



COUNTY GOVERNMENT OF KIAMBU - KIKUYU
MUNICIPALITY

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Minutes for a board meeting held on 17th May 2024 at Kamangu – Ndeiya homes.

Members Present.

1. Ms. Ann Muthoni Wambaa – Chairperson
2. Mr. Francis G Wainaina – V. Chairperson
3. Mr. Paul Waruhiu Mwendia - Secretary
4. Mr. Benson Njenga Njoroge – Member
5. Mr. George Wainaina Njogu – Member
6. Rev. Wilfred Chege Kogo – Member
7. Ms. Mary Mungai - Member

Absent with apology

1. Salome Wainaina – CECM – LHPPMAUD
2. Martin Kangiri – Ag. CO – LHPPMAUD

Agenda

1. Review of the previous board projects
2. Formation of the board committees
3. Adoption of the Municipal Charter
4. Adoption Of The Solid Waste Management Policy And Implementation Report
5. Annual Schedule of Citizen For a
6. Update on the renovation of the municipality office
7. AOBs

Preamble

The chairperson called the meeting to order at 1.20pm. Ms. Mary Mungai led with a word of prayer. The chair started the meeting by thanking H.E the Governor and the County government at large for the opportunity to serve as members at the Kikuyu Municipality. She noted that this was a great opportunity for the members to give service to the community and called upon the members to offer teamwork in order to realize the municipality's vision.

She also thanked the members for electing her as the chair and Mr. Francis Wainaina as the Vice chair. Further, the chairperson reminded the secretary to get hard copies of the agendas, the Urban Areas and cities act (UACA), the County government Act, Procurement act as well as the Constitution of Kenya 2010 during the next meeting.

Min 03/05/2024 – Review of the previous board projects

The secretary noted that he had not received the inventory of the previous project and was charged with the responsibility of following up with the department of Municipal Administration and urban planning for a list of the project done by the municipality and the status of the same.

The members also noted that there was need for a handing over between the previous municipality board and the current in the presence of the CECM and the Chief Officer which the secretary was to follow up and give a report in the next meeting. In addition the members requested to see the handing over report that was done by the outgoing Municipal manager which should be produced during the next meeting.

Min 04/05/2024 – Formation of the board committees

The members deliberated on the need for functional committees to help in offering focused oversight and support to the board. There was a suggestion to have three board committees namely;

1. Human resources and administration committee
2. Audit, risk & compliance Committee
3. Finance and general purpose committee
4. Technical/strategy committee
5. Gender main Streaming committee

The agenda was however to be finalized in the next meeting after consultation with the relevant documents including the UACA regulations and guidance from the MAUD department.

Min 05/05/2024 – Adoption of the Municipal Charter

Following a review of the charter's provisions and a discussion among members, the board unanimously agreed to adopt the Municipal Charter as a foundational document for the municipality. The Chair thanked all members for their input and commitment to aligning with the charter's guidelines.

Min 06/05/2024 – Adoption Of The Solid Waste Management Policy And Implementation Report

The Chair introduced the agenda item on adopting a solid waste management policy to improve sanitation and environmental sustainability within the municipality. The municipal manager tabled the solid waste implementation report for reviewing and adoption.

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 and implementation report as a priority for effective municipal operations

Min 07/05/2024 – Annual Schedule of Citizen For a

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

Min 08/05/2024 - Update on the renovation of the municipality office

The Secretary gave a brief on the progress of acquiring an office for the municipality including;

1. That the Municipality currently does not have an office for operation.
2. That there was a proposal to have the municipality office at the top of the Kikuyu market which the members felt was not conducive for the operations of the municipality.
3. That the partitioning of the office at the top of the Kikuyu market had been done but not satisfactorily as the security of the premise was compromised. There was a proposal to renovate and enhance the security of the same and the MAUD team has started the process now at the tendering stage.
4. That there was also a proposal to have a new office block for the Municipality at the Kikuyu Yard near the Law court but has been postponed due to budget constraint in this financial year 2023/2024.

With the aforementioned the members agreed the following;

1. That the renovation of the office at the top of Kikuyu Market should continue so as to give a temporary premise for operations of the Municipality.
2. That the members lobby for the mobilization of funds from the county government to construct a new municipality office which will house all the operation of the Municipality at the proposed site.

Min 09/05/2024 – AOBs

1. The chairperson noted that there is need to pay a courtesy visit to H.E the governor to express our gratitude and share our vision for the municipality for the next five years. The chairperson was charged with the responsibility of seeking for an appointment.
2. The next meetings to be held at Muthiga in Kinoo ward with the consequent meetings to take place at the Kikuyu sub county board room. The meeting will be held on 20th May 2014 at 11am.
3. There being no other business the meeting was closed with a word of prayer by Mr. Benson Njenga Njoroge.

Minutes Prepared By:



Paul W. Mwendia

Board Secretary

Signed by:



Ann M. Wambaa

Board Chairperson