfulfilled expectations can lead to logger heads and requested the participants to put forward their expectations on education, health, WASH and capacity assessment for the meeting. However emphasized the need to be clear but brief in stating their expectations. The following were the expectations put forward by the participants;</p> <p>1.1.1 Relationship between early child birth and WASH. 1.1.2 How the project will help island schools in relation to water. 1.1.3 To understand the results after implementing the project. 1.1.4 How best to work together as an institution to help communities get rid of open defecation. 1.1. 5 How Iceland will handle the worst diseases in Namayingo district. 1.1.6 How the programme will help in regards to proper records i.e. facilities for record keeping mainly in offices. 1.1.7 How the programme will help island communities especially landing sites on</p>

	<p>water issues.</p> <p>1.1.8 CAO was anxious to hear what needs to be done to achieve the level of capacity needs of performance assessment to implement the education and sanitation programme.</p> <p>1.1.9 Cao also wanted to know what needs to be done to prevent girl/boy child dropout rate.</p> <p>1.1.10 To know how the programme will improve the lives of people who are physically challenged (people with special needs).</p> <p>1.1.11 whether transport will be refunded.</p> <p>1.1.12 regular community sensitisation on how to sustain sanitation in the district.</p> <p>1.1.13 How to work together to redeem the people in fishing communities of Namayingo district who still take water from ponds shared with animals.</p> <p>1.1.14 community meetings to sensitise fishermen to leave young girls.</p> <p>1.1.15 How to get safe water.</p> <p>1.1.16 district to take the lead, so as the embassy can help.</p> <p>1.1.17 the expectation for the consultant was the full participation of every member i.e. participatory approach.</p>
Minute 2	<p>2.0 Remarks from the MC; Namayingo District Physical Planner</p> <p>2.1 Stated that there is a lot to do but in the past there was no funds, but added that now that there is funding, emphasized the need to be clear on what areas that the district need to focus on.</p> <p>2.2 Expected the members to be attentive, openly participate and ask questions.</p> <p>2.3 Stated that although the consultants work for the district, they cannot speak better than the residents who are the people who experience these challenges.</p> <p>2.4 Added that from the workshop, District sustainable development plan on WASH, education and capacity assessment will be formulated. Commented that if the district and its people were competent enough, they wouldn't have issues on WASH and education.</p> <p>2.5 The MC then invited the Chief administrative officer (CAO) to give her remarks.</p>
Minute 3	<p>3.0 Remarks by Namayingo District Chief Administrative Officer (CAO);</p> <p>3.1 CAO welcomed the participants (Ambassador, consultants, commissioners at the ministries (health, education and water), the district chairperson, Heads of Department, chairperson of board of governors, etc.) and welcomed the team to receive the situation analysis to know the true knowledge.</p> <p>3.2 informed the meeting that the ambassador had the requested her to report on the district capacity. And explained that the Namayingo district water coverage is 50% from 30% in 2014 with functionality at 81%.</p>

	<p>3.3 Also reported to the ambassador that on the performance assessment by the local government, Namayingo district ranked number one. Also acknowledging that as a district, they haven't yet achieved their goals and there still issues.</p> <p>3.4 CAO said there is need to hear what the consultants have found out but asserted the need for active participation.</p> <p>3.5 Informed the meeting that all other things notwithstanding, Namayingo district has the highest domestic violence rate i.e. violence against children, women and nature. Adding that violence against women mainly arising out of sharing of the meager resources, thus the stronger sex suppresses the weaker sex.</p> <p>3.6 Stated that 30% of most schools in Namayingo district have talking compounds where communication such as avoid sex, report sexual harassments etc. but noted with dismay that what comes out is different. Cao further added that H.E the president of Uganda directed that head teachers in schools communicates at assemblies every two weeks.</p> <p>3.7 Further lamented that with high school dropout rates, as CAO, there will be no tax payers and other social problems arising.</p> <p>3.8 Added that the embassy of Iceland has not come with a basket of money to give to the District, but is here rather to help us on issues we already know.</p> <p>3.9 Asserted that Health is Wealth and Urged members to walk the talk.</p> <p>3.10 CAO concluded by wishing the participants very fruitful deliberations.</p>
<p>Minute 4</p>	<p>4.0 Remarks from Namayingo District Chairperson, Mr. Ronald Sanya;</p> <p>4.1 Mr. Sanya welcomed all participants especially the development partner and all stakeholders from various institutions and expressed happiness for being one of the participants.</p> <p>4.2 He then requested the members of the district council and all political heads at the sub county levels to stand up for recognition.</p> <p>4.3 Thanked Iceland family for loving Namayingo district and thanked the ministry of local government for showing directions of Namayingo district to the embassy of Iceland.</p> <p>4.4 The district chairperson informed the meeting that Namayingo district was curved off from Bugiri district and that it has two constituencies and 52 landing sites in the islands. There are Nine (9) islands in the district, seven (7) of which are habitable while two (2) are non-habitable.</p> <p>4.5 There are 293,000 people in Namayingo district, but this figure is different</p>

