REPUBLIC OF KENYA

HOMA BAY COUNTY

Homa Bay County Workplan Progress Report 2025

COUNTY: COUNTY GOVERNMENT OF HOMA BAY

QUARTER: Q1 & Q2, FY 2024/25

M & E QUARTERLY PROGRESS REPORT FOR APPROVED WORKPLAN FY 2024/25

A. BACKGROUND

The Government of Kenya has received an International Development Association (IDA) Credit in the amount of EUR140.7 million (US$150 million equivalent) from the World Bank for implementing the Second Kenya Devolution Support Program (KDSP II) (Credit Number IDA-7447-KE) over a four-year period, starting December 7th, 2023. KDSP II is supporting a sub-set of reforms envisaged under the Government's Devolution Sector Plan.

The Program, whose development objective (DO) is to "strengthen county performance in the financing, management, coordination, and accountability for resources", supports a series of key interventions (at the input and output levels) that contribute to intermediate outcomes and, in turn, contribute to outcomes. To achieve the DO, the Program is expected to significantly improve outcomes in the participating counties under three key result areas (KRAs) outlined below:

KRA 1: Sustainable Financing and Expenditure Management: This KRA supports efforts towards enhancing financing to and expenditure management by counties.

KRA 2: Intergovernmental Coordination, Institutional Performance, and Human Resource Management. This KRA supports national and county government initiatives towards strengthening intergovernmental coordination, institutional performance, and Human Resource Management (HRM).

KRA 3: Oversight, Participation, and Accountability. KRA 3 will support improvements in oversight, participation, and accountability. The IPF component will support the development of guidelines on project stocktaking, community-led project management committees, and climate change risk screening and preparedness (including assessment of the climate resilience of existing infrastructure assets).

Implementation Status for First and Second Quarter of FY 2024/25

	Output[1] (Output as per the Approved Annual work plan under review)	Indicator[2] (All indicators aligned to the Output)	Annual Target FY 2024/25 (specify the FY under review)	Quarter (Q 1) Target FY 2024/25 (specify the Quarter under review)	Quarter (Q 2) Achievement FY 2024/25 (Report for the quarter under review)	Cumulative Achievement FY 2024/25 (Report cumulated achievements for the specific Financial year under review)	Remarks on variance (Remark on any over/ under achievement for the quarter under review)
	KRA 1: SUSTAINABLE FINANCING AND EXPENDITURE MANAGEMENT						
DLI-2	Induction meetings for the CPSC, CPTC, CPIU structures conducted.	No. of implementation structures inducted	3	3	-	3	All structures inducted as guided by the POM
	KDSP II Participation agreement signed by H.E., the Chair CPSC	Existence of signed participation agreement	1	1	-	1	Participation agreement signed and submitted to SDD and copy available on the county website
	Annual workplan and budget developed for both levels of grant	Existence of Workplan and Budget for each level	4	2	-	2	Annual workplan and budget for level 2 grant yet to be developed – awaiting guidance from DSS
	A specialized working group dedicated to improving financial management practices established for Homa Bay County	No. of committee members engaged	10	-	-	10	Identification and nomination of working group ongoing
	A model framework for financing county service delivery units finalized, approved and adopted	Existence of financing framework	1	-	-	-	The development of the framework is planned for Q3 of FY 2024/25
	Single Project Management Unit (SPMU) established	Existence of the SPMU	1	-	-	-	The SPMU to be established in Q3
	County SPMU operationalized	No. of quarterly SPMU meetings held	4	-	-	-	SPMU to be operationalized in Q3

	Regular review and monitoring mechanisms instituted to assess financial performance	No. of review and monitoring reports	4	1	1	2	So far, we are mid-year so only Q1 and Q2 reports are ready
DLI-3	Revenue automation system and streams fully automated	No. of streams automated	35	24	7	31	The remaining 4 streams (majorly health) to be automated in Q3 and Q4 after fresh mapping.
	OSR collections for FY 2023/24 updated/posted on the county website	Existence of OSR collection report on the website	1	1	-	1	OSR report fully made available on the county website.
	County Revenue Enhancement Plan complete with 3No. Revenue Bills developed	No. of Revenue Enhancement frameworks developed	4	-	-	4	The 3No. revenue bills and revenue enhance plans under draft
	OSR for FY 2024/25 enhanced by 5% over and above inflation rate.	OSR collected in KSh.	1.482 billion	225.649 million	292.115 million	517.765 million	The shortfall in OSR collection is mainly attributed to the shift from NHIF to SHIF/SHA system which has largely been affected by downtime and poor remittance. Efforts/measures are already in place to accelerate health revenue to meet the annual target.
	Existing Own Source Revenue (OSR) legal framework complete with an Omnibus of By-laws reviewed	No. of OSR legal frameworks reviewed	1	-	-	-	Existing OSR legal frameworks are currently under review by the county attorney's office
	Revenue collectors and enforcement officers trained on use of a fully automated revenue system and integrity	No. of revenue collectors and enforcement team trained	700	-	-	700	Refresher training for revenue team scheduled for Q3
	Revenue forecasting model for Homa Bay County developed with support from CRA and NT	System completion rate	100%	-	20%	20%	CRA has commenced this process by training Revenue directors on forecasting modelling. The process will be completed by Q4
DLI-4	Pending bills verification committee established and relevant officers trained on IPSAS and TSA as well as reporting	No. of officers trained on IPSAS and TSA	13	-	-	-	The establishment of the pending bill committee is yet to be finalized.

