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**THE KAJIADO COUNTY PUBLIC PARTICIPATION
BILL, 2022**

**AN ACT of the County Assembly of Kajiado to provide for the
County Public Participation and for connected purposes.**

ENACTED by the Kajiado County Assembly, as follows—

PART I — PRELIMINARY

Short title

1. This Act may be cited as the Kajiado County Public Participation, Act 2022.

Interpretation

2. In this Act, unless the context otherwise requires—

“board” means Kajiado County Public Service Board;

“citizen fora” means a forum for citizens organized for purposes of participating in the affairs of the county, including in the affairs of an urban area or a city under the urban areas and cities act;

“city” means an area conferred with the status of a city under the urban areas and cities act;

“constitution” means the Constitution of Kenya;

“county” means the county government of Kajiado comprising both the county executive and the county assembly, and county government shall have similar meaning;

“county assembly” means the county assembly of Kajiado;

“county chief officer” means the county chief officer responsible for matters pertaining to public participation.

“county executive” means the arm of the county government performing executive functions of the county as provided under part V of the county governments act;

“county executive committee” means the county executive committee of Kajiado county established in accordance with article 176 of the constitution;

“county executive committee member” means the county executive committee member responsible for matters relating to public or citizen participation;

“county gazette” means a gazette published by the authority of the county or a supplement of such gazette;

“county governments act” means the county governments act, act number 17 of 2012 as amended from time to time;

“county public service” shall have the same meaning given to it under section 2 of the county governments act;

“county secretary” means the county secretary of the county government of Kajiado;

“governor” means the governor of the county government of Kajiado;

“public participation officer” means a county public officer performing the role or who has been assigned the role of undertaking public participation activities and “public participation officers” shall have the plural meaning;

“the public” or “citizens” or “community” when used in relation to public participation in this Act, means—

- (a) the residents of the county;
- (b) the rate payers of a particular urban area, municipality or city;
- (c) any resident civic organization or non-governmental, private sector or labor organization with an interest in the governance of the county or urban area, municipality or city within the county;
- (d) non - resident persons who because of their temporary presence in the county or urban area, municipality or city within the county make use of services or facilities provided by the county or urban area, municipality or city.

“urban areas and cities act” means the urban areas and cities act, act number 13 of 2011 as amended from time to time;

“sub-county” means an administrative unit designated as such in accordance with section 48 (1) (b) of the county governments act;

“ward” means an administrative unit designated as such in accordance with section 48 (1) (c) of the county governments act;

“village unit” means an administrative unit designated as such in accordance with section 48 (1) (d) of the county governments act and applicable county legislation.

Object of the Act

3. The object of this Act are, subject to articles 1 (4), 10, 201 and

232 (1) (e) of the constitution, to establish a legislative framework to—

- (a) provide for public participation in the affairs of the county government as provided under part VIII of the county governments act;
- (b) create a framework to facilitate civic education and participation of the public in governance of the county in compliance with the constitution and any other law;
- (c) provide a framework to educate the public on citizen petition and participation under this Act;
- (d) provide for other matters for the attainment of the objects provided for in paragraphs (a) to (c).

Guiding principles

4. Public participation in the affairs of the county shall be guided by the following principles—

- (a) timely access to information, data, documents and other material relevant or related to county policy formulation and implementation;
- (b) reasonable access to the county process of formulating and implementing policies, laws and regulations, including the approval of development plans, projects and budgets, the granting of permits and the setting of specific performance standards;
- (c) protection and promotion of interests and rights of minorities, marginalized groups and communities in the county and their access to relevant information and equal opportunity;
- (d) protection and promotion of the right of affected or interested persons or communities to review decisions or seek redress with particular emphasis on the special needs of persons with disabilities and persons from minority and marginalized communities in the county;
- (e) adherence to national values and principles of governance set out by article 10 of the constitution;
- (f) adherence to values and principles of public service set out by article 232 of the constitution;
- (g) adherence to principles of leadership and integrity set out by chapter 6 of the constitution; and
- (h) recognition and respect of the cultural diversity of the county.