	<p>from Uganda Bureau of statistics figures. There are 84 government aided schools in the district, seven (7) secondary schools, two (2) of which are still under construction.</p> <p>4.6 Mr. Sanya informed the workshop that some sub counties including Buhema, Buyinja and Bugala sub counties have no health centre III; Banda sub county is shifting and will remain without a health centre.</p> <p>4.7 He then thanked the central government for the support they offered during the recruitment of staff, but added that capacity is still not full. He also expressed his appreciation to the embassy of Iceland for giving Namayingo district a hand.</p> <p>4.8 The district chairperson informed the meeting that as a district, they decided that to remember Iceland and the ambassador, one of the streets in Namayingo town will be named after the ambassador. He noted that the district receives a number of guests, but pointed out that it's the first time that an ambassador chose to sleep in Namayingo and thanked Her excellency for that decision.</p> <p>4.9 He reported that as leaders in the district, "we are trying our best, however the challenge we are facing is water". Added that even as coverage increases, there are those who still share water sources with animals for example in Banda, Mutumba and Buhemba sub counties. Was perplexed on how that challenge can be handled.</p> <p>4.10 infrastructure developments are a key motivation for improvement, yet of the 84 schools, some are still limping with issues of infrastructure. Added that some schools have classrooms under trees, which is still a hindrance.</p> <p>4.11 The district chairperson hopes to see great improvement in areas of WASH, education and health and promised that Namayingo district will be good stewards of the project.</p> <p>4.12 Concluded by inviting the ambassador of Iceland for a statement.</p>
<p>Minute 5</p>	<p>5.0 Remarks from Ambassador of Iceland.</p> <p>5.1 The ambassador expressed happiness for being in Namayingo, and brings greetings from all parties at the embassy of Iceland and was pleased to finally announce to the participants of the government of Iceland's decision to engage in development partnership with Namayingo district under the Iceland – Uganda development cooperation.</p> <p>5.2 Informed the meeting that the government of Iceland through its embassy in Kampala is committed to provide development assistance to support the implementation of a development programme to be agreed upon by the partners, which will include improving the value and living conditions of the poor populations in the fishing communities in the district.</p>

	<p>5.3 Stated that development cooperation between Iceland and Uganda started way back in the year 2000 on signing of the general agreement of the bilateral development programme. Added that since then, the cooperation has been involved in the following areas; support on fish quality assurance and monitoring efforts of MAIAF in and around 12 districts in Lake Albert and Lake Kyoga; support function of the literacy programme in the islands of Kalangala district and islands of Mukono district which included part of Buvuma island that ended in 2010; support to Kalangala district development programme 2015/2016 in sectors of administration, education, fisheries, WASH and health sector; support to friendship training programmes for SME's under operations by UIA.</p> <p>5.4 She added that under the Iceland's five year development programme 2014 – 2019, the government assistance is directed towards reducing poverty and improving livelihoods in selected poor communities where fisheries play a significant role. The priority areas of support include among others administration, education, health and WASH. Natural resources are regionally a general capacity development issue. Gender equality and environmental sustainability are the cross cutting issues.</p> <p>5.5 The district approach for direct development partnership at local government level could be 2/3 of the total delivery of the Iceland's development support to Uganda.</p> <p>5.6 Her excellency informed the meeting that Iceland has supported WASH and education developments in the communities of Buikwe district. Also added that the development partnership in Kalangala has been consolidated throughout the district.</p> <p>5.7 The ambassador stated that the partnership strategy paper which will expire at the end of 2019 will be extended for one year up to the end of 2020 when the new partnership strategy paper will be finalized. Informed the meeting that in the meantime, the partners agreed that Iceland's development assistance will be extended to a new district of Namayingo in addition to the on-going support to Buikwe district.</p> <p>5.8 The selection of Namayingo district was through a consultative process based on the objective criteria taking into account both weaknesses and strengths. The district was proposed as one of the five candidate districts by GoU through the ministry of local government in consultation with the embassy of Iceland, and Namayingo was assessed and met the criteria for section of new partner districts which the ambassador stressed combined convergence of partner's policy priorities, size of fish dependent populations, poverty levels, and availability of minimum global partner capacity requirements.</p> <p>5.9 She confirmed that the new district has been endorsed by the bilateral</p>
--	---

