



COUNTY GOVERNMENT OF BUSIA
DEPARTMENT OF LANDS, HOUSING
& URBAN DEVELOPMENT
THE MUNICIPALITY OF BUSIA
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REF: CG/BM/ADM/12

MINUTES OF 5TH MUNICIPAL BOARD OF BUSIA MEETING HELD ON 15TH
JANUARY, 2021 AT 10.00 AM AT TRADE AND COOPERATIVE MANAGEMENT
BOARDROOM

Attendance

1. Mr. Patrick O. Wangalwa – Chairman
2. Mr. John Mwami - Member
3. Mr. Andrew Otiti - Member
4. Dr. George Kwedho - Member
5. Mr. Chris S. Nambanga - Member
6. Mr. Peter Oteba Omeri - Member
7. Mr. Kenneth Nabulindo - Secretary

In- attendance

1. Ms. Venally Isuru

AGENDA

1. Preliminaries.
2. Communication from the Chairman
3. Confirmation of 4th Board Minutes of 24th September 2020.
4. Matters arising from 4th Board Minutes of 24th September 2020.
5. Adoption of Committee Reports.
 - Finance & Administration Committee Report.
 - Urban Planning, environment & infrastructure Committee Report.
 - Cooperate affairs, Investment and resource mobilization.
6. Any Other Business (AOB)

The agenda was adopted after being proposed by Dr. Kwedho and seconded by Mr. Oteba.

PRELIMINARIES

The meeting was called to order at 10.00 am then followed by a word of prayer from Mr. Andrew Oti. Thereafter, the Chairman welcomed the members to the meeting.

MIN 01/15/01/2021 - COMMUNICATION FROM THE CHAIRMAN

The Chair emphasized that the key function of the Board is to ensure service delivery to the residents of the Municipality of Busia.

The Chair urged the Board to consult and do their best in their areas of skills/ experience in terms of Board composition.

MIN 02/15/01/2021 – CONFIRMATION OF 4TH BOARD MINUTES OF 24TH SEPTEMBER 2020

The minutes of fourth municipal Board minutes of 24th September, 2020, were confirmed with amendments after being proposed by Hon John Mwami and seconded by Mr. Chris Solomon Nambanga.

MIN 03/15/01/2021 – MATTERS ARISING FROM 4TH BOARD MINUTES OF 24TH SEPTEMBER 2020

1. The Municipal Board Secretary should circulate minutes to the board promptly as agreed.
2. Mileage to be paid to the Board Members as per SRC circular.
3. The Municipal Board resolved that the Committee Chairs to recommend for adoption of members to their respective committees for the Board approval by May 2021.
4. Co-opting of members from executive to the board has not been achieved
5. Formation of approval committee for Buildings and building plans has not been achieved.
6. Delegation and gazzettment of Municipality functions has not been achieved.

MIN 04/15/01/2021 –ADOPTION OF COMMITTEE REPORTS

The Board resolved that the secretariat should develop committee charters/Board charter.

The Board resolved that all Committee Reports should be signed by the respective chair of committees before circulation to the Board Members.

1. Finance and Administration Committee Report

The chairman finance and administration committee tabled their report dated 15th January, 2021 to the Board and it was approved.

2. Urban Planning and Development Control Committee

The Chairman highlighted their committee's report as follows:

- i. Requested the Board members to approve the projects for the FY 2020/2021 and FY 2021/2022;
- ii. Requested the Board to note the following consultancy works: CUIDS, ISUDP, Investment Plan, Strategic plan was recommended to the Board for noting.

Proposed projects for FY 2020/2021 and FY 2021/2022 were approved after being proposed by Mr. Chris Solomon Nambanga and seconded Hon. John Mwami.

The board resolved that;

The Municipal Engineer to partner with County Roads Engineer in preparation of technical documents for Alupe Complex Ring road.

3. Cooperate Affairs, Investment Committee and Resource Mobilization

The Board adopted and approved the Cooperate Affairs, Investment and Resource Mobilization report after being proposed by Dr. George Kwedho and seconded by Mr. Peter Oteba Omeri

MIN 05/15/01/2021 – ANY OTHER BUSINESS

- i. That the board should have a clear work plan for a calendar year –(Almanac)
- ii. That Board members to focus on team work and service delivery in the year 2021.
- iii. The Chairman and the Board secretary should have regular meetings and work closely with the Governor and the other departments.
- iv. The Management should endeavor to write proposals for donors funding for the Municipality and seek funds from both County treasury and donors.

Adjournment

The meeting was adjourned at 3.00 PM with a word of prayer from Mr. Chris Solomon Nambanga.

For Board

CHAIRPERSON: **DATE:** **SIGN:**

SECRETARY: **DATE:** **SIGN:**