

REPUBLIC OF KENYA



GOVERNMENT OF MAKUENI COUNTY



**PERFORMANCE CONTRACT BETWEEN THE GOVERNOR OF
MAKUENI COUNTY**

AND

**THE EXECUTIVE COMMITTEE MEMBER
DEPARTMENT OF LANDS, MINING, PHYSICAL
PLANNING AND URBAN DEVELOPMENT**

FOR THE PERIOD FROM 1st JULY 2018 TO 30TH JUNE 2019

PERFORMANCE CONTRACT

This Performance Contract (hereinafter referred to as “Contract”) is entered into between the Government of Makueni County (hereinafter referred to as (“GMC”) represented by H.E. the Governor of **P.O. Box 78-90300 Makueni** (together with its assignees and successors) of the one part, and the County Department of Lands, Mining, Physical Planning & Urban Development (hereinafter referred to as the “the Department), represented by the County Executive Committee Member ((together with his assignees and successors) of **P.O. Box 78-90300 Makueni** of the other part.

WHEREAS;

The County Government is committed to ensuring that public offices are well managed and they are cost effective in delivering quality service to the public in line with provisions of the Constitution of Kenya;

The County Government recognizes that Departments hold a vital key in the implementation of County priority programmes and projects, other national priorities including the “Big Four” Initiatives in order to improve the quality of lives of the people of Makueni County and make the County competitive;

The purpose of this performance contract is to establish the basis for ensuring that efficient and effective services are delivered to the people of Makueni County in line with the provisions of the Constitution and by requiring Departments to adapt systems that enable innovativeness and adaptability of public services to the needs of users.

This Performance Contract therefore represents a basis for continuous performance improvement that meets the needs and expectations of the county residents.

NOW THEREFORE, the parties hereto agree as follows:

Part I: Statement of Responsibility by the Executive Committee Member

The Mandate of the Department is to undertake the functions as devolved to the department as per schedule 5 of the Constitution organization of Government through execution of functions Urban Planning, Survey, Mining and added functions as per the Executive Order issued by H.E The Governor.

It is my responsibility to provide the required leadership in designing suitable plans and strategies that will contribute to high and sustainable socio- economic development. It is my undertaking to ensure that the Department has a credible strategic plan and performance contract that will deliver the desired goals.

It is also my undertaking that I will perform my responsibilities diligently and to the best of my abilities to support the achievement of the agreed performance targets.

Part II: Vision Statement, Mission Statement and Strategic Objectives

(a) Vision

Well planned towns and regions that nurture optimal use of land resource for maximum productivity, efficiency and natural resource utilization for the general well-being of the Makueni Citizenry.

(b) Mission

To deliver security of tenure to residents of Makueni in conducive, well-planned and surveyed urban and rural regions and sustainable utilization of mineral resources.

(c) Departmental Mandate

The departmental mandate is drawn from the Governors Executive Order of 2018 detailing the functions of the department as follows:

1. Land survey and mapping
2. Settlement Matters
3. Land Adjudication
4. Boundaries and fencing
5. Land reclamation
6. Plot Registration
7. Administration of State and Trust Land
8. Mining
9. Mining and Minerals Development Policy
10. Inventory and Mapping of Mineral Resources
11. Physical planning
12. County Spatial Planning
13. Urban Development
14. County spatial data management
15. Land and Property Valuation Services
16. County Spatial infrastructure
17. Land Information System
18. Land Transactions
19. Housing

(d) Strategic objectives

1. Enhanced land security and utilization of land resources;
2. To improve infrastructural development, connectivity and accessibility, safety and security within urban areas through informed planning;
3. To ensure efficient and effective management and administration of land for sustainable development and improved security of tenure;

4. To provide a spatial framework that shall guide urban and rural socio-economic development of the County;
5. To undertake mineral resources mapping and development, geological surveys and feasibility study for existing minerals for wealth creation;
6. To develop a land information management system that shall integrate all attribute data pertaining to all properties in Makueni.

