

BCM/APSJA/01/2017/07

REPUBLIC OF KENYA



CONFIDENTIAL

COUNTY GOVERNMENT OF BOMET
OFFICE OF THE COUNTY SECRETARY

Telephone: 0202084068

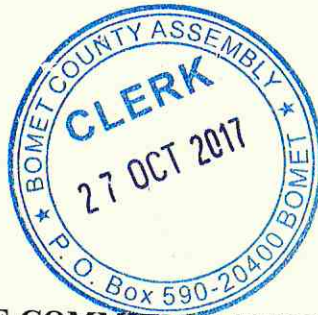
Email: info@bomet.go.ke

When replying please quote Ref and Date:

BC.26/15/4

The Clerk
County Assembly
Bomet.

Dear



Office of the County Secretary

P.O Box 19-20400

BOMET, KENYA

24th October, 2017

RE: SUBMISSION OF THE COMMITTEE REPORT ON ASSUPMTION OF OFFICE OF THE GOVERNOR

The above subject matter refers.

In accordance with Gazette notice No. 6409 of 7th July 2017 on the framework of establishment of Assumption of Governor committee, the committee is required to submit the report to the County Assembly and the Cabinet Secretary for Devolution and planning after its lapse. I hereby submit the report to the County Assembly as required.

The report highlights the following:

- (i) Committee membership
- (ii) Legal framework
- (iii) Mandate of the committee
- (iv) Submission of key departmental reports to the Governor
- (v) Operations of the committee
- (vi) Swearing in and inauguration ceremony
- (vii) Budget and Expenditure report
- (viii) conclusion

The report was prepared and approved by the committee members and jointly signed by the Chairperson and the joint secretaries.

Please find the attached report for your necessary action.

Yours

Jonathan K. Soi
County Secretary and
Head of County Public Service

Tabled on 8/11/2017 at
9:00 A.M
Committee given 14 days
to table a report.



Republic of Kenya

THE REPORT
OF
THE COMMITTEE ON ASSUMPTION OF OFFICE OF GOVERNOR (AOGC)
BOMET COUNTY

COUNTY GOVERNMENT OF BOMET

2017

INTRODUCTION

Paragraph 12 (1) of Gazette notice number 6409 dated 7th July, 2017 provides that the committee shall, within thirty days from the date of the swearing-in of the Governor, prepare and submit a report on its affairs, to the *County Assembly* and *Cabinet Secretary* responsible for Intergovernmental Relations.

The report highlights the following;

- i. The legal framework of the committee
- ii. Membership and Mandate
- iii. The Budget and financial statements of the Committee;
- iv. A description of the activities of the Committee; and
- v. Information the committee has considers necessary in informing on adherence to the legal requirements as per Gazette notice.

COMMITTEE MEMBERSHIP

As per the Gazette Notice the membership of the adhoc Committee shall be as follows;

- i. County Secretary – chairperson
- ii. County Commissioner-member
- iii. Officer in charge of legal matters in the county-member
- iv. Chief Officer in the department responsible for matters relating to the county public service-member
- v. Chief Officer in the department responsible for matters relating to Information and communication-member
- vi. Chief Officer in the department responsible for matters relating to finance-member
- vii. Chief Officer in the department responsible for matters relating to public works, roads and transport-member
- viii. Head of National Police Service in the County-member
- ix. Head of the National Intelligence Service in the County-member
- x. Clerk of the County Assembly-member
- xi. County Assembly official nominated by the clerk of the County Assembly-member
- xii. Representative of the Ministry of Devolution and Planning-joint secretary
- xiii. Representative of the Intergovernmental Relations Technical Committee-member
- xiv. Two Nominees of the Governor Elect-member
- xv. Co-opted Member

LEGAL FRAMEWORK

The Committee was established pursuant to the provisions of Article 189 (2) of the Constitution, section 121(1) of the County Government Act, 2012 and section 23 of the Intergovernmental Relations Act, 2012, the Cabinet Secretary for Devolution and Planning had issued the guidelines set out in the Schedule as a framework for the procedure and ceremony for the assumption of the office of the Governor-elect vide gazette notice number 6409 of the 7th of July 2017.

The department responsible for matters relating to the county public service and the representative of the Ministry of Devolution and Planning were the joint secretaries to the Committee.

The quorum for the conduct of business or meetings of the Committee was one-half of the members.

The term of office of the committee established under the Gazette, lapses thirty days after the swearing in of the Governor-elect.

MANDATE OF THE COMMITTEE

The mandate of the Committee as per the Gazette notice was to: -

- a. Facilitate the handing over process by the outgoing Governor to the Governor-elect;
- b. Co-ordinate the provision of the security of the Governor-elect;
- c. Co-ordinate the provision of the necessary facilities and personnel for the Governor-elect;
- d. Co-ordinate the briefings of the Governor-elect by the relevant county public officers which shall include, but not be limited to the following: —
 - i. An up-to-date assets register;
 - ii. An up-to-date register of liabilities;
 - iii. A complete list of all bank accounts and reconciled balances;
 - iv. A report of staff establishment per department;
 - v. A comprehensive report on county entities (corporations) and agencies;
 - vi. A report on all ongoing projects including donor funded projects;
 - vii. An up-to-date report on all pending legal cases; and
 - viii. County source of funding.

The Legal Framework permitted the Committee to co-opt persons whose knowledge and skills were necessary for its effective functioning.

MEETINGS OF THE COMMITTEE

Committee meetings were held twice in a week and more regularly as the swearing-in ceremony approached.

