

MURANG'A COUNTY GOVERNMENT

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KENOL MUNICIPALITY

MINUTES OF KENOL MUNICIPALITY FULL BOARD MEETING HELD ON 24TH OCTOBER, 2024 AT THE MUNICIPALITY BOARDROOM

Members Present

1. Robert Kimani Ndung'u – Chairperson
2. Rosemary Muthoni Ngigi – Vice-chair
3. John Gathuma Gichuhi – Member
4. Clement Muiruri Kamau – Member
5. Patrick Kamande Ndorongo – Member
6. Anne Wanjiku Ndung'u – Member
7. Charles Kabuga Githatu – 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, Robert Kimani Ndung'u called the meeting to order at 10.23 AM. Opening prayers were offered by Ann Wanjiku.	
Min 1/24/10/2024	<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 the meeting and asked for active participation .	
Min 2/24/10/2024	<u>Reading and Confirmation of Previous Minutes</u> The Municipal Manager took the Board Members through the meeting minutes of 20 th August, 2024. The Minutes were proposed by Clement Kamau and Seconded by Anne Wanjiku as the true recordings of the day's deliberations.	

Min 3/24/10/2024	<p><u>Matters Arising</u></p> <p><u>Deployment of Essential Staff</u> The Manager reported that most of the staff had been deployed. 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 framework will begin immediately the Municipality receives funding.</p> <p><u>Development of Requisite Policy Documents</u> The Manager reported development of policies are ongoing. He also informed the members that some of the policies such as the Integrated Development Plan require annual review. He informed the members that he had drawn a road map towards reviewing the Municipality IDeP (2024-2028) and would be presented during the next meeting of Administration, Finance, Public Service, IT and Economic Planning Committee meeting.</p>	
Min 4/24/10/2024	<p><u>Committee Reports</u></p> <p><u>A. Environment, Water, Health and Sanitation Committee</u></p> <p>The Convener for Environment, Water, Health and Sanitation Committee presented the following updates:</p> <ul style="list-style-type: none"> • The Municipality was fast-tracking development and implementation of comprehensive policies on solid and liquid waste management. He informed the Board that the process would also entail ensuring the community is aware of the same and adheres to it. The Municipality would also send enforcement and warnings to developers releasing raw sewage to the public road and further, consider possibility of legal action. • Addressing of illegal and crude dumping of waste: The Municipality to propose stricter enforcement measures, while also engaging the Environmental Department to send more staff and a dedicated truck to manage the waste. • Revision and enactment of bylaws on waste management: The Municipality to collaborate with the more established Murang'a Municipality for development of bylaws to govern waste management, as well as regulation and licensing of waste collection companies. • Waste disposal by avocado factories: While noting the positive economic impact of the factories, the issue of waste by the factories should be addressed through engagement with factory owners and enforcement of laws to ensure the waste is managed properly. • Designated disposal sites: There is need for marking of designated locations to reduce haphazard dumping, and further make a follow up on the status of the Mitubiri dumpsite. • Engagement with private sector: The Municipality to engage with companies such as Banks, Kakuzi and Del Monte who would like to sponsor garbage bins around the Municipality to reduce haphazard dumping and make collection easier. • Staffing and provision of trucks: the growing Kenol Municipality requires the County to facilitate the Municipality with adequate staff and a 	

	<p>dedicated garbage truck to prevent garbage from accumulating in the urban area.</p> <p>Adoption of the Report The Board adopted the report</p> <p>B. Administration, Finance, Public Service, IT and Economic Planning Committee</p> <p>Municipality Policies and Plans The Committee Convener, Charles Kabuga informed the Board about the provisions of Section 36 of the Urban Areas and Cities Act on the objectives of integrated development planning. He told the members that specifically, section 36 (d) of the Act provides for the preparation of a number of policies and plans which include:</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 Board Member pointed out that these policies and plans are often part of documentation required during system audit and therefore, required to be prepared and adopted.</p> <p>Board Deliberations and Recommendations The Board members acknowledged the centrality of the policies and directed the Manager to ensure that preparation of the documents are fast-tracked.</p> <p>C. Legal, Education, Social Services, Gender Inclusivity and Partnerships Committee 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> After extensive deliberations, the Board adopted the Grievance Redress Mechanism and the Gender Inclusion and Participation Framework</p> <p>D. Transport, Infrastructure, Public Works, Housing and Urban Planning Committee</p>	
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	<p>Status of Implementation of Municipality Projects</p> <p>The Committee Convener, Patrick Ndorongo informed the Board that that the Municipality was currently implementing only the project funded through the County. He informed the Committee that funds from Kenya Urban Support Programme (Urban Development Grant) are only expected after the completion of the Annual Performance Assessment scheduled to take place during the early month of November. He provided the following updates on the implementation:</p>									
	<table><tr><td>1</td><td>Cabro-paving of Sky One – Glory Filling Station (Jct C71)</td><td>BQ preparations completed Tender contract advertised Tender Contract Amount Kshs 5,000,000</td><td>Tender Contract advertised in the bulk advert for the County</td></tr><tr><td>2</td><td>Cabro paving of shop frontage along Jct A2 – Jct C71, KWFT to Posta including drainage system and creation of parkings</td><td>BQ preparations completed Environmental and Social Safeguards Assessment (ESSIA) ongoing Feasibility studies ongoing Budget Allocation Ksh 35,371,824</td><td>Contract to be advertised once the disbursement of Kenya Urban Support Programme - UDG is confirmed</td></tr></table>	1	Cabro-paving of Sky One – Glory Filling Station (Jct C71)	BQ preparations completed Tender contract advertised Tender Contract Amount Kshs 5,000,000	Tender Contract advertised in the bulk advert for the County	2	Cabro paving of shop frontage along Jct A2 – Jct C71, KWFT to Posta including drainage system and creation of parkings	BQ preparations completed Environmental and Social Safeguards Assessment (ESSIA) ongoing Feasibility studies ongoing Budget Allocation Ksh 35,371,824	Contract to be advertised once the disbursement of Kenya Urban Support Programme - UDG is confirmed	
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	<p>Board Discussion and Recommendation</p> <p>The Board commended the progress but advised the Manager to liaise with the County to fast-track the evaluation and award of the project. The Chairperson reminded the technical staff to ensure that the required conditions for the Kenya Urban Support Programme are ready and availed when required for the Municipality to access the full allocations.</p>									
Min 5/24/10/2024	<p><u>Tabling of Documents for Adoption</u></p> <p>The Manager tabled the Municipality Financial Report for the first Quarter of Financial Year 2024/2025. He noted that the Municipality had not received any disbursements though. He informed the Board that the reporting was mandatory, irrespective of the status of fund disbursements. (Annex: Financial Report)</p> <p>Adoption of the Financial Report</p> <p>The Board adopted the Financial report as presented</p>									

Min 6/24/10/2024	<p><u>Any Other Business</u></p> <ol style="list-style-type: none"> 1. The Municipal Manager informed the Board Members that they were expecting the assessment for the Second Kenya Urban Support Programme – Urban Development Grant to be undertaken during the second week of November, 2024. He informed the Board Members that they were progressing well in preparing the requisite documentation 2. Njambi and the rest of the owners of the 2.5-acre land adjacent to County Supermarket had made an offer of Kes 550 million for their land. The Municipality to raise the proposal of acquiring the land to the Governor and other top leadership such as the Cabinet Secretary for Lands as that land is critical if Kenol is to get a market and proper matatu terminus. 	
Min 7/24/10/2024	<p><u>Adjournment</u></p> <p>Having no other business, the meeting adjourned at 1:54 PM with a closing prayer by John Gathuma.</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>	