MINUTES OF THE 4th LAMU MUNICIPALITY BOARD MEETING HELD ON 24th JULY, 2020 AT PUBLIC WORKS BOARD ROOM LAMU ISLAND AT 2.00 PM.

COUNTY EXECUTIVE COMMITTEE MEMBER
LANDS, PHYSICAL PLANNING, URBAN
DEVELOPMENT AND INFRASTRUCTURE

24/07/2020

PREPARED BY: SECRETARY

LAMU MUNICIPALITY BOARD

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MINUTES OF THE LAMU MUNICIPALITY BOARD MEETING HELD ON 24th JULY, 20
AT PUBLIC WORK BOARDROOM, LAMU ISLAND AT 2.00 PM

Present

S/No	Name	ID NO.	Title/Designation
1.	Abdalla Mohamed Abdalla	8524214	Vice Chairman
2.	Omar Mohamed Famau	0159776	Secretary/Municipal Manager
3.	Fahima Araphat	29203208	Member
4.	Said Mohamed Bwanamkuu	2232421	"
5.	Dr. Abubakar Said Abdalla	24715013	"
6.	Martha Wairimu Wambui	25128837	"
7.	Khadija Shekuwe	27324860	"
8.	Umulkher Bakari Athman	31978764	

Absent with Apology

S/No	Name	ID NO.	Title/Designation
1.	Farida Abdullah Hassan	10391529	Chairperson
2.	Dr. Mashrab Muhdhar Sagaff	26856074	Member

In attendance

S/ No	Name	ID NO.	Designation	Organization
1.	Ahmed Mohamed	26545055	Ag. Municipal Administrator	Lamu Municipality
2.	Fatma Ahmed	28905454	Ag. Administrative Assistant I	Lamu Municipality

Agenda

1. Preliminary, briefing and introduction
2. Adoption of the agenda
3. Confirmation of the minutes of the previous meeting
4. Matters arising from the previous minutes
5. Adoption & approval of the Lamu Municipality Budget FY 2020/21
6. Brief on the ongoing & proposed projects.
7. Brief on the National Hygiene Program
8. A.O.B

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MIN 1/24/07/2020: PRELIMINARY, BRIEFING AND INTRODUCTION

- The Chair called the meeting to order at 2:25 pm and welcomed all the members to the fourth Lamu Municipality Board meeting.
- He gave apology for the absence of Chairlady as a result of death from immediate family member and gave his condolence.
- His emphases were on the Municipal Structure to be in place and operation for the Sub-Committees and mode of payment.
- Chair also comment on the important of having board meeting is to discuss all sub – committee agendas and other few agenda outside sub-committees.
- Moreover chair comment of the Corona virus has really dragged the municipality activities behind however nothing should stop Municipality to have online activities so that things can move on.
- dditionally chair aired Lamu world heritage have been given yellow card due to Island ignorance on the preservation of the island.
- He read through the tentative agenda circulated to all members and requested for their comments before adoption.

MIN 2/24/07/2020: ADOPTION OF THE AGENDA

- Members adopted the agenda of the meeting except agenda N0. 7 which state "Preparation of the supplementary budget F/Y 2020-2021"reason being we are just starting the financial year with a budget and agreed it is not practical to think about supplementary at the beginning of the year.

MIN 3: 24/07/2020: CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING & MATTERS ARISING

- The Chair took the members through the minutes of the 3rd Board meeting and called for comments on the same. The minutes was proposed as the true record of the previous meeting by Ms. Khadija Shekuwe and seconded by Ms. Matha Wairimu and Mr. Said Bwanamkuu.
- Members agreed the previous minutes should be shared to all board members for their personal perusal.

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MIN 4: 24/07/2020: MATTERS ARISING FROM THE PREVIOUS MEETTING.

- Members agreed Sub-Committees should be merged due to the availability of the board members to have effective and efficient working environment, therefore sub-Committees should reduce from five (5) to four (4).

