

MINUTES OF THE SIAYA MUNICIPAL BOARD MEETING HELD AT ARDHI HOUSE - CECM's OFFICE ON TUESDAY 13TH AUGUST, 2019 FROM 2.00PM

Attendance

Present

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|--------------------------|---|
| 1. Prof. Paul Achola Waw | - Chairperson |
| 2. Linet Achila Oyola | -Secretary (Municipal Manager) |
| 3. George Odunga Obare | - Director Housing & Urban Development (Ex Officio) |
| 4. Grace Agola | - Vice Chairperson |
| 5. Dr. Charles Were | - Member |
| 6. Eng. Adrian Ouma | - Member (CECM LPPH&UD) |
| 7. Walter Okelo- | - Member (Chief Officer LPPH&UD) |
| 8. Nany Juma | -Member |
| 9. Caroline Oduor | -Member |
| 10. Michael Ochieng | -Member |

Agenda

1. Opening Remarks/Prayers
2. Elections
3. KUSP Assessment
4. Way-forward

Min 1/13/08/2019- Opening remarks/prayer

The CECM, Lands Physical Planning Housing and Urban Development (LPPH&UD) Hon. Adrian Ouma welcomed members to the meeting. He advised that the first meeting was necessary as it would allow the Board to conduct its business. Ms. Grace Agola was requested to lead in a word of prayer.

Min 2/13/08/2019-Elections

The Chief Officer, LPPH&UD Walter Okello while referring to Part III, article 10 of the Siaya Municipal Charter informed members that they should elect the Chairperson and the Vice-chairperson of the Board of Municipality in the first regular meeting.

Ms. Grace proposed Professor Paul Achola Waw as the Chairperson to the Board. She was seconded by Nancy Juma. Dr. Were proposed Grace Agola as the vice chairperson and was seconded by Caroline Oduor. The Board members unanimously accepted the two into office with the CECM ushering them in to chair and co-chair the meeting as the duly elected chairperson and vice chairperson.

Min 3/13/08/2019-KUSP Assessment.

The CECM informed the meeting of the scheduled Annual Performance Assessment 2 on the 5th and 6th of September, 2019. He informed board members of the minimum Performance conditions that included the following;

1. Establishment of the municipal status (the municipal charter and evidence of the boards meetings)
2. Municipal Administration (Evidence of seconded staff)
3. Municipal Budget vote
4. Municipal financial reporting
5. Signed KUSP agreement
6. Annual Municipal Investment Plan

In addition, the CECM discussed a brief on the Assessment score card and the scoring points i.e. the job description of the municipal manager must be published online, the need to publish board meetings and citizens' fora, documentation of public notification for citizen fora which should be issued in advance, the municipality adopted budget among others.

Min 4/13/08/2019-Way Forward

The Chief Officer highlighted the need to fast-track and define the roles of the Board members. He stated that an induction workshop will be planned and would be carried out after the planned Public participation. He also informed members of the planned public participation scheduled for 15th and 16th August 2019. Members were updated on the progress relating to advertisement and mobilization in preparation for the public participation. Advertisement had been done through the relevant channels including; newspaper advertisement published in a local daily i.e. Daily Nation of 9th August 2019.

The meeting agreed to have at least two board meetings before the assessment date of 5th September, 2019. It was resolved that the agenda for the next meeting would include; Board members induction, public participation review/feedback and the SRC circular on board members allowances

Adjournment.

There being no any other business, the meeting ended at 3:15 pm with a word of prayer by Mr. Michael.

Chairperson.....Signature..... Date.....

Secretary.....Signature..... Date.....