

REPUBLIC OF KENYA



ISIOLO COUNTY GOVERNMENT

COUNTY DEPARTMENT OF FINANCE AND ECONOMIC PLANNING

Date: 30th NOVEMBER 2017

COUNTY DEPARTMENT OF ECONOMIC PLANNING CIRCULAR NO. 04/2017

TO: ALL COUNTY EXECUTIVE COMMITTEE MEMBERS

ALL COUNTY CHIEF OFFICERS/ ACCOUNTING OFFICERS

THE CLERK –ISIOLO COUNTY ASSEMBLY

THE SECRETARY -COUNTY PUBLIC SERVICE BOARD

THE COUNTY BUDGET AND ECONOMIC FORUM

THE COUNTY COMMISSIONER

GUIDELINES FOR THE PREPARATION OF THE COUNTY INTEGRATED DEVELOPMENT PLAN (CIDP) FOR THE PERIOD 2018 – 2022

Introduction

Pursuant to The County Government Act 2012, Article 105(a):

- (1) A County Planning Unit shall be responsible for-
 - (a) Coordinating integrated development planning within the county,
 - (b) Ensuring integrated development planning within the county
- (2) The designated planning authority in the county shall appropriately organise for the effective implementation of the planning function within the county

A. Purpose

These guidelines provide clear instructions on the processes and procedures for preparing the 2018-2022 County Integrated Development Plan (CIDP) for Isiolo County government in accordance to the County Government Act 2012. The County Integrated Development Plan provides a mechanism for linking county policy, planning and budgeting processes as required by the County Government Act and the PFM Act.

B. Background

1.1 The Constitution

Article 220(2) of the Constitution states that the National government shall prescribe the structure of development plans and budgets of counties. Article 201 further sets out the principles of public finance that should be adhered to. These principles include accountability, openness, public participation and promotion of an equitable society.

1.2 Kenya Vision 2030

The aim of the Kenya Vision 2030 economic blueprint is to create “a globally competitive and prosperous nation with a high quality of life by 2030”. It also aims to transform Kenya into “a newly industrializing, middle income country providing a high quality of life to all its citizens in

a clean and secure environment”. The Vision will be implemented through successive five years Medium Term Plans at the national level and the CIDPs at the county level.

1.3 The County Government Act, 2012

The County Government Act 2012, in fulfilment of the constitutional requirement to legislate preparation of county plans, details the goals and procedures of “County Planning” (Part XI of the Act). County planners are required to prepare 5-year integrated county development plans and the annual county budgets to implement them as per section 108 (1) of the Act.

In Section 102(h) of the Act, county planning is expected “to provide a platform for unifying planning, budgeting, financing programmes, implementation, and performance review”. A county planning unit shall be responsible for “coordinated integrated development planning”. County plans will have the goal of promoting harmony with national and other county plans, land-use plans, urban planning and environmental conservation.

Further, Section 104 (1) of the Act states that, “a county government shall plan for the county and no public funds shall be appropriated without a planning framework developed by the county executive committee and approved by the county assembly”. It also states that the county planning framework shall integrate economic, physical, social, environmental and spatial planning. In addition to an integrated county development plan, each county is expected to have the following:

- i. A County Sectoral Plan;
- ii. A County Spatial Plan; and
- iii. A City and Urban Areas Plan.

These county plans (Section 107(2)) “shall be the basis for all the budgeting and planning in a county”.

1.4 Public Finance Management Act (PFMA), 2012

The Public Finance Management Act (PFMA), 2012, emphasizes what the County Government Act states but puts a slightly different emphasis on planning. Whereas the County Government Act requires a “Five-Year County Integrated Development Plan”, the PFMA (Part IV Section (126) (1)) requires both a long-term and medium term plan. According to the PFMA, a budget process for the county government in any financial year shall consist of the following stages:

- i. Start with an integrated development planning process, which shall contain both short term and medium term plans.
- ii. Every county shall prepare a development plan as per Article 220 (2) of the Constitution.
- iii. Budgets are to be based on programmes, projects and other expenditure contained in the plan.