- Members proposed the Trade, Tourism & Investment to be merged with Town planning & infrastructure to assist the Municipality in executing her functions effectively. Names of the newly proposed Sub-Committees are as shown in the table bellow:-

NO.	NAME OF SUB COMMITTEE (SC)	MEMBERS	TITLE
1)	Finance & Economic Planning	Khadija Shekuwe	Chairperson
		Fahima Araphat	Vice Chair
		Martha Wairimu Wambui	Member
		Said Bwanamkuu	Member
2)	Town Planning & Infrastructure	Fahima Arafat	Chairperson
		Martha Wairimu Wambui	Vice Chair
		Dr. Abubakar Said Abdalla	Member
		Abdalla Mohamed Abdalla	Member
		Said Bwanamkuu	Member
3)	Environment & Health, Trade , Tourism & Investment	Abdallah Fadhil	Chairperson
		Umulkher Bakar Athman	Vice Chair
		Khadija Shekuwe	Member
		Dr. Abubakar Said Abdalla	Member
4)	Legal, ICT & Public Participation	Said Bwanamkuu	Chairperson
		Mashrab Sagaff	Vice Chair
		Umulkher Bakar Athman	Member
		Khadija Shekuwe	Member

MIN 5: 24/07/2020: ADOPTION & APPROVAL OF THE LAMU MUNICIPALITY BUDGET FINANCIAL YEAR 2020-2021.

- Chairperson Sub-Committee finance read the proposed activities and budget to the members for the financial year 2020-2021. She explained we are having three caterories of budget under Lamu municipality which are: UIG budget, UDG and County budget allocation.
- She further informed the members that UIG account this year we have been allocated 8.8 Million and there was a balance of 39 Million from last fiancé year totaling to 47.8 Million. She explain the work plan for the UIG is not final.
- UDG we have been allocated 35 Million which will be used for [illegible] Mokowe market.
- She concluded that County allocation for Municipality was 31 Million out of which 26 Million will cater for Salaries and other office expenses then the remaining 5 Million will be used for the Municipal activities which still are not yet ready.

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- Vice chairperson for Sub-Committee finance extended the presentation to the members on the itemized budget details for the Lamu Municipality.
- All members agreed that Finance sub-Committee to go and prepared a brief and well organized budget that will be very clear all members.

MIN 6: 24/07/2020: BRIEF ON THE ONGOING & PROPOSED MARKET PROJRCTS.

- Manager brief the members that Lamu Island market is at 35% completion rate and the proposed Mokowe market we have done the market drawing and currently we ahave started to do EIA report of the said market.
- Manager informed the members that due to the slow rate of the contractor Lamu Island market is still on going and it has roll over this financial year. He explains further despite extra effort to push contractor but still the contractor is too slow.
- Dr. Abubakara Baasba commented that what is exactly dragging behind the contractor not to finish the work on time.
- Manager extend his expression to the board members that board should strategize and look the way forward on how we can push the contractor to complete the assignment.
- He further articulate that the contractor have been paid on time despite all IFMIS system challenges moreover he wrote a warning letter to the contractor but it was not procedural to give a warning letter direct to the contractor.
- Dr. Baasba promised to follow up from the project Manager and know exactly the problem with contractor.

MIN 7: 24/07/2020: BRIEF ON THE NATIONAL HYGIENE PROGRAM

- Manager aired that this is a directive from national program ("kazi kwa vijana") that ensure our Town is clean. Lamu County have also benefited from the program and a lot of youth have been engaged to this program creating job opportunities to Many youth in our County.
- He further explain that the Office of the County commissioner have given Lamu Municipality a one secretariat position and brought the request before you members.
- Members agreed that Ms. Khadija Shekuwe have been nominated to represent Lamu municipality.

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MIN 8: 24/07/2020: A.O.B

- Chairperson reminded the members on 27th July, 2020, Monday we are meeting 9:00A.M with consultancy team from urban development plan and emphasis members to keep time.
- He continued commented that Municipality should come up with by law which will help Municipality functions / Mandate.
- Moreover he elaborated the importance of having office documents online (soft copy) for easy access and backup needed at any time or anyplace.
- Manager informed the members that there is a need to visit other County for knowledge / bench making sharing and bring the knowledge back home.

There being no other business, the meeting was adjourned at 5:00pm with a word of prayer by vice chairman.

Name	**Abdallah Fadhil**	**Name**	**Omar Mohamed Famau**
Title	**Vice Chairman**	**Title**	**Secretary**
Date		**Date**	
Signature		**Signature**	

MUNICIPAL MANAGER
LAMU MUNICIPALITY
09 OCT 2020
P. O. Box 74 - 80500

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