

The *Centre for Parliamentary Studies and Training* News

Training for Quality Governance

QUARTERLY BULLETIN
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The CPST Official launch. pg 2



Speaker of the National Assembly Hon. Justin B Muturi officially unveils the Plaque at the CPST Karen on the 22nd September 2015

Our Vision: To be a Centre of excellence in Parliamentary Studies and Governance.

Our Mission: Our Mission is to enhance the capacity of members and staff of Parliament, Legislative Assemblies and other Stakeholders for effective and efficient execution of their mandate, roles and functions in democratic Governance.

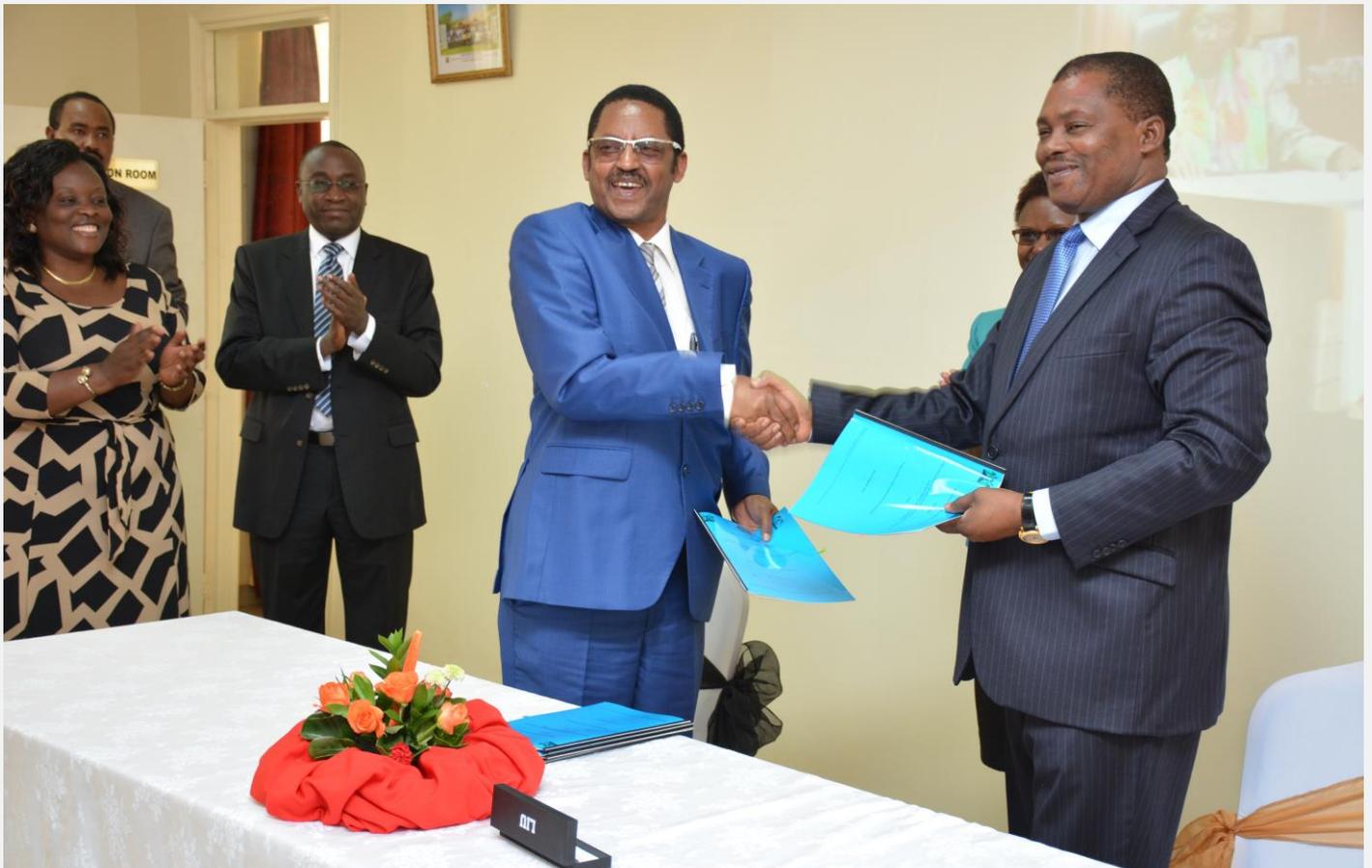
The CPST Official Launch

September was a great month for the Center for Parliamentary Studies and Training (CPST). The Official Launch ceremony took place on 22nd September 2015. The event was officiated by Hon. Justin Muturi, the Speaker of the National Assembly and Chairman of the Parliamentary Service Commission (PSC). The Speaker of the Senate, Hon. Sen. Ekwee Ethuro was represented at this event by the Senator for Migori County and a member of the Speakers Panel Hon. Sen. (Dr.) Wilfred Machage. Other commissioners of the PSC who attended the event included Hon. Sen. Beth Mugo, who is also the Chairperson of the CPST Board; Hon. Sen. David Musila; Hon. Jimmy Angwenyi, MP; Hon. Gladys Wanga, MP who is also the Chairperson of the Commission Committee on Information and Public Communication and Hon. Regina Nyeris. The Clerk of the Senate and Secretary to the PSC Mr. Jeremiah Nyegenye and the Clerk of the National Assembly Mr. Justin Bundi also graced the occasion.

Development partners present at this event included Mr. Maurice Mak'Oloo, the Regional Representative of the FORD Foundation; Ms. Hope Muli of the Westminster Foundation for Democracy (WFD); Mr. Tim Colby of the UNDP and Mr. Robert Simiyu who represented the UN Women Country Representative Ms. Zebib Kavuma. The Occasion was also graced by Speakers and Clerks from the County Assemblies of Kajiado; Lamu; Elgeyo Marakwet; Bomet; Wajir, Machakos and the leadership of Society of Clerks at the Table (SOCATT), amongst others.

Two Memoranda of Understanding (MoUs) were signed; One with PIRA International and the other with OSSREA. RIPA International was represented by the Managing Director, Mr. Tim Runacre and Mr. Aarron Smart while OSSREA was represented by the Executive Director, Prof. Herman Musahara, Dr. Truphena Mukuna and Prof. Peter Barasa.