PART II – PUBLIC PARTICIPATION IN THE COUNTY

Public participation in the affairs of the county executive

5. The county executive shall develop a system of governance that encourages participation by the public in the affairs of the county executive, and shall for that purpose—

- (a) create appropriate conditions for participation by the public in:
 - (i) the preparation, implementation and review of integrated, short-term and long-term development plans;
 - (ii) the formulation and implementation of policies and regulations;
 - (iii) the establishment, implementation, monitoring and evaluation of its performance, including the outcomes and impact of its performance;
 - (iv) the preparation and monitoring of its budget; and
 - (v) making of strategic decisions relating to delivery of service.
- (b) contribute to building the capacity of the public to enable them participate in the affairs of the county executive; and
- (c) apply its resources as may be appropriate for the implementation of paragraphs (a) and (b).

Participation in the affairs of the county assembly

6. The county assembly shall develop a system that encourages participation by the public in the affairs of the county assembly, and shall for that purpose—

- (a) create appropriate conditions for—
 - (i) the receipt, processing and consideration of petitions, complaints and suggestions lodged by members of the public;
 - (ii) notification and public review and comment procedures when a Bill is introduced in the county assembly;
 - (iii) provision of feedback to the public on matters where the public has sought information.
- (b) contribute to building the capacity of the public to enable them participate in the affairs of the county assembly; and

- (c) apply its resources as may be appropriate for the implementation of paragraphs (a) and (b).

Structures for public participation

7. (1) The county shall undertake public participation through its administrative structures, which may include—

- (a) the administrative units of the county as provided under the constitution, the county governments act, the urban and cities act and any other applicable legislation;
- (b) the structures of the county assembly established by the county assembly for purposes of public participation;
- (c) any other structure of the county and national government established by legislation.

(2) In deciding the administrative structures to be utilized for public participation, the county shall consider the section of the public affected by a decision or policy and ensure participation by the widest sections of the public in that area.

Medium and platforms for public participation

8. (1) The county shall utilize medium, modalities and platforms for public participation which enables participation of the widest sections of the public, and which may include—

- (a) citizen fora;
- (b) open days and service weeks;
- (c) citizen care desks and information centers;
- (d) budget preparation and validation fora;
- (e) public meetings and hearings;
- (f) utilization of information communication technology based platforms which may include web-based dialogs and mobile phone applications;
- (g) displaying important announcements of public interest in public spaces, notice boards, county gazette, social media platforms, radio & television announcements and official website;
- (h) consultative sessions with recognized community organizations and, where appropriate, traditional authorities;
- (i) publication of a calendar for citizen participation events;

- (j) broadcasting the proceedings of the county assembly by audio or audiovisual;
- (k) any other modalities and platforms that may be suitable for the county.

(2) In establishing the modalities and platforms provided for in subsection (1), the county shall take into account the special needs of persons with disabilities and persons from minority and marginalized communities in the county.

PART III — PUBLIC COMMUNICATION AND ACCESS TO INFORMATION

Principles of public communication and access to information

9. (1) The county shall ensure that there is effective public communication and open access to information by the public in accordance with the constitution, the county governments act and any other relevant legislation.

(2) Public communication and access to information shall be based on the principles and objectives espoused in part IX of the county governments act and any other applicable legislations.

Mechanisms for public communication and access to information

10. (1) The county shall facilitate public communication and access to information by utilizing the medium, modalities and platforms provided in section 8 (1) of this Act.

(2) All public communication and public documents shall be made in official language but the county may adopt a local language or vernacular that suits a particular community or group or area.

(3) A copy of every public notice and public document shall be published and displayed in a conspicuous space or board designated for public communication at the county's headquarters, county offices in the administrative units, public libraries and any other public office within the county.

(5) A notice shall provide the full details of any event or program undertaken by the county including the time, date and venue of any meeting.

(6) Where the notice invites the public to submit written comments or representations on any matter, it shall state that any person who cannot write may come during office hours before a county public participation officer or any other county public officer to be assisted to transcribe that person's comments or representations.

Documents to be made public

11. (1) All documents which by law must be made public shall be conveyed to the public—

- (a) by displaying the contents of those documents at the county's headquarters, county offices in the administrative units, public libraries and any other public office within the county;
- (b) by displaying the contents of the documents on the county's official website; and
- (c) by notifying the public, in accordance with this Act, of the place, including the website address, where detailed particulars concerning the documents can be obtained.

