



MURANG'A COUNTY ASSEMBLY

THIRD ASSEMBLY-FIRST SESSION

LIAISON COMMITTEE

A REPORT ON COMMITTEE WORKSHOP UNDERTAKEN AT NAIROBI TO CONSIDER ON COMMITTEES WORKPLANS FOR FY 2022/23, BUDGET ALLOCATIONS FOR THE THIRD AND FOURTH QUARTER OF FY 2022/23 AND MODALITIES OF GENERATING AND TRACKING BUSINESS FOR THE PERIOD JANUARY-JUNE 2023 IN FY 2022/23

Clerk's Chambers

Murang'a County Assembly

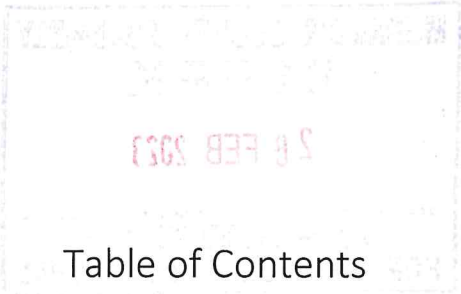


Table of Contents

1.0 Preface	3
1.1 Committee's membership	3
1.2 Committee's Mandate	3
1.3 Acknowledgement	4
2.0 Background	5
3.0 Workshop meeting objectives	5
4.0 Problem Statement	6
5.0 Methodology	6
6.0 Workshop meeting	7
6.1 Opening remarks	7
6.2 Presentation of committee workplans for the period January-June 2023	7
7.0 Committees balances and apportionment of their budgets for the third and fourth quarter of FY 2022/23	11
8.0 Discussion on modalities of ensuring business generation by committees and tracking of the same in the third assembly	11
9.0 Findings	13
10.0 Recommendations	13
11.0 Closing remarks	14

Annexures

Committee workplans for the period October 2022-June 2023

1.0 Preface

Hon. Speaker, on behalf of the Liaison Committee, it is my pleasure and duty to present to this honorable House, the report of a workshop on consideration of Committees Workplans for the period October 2022-June 2023, Committees budget allocation for the third and fourth quarter of FY 2022/23 and modalities of generating committee business and tracking the same from January-June 2023 held at Nairobi.

1.1 Committee's membership

The Committee comprise of the following members:

- | | |
|-----------------------------------|----------------------------------|
| 1. Hon. Moses Gachui Mungai | -Chairperson |
| 2. Hon. Francis Kibe Kamau | -Leader of Majority Party |
| 3. Hon. Morris Thuku | -Majority Whip |
| 4. Hon. Alex Ndunda Makau | -Member |
| 5. Hon. Graca Sharleen Wambui | -Member |
| 6. Hon. Edwin Mwangi Wairagu | -Member |
| 7. Hon. John Ngugi Kibaiya | -Member |
| 8. Hon. Charles Machigo Karina | -Member |
| 9. Hon. Hillary Muigai Muchoki | -Member |
| 10. Hon. Gerald Wambugu Mwangi | -Member |
| 11. Hon. Moses Muchiri Maina | -Member |
| 12. Hon. Samson Mukora Ngigi | -Member |
| 13. Hon. Caroline Wairimu Njoroge | -Member |
| 14. Hon. Dianah Damaris Kagiri | -Member |
| 15. Hon. Naomi Nyambura Maina | -Member |
| 16. Hon. Jeremiah Gichobe Mbatia | -Member |
| 17. Hon. John Mwangi Kamau | -Member |
| 18. Hon. James Karanja Kabera | -Member |

1.2 Committee's Mandate

The Committee on Liaison derives its mandate from Standing Order 205 and is mandated to;-

- i. To guide and coordinate the operations, policies and mandates of all Committees.
- ii. Deliberate on and apportion the annual operating budget among the Committees
- iii. Consider the programmes of all the Committees, including their need to travel and sit away from the precincts of the Assembly.
- iv. Ensure that Committees submit reports as required by these Standing Orders.
- v. Determine whenever necessary the Committee or Committees to deliberate on any matter.
- vi. To give such advice relating to the work and mandate of Select Committees as it may consider necessary.

