



# RONGO MUNICIPALITY BOARD

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## MINUTES OF THE 1<sup>ST</sup> SPECIAL MEETING OF RONGO MUNICIPAL BOARD HELD ON 9<sup>TH</sup> AUGUST 2023 AT RONGO MUNICIPAL BOARDROOM

### PRESENT

1. Mr. Brighton Owuor Ang'ienda- Chairperson
2. Ms. Faith Ochieng Ooko- Vice-Chairperson
3. Ms. Winnie Anyango Ogola- Member
4. Ms. Margaret R. Omolo- Member
5. Mr. Zachary Onyango Ojwang-Member
6. Mr. Jack Otieno Owuor-Member
7. Bishop Joel Okoth Nyauche-Member
8. Mr. David Ore- Municipal Manager/ Secretary

### IN-ATTENDANCE

1. Mr. Alfred Ogundo-Accountant
2. Mr. Wycliffe Onyango-Physical Planner

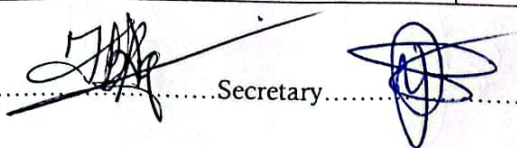
### AGENDA

1. Preliminaries
2. Tabling of the Municipality Approved Budget FY 2023/2024
3. Municipal Board Work Plan for FY 2023/2024
4. Annual Investment Plan FY 2023/2024
5. Citizen For a Calenda
6. Review/Adoption of integrated Development Plan (IDeP) for Rongo Municipality
7. KUSP2 Performance Framework and Assessment

Pgl 1

Signed : Chairperson.....Secretary.....

MIN. NO.	DESCRIPTION	ACTION
<b>Min.1</b> <b>09/08/2023</b>	<p align="center"><b><u>Preliminaries</u></b></p> <p>The Board Chairperson called the meeting to order at 09:00 am. A word of prayer was led by Mr. Jack Otieno Owuor. The chairperson then confirmed that the meeting met the quorum and asked the secretary to read through the agenda of the meeting. Bishop Joel Okoth Nyauche proposed the adoption of the agenda with no amendment tabled. He was seconded by Ms. Winnie Anyango Ogola and members unanimously agreed.</p>	
<b>Min. 2</b> <b>09/08/2023</b>	<p><b><u>Tabling of the Municipality Approved Budget FY 2023/2024</u></b></p> <p>The approved budget of Rongo Municipality for FY 2023/2024 was tabled by the Municipal Manager for consideration by the Board. It was observed that the County Assembly of Migori appropriated a total budget of Ksh 19,694,625 comprising of Ksh 14,294,625 for recurrent expenditure and Ksh 5,400,00 for Development Expenditure.</p> <p>The meeting was informed that the funds would be used to implement 4 programs (Administrative and Support Services; Infrastructure Development; Environment Management and Conservation; Municipal Planning Services) as captured in the CIDP 2022-2027.</p> <p>After robust scrutiny of the budget, it was observed that the allocated funds were not sufficient to provide the necessary municipal services.</p> <p>Members unanimously agreed to prevail on the County executive and Budget and Appropriations Committee for additional allocation of funds in the supplementary budget 1.</p>	<p>Municipal Manager Municipal Accountant</p> <p>Chief Officer Urban Development</p> <p>CECM Urban Development</p>



