



**COUNTY GOVERNMENT OF KIAMBU**

**KIKUYU MUNICIPALITY**

P.O. Box 2344-00900 Kiambu, Kenya

Tel: +254 709 877 000 E-mail: [info@kiambu.go.ke](mailto:info@kiambu.go.ke) Website: [www.kiambu.go.ke](http://www.kiambu.go.ke) X:  
KiambuCountyGov

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3<sup>rd</sup> June 2025

**MINUTES OF THE MEETING BETWEEN THE KIKUYU MUNICIPALITY, KIAMBU COUNTY GOVERNMENT AND THE KIKUYU BUSINESS TRADERS, MARKET TRADERS, BODA BODA RIDERS & MATATU OPERATORS. AT ACK EMMANUEL CHURCH HALL.**

**Attendance**

1. Department of Lands, Housing, Municipal Administration and Urban Development staff.
2. Municipal Manager Kikuyu and Municipal board Members.
3. Department of Trade and Municipal Trade Officers.
4. Department of Finance and Economic planning.
5. Municipal Environment officers.
6. Kikuyu Market Committee Members and Traders (Attached)
7. Representative From Boda Boda Riders Association (Attached)
8. Representative from Matatu Welfare Association and Saccos.
9. Local business community in kikuyu Municipality.

**Agenda**

1. Challenges Facing local businesses, licensing and regulations & Finance Bill for the Year 2025/2026.
2. Collaboration between business owners and community to improving business environment.
3. Report by the Municipality and the County Government on the efforts done and resolutions in Supporting the kikuyu business traders and Engagements.

### **MIN 1 (3/06/2025)- Call to Order.**

The meeting was called to order at 10:00 a.m. by the Municipal Manager, who welcomed all participants. The Municipality Boda Boda Chairman, Mr., Simon Maina, gave an opening prayer.

### **MIN 2 (3/06/2025)- Welcome Remarks and Introduction.**

The Municipal Manager welcomed the business traders present, Various business committees represented and expressed appreciation to the representatives for their presence. He highlighted the significance of collaboration in enhancing operations and the market's overall perception.

His key remarks highlighted the efforts by the Kiambu county Government and the Municipality to support Small and medium Enterprises through improved, efficiency services and better infrastructure. The initiative led by Governor Kimani Wamatangi's Administration, are designed to create a conducive environment for business growth in all Municipalities and entire of Kiambu County.

Closing the key highlight the Manager added the plight and vital role the businesses community play in decision making on matters of concern, such as budgeting and infrastructure proposals in addition to the own source revenue contribution. The Manager added how it's vital that the business community continue in collaboration with the municipality plans which are developed through consultation and public participation forums. The Manager welcomed the participants to contribute to the agendas of the day.

### **MIN 3. (3/06/2025)- Challenges Facing Local businesses, licensing and regulation**

Members discussed the need for Business permits and licenses be made affordable and especially from small scale traders and also standardized.

It was resolved that the Municipal and county office would consider significant reductions in cost for Local businesses licenses in the finance bill for 2025, key changes should include a 50% cut in public health fees for non-food businesses and a restructuring of businesses licenses validity to a full 12 Months from the date of issue.

### **MIN 4 (3/06/2025)- Improving Business Environment**

The Boda Boda representatives requested that the Municipality provide permanent shades to protect riders and passengers from harsh weather conditions.

The Municipal Managers acknowledged the request and promised to forward it for consideration and budgeting.

Members discussed the importance of maintaining discipline and order while operating business within the Municipality and especially for the Boda Bodas. It resolved that parking should only be at designated areas, avoidance of obstructions of pedestrians and other vehicles and adherence to traffic rules and county-by laws.

The Boda Boda chairman assured the municipal manager that riders would cooperate and ensure order is maintained at all times. It was agreed that any rider found violating the rules would face appropriate disciplinary action.

The Manager encouraged the traders and all business people to pay and renew their annual business licenses in time. Also, for the payment of seasonal tickets on time (Payment of seasonal tickets is on or before the 10<sup>th</sup> day of every Month).

Traders discussed Signage at the Market and Painting of the Market, to improve on order and accessibility, also to improve the market appearance and make it more visible to customers. It was resolved that the Municipality office address the concerns through the Municipal manager.

Traders also raised concerns about disorder within and around the market premises. It was resolved that the municipality enforcement officers would be stationed within the market to maintain order and ensure compliance with the county regulations.

Traders raised concerns over reports that traders are storing iron structures within the market, damaging the walls, while other continue hawking outside designated areas. It was resolved that the committee would enforce rules for the traders by designating areas where the iron structure would be stored outside the market. The Municipality would take action against unauthorized hawking outside the market.

Traders also proposed meetings with the Deputy County Commissioner (DCC) and the Wider Business community to address operational challenges and strengthen corroboration. It was resolved that the Municipal Manager to take charge and when ready issue the meeting notice such member plan to attend.

Enforcement officers would be stationed within the market to maintain order and ensure compliance with the county regulations.

#### **MIN:5(03/06/2025): Presentation by the Municipality officials'**

The county Government through the Municipality has been actively engaged with the business community primarily focusing on policy reforms to lower the cost the cost of doing business, enhancing digital registration and improving infrastructure to support local traders. there was reported significant reduction in licenses and market fees. There is already establishment of modern market in kikuyu municipality to enhance trade and to improve working environment for traders.

To minimize disruptions during renovations, the municipal and county government is providing temporary alternatives locations for affected traders.

Maintenance and repairs of drainage systems in the market and town was noted ongoing.

Public participation on the public forums for the 2025/2026 fiscal year was noted, allowing business stakeholders to influence budget priorities.

The municipality and the county government committed to streamline the issuance of business permit and trading licenses. It committed also to ensuring timely construction and renovation of modern, hygienic market facilities. Municipality also ensued to provide adequate, accessible and safe trading spaces, along with continued engagement with the business traders and all organized business groups in the Municipality for better business environment.

**MIN 6 (3/06/2025)- AOB**

There being no further business, the meeting ended at 1:00 p.m. with a closing prayer led by the Hon. Binary Wainaina.

Minutes Prepared By:

 5/06/2025

Naomi Michugu- Secretary

Signed By:

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Paul Waruhiu- Municipal Manager