

COUNTY GOVERNMENT OF KIAMBU

THIKA MUNICIPALITY

MINUTES OF THE BOARD MEETING HELD ON THURSDAY  
03<sup>RD</sup> OCTOBER, 2019 AT THE MANAGER'S OFFICE STARTING AT 10.50 A.M.

PRESENT:

James Thuo Njubo	-	Chairman
Cecilia Mwangi	-	Vice Chairperson
Jane Njeri Makobo	-	Board Member
George King'ori	-	Board Member
Paul Gachoka	-	Board Member
Elizabeth Mathemi Hussein	-	Board Member
Daniel Mwaure	-	Board Member
Fredrick K. Mwangi	-	Ag. Municipal Manager/ Secretary
Leise W. Kiaris	-	Administrative Assistant (taking Minutes)

IN ATTENDANCE:

Michael Nding'u	-	Chief Officer LHPPM&UD
Martin Kagiri	-	Representative CEC LHPPM&UD
Christopher Wanjau	-	Former Municipal Manager

APOLOGY:

Esther Wanyoike	-	Board Member
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MIN/THK/MB/006/2019 – Constitution of the Meeting

The meeting was called to order by the Ag. Manager Fredrick Mwangi at 10.50A.M and opening prayers were led by Daniel Mwaure. He invited the Members present for self introduction, which was done. He further thanked the Board for attending the meeting on short notice.

MIN/THK/MB/007/2019 – Quorum

The meeting noted that there was quorum as only one member was absent with apology.

Signed for circulation by the Secretary  day of 10/10 2019

Confirmed and signed by the Chairman  day of 10/10 2019

**MIN/THKM/BM/008/2019 – Agenda**

The following agenda of the meeting was adopted and proposed by Cecilia Mwangi seconded by Paul Gachoka.

- a Prayers and constitution of meeting.
- b Quorum and apologies.
- c Adoption of the agenda
- d Declaration of conflict of interest
- e Confirmation of minutes of the meeting held on 2019.
- f Matters arising from the minutes.
- g Adoption of integrated solid waste/resource management plan for Thika Municipality
- h Adoption of Municipality Solid waste/resource management policy for the County
- i Board meeting, Committee and citizen fora schedules
- j A.O.B

**MIN/THKM/BM/009/2019 - Declaration of conflict of Interest**

No member declared any conflict of interest in relation to the agenda of the day.

**MIN/THKM/BM/010/2019 – Reading and Confirmation of the Minutes**

The reading and confirmation of the minutes of the previous meeting was deferred to the next meeting.


**MIN/THKM/BM/011/2019 – Matters arising**

There were no matters arising for discussion.

**MIN/THKM/BM/012/2019 - Integrated Solid waste Management plan for Thika Municipality**

The solid waste/resource management plan was tabled before the board for adoption. The KUSP team coordinator Mr. Martin informed the Board that the plan was to streamline the collection and management of solid waste, sorting and final disposal of the waste in the Municipality. The plan shall guide on collection of revenue from waste and expenditure thereof such as equipments and tools provide a framework for partnerships with other bodies and give recommendations and challenges in waste management.

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Following deliberations the Board approved the plan.

**RESOLUTION:**

That the Solid /resource waste management plan for Thika Municipality be and is hereby adopted by the Board.

**MIN/THKM/BM/013/2019 - Integrated Solid waste/Resource Management policy for Kiambu County**

The draft solid waste/resource management policy was presented to the Board members for adoption. The meeting was informed that the policy borrows from the national policy and was to cover the next five years and shall give guidance on waste prevention and minimization of produced waste, promote awareness to the citizens and facilitate partnerships between the County and private stakeholders in management of solid waste.

The meeting was further informed that adoption of solid waste management policy was one of the World Bank conditions to unlock funds for the FY 2019/2020 and the deadline was set for 10<sup>th</sup> October, 2019. The policy once adopted shall be forwarded by the Water and Natural Resources department to the County Assembly for approval to become the County law on Solid water/Resource management. The meeting was informed that detailed training on the policy shall be done during future training sessions for the Municipality Boards.

Following deliberations on the policy by the Board,

**RESOLUTION:**

The Board adopted the integrated solid waste/resource management policy for Kiambu County.