	Mr. Zachary Onyango proposed that the tabled budget be adopted by the board and implemented accordingly, he was seconded by Ms Margaret Omolo, and all members resolved in the affirmative.	
<b>Min 3 09/08/2023</b>	<p align="center"><b><u>Municipal Board Work Plan for FY 2023/2024</u></b></p> <p>The Municipal Manager tabled the draft work plan for FY 2023/2024 for members review and approval. The draft workplan contained the quarterly boards activities with respective cost estimates. The activities in the workplan are: Full Board Meetings, Board Committee Meetings, Preparation of Boards policy documents, Environmental management activities, administrative activities and implementation of infrastructural activities. After intense deliberation by all the members, Ms. Winnie Ogola moved that the workplan be endorsed by the board as was tabled. The suggestion was seconded by Mr. Jack Otieno and all the members concurred.</p>	Municipal Manager Municipal Board
<b>Min 4 09/08/2023</b>	<p align="center"><b><u>Annual Investment Plan FY 2023/2024</u></b></p> <p>The Municipal Annual Investment plan would serve as the framework for provision of infrastructural services to the residents of the Municipality. It was resolved that the funds for development projects would be used to implement the Construction of a Recreational Park at the old Rongo Bus terminus. The Board further approved the future revision of the annual investment plan to incorporate the anticipated KUSP projects (Identified during citizen fora) which would be implemented using funds from the World Bank Grant.</p>	Municipal Manager

<p><b>Min 5</b> <b>09/08/2023</b></p>	<p style="text-align: center;"><b><u>Citizen Fora Calenda</u></b></p> <p>The Municipal Manager tabled for approval by the Board the calenda of the citizen fora for the 4 quarters of the year under implementation.</p> <p>After active deliberations on the subject, members concurred in unison that the date for the first citizen fora be moved to Mid-September but the venue to remain as was indicated in the calenda.</p>	<p>Municipal Board Municipal Manager</p>
<p><b>Min 6</b> <b>09/08/2023</b></p>	<p style="text-align: center;"><b><u>Review/Adoption of integrated Development Plan (IDeP) for Rongo Municipality</u></b></p> <p>The Integrated Development Plan (IDeP) for the municipality was tabled before the board for adoption as provided for in Urban Areas and Cities Act, 2011 Section 39.</p> <p>Members took their time to go through the plan, and all were of the opinion that the vision, mission, goal and the strategic objectives were in consonance with the aspiration of the board. Bishop Joel Nyauche proposed that the plan be adopted as a document of the Board. The proposal was supported by Ms. Margaret R. Omolo thereafter members unanimously agreed to have the document adopted as a record of the Board.</p> <p>The municipal manager was thence directed to submit to the executive committee, a copy of the integrated development plan as adopted by the board within twenty-one days as provided in section 41 of Urban Areas and Cities Act,2011</p>	<p>Municipal Manager CECM-Urban Development</p>

**Min 7  
09/08/2023**

**KUSP2 Performance Framework and Assessment**

The board was apprised of the KUSP2 performance Framework and Assessment on the Minimum conditions and performance standards necessary to participate in the Programme. The municipal manager took members through the 9 Minimum conditions and 11 performance standards as captured in the document.

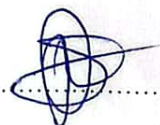
It was observed that there were gaps to be filled in a number of the Minimum conditions and performance standards.

The board recommended the recruitment of the key staff required under Minimum Condition Number 2 and asked the Municipal Manager to coordinate with the relevant sectors and the department in charge of urban development in ensuring that all the Minimum Conditions are met to enable the participation of Rongo Municipality in the upcoming KUSP2 Program.

The Board also resolved to offer any necessary support and cooperation whenever called upon with respect to the attainment of the world bank requirements on KUSP 2 funding.

Municipal  
Manger  
Municipal  
Board  
CECM-Urban  
Development  
Chief Officer-  
Urban  
Development

There being no other businesses the meeting was adjourned at 1330 Hrs by a word of prayer from Bishop Joel Okoth Nyauche.



**Minutes signed for Circulation**


Chairman.....

Date.....28<sup>th</sup> | 9 | 23.

**Minutes Confirmed**


Chairperson.....

Date.....28<sup>th</sup> | 9 | 23.

Secretary.....

Date.....28 | 09 | 2023.

Plan David ORE, MKIP

Signed : Chairperson..........Secretary.....