C. THE GUIDELINES

1. The following will guide the preparation of 2018 – 2022 CIDP.

1.6 Steps in Preparation of the CIDP

The CIDP preparation process entails the following steps or phases:

Phase One: Preliminaries

In the preliminary stage, the following steps will be spearheaded by the County Department for Finance and Economic Planning:

- i. Establishment of the CIDP preparation secretariat. The secretariat will be responsible for the following;
 - a) Provide overall leadership and coordination of the CIDP planning process
 - b) Agree on vision and mission (for the County and individual sectors);
 - c) Define development objectives and outcome targets;
 - d) Define criteria for prioritization and resource allocation amongst sectors and spatial distribution of development resources;
 - e) Formulate development strategies which may require a multi-sectoral approach;
 - f) Consolidate outputs from sector working groups and prepare a draft plan; and
 - g) Identify major programmes and sub-programmes.
- ii. Establishment of Sector Working Groups (SWGs), which will comprise of County Government Department sector leads, National Government representatives and relevant Non-State Actors (NSA) (such as private sector, NGOs, CBOs, Development Partners active in the sector); and
- iii. Sensitization/ familiarization of the county heads and other stakeholders on the CIDP guidelines.

Phase Two: Data Collection and Analysis

In this Phase, information will be collected on the existing conditions within the County and on the implementation of previous plans. It focuses on the types of challenges faced by people in the

area and their leading causes. The identified challenges are assessed and prioritized in terms of their urgency. Information on availability of resources is also collected during this phase. The SWGs will be responsible for the following:

- a) Review of the current CIDP;
- b) Collection of primary data through public consultation forums and memorandums;
- c) Analysis of the Governor’s Manifesto and incorporate into the existing mandates and policy framework;
- d) Analysis of existing spatial plan and sectoral plans;
- e) Analysis of the draft MTP to identify national flagship projects or other major initiatives targeting the County;
- f) Analysis of sector policy framework (e.g. Vision 2030, SDGs, long term county strategic plans, relevant policies, etc.);
- g) Analysis of inputs from previous public participation forums and events; and
- h) Identify key development challenges faced by the sector
- i) Improve communication and nurture partnerships with all stake holders to achieve government priorities.

Phase Three: Strategies

The County will work on finding solutions to the problems assessed in phase two. Under the facilitation of the CIDP preparation secretariat, the County will:

- i. Agree on vision and mission (for the County and individual sectors);
- ii. Define development objectives and outcome targets;
- iii. Define criteria for prioritization and resource allocation amongst sectors and spatial distribution of development resources;
- iv. Formulate development strategies which may require a multi-sectoral approach; and
- v. List major programmes and sub-programmes.

The County will also have overall strategies for Cross-cutting issues like dealing with climate change; Environmental degradation; HIV/AIDs; Gender, Youth and Persons with Disability (PWD); Disaster Risk Management (DRM), Ending Drought Emergencies (EDE) among others.

Phase Four: Programmes and Projects

In this Phase, the County will design the content of programmes and projects identified during the strategies development Phase. This work will primarily happen within the Sector Working Groups unless a specific issue or programme has cross-Sectoral dimensions and impacts which would need collaboration between the sectors. Each programme (and flagship project) has to be formulated by taking into account the following:

- i. Is the programme/project being designed taking into consideration cross-cutting issues (see above)?
- ii. Who is going to benefit from the programme/project?
- iii. Is the programme promoting equity and consistent with the County spatial development framework?
- iv. What is the indicative budget over the 5-year period? (For programmes; Projects will have a more defined timeframe and cost)
- v. Does the programme/project foresee funding from other sources? Under what arrangements or modalities?
- vi. Is this programme/project responsive to inputs and priorities of the public?
- vii. Are there the required performance management, M&E, and accountability structures and mechanisms in place to adequately support implementation of the programme/project?

Clear outcomes and targets must be set and indicators worked out to measure performance as well as the impact of individual program/projects.

Phase Five: Integration

Once all programmes/projects have been formulated, the Secretariat will verify that they are consistent with the County Performance Management Framework (e.g. contribute to long term objectives, have clear outcomes, indicators, performance management, M&E, within available resources, etc.). Programmes will also be reviewed based on cross-Sectoral considerations, both in terms of potential negative impact and of harnessing synergies across County Government sectors, across levels of government and with non-governmental stakeholders.

At this point the Secretariat should have a final draft CIDP. The draft will be subjected to validation in accordance with the according to county policy before submission to the Executive.

Phase Six: Approval

The secretariat will present the draft to the Executive for consideration and adoption. The Executive will table the draft CIDP to the County Assembly no later than December 31st 2017.

The Assembly will publicize the draft for public comment. In collaboration with the Executive, the County Assembly will review the draft CIDP in accordance with existing laws and regulations before approving the 2018 – 2022 County Integrated Development Plan.

