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COUNTY GOVERNMENT OF BUNGOMA



COUNTY ASSEMBLY OF BUNGOMA

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THIRD ASSEMBLY THIRD SESSION

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LIAISON COMMITTEE  
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REPORT ON THE ACTIVITIES OF COUNTY ASSEMBLY  
COMMITTEES IN THE FINANCIAL YEAR 2023/2024

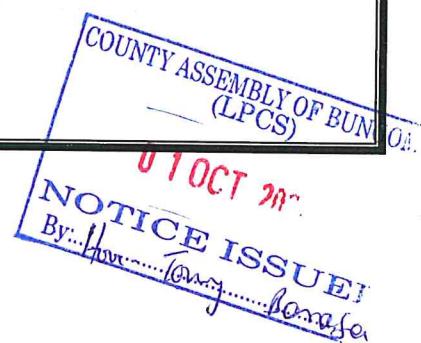
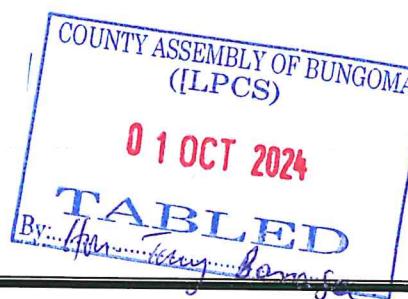
Clerks Chambers

AUGUST, 2024

County Assembly Buildings

P.O BOX 1886 – 50200

BUNGOMA, KENYA



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## **CHAPTER ONE**

### **1.0 PREFACE**

**Mr. Speaker Sir,**

On behalf of Liaison Committee and pursuant to the provisions of Standing Order No. 216 of the County assembly of Bungoma Standing Orders, it is my pleasant duty to present the report on activities by Committees of the County Assembly during the Financial Year 2023/2024.

The Liaison Committee provides quality assurance to the House on the implementation of the budgetary allocation to Committees as approved by the House, through its guidance, coordination of the operations and mandates of all committees and it's reporting to the House within a definite period, being the FY 2023/2024. This is to ensure that available budgets to Committees meet expectations of value for money through effective governance, accountability, budget management and financial controls.

### **1.1 COMMITTEE MANDATE**

**Mr. Speaker Sir,**

The Committee on Liaison draws its mandate from the **Standing Order No. 216 (1, 2 & 3)** which states that:

- (1) There shall be a select committee to be known as the Liaison Committee which shall consist of;
  - a) The Deputy Speaker as the Chairperson of the Committee
  - b) The First Panelist of the Speaker's Panel who shall be the Vice- Chairperson
  - c) Chairpersons of all Committees of the County Assembly excluding the Ad hoc Committees
- (2) The Liaison Committee shall;

- (a) Guide and co-ordinate the operations, policies and mandates of all Committees as per the Constitution of Kenya, other Relevant Statutes and this Standing Orders
- (b) Deliberate on and apportion the annual operating budgets among the Committees;
- (c) Consider and schedule the programmes of all Committees businesses;
- (d) Ensure that Committees submit reports as required by these Standing Orders;
- (e) Determine whenever necessary, the Committee or Committees to deliberate on any matter; and
- (f) Give such advice relating to the work and mandate of select committees as it may consider necessary.

(3) The Liaison Committee shall consider reports of Committees that have not been deliberated by the House and shall report to the House on the consideration of such reports.

## **1.2 COMMITTEE MEMBERSHIP**

**Mr. Speaker Sir,**

The following are the Members of the Liaison Committee:

<b>Name</b>	<b>Designation</b>
1. Hon. Stephen Wamalwa	Chairperson – Liaison
2. Hon. Christine Mukhongo	Vice chairperson – Liaison
3. Hon. Emmanuel Situma	Member – Chairperson – Powers/HBC/Rules/Speaker's/Appointments
4. Hon. James Mukhongo	Member -Chairperson – Finance
5. Hon. Jack Wambulwa	Member -Chairperson – Budget
6. Hon. George Makari	Member -Chairperson – Health Services
7. Hon. Jack Kawa	Member -Chairperson – Gender and Culture
8. Hon. Joseph Nyongesa	Member -Chairperson – Selection
9. Hon. Franklin Simotwo	Member -Chairperson – Roads
10. Hon. Tony Barasa	Member-Chairperson–Public Administration