- vii. The Liaison Committee shall consider reports of Committees that have not been deliberated by the Assembly and shall report to the Assembly on the consideration of such reports.

1.3 Acknowledgement

Liaison committee members wishes to acknowledge the Office of The Speaker and Clerk of the County Assembly for the support accorded towards undertaking its inaugural workshop meeting.

The Chairperson of the Committee takes this opportunity to thank all the members for their profound contribution through dedication of time and efforts towards the realization of the mandates of the Committee.

Signed: 

Date: 21/02/2023

Hon. Moses Gachui

Chairperson, Liaison Committee

2.0 Background

Liaison committee of the third county assembly was constituted on October 2022. This was after constitution of the other committees and subsequent election of their respective chairpersons. The Committee following the above held its first meeting within precincts of the assembly on November 15, 2022.

Thereafter the committee has been holding its sittings as guided by the standing orders and circulars from Salaries and Remuneration Commission (SRC) more so on ensuring that Members of County Assembly entitlement to four committee sittings in a week was achieved.

The above followed after an induction workshop on its mandates which was held from October 27-30, 2022

Its composition as envisaged by county assembly Standing Orders 205 comprises of the following members;

- ✓ Deputy Speaker-**Chairperson**
- ✓ Chairpersons of all committees
- ✓ Majority Whip
- ✓ Minority Whip

The committee sits within precincts of the assembly once in a week to approve all proposed committee meetings both within and outside the assembly.

The Committee further apportions committee budgets and monitors utilization of the same.

3.0 Workshop meeting objectives

The Committee set out the following objectives while organizing the workshop meeting;

1. To discuss on committee workplans for the period October 2022-June 2023
2. To discuss on committees' expenditure and their balances since inception and apportionment of their budgets for the third and fourth quarter of FY 2022/23.
3. To discuss on modalities of generating and tracking business for the period January-June 2023.
4. To generate a report with findings and recommendations

4.0 Problem Statement

Workplans are annual blueprints that guide activities for committees of the county assembly. They stipulate timeframes, activities, budget for all the outlined agenda to be considered.

Liaison committee is bestowed with the mandate to guide and coordinate the operations, policies and mandates of all Committees. Consideration of the committees workplans therefore falls under the said broad mandate.

The activity is normally undertaken immediately before commencement of every financial year. Workplans after consideration and adoption by respective committees are forwarded to Liaison committee for further scrutiny. Respective committee chairpersons present them and further input may be added to them at this level.

Committees of the county assembly cannot operate without budgets to facilitate their activities. This is due to the fact that they have wide range of mandates ranging from investigatory, housekeeping to watchdog roles

Liaison committee is therefore mandated to apportion annual committees operating budgets.

Committees generate businesses in form of Motions, Bills, Statements, Reports and Petitions. These could be out of experiences by Members of County Assembly from their electoral areas, field visits and study tours, conferences and benchmarking activities. These businesses upon adoption are then channeled to the assembly for consideration by the entire plenary. These must therefore be tracked out of activities undertaken by the committee so as to maintain a vibrant assembly.

It is with the above understanding that Liaison committee organized a workshop meeting to consider the above matters in line with its mandates provided in the standing orders.

5.0 Methodology

Consideration of the workshop agenda was undertaken through;

- ✓ Presentation of workplans by committee chairpersons
- ✓ Presentation of committee expenditures and budget balances since their inception to date
- ✓ Presentation of budget figure for apportionment to various committees
- ✓ Presentation of a sample schedule for tracking committee business for FY 2022/23
- ✓ Contributions from committee members and secretariat

6.0 Workshop meeting

6.1 Opening remarks

The Chairperson

The Chairperson made the following opening remarks;

- ✓ He welcomed members in the meeting
- ✓ The objective of the workshop was to consider Committees Workplans for the period October 2022-June 2023, Committees budget allocation for the third and fourth quarter of FY 2022/23 and modalities of generating committee business and tracking the same
- ✓ The Clerk to the County Assembly conveyed his sincere apologies on his absence as he was engaged in another meeting.