(2) Documents which by law must be made public may also be uploaded and displayed on the official social media accounts of the county.

(3) Where necessary, any notification in terms of subsection (1) (c) shall invite the public to submit written comments or representations to the county in respect of the relevant documents.

(4) Any notification inviting the public to submit written comments or representations to the county shall require that the written comments or representations shall be required within fourteen (14) days of the publication of that notification.

Citizens budget

12. (1) The county executive committee member responsible for finance shall prepare and publish a citizen's budget for every financial year.

(2) The citizens budget shall be published in the county website within seven (7) days of the approval of the county budget by the county assembly.

(3) The preparation of the citizens budget shall conform with the public finance management act, 2012 and the any guidelines for the preparation of the citizens budget issued by the council of governors from time to time.

Official website

13. (1) The county executive and county assembly, shall—

- (a) establish its own official website; and
- (b) utilize the official website for public communication and

publication of information required by law to be made public.

(2) The county shall ensure that its official website is maintained and regularly updated and remain accessible to the public.

(3) The county shall at all times place all relevant documents required to be made public or viewed by the public in a readable and downloadable format on its official website.

(4) The official website may be designed to enable participation by way of modern and informative platforms for dialog by the public and an information system that enables sharing and commenting by the public on public documents.

PART IV—CITIZEN FORA

Convening citizen fora

14. (1) The county may convene a citizen forum to enable direct public engagement in planning and budgeting, implementation and monitoring of development projects.

(2) A citizen forum may be convened and presided over by—

- (a) at the sub-county level, by the sub-county administrator;
- (b) at the ward level, by the ward administrator;
- (c) at the village unit level, by the village administrator;
- (d) at the urban area, municipality or city level, by the town manager, municipality manager or city manager respectively.

Meetings of the citizen fora

15. (1) Citizen fora shall be open to all members of the public who shall be afforded the opportunity to speak directly or through their representatives.

(2) A convener shall ensure that a citizen forum is publicized via announcements in any of the medium and platforms provided in section 8 (1) which enables attendance and participation by the widest section of the population including marginalized groups and communities.

(3) The county shall maintain and publish a calendar of all citizen fora in the county and publish it in any of the medium and platforms provided in section 8 (1).

(4) Nothing in this section shall be construed as derogating from provisions of any other written law relating to holding of public meetings.

Participation by persons with special needs

16. A convener of a citizen forum shall put in place affirmative action

Programmes as further provided in this Act to ensure that persons with disabilities and minorities and marginalized groups are afforded the opportunity to fully and effectively participate and contribute in all matters discussed in the fora.

Minutes of the citizen fora

17. A convener of a citizen forum shall assign a public participation officer present during the citizen forum to take the minutes of the proceedings and shall—

- (a) take note of the issues arising from the citizen forum for action or response by the relevant organs of the county; and
- (b) give a feedback on the action taken on the issues raised.

Functions of the citizen fora

18. (1) Citizen fora shall be avenues for the public to discuss and give views with respect to—

- (a) issues of interests in the sub-county, ward, village unit, urban area municipality or city, as the case may be;
- (b) implementation of county policies and plans in the sub-county, ward, village unit, urban area, municipality or city, as the case may be;
- (c) the administration and functioning of the sub-county, ward, village unit, urban area, municipality or city, as the case may be; or
- (d) the delivery of services by the county in the sub-county, ward, village unit, urban area, municipality or city, as the case may be.

(2) In addition to the matters provided in sub-section (1), citizen fora shall be avenues for the public to—

- (a) review and recommend annual prioritized projects of the county;
- (b) receive the implementation status reports on ongoing projects which status report shall capture all allocations, expenditure, projects, status;
- (c) receive county expenditure reports prepared by the county executive
- (d) receive annual monitoring reports prepared by county sectoral officers;
- (e) receive feedback with respect to complaints made or reviews provided by the forum.