11. Hon. Hentry Nyongesa	Member – Chairperson -Labour Relations
12. Hon. Francis Chemion	Member – Chairperson – Lands,
13. Hon. Benard Kikechi	Member – Chairperson – Trade, Energy
14. Hon. Benjamin Otsiula	Member – Chairperson – Education & VT
15. Hon. Violet Makhanu	Member – Chairperson - Youth Affairs
16. Hon. Waiti Wafula	Member – Chairperson – Agriculture
17. Hon. Edwin Opwora	Member – Chairperson – Tourism
18. Hon. Jacob Psero	Member – Chairperson – Justice
19. Hon. George Tendet	Member – Chairperson – Delegated
20. Hon. Aggrey Mulongo	Member –Chairperson - Implementation
21. Hon. Everton Nganga	Member- Chairperson – PAIC

### **1.3 ACKNOWLEDGEMENT**

**Mr. Speaker Sir**, may I take this opportunity to thank your Office and the Office of the Clerk for facilitating the Committee while it discharged its mandate.

In addition, I wish to appreciate the Honorable Members and the secretariat to the Liaison Committee for their support and dedication.

**Mr. Speaker Sir**, it is therefore my pleasant duty on behalf of the Committee to present this report on the activities by committees of the County Assembly in the financial year 2023/2024 (July 2023 to 30<sup>th</sup> June, 2024) for approval by this Honourable House.

SIGNED..........DATE.....19/9/24.....

Hon. Stephen Wamalwa; **MCA Mitua/Soysambu Ward**

**Chairperson, Liaison Committee**

## **1.4 SUMMARY**

**Mr. Speaker Sir**, this report has summarized the activities of Committees in the Assembly from 1<sup>st</sup> July, 2023 to 30<sup>th</sup> June, 2024.

### **Justification of the report**

Whereas the County Assembly of Bungoma Standing Order No. 203 states that;

Unless a more regular interval is prescribed under any written law or this Standing Orders, each Select Committee shall prepare and table in the House Annual Review Reports at the end of each financial year detailing the activities undertaken;

The **Liaison Committee** has also been mandated by the County Assembly of Bungoma Standing Order No. **216 (1, 2 &3)**, the Constitution of Kenya, other Relevant Statutes to guide and co-ordinate the operations, policies and mandates of all Committees of the Bungoma County Assembly.

### **Mr. Speaker Sir.**

It is upon this understanding that the Liaison Committee set out to collate and write an annual report on the activities of the County Assembly Committees in the financial year 2023/24.

This report therefore, highlights the following aspects:

- a) First, the report highlights the committee' mandate and membership.
- b) Secondly, the report presents activities undertaken by all committees in performing their mandate in the financial year under review.
- c) Lastly, the report indicates the Committees expenditures and balances as at 30<sup>th</sup> June, 2024 that guided the Committees in effectively accounting for the funds allocated to each Committee in the Financial Year under review.

## **CHAPTER TWO**

### **2.0 COMMITTEES ACTIVITIES**

**Mr. Speaker Sir,**

The County Assembly of Bungoma Standing Order no. 203 provides for each committee of the Assembly to prepare Annual review reports at the end of each financial year. The reports should give details of the activities undertaken during the financial year. All the select committees prepared their annual reports and it is upon these reports that the Liaison Committee draws this consolidated Annual report of the committees.

#### **2.1 Committee Meetings**

**Mr. Speaker Sir.**

The Liaison Committee has placed control on the times during which committees can meet by preparing external and internal Committee sitting schedules to facilitate Committees sittings. Internal Committee sittings occur on Mondays (morning and afternoon hours), Tuesdays (morning hours) and Thursdays (morning hours). It should be noted that Committees do not meet when the House is in session, except on written permission by the Speaker pursuant to Standing Order 188 (2).

Pursuant to Standing Order 201 (1) of the County Assembly of Bungoma Standing Orders, Committee meetings are open to the public unless in exceptional circumstances where the presiding chairperson has determined that there are justifiable reasons for the exclusion of the public. Rules concerning committee meetings allow for advance posting of a notice of meeting indicating time, date and venue that is done by the Committee Clerk in consultation with the Chairperson.

During the period under review, all committees held successful internal and external meetings pursuant to Standing Order No. 184 and as per their work plans and the committee meeting schedules approved by the Liaison Committee.