F. CONCLUSION

Finally, Accounting Officers, County Executive Committee Members and all stakeholders are required to ensure strict adherence to these guidelines and bring the contents of this Circular to the attention of all Officers working under them.

Thanking you in advance,

Mwenda Thiribi

CEC - Finance and Economic Planning

COPY TO:

**H. E. MOHAMMED KUTI
GOVERNOR
ISIOLO COUNTY**

MR. SALAD BORU

CLERK, ISIOLO COUNTY ASSEMBLY

**MR. ADAN JILLO
COORDINATOR OF BUDGET
ISIOLO**

THE COUNTY PUBLIC SERVICE BOARD

THE COUNTY ASSEMBLY PUBLIC SERVICE BOARD

ANNEX 1: CIDP PREPARTION CALENDAR

Accounting officers are required to ensure strict adherence to these guidelines and to bring the contents of this circular to the attention of all Officers working under them

ACTIVITY	RESPONSIBILITY	DEADLINE
Phase One: Preliminaries		
Issuing of a circular with instructions and deadlines to all county Accounting Officers, the County Commissioner, the County Budget and Economic Forum (CBEF) and other key stakeholders;	CEC Finance and Economic Planning	30 th November 2017
Sensitization/ familiarization of the county heads and other stakeholders on the CIDP guidelines.	CEC Finance and Economic Planning	1 st December 2017
Establishment of the CIDP preparation secretariat	CEC Finance and Economic Planning	1 st December 2017
Establishment of Sector Working Groups (SWGs),	CEC Finance and Economic Planning	1 st December 2017
Phase Two: Public Participation, Data Collection and Analysis		
Review of the current CIDP, Analysis of secondary data sources, plans and sector policies	Sector Working Groups	5 th December 2017

Collection of primary data and information through public consultation forums and memorandums;	CIDP Secretariat	11 th – 15 th December
Phase Three: Strategies		
Development vision and mission (for individual sectors);	Sector Working Groups	4 th -8 th December 2017
Define development objectives and outcome targets;	Sector Working Groups	4 th -8 th December 2017
Define criteria for prioritization and resource allocation amongst sectors and spatial distribution of development resources;	Sector Working Groups	4 th – 8 th December 2017
Formulate development strategies which may require a multi-sectoral approach; and	Sector Working Groups	11 th – 15 th December 2017
Listing of major programmes and sub-programmes.	Sector Working Groups	11 th – 15 th December 2017
Phase Four: Programmes and Projects		
Design of the content of programmes and projects identified during the strategies	Sector Working	18 th – 22 nd

development Phase.	Groups	December 2017
Development of clear outcomes and targets including indicators	Sector Working Groups	18 th – 22 nd December 2017
Phase Five: Integration		
Alignment to County Performance Management Framework	CIDP Secretariat	18 th – 22 nd December 2017
Review of programmes based on cross-Sectoral considerations,	CIDP Secretariat	18 th – 22 nd December 2017
Development of final draft CIDP.	CIDP Secretariat	18 th – 22 nd December 2017
County validation meeting	CEC Finance and Economic Planning	20 th December 2017
Phase Six: Approval		
Submission of the Draft CIDP Plan to the Executive for consideration and adoption.	CEC Finance and Economic Planning	20 th December 2017
Submission of the draft CIDP to the County Assembly	CEC Finance and Economic Planning	20 th December 2017
Final review the draft CIDP in accordance with existing laws and regulations before	County Assembly	28 th December

approval		2017
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Annex II: STRUCTURE OF THE COUNTY INTEGRATED DEVELOPMENT PLAN

2.1 Introduction

This section presents the structure of the County Integrated Development Plan as well as the outline of the various chapters and the annexes.

2.2 The CIDP Structure

The following is the proposed structure of the County Integrated Development Plan:

PRELIMINARIES

i.) Cover Page

The cover page should contain the following:

- The County Government Logo
- {County Name}
- County Integrated Development Plan (Period e.g. 2018-2022)
- Theme of the Plan (County specific)

ii.) First Page (Title page)

