

REPUBLIC OF KENYA
COUNTY GOVERNMENT OF MACHAKOS
COUNTY ASSEMBLY OF MACHAKOS



County Hall
Along Mwatu wa Ngoma Rd



Email: assemblymks@gmail.com

Third Assembly

Fifth session

GENERAL OVERSIGHT COMMITTEE

ORDER OF THE DAY

JULY, 13TH JULY, 2026 AT 10.00AM
(ASSEMBLY CHAMBERS)

PRAYERS

1. Adoption of the Agenda
2. Communication from the Chair
3. Administration of Oath
 - Introductions
4. Interrogation of the County Secretary, County Executive Committee Member (CECM) In-charge of Public Service and Performance Management and the County Public Service Board (CPSB) on:
 - a) a Statement sought on recruitment, redeployment, and assignment of duties to some officers by the County Government of Machakos.
 - b) Implementation Status of a motion debated and approved by the Assembly on 4th March, 2025 with prayers that the County Government of Machakos freezes recruitment of personnel including the recently advertised positions of village administrators until a comprehensive staff audit is done, report presented and recommendations made by this Assembly. The Executive presents to the Assembly a list of the County Staff paid outside the integrated payroll and personnel database (IPDD) system including details of the job description.

5. AOB

**REPUBLIC OF KENYA
COUNTY GOVERNMENT OF MACHAKOS
COUNTY ASSEMBLY OF MACHAKOS**



GENERAL OVERSIGHT COMMITTEE

**MEETING HELD AT THE ASSEMBLY CHAMBERS ON 13TH JULY, 2026 STARTING
AT 10:00 AM.**

BRIEF

1. Honourable Members, this sitting is convened pursuant to Article 183(3) of the Constitution of Kenya, 2010; Section 39(2) of the County Governments Act, 2012; Sections 18 and 19 of the County Assemblies Powers and Privileges Act, 2017; and Standing Order 189C(3).
2. The Committee is cognizant of a Statement regarding recruitment, redeployment and assignment of duties to certain officers by the County Government of Machakos.
3. Honourable Members recall that the matter was committed to the Labour, Public Service and ICT Committee following a Statement sought on 15th July, 2025.
4. The Committee undertook preliminary engagements and requested relevant documentation from the County Executive and the County Public Service Board.
5. However, as captured in the Progress Report tabled before this House on 30th June, 2026, the Committee encountered significant challenges, notably:
 - (a) Delay to submit all requested documentation despite formal requests and reminders;
 - (b) Partial and insufficient responses from the County Public Service Board; and
 - (c) Lack of clarity on key staffing and deployment matters.
6. However, from the responses received from the County Public Service Board, the Committee noted the following critical issues:
 - (a) On why nine (9) Sub-County Revenue Officers were receiving remuneration without being assigned any responsibilities, the County Public Service Board responded that

deployment falls under the mandate of the relevant Chief Officer or the head of County Public Service pursuant to section 72 of the County Government Act, 2012.

- (b) Recruitment of Ward and Village Administrators has been ongoing since 2022, including:
 - (i) 25 Ward Administrators engaged on 3 year contract effective 1st November, 2023;
 - (ii) Multiple cohorts of Village Administrators appointed in 2023 and 2025 (41 Village Administrators were appointed on 20th November, 2023, 165 Village Administrators appointed on 18th February, 2025). However, full supporting documentation on these recruitments has not been provided;
 - (c) Recruitment appears to have continued notwithstanding the Assembly Resolution of 4th March, 2025 freezing employment pending a staff audit;
 - (d) Critical documentation on individual officers' academic and professional documents remains outstanding.
7. The committee had requested information from the County Executive through the following letters:
- a) A request for information on the said statement to the County Secretary and Head of Public Service vide letter REF: MKSCA/ADM/LPSICT/VOL.4/94 on 21st August 2025. The County Secretary responded through letter dated 27th August, 2025 Ref. No. GMC/2/CS/CA/VOL.XVI/35 requesting for 21 days extension of time to enable preparation of a satisfactory response.
 - b) Noting that the 21 days requested by the County Secretary lapsed on 17th September, 2025, the Committee through a letter REF: MKSCA/ADM/LPSICT/VOL.4/96 dated 16th September, 2025 reminded the County Secretary (Reminder 1) to forward the relevant information on the same.
 - c) A second reminder (Reminder 2) was forwarded to the County Secretary through letter REF: MKSCA/ADM/LPSICT/VOL.4/97 dated 6th October, 2025.
 - d) The committee has been following up with the County Public Service Board to obtain critical documentation necessary to verify compliance with qualification requirements and recruitment procedures.
8. Consequently, the House, upon consideration of the Progress Report resolved that the matter be referred to the General Oversight Committee for further consideration.

