

REPUBLIC OF KENYA
COUNTY GOVERNMENT OF UASIN GISHU



INTERNAL MEMO

FROM: County Secretary,

TO: CPTC Members:-

Ambrose Tarus – **CO, Devolution & Public Administration,**
Eliud Kipkorir - **CO, Finance,**
Marion Birgen - **CO, Gender & Social Protection,**
Mark Some - **CO, Environment, Energy, Climate Change & Natural Resources,**
Nixon Cheplong - **Chief Officer, Economic Planning,**
Shadrack Choge - **Clerk, Uasin Gishu County Assembly,**
Silas Rono – **Secretary, County Public Service Board,**
Samuel Kiptoo – **County Program Coordinator (Secretary),**

REF: UGC/ADM.1/31/ KDSP II/CPTC/03/2025 **DATE:** 7 July, 2025

INVITATION TO COUNTY PROGRAM
TECHNICAL COMMITTEE (CPTC) MEETING

The Constitution of Kenya (2010) ushered in a devolved system of government consisting of the National Government and 47 County Governments, with the Government of Kenya identifying devolution as a key enabler for the creation of a conducive environment for socio-economic transformation

The Devolution Sector Plan (DSP) is the overall umbrella strategic framework for devolution. Primarily Second Kenya Devolution Support Program (KDSP II) will support the implementation of the DSP and builds on the results achieved under the Kenya Devolution Support Program (KDSP), which closed in 2021. The Program Development Objective is to strengthen county performance in the financing, management, coordination, and accountability for resources.

CPTC provides Technical direction for the achievement of program results at the county level and as it is for this reason that you are invited for a Meeting of the above mentioned Committee to take place at the County Conference Room on Monday, 9 July, 2025 at 10.30 am.



Phillip Meli
COUNTY SECRETARY/
HEAD OF COUNTY PUBLIC SERVICE

Copy: H.E. Governor,
H.E. Deputy Governor,



County Government of Uasin-Gishu
Second Kenya Devolution Support Program (KDSP II)
County program Technical Committee (CPTC) Meeting

Date: 9th July, 2025
Time: 10.30 am to 12.30 pm
Location: County Headquarters - Chambers

Members present

- | | |
|-------------------|---|
| 1. Philip Meli | – County Secretary – Chairman |
| 2. Ambrose Tarus | - CO, Devolution and Administration |
| 3. Eliud Kipkorir | - CO, Finance and Economic Planning |
| 4. Marion Birgen | - CO, Gender, Social Protection and Culture |
| 5. Mark Some | - CO, Environment, Energy, Climate Change & Natural Resources |
| 6. Nixon Cheplong | - Chief Officer, Economic Planning |
| 7. Shadrack Choge | - Clerk, Uasin Gishu County Assembly |
| 8. Silas Rono | – Secretary, County Public Service Board |
| 9. Samuel Kemboi | – County Program Coordinator – Secretary |

Agendas of the meeting

1. Preliminaries
2. Chairman remarks
3. Program progress
4. KDSP II 2025/26 FY Level 1 and 2 grants
5. Coming activities of the programs

Minute 01/2025-26 Preliminaries

The meeting started with a word of prayer from Samuel Kemboi. The chairman, CPTC called the meeting to order and welcomed members.

Minute 02/2025-26 Chairman remarks

The Chairman reminded the committee members on the Second Kenya Devolution Support Program (KDSP II) on Context and Vision of Devolution; Devolution Sector Plan 2023-2027; Program Development and Key Results areas; Program Scope, Duration and Components; Institutional Arrangements; Grants Mechanisms; Annual Performance Assessment Guidelines and Verification Protocols; Financial Management and Accounting Procedures; Monitoring and Evaluation Framework and Reporting; Procurement and Contracting; Environment, Social Health and Safety Safeguard Arrangements; Capacity Building procedures and Program Action Plan.

Minute 03/2025-26 program progress for FY 2024/25

The program coordinator gave the progress report of the project as follows:

Budget approved by the County Assembly includes a budget allocation for KDSP II (Vote, Sub-vote, Program or Activity level).