Part III: Statement of Strategic Intent by the CECM

In carrying out my duties, I intend to put all my efforts towards contributing effectively and efficiently to the achievement of the county development agenda as espoused in the Kenya Vision 2030, Makueni Vision 2025, County Integrated Development Plan 2018-2022 and ADP, keeping in mind the specific priorities of the Department.

Bearing in mind the imperative of inclusivity, I will implement the following Strategic Intentions during the Financial Year 2018/2019

1. Ensuring that systems are established for equality for all users of public services;
2. Ensuring impartiality and fairness in the process of delivery of public services;
3. Ensuring promotion of National Cohesion and National Values;
4. Ensuring continuity of public services under all circumstances;
5. Establishing systems to enable innovativeness and adaptability of public services to the needs of users;
6. Ensuring professionalism and ethics in Public Service is achieved and maintained;
7. Establishing systems to ensure promotion and protection of rights of users of public services and public servants as enshrined in the Bill of Rights;
8. Institutionalizing a culture of accountability, integrity, transparency and promotion of values and principles of public service;
9. Ensuring a corruption free public service;
10. Ensuring effective, efficient and responsible use of public resources;
11. Ensuring responsiveness by public servants in delivery of public services; and
12. Ensure implementation of this performance contract.

Part IV: Commitments and Obligations of the County Government

1. Develop County Integrated Development Plan, which should be anchored on National and County policies, SPS and national plans such as Vision 2030 Medium Term Plan III;
2. Establish and operationalize service delivery, financial and related management systems for the county;
3. Establish a culture of service and accountability in the county public service, including working styles, attitudes and work ethics

4. Ensure that appropriate measures are instituted to mitigate against corrupt practices in the county public service.
5. Ensure timely approval of departmental requests.
6. Ensure timely availability/provision of necessary resources based on approved budget.

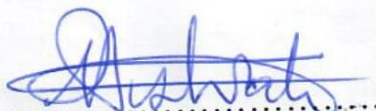
Part V: Reporting Requirements

I will submit Quarterly and Annual performance reports in the prescribed format to the Performance Management Office for the purpose of monitoring progress and annual performance evaluation.

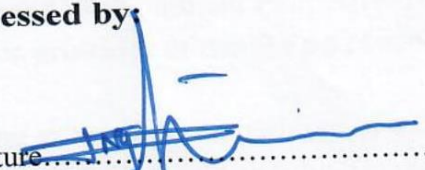
Part VI: Duration of the Performance Contract

The Performance Contract will run for one financial year, from 1st July 2018 to 30th June 2019.

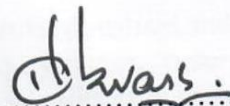
**Part VII: Signatories to the Performance Contract
For and on behalf of the County Department of Lands, Mining, Physical Planning and Urban
Development**

Signature..........Date: 10/9/2018
Joshua Willy Wambua
COUNTY EXECUTIVE COMMITTEE MEMBER
DEPARTMENT OF LANDS, MINING, PHYSICAL PLANNING AND URBAN
DEVELOPMENT


Witnessed by

Signature..........Date: 10/9/18
ALEX NTHIWA
CHIEF OFFICER
Department of Lands, Mining, Physical Planning and Urban Development

For and on behalf of the Government of Makueni County

Signature..........Date 10/9/2018
H.E. Kivutha Kibwana
GOVERNOR, MAKUENI COUNTY

Witnessed by;

Signature..........Date 10-9-2018
H.E. Adelina Mwau
DEPUTY GOVERNOR, MAKUENI COUNTY

