REPUBLIC OF KENYA MIGORI COUNTY GOVERNMENT AWENDO MUNICIPALITY

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MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 22ND AUGUST 2023 AT THE MUNICIPA MANAGERS OFFICE.

MEMBERS PRESENT

1.	Mr. John Keno Chol	Committee Chairperson
2.	Plan. Mandela Nelson Akong'o	Municipal Manager
3.	Mr. John Otieno Oswe	Member
4.	Hon. Johnson Owiro	Member
5.	Ms. Ruth Odhiambo	Member

Agenda

1. Preliminaries.
2. Pending Bills.
3. Awendo Municipality budget for FY 2023/2024.
4. Supplementary budget for FY 2023/2024.
5. Annual Development Plan for FY 2024/2025.
6. Any other business.

MIN. FC/01/22/08/2023: PRELIMINARIES

The meeting started at 10:30 with a word of prayer from Mr. John Oswe. The chairperson then welcomed all members of the committee to the meeting. It was observed that it had taken long before the committee was able to meet. The chair asked members to be free and exhaustibly discuss the agenda of the meeting.

The Chairperson requested observed that since it was the committees first meeting, it was imperative if the agenda on the terms of reference of the committee was discussed.

He therefore asked the Municipal Manager to inform the committee about their roles. The committee was informed that their responsibilities are to:

1. Maintain accurate and complete financial records.
2. Prepare and present accurate truly and meaningful financial statements to the board.
3. Help the board understand the municipalities finances.
4. Prepare municipal budget
5. Comply with the national and county financial reporting requirements.

MIN. FC/02/22/08/2023: PENDING BILLS

The meeting was informed that there were pending bills both on development and reccurent expenditure and that the pending bills from on the development expenditure was as a result of late procurement which led to low absorption rate and eventually affected the subsequent budgetary allocation to the municipality. The committee observed that the procurement of goods and services should be initiated in time so that the budget can be executed optimally. The committee was also informed that the pending bills on recurrent was basically monies owed to the former and current board members in terms of their sitting allowances, other staff and the casuals who undertake cleaning of the town as well as those who provide security in the recreational park.

The meeting unanimously resolved that the bills owed to the board members, other staff and the casuals laborer's be paid incrementally until such a time when they are completed. Additionally, the committee also directed that the contractors who are undertaking the development projects complete the works in time so that they can be promptly paid once the supplementary budget is passed.

MIN. FC/03/22/08/2023: AWENDO MUNICIPALITY BUDGET FOR FY 2023/2024

The manager informed the meeting that the Budget for FY 2023/2024 had been approved and that the municipality had been allocated a budget of kshs.19,000,000 with development expenditure having kshs.5,400,000 while recurrent expenditure having 14,600,000.

It was the view of the committee that the budget was small and the manager was put to task to explain why the last financial years allocation for development expenditure of Kshs. 10,500,000 had been reduced. The committee was informed that the occurrence was occasioned by the low absorption rate which did not only affect the municipality but other county departments since the procurement function is centralized and the procurement department delayed in the initiation of the processes.

MIN. FC/04/22/08/2023: SUPLIMENTARY BUDGET FOR FY 2023/2024

The manager also informed the committee that a supplementary budget had been presented to the finance department for consideration in which additional sum of Kshs.18,134,625 have been requested for to cater for the recruitment of staff and undertake the construction of Awendo Municipality office phase I.

MIN. FC/05/22/08/2023: ANNUAL DEVELOPMENT PLAN FOR FY 2024/2025

The manager informed the meeting that the municipality had prepared the annual development plan for the FY 2024/2025 which is part of the budgeting process and would inform the allocation given to the municipality and that various items have been captured in the ADP as summarized in the table hereunder.

SUMMARY OF RESOURCE REQUIREMENTS BY SECTOR AND PROGRAMME.

Sector Name: Awendo Municipality	**Amount (Kshs.)**
Programme 1: Infrastructural Development	219,000,000
Programme 2: Administrative and support services	45,080,000
Programme 3: Environmental Management and Conservation	33,800,000
Programme 4: Municipal Planning Services	10,100,000
Total	**307,980,000**

MIN. FC/06/22/08/2023: AOB.

The chairperson requested the members to ensure that the fiscal resources are prudently and judiciously used. The meeting was closed at 1.40 pm. by a prayer from Mr. John Oswe.

Chairperson ..... **Sign**.....

Secretary..... **Sign**.....