These two MoUs are expected to improve the quality of training for both Members and staff of Parliament, County Assemblies and regional Legislatures.



The Speaker of the National Assembly Hon. Justin Muturi and Prof. Herman Musahara of OSSREA exchange MoU documents during the launch of the CPST

The CPST Official Launch.

In his Speech, the Speaker of the Senate emphasized the importance of the CPST. It demonstrated the commitment of Parliament in enhancing the capacities of Members and staff of Parliament for in order to improve democratic governance. He also highlighted the increasing role the CPST in offering quality training not only at the local, but also at the regional and international levels. This is supported by recent trainings of Members and Staff from the Parliaments of Uganda, Zambia and Tanzania. This confirmed that as Kenya's democracy continued to grow, it lead to making us a leading democracy in the region, thus providing the CPST with the strategic advantage of disseminating rich parliamentary knowledge and practices within the region.

In his speech, the Speaker of the National Assembly and Chairman of the PSC, Hon. Justin Muturi, pointed out salient features of the current transformation of Kenya's legislature. He noted that, among other changes, the legislature was moving away from the traditional methods of capacity building to modern ones. This change were occasioned by the transition from unicameral to bicameral Parliament that brought with it both institutional and behavioral challenges in line with changes occasioned by the promulgation of the Kenya Constitution 2010.

Our Constitution not only transformed Parliament from a budget-approving to a budget-making institution, but also heralded transition to the Presidential system of governance in Kenya and also creating 47 County Governments. All these transformations required changes in methods of capacity building for both Members and staff of Parliament and at the County Assembly level. These new methods are aimed at enhancing members and staff to effectively discharge their constitutional roles and mandate.

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The CPST Manuals launch.



