

Annual workplan CoST Kakamega 2026



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Level	Summary/Details	Indicators	Evidence	Responsible partner	Delivery date
Goal	<ol style="list-style-type: none"> Institutionalize transparency and accountability in the planning, execution and maintenance of public infrastructure in Kakamega County to ensure efficient and quality services for citizens. 	<ol style="list-style-type: none"> 80% increase in publicly accessible infrastructure data using the OC4IDS on the Government Procurement Portal. 1 Regulatory or legal reform introduced by government to improve quality, effectiveness and efficiency of infrastructure investment. 50% increase in citizen satisfaction with the level of openness and accountability of public infrastructure projects. 	<ul style="list-style-type: none"> Information platform Analytical dashboard Formal Disclosure mandate Citizen Feedback/ Perception Survey Report. 	MSG Secretariat, County Leadership.	December 2026
Outcomes	<ol style="list-style-type: none"> Improved mobilization and engagement for infrastructure transparency and accountability. 	<ol style="list-style-type: none"> Fully Operational and Legally Recognized Multi-Stakeholder Group (MSG). 90% MSG members contributing to strategic decisions of the CoST programme. 50% increase on CoST programme visibility and engagements resulting from MSG engagements. 5 lobbying and advocacy meetings conducted to raise the profile of CoST Kakamega. 5 new requests for partnerships from 	<ul style="list-style-type: none"> Signed Terms of Reference (ToR) Code of Conduct. Minutes of the MSG meetings. Lobbying and advocacy meetings reports. 	Programme Manager	March 2026

	2. Improved access to quality and accurate data to facilitate decision making.	<ol style="list-style-type: none"> 80% users using the open infrastructure data platform periodically, representing: (a) 40% government, (b) 30% private sector, (c) 20% civil society, (d) 10% media. 500 infrastructure projects with data published using OC4IDS. 30 projects regularly monitored by a dedicated monitoring group in each 	<ul style="list-style-type: none"> OC4IDS Mapping report <p>Final Survey Report and raw data points establishing the transparency baseline.</p>	Programme Manager	April 2026
Outputs	1. A functional MSG established and trained on the CoST approach, tools and standards	<ol style="list-style-type: none"> Rules and code of conduct of the MSG 95% of the MSG report that their understanding and implementation of the CoST approach, tools and standards has improved. All MSG sign the rules and code of conduct. % of MSG members attending MSG meetings (30% government, 30% private sector, 30% CSO, 10% Secretariat % Ex officials) 	<ul style="list-style-type: none"> Signed copies of ToR Code of Conduct. Defined operational protocols document. Minutes of MSG meetings. Lists of attendance. Year 1 Annual MSG Report. Action Plan and sustainability plan for subsequent years 	Programme Manager	End of Dec 2025
	2. An operational, user-friendly, and secure online portal with data from 500 projects.	<ol style="list-style-type: none"> % level of compliance and completeness with the CoST OC4IDS/IDS in the mapping report. Comprehensive mapping report detailing the level of transparency, gaps and areas of improvements. 500 infrastructure projects published on the GPP with 100% completion rate with the OC4IDS/IDS. At least 80% of the defined users use the platform regularly. 1 launching event of the information platform attended by 150 participants 50 government, 30 CSO, 20 Media, 20 Private sector, 20 	<ul style="list-style-type: none"> Publicly accessible URL for the Portal. User Manual and Initial Data Upload verification. Analytical dashboard 	Programme Manager	December 2026
	3. Formal County Disclosure guidelines legally adopted and aligned with CoST IDS principles.	<ol style="list-style-type: none"> 1 set of official County Disclosure Guidelines (Formal Disclosure Mandate – FDM) approved by the county legislative/executive arm. 1 annual compliance report of the implementation of FDM. 5 articles published on infrastructure projects using data from the platform, popularizing the FDM. At least 3 recommendations prioritized by government resulting an issue from 	<ul style="list-style-type: none"> Official memo/gazette notice of adoption. Signed and dated county Disclosure Guidelines formally adopted and publicized. 	Programme Manager	December 2026

