

NAIROBI CITY COUNTY



Public Service Management

Review Meeting Presentation

At

Committee Room

Monday 8th September 2014

By

Leboo Ole Morintat

County Chief Officer - PSM

Presentation Outline

- Introduction
- August Revenue analyzed by volumes and values
- Accomplished activities
- Planned activities for September 2014
- Legal Issues/Other issues
- Others

Introduction

PSM Sector is aimed at transforming the county human resource through under mentioned objectives:–

- To implement County's policies and programmes
- To act as a catalyst for social economic development of the County
- To uphold national values and principles of public service
- To motivate and promote public service productivity
- To institutionalize reforms and accountability framework

August Revenue analyzed by volumes and values

August 2013/2014			August 2014/2015	
Revenue Source	Volume (No. of transactions)	Value (Amount)	Volume (No. of transactions)	Value (Amount)
0.015% SACCO Loans deduction	-	-	27301	39,375
3% Insurance cover deduction	413	16,278.60	1986	149,323.10
3% Hire purchase deduction	1081	132,819	1132	138,363.95
20% Bank focus check off per transaction	-	-	5624	112,480.95
Total	1494	149,076.60	36043	439,543

Accomplished activities

Activity	Status
Sensitization/Training of County Rationalization Technical Committee Team	The team sensitized on 28 th to 30 th September 2014 at Kenya School of Monetary Studies.
Biometric Data Capture for Staff	591 Officers registered as at Friday 5 th September 2014 with two kits stationed at Charter Hall
Signing of 2014/2015 Performance Contract between the CECMs and H.E. the Governor	Sectoral/Departments PC documents finalized.
2013/2014 Performance Contract End year self assessment	<ul style="list-style-type: none"> •The AdHoc Evaluation Team in place. •Data entry for sector's achievement in the system for self assessment on going.
Publicize the 1 st County RRI Wave thematic areas	Compiled thematic areas from all sectors in partnership with Ministry of Devolution and Planning.
AAR Staff Medical cover	Held Breakfast meeting between the health cover providers and Administrators from various sectors, to outline the status and challenges of the cover. However there is a challenge of exhaustion of the cover mostly from the lower cadre.
Outstanding Annual leave	Updated the register for the outstanding leave where various officers have utilized the days.
Huduma Centres	3 Centres operational at Teleposta, City Square and Makadara

Planned activities for September 2014

Activities	Responsible Person	Timelines
Proceed with Biometric Data Capture for Staff	Leboo Ole Morintat, County Chief Officer - PSM	30 th Sept. 2014
Signing of 2014/2015 PC between the CECMs and H.E. the Governor	Kangethe J. W. Director, Reforms & Performance Contracting	25-9-2014
Cascade 2014/2015 Performance contract to the CCOs	Kangethe J. W. Director, Reforms & Performance Contracting	30 th Sept. 2014
Carry out 2013/2014 Performance Contract End year self assessment	Kangethe J. W. Director, Reforms & Performance Contracting	30 th Sept. 2014
Launch of 1st County RRI Wave	Daniel Masetu Director, Monitoring & Evaluation	18 th Sept. 2014
Distribute AAR Staff medical cover registration cards	W.W. Mathini (Mrs) Director, Human Resource Management	30 th Sept. 2014
Process outstanding leave days for utilization by respective officers	Patrick Musichi Director, Human Resource Management	30 th Sept. 2014

Legal Issues/Other issues

- ▶ The County is facing a legal suit filed by former City Council Retirees who are demanding payment for provident fund interest not declared and cash in lieu of soaps and uniforms not issued.
- ▶ The case was filed at Industrial Court, **case No. 561 of 2009**
- ▶ The court ruled in favor of the retirees and awarded them a cost of **Ksh 32,666,348** excluding legal fees and interest at court rate.
- ▶ The ruling has set up a precedent where other retirees are being enjoined in the legal case.
- ▶ This is likely to have a serious financial implication taking into consideration that the issue of cash in lieu of uniform is not supported by any existing regulations.
- ▶ There is urgent need for the County to resolve the issue of un-issued soaps and uniforms.
- ▶ ESP/Contract staff
- ▶ Reconciliation of National Government staff and the county staff

Others Issues

Category	No. or Cost
Separations	
a) Resignation	-
b) Transfer	Out = 52 In = 24
c) Termination	-
d) Deaths	4
Mandatory Retirements (at 60 years)	-
Early Retirement	1 (at 50 years)
Retirement on Medical grounds	-
Appointments	5 (Two Sub County Administrators, Two Ward Administrators and 1 Deputy Director Supply Chain Mgt)
Promotion	1
Upgrading	-
Reinstatement	6

Others Issues.....

