

**MINUTES OF THIKA MUNICIPALITY, BOARD MEETING HELD ON 12<sup>th</sup>  
April 2024 AT THE THIKA MUNICIPALITY BOARDROOM**

**MEMBERS PRESENT**

<b>NAME</b>	<b>DESIGNATION</b>
• Joseph G. Mwangi	Chairperson
• Rachael Njue	Vice chairperson
• John Kimaru	Member
• Rev Peter Kenyanjui	Member
• Mumbi Ng'aru	Member
• Hezron Muiruri	Member
• Paul Jomo	Member
• Gathii Kanyi	Municipal Manager
• Salome Wainaina Municipal	CECM Land, Housing, Physical Planning,  Administration and Urban Development
• Martin Kangiri	C.O. Lands, Physical Planning, Municipal  Administration and Urban Development

**AGENDA**

- Introductions
- Elections of Chairperson and Vice chairperson
- Review of the functions of the Board as outlined in the Urban Areas and Cities Act 2011
- Adoption of the Thika Municipality Charter
- Review of past achievements and experiences of Thika Municipality
- Solid Waste Management Policy

- Adoption of annual Schedule of Citizen Fora
- IDEP (ISUDP) and AUIPS (MDEP)
- AOB
- Adjournment

The meeting was called to order at 9.33 AM

#### **MIN 1/04/2024 INTRODUCTIONS**

Opening prayers were led by Rev. Peter Kenyanjui

Mr. Martin Kangiri (The Chief Officer MAUD) welcomed the new Board members and confirmed that the Board was fully constituted. Later, he invited the CECM to address the board.

Salome Wainaina (the CECM LHPPMAUD) welcomed the members to the first meeting of the Board. She assured of the Department's support and goodwill in order to make the work easier as the board serves the Municipality and County residents.

#### **MIN 2/04/2024 ELECTIONS OF CHAIRPERSON AND VICE CHAIRPERSON**

This was done as per section 17 of the Act.

Joseph G. Mwangi was proposed for the position of the Chairperson by Mumbi Ng'aru and seconded by Mr. John Kimaru. The board members unanimously supported his election.

For the position of Vice chairperson Rachael Njue was proposed by Hezron Muiruri and seconded by Mr. Paul Jomo. The board members unanimously supported her election.

#### **MIN 3/04/2024 REVIEW OF THE FUNCTIONS OF THE BOARD AS OUTLINED IN THE URBAN AREAS AND CITIES ACT 2011**

The secretary took members through the functions of the board as per section 20 and 21 of the Act.

The members were eager to find out the functions that have been delegated to them by the County Government and whether the Governor has signed the memorandum to

have those functions delegated.

#### **MIN 4/04/2024 REVIEW OF THE THIKA MUNICIPALITY CHARTER**

The secretary took members through the charter that conferred Thika Municipality status to Thika urban area.

Members agreed that the charter should be implemented and the municipality should be in a position to perform all its functions in service delivery to the residents.

#### **MIN 5/04/2024 REVIEW OF PAST ACHIEVEMENTS AND EXPERIENCES OF THIKA MUNICIPALITY**

The members from the board were grateful to have been retained and they had the following observations:

- The Municipal Manager to observe openness and have clear communication on activities going on in the municipality.
- The board members to be involved in all the events and functions of the municipality.
- The board to be informed of its budget.
- It is important to form committees that will assist in the running of the municipality functions
- The board needs to be fully functional by having the various duties delegated to them and also have fully functional offices with office staff.
- The board should not only be involved in implementing donor funded projects but other projects from the county Government.
- The board should be concerned about the local revenue collected in the municipality and how to improve the revenue streams and generate more revenue.

#### **MIN 06/04/2024 – ADOPTION OF THE SOLID WASTE MANAGEMENT**

The Chair introduced the agenda item on adopting a solid waste management policy to improve sanitation and environmental sustainability within the municipality.

Members discussed the importance of implementing effective waste management practices and reviewed proposed strategies. After thorough deliberation, the board agreed to adopt the solid waste management policy as a priority for effective municipal operations

#### **MIN 07/04/2024 ANNUAL SCHEDULE OF CITIZEN FORA**

The chair tabled the annual schedule of citizen fora. This is the schedule of how the Municipality will engage the residents in public participation. The members perused and agreed that the citizen fora should be held at least once in every quarter as seen below.

**ANNUAL SCHEDULE OF CITIZEN FORA/ PUBLIC PARTICIPATION**

<b>QUARTER</b>	<b>FORA TO BE CONDUCTED</b>
Q1(JULY TO SEPTEMBER)	PUBLIC PARTICIPATION ON ANNUAL DEVELOPMENT PLANS IN AUGUST
Q2(OCTOBER TO DECEMBER)	COMPLETION OF LOCAL PHYSICAL AND LAND USE DEVELOPMENT PLANS IN NOVEMBER
Q3(JAN TO MARCH)	PUBLIC PARTICIPATION ON COUNTY FISCAL STRATEGY PAPER IN FEBRUARY
Q4(APRIL TO DECEMBER)	CSP STAKEHOLDER ENGAGEMENT IN APRIL

**MIN 08/04/2024 IDEP (ISUDP) AND AUIPS (MADP)**

The board reviewed the Integrated Sustainable Urban Development and Planning Strategy (ISUDPS) and the Municipal Annual Development Plan (MADP formerly AUIP) proposals, including objectives for sustainable growth, environmental impact, infrastructure development, and community engagement. Board members discussed the strategy’s alignment with long-term municipal goals and its potential benefits for local development and adopted it.

**MIN 09/04/2024 AOB**

- Members agreed on the importance of identifying public property and other municipal assets
- It was agreed that we need to have a municipal asset register.
- Members agreed that we need to meet with Thika Members of County Assembly (MCA’s) for familiarisation with each other.
- It was agreed that we should work hand in hand with the political leadership to avoid any clashing and we should complement each other.
- Reflectors and Protective gears i.e gumboots, head gears to members
- Parking Car Stickers for the Board
- Cleanup on Saturday

- Tax exemption for PWDS Allowances

**ADJOURNMENT**

The meeting was adjourned at 12.30pm with a word of prayer from Rev Peter Kenyanjui and thereafter the members were invited for a cup of tea and snacks.

Date of the next meeting will be notified.

Signed by:

Chairman  J.G. Mwangi Date: ..... Sign:  .....

Secretary :  Gathu Kanyo Date: ..... Sign:  .....