### **2.1.1 Internal meetings**

**Mr. Speaker Sir,**

In relation to the Standing Order 42 of the County Assembly Standing Orders, the Clerk of the County Assembly prepares and publishes on the Assembly website the schedule for Committee sittings not later than the Friday of the week preceding such businesses.

The Liaison Committee scheduled two internal meetings for committees; during House sittings and the Recess. As per the Liaison Committee schedule for Internal Committees sitting, each Committee had at least one Committee sitting per week translating to four sittings per month and 48 sittings in a year. From the reports submitted by Committees, on average, each committee held a total of 41 meetings in the year under review.

The Assembly adopted book attendance register which were used from July, 2023 to February, 2024 and following advice from the Assembly Risk Assessment Team, in view of resolving audit queries raised by the Office of the Auditor General in the previous reports of the County Assembly, all County Assembly Committees had to fully embrace the use of Biometric machines alongside the book attendance register from March, 2024.

### **2.1.2 External meetings**

**Mr. Speaker Sir,**

The Liaison Committee appropriated funds for Committees operations in July, 2023 which funds enabled committees to retreat and write reports on various issues as per their mandate. Further, Liaison Committee prepared three schedules for the retreats; from July to October 2023, October, 2023 to February, 2024 and February to June, 2024. Each Committee held at least three external sittings with approval of the Speaker. (*Annex 1: Copy of committee schedules for external meetings*)

There were three retreats for all Members (Whole House) of the County Assembly to consider;

- Fourth Quarter Financial Reports and Statements for FY 2022/23
- To assess the performance of County Assembly for second session

- 1<sup>st</sup> and 2<sup>nd</sup> quarter Financial Statements and Reports FY 2023/24

## **2.2 Consultative meetings, Interrogations and External Engagements**

The Committees of County Assembly held consultative meetings with other stakeholders among them the departments in the Executive Arm of the County Government, donors/NGOs, Civil Societies, the public and Government Agencies like the Auditor General's Office.

Pursuant to the provisions of Article 196(1) (b) of the Kenyan Constitution 2010, Section 87 of the County Governments Act and the Standing Order 140(2) of the County Assembly of Bungoma Standing Orders, in the period under review, the public was invited for public participation on the budget documents; CFSP 2023 and Annual Budget FY 2024/25, Finance Bill, 2023, 3 bills and 20 policies.

During the period under review, all Sectoral Committees held eight interrogation sessions with their respective County Executive Committee Members and Chief Officers on the following documents;

- i. County Budget Review Outlook Paper (CBROP), 2023,
- ii. 1<sup>st</sup> Supplementary Budget 2023/24,
- iii. The 4<sup>th</sup> Quarter Financial statements for the period ended 30<sup>th</sup> June, 2023,
- iv. County Fiscal Strategy Paper (CFSP) 2024/2025
- v. 1<sup>st</sup> and 2<sup>nd</sup> Quarter financial statements for the period ended 31<sup>st</sup> December, 2023
- vi. 2<sup>nd</sup> supplementary Budget FY 2023/2024
- vii. Annual Budget estimates FY 2024/2025
- viii. Statements sought in respect to their departments

Committees also in the process of executing their mandates, engaged their respective sectors/ Departments at the County Executive and other stakeholders. In the financial year 2023/2024, there were **102** engagements across all the Committees. (*Annex 2. Summary of Committees engagements in the FY 2023/2024*)

## 2.3 Consideration of Papers

The County Assembly receives reports from the County Executive departments, Auditor General, Controller of Budget, stakeholders and other government agencies. The papers are laid on the table of the House and committed to various Committees for consideration. In the period under review, a total of sixty five (65) papers were submitted and laid as follows:-

These reports were committed to various Committees for consideration and reporting back to the House. Out of the 65 papers laid, there were 21 policies and 2 regulations.

