



**COUNTY GOVERNMENT OF**  
DEPARTMENT OF LANDS,  
MUNICIPAL ADMINISTRATION

**KARURI MUNICIPALITY**

**KIAMBU**  
HOUSING, PHYSICAL PLANNING,  
AND URBAN DEVELOPMENT

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**MINUTES OF KARURI MUNICIPALITY BOARD MEETING HELD ON 17<sup>TH</sup> JUNE 2024 AT KARURI MUNICIPALITY OFFICES**

**MEMBERS PRESENT**

1. Rosemary Wainaina	Chairperson
2. Samuel Gichamba	Vice chairperson
3. Philip Mubea	Municipal Manager
4. Robert Chutha	Member
5. Archbishop Gerry Kibarabara	Member
6. Grace Ndungi	Member
7. Nephath Kagwi	Member
8. Salome Wainaina	CECM Land, Housing, Physical Planning, Municipal Administration and Development
9. Martin Kang'iri	CO Land, Physical Planning, Municipal Administration and Development
	Urban
	Urban

**AGENDA**

- 1) Reading and confirmation of previous meeting minutes
- 2) Matters arising
- 3) Prioritisation of projects proposed during the public participation on Municipal Plans 2024/2025
- 4) Constitution of Board committees
- 5) GRM Municipality Policy
- 6) Municipal Budget FY 2024/2025
- 7) AOB

The meeting was called to order at 10.00AM with a word of prayer from Mr. Nephath Kagwi.

**Min 1/07/2024 Reading and confirmation of previous meeting minutes**

The board secretary read the minutes and were confirmed by Mr. Robert Chutha and seconded by Bishop Gerry Kibarabara.

## **Min 2/07/2024 Matters Arising**

Members requested that the municipality map be availed and be filed  
It was agreed that all members must be having a reflector jacket and it was agreed that all be provided with one.

Members took notice and appreciated the offices signage that had been put up at the entrance to the offices.

Members discussed the issue of the municipality budget and agreed that we shall have to relook into it and advice on how it will be implemented.

It was suggested that there was need to have the municipality name changed that will have a reflection of the whole subcounty name so that all residents can understand where the municipality covers.

The process of name change will therefore be started when all stakeholders including the political class have a discussion.

## **Min 3/07/2024 Prioritization of projects proposed during the public participation on Municipal plans 2024/2025**

The Municipal Manager presented the feedback from the citizen fora held on Thursday 27<sup>th</sup> June 2024 at St. Martin De Porres Catholic Church Karuri.

The following projects have been prioritized for implementation:

### **Kihara Ward**

Improvement of Gachie/Rivarori center (Cabro works)

- Parking lots
- Bus stage
- Drainage works
- Solar lighting

Cabro paving roads at Kihara market

- Create a bus stage around the market

Solar street lighting in Kihara ward

### **Karuri Ward**

Improvement of Banana/Karuri town (Cabro works)

- Parking lots
- Drainage works
- Solar street lighting

NMT from Banana town to Raini shopping center (Cabro works)

Cabro paving Raini shopping center

Completion of Karuri - Njiku road

Solar Street lighting in Karuri ward urban centers

### **Ndenderu Ward**

Improvement of Ruaka urban center (Cabro works)

- Bus park
- Market
- Parking lots
- Solar Lighting
- Drainage works

Improvement of Ndenderu urban center (Cabro works)

- Bus park
- Parking lots
- Solar lighting

Improvement of Karura shopping center (Cabro works)

- Drainage works
- Solar street lighting

Solid waste management in Ndenderu ward

- Provision of skips

### **Cianda Ward**

Improvement of Kawaida Shopping center (Cabro works)

- Milimani shopping center – Dubai - Catholic/ACK roads
- Feeder roads around Kawaida shopping center
- Solar lighting in Cianda ward
- Drainage works

Completion of Kawaida – Njunu road

### **Muchatha Ward**

Improvement of Gathanga shopping center (Cabro works)

- Bus stage
- Drainage works
- Solar street lighting

NMT from Muchatha Catholic church to Banana town (Cabro works)  
Including solar street lighting

### **Min 4/07/2024 Constitution of Board Committees**

The board committees were constituted as follows:

#### **1) Human Resource**

Mr. Samuel Gichamba  
Bishop Gerry Kibarabara  
Mr. Nephath Kagwi

#### **2) Audit, Risks, Compliance**

Ms Grace Ndungi

Mr Robert Chutha  
Bishop Gerry Kibarabara

**3) Finance and General Purpose**

Mr Nephath Kagwi  
Mr Samuel Gichamba  
Bishop Gerry Kibarabara

**4) Technical and Strategy**

Mr Robert Chutha  
Mr Samuel Gichamba  
Ms Grace Ndungi

**5) Gender Mainstreaming**

Grace Ndungi  
Bishop Gerry Kibarabara  
Nephath Kagwi

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

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

**Min 5/07/2024 GRM Municipality Policy**

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

**Min 6/07/2024 Municipal Budget**

The board perused the Municipal budget adopted it and asked the Manager to fully utilize the budget for the benefit of the residents

**Min 7/07/2024 AOB**

The chair urged all members to harmoniously work together for the success of our municipality and all members agreed to that proposal.

**ADJOURNMENT**

There being no other business the meeting was adjourned at 13.30.hrs with a word of prayer from Mr.Samuel Gichamba and members were invited for refreshments.

Next meeting date to be communicated.

Signed by:

Chairperson

..... Rosemary M. Wainaina ..... Date 11/07/2024 ..... Sign 

Secretary

..... Philip M. Mwangi ..... Date 11/07/2024 ..... Sign 