

# **BOMET MUNICIPALITY**

## **COUNTY GOVERNMENT OF BOMET**

Minutes of Bomet municipality board meeting and induction held at exotic hotel - Kericho on 13<sup>th</sup> to 16<sup>th</sup> June 2018.

### **BOARD MEMBERS PRESENT**

1. David K. Korir - Chairman
2. Anne Chumo Kitur
3. David C. Soo
4. Samwel K. Rono
5. Stanley K. Kirui
6. Jonah K. Rotich
7. Benard C. Mutai
8. Simeon K. Sigilai - Secretary

### **RESOURCE PERSONS IN ATTENDANCE**

1. Richard Sigei - CO LHUP
2. David Sonoiya
3. Robert Kigen
4. Richard Kirui
5. Charles Korir
6. Eng. Philip Sitonik
7. John C. Rono - Secretariat
8. Lillian Tuwei - Secretariat

### **Min. No.MC/2018/1: Opening Remarks**

The Chairperson called the meeting to order at 9.30 am followed by a word of prayer by Mr. Jonah Rotich thereafter all present introduced themselves. In his opening remarks, the Chairman emphasized the importance of the induction session to the board members to help them understand their mandate, responsibilities, and jurisdiction among others. He welcomed Richard Sigei to open the session.

Chief Officer, officially opened the induction on behalf of the CEC, Lands, Housing and Urban Planning and gave her apologies and reasons for not making to the session. He proposed the program of the induction and agenda and was adopted with minor amendments.

### **1 Min. No. MC/2018/2- Municipal Board Induction**

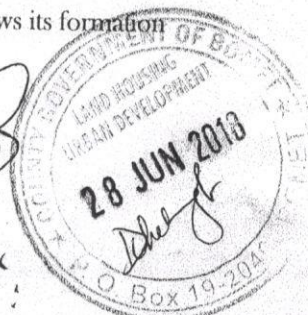
The Chief Officer, took the members through a wide range of issues and topics contained in the various legal instruments and documents specifically on:

The process of conceptualization leading to the formation of the municipality and its organs. Bomet municipality qualified despite the low population mainly by virtue of being the county headquarters and in possession of a strategic plan among others.

The legal mandate of the municipality. The board was informed that the municipality draws its formation from:

- The Constitution of Kenya
- Article 184 section 13 and or 14

Secretary *[Signature]*  
Board chair *[Signature]*





- The Devolved Government Act
- The Urban Areas and Cities Act of 2012

The municipality charter as approved by the Bomet county assembly and signed by the governor therefore activating it as a legal roadmap for the municipality and the board.

**Min. No.MC/2018/3: Municipality Board (Powers and Mandate)**

It is composed of the executive and the full board. The board exercises its powers within its boundaries with legal powers to sue and be sued and to enter into contractual obligation:

- Some powers such as the hiring and firing of staff may be delegated to the executive
- The board exercises its powers through resolutions passed by consensus and arrived at in a sitting of not less than five members present
- The board has powers to formulate policy guidelines approve projects and activities, the budget, and to control the funds as proposed by the municipal executive.
- Mr. Ronoh, the director of administration LHUP department took the members through the organs of the board that may be constituted to operationize the decisions of the board such as the formation of thematic committees in areas such as finance and administration, infrastructure and engineering, health and environment among others.

These formations must conform to the objectives and functions of the municipality as stipulated in the Charter:

- The board has powers to make the requisite by-laws through public participation in order to enable it realize its objective, the by-laws become operational after 30 days of enactment.

**Min. No.MC/2018/4: Procurement and Procurement Procedures**

Mr. Kirui, Director Supply Chain Management, made a presentation on the procurement requirements that will guide the Municipality in their operations and requisitions.

- The director advised the members to acquaint themselves with the laws, rules and regulations that govern procurement by the public entities; procedures, penalties and convictions and to note that jointly individual members are in law held responsible for any commission or omissions knowingly or unknowingly.

By definition the board is a procurement entity with legal powers to acquire , hire rent or license the procurement of goods and services in conformity with the following :-

- A budget and a budget line
- Approved work plan
- A procurement plan approved by the board

The board was also informed that it was free to use existing contractual arrangement in the other public entities to make procurements. The members raised the issue of the likelihood of a conflict of interest in the view of the fact that some members are in businesses dealing in goods and services required by the municipality. They were advised to always declare their interest and to excuse themselves from the decision making process.

**Min No. MC/2018/5: Municipal Budget and Work Plan 2018/19 Financial Year**

The budget was prepared to address the municipal vision of becoming a leading municipality in the provision of high impact basic services designed to address the socio-economic challenges facing the residences of the municipality.



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- The board meeting was informed of a requirement by the world bank to conclude the draft budget and work plan documents on or before 30<sup>th</sup> June 2018.
- The requirements must be met in total to trigger the release of the grants under the KUSP program to support:
  - Institutional capacity building of Ksh. 50 million
  - Development support program within the municipality of Ksh. 168m
  - To fund the management of solid waste
  - Storm water management
  - The development of urban connectivity; roads, street lighting

In addition to the above support, the board was assured of financial support contained in the departmental budget of the county of Bomet. The board discussed both the draft budget proposal and the work plan, made some adjustments and comments to reflect the board's entry as an implementer especially in areas of:

- Staffing requirements and their cost implications
- Solid waste management and storm water management

The budget was then proposed for approval by Mr. Stanley Kirui and seconded by Dr. David Soo. The work plan was proposed by Mr. Samwel Rono and seconded by Mr. Jonah Rotich. The two documents were then approved by the board of the municipality of Bomet subject to the inclusion of the chairman of the board as a countersigning authority.

**Min. No MC/2018/6: Municipal Calendar of Activities for Citizen for a 2018/2019 Financial Year**

In planning the above, the board was advised to put the following into consideration:

- Challenges being faced by the area residents and try to address them
- Economic activities like tea picking that are likely to influence the time of the sittings
- The classification of the various interest groups such as women and the youth and marginalized groups for suitable approaches to their needs.
- The sitting should not last more than an hour.

In view of the above considerations, the board resolved to convene as soon as possible to draw-up a calendar of activities, put a timeline and assign an actor to spearhead each activity in the identified venue.

**Min. No MC/2018/7: Any Other Business**

There being no other business, the induction and the board meeting was officially closed by the Chief Officer; Lands, Housing and Urban Planning at 1.00pm.



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