



**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 (03)

DATE: 9th May,2025

TO.....

RE: INVITATION TO HOMA BAY MUNICIPALITY STAKEHOLDER ENGAGEMENT FORUM

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

The forum will be held on **20th May, 2025** at Homa Bay municipality offices, Homa bay town starting from **10:00 a.m.**

The agenda items for the forum are as follows:

1. Budget and Finance- Municipal budget priorities, revenue sharing, and public expenditure
2. Planning, Zoning, and Urban Development- Development control, land use planning, housing, and public spaces
3. Policy and Governance Issues- Review of municipal by-laws and governance matters
4. Transportation and Pedestrian Safety
5. Open Discussion and Citizen Feedback

Kindly make arrangements to attend and participate actively.

Thank you for your continued commitment and support towards improved service delivery and sustainable urban development in Homa Bay Municipality.

Yours faithfully,

Sigar Agumba
Municipal Manager
Homa Bay Municipality





REPUBLIC OF KENYA

DEPARTMENT OF LANDS, PHYSICAL PLANNING,
HOUSING, AND URBAN DEVELOPMENT

HOMABAY MUNICIPALITY

P.O Box 469, 40300

HOMABAY.



COUNTY GOVERNMENT OF HOMABAY

MINUTES OF THE MUNICIPAL PUBLIC PARTICIPATION FORUM HELD IN MAY 2025 AT HOMA BAY MUNICIPALITY AS FROM 11PM

AGENDA

1. Opening and Welcome
2. Budget and Finance- Revenue sharing, budget priorities, and public expenditure
3. Planning, Zoning, and Urban Development
4. Policy Changes and Local Governance
5. Public Works and Utilities
6. Environmental Issues and Waste Management
7. Transportation and Pedestrian Safety
8. Conclusion and Way Forward

Minute 1: Opening and Welcome

The Chairperson called the meeting to order and welcomed all participants. He stated that the forum was convened to engage residents in discussions on governance, budgeting, infrastructure development, and public service delivery in line with constitutional requirements on public participation. Citizens were encouraged to actively contribute and raise issues affecting their communities.

Minute 2: Budget and Finance

Residents were briefed on the municipal budgeting process, revenue sources, and indicative ceilings.

Key public inputs included:

- Calls for equitable allocation of resources across all wards, with emphasis on informal and peri-urban areas.
- Concerns over delays in completion of projects leading to cost escalation.
- Requests for clearer communication on budget priorities and expenditure tracking.
- Proposals to prioritize funding for waste management, drainage, markets, street lighting, and road maintenance.

Municipal Manager clarified that public input would inform the FY 2025/26 budget estimates within available resources.

Minute 3: Planning, Zoning, and Urban Development

Participants raised the following issues:

- Need for clear zoning guidelines to curb unplanned developments and encroachment on public land.
- Pressure from housing demand and expansion of informal settlements.
- Proposals for planned low-cost housing and serviced plots.
- Requests for public spaces such as parks and recreational areas.

The Planning Department confirmed that development control is guided by the Integrated Development Plan and zoning regulations.

Minute 4: Policy Changes and Local Governance

Stakeholders discussed governance and policy matters, highlighting:

- Calls for enhanced civic education on municipal governance structures and citizen roles.
- Requests for regular public forums and use of local media to improve transparency and accountability.

The Board committed to forwarding policy proposals to relevant county departments for consideration.

Minute 5: Public Works and Utilities

Residents raised concerns on:

- Poor condition of some access roads and need for routine maintenance.
- Inadequate drainage systems causing flooding during rainy seasons.
- Unreliable water supply in some neighborhoods.
- Sewer blockages and need for regular maintenance.

Municipal management noted that these issues are prioritized under urban infrastructure programmes and will be implemented in phases.

Minute 6: Environmental Issues and Waste Management

The forum noted:

- Increased waste accumulation and illegal dumping within the municipality.
- Proposals for fencing and proper management of dumpsites.
- Promotion of recycling initiatives and community clean-up exercises.

Officials reiterated commitment to strengthening waste management systems and environmental conservation.

Minute 7: Transportation and Pedestrian Safety

Participants highlighted:

- Traffic congestion within the town center.
- Need for pedestrian walkways, road signage, and speed control measures.
- Improved order and safety in public transport operations.

The Municipality committed to improving traffic management and non-motorized transport infrastructure.

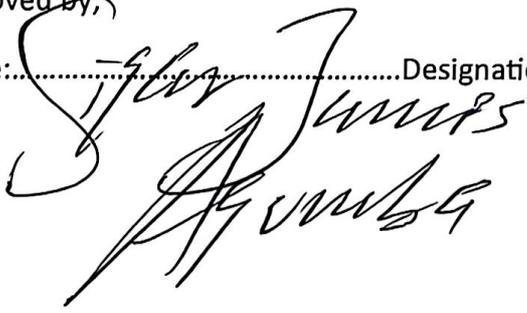
Minute 8: Conclusion and Way Forward

The Chair thanked residents for their active participation and constructive input. He reaffirmed the Municipality's commitment to inclusive governance, transparency, and improved service delivery. It was noted that all views would be documented and integrated into planning and budgeting processes. The meeting adjourned at 2:30 p.m.

Prepared by;

Name: OKENO TONNIA Designation: SDO signature: 

Approved by,

Name:  Designation:  signature: 