	<p>partners i.e. the government of Iceland and Uganda. Added that the government of Iceland is ready to support Namayingo district to implement its development strategy and plans in selected sectors to improve the delivery of basic services to the population of poor fishing communities.</p> <p>5.10 Informed the meeting that the primary goal of Iceland’s international development cooperation from 2019 – 2023 is to reduce poverty, anchor and promote public welfare. Also stated that human rights, gender equality and environmental sustainability are defined both as the specific and cross cutting issues that are in need of the Iceland’s government development cooperation.</p> <p>5.11 The ambassador observed that there were women in attendance during the workshop and advised that from the stakeholder’s perspective, there is need to increase the number of women in the programme.</p> <p>5.12 Stressed that the bilateral partner countries including Uganda will continue to focus on development partnerships with local authorities to ensure effective delivery of basic services to the poor people.</p> <p>5.13 To the selected partners, Iceland’s purpose would be the best match between the needs of the recipient and what Iceland has to offer by contributing to the achievement of United Nations sustainable development goals (SDG).</p> <p>5.14 The political arrangement of the districts stakeholder consultative planning meeting was developed. So the logical framework approach is to set up the tools that will be used to guide the strategic planning process and will be a basis for programme and project identification, design and management to achieve independent results. It is important that the process is done right.</p> <p>5.15 Stated that as pointed out, the underlying key principles of the logical framework approach which should be emphasized at the preparation stage to establish a strong foundation for the subsequent stages are;</p> <ul style="list-style-type: none"> (a) To develop strategies, plans, programmes and projects based on a thorough understanding of the situation in which the intervention applies; added that the workshop was for the presentation of the situation analysis. (b) To involve stakeholders in a participatory process of strategic plan development, programme or project design as well as monitoring and evaluation-this is what is called stakeholder participation. (c) To develop a set of clear logical objectives that can realistically be achieved within a particular timeframe, allocated budget and which will make a significant and sustained contribution to a higher level development objective for impact which make a difference in the livelihoods of the target population- this is what we call intervention, logic approach and system significant change. (d) To make explicit the cause and effect relationship, and external factors
--	---

	<p>that underpin the project activities which must be held in order to lead to the desired results and impacts – this is what we call intervention logic with necessary and sufficient conditions for mitigation of risks.</p> <p>(e) To develop a monitoring and evaluation framework systems with indicators that will show if the objective has been achieved and provide information to support effective management and planning- this is called monitoring and evaluation.</p> <p>5.16 The ambassador informed the meeting that the logic of the programme and projects to be supported by Iceland or other development partners will be identified from the strategic plan and will be described as follows;</p> <p>a) The recent situation that the stakeholders in Namayingo district wish to improve or change will constitute the reasons or need for developing the programme or project. This situation if defined for a significant extent by the problems or needs, vision and mission of the stakeholders brought through a holistic situation analysis.</p> <p>b) The understanding of the situation needs to be designed for the programme or project as a response to the identified problems or needs. The project plan is described by the hierarchy of objectives also known as narrated summary or interactions launching comprised of the following;</p> <ul style="list-style-type: none"> ○ Impact – development objective is what in the long-term the project is contributing towards. It describes the long-term change contribution of the programme. ○ The outcome is the statement of the overall impact of what the project/programme should achieve and the resources that lead to the achievement of the desired impact in the long run. ○ Set of outputs; are the main things that must be achieved or delivered for the project to realise its outcome. ○ Set of activities; are what must actually be done for the outputs to be realised and puts the human, financial and material resources requirements for the activities to be undertaken. ○ The project is in acceptance according to the project plan following a process of inputs being used to undertake activities to improve actual results. ○ The actual results will lead to a set of impacts that proves the original specifications. This is a very logical process that is followed. <p>5.17 in conclusion, this planning process is both problem and vision based. The ambassador and the entire Iceland embassy expects that at the end of the two days, the stakeholders in the planning meeting should have reached a consensus on the shared vision of the desired future situation and the strategies shared.</p> <p>5.18 the ambassador closed by saying that the embassy of Iceland is looking forward to supporting Namayingo district to achieve the said vision that they've set for themselves and concluded by thanking all participants.</p>
Minute 6	<p>6.0 Remarks the Assistant commissioner at the ministry of local government, Mr. Balaam Asimwe;</p> <p>6.1 The Assistant commissioner appreciated Her excellency, the ambassador of</p>