Reports of the citizen fora

19. A convener of a citizen forum shall—

- (a) transmit to the county executive committee the final proposed prioritized project list emanating from the citizen forum;
- (b) prepare quarterly reports providing comments or reactions to the implementation status report;
- (c) submit any arising complaints to the county executive and county assembly for follow up;
- (d) prepare and submit an annual report to the governor for submission to the county assembly on the status of public participation in the governance of the county.

PART V – CIVIC EDUCATION**Civic education in the county**

20. The county shall at least once in every budget cycle undertake civic education Programmes in the county.

Principles of civic education

21. The principles for which the county shall undertake civic education shall be to—

- (a) empower and enlighten the public on governance of the county;
- (b) enable continual and systemic engagement of the county government by the public; and
- (c) promote the values and principles of devolution as espoused in the Constitution.

Objects of civic education

22. The objects for the civic education Programmes of the county shall be to—

- (a) achieve the objectives as outlined in section 99 (2) of the county governments act;
- (b) disseminate relevant county government information and public documents to the public;

- (c) have an informed public that can actively participate in the governance affairs of the county on the basis of enhanced knowledge, understanding and ownership of the county;
- (d) empower the public to demand for service delivery by concerned units of the county;
- (e) enable the public understand the economic, social and political issues facing the county and to appreciate the governance structures and procedures involved in service delivery;
- (f) promote cohesion and integration among the diverse groups of the county;
- (g) empower the elderly people, persons with disabilities, minorities and marginalized groups to effectively engage in governance of the county.

Establishment of civic education unit

23. There shall be established, in accordance with section 100 (1) of the county governments act, a county civic education unit which shall be a unit in county public service.

Role of the civic education unit

24. The county civic education unit shall be responsible for preparing, publishing and implementing the county civic education programme in every budget cycle.

Curriculum of the civic education programme

25. The contents of the curriculum of the county civic education programme shall conform to the national design and framework of civic education taking into account the provisions of article 33 of the constitution.

Medium and platforms for civic education

26. (1) The civic education unit shall ensure that county civic education Programmes shall reach the widest of the public by publication of a calendar for civic education events.

(2) To achieve the objective set out in subsection 1 above, the county may utilize one or a combination of the following —

- (a) citizen fora;
- (b) open days and service weeks;
- (c) citizen care desks and information centers;

- (d) public meetings and hearings;
- (e) utilization of information communication technology based platforms for civic education;
- (f) broadcasting or publishing announcements in public spaces, notice boards, county gazette, social media platforms, radio and television and official website;
- (g) sessions with recognized community organizations and, where appropriate, traditional authorities.

Open days

27. (1) The county shall organize and conduct an open day at least once annually in every ward in the county.

(2) The open day shall be utilized by the county to—

- (a) demonstrate the kind and nature of services the county is offering the public;
- (b) display the business and job opportunities available in the county;
- (c) publicize and explain its integrated county development plans;
- (d) explain to the public the achievements and challenges of the county in executing its development plans;
- (e) take public reviews and criticisms with respect to its services and short-term and long-term plans;
- (f) receive suggestions and comments from the public on any matter concerning the county.

(3) The county executive committee member shall ensure that every unit or department of the county is represented during the open days through provision of citizens care desks and information centres during the open days.

County service weeks

28. (1) The county shall organize and conduct a county service week at least twice annually in every sub-county in the county.

(2) The county service week shall be utilized by the county to take and provide its services, particularly centralized county services closer to the people with no direct or close access to those county services.

(3) The county executive committee member shall designate the county services which shall be provided during every county service week taking into consideration the location and needs of the place where the county service week is conducted.

Administrative units of the county

29. The county civic education Programmes may also be undertaken through the structures outlined in section 7 of this act.

PART VI — AFFIRMATIVE ACTION PROGRAMMES

Affirmative action Programmes in public participation

30. The county shall put in place affirmative action Programmes to ensure that the elderly people and persons with disabilities, minorities and marginalized groups—

- (a) fully and effectively participate in governance of the county through public participation and civic education;
- (b) are free from discrimination including but not limited on the basis of language, religion, culture, national or social origin, sex, caste, birth, descent or other status; and
- (c) are free from hostility, violence and abuse as a result of their ethnic, cultural, linguistic, religious or other identity.