### *Annex 3: List of all papers laid and committed to relevant committees*

In addition, Committees of the County Assembly in executing their mandates retreated and came up with reports for the House decision and formal recording of their output. A summary of the number of reports processed by each Committee and considered or are yet to be considered, internal meetings, external meetings and Consultative meeting is shown in the table below;

NO.	NAME OF COMMITTEE	Internal meetings	Consultative meetings	External meeting	Reports tabled/to be tabled
1.	Lands, Housing and Physical Planning	50	5	4	4
2.	Public Administration and ICT	48	8	4	3
3.	Agriculture, Livestock, Fisheries, Irrigation &	49	11	3	3

	Cooperatives development				
4.	Gender, Culture and Social Welfare	50	4	4	3
5	Youth and Sports	40	3	4	3
6	Tourism, Water, Environment & Nature Resources	47	3	4	4
7.	Trade, Energy and Industrialization	47	5	4	3
8.	Roads, Infrastructure and Public Works	43	4	4	3
9.	Health Services	47	14	4	4
10.	Labour Relations, Members Service and Facilities	47	5	4	6
11.	Finance and Economic Planning	47	6	6	6
12.	Education and Vocational Training	46	5	4	6
13	Budget and Appropriations	43	8	6	6
14	PAIC	49	12	4	6

15.	Implementation Committee	38	4	4	4
16	Appointment	7	0	2	2
17.	Delegated County Legislation	38	2	4	4
18.	Selection	26	0	2	1
19.	Powers and Privilege	31	0	3	3
20.	Procedure and House Rules	42	0	3	0
21.	Justice, Cohesion and Legal Affairs	39	3	4	4
22.	House Business Committee	29	0	3	3
23.	Liaison Committee	44	0	4	4
24.	Speaker's Panel	42	0	2	0
	<b>TOTAL</b>	<b>989</b>	<b>102</b>	<b>91</b>	<b>82</b>

It is also observed that;

- I. In addition to the above summary, all sector committees considered the financial statements and reports during the Whole House retreat and each tabled 2 reports.
- II. The Speaker's Panel and Procedure and House Rules and Procedure Committee held in-House trainings for its members.

- III. Finance and Economic Planning Committee, the Budget and Appropriations Committee and PAIC considered mandatory statutory documents hence processed more reports.
- IV. The PAIC processed 12 reports from the Office of the Auditor General in the 6 reports
- V. Some committees came up with more than one report in a retreat while others compiled their reports in their internal committee meeting
- VI. All committees that had capacity building in the external meeting did not submit their reports in the House hence variance between the number of external meetings and committee reports tabled.

*See annex 4: List of each Committee's reports in the FY 2023/24*

#### **2.4 Statements/Questions**

As part of their representation and oversight roles, Members of County Assembly raised various issues of concern to County departments through statements/questions on the floor of the House. These questions were directed to the respective County Executive Committee Members and Chairperson to provide responses. A total of 9 questions were asked compared to 35 statements/questions in FY 2022/23 and below is the summary of the Questions and their status;

NO	REQUESTED BY	REQUEST DIRECTED TO	SUBJECT OF STATEMENT	DATE REQUESTED	STATUS
1.	Hon. Joseph Juma	CECM - Education and Vocational Training	Utilization of 3% administrative cost of both the scholarship and bursary funds	20/09/2023	Response not satisfactory.
2.	Hon. Jeremiah Kuloba	Chairperson, Sectoral Committee on Lands, Urban,	Space for traders within township Ward	25/10/2023	Response was satisfactory

		Physical Planning and Housing			
3.	Hon. Miliah Masungo	Sectoral Committee on Roads, Transport, Infrastructure and Public Works	Roads construction repair and maintenance programs under Kenya Rural Roads Authority (KeRRA) and County Government for FY 2021/2022 and 2022/2023	7/11/2023	Response availed. Satisfactory.
4.	Hon. Johnston Ipara	Sectoral Committee on Tourism, Water, Environment and Natural Resources	Binyenya and Lukhuna water boreholes upgrade within Tongaren-Kiminini Ward	8/11/2023	Response availed. Satisfactory.
5.	Hon. Jerusa Aleu	Chairperson-Agriculture, Livestock , Fisheries, Irrigation and Cooperative Development	Management of Naitiri Dairy Cooperative Society Limited	8/11/2023	Response availed. Unsatisfactory.
6.	Hon. Johnston Ipara	CECM; Tourism, Water, Environment and	Unclear operation over the County Water rig	30/04/2024	Response availed. Satisfactory

		Natural Resources			
7.	Hon. Johnston Ipara	CECM; Health and Sanitation	Concerning lack of clear information and requirement to disclose if the occupier of the current position of Director of Medical Services in the County recruited as per the Constitution/Legal Provisions and if the Health Services Act, 2019 was adhered to during the recruitment process	30/04/2024	Referred to the sector committee
8.	Hon. Johnston Ipara	CECM; Education and Vocational Training	Lack of financial support for Vocational Training Centres	02/05/2024	CECM appeared
9.	Hon. Johnston Ipara	CECM; Finance and Economic Planning	Low revenue collection in the County	02/05/2024	Not responded to

In addition, 13 statements that had been sought in the FY 2022/2023, were responded to in the period under review.