	<p>Iceland and the entire embassy team for the support. And also appreciated the CAO, RDC, District chairperson and the entire Namayingo community for impressing the embassy of Iceland.</p> <p>6.2 The commissioner had on a previous engagement with the ambassador shared a vision of Iceland supporting Ugandan fishing communities since Iceland itself is an island country. He said, “I am glad to report that our discussion has yielded into a partnership with Namayingo District. I am also glad for her (ambassador) speech which included a shared and long term vision which will lead to greater results”.</p> <p>6.3 Mr. Balaam, the Assistant commissioner reported that there are about 390,000 people in Namayingo district, whereas Iceland has about 400,000 people and marvelled at the idea that Iceland with a small difference in population to Namayingo can extend such support not only in Namayingo but also in the districts of Buikwe and Kalangala. Therefore implored the district not to down the development partners by not pursuing the district’s vision.</p> <p>6.4 Informed the meeting that to the government of Uganda, this partnership is an opportunity to spur development and Iceland is helping us in doing so.</p> <p>6.5 Pointed out that the need to ensure that the services obtained are sustained in the long run.</p> <p>6.6 The Assistant commissioner further recognised Namayingo district technical personnel including the CDO, commercial, production, and district environment officer, water engineer among others, adding that they are the technical people who will drive this partnership and are the ones to build the vision.</p> <p>6.7 Asserted that the government wants to see a stronger strategy to redress issues raised.</p> <p>6.8 Urged that government wants to see empowered farmers and communities to tap into the synergies that this project presents and pledged local government support for the district.</p> <p>6.9 Directed Namayingo district CDO to get in touch with MoLG for tools used for mobilisation and transformation.</p> <p>6.10 He advised the district that the strategic plan should be aligned with the National Development Plan III as NDP II is coming to an end.</p> <p>6.11 Mr Balaam was happy with the chairman’s comments showing commitment and appreciation by naming a street after her excellency, the ambassador of Iceland.</p> <p>6.12 The Assistant commissioner thanked the ambassador for recognising that Uganda is a decentralised country and could help the district.</p>
--	--

	<p>6.13 He concluded by thanking everybody who attended the workshop and pledged commitment ministry of local government.</p>
<p>After speeches by the different stakeholders, the consultants were allowed to present their findings of the situation analysis to which participants commented, asked questions and gave feedback. The situation analysis report is submitted to the district and embassy of Iceland.</p>	
<p>Minute 7</p>	<p>7.0 Reactions to speeches and presentations of the situation analysis report by the consultants;</p> <p>7.1 Reaction by the ambassador of Iceland; Her excellency said she was so honored for the district to name a street after her, adding that it does not exist anywhere in the world that a street is named after her. However, suggested that instead, the street be named after her country, Iceland.</p> <p>7.2 Reaction from the assistant commissioner MoLG; I appreciate the presenters as they give a picture of what is happening across the broad sectors. As the consultants have tried to show us where we are, we should look at root causes which are being missed in the presentations e.g. the education sector. In the group, what are the key results to be expected in WASH, education or capacity assessment? Mr. Balaam wanted to see a link on how the capacity assessment was going to impact on WASH and Education. He noted that that link was missing in the presentations on capacity assessment. Requested the consultants on capacity assessment to summarise how the capacity gaps will impact on quality of aspects such as works, planning challenge among others.</p> <p>7.3 Reaction from Representative from MoH – Health Environmental Officer.</p> <ul style="list-style-type: none"> ○ Noted that for presentations on schools, no facilities for teachers were assessed, asked whether this mean that teachers are sharing the wash facilities with pupils and students. ○ He also observed that WASH at institutions seemed not to be catered for. Leaders should also know the importance of WASH. ○ Had hoped the WASH report will show how the administrative centres are performing in terms of WASH. ○ Further noted that infection, prevention and control of HIV & AIDS is not in plan and noted that if HIV & AIDS intervention is not in plans, there was no way the project is sustainable. Thus advised that infection, prevention and control of HIV & AIDS should be looked at and strategies formulated to tackle that problem. <p>7.4 Reactions from consultants;</p> <ul style="list-style-type: none"> ○ The team leader for WASH (consultant) stated that what the report portrays is what was observed on ground in the communities. ○ Swimming should be adopted as one of the sports activities in the

