



GOMBA DISTRICT LOCAL GOVERNMENT

ADMINISTRATION DEPARTMENT

A PRESENTATION ON THE BARAZA HELD ON 8TH/11/2023

A. Mandate

Handles both administration and human resource functions within the district.

B. Composition:

The Administration Department comprises the CAO's Office, Sub County Supervision, Human Resource Section, Registry, Procurement and Disposal Unit, Assets and Facility Management, Communication and Public Relations, and ICT Office.

C. Function

- Interpretation, coordination, and implementation of both central and district council policies and programs.
- Providing a conducive working environment through technical and logistical support.
- Offering guidance to political and technical officers.

D. Staffing Level:

Personnel in the district by department

No.	Department	Approved positions	Filed positions	vacant
1.	Administration	119	86	33
2.	Finance	23	11	12
3.	Statutory	14	11	3
4.	Production	29	17	12
5.	Health	273	158	75
6.	Education	777	737	40
7.	Works	24	10	7
8.	Natural Resources	15	11	3
9.	CBS	12	10	2
10.	Planning	4	2	2
11.	Audit	6	2	4
12	Trade ,Industry and LED	7	2	5
	Total	1303	1052	243

E. Achievements – (what has been done the last 2 FY):

- Constructed the administration block 1st phase
- Supervision and monitoring of capital projects conducted
- Payment of monthly salaries, pension and gratuity done.\
- Engagements with NGOs conducted
- Technical backstopping, training and capacity building done for staff.
- Management and supervision of Parish Development programs done.

F. What was not done yet:

- Findings from Lower local government supervision, most LLGs don't have land and administrative offices
- Parish chiefs don't have office and transportation means.
- Village courts and leaders don't have offices.

G. Plans for next FY:

- Construction of administration block phase 2
- Continue with monitoring and supervision of works
- Prioritise PDM activities and programs
- NGO engagements

H. Challenges:

- Ban on recruitments from the Ministry of Finance hindering filling of all vacant posts in the district
- High labor turnover especially among primary and secondary teachers due to salary discrepancies, for the last 3 months, 30 teachers left service on early retirement
- Challenges of stable hydropower causing delays of service delivery
- Challenges of internet connectivity and network have affected service delivery delays more so on PDM systems when issuing vouchers for beneficiaries.

Nakatte Edith

Head of Administration Department