The Director CPST Prof. Nyokabi Kamau presents a set of the newly launched CPST training manuals to Chief Guest Hon. Justin Muturi as Chairperson CPST Board Hon. Sen. Beth Mugo looks on.

The CPST launch.

The Chief Guest also pointed out that the CPST also has the mandate of ensuring good research, preservation and dissemination of unique knowledge and jurisprudence. This is needed to support legislative development within our region. This can only be attained through thorough study of parliamentary traditions, practice and procedures, the Standing Orders and the Speakers Rulings. In that regard, the hon. Speaker attributed the CPST to “our model legislative university.”

The function ended with the Official launch of the Facilitator’s Guide and the five Training Manuals developed by the CPST with financial support from FORD Foundation. The five training manuals included Constitutionalism and Systems of Governance; Law Making and Procedural Matters; Facilitative and Cross Cutting Issues; Human Resource Management and Administration in the Legislature; and, Information, Communication and Public Participation and Outreach for the Legislature. Also launched was the Public Financial Management Training Manual funded by WFD. These manuals were made sensitive to issues of gender and minority interest groups with support from UN Women.



In commemoration of the launch, Speaker of the National Assembly plants a tree at the CPST grounds as Hon. Dr. Sen. Wilfred Machage and Hon. Sen. Beth Mugo Chair CPST Board look on.

Hon Sen. Dr. Wilfred Machage (representing Speaker of the Senate) giving his speech during the Launch.



C.P.S.T Launch Gallery



Clerk of the Senate and Secretary to the Parliamentary Service Commission Mr. Jeremiah Nyegenye gives his remarks at the CPST Official Launch



Clerk of the National Assembly Mr. Justin Bundi, gives his remarks at the CPST Official Launch



The Chief Guest Hon. Justin Muturi pose for a photo with Hon Speaker and the invited guests

Commissioners of the Parliamentary Service Commission at the Official Launch of the CPST



CPST trains staff in the Directorate of Finance

The CPST held training for all staff in the Directorate of Accounting and Finance. This one week training was carried out in two phases. The first phase composed of half of the staff in the Directorate, and was carried out in the second week of July 2015. The second phase composing of the remaining staff took place in the first week of August 2015.

The Directorate of Accounting and Finance is critical in the workings of Parliament. It ensures that all matters of procurement and finance are effectively handled in an effective and efficient manner. This ensures that both Senators and Members of the National Assembly are facilitated in terms of resources and facilities in order to successfully execute their constitutional roles and mandate.

The centrality of this Directorate within Parliament was part of the basis on which the CPST, in collaboration with the leadership in the Directorate, identified training needs of the Directorates' staff. These training needs were then used to draw up a training programme that was rolled out early in this financial year.

The training focused on the core areas of finance and procurement. Topical issues covered during these trainings included Public Financial Management (PFM); International Public Sector Accounting Standards (IPSAS); Integrated Financial Management Information System (IFMIS); Risk Based Auditing and Enterprise Risk Management.

Participants were also trained on soft skills. This was driven by the reality that any staff working in any accounting, finance or procurement department deals with people. On the other hand, people are complicated and have a lot on their minds. Further, matters finance and procurement are highly delicate and so require firmness coupled with people skills.

Accounting and Finance staff are therefore likely to be seen as arrogant while in actual sense, all they are doing is obeying financial policies, procedure and processes. These trainings therefore equipped participants with soft skills in order to enhance their communication with their customers.

Employee wellness and teamwork skills were also part of the training programme. This included evening sports to improve actual physical fitness and build teamwork. In one of the evening aerobics session, the team was joined briefly by Justice Martha Koome, who was attending the Judges Colloquium at the same venue. It was, indeed, an honour for such a distinguished member of the society to join the team in a wellness programme.

On the last day of training, participants were treated to a cocktail to help them blend even more in order to build teamwork.