## 2.5 Transaction of Statutory Documents

**Mr. Speaker Sir,**

Statutory documents are documents with timelines and are mandatory for the operation of the County Government. Below is a list of the general business with timelines that were considered by committees of the County Assembly;

No.	Documents	When it was Submitted to the County Assembly	Statutory Timeline	Passed by the County Assembly	Remarks
1	The 1 <sup>st</sup> Supplementary Budget FY 2023/24	21 <sup>st</sup> November, 2023	-	7 <sup>th</sup> December, 2023	No timeline
2	County Budget Review Outlook Paper, 2023	24 <sup>th</sup> October, 2023	October	6 <sup>th</sup> December, 2023	Tabled within the timeline
3	The Debt Management Strategy Paper, 2024	28 <sup>th</sup> February, 2024	15 <sup>th</sup> March, 2024	9 <sup>th</sup> April, 2024	Tabled within the timeline but No timeline on when to pass the report
4	County Fiscal Strategy Paper 2024	28 <sup>th</sup> February, 2024	15 <sup>th</sup> March, 2024	14 <sup>th</sup> March, 2024	Within timeline
5	The 2 <sup>nd</sup> Supplementary Budget FY 2023/2024	30 <sup>th</sup> April, 2024	No timeline	15 <sup>th</sup> May, 2024	No timeline

6	Annual Budget Estimate for FY 2024/2025	30 <sup>th</sup> April, 2024	30 <sup>th</sup> June, 2024	26 <sup>th</sup> June, 2024	Within timeline
7	Finance Bill, 2023	12 <sup>th</sup> September, 2023	30 <sup>th</sup> September, 2023	9 <sup>th</sup> November, 2023	Not within
8	The Bungoma County Annual Development Plan FY 2024/25	12 <sup>th</sup> September, 2023	30 <sup>th</sup> September, 2023	22 <sup>nd</sup> November, 2023	Not within

## **2.6 Vetting of the Executive Officers for Appointment**

**Mr. Speaker Sir.**

The County Assembly exercised its oversight role as mandated by law in undertaking vetting of the nominee for appointment to public office forwarded to the House by H.E the Governor.

During the period under review, the County Assembly approved the names of three nominees; nominee for Bungoma and Kimilili Municipalities' board members, nominee for the appointment as a member of the Bungoma County Public Service Board, and nominee for the position of the County secretary and head of public service. Despite the nominee for appointment to the position of Bungoma County Attorney being vetted, H.E the Governor wrote to the Clerk of the County Assembly withdrawing the name of the nominee before the Committee's report was tabled in the House.

## **2.7 Capacity Building**

Capacity building for Members in the Assembly is key as it helps them strengthen and further develop their knowledge and understanding of the operations and procedures of the House and a better understanding of their respective committee mandates. It further empowers them to effectively execute their oversight, legislation and representation roles.

The following Committees of the County Assembly carried out refresher trainings on their mandate;

- Gender Culture and Social Welfare Committee,
- Roads, Transport, Infrastructure and Civil works Committee,
- Public Administration and ICT Committee,
- Youth and Sports Committee
- Speakers Panel
- Procedure and House Rules and
- Powers and Privileges Committee
- Implementation Committee

## **2.8 Processing of Bills**

**Mr. Speaker Sir.**

One of the roles of the County Assembly is to enact legislation. Pursuant to S.O 217(5) (h) of the County Assembly of Bungoma Standing Orders, sectoral committees have been mandated to make reports and recommendations to the House as often as possible, including recommendation of proposed legislation. In the year under review, apart from statutory Bills processed by the committee on Budget and Appropriations and Finance and Economic Planning, seven Bills that were introduced in the previous financial year were passed. The three Bills that were introduced in the financial year under review are still pending before the respective committees. The table below shows the status of the Bills processed in the year under review;

