

MURANG'A COUNTY GOVERNMENT

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KENOL MUNICIPALITY

MINUTES OF KENOL MUNICIPALITY FULL BOARD MEETING HELD ON 20TH AUGUST, 2024 AT THE MUNICIPALITY BOARDROOM

Members Present

1. Robert Kimani Ndung'u – Chairperson
2. Rosemary Muthoni Ngigi – Vice-chair
3. Patrick Kamande Ndorongo – Member
4. Charles Kabuga Githatu – Member
5. Anne Wanjiku Ndung'u – Member
6. John Gathuma Gichuhi – Member
7. Clement Muiruri Kamau – Member
8. Levis Maina Ndegwa – Municipal Manager (Secretary)

Agenda:

1. Preliminaries
2. Communication from the Chair
3. Adoption of the Meeting Agenda
4. Reading and Confirmation of Previous Minutes
5. Matters Arising
6. Schedule of Board Meetings, Committee Meetings and Public Fora for the FY 2024/2025
7. Committee Reports
8. Tabling of Documents for Adoption
9. Any Other Business
10. Adjournment

Item	Description	Action
	<u>Preliminaries</u> The Chairperson called the meeting to order at 10.07 AM followed by opening prayers by Ann Wanjiku	
Min 1/20/08/2024	<u>Opening and Welcome Remarks</u> The Chairperson welcomed the members to the meeting and conducted a self-introductory session. He invited the members to actively participate in the meeting.	
Min 2/20/08/2024	<u>Reading and Confirmation of Previous Minutes</u> The Municipal Manager read the meeting minutes of 20 th Jun 2024. The Minutes were proposed by Patrick Ndorongo and Seconded by Charles Kabuga as the true deliberations of the day.	

Min 2/20/08/2024	<p><u>Matters Arising</u> <u>Tabling of Documents for Adoption</u> The Chairperson informed the Manager that since the Municipality now had a vote of its own, he should ensure that the requisite financial reports are prepared and submitted to relevant offices on time</p> <p><u>Deployment of Essential Staff</u> The Chairperson tasked the Manager enhance the efforts and to ensure that the remaining staff are deployed.</p> <p><u>Private Sector Engagement Framework</u> The manager informed the members that the development of the private sector engagement framework had been allocated budget and would be developed in partnership with other Municipalities</p> <p><u>Development of Requisite Policy Documents</u> Rosemary Ngigi advised the Manager to draw a road map on the development of policy documents which were still pending.</p>	
Min 3/20/08/2024	<p><u>Schedule of Board Meetings, Committee Meetings and Public Fora for the Financial Year 2024/2025</u> The Municipal Manager tabled a schedule of full board meetings, committee meetings and public Fora for FY 2024/2025. He informed the members that the dates are subject to change as might be dictated by new developments.</p> <p><u>Adoption of the Schedule</u> The Board adopted the Schedule as presented without amendments</p>	
Min 4/20/08/2024	<p><u>Committee Reports</u> A. <u>Environment, Water, Health and Sanitation Committee</u> i. <u>Solid Waste Management Policy and Solid Waste Management Plan</u> Clement Kamau, Convener for the environment Committee tabled the draft Municipality Solid Waste Management Policy and Draft Solid Waste Management Plan for approval. He highlighted the contents of the policy and the plan noting that there is need to strengthen efforts in regular solid waste collection and maintenance of designated waste disposal sites. He emphasized the need to allocate resources for cleanup campaigns and community engagement programmes to raise awareness on proper waste disposal.</p> <p><u>Board Deliberation and Adoption</u> The Board adopted the plan and policy after extensive deliberation. The reports were proposed by Patrick Ndorongo and seconded by John Gathuma . They however, made the following further recommendations:</p> <ul style="list-style-type: none"> • Develop formal partnerships with private sector stakeholders in environment management • Encourage Corporate Social Responsibility (CSR) initiatives • Initiate efforts to establish local waste treatment plants <p>B. <u>Administration, Finance, Public Service, IT and Economic Planning Committee</u> i. <u>Municipal Annual Investment Plan for the Financial Year 2024/2025</u> The Convener for Administration, Finance, Public Service, IT and Economic Planning tabled the Municipal Annual Investment Plan for the Financial Year</p>	