PART VII — PUBLIC PETITIONS

Right to petition

31. Subject to the Constitution, the County Governments Act and any other applicable legislation, a member of the public has the right to present petitions to the county, to consider any matter that is within the authority of the county.

Form and procedure of petition

32. (1) A petition to the county assembly shall be in the form and shall follow the procedures prescribed for public petitions in the standing orders of the county assembly.

(2) A petition to an organ, agent, agency or authority of the county executive shall be in the form and made in accordance with the procedure provided in this Act.

Consideration of petition

33. (1) The county secretary shall, if satisfied that the petition meets the requirements of this Act, forward the petition to the county executive committee or the relevant organ, agent, agency or authority of the county executive for consideration.

(2) The county executive committee or the relevant organ, agent, agency or authority of the county executive relating to the petition may appoint a committee to inquire into the subject matter of the petition.

Procedure in the inquiry

34. (1) The county executive committee, the relevant organ, agent, agency or authority of the county executive or a committee appointed in relation to a petition may hold public hearing and may—

- (a) invite individuals to submit memoranda or appear before the committee to give evidence on a petition;
- (b) invite any county officer or any person holding public office to appear before them to give evidence relating a petition;
- (c) employ qualified persons to assist it in the discharge of their functions;
- (d) hold public hearing in relation to the petition.

(2) The evidence given by a person invited under sub section (1) shall be taken down in writing and a copy of it sent to the person who gave the evidence.

(3) The presentations and comments given during a public hearing shall be recorded and a copy of it shall be publicized by posting the copy in a conspicuous place at the offices of the county government and on the website as the case may be.

(4) A person giving evidence may, within seven days from the date of receipt of the copy under sub section (2) suggest corrections to his or her evidence due to inaccurate reporting and the evidence shall be printed with such corrections as may be appropriate.

(5) The county executive committee, the relevant organ, agent, agency or authority of the county executive or the committee may at its discretion refuse to hear any irrelevant evidence or to listen to any unruly or unmanageable person giving evidence.

(6) A document submitted to the committee of inquiry of a petition may be released to the person who submitted it at the conclusion of the deliberations.

(7) The committee appointed under section 31 (2) shall, as soon as practicable after the conclusion of the enquiry, submit its findings and recommendation to the county executive committee or the relevant organ, agent, agency or authority of the county executive for a final decision to be made on the petition.

(8) The county secretary shall, within fifteen days of the decision of the county executive committee or the relevant organ, agent, agency or authority of the county executive, in writing, notify the petitioner of the decision.

Publication of decision on petition

35. (1) The county secretary shall, within fourteen days after the decision is communicated to the petitioner or petitioners—

- (a) give notice of the decision to the public by posting a copy in a conspicuous place at the offices of the county government;
- (b) inform the public that a copy or extract of the decision is available on its website;
- (c) publish the decision in the county gazette, print or electronic media;
- (d) publish the decision in such other manner as may be appropriate for the dissemination of information.

Register of petitions

36. (1) The county secretary shall keep and maintain a register in which shall be recorded all petitions and supporting documents, and the decisions of the county executive committee or the relevant organ, agent, agency or authority of the county executive.

(2) The register of petitions under subsection (1) shall be accessible to the public during working hours.

Appeal against decision on a petition

37. Any petitioner who is dissatisfied by the decision of the county government or the relevant organ, agent, agency or authority of the county executive may appeal to the Commission on Administrative Justice pursuant to the Commission on Administrative Act, 2011.

PART VIII — COUNTY PUBLIC PARTICIPATION OFFICE

Establishment of the county public participation office

38. There is established the county public participation office which shall be an office in county public service.

Role of the public participation office

39. (1) The county public participation office shall be responsible for coordinating and monitoring public participation activities in the county, sub-county, ward, village, urban area, municipality and city units of the county.