- Title: County Integrated Development Plan for ____ {Insert county name}
- County Vision and Mission

iii.) Subsequent Pages of the Plan

- Table of Contents

- List of Tables
- List of Maps/Figures
- List of Plates (Captioned photos)
- Abbreviations and Acronyms
- Glossary of Commonly Used Terms

iv.) Foreword

The foreword should contain the rationale for preparing the County Integrated Development Plan, a summarized brief on achievements of the previous CIDP and the highlights of the development priorities of the county during the plan period. It should also discuss the linkage of CIDP with other development plans which include: Kenya Vision 2030, Medium Term Plans (MTPs), National Spatial Plan framework, Green Economy Strategy and Implementation Plan (GESIP), Agenda 2063 of the African Union, the Sustainable Development Goals (SDGs), and other national policies and international commitments. *(To be signed by the Governor)*

v.) Acknowledgement

This should acknowledge all those involved in the CIDP preparation process. The role played by the various stakeholders including key County and National Governments actors and development partners who might have funded the process of developing the guidelines and the role of the public in general should also be acknowledged. *(To be signed by the County Executive Committee member responsible for county economic planning)*

vi.) Executive Summary

The executive summary should provide a reader with a quick preview of the plan's contents. It should highlight the content of each chapter. *(It should be about two pages)*

CHAPTER ONE: COUNTY GENERAL INFORMATION

This chapter should aim at giving a brief overview of the county, situation analysis and resource endowment.

1. County Overview

Background of the county which may include a brief history of the county, inhabitants, the headquarters, major economic activities, regional economic blocks and other inter/intra county relations. *(Approximately half a page)*

1.1. Position and Size

This should include the size in square kilometres, position, coordinates (longitudes and latitudes), the neighbouring counties, countries or major water bodies.

Figure 1: Location of the County in Kenya

(Insert the Map of Kenya indicating the location of the county)

1.2. Physiographic and Natural Conditions

- 1.2.1. Physical and Topographic features
- 1.2.2. Ecological conditions
- 1.2.3. Climatic conditions

1.3. Administrative and Political Units

- 1.3.1. Administrative Subdivision (sub-counties, wards, villages)

Figure 2: County's Administrative and Political Units

(Insert the map of the county's administrative and political units)

Table 1: Area by Sub-county and ward

Indicate the county government administrative structure (Mention also the National Government administrative structure in the text)

1.4. Political units (Constituencies and Wards)

Table 2: County’s Electoral Wards by Constituency

1.5. Demographic Features

1.5.1. Population size and composition

Tabular information is recommended, containing population data as per the last Kenya National Population and Housing Census (2009) report as the base year, current estimates (2018), and projections for mid of the plan period (2020) and end of the plan period (2022). Similar projections should be done for population in key urban centres in the county, and population distribution and density per ward and sub-county. Provide a narrative of any significant internal and external migrations, reasons for the movement where necessary as well as information on minority and marginalized communities as defined in constitution of Kenya 2010 indicating their numbers and areas they occupy in the county.

Table 3: Population Projections by Age Cohort

Table 4: Population Projections by Urban Centres

1.5.2. Population density and distribution

Table 5: Population distribution and density by Sub-county

1.5.3. Population projection for special age groups

Table 6: Population projection by special age groups

(Under-5:Pre-school going age, 6-13: Primary school going age, 14-17: Secondary school going age, 15-35: Youth Population, 15-49: Female reproductive age, 15-64: Labour force, 65+: the Aged population)

1.5.4. Population of persons with disabilities

Table 7: People living with disabilities by type, sex and age

Particulars	0-14		15-24		25-34		35-54		55+	
	M	F	M	F	M	F	M	F	M	F
Hearing										
Speech										
Visual										
Mental										
Physical										
Self-care										
Other										

The type of disability and Age classification is adopted from the Kenya National Survey Report for persons with Disability (2008)

1.5.5. Demographic Dividend

(Please refer to Definition of Concepts and Terminologies). Evidence show Counties are at different stages of demographic transition. It is, therefore, necessary to make County specific strategic investments in the four focus areas of the Demographic Dividend, namely, health and wellbeing; education and skills development; employment and entrepreneurship and rights, governance and youth empowerment as guided by 2015 County Adolescent and Youth Survey reports and the Kenya’s Demographic Dividend Roadmap. It is therefore imperative for counties to prioritize interventions that will enhance the achievement of demographic dividend and hence economic transformation. (Reference documents are available on www.ncpd.go.ke)

Counties are, therefore, required to provide a brief on the analysis of the County demographic Dividend potential based on the data in Table 8

Table 8: Demographic Dividend Potential

Category	2009*	2014	2017	2022	2030
Population Size					
Population below 15 (%)					
Population 15-64 (%)					
Population above 65 (%)					
Dependency ratio					
Fertility rate					

1.6. Human Development Approach

Give a brief explanation of the Human Development Indicators and briefly compare the county HDIs to the national HDIs. Give trends for the previous plan period (2013-2017). *Refer to the National Human Development Reports (NHDRs) for Kenya.*

