



LIMURU MUNICIPALITY

MINUTES OF BUSINESS COMMUNITY ENGAGEMENT MEETING

3rd June 2025 • Limuru CBD • 9:30 AM – 2:00 PM

Date: 3rd June 2025

Time: 9:30 AM – 2:00 PM

Venue: Limuru Central Business District (CBD), Limuru

Chairperson: Municipal Manager, Limuru Municipality

Minute Taker: Secretary, Limuru Municipality

Reference: Follow-up to the Business Community Engagement Meeting of 20th March 2025 and the disrupted session of May 2025

1. Background and Context

This meeting is the second formal engagement between Limuru Municipality leadership and the local business community in 2025, following the consultative session held on 20th March 2025. A subsequent engagement scheduled for May 2025 was disrupted by protestors aggrieved over what they characterised as excessively high business levy fees. In the interest of restoring structured dialogue, the Municipal leadership convened this rescheduled meeting on 3rd June 2025 at the Limuru CBD.

The Municipal Manager, chairing the meeting, appealed for calm and constructive engagement. He reaffirmed the commitment of the Limuru Municipality and the Kiambu County Government, under the leadership of H.E. Governor Kimani Wamatangi, to support micro, small, and medium enterprises (MSMEs) through improved services, efficient licensing, and sustained infrastructure investment.

2. Attendance

2.1 Limuru Municipality and County Government Officials

- Department of Municipal Administration and Urban Development – Staff
- Department of Municipal Trade and Licensing – Licensing Officers
- Department of Trade and Industrialization – Representatives
- Department of Finance – Representatives
- Department of Environment – Representatives
- Security and Enforcement Officials
- County Executive – Representatives
- Limuru Municipal Board – Members

2.2 Business Community Representatives

- Matatu Welfare Association – Chairperson and Members
- Limuru Market Traders – Chairperson and Local Traders
- Chamber of Commerce and Industry – Representatives
- Tuk Tuk Operators and Bodaboda Riders Associations – Representatives and Members
- General Local Business Community Members
- Small-Scale Traders
- Informal Sector Operators
- Garage Mechanics and Auto-Repair Operators

3. Opening Remarks

The meeting was called to order at 9:30 AM by the Chairperson, the Municipal Manager, who welcomed all attendees and thanked them for their presence notwithstanding the disruptions experienced during the May 2025 session. He reminded all participants that disruption of official meetings is unlawful, and urged all parties to channel concerns through legitimate, structured engagement.

The Chairperson acknowledged the legitimate concerns of the business community and reaffirmed the Municipality's commitment to addressing them. He highlighted the Kiambu County Government's ongoing initiatives under Governor H.E. Kimani Wamatangi's administration to create a conducive business environment across all municipalities through improved service delivery, efficient licensing, and infrastructure investment.

4. Agenda

1. Discussion of challenges facing local businesses
2. Solutions for improving the business environment
3. Strengthening collaboration between business owners and municipal leadership
4. Licensing and regulatory concerns
5. Infrastructure and service delivery affecting businesses
6. Sanitation facilities – adequacy of public toilets at the market
7. High levy charges
8. Parking facilities – inadequacy and poor condition
9. Drainage infrastructure and flooding
10. Illegal structures within the CBD – containers and makeshift stalls
11. Fire hazard – open-fire cooking within the Limuru Bus Park

5. Issues Raised, Discussion, and Resolutions

Issue 1 | High Levy Fees and Charges

Discussion

This was the most critical issue raised and the primary cause of the disruption of the May 2025 meeting. Business operators — including market traders, bodaboda riders, tuk tuk operators, and small-scale traders — expressed strong dissatisfaction with the current levy and fee structure. Charges were described as disproportionately high relative to business earnings. Traders noted that fees had been increased without prior consultation, and that enforcement was proceeding before any engagement had taken place. Informal sector operators indicated that levies were consuming a significant share of daily revenues, threatening the viability of their enterprises.

Agreed Actions

- ✓ Finance Bill 2025 relief — 50% cut in public health fees for non-food businesses, and the 12-month licence validity from date of issue, framed as concrete relief already delivered by the County Assembly.
- ✓ Public Participation & Accountability — the 2026/2027 fiscal year forums, with a call for businesses to engage in future rounds.
- ✓ Continuation of the levy review with business community representation.
- ✓ No punitive enforcement during the review process.

Issue 2 | Inadequate Sanitation — Women's Toilet Facilities at the Market**Discussion**

Women traders and market users raised concern over the acute shortage of female sanitation facilities at the Limuru market. The market currently serves approximately 2,000 users (men and women) daily, yet the available toilet facilities are grossly inadequate relative to this number. The few existing facilities are chronically overcrowded, creating unhygienic conditions and posing a serious public health risk. This disproportionately affects women traders who spend extended hours at the market. The matter had been raised in previous engagements without resolution.

Agreed Actions

- ✓ Department of Municipal Administration and Urban Development to conduct a sanitation needs assessment within 30 days.
- ✓ Construction of additional female-only toilet facilities to be budgeted for in the next financial year.
- ✓ Interim temporary sanitation measures to be put in place to address the immediate shortfall.
- ✓ Municipal Board to prioritise this as part of the market infrastructure improvement agenda.