NO.	COMMITTEE NAME	NAME OF BILL	FY INTRODUCED	FY PASSED
1	Lands, Urban Physical Planning and Housing	The Bungoma County outdoor advertising, Control and Regulation Bill, 2023	2022/23	2023/24
2	Agriculture, Livestock, Fisheries, Irrigation& Cooperative Development Committee	The Bungoma County Cooperative Societies Bill 2023	2022/23	2023/24
3	Trade, Energy and industrialization	The Bungoma County Weights and Measures Bill 2023	2022/23	2023/24
4	Finance and Economic Planning	The Bungoma County Revenue Administration and Management (Amendment) Bill, 2023	2022/23	2023/24
5	Trade, Energy and industrialization	The Bungoma County Public market Amendment Bill, 2023.	2022/23	2023/24
6	Gender, Culture and Social Welfare	The Bungoma County Public Entertainment and Amenities Bill,2023	2022/23	2023/24
7	Public Administration and ICT	The Bungoma County Inspectorate, Compliance and Enforcement, Bill 2023	2022/23	2023/24
8	Lands, Urban Physical Planning and Housing	The Bungoma County Valuation and Rating Bill, 2024	2023/24	Pending
9	Public Administration and ICT	The Bungoma County Access to information Bill, 2024	2023/24	Pending
10	Public Administration and ICT	The Bungoma County Public Participation and Civic Education Bill,2024	2023/24	Pending

## **2.9 Processing of policies**

In addition, the following 20 policies and two guidelines were tabled and committed to the relevant Sector Committees for processing;

### **a) Agriculture, Livestock, Fisheries, Irrigation and Cooperative Development Committee**

#### **Policies**

1. The Bungoma County Agricultural Soil Management Policy, 2023
2. The Bungoma County Food Safety Policy, 2023
3. The Bungoma County Agriculture Sector Policy, 2023.
4. The Bungoma County Agribusiness Policy, 2023

#### **Guidelines**

1. Bungoma County Agricultural Land Lease Guidelines, 2023
2. Bungoma County Agricultural Inputs and Services Support Guidelines, 2023

### **b) Public Administration and ICT**

1. The Bungoma County Internship Policy, 2023
2. The Bungoma County Short Term Contractual Employment Policy, 2023

### **c) Gender, Culture and Social Welfare Committee:**

1. The Bungoma County Culture Heritage Policy, 2023
2. The Bungoma County Group Registration Policy, 2023
3. The Bungoma County Children Protection Policy, 2023
4. The Bungoma County Gender Mainstreaming Policy, 2023
5. The Bungoma County Disability Mainstreaming Policy, 2023

### **d) Youth and Sports Committee**

1. The Bungoma County Youth Policy 2023
2. The Bungoma County Sports Policy 2023

### **e) Labour Relation, Member Service and Facilities Committee**

1. The Bungoma County Government Discipline Manual for the County Public Service

2. The Bungoma County Government Staff Performance Appraisal System for Job Group J and above in the County Public Service
3. The Bungoma County Government Diversity Policy for the County Public Service
4. The Bungoma County Government Human resource Policies and Procedures Manual
5. The Bungoma County Government Human Resource Development Policy for the County Public Service

All policies that were committed to Agriculture, Livestock, Fisheries, Irrigation and Cooperative Development Committee and Labour Relation, Member Service and Facilities Committee and the Bungoma County Short Term Contractual Employment Policy, 2023 that was committed to Public Administration and ICT committee have been approved by the House. The other Policies are still pending in the respective committees.

## **2.10 Committee Fact Finding/ site visits**

**Mr. Speaker Sir**, the County Assembly's oversight role over the Executive can also be enhanced by committees being proactive in conducting fact findings/site visits to the projects and programmes being implemented by the Executive arm of the County Government.

During the year under review, the following fact finding visits were carried out:

	<b>NAME OF COMMITTEE</b>	<b>FACT FINDING ACTIVITY</b>
1	Health Services	Allegation of Corruption and Mismanagement by the Public at Bumula Sub County and Ndalu Health Center.
2	Public Administration and ICT	Utilization of funds allocated towards recovery of County automobiles.
3	Agriculture, Livestock, Fisheries, Irrigation & Cooperative Development	Status and impact of dams, irrigation schemes and water pans across the County.

