

MURANG'A COUNTY GOVERNMENT

Telephone: +254 60 2030745

If calling please ask for

.....

When replying please quote

.....



KENOL MUNICIPALITY

County Hall
P.O. Box 52-10200,
Murang'a, Kenya
Telephone 060-2030271

Email: info@muranga.go.ke

Web: muranga.go.ke

MINUTES OF INAUGURAL ADMINISTRATION, FINANCE, PUBLIC SERVICE, IT & ECONOMIC PLANNING COMMITTEE MEETING HELD ON 12TH SEPTEMBER, 2024 AT THE MUNICIPALITY BOARDROOM

Present

- | | |
|-------------------|-----------------------|
| 1. Charles Kabuga | Committee Chairperson |
| 2. Rosemary Ngigi | Board Member |
| 3. Anne Ndung'u | Board Member |

In Attendance

- | | |
|--------------------|---------------------|
| 1. Lewis Maina | Municipal Manager |
| 2. Josephine Kagoi | Environment Officer |
| 3. Jane Wangeci | Urban Planner |
| 4. Walter Ojwang | Municipal Economist |

Agenda

1. Preliminaries
2. Opening Remarks by the Chairperson
3. Transfer of Municipality Functions
4. Municipality Policies and Plans
5. Any Other Business
6. Adjournment.

Item	Description	Action
	<u>Preliminaries</u> The Committee Chairperson, Charles Kabuga called the meeting to order at 10.25 am. A word of prayer was led by Jane Wangeci.	
Min 1/12/09/2024	<u>Opening and Welcome Remarks</u> The Chairperson welcomed the members to the meeting and thanked them for honoring the invitation. He reminded the members of the importance of active participation, and added that brainstorming often leads to the settlement on best alternatives.	
2/12/09/2024	<u>Reading and Confirmation of Previous Minutes</u> The Manager took the committee through the meeting minutes of 11 th June, 2024. The Minutes were confirmed to be a true reflection of the day's	

	discussions, and were proposed by Rosemary Ngigi and seconded by Anne Ndung'u	
3/12/09/2024	<p><u>Matters Arising</u></p> <p>A. Revenue Status Report</p> <p>The Municipal Manager reported that he has received reports from the County and is in the process of compiling the same. He said that the report would be tabled during the next committee meeting.</p> <p>B. Asset Inventory and Asset Maintenance Plan</p> <p>The Manager reported that the asset inventory has been updated with draft asset maintenance plan prepared. He informed the committee that the same would be tabled for validation during the next meeting.</p> <p>C. Annual Strategic Plan/ Annual Investment Plan for the FY 2025/2026</p> <p>The Municipal Economist reported that the Annual strategic plan was duly prepared and presented during the public forum. He informed the committee that the deliberations and reports were being used to review the Municipality Integrated Development Plan which would be presented to the Committee during the next meeting for validation and adoption.</p> <p>D. Status of Deployment of Staff</p> <p>The Manager reported that some of the requisite staff had been deployed. He however, informed the committee that he was still following up with the County for posting of all requisite staff.</p> <p>Committee Recommendation</p> <p>The Committee noted that the few staff that had not been deployed were in a way impacting the service delivery in the Municipality. The Chairperson directed the Manager to liaise with the office of the County Executive Committee Member for Lands to seek for a meeting between the Executive and the Board Members to further canvass the issue.</p>	
4/12/09/2024	<p><u>Transfer of Municipality Functions through a Gazette Notice</u></p> <p><u>Committee Deliberations</u></p> <p>The Committee noted that the Municipality Charter was duly gazetted with board formations and functions captured therein. The Chairperson on his part that though not all functions as captured in the schedule of the Urban Areas and Cities (Amendment) Act, 2019 were included, the Charter is elaborate and provides the basic functions that are required by the community.</p>	Municipal Manager

	<p>The Committee further noted that besides the Gazetted Charter, there is need to fast-track the transfer of functions to the Municipality that would enable proper determination of the level of funding required for the Municipality</p> <p>Recommendation</p> <p>The Committee recommended that the Manager liaise with the CECM – Lands, Physical Planning and Urban Development and the office of the County Secretary to ensure that the functions are formally transferred vide gazette notice</p>	
5/12/09/2024	<p><u>Municipality Policies and Plans</u></p> <p>The Municipal Economist pointed out to the Committee members the provisions of Section 36 of the Urban Areas and Cities Act on the objectives of integrated development planning. He informed the Committee that operating within the framework of integrated development planning involves preparation of the Municipal Integrated Development Plan (IDeP) which then forms the basis of preparation of other policies and plans. He told the members that specifically, section 36 (d) provides for the preparation of the following policies and plans:</p> <ul style="list-style-type: none"> i. Environment Management Plans ii. Valuation Roll iii. Annual Strategic Plans iv. Disaster Preparedness and Response Plans v. Framework for Regulated Urban Agriculture <p>The Municipal Manager informed the Committee that these policies and plans are often part of documentation required during system audit of the municipality. The Manager requested the Committee to seek the indulgence of the full board so as to ensure that these policy and plans are prepared and adopted as soon as possible.</p> <p>Committee Deliberations and Recommendations</p> <p>The Committee members observed that the policies and plans are necessary for prosperity of the Municipality and not just for compliance with the audit requirements. The members concurred that the same are necessary and recommended that the same be reported during the full board for respective committee conveners to take up and establish mechanisms to develop the policies.</p>	
6/12/09/2024	<p><u>Any Other Business</u></p> <ol style="list-style-type: none"> 1. The Chairperson thanked the staff for their commitment and encouraged them to keep the spirit. 2. The Municipal Manager informed the committee that they were expecting the assessment for the Second Kenya Urban Support Programme – Urban Development Grant to be conducted any time 	

7/12/09/2024	<p><u>Adjournment</u></p> <p>Having no other business, the meeting adjourned at 12:48 PM with a closing prayer by Lewis Maina.</p> <p>Minutes Compiled by:</p> <p>Walter Ojwang _____</p> <p>Minutes Confirmed By:</p> <p>Manager _____ Date _____</p> <p>Chairperson _____ Date _____</p>	
--------------	---	--