	<p>district especially since Namayingo district is surrounded by Lake Victoria.</p> <ul style="list-style-type: none"> ○ The consultant on capacity assessment noted that although accountability exists in the district, the nature of the report should improve in its quality and quantity. The programme should enhance the district’s capacity to increase its accountability level to also include performance tracking among others. <p>7.5 Feedback by the representative (Senior Eng.) from Ministry of water and environment;</p> <p>MWE’s policy has changed from point water sources to piped water sources for rural areas, so our development partners should take up piped water sources for communities. The Senior Engineer advised that as district plans, they should focus should be on piped water systems for rural areas.</p> <p>The focus should also be on dire communities that really need to be prioritized.</p> <p>The representative from MWE also advised the district that when a development partner comes into play, the district should tell them to implement piped water system.</p> <p>7.6 Reactions from the district’s Councilors</p> <ul style="list-style-type: none"> ○ The report from the situation analysis of the education sector portrayed many schools without data on pertinent issues in the respective schools. This programme should help the schools without proper record keeping. ○ There is a gap and a contradiction in the government policy regarding education, especially when a parent sends a child to school without scholastic material yet the political leaders doesn’t permit head teachers to send such children away from school. This is a contradiction. ○ The Councillor for Lolwe Sub County talked of skilling of pupils and students and requested that the programme prioritizes that as well in the education sector. He further highlighted that the communities are not hostile to the schools which it hosts. ○ Pointed out that public library was not considered in the study on education sector. ○ The councilors also advised that there should be improvement on their involvement.
<p>The above comments and feedback concluded the first session of day I of the workshop which took place on the 17th of December 2019 at 15:07pm. The afternoon section was begun by dividing participants into the three sectors (focus group discussions) of WASH, education and capacity assessment to formulate strategies, and participants were advised to join a focus group where he/she can best advice. These discussions carried on till the next day (18th December 2019).</p>	
<p>minute 8</p>	<p>8.0 closing remarks by Assistant commissioner, Mr. Balaam Asiimwe;</p> <p>8.1 Mr. Asiimwe thanked the Namayingo district local government for being able to host the team from embassy of Iceland.</p> <p>8.2 Stated that as central government, they’re ready to give help to the district for the implementation of the programme.</p>