Thereafter the Chairperson briefed the committee on the program that would guide its activities for the four days.

6.2 Presentation of committee workplans for the period January-June 2023

1. Budget and Appropriations Committee

The Chairperson to Budget and Appropriations Committee presented his committee workplan.

The committee observed that all statutory budget cycle processes had been captured.

The following were the gaps identified and recommendations;

- ✓ There was an omission on specific committee induction venue
- ✓ There was need to capture all proposed sittings outside precincts for the half year period.

2. Governance, Labour, Justice and Legal Affairs Committee

After presentation of the said committee workplan, it was observed that all activities had been captured that would ensure exhaustion of the committee mandate

The committee appreciated the fact that planned legislative activities in the workplan were well articulated.

3. Public Investments and Accounts Committee

The Chairperson to Public Investments and Accounts Committee issued a key highlight while presenting his committee workplan and indicated that;

- ✓ There was backlog of un-considered audit reports by the committee of the second assembly
- ✓ The Auditor General's reports on expenditures by Murang'a County Executive needed to be considered tentatively between March and April, 2023.

- ✓ The Committee needed to write to the Auditor General and request for audit reports which were not being submitted from companies such as for MUWASCO, MUSWASCO and Gatanga Water.

The main gap identified was that amongst all the water companies, only MUWASCO and Gatanga Water were not being audited as the former was only providing a report for its subsidiary company-Fort Aqua and the latter's management was under trustees.

4. Land, Housing, Physical Planning and Settlement

The Committee thanked the Chairperson for his elaborate presentation on his committee workplan. He indicated that the committee was looking forward to ensuring that county residents were educated on land succession matters which had derailed development activities in the county.

5. Delegated County Legislation committee

The Chairperson while presenting his committee workplan appreciated that they had already considered a crucial activity on Farm Inputs Subsidy Regulations despite the committee being at its orientation/induction phase.

A gap was identified that consideration of Municipality regulations and by-laws was omitted. It was therefore recommended that the same be factored on the month of November 2022.

6. Agriculture, Livestock and Fisheries Committee

The Chairperson Agriculture, Livestock and Fisheries Committee was lauded for presentation on an elaborate workplan. It was further observed that all the activities therein had been costed.

She was requested to consider merging of policies such as the avocado one with Mango and Milk Subsidy one.

7. Education and Child welfare

After presentation of the workplan by the Chairperson Education and Child Welfare Committee, a general observation was made that village polytechnics and ECDE centres had been neglected. Members made the following recommendations;

- ✓ The Committee should Fastrack on consideration of Wanjegi ECDE Centre Public Petition
- ✓ The Uji program in ECDE Centres should be properly managed and kitchens constructed in schools to facilitate serving the same
- ✓ The Committee should probe in to the matter of ECDE teachers and village polytechnic instructors' welfare

- ✓ Visit to village polytechnics in the county should be emphasized and captured in the committee workplan.

8. Health Services

Contributions after Health Services Workplan presentation were that;

- ✓ There was need to establish on whether alcohol Bill was assented to so that the county executive commences on its implementation
- ✓ The County department of Health needed to support/organize outreach programmes in various Wards especially on lifestyle diseases.

9. Water and Irrigation

The Chairperson to Water and Irrigation committee presented his workplan and the following were the proposals made;

- ✓ That there was need to visit Northern Collector Tunnel so as to understand its operations since there were many underlying questions.
- ✓ It was important to undertake fact finding mission to Water companies such as MUWASCO, MUSWASCO and Gatanga Water to establish on their operations.

10. Energy and Environment

The Chairperson to Energy and Environment committee presented her workplan and the following were the comments and proposals that followed;

- ✓ There was need to revisit the previously enacted Sand Harvesting Bill as this was a menace that cut across all the Wards. The committee could also plan to visit Ithanga which had faced serious agricultural land degradation as a result.
- ✓ There were minimal refuse chambers in various sub-counties such as Gatanga. This had posed a serious challenge to both garbage collection and management. There was thus need to undertake a local visit to Gatanga Sub-County to verify on the same
- ✓ There was need for the committee to visit Allah Park in Bamburi and learn on how they had managed to rehabilitate through planting trees as it was previously a mining quarry.
- ✓ There was also a suggestion of visiting Kenya Tea Development Agency factories and other companies which were using firewood to process their raw materials as this had resulted to environmental degradation.