	4. 110 users with increased knowledge of monitoring processes and the use and maintenance of the open data platform.	<ol style="list-style-type: none"> 90% of participants report higher levels of knowledge and confidence in the use and maintenance of the platform. 5 practical exercises completed with 80% satisfactory responses. Two days capacity building training courses on data publication and data use held including 30% CSO, 30% private sector, 30% government, 10% media. Percentage of female representatives from government, private sector, media and CSO. 	<ul style="list-style-type: none"> Training Modules and materials (covering CoST IDS, policy, and portal use). Post-Training Assessment Report. 	Programme Manager	December 2026
Activities	1. Review and adopt MSG key guideline documents (ToR, Code of Conduct, internal reporting mechanisms).	<ol style="list-style-type: none"> 1 MSG rules and code of conduct developed, approved and operationalized. 3 meetings of the governance committee held. 	<ul style="list-style-type: none"> Meeting minutes confirming adoption. Approved MSG rules and code of conduct. 	Programme Manager	December 2026
	2. Conduct quarterly MSG meetings to review programme implementation and infrastructure transparency advocacy.	<ol style="list-style-type: none"> 4 MSG meetings held 5 Lobbying and advocacy meetings held Strategic engagements identified. Quarterly performance reports and 1 annual report presented to Cabinet % of sector representatives attending meetings frequently. 	<ul style="list-style-type: none"> Minutes of the MSG meeting. Quarterly performance reports Annual Report. 	Programme Manager	December 2026
	3. Conduct a mapping exercise to understand levels of data publication on public infrastructure projects across key county departments.	<ol style="list-style-type: none"> Mapping Team identified and trained by the CoST Help Desk. Mapping report on data publication integrating views of stakeholders and approved by the MSG and CoST Help Desk. 	<ul style="list-style-type: none"> Mapping report Compliance report from the CoST Help Desk. Mapping template 	Programme Manager	December 2026
	4. Develop a central online information platform for public infrastructure projects in Kakamega County.	<ol style="list-style-type: none"> Information platform developed compliant with the CoST OC4IDS/IDS 5 review meetings with the CoST Help Desk Compliance report from the CoST Help Desk issued along with Kakamega being issued with a user profile. 	<ul style="list-style-type: none"> User manual Publication policy. Terms of reference Testing/UAT sign-off documentation. 	ICT Department & Programme Manager	December 2026
	5. Develop & adopt County Disclosure guidelines aligned to CoST IDS/OC4IDs through inclusive stakeholder consultations.	<ol style="list-style-type: none"> 3 consultative meetings including government, private sector and civil society. A formal legal mandate issued on infrastructure data publication. 	<ul style="list-style-type: none"> Consultation meeting minutes and attendance sheets. Draft Guidelines for review. Approval minutes 	Programme Manager	December 2026

	6. Train county staff on timely data publication and build their understanding of the importance of transparency and portal use.	<ol style="list-style-type: none"> 1. Two days data publication training held 2. 30 county staff attending training disaggregated by entity/sector and gender 3. Percentage of female staff trained. 4. 80% of the trained staff report that their understanding use of the information platform has improved. 	<ul style="list-style-type: none"> • Training agenda and materials. • Training report. • Training evaluation results 	Programme Manager	December 2026
	7. Train CSOs, media and private sector players on the information platform and data use.	<ol style="list-style-type: none"> 1. One day training on stakeholder data use held. 2. 80 stakeholders including CSOs, private sector and the media trained on how to use data from the platform to monitor public projects. 	<ul style="list-style-type: none"> • Training agenda and materials • Training report • Media publications on the training • Evaluation results from the training 	Programme Manager	December 2026
	8. Launch the information platform	<ol style="list-style-type: none"> 1. One day's launching event held including 150 participants 50 government, 30 CSO, 20 Media 20 citizen representatives. 	<ul style="list-style-type: none"> • Launch report • Media publications from the launch • Press statement 	Programme Manager	December 2026