	<p>8.3 He thanked the consultants for being able to visit the various areas in the district, which has informed decision, especially on the fact that safe water coverage stands at 1.1%.</p> <p>8.4 The commissioner thanked the Cao who invited the participants who have been engaged and actively participating in the deliberations.</p> <p>8.5 thanked the CBO's, CSO and the community as a whole, stating that the project is theirs.</p> <p>8.6 To the district administration, the commissioner advised that as the strategic plan is being prepared, the district should follow-up and provide reports of the plan and should not forget to give feedback to the communities who are being served. He added that it's better for the district to correct itself in-house instead of being corrected by outsiders.</p> <p>8.7 for WASH, the district should consider the involvement of health inspectors.</p> <p>8.8 Namayingo district should call upon the central government to help whenever necessary.</p>
Minute 9	<p>9.0 closing remarks from the Head of cooperation, Embassy of Iceland;</p> <p>9.1 The head of cooperation thanked all participants representing all stakeholders involved.</p> <p>9.2 Stated that the citizens should be empowered to participate in decisions that affect their wellbeing and adds value to the democratic crusade.</p> <p>9.3 Noted that it was clear from the discussions that the consultants did a great job. The consultants elaborated the situation analysis covering key elements including stakeholders, their needs, mandate, roles and responsibilities and their level of influence that stakeholders were able to identify will be prioritized.</p> <p>9.4 The head of cooperation said that from the workshop, we take home that the consultants planned meeting with other stakeholders has been successful. Acknowledged that the participation of key stakeholders from the central government, the district and local government, development partners and the entire community was important.</p> <p>9.5 He added that this participatory framework approach confirms that the steps have been followed and a foundation for subsequent stages has been established.</p> <p>9.6 Further, he added that what participants should take away from this meeting and the next steps is that the meeting supported by consultants will complete the value process of stage where problem identification is possible.</p> <p>9.7 The head of Cooperation-Iceland embassy stated that Namayingo district is expected to submit a formal request for development assistance highlighting the areas to be supported as identified in this stage.</p> <p>9.8 He concluded by thanking all the participants for their participation and declared that the embassy of Iceland is looking forward to engaging in fruitful development partnership with Namayingo district.</p>
Minute 10	<p>10.0 closing remarks from Namayingo district chief administrative officer;</p> <p>10.1 The CAO thanked the head of Iceland delegation/team, the consultants, the 3 ministries of LG, MWE, MoH, development partners, CSO, CBO, the district members, all participants and congratulated them for the successful engagement</p>

	<p>of this event (the workshop) and for coming up with a plan which is acceptable to the sponsor.</p> <p>10.2 CAO pledged commitment behalf of the technical wing of the district. She added that the political is willing and urged all to now walk the talk and deliver results till the district can achieve sanitation, hygiene and economic breakthrough.</p> <p>10.3 Stressed that follow up and feedback are key on how to correct mistakes made.</p> <p>10.4 Was confident that the district can and will achieve its plan come 2040.</p> <p>10.5 The CAO concluded by wishing everyone a safe journey home, merry Christmas and happy new year.</p>
Minute 11	<p>11.0 closing remarks from Namayingo district Chairperson;</p> <p>11.1 Mr. Sanya thanked all participants, the embassy of Iceland for facilitating the session for three days and appreciated the consultants for their work.</p> <p>11.2 In s special way also thanked the ministry of local government for loving Namayingo district.</p> <p>11.3 Through the presentations, Mr. Sanya noted that the district has come to learn a lot about itself and the process has reinforced the district’s commitment not only to this programme but also to all services.</p> <p>11.4 Added that the Local Government Act simplifies the work of the district.</p> <p>11.5 Mr. Sanya added that his role as a district chairperson is complete and prayed for blessings for the all participants.</p>
Minute 12	<p>12.0 Closing remarks from Namayingo district RDC, represented by DISO- Namayingo district, Mr. Balyebula Jonas;</p> <p>12.1 The RDC was represented by the District internal security organisation (DISO) and recognised the presence of Her excellency the ambassador of Iceland.</p> <p>12.2 He then thanked Iceland as a small country for supporting a population of more than five million in districts of Kalangala, Buikwe and now Namayingo district.</p> <p>12.3 The DISO acknowledged that Iceland as a government loves Uganda. The burden which the government of Uganda is carrying is actually the concern of the public, and appreciated Iceland for deciding to help GoU.</p> <p>12.4 Advised that after the workshop, the leaders should hold regular engagement with the communities.</p> <p>12.5 The island communities in Namayingo district have challenges with sanitation and believe that the government has not been addressing their challenges. But this programme has come at the right time.</p> <p>12.6 Mr. Balyebula requested that Iceland through their embassy in Kampala strengthens the district in areas of capacity building.</p>

	<p>12.7 He however cautioned that corruption element should not evolve around this resource envelop.</p> <p>12.8 The DISO, on behalf of the RDC also officially closed the workshop on the 18th of December at 14;29pm</p>
--	---

2 CONCLUSIONS

This report presents the results of the district stakeholders meeting which was conducted on the 17th & 18th December 2019 with objectives to review the situation analysis reports for education sector, water, sanitation and hygiene (WASH), and district capacity assessment, and to formulate the strategic development plans focusing on fishing communities. In attendance were the ambassador and the team from the embassy, representatives from the central government (MoLG, MWE and MoH), consultants from the three sectors of education, WASH and capacity assessment, the district team including the CAO and district chairperson, head teachers all over Namayingo, among others.

