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**ISIOLO MUNICIPAL BOARD EXECUTIVE MEETING HELD ON 5TH JUNE 2024 AT**

**EL BORAN HOTEL IN ISIOLO AT 9:30AM.**

**MEMBERS PRESENT.**

|  |  |  |  |  |  |
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| **S/NO** | | **NAME** | **PHONE** | **DESIGNATION** | **EMAIL ADDRESS** |
|  | Hassan Wako Wario | | 0724615127 | Chair Person | hassanwako40@gmail |
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|  | Osman Halake Dadacha | | 0721311074  0722604370 | Manager/Secretary | [halakeosman30@gmail.com](mailto:halakeosman30@gmail.com) |
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|  | Lesokoyo | | 0726757365 | Member | Lesokoyo @gmail.com |
|  | Sakina Adan | | 0724107805 | Member | [sakinnaadam@gmail.com](mailto:sakinnaadam@gmail.com) |
|  | Col Sh Hassan Bonaya | | 0722608942 | Member | [hassanbonaya190@gmail.com](mailto:hassanbonaya190@gmail.com) |

**MIN 1/1M/7/2020: PRELIMINARIES -OPENNING REMARKS**

The Chairperson opened the meeting at 10.40 am by welcoming and thanking the participants for coming to the meeting. He apologized for the late start of the meeting caused by lack of quorum and thanked the members who reported on time for their patience.

**READING OF NOTICE CONVENING THE MEETING**

The chairman invited the Manger/secretary to read the notice to the meeting. The same was read to members and each member confirmed that they received the notice and the agenda as well.

**QUORUM AND APOLOGIES**

The meeting had 100% attendance hence the quorum was attained.

**ADOPTION OF AGENDAS**

The agenda was adopted as presented upon having been proposed by all members present.

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| **AGENDA** |
| 1-Preliminary |
| 2-Reading the previous minutes |
| 3- Municipal Projects (2020/2021) And Implementation And Plan Status |
| 4- Progress Report On Integrated Issues Within Municipality. |
| 5- Minutes Of The Meeting On Casual Staff Salary Payments And Staffing Challenges |
| 6-Budget Approval |
| 7-Board Resolution on Main activity. |

**MIN 2/IM/6/2023: READING THE PREVIOUS MINUTES**

The following matters were discussed in the meeting:

**Prudent Use of the 2023/2024 Budget**: The board discussed the prudent use of the 2023/2024 budget expenditure in facilitating various municipal programs and activities. The importance of ensuring efficient allocation of resources was emphasized to ensure the success of the planned initiatives.

**Approval of the Previous Minutes**: The minutes from the previous meeting were reviewed and adopted. The motion to approve the minutes was proposed by Harison Thranira and seconded by Mrs. Sakina Adan.

**MIN3/IM/6/2024: MUNICIPAL PROJECTS (2020/2021) AND IMPLEMENTATION AND PLAN STATUS**

Chair requested the manager to give report on the status of the project to the members. Manager gave detailed on the following: -

1- **2024/2025 -**The Planed budget under KUSP projects indicate that, the solid waste facility to be designed for dumpsite relocation and construction of facility. The detailed project consists of fencing, gates, security house and sanitation blocks with land fill for composting and incinerator. The access roads through Cabro works implementation status is completed.

* Identification of the Project supervising authority was identified as the (Municipality in collaboration with County Roads Engineers) to give save the municipal Project Coordination team for timely to improve monitoring systems, that need to avoid delayed project implementation. Also collection of views from KPLC, IWASCO and other stakeholders before project implementation need to be enhanced.
* The project implemented on Isiolo CBD managed access roads and other roads services. street light projects planned to work in Bula Pesa ward was done timely. Through the recommended project routes confirmed from Jamal bridge to isiolo river. Manager reported on project which showed 100% of projects was done with roads located on Shams to Safari hotels. Contractor was noticed to complete the roads by end of December 2023.

**MIN 4/IM/6/ 2024-PROGRESS REPORT ON INTEGRATED ISSUES WITHIN THE MUNICIPALITY**

The Chair inquired about the status of bills submitted to the County Assembly, seeking updates on key legislative frameworks needed to address critical challenges within the municipality. The Manager briefed members on the significant obstacles faced in advancing the necessary legal and strategic measures to support the work of enforcement officers and establish an Enforcement Act to maintain law and order within the town.

To effectively enforce municipal laws, the following legal frameworks and strategies require urgent attention:

1. **Enforcement Act and Policy/By-laws**:

The proposed Enforcement Act and associated policies remain under review by the County Assembly. Public participation and committee reviews are recommended for actions to refine these legal instruments, which are vital for ensuring law and order within the municipality.