The CPST wishes to thank Clerk of Senate and Secretary of the PSC, Mr. Jeremiah Nyegenye, for approving the training; and Mr. Sam Obudo, the Director of Finance and Accounting for providing staff with an opportunity to gain new knowledge that is critical for the success of the Directorate. We also thank the two for the effort of ensuring that staff in the Directorate are subjected to continuous professional improvement through training. This is a demonstration of how collaboration with the CPST is good for effective capacity building and improved service delivery. The CPST wishes to extend a special appreciation to all participants who attended this training. We welcome you to apply for our future trainings.



Staff in the Directorate of Accounting and Finance during the Phase 2 training in White Sands and Spa on the first week of August, 2015.

CPST OFFERS STRATEGIC PLANNING TRAINING TO THE ZAMBIAN PARLIAMENT

During the month of August and September 2015, the CPST held two trainings for the National Assembly of Zambia (NAZ) in Lusaka. These trainings were a follow up to an earlier training that was held in Nairobi in the month of June 2015. These trainings included Results Based Management (RBM) and Reporting Training Workshop that were held at Protea Safari Hotel in Chisamba on the outskirts of Lusaka in the months of August and September 2015.

A total of thirty-five (35) participants drawn from various directorates in the NAZ were trained. The RBM course was designed to ensure that the participants are able to:

- i. Explain the dynamics of strategy implementation in a parliamentary context.
- ii. Apply Results Based Management principles at an organizational and program level in Parliament.
- iii. Design a monitoring and evaluation system for implementing the Strategic Plan.
- iv. Use performance measurement information in decision-making during strategy implementation.
- v. Write a Results-based Report effectively.
- vi. Discuss and communicate the key priorities for strategy implementation.

Dr. Godfrey Hantobolo who is the Deputy Clerk for Legislative and Procedural Matters officially opened the RBM training. He urged the participants to take the training seriously since it was critical in actualizing their Strategic plan. He also lauded the CPST as an ideal destination for capacity building for the African Parliaments within the Sub-Saharan Region.

Participants appreciated how the training enabled them to easily generate their departmental work plans as well as methods of monitoring and reporting on their results.

A Strategic Plan Orientation Workshop was Held at Parliament Building –Lusaka Dates: 4th– 7th September 2015. It was meant to compliment the RBM training. A total of nineteen (19) participants were trained. These were Senior Management staff of the NAZ.

Mrs Doris K Mwinga, the Clerk of NAZ officially opened this training. The training mainly focused on Strategic plan Orientation programme. It was designed to ensure that the participant is able to:

- 1) Share the outcomes of the Results Based Management Training for the NAZ Strategic Plan process
- 2) Explain the role of the Leadership in Parliament in implementing the strategy
- 3) Discuss the importance of communication in strategy implementation

Ms Chama Mfula the chief librarian lauded the training as very timely and appropriate for the senior staff she said that it enabled them fully understand the process of implementing a strategic plan.

At the closing ceremony, Mrs Doris K Mwinga thanked the PSC for having accepted to facilitate the workshops through the CPST. She requested the CPST to open up opportunities for trainers from other African parliaments. This will contribute in making the CPST a regional Centre. She promised to release her officers if the CPST makes the request.

In the word of the Mr. Jeremiah Nyegenye, the Clerk of the Senate and Secretary of the PSC, "...these training enhance the spirit of Pan Africanism and promote Parliamentary Diplomacy".

We at the CPST wish to thank the entire leadership of the NAZ and the Clerk for choosing the CPST as their partner in building capacity as they implement their newly developed strategic Plan. Ours is to say, Asante Sana.

Senators and Members of the National Assembly train on Domestic Revenue Mobilisation.

The CPST in collaboration with the Africa Tax Administration Forum (ATAF) carried out training on Domestic Revenue Mobilisation (DRM) for Senators and Members of the National Assembly. The training targeted Members of the Budget and Appropriation and Finance Committees from the East and Southern Africa region. This training took place from 15th to 22nd August 2015 in Arusha, Tanzania.

A total of six (6) Senators from Kenya and twenty-one (21) Members of the National Assemblies of Kenya, Uganda and Zambia were trained. This mixture of participants was aimed at ensuring that this training incorporated real experience sharing by MPs from different jurisdictions.