1.7. Infrastructure Development

- 1.7.1. Roads and Rail Network (including roads by Classification, major bus, lorry parks and railway stations/terminus), Ports and Jetties, Airports and Airstrips
- 1.7.2. Information, Communication Technology which include post offices, mobile telephony, landline, fibre optic cables, radio and television and Huduma centres
- 1.7.3. Energy access (Main sources of energy, electricity coverage, solar, biogas, wind, etc.)
- 1.7.4. Housing: Types

1.8. Land and Land Use

- 1.8.1. Land ownership categories/ classification
- 1.8.2. Mean holding size
- 1.8.3. Percentage of land with title deeds

- 1.8.4. Incidence of landlessness
- 1.8.5. Settlement patterns (Urban centres, informal settlement, etc.)
- 1.8.6. Type and size of land

Figure 3: County Spatial Map

(Insert County Spatial Map to indicate land use)

1.9. Employment

- 1.9.1. Wage earners
- 1.9.2. Self-employed
- 1.9.3. Labour force by sector
- 1.9.4. Unemployment levels

1.10. Irrigation infrastructure and schemes

- 1.10.1. Irrigation potential
- 1.10.2. Irrigation schemes (small/ large scale)

1.11. Crop, Livestock, Fish Production and Value addition

For each of the economic activity, indicate value chains and value addition facilities.

- 1.11.1. Main crops produced
- 1.11.2. Acreage under food and cash crops
- 1.11.3. Average farm sizes
- 1.11.4. Main storage facilities
- 1.11.5. Agricultural extension, training, research and information services (available training institutions, demonstration firms' multiplication sites etc.)
- 1.11.6. Main livestock breeds and facilities
- 1.11.7. Ranching (number, ownerships and activities)
- 1.11.8. Apiculture (bee keeping)

1.12. Oil and Other Mineral Resources

1.12.1. Mineral and Oil potential

1.12.2. Ongoing mining and extraction activities (Quarry, sand harvesting, cement etc.)

1.13. Tourism and Wildlife

1.13.1. Main tourist attractions and activities

1.13.2. Classified / major hotels (numbers, bed capacity and distribution by sub-county)

1.13.3. Main wildlife

1.13.4. Wildlife conservation areas (game parks, reserves, conservancies, game ranches)

1.13.5. Total number of tourists (both domestic and foreign) visiting attraction sites annually

1.14. Industry and Trade

1.14.1. Markets

1.14.2. Industrial parks (including *Jua Kali* sheds)

1.14.3. Major industries

1.14.4. Types and number of businesses

1.14.5. Micro, Small and Medium Enterprise (MSME)

1.15. The Blue Economy (including Fisheries)

1.15.1. Aquaculture (Sea weed farming)

1.15.2. Main fishing activities, types of fish produced, landing sites

1.15.3. Deep sea fishing

1.15.4. Seabed and lake mining (Oil, gas and other extractives)

1.15.5. Ocean/ Marine renewable energy

1.15.6. Marine transport and tourism

1.16. Forestry, Agro Forestry and Value addition

Indicate Value chains and Value addition facilities for forest products.

- 1.16.1. Main Forest types and size of forests (Gazetted and Un-gazetted forests)
- 1.16.2. Main Forest products
- 1.16.3. Agro-forestry
- 1.16.4. Value chain development of forestry products

- 1.17. Financial services
 - 1.17.1. Number of banks, Micro finance institutions, mobile money agents and SACCOs with FOSAs
 - 1.17.2. Distribution /coverage of financial services by sub-county

- 1.18. Environment and Climate Change
 - 1.18.1. Major degraded areas / hotspots and major contributions to environmental degradation
 - 1.18.2. Environmental threats (Loss of biodiversity, drought, floods, Deforestation landslides, Coastal and marine erosion/pollution, Emergence of marine related diseases and epidemics, invasive species etc.)
 - 1.18.3. High spatial and temporal variability of rainfall
 - 1.18.4. Change in water levels or glacier
 - 1.18.5. Solid waste management facilities

- 1.19. Water and Sanitation
 - 1.19.1. Water resources
 - 1.19.2. Water supply schemes
 - 1.19.3. Water sources and access (distance to the nearest water points by sub-county)
 - 1.19.4. Water management (Institutions, measures for sustainable use etc.)
 - 1.19.5. Sanitation