1. **Development Control Plans**:

Strengthening the Physical and Land Use Planning Act, 2019, is necessary to regulate and guide development investments within Isiolo. Enhanced enforcement of development control measures is urgently required to align growth with sustainable urban planning principles.

1. **Urban Road Services**:

The Municipality Management is tasked with mapping urban road services that require upgrading. A focused approach to improving road infrastructure within Isiolo is critical to support economic growth and connectivity.

1. **Street Lighting and Floodlights**:

Progress has been made in enhancing urban lighting, with three floodlights successfully installed. alongside the ongoing rehabilitation and maintenance of existing streetlights to improve safety and accessibility.

1. **Waste Management and Dumpsite Relocation**:

Addressing waste management challenges is a priority, with plans to relocate the dumpsite to strategic locations outside the town center. Surveys have been conducted in Burat and Wabera, with site screening to be undertaken in collaboration with the Municipal Board and the National Environment Management Authority (NEMA). This relocation aims to mitigate environmental and health risks associated with the current dumpsite location. These initiatives are essential for enhancing municipal services, promoting sustainable urban development, and improving the quality of life for residents. Continuous collaboration with relevant stakeholders and expedited decision-making processes will be pivotal in addressing these integrated issues effectively.

**MIN 5 /IM/6/2024 MINUTES OF THE MEETING ON CASUAL STAFF SALARY PAYMENTS AND STAFFING CHALLENGES**

The Chair expressed concern over the prolonged delay in the payment of salaries for casual staff within the municipality, noting the increasing public complaints raised on social media and local radio platforms. Members highlighted the negative impact of the delays on staff morale, emphasizing how the demotivation of casual workers compromises the delivery of essential services to the public. The Manager acknowledged that unpaid salaries for casual workers remain a persistent challenge across various county sectors, largely due to the absence of a dedicated annual budget. The lack of timely facilitation exacerbates the issue, rendering it unsustainable to maintain casual workers across departments.

Members stressed the urgent need to absorb casual staff, particularly in critical areas such as enforcement, market security, and cleaning services. They recommended that this process be expedited through collaboration with the County Public Service Board (CPSB) to finalize employment terms, whether on contract or permanent and pensionable status. Key recommendations included establishing a dedicated annual budget for casual salaries, streamlining and adopting automated payroll systems to enhance efficiency.

Additionally, members proposed the creation of emergency funds to mitigate shortfalls and delays, alongside implementing a monitoring framework to assess the effectiveness of these interventions in improving service delivery. Addressing these challenges comprehensively was viewed as essential for boosting staff morale and restoring public confidence in the municipality's service delivery.

**MIN6/IMB/6/2024: BOARD DISCUSSION ON THE BUDGET**

1. **Introduction of the Budget:**  
   The Manager presented the proposed budget to the board, providing a comprehensive overview of projected income, expenses, and allocations. This included a brief summary of key financial assumptions and notable changes compared to previous years.
2. **Review and Discussion:**  
   The board engaged in a detailed review of the budget. Discussion focused on several key areas:
   * **Expenditures:** Focus was placed on the proposed spending across different programs within the municipal Administration, ensuring alignment with strategic goals.
   * **Financial Goals:** The board discussed overall financial objectives, ensuring the budget supports long-term sustainability.
   * Suggestions and questions were raised regarding specific allocations and potential adjustments. Members inquired about certain funding areas,

seeking clarification on how funds would be distributed across programs and services.

1. **Amendments :**  
   During the meeting, several amendments to the budget were proposed by board members. Each amendment was thoroughly discussed before being voted on. The proposed changes were voted upon, and necessary adjustments to the budget were made based on the discussions.

**MIN 7 /IM/7/2024 BOARD RESOLUITION.**

1. Order to organize Special sitting with County Executive meeting to discuss modalities to address urban challenges and identifying lasting solution on internal issues within municipal Administration. E.g. Planning to establish status of municipality as Semi-autonomous entity in financial operations to deliver its services.

2 Resolution to Approve: Once the board was satisfied with the amended budget, a resolution was proposed for approval. The resolution stated: “Resolved, that the Board of Directors approves the budget for the fiscal year 2024 as presented.”

**MIN 8/IM/6/2024: ADJOURNMNT**

Having no other business, the meeting ended at 12.30 pm with a prayer said by Mr. Osman Halake Dadacha.

Minutes taken and prepared by:

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|  | **Sign: Date:** |
| **Minutes Taken By:** | **Osman Halake,**  **Municipal manager/Secretary**  **Municipality of Isiolo** |
|  |  |
|  | **Sign: Date:** |
| **Minutes Confirmed By:** | **Chairman**  **Board Municipality of Isiolo**  **County Government of Isiolo.** |