ATAF is a forum financed by the International Centre for Tax and Development (ICTD). It is a global policy research network, devoted to improving the quality of tax policy and administration in developing countries, with a special focus on sub-Saharan Africa.

ATAF is an African forum for reflecting needs strategies and new approaches to African taxation, state building and capacity development. It is made up of thirty-eight (38) Tax Authorities. The forum also aims at establishing and developing bilateral and continental networks to regularly exchange ideas on the lessons learned and good practice on all issues of taxation; examining ways to improve systems and mechanisms in African tax administrations through the sharing of experiences and developing relevant best practices; engaging in an on-going dialogue with their counterparts from OECD countries, other multi-lateral organizations and other relevant organizations on sustainable partnerships in support and development of African tax systems and institutional capacity; and ensuring greater synergy and cooperation in capacity development among all relevant stakeholders in order to reduce duplication and give greater support to African Tax systems.

The DRM training was aimed at making the Senators and Members of Parliament (MPs) aware of the potential of domestic revenue in the budgeting process. MPs in the Budget and Appropriation and Finance and Planning Committees should not only focus “on sharing the national cake, but also baking one through DRM” during the budgeting process. During the training, ATAF provided technical expertise in tax administration and regional protocol affecting domestic revenue mobilization while CPST provided technical expertise in areas of Public Financial Management and taxation of extractive industries.

MPs who participated in this training were trained on issues such as tax holidays and transfer pricing and their contribution to taxation so far; the value and strategies of enhancing DRM; effect of Export Free Zones (EPZs) on the tax and industrial growth of Countries and how Parliaments that are budget-making can stamp their authority in the budgeting process thorough ensuring increased DRM while limiting the chances of acquiring external debt to finance government expenditure.

At the conclusion of the training, two critical resolutions were made. Firstly was the urgent need to carry out an international conference on DRM for all Anglophone countries in Africa. This will help in sensitizing countries on the value of DRM for economic development and sustainability. Secondly, there was need to train staff on the value and techniques of revenue forecasting and analysis to ensure the value of DRM is constantly monitored and evaluated in order to realize economic development and sustainability.

CPST participates in the first ever Senior Parliamentary Staff Workshop for the East Africa Community

The CPST was invited by the Clerk of the National Assembly to participate in the first ever *Senior Parliamentary Staff Workshop* for Parliaments within the East Africa Community (EAC). This workshop was organised by the East Africa Legislative Assembly (EALA) in collaboration with National Assemblies within the East African Community (EAC). It took place at Protea Hotel in Kampala Uganda from 28th August to 1st September 2015. Participants were drawn from senior staff of the Parliaments of Kenya, Tanzania, Rwanda and Uganda.

In his opening remarks, the Clerk of the Kenya National Assembly, Mr. Justin Bundi, informed participants that this workshop was modelled along the Speaker's Conference. It was meant to give senior staff an opportunity to meet and share experiences while at the same time developing common solutions to these challenges in order to ensure smooth running of Parliaments.

The Kenyan delegation presented three papers; the first paper was on strategies Parliaments can use, based on the digital platform, to undertake public outreach and participation; the second paper was on parliamentary diplomacy in the era of globalization while the third paper was on strengthening parliamentary independence through parliamentary service. Other countries presented papers that touched on parliamentary research; procedures of petitioning Parliaments by citizens and legislative process within the EALA.

At the conclusion of the workshop, participants confessed that they were happy to have acquired new knowledge and skills besides networking.

As Part of the resolutions of the workshop, participants emphasized the need for similar workshops to be held annually in different countries. This will grant other parliamentary staff an opportunity to also tour parliaments within the EAC and support the spirit of regional integration.

It was also noted that similar workshops will also accord staff an opportunity to be aware, not only of the laws enacted in different countries, but also how these laws have been effective in addressing the issues they were supposed to address. It will also help staff to gain critical knowledge and experiences as well as lessons they needed to bear in mind when drafting similar laws in the course of their work. This will also help by avoiding to enact laws that conflict with others already enacted by neighbouring Parliaments to address similar challenges. In the long run, this will serve to promote the realisation of the EAC protocols and create common markets for all within the region.