Issue 3 | Inadequate and Deteriorated Parking Spaces for Business Owners**Discussion**

Business owners operating within the Limuru CBD who pay revenue to the municipality raised concern over the shortage and poor condition of parking facilities designated for them. Unlike matatu operators who have dedicated spaces, CBD business owners and their customers lack sufficient, well-maintained parking. The available parking areas are riddled with potholes, rendering them difficult to use, particularly during rainy seasons, and posing risks of vehicle damage. The shortage forces business owners and customers to park haphazardly, contributing to congestion and deterring business activity in the CBD.

Agreed Actions

- ✓ Department of Municipal Administration and Urban Development to conduct a parking capacity and condition assessment within 45 days.
- ✓ Rehabilitation of existing business owner parking areas, including pothole repair and bay demarcation, to be included in the upcoming public works programme.
- ✓ Additional parking spaces for CBD business owners and customers to be identified
- ✓ Enforcement officials to manage orderly use of existing spaces while long-term solutions are implemented.

Issue 4 | Inadequate Drainage Infrastructure and Flooding

Discussion

Representatives from multiple business groups highlighted the persistent problem of stormwater flooding in the Limuru CBD and trading areas. The existing drainage channels are undersized, poorly maintained, and frequently blocked by silt and solid waste. During rainy seasons, flooding damages goods, makes premises inaccessible, and results in significant losses particularly for ground-floor traders, market stall holders, and informal sector operators.

Agreed Actions

- ✓ Department of Environment and Department of Municipal Administration to conduct a drainage infrastructure assessment within 30 days.
- ✓ A drainage expansion and improvement plan to be submitted to the Municipal Board for inclusion in capital expenditure planning.
- ✓ An emergency drainage clearance and de-silting exercise to be carried out within 30 days.
- ✓ Regular drainage maintenance schedules to be established and communicated to stakeholders.

Issue 5 | Illegal Structures — Containers and Makeshift Stalls in the CBD

Discussion

Security and enforcement officials and licensed business operators raised concerns over the proliferation of unauthorised containers and makeshift structures within the Limuru CBD. Notably, these structures are frequently erected overnight, making it difficult for authorities to intercept them before they become established. The structures occupy public walkways and spaces without planning approval, obstruct pedestrian and emergency vehicle access, and create unfair competition for licensed traders who pay levies and comply with regulations. Their presence also compromises the orderly character and visual environment of the CBD.

Agreed Actions

- ✓ Department of Municipal Administration and Urban Development to conduct a full audit of all unauthorised CBD structures within 30 days.
- ✓ Owners of identified illegal structures to be formally notified and given a defined compliance period to regularise or vacate.
- ✓ Enforcement to be intensified, including increased overnight and early-morning patrols to deter overnight erection of structures.

- ✓ Relevant county by-laws on unauthorised structures to be applied consistently and without discrimination.

Issue 6 | Fire Hazard — Open-Fire Cooking Inside Limuru Bus Park

Discussion

Matatu operators raised a serious safety concern about food vendors who conduct open-fire cooking operations inside the Limuru Bus Park using firewood and charcoal stoves. These cooking activities take place in close proximity to vehicles, fuel, and large numbers of passengers, creating a significant risk of fire. Matatu operators expressed fear that an uncontrolled fire could spread rapidly to vehicles and structures within the bus park, with potentially catastrophic consequences. The practice also generates smoke and pollution that affects the comfort and health of operators and passengers.

Agreed Actions

- ✓ Department of Environment and Enforcement Officials to jointly enforce a prohibition on open-fire cooking within the Limuru Bus Park.
- ✓ Food vendors currently operating within the bus park to be formally notified and given a transition period of no more than 60 days to relocate or adopt approved cooking methods.
- ✓ The municipality to identify a safe, designated food vending zone adjacent to but outside the bus park.
- ✓ Enforcement of the prohibition to commence after the transition period; repeat offenders to be prosecuted under applicable county by-laws.

6. Summary of Action Points

| # | Action | Responsible | Timeline |
|---|--|---------------------------------|----------|
| 1 | Continue levy/fee review; communicate Finance Bill 2025 reliefs (50% PHF cut, 12-month licence) to all traders | Finance & Trade/Licensing | Ongoing |
| 2 | Sanitation needs assessment; plan additional women's toilets | Admin & Urban Dev / Environment | 30 days |
| 3 | Parking capacity assessment and pothole rehabilitation for business owners | Admin and Urban Development | 45 days |
| 4 | Drainage assessment and emergency desilting exercise | Environment / Admin & Urban Dev | 30 days |

| # | Action | Responsible | Timeline |
|---|--|---------------------------------|-------------------|
| 5 | Audit of illegal CBD structures; intensify overnight enforcement patrols | Admin & Urban Dev / Enforcement | 30 days |
| 6 | Enforce open-fire cooking ban in Bus Park; identify alternative vending zone | Environment / Enforcement | 60-day transition |

7. Closing Remarks

The Chairperson thanked all stakeholders for their participation and for engaging constructively. He reiterated the Municipality's commitment to following up on all agreed action points with urgency. All stakeholders were urged to continue working collaboratively with municipal and county officials to create a conducive business environment in Limuru and across Kiambu County.

The meeting was adjourned at 2:00 PM. A follow-up engagement to review progress on agreed actions shall be scheduled by the Secretary and communicated to all stakeholders in due course.

8. Confirmation and Signatures

These minutes are a true and accurate record of the proceedings of the Business Community Engagement Meeting held on 3rd June 2025 at Limuru CBD.

CHAIRPERSON

Municipal Manager, Limuru Municipality

Signature: _____

Date: _____

3rd June 2025

SECRETARY / MINUTE TAKER

Secretary, Limuru Municipality

Signature: _____

Date: _____

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