- Public Participation and Civic Education Bill, 2024
- Access to information Bill, 2024

3. Tourism, Environment, Water and Natural Resources Committee
  - NZOWASCO taskforce report on separation process
4. Public Accounts and Investments Committee
  - 23 reports from the Auditor General which are as follows;

**a) COUNTY ASSEMBLY REPORTS**

1. Report of the auditor general on County Assembly of Bungoma for the period ended 30<sup>th</sup> June,2023
2. Report of the auditor general on County Assembly of Bungoma Members Car Loan and Mortgage Scheme for the period ended 30<sup>th</sup> June, 2023

**b) COUNTY EXECUTIVE AUDIT REPORTS ON FUNDS**

1. Bungoma County Youths and women Empowerment Fund FY 2021/2022
2. Bungoma County Youth and Women Empowerment Fund FY 2022/2023
3. Bungoma County Persons with Disabilities Fund FY 2020/2021
4. Bungoma County Persons with Disabilities FY 2021/2022
5. Bungoma County Persons with Disabilities Empowerment Fund FY 2022/2023
6. Bungoma County Trade Development Loans Fund FY 2022/2023
7. Bungoma County Education Support Scheme FY 2022/2023
8. Bungoma County Revenue Fund FY 2022/2023
9. Bungoma County Reciever of Revenue FY 2022/2023
10. Bungoma County Disaster Management and Emergency Fund FY 2022/2023

**c) COUNTY EXECUTIVE OTHER AUDIT REPORTS (NOT ON FUNDS)**

1. Report of auditor General on Kimilili Municipality FY 2022/2023
2. Report of auditor General on Bungoma Municipality FY 2022/2023
3. Report of Auditor General on the County Executive of Bungoma for the period ended 30<sup>th</sup> June,2023 (consolidated)

## **2.13 CHALLENGES ENCOUNTERED BY COMMITTEES**

Below are the challenges faced by committees in the process of executing their mandate in the FY 2023/2024;

- i. Delayed responses/ submission of requested documents from respective departments
- ii. Inadequate of committees' allocations
- iii. On biometric attendance register, some members attend meetings but forget to log in, at times the machine does not detect some members fingers,
- iv. Delayed submission of committee reports after retreat
- v. Some of the recommendations in some Committee reports seem un-implementable
- vi. The Executive has been submitting statutory document to the office of the Clerk without following the due process as stated in Statutory Instrument Act, Section 5 and Section 11.

## CHAPTER THREE

### 3.0 COMMITTEE EXPENDITURE AND BALANCES

**Mr. Speaker Sir**, Committees' operations vote head had an approved budget of Kshs. **121,460,000** out of which Kshs. **120,573,150** was spent by committees leaving a balance of Kshs. **886,850**.

The table below shows the current committees expenditure and balances;

S/NO	County Assembly	ESTIMATE FOR 2022/2023	FY	TOTAL EXPENDITU RE	RUNNING BALANCE
<b>1</b>	Agriculture, Livestock, Fisheries And Co-Operative Development		4,230,942	3,961,800	269,142
<b>2</b>	Liaison Committee	8,374,838		8,424,200	(49,362)
<b>3</b>	Selection Committee	2,300,000		2,311,200	(11,200)
<b>4</b>	House Business Committee		4,230,942	3,787,100	443,842
<b>5</b>	Health Committee	4,230,942		4,157,000	73,942
<b>6</b>	Committee on Implementation		3,102,874	3,011,500	91,374
<b>7</b>	Budget and Appropriations Committee		8,062,874	8,104,900	(42,026)
<b>8</b>	Delegated Legislation Committee		3,102,874	3,075,200	27,674

<b>9</b>	Education and Vocational Training Committee	4,230,942	4,205,600	25,342
<b>10</b>	Finance and Economic Planning Committee	6,390,942	5,920,200	470,742
<b>11</b>	Youth and Sports Committee	4,230,942	4,181,000	49,942
<b>12</b>	Lands, Urban, Physical Planning.	4,230,942	4,104,800	126,142
<b>13</b>	Public Accounts and Investment Committee	7,062,874	7,272,200	(209,326)
<b>14</b>	Powers and Privileges Committee	3,102,874	3,030,700	72,174
<b>15</b>	Public Administration and ICT Committee	4,230,942	4,063,200	167,742
<b>16</b>	Roads, Infrastructure	4,230,942	4,129,600	101,342
<b>17</b>	Rules and Procedures Committee	1,690,038	1,757,050	(67,012)
<b>18</b>	Gender and Culture Committee	4,230,942	4,149,500	81,442
<b>19</b>	Labour and Social Welfare Committee	4,230,942	4,217,800	13,142
<b>20</b>	Tourism, Environment, Water and Natural Resources Committee	4,230,942	4,198,600	32,342