Below is schedule of the meetings that were held by the committee for the entire period.

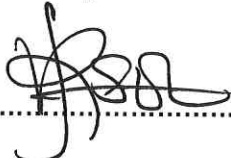
Date	Item
18/07/2017	First committee meeting
20/07/2017	Second Meeting
25/07/2017	Meeting
27/07/2017	Meeting
01/08/2017	Meeting
04/08/2017	Meeting
07/08/2017	Meeting
10/08/2017	Meeting
11/08/2017	Meeting at Governor-Elect's Residence
14/08/2017	Meeting
15/08/2017	Meeting
16/08/2017	Meeting
17/08/2017	Meeting
18/08/2017	meeting
20/08/2017	Joint Out-Going /In-Coming Governor's briefing
21/08/2017	Meeting
22/08/2017	SWEARING IN AND INAUGURATION CEREMONY
23/08/2017	Meeting
24/08/2017	Meeting
30/08/2017	Meeting
01/09/2017	Meeting
20/09/2017	Meeting
22/09/2017	Meeting

Minutes of all committee meetings held are available in the file.

SECURITY, OFFICE AND TRANSPORT

Upon the declaration of the final results of the election for the Office of Governor by the Independent Electoral and Boundaries Commission under Article 180 of

This report was submitted for the committee by:

Jonathan K. Soi.....sign.....
(Chairperson)

Date.....23rd Oct. 2017

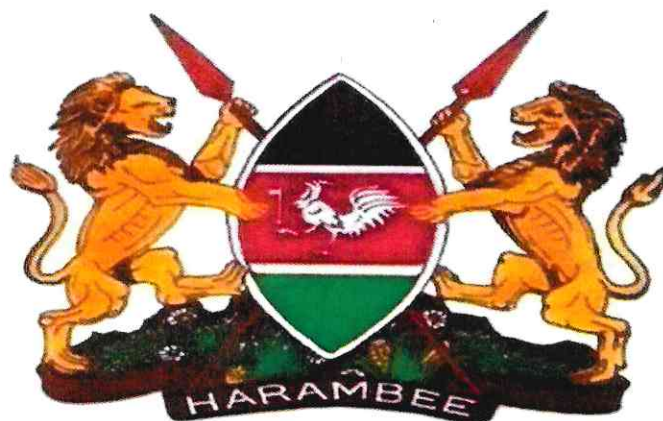
1. Nelson Rob
(Joint secretary)

Signature.....

2. David Mutai
(Joint secretary)

signature.....

ANNEX 1.



Republic of Kenya

ASSUMPTION OF THE OFFICE OF GOVERNOR COMMITTEE (AOGC)

A Committee established in line with guidelines issued by the Cabinet Secretary for Devolution and Planning, via Gazette notice no. 6409 of 7/7/2017; pursuant to the provisions of Article 189 (2) of the constitution and section 121 (1) of the County Government Act, 2012.

BUDGET

Parcel delivery service(deliveroo ltd)	25,000
Stationary	15,000
SUB-TOTAL	687,780
2. SECURITY OPERATIONS SUB-COMMITTEE BUDGET	
ACTIVITY	BUDGET
1. Security Personnel – Kenya Police, Administrative Police, Prisons Police, NIS, Kenya Forest Service. 181 officers required in total @ 2100 PER OFFICER	380,100
3.Venue Identified for night protection Governor's residence Bomet Green Stadium	58,800
4.Fueling • 400 liters required for 2 lorries@kes.87.4/litre	34,960

Refreshments(water) for the day	180,000
Tagging of seats and name tags for ceremony officials and ushers	8,500
Hire the main stand and public address systems and V.I.P toilets	2,220,000
Luncheon	1,615,000
Lunch for Wananchi (CDG)	3,025,000
Decoration	115,000
Entertainment	356,000
Venue cleaning	17,400
Usher	50,000
SUB-TOTAL	7,855,900

ANNEX 2.**ASSUMPTION OF OFFICE OF THE GOVERNOR COMMITTEE**
EXPENDITURE REPORT

1. COMMUNICATION AND PUBLICITY	
ACTIVITY/PROGRAMME	EXPENDITURE
Radio Announcements - (Emoo fm, Kass Fm, Chamgei Fm, Taach Fm)	66,400
Newspaper Quarter Page Announcements- two major dailies (star newspaper, daily nation)	345,280
Road Announcements and mobilization	20,000
Media coverage	90,000
Design and printing of Inauguration event program ,Inauguration event invitation cards and Luncheon cards	111,500
Parcel delivery service(deliveroo ltd)	21,000

4.Fueling • 400 liters required for 2 lorries@kes.87.4/litre • 500 liters of diesel for 10 landcruisers@kes.87.4 /litre	78,660
SUB-TOTALS	523,560

3.INAUGURATION CEREMONY SUB-COMMITTEE

ACTIVITY	EXPENDITURE
1.Swearing in documents • Purchase of new bible and Executive pens. • Print of Oath and Solemn • Affirmation document • Brief case • Printing of county emblem. Repair of governor's podium	75,010

Venue cleaning	16,400
Ushers	20,000
SUB-TOTAL	7,773,330
4.COMMITTEE OPERATIONS	
ACTIVITY	EXPENDITURE
Transition Operational expenses for: • Holding regular committee/sub-committee and ,secretariat meetings. • Governor elect secretariat(Breva Hotel)	679,100
• Allowances for committee members.	1,350,000
Fuel expenses and vehicle maintainances	291,822
SUB-TOTAL	2,320,922
GRAND TOTAL	11,287,992