CPST holds a consultative retreat with Society of Clerks at the Table

The CPST held a joint retreat with members of the Society of Clerks-At-The-Table (SOCATT). This retreat sponsored by USIAD-AHADI was held at Travellers Beach Hotel in Mombasa from the 18th to 20th September 2015. Clerks who attended the retreat were from twenty-nine (29) County Assemblies.

The aim of the retreat was to gain an understanding on the posture of capacity building within the County Assemblies over the last two years. The retreat was also used to prepare a training calendar for members and staff in the County Assemblies for the next one year.

At the end of the retreat, three main training calendars were developed. This included training calendars for Members of County Assemblies; staff working in the County Assemblies and another one for the Leadership.

At the conclusion of the retreat, participants identified County Assemblies Forum (CAF) and SOCATT as critical stakeholders to the CPST training process. They also emphasised the need for a consultative training calendar development process. This will ensure that training addresses the actual training needs at the County Assemblies.

Participants also identified Ethics and the Leadership and Integrity Code as required by section 37 of the EACC ACT as critical in the next set of trainings. The CPST was also tasked with ensuring increased practical training programmes with attachments to Parliament.

The CPST wishes to thank SOCATT leadership and USIAD-AHADI for not only supporting but also attending and actively participating in the retreat. The CPST commits to ensuring that all the resolutions of this retreat are implemented in the course of the financial year.



Members of SOCATT and the CPST Staff during the calendar retreat in Mombasa on the 18th September 2015

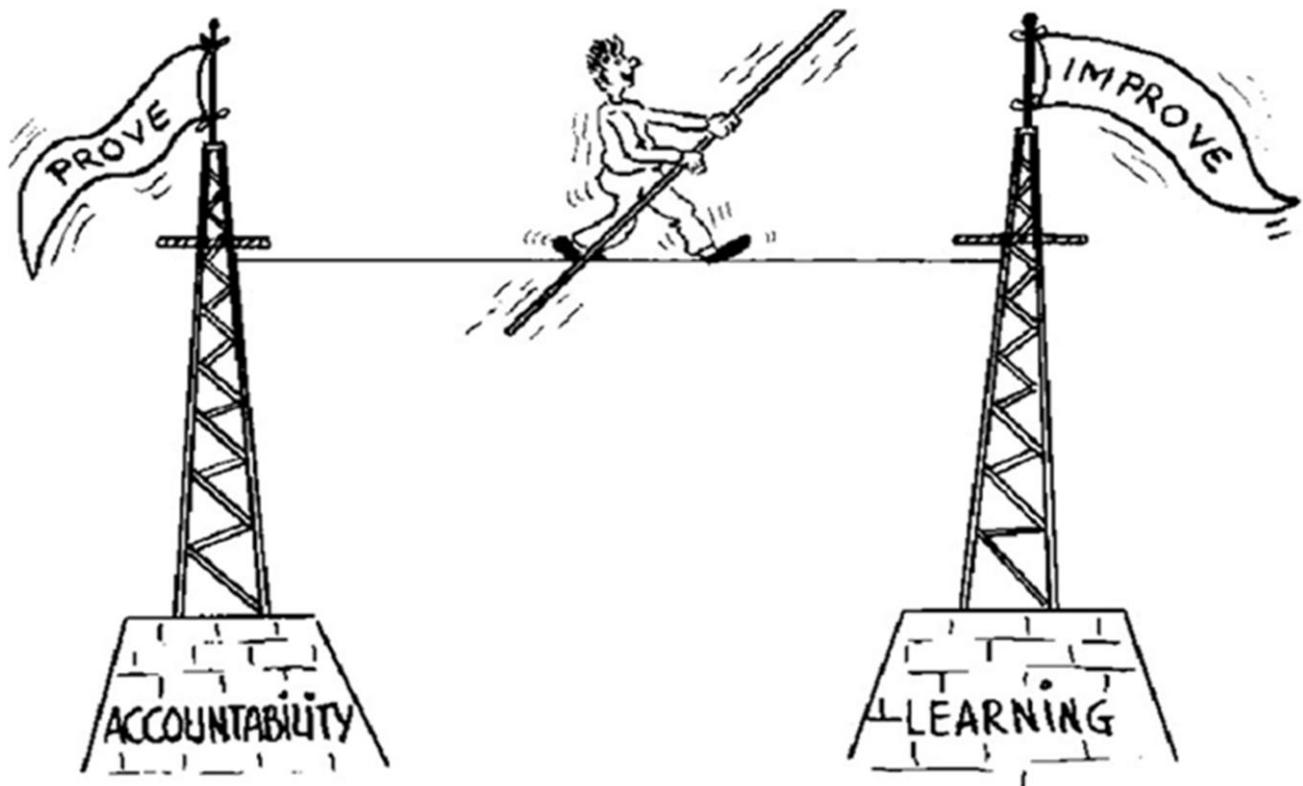
CPST Trains Nyandarua County Assembly County Assembly Service Board Members on Procurement, Audit and effective Financial Management