The consultants presented findings of the situation analysis of Namayingo conducted earlier in November and December, and for WASH sector, what stood out was that only 1.1% of the population of Namayingo has access to safe water.

Most participants invited attended the workshop, although, worthy to note is the fact the women representation was still below the threshold. Deliberations were successful and councilors were zealous in sharing their ideas, which contributed towards the formulation of the strategic plan. For other technical aspects, it was concluded that the district technical team would go through the document and improve prior to submission.

After the workshop, Namayingo district technical team held a meeting with only the three consultants representing the target sectors in order to know the roles of the district and the consultants and to set timelines for deliverables; and the following were the outcome of the meeting;


- The consultants agreed to submit report in the next week following Christmas (i.e. in the first week of January).
- Namayingo district to come up with immediate interventions in areas of capacity building (such as training, refresher courses, procurement, logistics, etc.) so that the embassy of Iceland can facilitate; this was scheduled for January 2020.
- Consultants were required to quickly check what information they needed from the district so as to fast track their progress.
- The district will first approve consultant's work before they can be paid.
- Although the situation analysis is complete, Namayingo district is expected to cooperate with the consultants to ensure that the strategic plans are completed as well.
- Consultants to send reports (stand alone for each sector) to CAO with other technical officials copied in.
- Consultants to produce a process report to be captured as part of the proceedings from the beginning of the project to date.

3 ANNEXES

Annex 1: Program of the Meeting Activities

DAY ONE: 17 TH DECEMBER 2019				
S/N	EVENT	TIMEFRAME	FACILITATOR	CHAIRPERSON
A	Preliminaries	8:30-9:00 a.m.	District	
A1	Registration	8:30-9:00 a.m.	District	
A2	Setting Equipment	8:30-9:00 a.m.	Consultants	
1	Opening Session	9:00-10:00 a.m.	District	District
1.1	National Anthem	9:00-9:05 a.m.	District	
1.2	Regional Anthem	9:05-9:10 a.m.	District	
1.3	Prayer	9:10-9:15 a.m.	District	
1.4	Opening Remarks by District	9:15-9:30 a.m.	District	
1.5	Opening Remarks by Embassy of Iceland	9:30-9:45 a.m.	Ambassador	
1.6	Opening Remarks by GoU Representative	9:45-10:00 a.m.	Responsible Ministry	
	Tea/Coffee Break	10:00-11:00 a.m.	District	
2	Presentation of Situation Analysis Reports	11:00-2:00 p.m.	Consultants	District
2.1	Education SitAnalysis Report	11:00-11:40 a.m.	Consultant	District
2.2	Discussions	11:40-12:00 noon	Consultant	District
2.3	WASH SitAnalysis Report	12:00-12:40 p.m.	Consultant	District
2.4	Discussion	12:40-1:00 p.m.	Consultant	District
2.5	District Capacity Assessment	1:00-1:40 p.m.	Consultant	District
2.6	Discussions	1:40-2:40 p.m.	Consultant	District
	Lunch Break	2:00-3:30 p.m.		
3	Sector Working Groups	3:30-4:30 p.m.	Consultants	District
3.1	Education Sector	3:30-4:30 p.m.	Consultant	District
3.2	WASH Sector	3:30-4:30 p.m.	Consultant	District
3.3	District Administration	3:30-4:30 p.m.	Consultant	District
DAY TWO: 18 TH DECEMBER 2019				
	Registration	8:30-9:00	District	
3	Sector Working Groups (Continue)	9:00-10:30	Consultants	District
3.1	Education Sector	9:00-10:30	Consultant	District
3.2	WASH Sector	9:00-10:30	Consultant	District
3.3	District Administration	9:00-10:30	Consultant	District
	Tea/Coffee Break	10:30-11:00	District	District
4	Plenary Presentations and Discussions (30/15 minutes each)	11:00-2:00		
4.1	Education Sector	11:00-11:45	Consultant	District
4.2	WASH Sector	11:45-12:30 p.m.	Consultant	District
4.3	District Administration	12:30-1:15 p.m.	Consultant	District
4.4	Consensus on Way Forward	1:15-1:30 p.m.	District	District
5	Closing Remarks	1:30-2:00 p.m.	District	District
5.1	Government		Ministry	
5.2	Embassy -		Head of Cooperation	
5.3	District		District	
5.4	Anthems/Prayer		District	
	Lunch and Leave at Leisure	2:00 p.m.		