PERFORMANCE CONTRACT MATRIX

	CRITERIA CATEGORY	UNIT OF MEASURE	WEIGHT	CURRENT STATUS FY 2017/18	TARGET FY 2018/19
A	FINANCIAL STEWARDSHIP AND DISCIPLINE				
	Absorption of Allocated Funds	%	4	25	100
	Development Index	%	2	39.55	78.9
	A-in-A	Ksh		N/A	N/A
	Asset Management	%	2	N/A	100
	Pending bills	%	2	1%	≤ 1
	Weight Sub Total		10		
	B) SERVICE DELIVERY				
	Develop and Implement the Citizens' Service Delivery Charter	%	2	30%	100
	Customer Satisfaction	Report	2	N/A	1
	Service delivery Innovations	%	2	0	100
	Resolution of Public Complaints	%	2	30	100
	Automation	Report	2	0	1
	Weight Sub Total		10		
A C	INSTITUTIONAL TRANSFORMATION				
	Development of County Planning Framework (Departmental Strategic Plans)	%	3	50	100
	Youth Internships/ Industrial Attachments/Apprenticeships	No	1	4	10
	Access to Government Procurement Opportunities (AGPO)	Ksh.	2	2,750,488	2,750,000
	Promotion of Local Content in procurement	Ksh.	1.5	N/A	17,800,000
	Competence Development	%	2	40	100
	Knowledge Management	%	2	20	80
	Work Environment	%	1	N/A	100
	Safety and Security Measures	%	1	N/A	100
	Cascading of Performance Contracts	%	1.5	90	100
	Weight Sub Total		15		
	CORE MANDATE				
D	Vision 2030 Flagship Projects, programmes / Projects aligned to SDGs and SPS				
	County Department's priority projects/ programmes ("Big Four" Initiatives,				

	CRITERIA CATEGORY	UNIT OF MEASURE	WEIGHT	CURRENT STATUS FY 2017/18	TARGET FY 2018/19
	10 year Spatial Plan	%	6	N/A	100
	Cities and Urban Areas Plans No.12	No	6	N/A	11
	Prepare Wote Municipality Integrated Urban Land Use Plan	%	6	N/A	100
	Partnership with National Lands Commission on County Land Issues	%	2	40	80
	Facilitation of Lands Applications Processing Committee	%	3	100	100
	GIS lab and Land Information Management System – Digitization	%	3	20	60
	Operationalization of Wote municipality	%	3	100	100
	Mining Mapping & Development	%	3	20	40
	Purchase of Land	No.	2	1	4
	Town/markets Survey & mapping	No.	2	6	6
	Title deeds	No.	2	38,971	10,000
	Urban Planning - (Valuation rolls)	%	3	70	100
	Estate Administration & Support to Adjudication	%	3	80	100
	Policy formulation	No.	2	N/A	3
	Survey of private land, public lands and roads	No.	2	6	10
	Implementation of resolutions of the first Makueni Annual Peoples' Land Conference	No.	3	N/A	1
	Implementation of daily office routine activities as per the service charter	%	3	N/A	100
	Ease of Doing Business	%	2	30	100
	Compliance With Statutory Obligations	%	2	100	100
	Project Completion Rate	%	2	52.9	100
	Weight Sub Total		60		
	CROSS-CUTTING ISSUES				
E	Prevention of Alcohol and substance Abuse	%	0.5	80	100

	CRITERIA CATEGORY	UNIT OF MEASURE	WEIGHT	CURRENT STATUS FY 2017/18	TARGET FY 2018/19
	Prevention of HIV Infections	%	0.5	80	100
	Environmental Sustainability	%	1	100	100
	Disability Mainstreaming	%	0.5	100	100
	Gender mainstreaming		0.5	100	100
	Corruption Prevention	%	1	80	100
	National Cohesion and Values	%	1	90	100
	Weight Sub Total		5		
	OVERALL TOTAL WEIGHT		100		