	<p>2024/2025 before the full Board for deliberation and adoption. The Convener highlighted the contents of the plan noting that the Municipality total allocation was Kshs 74,348,024 comprising of Kshs 33,976,200 recurrent expenditure and Kshs 40,371,824 development expenditure.</p> <p><u>Board Adoption and Recommendation</u></p> <p>The Board adopted the Annual Investment Plan after extensive deliberation. The report was proposed by Charles Kabuga and seconded by Clement Kamau but recommended the following:</p> <ul style="list-style-type: none"> • A consultative forum be fast tracked with the executive to explore ways of enhancing the Municipality budget allocation • The Grant allocations to be expended in strict adherence to the provisions of the fund regulations <p><u>C. Environment, Water, Health and Sanitation Committee</u></p> <p>ii. Solid Waste Management Policy and Solid Waste Management Plan</p> <p>Clement Kamau, Convener for the environment Committee tabled the draft Municipality Solid Waste Management Policy and Draft Solid Waste Management Plan for approval. He highlighted the contents of the policy and the plan noting that there is need to strengthen efforts in regular solid waste collection and maintenance of designated waste disposal sites. He emphasized the need to allocate resources for cleanup campaigns and community engagement programmes to raise awareness on proper waste disposal. (Annexes: Solid Waste Management Policy and Solid Waste Management Plan)</p> <p><u>Board Deliberation and Adoption</u></p> <p>The Board deliberated the report extensively and adopted the same. They made the following further recommendations:</p> <ul style="list-style-type: none"> • Develop formal partnerships with private sector stakeholders in environment management • Encourage Corporate Social Responsibility (CSR) initiatives • Initiate efforts to establish local waste treatment plants <p><u>D. Legal, Education, Social Services, Gender Inclusivity and Partnerships Committee</u></p> <p>The Chairperson, Legal, Education, Social Services, Gender Inclusivity and Partnership Committee, Rosemary Ngigi tabled the Grievance Redress Framework and the Gender Inclusion and Participation Framework (GRM) for adoption. She informed the Board that the GRM framework was expected to enhance management of reported concerns and issues. She also informed the Board that the Gender Participation and Inclusion Framework would guide mainstreaming of gender issues in Municipality development integration of issues in all programming of the Municipality. This, she noted, would ensure that budgets, programmes and projects implemented are equally benefiting women and men. (Annexes: Gender Mainstreaming Framework and Gender Inclusion and Participation Framework)</p> <p><u>Board Resolution and Recommended</u></p> <p>After extensive deliberations, the Board adopted the Grievance Redress Mechanism and the Gender Inclusion and Participation Framework</p>	
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	<p>E. Transport, Infrastructure, Public Works, Housing and Urban Planning Committee</p> <p>i. Development Approval Report for the Financial Year Ending 30th June, 2024</p> <p>The Convener of the Transport, Public Works, Housing and Urban Planning Committee, Patrick Ndorongo tabled the report on Municipality development approvals for the financial year ending 30th June, 2024. (Full Report Annexed)</p> <p><u>Adoption of the Report</u></p> <p>The Board adopted the report on development approvals for the period ending 30th June, 2024</p> <p>ii. Zoning Regulations and Urban Planning for Sustainable Development</p> <p>The Convener of the Transport, Public Works, Housing and Urban Planning Committee, Patrick Ndorongo tabled the Zoning Regulations. He expounded that the regulations are instrumental in guiding order of land development in the Municipality and ensure balance of growth, protecting the environment and preserving the welfare of the community.</p> <p>Adoption and Recommendation Recommendations</p> <p>The Board deliberated and adopted the Regulations as presented.</p> <p>iii. Municipality Infrastructure Projects for the FY 2024/2025</p> <p>The Convener of the Transport, Public Works, Housing and Urban Planning Committee, Patrick Ndorongo tabled the investment plan for the financial year 2024/2025. (Investment Plan attached as Annex)</p> <p>He made the following highlights:</p> <ul style="list-style-type: none"> • The budget consisted of Kshs 33,976,200 recurrent vote and Kshs 40,371,824 • Recurrent budget inclusive of Kshs 10,500,000 allocation from Kenya Urban Support Programme - Urban Institutional Grant (UIG) • Development budget inclusive of Kshs 35,371,824 allocation from Kenya Urban Support Programme (Urban Development Grant) <p>Board Deliberations and Adoption of the Report:</p> <p>The Board adopted the report as presented</p>	
Min 5/20/08/2024	<p><u>Tabling of Documents for Adoption</u></p> <p>The Manager tabled the Municipality Financial Report for the financial year ending 30th June, 2024 as had been prepared by Murang'a Municipality. He informed the Board that the report was for information on the status of disbursements.</p> <p>Adoption of the Financial Report for the FY Ending 30th June, 2024</p> <p>The Board adopted the Financial report as presented</p>	
Min 6/20/08/2024	<p><u>Any Other Business</u></p> <p>1. Charles Kabuga reminded the Manager to liaise with the CECM to fast-track the deployment of all essential staff to the Municipality. He pointed</p>	

	<p>out that the delay in deploying the staff was impacting on service delivery within the Municipality</p> <ol style="list-style-type: none"> 2. Clement Kamau informed the Board of the importance of Private Sector Engagement Framework and requested for fast-tracking of developing the County Private Sector Engagement Framework 3. Rosemary Ngigi urged the Manager to work with staff to fast-track development of pending policy documents and plans 	
Min 7/20/08/2024	<p><u>Adjournment</u> Having no other business, the meeting adjourned at 1:32 PM with a closing prayer by Charles Kabuga.</p> <p>Minutes Confirmed:</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>_____</p> <p>Lewis Maina (Ag. Municipal Manager)</p> </div> <div style="width: 45%;"> <p>_____</p> <p>Date</p> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>_____</p> <p>Robert K. Ndung'u (Board Chairperson)</p> </div> <div style="width: 45%;"> <p>_____</p> <p>Date</p> </div> </div>	