Annex 2: Participants/Attendance Sheets



THE REPUBLIC OF UGANDA
NAMAYINGO DISTRICT LOCAL GOVERNMENT

WORKSHOP ON SITUATION ANALYSIS FOR EDUCATION SECTOR; WASH AND DISTRICT CAPACITY ASSESSMENT, AND TO FORMULATE THE STRATEGIC DEVELOPMENT PLANS FOCUSING ON FISHING COMMUNITIES TO BE HELD FROM 17TH - 18TH DECEMBER 2019

FOCUS GROUP DISCUSSIONS- WASH

No	NAME	Designation	Institution	Phone Contact	Signature
1.	DR ODENT P.W	Team Leader WASH STUDY	GREENSTAR INT.LD	0789866534	
2.	BWIRE DAVID	C/O WORKS	NALG (S.golo)	0784231621	
3.	AUMA SILVIA	CDO-Bunemba	NALG (Bunemba)	0787831732	
4.	OWISO HUMPHREY MAYEKITA	DTI FOR ABDO-ET	NALG NAMAYINGO	07822002	
5.	FRED MULABA	PHHO	Molt	-0712592751	
6.	KAWAZO KASIM	EHA	NALG Lolwe	0781141805	
7.	Kigulo Erukans	In-charge	Lolwe Hfaji	0785041646	
8.	Nahusa Joshua	for AG	NALG	0704838680	
9.	KAWAZA ESTHER	SEC WKS	NALG	0782374924	
10.	Namuteba Helen	BWS	NALG	0750433902	
11.	WAKAFISA REBEK	CDO-Banda	Banda SIC	078169723	
12.	NATHE A MARITA	HFA -Siculu	Siculu -s/c	078555118	
13.	DISCHAKU MWIN	BWS/UTRICA	NALG	0778403717	
14.	MUCIGA GEORGE O.	CDO	LOLWE SIC	0773097594	
15.	Bwire David	CDO	BUKANA SK	078778921	
16.	NABWIRE ARISTINE	CDO	Sigulu SIC	077200815	
17.	KIBAYI MARIN	HA	EUKAMA S/C	0774417281	



THE REPUBLIC OF UGANDA
NAMAYINGO DISTRICT LOCAL GOVERNMENT

WORKSHOP ON SITUATION ANALYSIS FOR EDUCATION SECTOR; WASH AND DISTRICT CAPACITY ASSESSMENT, AND TO FORMULATE THE STRATEGIC DEVELOPMENT PLANS FOCUSING ON FISHING COMMUNITIES TO BE HELD FROM 17TH - 18TH DECEMBER 2019

FOCUS GROUP DISCUSSIONS- WASH

No	NAME	Designation	Institution	Phone Contact	Signature
1.	Muyanga R	D/councillor	Lolwe S/Courty	0789662224	
2.	Jane Achon	Sen Engineer	MWE	071263039	
3.	Deumani E	project Engineer	COMIK	0775799106	
4.	MANGESI Mafidias	public	Namayigo ALC	077264829	
5.	Mpaya Charles	MCO	Mutumba H/C	078366342	
6.	Akelo Betty	M/O	Banda H/C 3	0772133633	
7.	Achong Rufus	EO	Hama H/C	07829020	
8.	Wambaire Tommy	EHA	MUTUMBA H/C III	072287922	
9.	Bwire Antony	incharge	Sigulu H/C III	0779-277263	
10.	Emmanuel wfrim	Consultant	GREENSTAR INTERNATIONAL LTD	07826085	
11.	Gakabizi Hessa	H/A	Bahamba S/C	07759528	
12.	Achundu Midei	CEO	Mutumba	078591592	
13.	Mwesige Robert	EHA	Banda M/C III	078590748	
14.	Kibangi Martin	EHA	Bugans S/C	077447281	
15.	Mwanda Charles	DMO	NAMAYINGO ALC	07893760	
16.	Nakabugo Diana	Environment	Greenstar International	077643551	

Annex 3: Photographs of Meetings



**Consultants
together with the
Namayingo district
technical officials in
CAO's office**



After workshop meeting with CAO and other district technical officials to know the roles of the district and consultants and set time lines for deliverables.