<b>21</b>	Justice and Legal Affairs Committee	3,102,874	3,062,800	40,074
<b>22</b>	Trade, Energy and Industrialization	4,230,942	4,043,300	187,642
<b>23</b>	Speakers Panel Committee	1,135,634	1,052,000	83,634
<b>24</b>	Committee on Appointment	2,300,000	2,190,000	110,000
<b>25</b>	Committee on Whole-House	20,960,000	22,161,900	(1,201,900)
<b>Grand Total for Committees</b>		<b>121,460,000</b>	<b>120,573,150</b>	<b>886,850</b>

## CHAPTER FOUR

### COMMITTEE OBSERVATIONS, RECOMMENDATIONS AND CONCLUSION

#### 4.1 COMMITTEE'S OBSERVATIONS

**Mr. Speaker Sir**, the Committee made the following observations;

1. Most committees were able to hold on average 41 internal committee sittings during the period under review.
2. Some committees' reports take long to be concluded, affecting implementation by the relevant department. This in turn affects the effectiveness of the recommendations of the report.
3. There were 20 policies that were submitted and committed to relevant sector committees for processing, out of which only 12 have been considered by the House by the time the report was being compiled.
4. Committees that retreated for capacity building did not submit their report for tabling in the House.
5. There were seven Bills considered by committees, apart from those processed by Finance and Economic Planning & Budget and Appropriations Committees. Three bills are still pending before the relevant committees by the time the report was being compiled.
6. The budgetary allocation towards Committee activities was Kshs. 121,460,000 out of which Kshs. 120,573,150 was spent by committees leaving a balance of Kshs. 886,850.

## **4.2 RECOMMENDATIONS**

The committee therefore made the following recommendations;

1. **THAT**, committees should fast track processing of reports for timely implementation of recommendations therein.
2. **THAT**, all committees retreating for capacity building should ensure that they prepare and submit their reports for tabling in the House.
3. **THAT**, all committees with pending reports on bills and policies should fast track and finalize them for approval.
4. **THAT**, the chairpersons in consultation with the department of Finance should ensure 100% absorption of committees' allocations in line with their annual work plans.

#### **4.3 CONCLUSION**

**Mr. Speaker Sir,**

It is now my humble request to this House to approve this report by the Liaison Committee on the Committees' activities in the financial year 2023/ 2024.

I move---

## ADOPTION SCHEDULE

We the undersigned members of the Liaison Committee append our signatures adopting this report with the contents therein.

Name	Designation
Signature	
1. Hon. Stephen Wamalwa	Chairperson – Liaison
2. Hon. Christine Mukhong	Vice chairperson – Liaison
3. Hon. Emmanuel Situma	Member - Chairperson Powers/HBC/Rules/Speaker's/Appointments
4. Hon. James Mukhongo	Member -Chairperson – Finance
5. Hon. Jack Wambulwa	Member -Chairperson – Budget
6. Hon. George Makari	Member -Chairperson – Health
7. Hon. Jack Kawa	Member -Chairperson – Gender
8. Hon. Joseph Nyongesa	Member -Chairperson – Selection
9. Hon. Frankline Simotwo	Member -Chairperson – Roads
10. Hon. Tony Barasa	Member-Chairperson – Public Admin
11. Hon. Hentry Nyongesa	Member – Chairperson – Labour
12. Hon. Francis Chemion	Member – Chairperson – Lands,
13. Hon. Benard Kikechi	Member – Chairperson – Trade
14. Hon. Benjamin Otsiula	Member – Chairperson – Education
15. Hon. Violet Makhanu	Member – Chairperson – Youth
16. Hon. Waiti Wafula	Member – Chairperson – Agriculture
17. Hon. Edwin Opwora	Member – Chairperson – Tourism
18. Hon. Jacob Psero	Member – Chairperson – Justice
19. Hon. Everton Nganga	Member – Chairperson – PAIC
20. Hon. Aggrey Mulongo	Member – Chairperson – Implementation
21. Hon. George Tendet	Member- Chairperson – Delegated