Category	No. or Cost
Discipline Cases	
a) Suspensions	4
b) Interdictions	1
Payment of quarter salary	16
Dismissals	-
Lifting of suspension/Interdiction	21
Appeals	-
Correction of date of birth	9
2012 CBA Arrears (Net)	1,056,394,524
Average Monthly Payroll Cost	1,1 billion
Retirement by December 2014	304
Total No. of Staff	14,082

Summary of Discipline Cases

DISCIPLINE CASES AS AT 31ST JULY, 2014			
SNO	CATEGORY	NUMBERS OF CASES	COMMENTS
1	SUSPENSIONS	26	<ol style="list-style-type: none"> 1. One case awaiting proceedings from court 2. seven (7) cases have been summarized for submission to the next County Human Resource Management Advisory Committee 3. the rest of the cases are pending in court
2	INTERDICTIONS	40	<ol style="list-style-type: none"> 1. One (1) case before the County Human Resource Management Advisory Committee 2. We have requested for confirmation of the authenticity of court proceedings submitted in four (4) cases 3. Three (3) cases are pending investigations 4. One (1) case is awaiting comments of the Chief Officer 5. One (1) case is awaiting employee's response 6. The rest of the cases are pending in court
NEW DISCIPLINE CASES AS AT 11TH SEPTEMBER, 2014			
1	SUSPENSIONS	5	The Five (5) cases have been summarized for submission to the next County Human Resource Management Advisory Committee
2	INTERDICTIONS	1	The case has been summarized for submission to the next County Human Resource Management Advisory Committee

Pensions

Category	Monthly Cost (Kshs)	Cumulative Debt (KShs)
PAYE	185,975,160	1,232,857,256
NSSF	1,595,600	667,664,172
HELB	791,440	0
LAProfund	28,670,695	1,810,794,668.95
LapTrust	138,992,547.35	4,354,095,588.95
NHIF	4,425,280	0
Total	360,450,722.35	8,065,411,685.90

Staff Data: Age/Gender Analysis

Departments	Below 30		31 - 35		36 - 40		41 - 45			46 - 50		51 - 55		56-Above	
	M	F	M	F	M	F	M	F		M	F	M	F	M	F
Planning	1	3	18	10	18	23	40	22	32	10	31	7	12	4	
Town Clerk's	0	1	50	60	171	181	236	295	276	271	255	344	123	165	
Legal	3	1	6	4	1	4	16	7	9	11	11	7	4	2	
Health	0	1	16	40	62	112	77	179	84	213	111	214	57	83	
Investigations	0	0	0	0	7	9	13	7	13	7	4	2	0	0	
Treasurer's	1	0	29	48	108	120	153	112	127	74	61	54	27	9	
Housing	0	0	0	3	7	10	10	12	7	7	16	6	10	3	
Inspectorate	0	0	33	28	306	181	306	181	403	97	362	38	170	8	
ICT	0	1	3	3	7	8	6	3	4	2	4	2	4	3	
S S & Housing	0	0	16	19	38	61	47	59	54	65	38	82	32	51	
Audit	0	0	1	3	10	9	9	6	8	5	8	1	3	2	
Environment	0	0	7	8	41	24	88	54	108	54	100	81	46	22	
Procurement	0	0	2	7	10	6	12	10	9	3	4	4	1	1	
Education	0	0	28	10	139	40	202	65	178	34	178	34	178	34	
HRM	0	0	4	7	11	26	13	19	1	10	3	5	0	5	
Governor's	0	0	0	0	3	5	6	4	2	1	1	2	0	1	
TOTALS	5	7	213	250	939	819	1234	1035	1315	864	1187	883	667	393	

Training

AREA OF TRAINING	NO. OF OFFICERS	OBJECTIVE	INSTITUTION	SPONSOR
Coaching & Mentorship	20	Performance Improvement & Skills Development	Nyali Beach (Mombasa)	Nairobi City County
Management Skills Development	20	Performance Improvement & Skills Development	Nyali Beach (Mombasa)	Nairobi City County
Bachelor of Leadership Mgt (Balm) At St Paul's University	1	Career Development	St Pauls University	Self Sponsor
Workshop for Secretaries	5	Skills Improvement	Kisumu – Tom Mboya Hall.	Kenasa
LLB	3	Skills Development	Mt Kenya University	Self Sponsor
Certificate In Management	1	Performance Improvement	Kenya Institute of Management (KIM)	Self Sponsor
Degree in International Relations & Diplomacy	1	Skills Development	Jaramogi Oginga Odinga	Self Sponsor

Local Training.....

AREA OF TRAINING	NO. OF OFFICERS	OBJECTIVE	INSTITUTION	SPONSOR
Project Management	1	Skills Development	Kenya Institute of Management (KIM)	Self Sponsor
Bachelor of Arts	1	Performance Improvement	University of Nairobi	Self Sponsor
Diploma In Community Dev	1	Performance Improvement	Kenya Institute Of Professional Counseling	Self Sponsor
Degree In Criminology & Security Studies	1	Development of Skills Geared Towards Career And Succession Management	Egerton University	Self Sponsor
Masters of Science Agriculture	1	Enhancement of Skills & Competencies	Egerton University	Self Sponsor

Local Training.....

AREA OF TRAINING	NO. OF OFFICERS	OBJECTIVE	INSTITUTION	SPONSOR
Masters in Business Administration	1	Performance Improvement	Presbyterian University	Self Sponsor
Masters in Public Administration	1	Skills Development & Performance Improvement	Mt Kenya University	Self Sponsor
Master in Early Child Development	1	Skills Development	University of Nairobi	Self Sponsor
Diploma in Animal Production Health Management	1	Skills Development	Bukura Institute of Agriculture	Self Sponsor

Projects

Project	Cost (m)	Amount Spent	Status	Remarks
Establishment of Human Resource Centre	5	-	Equipment and furniture in place	The equipment & furniture is a carry over from previous year 2013/2014
Provision of Biometric ID cards	17	-	-	
Establishment of Staff Wellness Centre	10	-	-	
Digitalization of Human Resource Records	10	-	-	
Capacity Building	200	-	i) Training projection in place ii) Training programme in place	
Total	242	-		

END

Thank You