1. KDSP II level I grant for FY 2024/25 is captured in the budget (under the Department in-charge of Devolution).

Vote Head: KDSP 2 Code: 2210799-00001001-0709015310-43100001.

Participation agreement

2. Submitted three (3) hard copies of the Participation Agreement (with County seal) signed by the Governor to the State Department for Devolution by 30th May, 2024. The forwarding letter (Signed by the County Secretary) is to be scanned and emailed to secondkdsp@gmail.com.

Work plan, Budget and Cash flow

3. Email a soft copy of the draft Work Plan, Budget and Cash flow Plan by 30th May, 2024 to secondkdsp@gmail.com.

Establishment of management structures:

4. Letters of Appointment (by the Governor) for the County Program Steering Committee (CPSC) members dated 28th March, 2023; Inaugural/first meeting notification letter and minutes for the first CPSC Meeting;

5. Letters of Appointment (by County Secretary) for the County Program Technical Committee (CPTC) Members dated 4th June 2024 and
6. Letters of Appointment (by County Secretary) for the County Program Implementation Unit (CPIU) Members dated 4th June 2024.

Bank Account

7. Opened a KDSP II Special Purpose Account (SPA) with the Central Bank of Kenya (CBK) and close any other KDSP I or KDSP II accounts

Account details

Customer Number: 119501

Account number: 1000745789

Account Name: Uasin Gishu County Second Kenya Devolution Support Program

Meetings held so far are as shown below

S/NO.	Meeting	Participants	Facilitators	Venue	Dates
1	Sensitization workshop on KDSP II	Chief Officers in charge of Devolution and Finance; County Program Coordinators and Key Results Areas one two and three (KRAs 1,2 &3) persons	National Program Coordination Unit (NPCU)	Nakuru	27 th to 28 th May, 2024
2	Sensitization workshop on KDSP II	CECM – PSM and Devolved Units	NPCU	Mombasa	18 th to 21 st June, 2024
3	Financial Management (FM) Review Mission in select counties in collaboration with the World Bank team	Chief Officers in charge of Devolution and Finance; County Program Coordinators and Key Results Areas one two and three (KRAs 1,2 &3) persons	NPCU	Uasin Gishu County Headquarters	31 st October, 2024
4	Baseline survey for disbursement Linked Indicators	KDSP II Monitoring and Evaluation Officers	NPCU	Naivasha	11 th to 14 th November, 2024

	for KDSP II				
5	Monitoring and Evaluation - Baseline Survey on data collection tool	CECM – PSM and Devolved Units Chief Officer in charge of Devolution Coordinator CPIU members	NPCU	Uasin Gishu County Headquarters	19 th November, 2024
6	Sensitization workshop on KDSP II	Chief Officers in charge of Devolution and County Program Coordinators	NPCU	Nanyuki	4 th to 7 th December, 2024
7	Performance Contract	HRM Director in charge of Performance Contract	NPCU	Naivasha	3 rd to 6 th December, 2024
8	KDSP II – In depth payroll audit by the Office of the Auditor General	HRM Director	Office of the Auditor General	Uasin Gishu County Headquarters	6 th January, 2025
9	Independent Verification Agent (IVA)	Chief Officers in charge of Devolution and Finance; County Program Coordinators and Key Results Areas one two and three (KRAs 1,2 &3) persons	NPCU	Uasin Gishu County Headquarters	17 th February, 2025.

Counterpart funding

In the second supplementary budget for the Financial Year (FY) 2024/2025 the government included a counterpart funding of KSh. 6,000,000.00 to support the activities of this program. However, this money was not utilized because it came just before the close of the financial year. This money will be utilized in 2025/26 FY.

Minute 04/2025-26 KDSP II 2025/26 FY Level 1 and 2 grants

The meeting discussed and agreed on the Level 1 Annual Work Plans and Level 2 County Annual Investment Plan and budget and Cash flow projection for the Financial Year 2025/2026 as shown in the attachment.