Members of the County Assembly Service Board of the County Assembly of Nyandarua attended a tailor-made training at the CPST Campus in Karen. This training was held between Thursday 1st and Friday 2nd October 2015 and covered areas of internal audit, procurement and financial management. This training was historical in the sense that it was the first one to be carried out immediately after the official launch of the CPST.

It was an honour for the CPST to host Hon. Ndegwa Wahome, the Speaker of the County Assembly of Nyandarua as one of the participants. This is indeed a demonstration of the seriousness of the leadership of the County Assembly in capacity building matters. The three areas covered of financial management; procurement and human resource covered during the training were critical to the success of any County Assembly Service Board.

At the conclusion of the training, participants expressed happiness and confessed that some sessions had given them an opportunity to find answers on some of the procurement and audit challenges they were facing in the course of discharging their duties. They promised to integrate the lessons learnt in their future work at CASB.

We at the CPST note that the County Assembly of Nyandarua is one of our most faithful clients. We therefore wish to extend our gratitude to the leadership of this County Assembly lead by Hon. Wahome. We note with happiness this close relationship following comment that was made by Hon. Wahome while paying a courtesy call to the Director CPST. *"I want my people to be capacitated"* and subsequent capacity building activities we have carried out for the County Assembly. We note that any repeat customer is a highly satisfied customer and we value them highly.



Tailor-made Training for Committee Clerks from the Parliament of Tanzania

The CPST held a five-day regional training for 21 Committee Clerks from the Parliament of Tanzania. This training was held from 14th to 18th September 2015 at Enashipai Resort & Spa in Naivasha.

The objective of this Workshop was to equip the Committee Clerks with knowledge and skills to enable them undertake their work effectively and ensure better preparation to serve the newly elected members of Parliament after the 25th October 2015 Tanzanian General Elections.

The training focused on areas such as provision of effective and efficient technical support to parliamentary operations, comparison of management of parliamentary committees in Kenya and Tanzania, analysis of competencies of an effective committee clerk and the role of parliamentary budget office.

In order to ease the pressure of training, participants were treated to an excursion with a visit Olkaria I Geothermal Power Station, a facility located in the Hell's Gate National Park along with its sister stations, Olkaria II and Olkaria III.



Committee Clerks from the Parliament of Tanzania at Enashipai Resort & Spa in Naivasha during a tailor made workshop that ran from 14th to 18th September 2015.

A Week in Nairobi – CPST and Parliamentary Outreach Week – RIPAs Point of View

Last week, my colleague Aaron Smart and I were privileged to be invited to the official launch of the Centre for Parliamentary Studies and Training (CPST), in Nairobi. Overseen by Professor Nyokabi Kamau, the CPST is a regional Centre of Excellence for Parliamentary Studies and Governance. As part of Parliamentary Outreach week, RIPA International were delighted to sign into force a Memorandum of Understanding with the CPST, ratified by the Speaker of the National Assembly Hon. Justin Muturi and myself.