PERFORMANCE CONTRACT EXPLANATORY NOTES											
A. FINANCE AND STEWARDSHIP:											
Performance Objective 1: To Enhance Optimal Utilization and Mobilization of Resources											
Indicators											
Absorption of Allocated Funds	The department commits to absorb all allocated funds for recurrent and development expenditure subject to availability of funds and operationalization of the Wote Municipal Board. <table border="1"> <thead> <tr> <th>Item</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Recurrent budget</td> <td>51,940,808.04</td> </tr> <tr> <td>Development budget</td> <td>57,980,000.00</td> </tr> <tr> <td>IDA (World Bank) credit</td> <td>136,261,600.00</td> </tr> <tr> <td>Total</td> <td>246,182,408.04</td> </tr> </tbody> </table>	Item	Amount	Recurrent budget	51,940,808.04	Development budget	57,980,000.00	IDA (World Bank) credit	136,261,600.00	Total	246,182,408.04
Item	Amount										
Recurrent budget	51,940,808.04										
Development budget	57,980,000.00										
IDA (World Bank) credit	136,261,600.00										
Total	246,182,408.04										
Development Index	The department commits to achieve development index of 78.9%										
Asset Management	The Department commits to establish and maintain a catalogue of the assets and properties in terms of their working conditions (100%)										
Pending bills	The department commits to ensure that the pending bills do not exceed 1% (1,942,416/-) of actual budgetary allocation for the financial year. The pending bills for FY 2017/18 was at 1% (561,740.10)										
B: SERVICE DELIVERY:											
Performance Objective 2: To Manage Citizens Expectations through Effective, Efficient and Sustainable Service Delivery											
Indicators											
Develop and Implement the Citizens' Service Delivery Charter	The department commits to: <ul style="list-style-type: none"> a. Carry out process mapping 40% b. Development of the citizens service delivery charter 30% c. Sensitizing employees on the charter 10% d. Displaying the charter prominently at the point of entry/service delivery points in both English and Kiswahili. 20% 										
Customer Satisfaction	The department commits to undertake a baseline internal customer satisfaction survey by end of quarter 4. 100%										
Service delivery Innovations	The department commits to establish a Lands Information Management System (LIMS) that will improve efficiency in										

	management of public land in Wote town. 100%
Resolution of Public Complaints	The department commits to develop a tool to: <ul style="list-style-type: none"> • Develop a process map for resolving public complaints 30% • Document and address public complaints referred directly 70%
Automation	The department commits to undertake a baseline survey to establish the level of automation as per ICT Authority by end of quarter 4 <ol style="list-style-type: none"> a. Appointment of a taskforce with clear terms of reference to undertake a baseline survey 10% b. Mapping of our processes 30% c. Identifying the aspects to be automated (business process re-engineering) 30% d. Report compilation 20%
C. INSTITUTIONAL TRANSFORMATION	
Performance Objective 3: To Strengthen the Rule of Law and Inclusion of Vulnerable Groups in Socio-Economic Development	
Development of County Planning Framework	The department commits to prepare the following documents: <ol style="list-style-type: none"> 1. 5 year Departmental Strategic Plan 40% 2. Annual Development plan 20% 3. Annual departmental work plans 20% 4. Individual work plans 20%
Youth Internships/ Industrial Attachments/Apprenticeships	The department commits to accommodate 4 interns and 6 attachees
Access to Government Procurement Opportunities (AGPO)	The department commits to work towards achieving the 30% of the total value of the procurement budget for goods and services as provided in the annual procurement plan. The budget value reduced from 2,750,488/- for FY 2017/18 to 2,750,000/- in the FY 2018/19
Promotion of Local Content	The department commits to allocate and award at least 40% of the total value (in Kshs.) of the procurement budget for goods and services produced locally as provided in the annual procurement plan by each MDA. This totals to 17,800,000/-
Competence Development	The department commits to systematically enhance skills and proficiencies of staffs in order to address career progression of individual employees and improve institutional performance by:

	<ul style="list-style-type: none"> a. Ascertaining departmental competency levels 25% b. Establishing the competency gaps 25% c. Training needs assessment 25% d. Report compilation and forwarding to CPSB for adoption and implementation 25%
Knowledge Management	<p>The department commits to manage and transfer knowledge by:</p> <ul style="list-style-type: none"> a. Hold regular departmental meetings to review staff progress on delivery of departmental projects 25% b. Identifying and documenting data needs and data gaps for trainings 25% c. Knowledge transfer by holding a work refresher retreat 25% d. Compilation of the report 25%
Work Environment	<p>The department commits to carry out an internal work environment survey (Staff working conditions – availability of equipment, ventilation, working stations, field protective gears, reflector jackets), prepare a work plan for implementation of the survey recommendations by end of second quarter and implement the same in the subsequent quarters. (using OSH Act, and relevant Standards in use by the Department)</p> <ul style="list-style-type: none"> • Undertake Survey at the work place 30% • Prepare work plan for action by the Department to address the survey recommendations 30% • Undertake implementation of the work plan at 40%
Safety and Security Measures	<p>The department commits to Put in place safes and server with security passwords to mitigate against technological hazards. (100%)</p>
Cascading of Performance Contracts	<p>The department commits to fully cascade this performance contract to all the staff members as follows:</p> <ul style="list-style-type: none"> • Cascade PC signing from the ECM, Chief Officer and the Directors. 30% • Signing of PAs by all other staff members 30% • Quarterly Evaluations and reporting of departmental performance 40%
D: CORE MANDATE	Explanatory notes
Performance Objective 4: To Ensure Timely Implementation of Development Projects and Programs in an Efficient and Effective Manner	
Flagship Projects	
10 year Spatial Plan	<p>The department commits to the following subject to availing of the consultant by UNDP:</p>

	<ul style="list-style-type: none"> a. Conducting working sessions with the consultant 20% b. Inputting comments 20% c. Preparation of the working draft 20% d. Subject the draft for public participation 20% e. Incorporation of feedback and submission to the Cabinet 10% f. Forwarding to County Assembly for approval 10%
Cities and Urban Areas Plans No.12	<p>The department commits to prepare Urban Land Use for 12 markets (Kitise, Mavindini, Machinery, Masumba, Kalawa, Makindu, Kilala, Kalongo, Kako, Salama, Kasikeu, Nthongoni).</p> <ul style="list-style-type: none"> • Conversion of basemaps from AutoCAD to GIS format 40% • Preparation of planning briefs • 30% • Submission to Cabinet for approvals 20% • Forwarding to County Assembly for approval 10%
Prepare Wote Municipality Integrated Urban Land Use Plan	<p>The department commits to:</p> <ul style="list-style-type: none"> a. Issuance of notice of intention to plan 5% b. Delineation of the planning area 10% c. Consensus building with stakeholders 5% d. Data collection and preparation of basemaps 40% e. Presentation of basemaps to stakeholders 5% f. Inputting comments from stakeholders and preparation of draft plan 20% g. Presentation to stakeholders and preparation of the final plan 5% h. Submission to the cabinet and County Assembly for approval 10%
Partnership with National Lands Commission on County Land Issues	<p>The department commits to partner with the National Lands Commission to deliver on the resolution of pending land issues to 80%.</p> <ul style="list-style-type: none"> a. Prepare the EIA report to facilitate the alienation of Ngai Ndethya National Reserve (15%) • Procurement of a consultant 5% • Preparation of the EIA report by the consultant and handing over to the department 5% • Submission of the report to the CS ministry of lands and physical planning 5% b. Finalize the Alienation of Land for Kiboko A, B and C • Liaise with KARLO to return the original title deed to the Ministry of lands and physical planning to allow for excision of the above scheme from the original parcel 15% • Follow up with NLC and Ministry of lands for processing of the excision to pave way for ownership documents to be issued to the beneficiaries of the scheme 20%