The committee agreed to forward the Level 1 Annual Work Plans and Level 2 County Annual Investment Plan and budget and Cash flow projection for the Financial Year 2025/2026 to CPSC for approval

Minute 05/2025-26 Coming activities of the programs

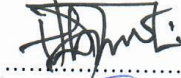
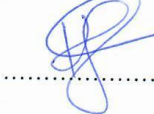
Annual Performance Assessment by Independent Verification Agent (IVA) in the month of October, 2025

Closing remarks

The Chairman emphasized the importance of working together to achieve the success of the program in 2025/2026 FY

There being no other business, the meeting adjourned at 12.30 pm

Confirmed as the true deliberation of the meeting

Name	Designation	Signature
Philip Meli	Chairman	
Samuel Kemboi	Secretary	

MRA	DfIs	Expected Output/Deliverable	Activity Description	Description of Sub-Activities	Unit (persons, days, items, workshops)	No of Units	Unit Cost	Total Cost	Start Date	End Date	Lead department for Implementation	Collaborating Department
KRA I. Sustainable Financing and Expenditure Management	dl12	Capacity building of systems users of Import Management and File tracking systems	Capacity building of implementation users	Capacity building ... workshops for users for Import management and file tracking system	Workshops	2	1,000,000	2,000,000	Sep-25	Mar-26	CO Finance	ICT and E- Government
		Enhanced access to Government procurement opportunities (AGPO) uptake	Training of procurement Officers, Gender Officers	Capacity building workshops on Gender and procurement mainstreaming	Workshop	2	250,000	500,000	Sep-25	Mar-26	CO Finance	PSM
		A centralized project coordinating unit.	Establishment of Single Project Management Unit	Nomination and training of No. members	No.	2	500,000	1,000,000	Sep-25	Mar-26	CO Finance	Roads and PSM
		Functional County Service Centre with integrated system for major revenue streams, which is consistent with DSR from 1.4B 2023-2024 to 1.6B 2024-2025	Training of staff working in the integrated revenue system	Capacity building of staff at County Service Centre on Revenue Management System and dissemination of Usin Gishu County Revenue Enhancement Action Plan (UGC-REAP) and the new legislations	No.	1	1,100,000	1,100,000	Sep-25	Mar-26	CO Finance	Devolution and Administration, ICT and E-Government
	dl13	Legislation to formalize county service centre to provide for its management, staffing, budgeting, and mandate for oversight of all revenue streams	Legislation to formalize county service centre to provide for its management, staffing, budgeting, and mandate for oversight of all revenue streams	training workshops for key stakeholders, ie the executive members, the county directors, the relevant committees (finance, icl and Pricing Policy and develop Usin Gishu County Revenue Enhancement Action Plan (UG-REAP), and Amendment or repeal of the Usin Gishu County Revenue Act 2016 to align with and domesticate	No	3	600,000.00	1,800,000	Sep-25	Mar-26	CO Finance	County, Atumny and PSM
		Branding of County Service Centre	Branding of County Service Centre	Purchase of uniforms for service officers and branding of the service centre	No	1	550,000	550,000	Sep-25	Mar-26	CO Finance	Devolution and Administration
	dl14	Action plan for management of pending bills	Establishment and Capacity Building of the pending bills management committee	Nomination of committee for management of pending bills, workshop for assessing pending bills and Training of the Committee on budgeting and reporting on pending bills and assessment of pending bills action plan	workshop	2	600,000	1,200,000	Sep-25	Mar-26	CO Finance	Devolution and Administration

