

MINUTES OF THE BOARD MEETING HELD ON 22ND JULY 2024 IN THE GOVERNOR'S BOARDROOM IN THIKA

Attendance:

NAME	DESIGNATION
• 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:

- Preliminaries:
 - Opening Prayers
 - Confirm Quorum
 - Declaration of interest
 - Adopt the agenda
- Chairperson's address
- Reading minutes of meeting held on 26th June 2024
- Action on Minutes
- Projects prioritization

- Municipal Budget
- Board Committees-Gender Mainstreaming Committee
- Municipality Grievances Redress Mechanism Policy
- Bank Account Opening
- Board Committees
- Partnerships
- AOB

Min 1.7.2024 Preliminaries

Meeting started at 4:00 PM with a word of players from John Komaru. The quorum was confirmed as sufficient with 6 members present and 3 apologies. No conflict of interest was declared. The chairman called for adoption of the agenda which was confirmed by members.

Min 2.7.2024: Chairpersons Address

The Chair welcomed members to the meeting. He directed the Secretary to guide the members through the agenda and reading of the minutes of the previous meeting.

Min. 3.7.2024 Reading minutes of meeting held on 26th June 2024

The minutes were read by the secretary informing the members that the minutes included the report that was raised after public participation exercise that was conducted with the help of technical staff from the Department of MAUD and whose aim was to give opportunity to Thika residents to submit their views regarding priority projects in their respective wards. Emphasis was placed on the list of projects proposed by Thika residents which were clustered based on the 5 wards in Thika. Members adopted the minutes as true record of the deliberations in the preceding meeting with the exception of corrections on typo in the public participation report. The minutes was proposed by Hezron Muiruri and seconded by Paul Jomo.

Min 4.7.2024 Action on Minutes:

Members were reminded of the projects that are allowed under KUSP 2 and those that are not allowed. As a result of this, members reviewed again the list of projects as suggested by the residents striking off those that were not allowed under the KUSP 2 thus being left with only those that are allowed by the KUSP2 POM.

The Chair also drew members' attention to the fact that interest of political leaders also need to be considered. It is at this point that it was noted that the political

leaders were involved during public participation and therefore their wish was captured during that time.

Min 5.7.2025: Projects prioritization

Having considered the list of projects suggested by residents during the citizen forum held on 26th June 2024, the members listed projects suggested for each ward as follows:

Township Ward: Thika Town Cabro and Non Motorable Tracks from Gatitu junction to Stadium and the whole of Thika Town. Street Lighting in Thika Town also. Ngoingwa Murram Road-cabbro blocks from flyover to classic to Tora bridge through St Benedict Catholic church.

Hospital Ward: Cabro and Non Motorable Tracks as well as Street Lighting

Kamenu Ward: Cabro pavements and buspark in Makongeni. Pakjel road from Garissa road junction to ACK church.

Gatuanyaga Ward: Drinking water (3 boreholes in the area) and solar street lights.

Ngoliba Ward: Drinking water, cabro pavement at Ngoliba town and street lights.

Min 6.7.2024: Municipal Budget

The Board was briefed by the Planner on the budget estimates for the Municipality. The Board members adopted and approved the Thika Municipality budget ceiling and estimates

Min 6.7.2024: Bank Account Opening

Following directives received for KUSP 2 that a new bank be opened and operated for the purpose of receiving the funds, the board settled for Housing Finance Bank, Thika Branch as the preferred bank. The board also directed the Municipal Manager to proceed and open the bank account and furnish the board with status of the old account and the balance there in.

Min 7.7.2024: Board Committees-Gender Mainstreaming Committee

Having constituted board committees in the board meeting held on 15th May, it was felt necessary to review the committees and separate gender mainstreaming from social Welfare and Housing committee. This meeting therefore adopted Gender Mainstreaming committee whose members are:

- Hon. Mumbi Ng'aru (Chairperson),

- John Kimaru,
- Hezron Muiruri and
- J.G. Mwangi.

The gender mainstreaming committee met and adopted the TOR as follows;

- Participate in and/or facilitate institutional gender analysis and gender audits;
- Facilitate development and implementation as well as review of gender and GBV policies;
- Ensure existence of an elaborate and institutionalized gender mainstreaming implementation structure;
- Oversee sensitization/training of all staff on gender mainstreaming;
- Spearhead review of all institutional policies for gender responsiveness;
- Ensure that the committee is represented in all relevant institutional committees e.g. procurement, tender, recruitment, budgeting, etc. to ensure gender responsiveness;
- Coordinate reporting on the status of gender equality to relevant structures on behalf of the institution
- Regularly review progress of planned gender mainstreaming interventions within the institution;
- Receive and disseminate feedback on gender mainstreaming on behalf of the institution and action as appropriate;
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Min 8.7.2024: GRM Municipality Policy

The Chair tabled the Municipal Grievance Redress Mechanism (GRM) policy and members reviewed and adopted it

Partnership

The meeting decided to postpone this agenda to the next meeting for a more productive discussion.

Min 9.7.2024: AOB

- Doing business cards for the board members of the board

- Payment for the allowances should not be delayed and there is need to have a policy to guide this payment now that the Municipal Manager is the accounting officer.
- There being no other AOB, the meeting was closed with prayers led by Jomo at 7:00 PM

Signed by:

Chairman.....

Secretary.....