	An action plan to reduce the stock of pending bills in the county developed	Existence of pending bills retirement plan/schedule	1	1	-	1	A retirement plan/action plan for verified historical pending bills is currently being implemented and we have significantly reduced our pending bills. Besides, through budgeting, the county has allocated 20% of its development budget towards pending bills repayment.
	Verified stock of pending bills and commitments posted/updated on the county website	Existence of verified pending bills on the county website	1	-	-	-	Only historical pending bills which have been verified by the task force have so far been posted on the website. The process of verification of FY 2023/24 pending bills is on-going including appeals for historical ones.
KRA 2: INTERGOVERNMENTAL COORDINATON, INSTITUTIONAL PERFORMANCE AND HUMAN RESOURCE MANAGEMENT							
DLI-5	Policy and administrative procedures for intergovernmental relations developed and customized through training	No. of pax trained on policy and administrative procedure	20	-	-	-	The administrative policy for IGR has been drafted awaiting approval before being domesticated and cascaded to all departments
	County Inter-Governmental Forum(s) operationalized (CoG, IGRTC, CBEC, Sector Forums, County Intergovernmental Forum, LREB, 7G women caucus)	No. of IGF held	7	3	2	5	IGRTC & County Intergovernmental Forum are yet to be fully operationalized. Plans are underway to have them active by Q4
	Organizational structures and staffing of county departments reviewed and authorized staff establishment developed and approved	No. of Staff establishment & departmental organizational structures	13	9	4	13	County has an approved S.E. and each of the 13 departments also having an approved organogram

An action plan for implementing recommendations of the SRC M&E reviews including a financial sustainability plan developed	No. of action plan for S.E.	1	-	-	-	The development of the action plan for implementing S.E. is planned for Q3 of FY 2024/25 after the completion of the in-depth payroll audit being conducted by the OAG. Besides, the HR office supported SRC in the M&E mission and the report is available online. This report informed the OAG in-depth audit.
County human resource management systems digitized and integrated into IHRIS-Ke	% of county staff integrated	100%	-	100%	100%	HRM systems fully digitized and integrated into the IHRIS-Ke
HR Policies and Procedures Manual for Homa Bay County Public Service, 2024 and 4 key HR policies (Staff welfare policy, Induction Policy, Discipline Manual, and Records Management Manual) developed	No. of policies/manuals developed	5	2	2	4	All HR policies and manuals developed except Records Management Manual.
OAG supported to undertake in-depth staff payroll systems forensic audit conducted.	% of support provided	100%	-	100%	100%	The HR department provided all the necessary support required by the OAG team.
Internal auditors and audit committee members trained to support tracking of implementation of audit recommendations on payroll.	No. of internal auditors and audit committee members trained	15	-	-	-	The training for the internal auditors will only take place in Q4 once the payroll audit recommendation is ready
Training needs and skills assessment and skills gap analysis conducted for county staff.	No. of county staff assessed	7399	-	-	-	The training needs assessment and skills gap analysis not yet commenced.
Gender officers trained on gender mainstreaming across KRAs, gender gap analysis and other modules provided for in the IPF programs	No. of trained gender officers	5	-	-	-	Gender officers have not been trained but are planned during the Q3 subject to availability of funds.

DLI	Description	Indicator	Target				Remarks
	CPSB, CASB, HROs and Authorized Officers trained to plug identified gaps from the HR/Skills/Payroll audit	No. of training sessions conducted	5	-	-	-	No training has been conducted for these staff since the payroll audit report is not yet ready. This training is scheduled for Q4.
DLI-6	The revitalized IHRIS-Ke operationalized and integrated with County Performance Management System	% of Integration of the PMS into IHRIS-Ke	100%	-	-	-	The integration of the PMS into IHIRS-Ke is planned for Q3.
	FY 2024/25 Performance contracts signed for levels 1, 2, and 3.	No. of county officers on PC	79	79	-	79	The PCs have been signed cascaded from the H.E. the Governor all the way to directors' level.
KRA 3: OVERSIGHT, PARTICIPATION AND ACCOUNTABILITY							
DLI-7	The CPSC, CPTC, CPIU and CTIPTs established and equipped with the necessary resources for their functioning.	No. of committees operationalized	5	4	-	4	All the committees/units have been established except the CTIPTs that is yet to be created. It will be established by Q3.
	County public investment management (PIM) Framework customized and operationalized	Existence of the customized PIM	1	-	-	-	The process of customization of PIM has been delayed by lack of financial resources.
	County PIM communication plan developed and implemented	Existence of PIM comm. plan	1	-	-	-	The development and implementation of the PIM coms plan is yet to start due to lack of finance. It is planned for Q3 after receipt of funds.
	Integrated GEO-referenced County Public Investment Dashboard complete with a citizen's feedback interface and GRM module developed	% of planned works completed	100%	20%	20%	40%	The development of the investment dashboard is yet to be completed due to lack of finance because it's capital intensive. It is planned for Q4 after receipt of funds.
	Stock of all county projects, institutions, and sectoral data mapped for updating and inclusion on the county project dashboard	% of Projects and institutions mapped into the dash	100%	20%	30%	50%	The GSDU and the M&E team are continuously taking stock and updating completed, stalled and on-going county projects.
	Grievance redress officers and sub county GRM champions trained on grievance redress management	No. of officers trained on GRM	40	-	-	-	The proposed training has been delayed by lack of funds to support the training costs. This will be done in Q3.

