

COUNTY GOVERNMENT OF NANDI

TELEPHONE 0535252355
Email: info@nandi.go.ke
Website: www.nandi.go.ke



P.O. BOX 311-30300,
KAPSABET

OFFICE OF THE MUNICIPAL MANAGER

MINUTES OF KAPSABET MUNICIPALITY BOARD MEETING ON BUDGET APPROVAL

Date: 21st March, 2024

Time: 12:15 PM

Venue: Municipal Manager's Office, Kapsabet

MEMBERS PRESENT

S/NO	NAME	POSITION
1	Mr. Mark Joseph Maritim	Chairperson, Informal Sector Associations
2	Lorraine Jerono	Secretary, Municipal Manager
3	Mr. Elly Chepkwony	Member, Business Community
4	Dr. Job Ngetich	Member, Professionals
5	Ms. Nancy Jerotich Sheillah	Member, Neighbourhood Associations
6	Ms. Mildred Chelimo	Member, Youth
7	Ms. Josephine Jerotich Tuwei	Member, PWD
8	Ms. Salma Aden	Member

SECRETARIAT

S/NO	NAME	POSITION
1	Hillary Kemboi	ICT Officer
2	Joseph Ngetich	SCMO
3	Erick Keter	Economist

AGENDA ITEMS

- **Reading and Confirmation of Previous Minutes**
The previous meeting minutes were read by the Secretary. The minutes were confirmed as correct with no amendments.
- **Matters Arising**
 - No issues were raised from the previous meeting.
- **Kapsabet Municipality Budget**
 - The Municipal Manager presented the draft budget for the year 2024/2025.

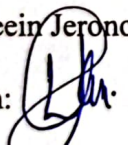
- minor adjustments for certain allocations.
- The key adjustments included increasing the allocation for infrastructure development and adjusting the operational costs in line with projected revenues.
- The final budget will be submitted to the relevant authorities for approval.
- **Key Personnel Designation on Integrated Financial Management Information System (IFMIS) Users**
 - A discussion was held regarding the designation of personnel on IFMIS to streamline financial operations and improve budget tracking.
 - It was agreed that specific personnel from the finance department will be assigned to manage the IFMIS system.
 - The Secretary will coordinate with the relevant departments to ensure proper designation of roles.
- **Discussion on KUSP 2**
 - The team discussed the ongoing implementation of the Kenya Urban Support Program (KUSP 2).
 - Updates were provided on the progress of the various infrastructure projects funded under KUSP 2.
 - The Municipal Manager assured that the program was on track, with some delays in certain areas due to logistics challenges.
 - It was agreed to prioritize the completion of key projects by the next quarter.
- **Any Other Business (A.O.B.)**
 - Ms. Salma Aden raised a point regarding the upcoming Town Cleaning program.
 - It was decided that the program will be scheduled for mid-August, and further planning will be done in the next meeting.
- **Adjournment**

There being no further business, the meeting was adjourned at 2:00 PM.
The next meeting will be scheduled for August 2024.

Minutes Prepared by:

Loreein Jerono, Secretary

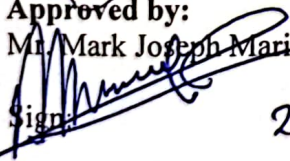
Sign:

 24/8/2024

Approved by:

Mr. Mark Joseph Maritim, Chairperson

Sign:

 24/08/2024