(2) The county public participation office shall facilitate and oversee the effective co-ordination of public participation and shall—

- (a) establish structures for public participation as required under the constitution, the county governments act and this Act;
- (b) ensure that the principles of public participation as espoused under section 4 of this Act are strictly adhered to in public participation activities of the county;
- (c) ensure to inform the public on whether financial resources correspond to the nature and scope of the public participation planned;
- (d) ensure that there is sufficient and adequately trained staff to carry out planned public participation;
- (e) ensure that the sub-county, ward, village, urban area, municipality or city units of the county have clear and reasonable timelines for public input and comment and that these timelines are communicated to the participants;
- (f) ensure that the sub-county, ward, village, urban area, municipality and city units of the county have established a feedback process to the public including opportunities for the public to forward additional comments or input to the decision taken;
- (g) develop an evaluation framework to the public participation plan;
- (h) advice the county executive committee on matters of policy relating to public participation;
- (i) ensure that the public, affected groups, and stakeholders are informed of the results of the public participation process and how their input was used in the decision taken;
- (j) prepare and submit reports to the county assembly on the status of public participation implementation under this Act;
- (k) perform any other function as may be assigned by legislation.

Public participation officers of the county

40. The county public participation office shall comprise the following county public officers who shall be the public participation officers of the county—

- (a) the public participation Director appointed by the county public service board;

- (b) at the level of each sub-county, the sub-county administrator;
- (c) at the level of each ward, the ward administrator;
- (d) at the level of each village unit, the village administrator;
- (e) at the level of each urban area, municipality and city, the offices of town manager, municipality manager and city manager respectively as further provided by the urban areas and cities act and relevant county legislation;
- (f) any county public officer working under the direct supervision of the director, the sub-county administrator, the ward administrator, the town manager, the municipality manager and city manager as public participation officers; and
- (g) any county public officer who has been assigned to undertake the role of a county public participation officer.

Public participation Director

41. (1) The public participation office shall be headed by a public participation Director appointed by the board in accordance with the county governments act and any other applicable law.

(2) The public participation Director shall be responsible for—

- (a) subject to applicable law, direct, facilitate and coordinate citizen participation in the development of policies and plans and delivery of services in the county;
- (b) effective and efficient day to day operations of the public participation office;
- (c) day to day administration and management of the public participation office;
- (d) establish structures for public participation as required under the constitution, the county governments act and this Act;
- (e) implementation of policies and policy directions of the public participation office;
- (f) prepare budget and plans for the public participation office;
- (g) perform any other functions as may be assigned by any written law.

(3) The public participation Director shall be accountable to the county chief officer in performance of the duties under this Act.

PART IX — MISCELLANEOUS

County executive committee's power of direction

42. The county executive committee shall oversee the performance of the roles of public participation by public participation officers and may, in writing, give guidelines on matters of policy consistent with the provisions of this Act.

Offences and penalties

43. (1) Any person who attempts to influence a public participation officer or any other county officer not to enforce an obligation in terms of this Act, is guilty of an offence and on conviction liable to a fine not exceeding fifty thousand shillings or to imprisonment for a period not exceeding six months.

(2) A public participation officer or any county officer who accedes to an attempt mentioned in subsection (1), is guilty of an offence and on conviction liable to a fine not exceeding fifty thousand shillings or to imprisonment for a period not exceeding six months.

Regulations

44. (1) The county executive committee member may make regulations for the better carrying into effect of the provisions of this Act.

(2) The county executive committee member may make regulations or issue guidelines concerning—

- (a) conduct of the citizen fora, open days, service weeks, budget preparation and validation fora, public meetings and hearings;
- (b) minimum standards relating to funding when implementing the provisions of this Act;
- (c) the measures to be undertaken to ensure that minorities and marginalized groups are participate in the affairs of the county;
- (d) specific and additional mechanisms, processes and procedures for participation of the public in the governance of the county;
- (e) notification and public comment procedures;
- (f) interaction with people who cannot read or write, persons with disabilities and other disadvantaged groups;
- (g) any matter that may facilitate—
 - (i) the participation of the public in the governance of the county; or
 - (ii) the application of this Act.

(3) When making regulations or issuing guidelines to provide for or to regulate the matters of this Act, the county executive committee member shall take into account the capacity of the county and administrative units therein to comply with those matters.

