



RONGO MUNICIPALITY BOARD

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MINUTES OF THE 2ND MEETING OF AUDIT, RISK, MONITORING & EVALUATION COMMITTEE HELD ON 21ST NOVEMBER 2023 AT RONGO MUNICIPAL MANAGER'S OFFICE

PRESENT

1. Ms. Winnie Anyango Ogola- Chairperson
2. Ms. Margaret R. Omolo- Member
3. Ms. Faith Ochieng Ooko- Member
4. Mr. Zachary Onyango Ojwang-Member
5. Mr. David Ore- Municipal Manager/ Secretary

MIGORI COUNTY GOVERNMENT
HOUSING AND URBAN DEVELOPMENT
MUNICIPAL MANAGER
06 MAR 2024
RONGO MUNICIPALITY
P.O. BOX 195-40404 RONGO

(Handwritten signature and initials)


AGENDA

1. Reading and Confirmation of the previous minutes
2. Consideration of FY 2022/23 Internal Audit Report
3. Tabling of 1st Quarter Expenditure Report FY 2023/24
4. Review and mitigation of potential Risks in the Municipality
5. Monitoring of Municipal programs, projects and activities
6. AOB

MIN. NO.	DESCRIPTION	ACTION
Min.1 21/11/2023	<u>Preliminaries</u> The committee chairperson called the meeting to order at 10:00 am. A word of prayer was led by Mr. Zachary Onyango Ojwang. The chairperson then confirmed that the meeting met the quorum and asked the secretary to read through the agenda of the meeting and members unanimously adopted the agenda.	
Min. 2 21/11/2023	<u>Reading and Confirmation of the previous minutes</u> The secretary read through the minutes of the previous meeting which was held on 30 th August 2023. Ms Faith Ochieng proposed the confirmation of the Minutes as true records of	All members

	the deliberations and all the members affirmed the same.	
Min 3 21/11/2023	<p align="center"><u>Consideration of FY 2022/23 Internal Audit Report</u></p> <p>The Municipal Manager tabled the internal audit report for the year ended 30th June 2023 for consideration by the committee. The committee observed that the report highlighted minor areas of concern and made recommendations to the management to improve on the filing system and tracking of payments.</p>	Municipal Manager
Min 4 21/11/2023	<p align="center"><u>Tabling of 1st Quarter Expenditure Report FY 2023/24</u></p> <p>The Municipal accountant tabled the expenditure report for the period ended 30th September 2023. It was observed that the expenditures covered the disbursement for the month of August and September as no the municipality did not receive funds during the month of July 2023. The committee was satisfied with the report and it made recommendation for its adoption and approval by the board.</p>	Municipal Manager
Min 5 21/11/2023	<p align="center"><u>Review and mitigation of potential Risks in the Municipality</u></p> <p>The committee observed that for proper functioning of the municipality there was need to map out all the potential risks that may impede the operations of the municipality. It was agreed that a working retreat be organized by the board to prepare the Municipality Risk Management framework. The working retreat to be organized by February 2023.</p>	Municipal Manger Municipal Board

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LAND, HOUSING AND URBAN DEVELOPMENT
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Min 5 21/11/2023	<p align="center"><u>Monitoring of Municipal programs, projects and activities</u></p> <p>The committee observed that there was need for continued monitoring of projects and programs within the municipality to ensure that they are completed as per the schedule and value for money is realized.</p> <p>The committee was also concerned with the delay in the disbursement of funds to the municipality as it delays the implementation of municipal activities.</p>	
Min 6 21/11/2023	<p align="center"><u>AOB</u></p> <p>It was proposed that the Municipality to seek for funding from development partners to develop sewerage system within the municipality.</p>	

There being no other businesses the meeting was adjourned at 12:47 pm by a word of prayer from Ms. Faith Ochieng.

Minutes signed for Circulation

Chairman..... Date.....

Minutes Confirmed

Chairperson..... Date.....

Secretary..... Date.....



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