11. Implementation

The Chairperson to Implementation committee upon presentation of his workplan was requested to ensure that his committee followed up on all implemented assembly resolutions to the latter.

12. Youth, Culture, Gender and Social Services

The Chairperson to Youth, Culture, Gender and Social Services committee presented her work plan. Key highlights in her presentation were that the committee endeavored to discuss on policies regarding various areas as they would be provided by the CEC Member. The committee had also planned to visit various county stadiums in an effort to ensure that their status was elevated.

13. Finance and Economic Planning

The Chairperson to Finance and Planning committee in his presentation indicated that various statutory documents had not been presented by the county executive for consideration such as the County Integrated Development Plan and the Annual Development Plan 2023/2024. He therefore requested the Leader of Majority Party to ensure that submission of the same was expedited so that it would be prioritized as the committee business.

The committee also requested for further induction on Public Finance Management Act, 2012 so that some of its activities could be guided by provisions in the same.

14. Public Works, Roads and Transport

The Chairperson while presenting his committee work plan highlighted the following as the key activities that would be undertaken between January-June 2023; vetting of a nominee to the position of a Chief Officer, analyzing statutory documents such as the County Integrated Development Plan, Annual Development Plan, County Fiscal Strategy Paper and Budget Estimates for FY 2023/24. Other additional agenda would be consideration of Murang'a County Transport Bill, street lighting and roads development in terms of rehabilitation and maintenance.

7.0 Committees balances and apportionment of their budgets for the third and fourth quarter of FY 2022/23.

Mr. Chege the Accountant took the committee through the agenda as by providing a summary approved budget for FY 2022/23, expenditure and balances as follows;

2022-2023 BUDGET FOR COMMITTEES				
S/NO	NAME	APPROVED BUDGET	EXPENDITURE	BALANCE
1.	Daily Subsistence Allowance- Representation and legislation	70,000,000	31,425,517	38,574,483
2.	Daily Subsistence Allowance-oversight	70,000,000	40,279,450	29,720,550
3.	Travel costs (airlines, bus, railway, mileage allowance)- Representation and legislation	8,000,000	4,092,466	3,907,534
4.	Travel costs (airlines, bus, railway, mileage allowance)-oversight	8,000,000	1,479,900	6,520,100
		156,000,000	77,277,333	78,722,667

The following were the resolutions made;

1. A draft proposed schedule of committees' budget apportionment be presented in the next meeting with 74,667,667 as an amount for apportioning to all committees. This was minus Kshs. 4,055,000 be used to facilitate members to Powers and Privilege and Liaison committees for the previous workshop meetings attended.
2. The budget apportionment be divided into quarters (third and fourth quarter).

8.0 Discussion on modalities of ensuring business generation by committees and tracking of the same in the third assembly

The agenda was placed for discussion with realization that it was one of committee's mandate that the Committee shall consider reports of Committees that have not been deliberated by the Assembly and shall report to the Assembly on the consideration of such reports

The secretariat outlined the following as the business normally conducted in the assembly;

- ✓ Reports
- ✓ Motions
- ✓ Statements
- ✓ Bills

The above businesses were normally generated by committees and later channeled for plenary/assembly consideration.

It was therefore important for vibrancy to be maintained in the committees so as to attain required assembly businesses.

The above would be achieved through generation of schedules as guided by the following sample;



**MURANGA COUNTY ASSEMBLY
THIRD ASSEMBLY- (SECOND SESSION)
HARMONISED SCHEDULE OF SITTINGS OUTSIDE THE PRECINCTS OF THE ASSEMBLY FOR THE
THIRD AND FOURTH QUARTER OF FY 2022/23 (JANUARY-JUNE 2023) VERSUS OUTPUT
(REPORT, BILL, MOTION OR STATEMENT)**

NAME OF COMMITTEE	DATE AND VENUE	APPROVAL DATE	AGENDA	OUTPUT (Report, Bill, Motion or Statement)

The Committee endeavored to monitor performance of the other committees through checking on their output. This would be a regular task especially when committees undertake activities outside precincts of the assembly whereby, they are required to generate reports. They would then be prompted to do so in case they default.