FIRST SCHEDULE**PUBLIC PARTICIPATION GUIDELINES**

The following guidelines shall guide the public participation officers while conducting public participation activities—

1. Build a realistic timeframe for the consultation, allowing reasonable period for each stage of the process.
2. Be clear as to the type of the public, community or profession to be consulted, the issues or matter for consultation and for what specific purpose.
3. Ensure that the consultation document is as simple and concise as possible, providing the summary of the issues or matter for consultation and clearly setting out the questions to be address.
4. Publish and distribute the documents as widely as possible, including but not limited to providing hard copies, television advertisements, websites, community radio announcements and traditional media.
5. Ensure that all responses are carefully and open-mindedly analyzed and the results made widely available to the public, including an account of the views expressed and the reasons for the decisions taken.
6. Disclose all information relevant for the public to understand and evaluate the decision.
7. Ensure that stakeholders have fair and equal access to the public participation process and their opportunity to influence decisions.
8. Ensure that all commitments made to the public, including those by the decision-maker, are made in good faith.
9. Undertake and encourage actions that build trust and credibility for the process among all the participants.
10. Be personally responsible for the validity of all data collected, analyses performed, or plans developed by it or under its direction.
11. Ensure that there is no misrepresentation of work performed or that was performed under the relevant body's direction.
12. Examine all of its relationships or actions, which could be legitimately interpreted as a conflict of interest by clients, officials, the public or peers.
13. Should not engage in conduct involving dishonesty, fraud, deceit, misrepresentation or discrimination.

SECOND SCHEDULE

FORM OF A PUBLIC PETITION

TO: The (Name of County) County Government/County Assembly

Attn.: County Secretary/Clerk County Assembly

WE/I, the undersigned and humble Petitioner(s) of.....

(Here insert the names or description of the petitioner or petitioners and address including their status: residents of a particular area, workers, particular part of the community, minority or marginalized group etc.)

DRAW the attention of the County Government/County Assembly to the following:

(Here, briefly state the reasons underlying the petition and request/or the intervention of the Government/Assembly by outlining the grievances or problems and summarizing the facts which the petitioners wish the Government/Assembly to consider)

THAT:

(Here confirm that efforts have been made to have the matter addressed by the relevant body, and it failed to give satisfactory response.)

THAT:

(Here confirm that the issues in respect of which the petition is made are not pending before any court of law, or constitutional or legal body.)

THEREFORE your humble petitioners PRAY that the Government/ Assembly —

(Here, set out the prayer, by stating in summary what action the petitioners wish the Government/Assembly to take or refrain from)

and your PETITIONERS will ever Pray.

Name of petitioner Full National ID or Signature/Thumb print

Address Passport No.

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Subsequent Pages

PETITION concerning-----

(Here, repeat the summary in first page)

***This form may contain such variations as the circumstances of each case may require.**

MEMORANDUM OF OBJECTS AND REASONS

The principal object of this Bill is to give effect to articles 10(2)(a), 69(1)(d), 118, 174(c), 184(1)(c), 196(1)(b), 201(a) and 232(1)(d) of the Constitution on public participation.

Part I of the Bill contains preliminary provisions.

Part II of the Bill sets out the principles governing public participation, the role of the County Executive and the County Assembly in public participation and the platforms or medium or structures for conducting public participation in the county.

Part III of the Bill provides for the principles of public communication and access to information.

Clause IV of the Bill provides for the meetings of citizen fora and make further provisions for enabling effective participation by persons with special needs and the general public.

Clause V of the Bill provides for civic education in the county and seeks to establish a unit as well as medium and platforms for civic education in the county. It also provides for open days and county service weeks as additional platform for civic education.

Clause VI of the Bill provides affirmative action programmes in public participation.

Part VII of the Bill provides for matters relating to public petitions that can be made to the county assembly and the county executive.

Part VIII of the Bill provides for the establishment of the county public participation office and the specific duties of the county public participation officers.

Part IX of the Bill contains miscellaneous provisions.

Statement on the delegation of legislative powers and limitation of fundamental rights and freedoms

The Bill does not delegate legislative powers nor does it limit fundamental rights and freedoms.

Statements to whether the Bill is a money Bill within the meaning of Article 114 of the Constitution

The Bill is not a money Bill for the purposes of Article 114 of the Constitution as its enactment will not occasion additional expenditure of public funds.

Dated the 17th, March, 2022.

JULIUS MOIPAI,
Majority Leader.