- 1.20. Health Access and Nutrition
 - 1.20.1. Health Access (Health Facilities, Health personnel and their distribution by sub county)
 - 1.20.2. Morbidity: Five most common diseases in order of prevalence
 - 1.20.3. Nutritional status (prevalence of stunting and wasting in children under 5 years: height-for-age, weight-for-height, weight-for-age)

- 1.20.4. Immunization coverage
- 1.20.5. Maternal health care (maternal deaths, number of mothers delivering in hospitals, ante-natal and post-natal care)
- 1.20.6. Access to family planning services/Contraceptive prevalence
- 1.20.7. HIV and AIDS prevalence rates and related services

1.21. Education, Skills, Literacy and Infrastructure

Provide key education statistics such as; Facilities and enrolment, Teacher to Pupil /Student ratios, Transition rates, Completion rates and Retention rates. The section should also indicate facilities and enrolment for Special needs education and Mobile education centres for pastoral communities.

- 1.21.1. Pre- School Education (Early Childhood Development Education)
- 1.21.2. Primary Education
- 1.21.3. Non formal Education
- 1.21.4. Youth polytechnics
- 1.21.5. Secondary Education
- 1.21.6. Tertiary Education
- 1.21.7. Adult and continuing Education
- 1.21.8. Technical, Vocational Education and Training

1.22. Sports, Culture and Creative Arts

- 1.22.1. Museums, Heritage and Cultural sites
- 1.22.2. Talent Academies
- 1.22.3. Sports facilities
- 1.22.4. Libraries /information documentation centres/ Citizen service centres
- 1.22.5. Registered traditional herbalists and medicine-men

1.23. Community Organizations/Non-State Actors

- 1.23.1. Cooperative Societies
- 1.23.2. Public Benefits Organizations (PBOs) i.e. NGOs, CBOs, INGOs, FBOs and special interest groups, etc.
- 1.23.3. Development Partners e.g. UN Agencies, USAID, World Bank, etc. and the sectors they support

1.23.4. Youth empowerment and social inclusion (Youth empowerment centres)

1.24. Security, Law and Order

1.24.1. Number of police stations and posts by sub county

1.24.2. Types, trends and crime prone areas

1.24.3. Types and number of courts

1.24.4. Prisons and probation services

1.24.5. Number of public prosecution offices

1.24.6. Number of prosecutions over the years

1.24.7. Community policing activities

1.24.8. Immigration facilities

1.25. Social Protection

1.25.1. Number of Orphans and Vulnerable children (OVCs)

1.25.2. Cases of Street children

1.25.3. Child care facilities and Institutions by sub-county (children offices, Number of orphanages, rescue centres, and correction/rehabilitation facilities

1.25.4. Social net programmes in the county

CHAPTER TWO: LINKAGES WITH VISION 2030 AND OTHER PLANS

2.1 Overview

Give a brief introduction of the Chapter.

2.2 Linkage of the CIDP with the Kenya Vision 2030, its Medium Term Plans and Other Plans, Policies and Strategies

Give a brief on each of the following:

- CIDP linkages with the Kenya Vision 2030 and its Medium Term Plans: include National programmes and projects in the County, Flagship projects of Vision 2030 in the County.
- Cross-cutting projects and programmes involving the County and neighbouring counties.
- Linkage with Sectoral Plans, Urban and City Plans within the County.
- Integration of the Sustainable Development Goals (SDGs) into the CIDP. Respective county sectors are required to:
 - Identify SDGs relevant to their mandate;
 - Carry out awareness creation on the relevant SDGs;
 - Integrate the relevant SDGs in respective policies and plans; and
 - Prepare half-year reports on status of implementation of the SDGs targets.

(For further details on the SDGs, please refer to Concepts and Terminologies)

CHAPTER THREE: REVIEW OF IMPLEMENTATION OF THE PREVIOUS CIDP

3.1 Introduction

Give a brief overview of the chapter. The chapter should provide a brief review on implementation of the previous CIDP.

3.2 Status of Implementation of the Previous CIDP

Review of implementation of the previous CIDP should include, but not limited to:

- Analysis of the county Revenue Streams (equitable share, grants, own source revenue) – Compare the budgeted versus actual.
- County Expenditure Analysis by Sector/ subsector – Compare budgeted versus actual.
- Summary of key achievements versus planned targets focusing on outcomes (by sector/ subsector).
- Challenges in the implementation of the plan.
- Lessons learnt.

ANNEX III: COUNTY DEVELOPMENT PRIORITIES AND STRATEGIES (CHAPETR FOUR OF THE CIDP)

4.1 Introduction

Give a brief overview of the chapter. The chapter should discuss spatial development framework, key county development priorities, strategies and programmes and projects as identified by stakeholders in the county.