**MIN/THKM/BM/014/2019 - Schedule of meetings**

The Board was called upon to come up with the schedule of meetings for the 3<sup>rd</sup> quarter for the Board, Sub Committees and citizen Forum meetings. The Sub-Committee's Chairmen and Secretary were called upon to forward Minutes of their meetings and attendance lists to the Ag. Manager, for filing of the documents and to facilitate in claiming the allowances.

**MIN/THKM/BM/015/2019 - Remarks by the Ag. Manager, Former Manager and Chief Officer**

The Ag. Manager Mr. Fredrick Mwangi reported that Kiambu Municipality UDG budget amounted to Kshs. 1.8 B for the projects. Pointing out that Board allowances are still pending but being worked on by the Department since 20 million had been set aside as UIG for the Municipality Boards. He called upon the Board to submit personal academic and professional documents to facilitate payment and to update their files.

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On training of the Boards the Department was in the process of organizing for the same and shall be communicated accordingly.


He further informed the Board that the World Bank has put stringent Conditions to ensure functional Municipalities and Boards, Manager's Office, efficient use of funds and budgets. He noted that Municipalities are expected to collect revenue in future and therefore the need to have Finance Officers, Accountants and Procurement Officers as part of the Municipality staff. He stated that some of the mandates of the Municipality Boards to include but not limited to advertisement of tenders, awards, vetting the contractors etc. he promised the Board to follow up on the issues raised; empowerment of the boards, site visit to the 2018/2019 projects , appointment of Chairman and current position on payment of contractors.

The Former Manager Mr. Wanjau informed the meeting that he has formally left the Board to pursue other issues and thanked them for their support since July 2019. He noted that the journey had been challenging but they have handled the challenges. The pending allowances claim was handed over to the Department. He further pointed the Board's motor vehicles require stickers to avoid being clamped by the enforcement officers. There have been challenges in stationery but they have overcome it by working together with the Sub County. The Boards should be involved in implementation of projects to carry out their oversight roles and the matter should be addressed by the Department. The Chairman had not been formally appointed by His Excellency the Governor after resignation of the former Chairman.

CEC representative Mr. Kagiri appreciated the works of the former manager Mr. Wanjau. He noted that according to Urban Areas & Cities Act Municipality are at the hierarchy of system of Government, Sub Counties, Wards and village at the lowest level. He further reported that the Secretary to the Board shall be required to be a qualified lawyer and or attained CPS.

The Chief Officer Mr. Ndung'u assured the Board of his commitment to ensure they are functional and shall support them fully to carry out their mandates since the management of Boards falls under his docket. He appreciated the efforts of the outgoing Manager Mr. Wanjau who worked under challenges but managed to perform well. He wished him well in his future endeavours. He further thanked the Board for their patience since they have not been paid their allowances but assured them to be paid soon. He promised the Board of his office support and informed them to contact him in case of any problem or clarification. On the issue of election of chairman, the same should be the first business in the next Board meeting.

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**MIN/THKM/BM/016/2019 – A.O.B**

**1. Bench marking at Kitale**

The Board reported that they had planned a bench marking trip to Kitale on 5<sup>th</sup> -8<sup>th</sup> November, 2019 and they requested the Ag. Manager to seek for approval from the Chief Officer for the Board to travel to Kitale and further ask for assistance with County Government Vehicles. The Ag. Manager was also to write to the Kitale Municipality concerning the intended trip and communicate with the Board on the same.

**2. Visit to the project sites by the Board**

Following concern by the Board on non involvement in projects implementation they requested the Ag. Manager to convene a date for the site visits and communicate the same.

**Vehicle County Parking Tickets**

It was noted that the application for the stickers was done late in April and therefore could not be implemented. The Board was called upon to present application early next year in the month of March.

**MIN/THKM/BM/017/2019 - Closing remarks**

The Ag. Manager Fredrick Mwangi thanked the Board for the attendance and genuine conversations and interactions that he noted shall help to move the Municipality forward. He assured the Board of his commitment, noting that he shall follow up the issues raised with the Department. He further appreciated the attendance by the Chief Officer LHPPMA&UD, CEC representative Mr. Kagiri and outgoing Manager Mr. Wanjau for their presence and contribution in the meeting.

The meeting ended at 1.20P.M.with prayers led by Elizabeth Muthoni.

Compiled by the Municipal Manager/Secretary.....

Dated.....

10/10/19

Confirmed by the Chairman.....

Dated.....

10/10/2019