9. Honourable Members, the General Oversight Committee invited the County Secretary, the County Executive Committee Member in charge of Devolution and the County Public Service Board for a meeting today to present a comprehensive report with supporting documentation for a conclusive discussion on the subject. The invitees request the Assembly to consider rescheduling the meeting to 27th July, 2026 through the following letters (Annexed);
- a) The County Secretary through a letter Ref GMC/2/CS/CA/VOL.XVII/34 dated 10th July, 2026.
 - b) The County Executive Committee Member in charge of Devolution through a Ref. MCG/3/DVLT/MCA/VOL.2 dated 9th July, 2026
 - c) The County Public Service Board through a letter Ref MCG/15/CPSB/MCA/VOL.III/189 dated 9th July, 2026



**REPUBLIC OF KENYA
COUNTY GOVERNMENT OF
MACHAKOS**



COUNTY ASSEMBLY OF MACHAKOS

County Hall
Along Mwatwa Ngoma Rd
P O Box 1168 – 90100
MACHAKOS – KENYA

Email: info@machakosassembly.go.ke

SCHEDULE OF ANNEXURES

1. Response from the County Secretary
2. Response from the CECM Incharge of Devolution
3. Response from the County Public Service Board

Annexure 1-Response from the County Secretary



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF MACHAKOS
OFFICE OF THE COUNTY SECRETARY

Telephone: +254734525402/0112344966
Email: countysecretary@machakos.go.ke

Machakos Highway
P.O. Box 1996-90100
Machakos, Kenya

When replying, please quote:

OUR REF: GMC/2/CS/CA/VOL.XVII/34

10th July 2026

To,
The Clerk,
Machakos County Assembly,
Along Mwatu wa Ngoma Road,
P.O Box 1168 - 90100
MACHAKOS.

RE: INVITATION TO A MEETING

I trust this finds you well.

Reference is made to your letter Ref. MKSCA/PCS/CMM/LPSICT/VOL.5/8 received on 10th July, 2026 on the above subject matter.

This is to kindly request that you consider rescheduling the meeting to 27th July 2026.

This request is necessitated by the need to allow the undersigned sufficient time to prepare and compile the requisite documents for the meeting.

Thank you for your continued support


DR. MUYA NDAMBUKI (PhD)
COUNTY SECRETARY AND HEAD OF PUBLIC SERVICE

CC: The Speaker- Machakos County Assembly

Annexure 2- Response from the CECM Incharge of Devolution



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF MACHAKOS
MINISTRY OF DEVOLUTION
OFFICE OF THE COUNTY EXECUTIVE COMMITTEE MEMBER



TEL: +254 (0)44-21283
FAX: +254 (0)44-20655
When replying Please Quote:

P.O Box 1996 – 90100,
Machakos –Wote Road
Machakos, Kenya.

REF: MCG/3/DVLT/MCA/VOL.2/11

9th July, 2026

To:
The Clerk,
County Assembly.

*Opposed one
the deal
18/7*

RE: INVITATION TO A MEETING.

Reference is made to a letter REF: MKSCA/ADM/CPBB/VOL.1/70 dated 8th July, 2026.

I humbly request for an extension of two (2) weeks from date 13th July to 27th July 2026 to enable a comprehensive reply to matters articulated therein.

Regards,


Sign: _____
Hon. Atieno Mwangi
CECM - DEVOLUTION.



Cc: County Secretary & Head of Public Service

The Speaker – County Assembly of Machakos

Annexure 3- Response from the County Public Service Board

CPSB (P)



MACHAKOS COUNTY ASSEMBLY
RECEIVED
P. O. Box 603-90100 MACHAKOS
09 JUL 2026

By: *[Signature]*

REPUBLIC OF KENYA



**COUNTY GOVERNMENT OF MACHAKOS
PUBLIC SERVICE BOARD**

Telephone: +254-740852511
Fax: +254-44-20655
Email: cpsb@machakos.go.ke

Machakos Youth Center
P.O Box 603-90100
Machakos, Kenya

REF: MCG/15/CPSB/MCA/VOL.III/189

The Ag. Clerk of the County Assembly
County Assembly of Machakos

I [Signature] for [Signature] 9/7

9th July 2026

RE: INVITATION TO MEETING

We acknowledge receipt of your letter reference MKSCA/ADM/CPSB/VOL1/70 dated 8th July 2026 requesting our appearance before the General Oversight Committee on Monday, 13th July 2026.

We appreciate the mandate of the Committee and remain committed to cooperating fully. We look forward to providing a comprehensive and satisfactory response to the matters raised in your correspondence.

However, considering the scheduled date of appearance, we have only one working day to prepare adequately. We respectfully request an extension of time to enable us to polish the necessary information and prepare thorough responses that will assist the Committee in its deliberations.

We kindly request that our appearance be rescheduled to 27th July 2026.

We appreciate your understanding and consideration of this request and look forward to your favorable response.

Regards,



*II clone Asst-Labor/ier (Hames)
Prepare and table before
hoc on Monday, 13th/7/26
10/7/26*

CS, CPA, Juliana N. Mutisya (Dr.)
Secretary/Chief Executive Officer
COUNTY PUBLIC SERVICE BOARD.

CC: The Speaker- County Assembly of Machakos
CC: County Secretary & Head of Public Service

Public Service Board, Machakos Youth Centre-Machakos Road, P.O Box 603 – 90100,
cpsb@machakos.go.ke www.machakos.go.ke