4.2 Spatial Development Framework

In this section, the county should describe the spatial framework within which development projects and programmes will be implemented. This section should also carry out an assessment of natural resources within the county. Information to be provided should cover the following thematic areas as outlined in the National Spatial Plan 2015–2045 which establishes a broad physical planning framework that provides physical planning policies to support economic and sectoral planning:

- Identifying resource potential growth areas
- Enhancing county competitiveness – Counties should leverage on their strengths and opportunities, strategic geographical locations, abundant natural resources, existing and proposed infrastructure projects and emergence of ICT.
- Modernizing agriculture – Develop strategy for transforming agriculture into a modern and commercially viable sector through intensification and diversification.
- Diversifying tourism – Develop strategies for offering diverse tourist products for the respective tourism circuits.
- Managing human settlement – Plan for decent and high quality urban livelihoods as well as rationalization of rural growth centres.
- Conserving the natural environment – Prioritize protection and conservation of environmentally sensitive areas.
- Transportation network – Maximize efficiency and sustainability of the transport sector through enhanced links and connectivity.
- Providing appropriate infrastructure – Develop interconnected, efficient, reliable, adequate, accessible, safe, sustainable and environmentally-friendly systems of infrastructure (water; energy; education, training and research facilities; health; ICT; sewer; sports)
- Industrialization – Exploit existing potential and location to steer county economic growth

Note:

- a) Counties with spatial plans should provide spatial maps and a summary on how the plan is addressing priority thematic areas (provide most relevant maps capturing the transport network, industrial/economic activities, managing human settlement....)
- b) For counties without spatial plans, the required information should be captured using Table 9 (An illustrative example is provided for the industrialization thematic area).

Table 9: County Spatial Development Strategies by Thematic Areas

Thematic Area	Overview/ Current Status	Policy Strategy	Potential Geographical Areas	Lead Agencies/ Departments
Industrialization	County is home to several agro processing industries which are spread across major urban areas	Establish the industrial zones with supporting infrastructures (water, electricity, road network...)	Give the exact location(s)	Physical Planning, Water, Energy.....
.....				

4.3 Natural Resource Assessment

This section should discuss the major natural resources found within the county.

Table 10: Natural Resource Assessment

Name of Natural Resource	Dependent Sectors	Status, Level of Utilization & Scenarios for future	Opportunities for optimal utilization	Constraints to optimal utilization	Sustainable Management strategies
Example: Lake Naivasha	<ul style="list-style-type: none"> • Fisheries • Tourism • Irrigation • Agriculture 	<ul style="list-style-type: none"> • Declining water levels – expected to further decline with expansion of horticulture sector • Water quality expected to decline due to increased farming 	<ul style="list-style-type: none"> • Best practices in waste water management and wetland conservation in some farms 	<ul style="list-style-type: none"> • Water levels declined • Water quality deteriorated from horticulture (affecting quality of fish, and quality of tourism) 	<ul style="list-style-type: none"> • Monitoring of water levels and quality • Regulate waste water and effluents from farms • Extension services to cover waste water treatment management

Name of Natural Resource	Dependent Sectors	Status, Level of Utilization & Scenarios for future	Opportunities for optimal utilization	Constraints to optimal utilization	Sustainable Management strategies
		activities			<ul style="list-style-type: none"> Nutrient enrichment
River Voi	<ul style="list-style-type: none"> Irrigation 	<ul style="list-style-type: none"> Over utilized up stream 	<ul style="list-style-type: none"> Can support more food production through irrigation; Fish farming 	<ul style="list-style-type: none"> Upstream damming; Nitrification; deforestation along the river banks 	<ul style="list-style-type: none"> Legal and policy enforcement River rehabilitation programme
	<ul style="list-style-type: none"> Mining 	<ul style="list-style-type: none"> Rampant sand harvesting; 	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 	<ul style="list-style-type: none">

4.4 Development Priorities and Strategies

This section should give a summary of the development priorities identified in the sectors from the spatial plan, sectoral plans and during stakeholder’s consultative forums. The development priorities, programmes and projects should be linked to the Kenya Vision 2030, MTP, County Transformative Agenda/long term strategic plans, as well as strategies identified in the spatial development framework. Emphasis should also be given to programmes and Projects aimed at fulfilling Article 56 of COK, achieving the aspirations of Sustainable Development Goals (SDGs) and African Union Agenda 2063 among others.