	<p>c. Preparation of Ziwani and Ikoyo development plans 30%</p> <p>d. Follow up with the ministry of lands and physical planning on alleged grabbing of a public utility parcel number 1551-kaunguni settlement scheme 20%</p>
Facilitation of Lands Applications Processing Committee	<p>The department commits to facilitate the Lands Applications Processing Committee to approve Building plans, Change/extension of user, Transfer of plots, Subdivision of plots, Land Subdivision/ amalgamation schemes, Plot Registrations.</p> <p>The following are the weighted activities:</p> <ol style="list-style-type: none"> Convene meetings 10% Facilitation/payment of the committee to vet 20% Undertake site visits to the proposed sites for development 10% Recommendations of applications for approval 20% Consideration and approval of the development applications 40%
Operationalization of GIS Lab and Land Information Management System - Digitization	<p>The department commits to set up a fully functional Land Information Management System from 20% to 60%.</p> <ul style="list-style-type: none"> Scanning of maps, plans and pdps in hard copies to soft copies 20%. Conversion of land records (maps, plans, pdps) from raster to vector data 20%. Equipping the GIS lab with appropriate software and spatial data 20%. Training of staff on the GIS & LIMS Technology 20% Digitization of all public utilities within Wote town 20%
Operationalization of Wote Municipality	<p>The department commits to facilitate the operationalization of Wote municipality by:</p> <ul style="list-style-type: none"> Facilitation of the recruitment of Municipal Manager and Members of Municipal Board 20%. Induction of the municipal board members on eg their role, IDA credit, expenditure menu KUSP and investment plan 35% Signing of the PC 5% Monitor & evaluate the performance of the municipality 40%
Mining Mapping & development	<p>The department commits to</p> <ul style="list-style-type: none"> Carry out mining site audits and inspections 30% Collect samples for analysis 20% Carry out lab analysis of the collected samples 10% Completion of basalt rock prospecting exercise 20% Implementation of recommendations on basalt prospecting through PPP 20%

Purchase of Land	<p>The department commits to purchase 4 parcels of land from its budget from the current 1.</p> <ul style="list-style-type: none"> • Identification of the suitable land parcels through procurement process 40% • Carry out land suitability analysis and valuation report 20% • Payment of the land parcels 20% • Transfer and registration of land under the County Government 10% • Handover of the land parcels to the user departments. 10%
Town/Markets Survey & Mapping	<p>The department commits to undertake cadastral survey of 6 markets (Mbuvo, Kinyambu, Kalawani, Kwa-Kotoe, Kalawa and Nthongoni)</p> <ul style="list-style-type: none"> • Establishment of ground controls 30% • Beaconing of the plots 30% • Preparation of Survey Files and Computations 20% • Submission of Survey Files to the Director of Surveys for approval 20%
Title deeds	<p>The department commits to issue 10,000 title deeds</p> <ul style="list-style-type: none"> • Sorting of the titles 30% • Recording details of titles in the issuance register 30% • Issuance of title deeds 40%
Urban Planning (Valuation rolls)	<p>The department commits to finalize the preparation of the Valuation Roll for all markets and towns from the current 70% to 100%.</p> <ol style="list-style-type: none"> a. Preparation of Draft Valuation Roll for consideration 30% b. Subject the Draft valuation roll to public participation 30% c. Submission of the Draft Valuation Roll to Cabinet for consideration and approval by the County Assembly 20% d. Approval of the draft valuation roll by the County Assembly 20%
Estate Administration & Support to Adjudication	<p>The department commits to support Estate Administration and Adjudication through finalization of pending land matters from the current 80% to 100% subject to availability of funds.</p> <ul style="list-style-type: none"> • Provide TORs to the boards on facilitation and deliverables 10% • Facilitate the arbitration boards and filing of succession cases 30% • Facilitate finalization of kevanda, wayani, Kinyoo, and nguu squarter settlement scheme for ownership documents. 60%
Policy formulation	<p>the department commits to develop the following policies: Spatial planning, survey and mining</p> <ol style="list-style-type: none"> 1. Establishing the data needs for policy making in the department 20%