9.0 Findings

1. All sectoral committees except Governance and Legal Affairs omitted an agenda on consideration of the County Integrated Development Plan (C.I.D.P) 2023-2027.
2. Delegated County Legislations, Trade, Health, Agriculture committees had reserved a column on proposed budget for their activities in the workplan.
3. Some sectoral committees had omitted in their workplans, a role on vetting of their respective departments Chief Officers.
4. The Chairpersons to several committees had indicated that their workplans could be reviewed from time to time.
5. No committee had factored meetings within precincts of the assembly specifically on total number per month and venue.
6. Few sectoral committees had an agenda on consideration of financial reports from the county executive departments
7. Nearly all sectoral committees had agendas on consideration of Bills and Policies. This portrayed an understanding of their crucial role on legislation.
8. Presentation on committees expenditure and their current balances for the third assembly since their inception was presented by the accountant.
9. Committees output more so after completion of their activities was important to sustain assembly business

10.0 Recommendations

1. Committees should always ensure that their subject of discussion/agenda is within their mandate. This is as provided under the Fourth Schedule of the Constitution of Kenya, 2010 on devolved functions and County Assembly Standing Orders.
2. Committee on Implementation should review on implementation of previous Bills enacted into law by the second county assembly. Relevant committee chairpersons could also assist on checking the said status.
3. Sectoral Committees that had omitted the role of vetting Chief Officer nominees should factor it in their workplans.
4. Committees should consider reviewing their workplans from time to time so as to accommodate unforeseen activities and in matters priority.
5. Committees should in future workplans factor meetings within precincts of the assembly specifically on total number per month and venue.
6. Sectoral Committees should factor an activity in their workplans on consideration of department's financial reports from the county executive.

7. The accountant should provide in the next Liaison committee meeting a schedule of apportioned committees budget for the third and fourth quarters of FY 2022/23.
8. The Clerk to the committee should generate a schedule of tracking committee output after every activity held outside precincts of the assembly. This should be maintained on quarterly basis in an effort to ensure there was consistent assembly business.

11.0 Closing remarks

The Chairperson

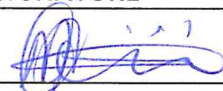



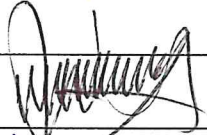





The Chairperson made the following remarks;

- ✓ He thanked members for proper attendance to the workshop meeting
- ✓ He looked forward to implementation of the recommendations made by the committee

He thereafter officially closed the workshop meeting.

Report adoption

The following Honorable Members of the Committee adopted the report;

S/NO	HON. MEMBER	Designation	SIGNATURE
1	Hon. Moses Gachui Mungai	Chairperson	
2	Hon. Francis Kibe Kamau	Leader of Majority Party	
3	Hon. Morris Thuku	Majority Whip	
4	Hon. Alex Ndunda Makau	Member	
5	Hon. Grace Sharleen Wambui	Member	
6	Hon. Edwin Mwangi Wairagu	Member	
7	Hon. John Ngugi Kibaiya	Member	
8	Hon. Charles Machigo Karina	Member	
9	Hon. Hillary Muigai Muchoki	Member	
10	Hon. Gerald Wambugu Mwangi	Member	
11	Hon. Moses Muchiri Maina	Member	
12	Hon. Samson Mukora Ngigi	Member	
13	Hon. Caroline Wairimu Njoroge	Member	
14	Hon. Dianah Damaris Kagiri	Member	
15.	Hon. Naomi Nyambura Maina	Member	
16.	Hon. Jeremiah Gichobe Mbatia	Member	
17.	Hon. John Mwangi Kamau	Member	
18.	Hon. James Karanja Kabera	Member	