**COUNTY GOVERNMENT OF KIAMBU
DEPARTMENTOF LAND, HOUSING, PHYSICALPLANNING, MUNICIPAL ADMINISTRATIONAND URBAN DEVELOPMENT**

**KIKUYU MUNICIPALITY**

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**MINUTES OF THE KIKUYU MUNICIPAL BOARD MEETING HELD ON 5TH DECEMBER 2019 AT THE VICTORIA RESORT KIKUYU**

**Members present**

1. Emmaculate Mwaura-Municipal Manager (Board Secretary)
2. Richard Ndungu\_Board Chairman
3. Grace Nduta –Board Member (Board Vice Chairperson)
4. Reuben Karanja - Board Member
5. Danson Njogu - Board Member
6. Amos Muguku - Board Member
7. Steve Kanja - Board Member
8. Bishop Robert Theuri-Board Member

**Absent with Apology**

1. Eric Matata-Rep CEC & CO

**Agenda**

1 .Opening prayers

2. Introduction

3. Municipality budget

4. Progress of KUSP projects

5. A .O .B

6. Closing Prayers

**Preliminaries**

The meeting was called to order by the chairman, Mr. Richard Ndungu at 11.10am and opening prayer was led by Bishop Robert Theuri. This was followed by self-introduction by Kikuyu Municipal Board members.

**Min. 01/12/2019: Opening remarks by the chairman**

The chairman welcomed all members to the special meeting. He applauded the members for their continued good will and cooperation so far and especially on 29th November 2019, when a team from Hola Municipality-Tana River County visited Kikuyu Municipality for Bench marking.

**Min. 02/12/2019: Remarks by the Municipal Manager-Confirmation of Previous minutes**

The Municipal Manager elaborately took the team through the minutes of the previous board meeting and they were proposed by Mr. Amos Muguku and seconded by Mr. Steve Kanja. The manager also informed the board members that she is temporarily being accommodated at the resident engineer’s office in Muguku building.

**Min. 03/12/2019: Matters Arising From Previous Minutes**

1. Solid waste management policy and Solid waste management plan was approved by the county assembly.
2. The board needs to ask for solid waste management equipment and the funds to be able to execute the role of waste collection.
3. The board will also request for the approved solid waste plan through the CECM-MAUD and CIDP to ensure all the approved projects for the financial year were in line with the CIDP.
4. The board was also to request for the expedition of the seconding of the procurement officer and accountant to the municipality.

**Min. 04/12/2019 Progress of KUSP projects**

The manager took through the board on the 2018/19 financial year KUSP projects. She also informed the board members that part of the projects for the financial year 2019/20 were advertised on 25th November 2019. The board agreed that clarity should be sort as to why the some approved projects were not advertised and why the procurement was not being done from the municipality.

**Min. 05/12/2019: Municipality budget**

The board agreed to follow up with the MAUD department and the planning and budgeting committee to ensure that the Municipality budget is incorporated in the supplementary budget. It was also agreed that there was a need for funds to be sent to the municipality to ease operations.

**Min. 06/12/2019: Any Other Business**

**Resolutions**

1. The Public Fora was agreed to be held on Tuesday 17th Dec 2019.
2. The board agreed to strictly follow the schedule for the board meetings from January 2020.
3. The seconded staff to be paid from the municipality vote
4. The municipality to open operations account
5. Municipality to ensure taxes are paid from the municipality pin

There being no other business the meeting was closed with prayers by Bishop Theuri at 3.30pm.