	<ol style="list-style-type: none"> 2. Identifying the gaps in the existing National Policies 20% 3. Domesticate the relevant sections of the policy from the National Policies 10% 4. Preparation of the draft policies 30% 5. Submission to the County legal department for drafting 20%
Survey of private land, public lands and roads	<p>The department commits to survey private, public land and roads in Emali/Mulala ward.</p> <ol style="list-style-type: none"> 1. Liaise with infrastructure and land registrar on opening of roads of access in the above ward 50% 2. Survey public land properties in the above ward 50%
Implementation of resolutions of the first Makueni Annual Peoples' Land Conference	<p>The department commits to undertake the speedy implementation of the resolutions as follows subject to availability of funds:</p> <ol style="list-style-type: none"> 1. Report compilation of the resolutions and the recommendations by rapporteurs 20% 2. Convene a meeting of the multi-sectoral team to adopt the report of proceedings of the conference 20% 3. Nomination of members of the Sub-county team to disseminate the report 10% 4. Dissemination of the report through Sub-county meetings 20% 5. Implementation of one of the thematic areas on Land Administration and Management (Recovery of encroached public land in Wote and Emali) 30%
Implementation of daily office routine activities as per the service charter	<p>Being a service department, we commit to:</p> <ol style="list-style-type: none"> a. Carry out development control and site inspections 10% b. Amendment of RIMs 10% c. Drafting of part development plans 10% d. Printing of RIMs 10% e. Issuing confirmation letters for plots 10% f. Issuance of enforcement notices 10% g. Attending to boundary disputes and court cases 10% h. Issuance of invoices for payment of fees and charges 10% i. Field inspections 10% j. Attending to clients 10%
Indicators	
1. Ease of Doing Business	<p>The department commits to create a conducive environment for starting, operating and sustaining a business by:</p> <ol style="list-style-type: none"> 1. Registering plots – procedures, time and cost to register a plot 40% 2. Dealing with issuance of notifications of approval within 7 days of approval 30%

	<p>3. Developing regulations on allocation of land to private investors and County Departments 20%</p> <p>4. Allocation of land to investors and County departments on request 10%</p>
2. Compliance With Statutory Obligations	<p>The department commits to comply with the following 100%</p> <ul style="list-style-type: none"> • Public Procurement and Disposal Act, regulations and rules • Payment of statutory fee to professional bodies • Conducting EIA for our projects • Urban areas and cities act • Physical planning act • PFM Act • Mining Act, 2016 • County Government Act • Survey Act, 2012
3. Project Completion Rate	<p>The department commits to improve the project completion rate from the current status of 52.9% to 100% in the FY 2018/19. The following are the departmental projects:</p> <ul style="list-style-type: none"> • Survey of private land, public lands and roads • Estate Administration & Support to Adjudication • Urban Planning - (Valuation rolls) • Title deeds • Town/markets Survey & mapping • Purchase of land • Mining Mapping & development • Urban Infrastructure Development - (Kshs 2,500,000 Planning of one town and Market infrastructure per sub county) • Operationalisation of Wote municipality • GIS Lab and Land Information Management System – Digitisation • Partnership with NLC on County Land Issues • Purchase of Motor vehicle • Establish departmental committees: Lands Application Processing Committee & Artisanal Mining Committee • Preparation of the County Spatial Plan
CROSS-CUTTING ISSUES	
Prevention of Alcohol and Drug Abuse	<p>The department commits to prevent alcohol and drug abuse 100% by:</p> <ul style="list-style-type: none"> • Staff sensitization of prevention of Alcohol and substance abuse 50% • Intervention Programmes – recommending guidance and counselling of the affected staff 50%

Prevention of HIV Infections	The department commits to create awareness to its staff on prevention of HIV infections. 100% <ul style="list-style-type: none"> • Sensitizing staff on the HIV Aids awareness
Environmental Sustainability	The department commits to: <ul style="list-style-type: none"> • Domesticate the environmental policy in all our projects. • Protecting river banks by issuing enforcement notices for riparian reserves • Approve building plans • Ensure adequate land space for environmental sustainability • Ensure reclamation of mining sites after mining closure
Disability Mainstreaming	The department commits to: Ensure improvements of built environment for ease of access by PWDs through ensuring that all building plans have provisions for lifts, ramps and parking.
Gender mainstreaming	The department commits to ensure that there is gender balance in the establishment of PMCs, and other committees. 100%
Corruption Prevention	The department commits to implement sub indicators emanating from the corruption risk assessment reports by: 100% <ul style="list-style-type: none"> • Sensitizing staff on Article 10 and 232 of the Constitution and the EACC • Encourage whistle blowing by the public on malpractice
National Cohesion and Values	The department commits to; <ul style="list-style-type: none"> • prioritize and align programs, projects and activities to the realisation of the big 4 agenda • Ensure access to government procurement opportunities(AGPO) and other empowerment programs • Embrace ICT and other innovative ways to enhance service delivery • Ensure equity in purchase of land • Ensure use of national language for communication