		Climate-resilience assessment of county infrastructure and subsequent screening of county projects (to be funded by the level 2 Infrastructure /investment grants) conducted	% of projects with ESHS assessment reports	100%	-	-	-	The assessment will only be possible after the identification of the projects to be funded by the investment grant, which is planned for Q3.
		Awareness training and capacity building on environmental and social risk management conducted	No. of staff strained on environmental and social risk management	20	-	3	3	So far only 3 staff have been trained on ESR management by leveraging on other projects like FLLoCA and KISIP. The remaining shall be trained after receipt of KDSP II funds, which is in Q3.
		Proposed infrastructure investment screened with feasibility studies, climate change and environmental and social screening conducted	% of county investments screened	100%	-	-	-	The screening process will be carried out in Q3 and Q4
		County PMC guidelines revised/updated to include issues of gender, vulnerable, marginalized and other disadvantaged groups	Existence of revised PMC guidelines	1	-	-	-	The revised PMC guideline/policy is currently before the floor of the house at the Assembly awaiting adoption by the relevant house committees as per the standing orders. The expected date of adoption is Q3.
		PMCs trained on the revised guidelines	No. of training sessions on PMCs on the guidelines	3	-	-	-	The training for PMCs on the guideline is planned for Q4 once the guideline has been approved and adopted by the house.

Description of the Results

With these achievements within the first half of the FY 2024/25, we are on course to achieving *sustainable financing and expenditure management, improve intergovernmental coordination and institutional performance, and strengthen oversight, participation, and accountability mechanisms* through:

i.   OSR optimization and effectiveness in the management of count stock of debt/pending bills retirement.

ii.　Efficiency in HR management through integration of HR records and implementation of the in-depth payroll audit recommendations as well as appropriate staffing as per technical skills.

iii.　Strengthened accountability for public resources for improved service delivery.

Implementation Challenges

The following challenges were reported during the implementation of Quarter 1 and 2 targets:

i.　Delayed disbursement of KDSP II funds to counties has hampered most of the planned activities and programs under this program.

ii.　Withdrawal of National and county finance bills has affected OSR collection as well as the equitable share to counties, which has in turn impacted funding for programs and projects that are directly linked to the KDSP II.

iii.　Delays in rolling out sensitization and training programs targeting members of the implementation teams, especially the top leadership at the county executive and assembly. This would have been key to realizing positive political goodwill. Similarly, KRA leads and coordinators training should have been conducted early enough.

iv.　Late on-boarding of the national government institutions like the CRA, SRC, and OAG to support counties in matters OSR mapping and payroll audit, among others technical support areas.

v.　Inadequate training offered to the members of the CPSC, CPTC, CPIU and all implementors.

vi.　Staff turnover in some county departments/entities especially the county assembly impacted implementation for the KDSP II.

vii.　Overlapping and competing responsibilities – Some planned activities within and without the KDSP II are shared by more than one county entity/department, which may cause conflicts of interest and confusion.

Recommendations

i.　The State Department for Devolution should fast-track disbursement of the KDSP II funds to counties to finance programmatic implementation without further delays; otherwise, counties are likely to fall short of achieving some of the expected outcomes within the stipulated timeframe.

ii. The State Department for Devolution, through the program coordinator's office should undertake adequate capacity building and trainings targeting steering committees, technical committees, KRA leads, internal audit, accounting services and revenue directorates because of their massive roles in the program.

iii. County government of Homa Bay, through the department of Finance, should ensure all monies allocated for KDSP II as own county (counterpart) contribution be transferred to the KDSP II SPA account and be spent from the SPA account in compliance with the POM guideline.

iv. All members of the implementation arrangements should be properly trained on the POM and other project guidelines for ease of implementation.

v. County departments to minimize staff turnover, especially those directly involved in the implementation of KDSP II.

vi. County departments/entities are encouraged to harmonize their activities under KDSP II for ease of implementation and monitoring.

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