The high-profile launch event was attended by dignitaries, parliamentarians and the clerks from both the Senate and National Assembly, and was broadcast across several national media channels.

The MoU signals the intent of both parties to bring international capacity building to the East African region, in the fields of legislative drafting, leadership, talent management and others. It marks the beginning of an exciting period for RIPA International, as we further strengthen our long standing relationship with the Kenyan Parliament.

Later in the same week, both houses of Parliament – the National Assembly and the Senate – opened their doors to the public, showcasing the different functions and departments within the two institutions. It was an immersive, hugely enlightening day, and I couldn't help thinking that such an Open Day for the UK Parliament would be well received in London!

We very much plan to see the early fruits of this Institutional MoU by the end of this year through the scheduling of initial programmes with the CPST out of their Campus in Nairobi. The opportunities to register are open not only to parliamentary staff and Members, but also to public service officials across East Africa.

Tim Runacre is the Managing Director [RIPA International](#). RIPA International offers a wide range of high quality learning and development programmes both in the UK and internationally. Designed to fit an organisation's capacity-building requirements within the current global context, we offer both open programmes and customized solutions. The RIPA International blog offers useful tips and news relating to the delivery of services in the public sector on an international level.

Article by: Tim Runacre - RIPA International



The Speaker of the National Assembly and Chairman of the Parliamentary Service Commission Hon. Justin Muturi and Managing Director of RIPA International Mr Tim. Runacre of officially sign of the MoU with RIPA International



Mr Jeremiah Nyegenye Clerk of the Senate and Secretary to the PSC confers with Prof Nyokabi Kamau during the CPST launch.



The FORD Foundation Regional representative Mr. Maurice MakOloo giving his remarks during the CPST launch



Hon. Sen Beth Mugo, Chairperson CPST Board and vice Chair of the PSC Commission presents a gift Hamper to Mr. Tim Colby of UNDP



Hon. Sen Beth Mugo, Chairperson CPST Board and vice Chair of the PSC Commission gives her remarks during the launch



Hon. Sen Beth Mugo, Chairperson CPST Board and vice Chair of the PSC Commission presents a gift Hamper to Prof. Musahara of OSSREA



Hon. Sen Beth Mugo, Chairperson CPST Board and vice Chair of the PSC Commission presents a gift Hamper to Mr. Tim Runacre of RIPA International



Members of Regional Parliaments during the CPST and ATAF collaborated Training workshop on Domestic Revenue Mobilisation in Arusha Tanzania, on 15th to 22nd August 2015.



Human Resource Management and Administration in the Legislature (PSC) Staff, during a workshop in Protea Hotel, Kampala Uganda on 11 - 17 October, 2015



Members of the Senior Management from Zambian Parliamentary service commission pose for a group photo after Strategic Plan Orientation training in Lusaka Zambia



Staff of Zambian National Assembly during a Result Based Management Training in Lusaka Zambia from 28th August -4th September 2015

CPST STRIKES GOLD DURING THE PARLIAMENT WEEK AS THE BEST STAND IN GIVING INFORMATION ABOUT PARLIAMENT



THE STAND THAT STOOD OUT





Director CPST
Prof Nyokabi Kamau
Editor CPST Newsletter

Editor's Note

The CPST wishes to thank all guests who attended our Official launch of the CPST. Thank you for your support and the confidence you have shown in our work. We commit to continue serving the Kenyan legislature and Parliaments within the region in capacity building in order to realise our vision of enhancing Parliamentary Democracy.

We at the CPST wish to thank all those who chose to training at the CPST. We particular extend our sincere appreciation to the Clerks of the National Assemblies of Zambia, Tanzania and Uganda. Our special appreciation goes to Dr. Thomas D. Kasililah and Mrs Doris K. Mwinga for sending delegations to be trained by the CPST, under our regional training programme.

Your choice to train your staff at the CPST is a demonstration of your belief in African institutions and promotion of the spirit of Pan Africanism. Asanteni sana.

OUR PARTNERS:



(AHADI) Agile Harmonized Assistance for Devolved Institutions



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Directions to our Karen Campus