dl#	Updated Record of Ongoing and completed projects.	Documentation of all ongoing and completed development projects in the County	Come up with project management committees, Liaising with departments and development projects for the year, accompanied by their feasibility studies, tender management and procurement, and developing grievance resolution mechanisms.	Workshop	1	1,300,000	1,300,000	1,300,000	Sep-25	Jun-26	CO Devolution and Administration and Finance	Finance and ICT, E-Government and Roads
		Screening of proposed infrastructure investment	Departments to submit the proposed projects. Consolidation of all the proposed projects in the County	Meeting with all the COs to validate the proposed projects					Sep-25	Jun-26	CO Roads and Public Works	Finance and ICT, E-Government and Roads
		Capacity building for department							Sep-25	Jun-26	CO Devolution and Administration	
		Stock take of all county projects							Sep-25	Jun-26	CO Devolution and Administration	
		Operationalization of PMAC at project level							Sep-25	Jun-26	CO Devolution and Administration	
		Capacity building for PMAC on monitoring and oversight and feedback mechanisms							Sep-25	Jun-26	CO Devolution and Administration	
		Development of County Investment Dashboard							Sep-25	Jun-26	CO Devolution and Administration	
		Training of officers on conflict redress mechanism	Uploading of all ongoing and complete projects in the County to the County	Workshop					Sep-25	Jun-26	CO Devolution and Administration	
		Action plan for GRM	Nomination of GRM committees and Training of officers on Grievances Handling Mechanism and Environmental and Social Framework	Workshop	5	100,000	100,000	500,000	Sep-25	Jun-26	CO Devolution and Administration	CO PSM
		Action plan on climate change, Risk Screening and preparedness	Institutionalization of Environmental and Social Health and Safety	Workshop					Sep-25	Sep-26	CO Devolution and Administration	PSM, Environment and Roads
		Climate Change Risk Screening & Preparedness	Climate Change Risk Screening & Preparedness	Workshop	4	100,000	100,000	400,000	Sep-25		CO Devolution and Administration	PSM, Environment and Roads
		Sub-Total	Develop LG County level KDSP II result Framework	Workshops and meetings	2	750,000	750,000	12,690,000	Sep-25	Jun-26	CO Devolution and Administration	PSM
		County implementation support missions	Implement County level internal program progress missions	Meetings	6	750,000	750,000	4,500,000	Sep-25	Jun-26		
		Committee Meetings	Facilitation of programmatic committees and technical implementing teams	Meetings	4	1,500,000	1,500,000	6,000,000	Sep-25	Jun-26		
		Training of CPU	Capacity building of CPU Staff on program/project management	Workshop	6	600,000	600,000	3,600,000	Sep-25	Jun-26		
		Sub-Total	Sub-Total					15,600,000				
		TOTAL						47,500,000.00				

COUNTY GOVERNMENT OF UASIN GISHU
SECOND KENYA DEVOLUTION SUPPORT PROGRAM (KDSP II)
BUDGET FOR THE FINANCIAL YEAR 2025/26



S/NO	Activity	Responsible party for implementation	Start Date	End Date	Budget (KES)
1	Training of system users	CO Finance	Sep-25	Jun-26	2,000,000
2	Training of procurement Officers, Gender Officers	CO Finance	Sep-25	Jun-26	500,000
3	Establishment of Single Project Management Unit	CO Finance	Sep-25	Jun-26	1,000,000
4	Training of staff working in the intergrated revenue system	CO Finance	Sep-25	Jun-26	1,100,000
5	Legislation to formalize county service centre to provide for its management, staffing, budgeting, and mandate to ownboard all revenue streams	CO Finance	Sep-25	Jun-26	1,800,000
6	Branding of County Service Centre	CO Finance	Sep-25	Jun-26	550,000
7	Establishment and Capacity Building of the pending bills management committee	CO Finance	Sep-25	Jun-26	1,200,000
8	Training of Human Resource Officers on HRMIS	CO PSM	Sep-25	Jun-26	1,500,000
9	Procurement of Computers and Printers-HRMIS components	CO PSM	Sep-25	Jun-26	1,000,000
10	Undertaking HR and Skills Audit	CO PSM	Sep-25	Jun-26	1,810,000
11		CO PSM	Sep-25	Jun-26	1,500,000
12	Undertaking payroll audit	CO PSM	Sep-25	Jun-26	1,500,000
13		CO PSM	Sep-25	Jun-26	1,050,000
14	Review of the staff establishment	CO PSM	Sep-25	Jun-26	1,200,000
15	Performance Management Implementation	CO PSM	Sep-25	Jun-26	1,500,000

