



**HOMA BAY MUNICIPAL BOARD
OFFICE OF THE MUNICIPAL MANAGER
P.O BOX 469-40300**



REPUBLIC OF KENYA

HOMA-BAY

HOMA BAY COUNTY

OUR REF: HBMB/CF/21/02/2025 (02)

DATE: 6th February, 2025

TO.....

RE: INVITATION TO HOMA BAY MUNICIPALITY STAKEHOLDER ENGAGEMENT FORUM

Pursuant to the provision of the Constitution of Kenya; and Section 21 (1) (g), 22 and Second Schedule of the Urban Areas and Cities Act (amended 2019), Homa Bay Municipal Board invites you for a stakeholder engagement to enable your meaningful participation in the affairs of the Municipality.

The event will take place on 11th February, 2025 at the Municipal Board Offices as from 0900hrs.

Agenda Items are as follows;

1. Updates on grants (the Second Kenya Urban Support Programme (KUSP II), resources, and Municipality project timelines
2. Illegal structures in un-designated locations within the Municipality
3. public health concerns on waste management, waterborne diseases and sanitation facilities.
4. Open Discussion and Citizen Feedback

Kindly purpose to attend and keep time.

Thank you for your continued commitment and support for the betterment of our Municipality.

Yours,

Mark Oketch

The Municipal Manager- Homa Bay Municipality





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HOMA BAY COUNTY

MINUTES OF HOMA BAY MUNICIPALITY STAKEHOLDER ENGAGEMENT FORUM
HELD ON: 11TH FEBRUARY 2025 AT THE MUNICIPALITY BOARD OFFICES, HOMA
BAY STARTING FROM: 0900hrs

Attendance:

[List of attendees]

Agenda:

1. Updates on grants (Second Kenya Urban Support Programme (KUSP II), resources, and Municipality project timelines)
2. Illegal structures in un-designated locations within the Municipality
3. Public health concerns on waste management, waterborne diseases, and sanitation facilities
4. Open Discussion and Citizen Feedback

Minutes:

1. Updates on Grants (KUSP II), Resources, and Municipality Project Timelines

- The Municipal Manager, Mr. Mark Oketch, provided an overview of the ongoing and upcoming projects under KUSP II.
- Stakeholders were informed about the allocated funds and timelines for project implementation.
- It was emphasized that community participation is vital for the success of these projects.
- Questions were raised regarding project prioritization and transparency in fund allocation.

Community Comments: Some attendees expressed concerns about delays in project commencement and requested clear updates on implementation stages.

2. Illegal Structures in Un-Designated Locations Within the Municipality

- The Board highlighted concerns over the increasing number of illegal structures.
- A directive was issued for proper urban planning and relocation of structures that do not conform to zoning regulations.
- Business owners and residents were urged to comply with municipal policies to avoid demolitions.
- Some stakeholders requested a grace period to regularize their structures.

Community Views: Residents asked for alternative spaces to relocate their businesses and homes before any demolitions occur. Some also requested legal support in regularizing land ownership.

3. Public Health Concerns on Waste Management, Waterborne Diseases, and Sanitation Facilities

- Concerns were raised about inadequate waste management, which has led to increased cases of waterborne diseases.
- The Municipality committed to enhancing garbage collection and improving drainage systems.
- Plans for additional sanitation facilities, particularly in informal settlements, were discussed.
- Residents were encouraged to take responsibility for proper waste disposal and hygiene practices.

Community Comments: Citizens emphasized the need for more frequent waste collection and better enforcement of sanitation regulations. Some proposed community-led waste management initiatives with municipal support.

4. Open Discussion and Citizen Feedback

- Citizens raised various concerns, including the need for improved road infrastructure, street lighting, and security.
- Suggestions were made for better public participation mechanisms in municipal planning.
- The Municipality Manager assured the attendees that all feedback would be considered in decision-making.

Community Views: Residents voiced concerns over rising insecurity in certain areas and called for more streetlights and police patrols. Others suggested a platform where the community can directly report municipal issues.

Resolutions and Way Forward:

1. The Municipality will ensure timely communication on project implementation progress.
2. Awareness campaigns will be conducted to educate residents on urban planning laws and regulations.
3. The Municipality will work in hand with the environment and sanitation department to improve waste management, including increasing garbage collection points.
4. Future engagements will be scheduled regularly to ensure continuous citizen participation.

Adjournment:

The meeting was adjourned at [time] with a vote of thanks from the Municipal Manager.

Minutes Prepared by:

[Name] OKENO TONNIA

Designation: Social development Officer

Date: 11th Feb 2025

A handwritten signature in blue ink, appearing to read 'Okeno Tonnia', with a large, stylized flourish underneath.