The programmes and projects should envisage a green economy by mainstreaming cross-cutting issues such as climate change; Environmental degradation; HIV/AIDs; Gender, Youth and Persons with Disability (PWD); Disaster Risk Management (DRM), Ending Drought Emergencies (EDE) among others.

Programmes should be captured in the main document while specific projects may be annexed (Annex 1).

4.4.1 Sector introduction

The section should include the following:

- Sector/subsector name
- Sector/ Subsector composition
- Vision and Mission
- Sector/ subsector Goal
- Sector/subsector Development needs, Priorities and Strategies

Table 11: Sector Programmes

Programme Name									
Objective									
Outcome:									
Sub Programme	Key Outcome	Baseline	Key performance Indicators	Planned Targets					Total Budget
				Year 1	Year 2	Year 3	Year 4	Year 5	

4.4.2 Cross-Sectoral Implementation Considerations

This section should provide the cross-sectoral impacts of each sectoral programme and appropriate actions to harness cross-sector synergies or mitigate adverse cross-sector impacts.

- **Harnessing cross-sector synergies:** Indicate what considerations will be made in respect to harnessing cross-sector synergies arising from possible programme impacts.
- **Mitigating adverse cross-sector impacts:** State the mitigation measures that may be adopted to avoid or manage potential adverse cross-sector impacts.

Table 12: Cross-sectoral impacts

Programme Name	Sector	Cross-sector Impact		Measures to Harness or Mitigate the Impact
		Synergies	Adverse impact	

4.5 Flagship /County Transformative Projects

These are projects with high impact in terms of employment creation, increasing county competitiveness, revenue generation etc. They may be derived from the Kenya Vision 2030 (to be implemented in collaboration with the National Government) or from the County Transformative Agenda. Projects cutting across county borders (cross-county and country projects) should be clearly indicated in this section.

Table 13: Flagship/ Transformative Projects

Project Name	Location	Objective	Output /Outcome	Performance indicators	Timeframe (Start-End)	Implementing Agencies	Cost (Ksh.)

CHAPTER FIVE: IMPLEMENTATION FRAMEWORK

5.1 Introduction

Give an overview on the CIDP implementation framework. The chapter should discuss the framework which includes institutions responsible for the actualization of the plan, resource requirements and mobilization.

5.2 Institutional Framework

This section should identify the institutional framework and provide the roles of major players in the implementation of CIDP. It should indicate the county's organogram (organizational structure) and clearly show the linkages with other stakeholders such as the National Government, the Civil Society, Development Partners etc.

5.3 Resource Requirements by Sector

Indicate proposed budget for each sector as derived from the sector programmes (see Table 14).

Table 14: Summary of Proposed Budget by Sector

Sector Name	Amount (Ksh.)	As a percentage (%) of the total budget
...		
Total		

5.4 The Resource Mobilization Framework

This section should explain the resource mobilization strategies which should include: revenue raising, asset management, financial management, debt management, capital financing and accountability. The section should also detail resources expected from own-source, the equitable share of national revenue, expected conditional grants from National Government or Development Partners as well as the Public-Private Partnerships (PPPs) arrangement.

Table 15: Revenue Projections

Type of Revenue	2018	2019	2020	2021	2022	Total
a) Local revenue by category						

b) Equitable share						
c) Conditional grants						
d) Equalization fund						
e) Other sources (Specify)						
Total						

5.5 Estimated Resource Gap and Measures of Addressing It

The section should capture the resource gap and measures on how to address the resource gap.

CHAPTER SIX: MONITORING AND EVALUATION FRAMEWORK

6.1 Introduction

Give a brief description of the M&E structure in the county. This chapter should be linked to the County Monitoring and Evaluation Framework as outlined in the Guidelines for Preparation of County Integrated Monitoring and Evaluation System (CIMES).

6.2 Data collection, Analysis, and Reporting

Give mechanisms for data collection, analysis, and reporting, dissemination and citizen engagement.

6.3 M&E Outcome Indicators

This section should give the monitoring and evaluation of outcome Indicators by sector. The CIDP Results Matrix will summarise the programme outcome indicators and targets. This will allow implementers and decision-makers alike to assess progress towards the various county development priorities. Table 16 will be used as the template for the CIDP Results Matrix

Table 16: Summary of M&E Outcome indicators

Sector	Programme	Outcome indicators	Baseline	Source of Data	Reporting Responsibility	Situation in 2018	Mid-term Target (2020)	End-term Target (2022)
							