16	Training of committee members for community sensitization	CO Devolution and Administration	Sep-25	Jun-26	1,000,000
17	Training of Sub County and Ward Administrators and Inspectorate Officers	CO Devolution and Administration	Sep-25	Jun-26	4,140,000
18	Equipping KDSP II office	CO Devolution and Administration	Sep-25	Jun-26	2,000,000
19	Digitilization of the Cabinet meetings	CO Devolution and Administration	Sep-25	Jun-26	3,250,000
20	Documentation of all ongoing and completed development projects in the County	CO Devolution and Administration and Finance	Sep-25	Jun-26	1,300,000
21	Screening of proposed infrastructure investment	CO Roads and Public Works	Sep-25	Jun-26	
22	Capacity building for department	CO Devolution and Administration	Sep-25	Jun-26	
23	Stock take of all county projects	CO Devolution and Administration	Sep-25	Jun-26	
24	Operationalization of PMC at project level	CO Devolution and Administration	Sep-25	Jun-26	
25	Capacity building for PMC on monitoring and oversight and feedback mechanisms	CO Devolution and Administration	Sep-25	Jun-26	
26	Development of County Investment Dashboard	CO Devolution and Administration	Sep-25	Jun-26	
27	Training of officers on conflict redress mechanism	CO Devolution and Administration	Sep-25	Jun-26	500,000
28		CO Devolution and Administration	Sep-25	Jun-26	
29	Institutionalization of Environmental Social Health and Safety	CO Devolution and Administration	Sep-25	Jun-26	100,000
30	Climate Change Risk Screening & Preparedness	CO Devolution and Administration	Sep-25	Jun-26	400,000
31	Development and Implementation of a KDSP II M&E Framework	CO Devolution and Administration	Sep-25	Jun-26	1,500,000
32	Implement County level internal program progress missions	CO Devolution and Administration	Sep-25	Jun-26	4,500,000
33	Facilitation of program-related steering and technical committee meetings and county technical implementing teams		Sep-25	Jun-26	6,000,000
34	Capacity building of CPIU Staff on program/project management		Sep-25	Jun-26	3,600,000
	TOTAL		Sep-25	Jun-26	47,500,000

COUNTY GOVERNMENT OF UASIN GISHU
SECOND KENYA DEVOLUTION SUPPORT PROGRAM (KDSP II)
CASH FLOW PROJECTION FOR THE FINANCIAL YEAR 2025/26



\$'000 Activity	JUL 2025	AUG 2025	SEP 2025	OCT 2025	NOV 2025	DEC 2025	JAN 2026	FEB 2026	MAR 2026	APR 2026	MAY 2026	JUN 2026	TOTAL
1 Training of system developers and users			1,000,000										2,000,000
2 Training of procurement Officers, Gender Officers			1,000,000										500,000
3 Establishment of Single Project Management Unit													1,000,000
4 Training of staff working in the integrated revenue system					1,100,000								1,100,000
5 Legislation to formalize county service centre to provide for its management, staffing, budgeting, and mandate to onboard all revenue streams													1,800,000
6 Branding of County Service Centre			550,000										1,200,000
7 Establishment and Capacity Building of the pending bills management committee													550,000
8 Training of Human Resource Officers on HRMIS													1,500,000
9 Procurement of Computers and Printers-HRMIS components			1,000,000										1,500,000
10 Undertaking HR and Skills Audit													1,810,000
11 Undertaking payroll audit							1,500,000						1,500,000
12 Review of the staff establishment													1,810,000
13 Performance Management Implementation								1,050,000					1,500,000
14 Training of committee members for community sensitization			750,000										1,050,000
15 Training of Sub County and Ward Administrators and Inspectate Officers			1,000,000										1,200,000
16 Training of Sub County and Ward Administrators and Inspectate Officers													1,000,000
17 Equipping KDSP II office													1,000,000
18 Digitization of the Cabinet meetings			1,000,000										4,140,000
19 Digitization of all ongoing and completed development projects in the County													2,000,000
20 Screening of proposed infrastructure investment			3,300,000										3,250,000
21 Capacity building for department													1,300,000
22 Stock take of all county projects													-
23 Operationalization of PMC at project level													-
24 Capacity building for PMC on monitoring and oversight and feedback mechanisms													-
25 Development of County Investment Dashboard			500,000										500,000
26 Training of officers on conflict redress mechanism													100,000
27 Institutionalization of Environmental Social Health and Safety													400,000
28 Climate Change Risk Screening & Preparedness Framework			750,000										1,500,000
29 Implement County level internal program progress missions													1,500,000
30 Facilitation of program-related steering and technical committee meetings and county technical implementing													4,500,000
31 Capacity building of CPU Staff on program/project management			1,500,000										6,000,000
32 Capacity building of CPU Staff on program/project management			1,200,000										3,600,000
TOTAL			11,550,000	12,060,000	6,750,000	7,750,000	1,200,000	2,550,000	6,840,000	2,550,000	1,200,000	6,840,000	47,500,000

