

MURANG'A COUNTY GOVERNMENT



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MURANG'A MUNICIPALITY

MURANG'A MUNICIPALITY FULL BOARD MEETING HELD ON 29TH MARCH 2024 **AT MURANG'A MUNICIPALITY BOARDROOM**

PRESENT

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| 1. Josephine W. Wanjiku | - CO Lands, Physical Planning & Urban Development |
| 2. Ruth Muiruri | - Board Chairperson |
| 3. Kenneth Gitau | - V/Chairperson |
| 4. Lameck Ngigi | - Board Member |
| 5. Caroline K. Nyaga | - Board Member |
| 6. Peter Kimani | - Board Member |
| 7. Margaret Kariuki | - Board Member |
| 8. George Kariuki | - Board Member |
| 9. Beatrice Gicheha | - Municipal Manager |

APOLOGIES

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| 1. James Gatuna | - CECM Lands, Physical Planning & Urban Development |
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IN ATTENDANCE

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| 1. Makara Ngure | - Municipal Administrator |
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Agenda:

1. Preliminaries
2. Communication from the Chair
3. Reading and Confirmation of Previous Minutes
4. Matters Arising
5. Committee Reports
6. Any Other Business
7. Adjournment

Item	Description	Action
	<p><u>Preliminaries</u></p> <p>The Chairperson, Ruth Muiruri opened the meeting through a call for a word of prayers by Peter Kariuki at 10.34 AM.</p>	
Min 1/29/03/2024	<p><u>Opening and Welcome Remarks</u></p> <p>The Chairperson welcomed the members to the meeting and conducted a self-introductory session. He invited the members to actively participate in the meeting.</p>	
Min 2/29/03/2024	<p><u>Reading and Confirmation of Previous Minutes</u></p> <p>The Municipal Manager took the Board Members through the meeting minutes of 16th November, 2024. The members however noted that only board members Peter Kariuki and Caroline Nyaga were in the said meeting. Consequently the minutes were proposed by Caroline Nyaga and seconded by Peter Kariuki as the true deliberations of the day.</p>	
Min 3/29/03/2024	<p><u>Matters Arising</u></p> <p>A. Schedule of Board Meetings, Committee Meetings and Public Fora</p> <p>The Municipal Manager tabled a schedule of meetings and public fora for the FY 2023/2024 as had been tabled in the previous meeting. The Manager reiterated that the dates were tentative and could be changed whenever there was need to do so. (Annex: Schedule of Meetings for 2024/2025 FY).</p> <p>The Board adopted the Schedule and noted the following:</p> <ol style="list-style-type: none"> Schedules to take cognizance of arrangement that allow convening of all committee meetings, followed by full Board and then finally the Public Fora. The Schedule be shared by the Executive to be part of inputs to inform scheduling of executive meetings concerning the Municipality 	
Min 4/29/03/2024	<p><u>Manager's Report</u></p> <p>Municipality Integrated Development Plan (2024-2028)</p> <p>The Manager, Ms Beatrice Gicheha informed the Board that as a requirement by various laws in Kenya, the Municipality had an Integrated Development Plan which was a blue print of the Municipality for the period (2023-2027). The Manager highlighted the requirements of the Urban Areas and Cities Act, and the Public Finance Management Act on the requirement to review the Plan. She informed the members that the Plan had been reviewed to enhance its contents especially on environment and social safeguards impact assessment. This, she noted, was to make the plan conform to the provisions of the Urban Areas and Cities Act, 2011 as well as the Public Finance Management Act. The Manager further clarified that the IDeP was a 5-year plan with the first</p>	

	<p>generation IDeP (2018-2022) having come to an end which required formulation of Second Generation IDeP (2023-2027). The Manager informed the members that they could adopt the plan or develop one as is provided in the law.</p> <p>Adoption of the Reviewed Plan</p> <p>The Board adopted the reviewed plan. The Chairperson directed the Manager to prepare a budget and schedule a comprehensive workshop to take the members through the IDeP for the members to make informed decision on whether to develop another IDeP or adopt the current one.</p> <p>i. Municipality Annual Strategic Plan (2024/2025)</p> <p>The Manager tabled the Municipality Annual Strategic Plan for the Financial Year 2024/2025 and highlighted its contents (Annex: Murang'a Municipality Annual Strategic Plan 2024/2025)</p> <p>Board Adoption</p> <p>The Board discussed the Municipality Annual Strategic Plan extensively and adopted the same as was proposed by Lameck Ngigi and seconded by Margaret Kariuki.</p> <p>ii. Programme Based Budget and Annual Investment Plan for the Financial Year 2024/2025</p> <p>The Manager informed the Board that the budget cycle which begins in August during which the County Annual Development Plan is prepared and tabled in the Assembly by September 1st, was at an advanced stage with budget estimates being at the tail end of preparation. She informed the members that the Municipality had developed a tentative Programme Based Budget and Annual Investment Plan based on the ceilings as contained in the County Fiscal Strategy Paper (CFSP) 2024. She reported tentative allocations as follows:</p> <ul style="list-style-type: none"> • A total allocation of Kshs 103,441,824 comprising of Kshs 58,070,000 recurrent expenditure and Kshs 5,371,824 development expenditure as per the ceilings in the County Fiscal Strategy Paper. • Probable disbursement of Kshs 35,000,000 KUSP UIG which will be allocated to the participating and non-participating urban areas • Probable Kshs 30,000,000 KUSP UDG to be allocated to the municipality <p><u>Board Recommendations</u></p> <ul style="list-style-type: none"> • The Manager to adhere to proposals as received from public participation, programmes as are captured in the County Integrated Development Plan (CIDP) 2023-2027 and the KSUP Programme Operations Manual (POM). 	
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	<ul style="list-style-type: none"> The Board to convene a consultative dialogue with the executive to explore ways of enhancing the Municipality budget allocation. The Board agreed that the formulation and approval an 'Allocation Formular' to the urban areas would be an important avenue to address the budgetary allocation issues. 	
Min 5/29/03/2024	<p><u>Tabling of Documents for Adoption</u></p> <p>Financial Report for Q2 FY 2023/2024</p> <p>The Manager tabled the Municipality Financial Report for Quarter 2 (October 2023 - December 2023) for adoption.</p> <p>Adoption of the Financial Report</p> <p>The Board adopted the Financial Report as presented</p>	
Min 6/29/03/2024	<p><u>Any Other Business</u></p> <p>1. Deployment of Essential Staff</p> <p>The Chairperson reminded the Manager to enhance the efforts to ensure that the deployment of all essential staff to the Municipality is fast-tracked.</p> <p>2. Pending Policy Documents</p> <p>The Chairperson urged the Manager to ensure that requisite policies and plans are prepared for smooth operation of the Municipality. The Chairperson reiterated that this was also for compliances purposes.</p>	
Min 7/29/03/2024	<p><u>Adjournment</u></p> <p>Having no other business, the meeting adjourned at 1:46 PM with a closing prayer by Peter Kariuki.</p> <p>Minutes Confirmed:</p> <p>_____</p> <p>Beatrice Gicheha (Municipal Manager) _____</p> <p>_____</p> <p>Ruth Muiruri (Board Chairperson) _____</p> <p>_____</p> <p>_____</p>	