**County Annual Investment Plan and Budget for the Service Delivery and Investment Grant
(Level 2 Grant)**

County Annual Investment Plan and Budget - FY2025/2026

Project: Uasin Gishu County Modern Diagnostic Centre in Eldoret City

1. Introduction

The ultra-modern facility set to help in carrying out research and diagnosing to many communicable diseases, giving a new phase to the current Uasin Gishu Hospital located in the Central Business District and housed in an old building that has withstood the test of time.

This facility will advanced medical technology facility that will improve healthcare delivery to the residents of Uasin Gishu and neighboring counties.

This Diagnostic Centre is a milestone in our efforts to strengthen healthcare in Uasin Gishu, by incorporating cutting-edge medical technology, we are ensuring that our residents receive top-notch quality healthcare without the need to travel long distances.

The facility will have adequate space for medical personnel and patients who visit to seek medication for various ailments.

2. Context

The Diagnostic Centre is expected to significantly boost healthcare services in Uasin Gishu, solidifying Eldoret, which was elevated to a city last year, maintaining its status as a medical hub in the North Rift region.

The facility will house various medical services, with the ground floor dedicated to emergency care, outpatient services, ultrasound, a pediatric unit, a pharmacy, and laboratory services, while the first floor will feature radiology units—including X-ray and CT scan services—alongside theatres and intensive care units.

The second floor will accommodate wards for children and male and female patients, an additional ICU, a High Dependency Unit (HDU), and a theatre, while the third floor will host specialist clinics for renal, dental, ENT, and oncology services, and the fourth floor will include administrative offices, conference rooms, and lecture halls.

3. Investment prioritization

Uasin Gishu County Modern Diagnostic Centre in Eldoret City

Gantt Chart

Table 2: Gantt Chart County Investment Budget FY2025/2026

S/No.	Activity	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
1	Handing over site, clearing, site constr. office												
2	Excavation and foundation												
3	Superstructure framing,												
4	Building enclosure												

4. County Investment Plan and Budget FY2025/2026

NO.	Activity	Time frame		Budget (KShs)
		Start	End	
1.	Uasin Gishu County Modern Diagnostic Centre in Eldoret City	July 2025	June 2027	437,000,000.00
	Total			437,000,000.00

Detailed pre-feasibility study report(s) (Attached)

Social and environmental impact screening (Attached)

Detailed design and other preparatory work and actual implementation in terms of timing and budget (Attached)

Gantt chart (Attached)

5.0 Expected outcomes

This Diagnostic Centre is a milestone in our efforts to strengthen healthcare in Uasin Gishu, by incorporating cutting-edge medical technology, we are ensuring that our residents receive top-notch quality healthcare without the need to travel long distances.

6.0 Implementation modalities and time frame

a. Department responsible for implementation of the proposed project:

Department of Devolution and Administration

b. Department responsible for supervision of the project – Public Works

c. Procurement: Open Tender

d. Works completed in FY 2025/2026

Handing over site, clearing, site construction Office, Excavation and foundation, superstructure framing, and building enclosure.

d. Works completed in FY 2026/2027

Installing mechanical, electrical, and plumbing systems, closing the building's exterior, and finally, completing all interior and exterior finishes.