



# COUNTY GOVERNMENT OF NYERI

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## NYERI MUNICIPAL BOARD

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### MINUTES OF NYERI MUNICIPAL BOARD MEETING HELD ON 22<sup>nd</sup> FEBRUARY 2019 AT COUNTY SECRETARY'S BOARDROOM AT 8.05AM

#### **PRESENT**

1. Mr. Jeremiah Ichaura – Member
2. Mrs. Salome Ndung'u – Member
3. Mr. Charles Karagu – Member
4. Ms. Hannah Maranga – Member
5. Mr. Charles Muya – Member
6. Mr. John Waihenya – Member
7. Mrs. Mary Wang'ombe – Member
8. Mr. Zachary Mathenge – Member
9. Mr. Fredrick Mbuga – Member

#### **In attendance**

1. H.E. Hon. Mutahi Kahiga – Governor Nyeri County
2. Dr. Kwai Wanjaria – CECM - Lands, Housing, Physical Planning & Urbanization
3. Mr. Kimani Rucuiya – Legal Officer
4. Ms. Perister Kigwa - Municipal Manager/Secretary

#### **Apologies**

There were no apologies recorded noting that all members were present.

#### **Agenda:**

1. Preliminaries
2. Apologies
3. Appointment letters
4. Sensitization on the role of the Municipal Board
5. Municipal investment plan/ budget 2019/2020
6. A.O.B

#### **Min1: 22/02/2019: Preliminaries**

##### **Opening Prayers**

The CECM for Lands, Housing, Physical planning & urbanization called the meeting to order at 8.05 a.m., a word of prayer was led by Mr. Zachary Mathenge.

The CECM welcomed members to the meeting and thanked them for being punctual and availing themselves.

| <b>Min. No.</b>           | <b>Description</b>   | <b>Action</b>   | <b>Responsibility</b>   |
|---------------------------|--|---|---|
| <b>Min2:<br/>22/02/19</b> | <p align="center"><b><u>Appointment letters</u></b></p> <p>The members were handed their letters of appointment to the Municipal Board where they had been granted a five-year contract. They signed their letters in the presence of H.E the Governor.</p> <p>The Governor congratulated the board members on their appointment. He urged them to uphold integrity and due diligence in running the Nyeri Municipality. He assured them of his full support in the conduct of their responsibilities.</p>   | <p>The legal officer to ensure a copy of the code of conduct is submitted to EACC.</p> <p>The Municipal Manager to keep copies of the oath and code of conduct.</p> | Mr. Kimani Ruchuiya- legal officer/Municipal Manager          |
| <b>Min3:<br/>22/02/19</b> | <p align="center"><b><u>Sensitization on the role of the Municipal Board</u></b></p> <p>The legal officer sensitized the board members on a few issues including;</p> <ul style="list-style-type: none"> <li>• Structure of the County Government</li> <li>• Structure of the National Government</li> <li>• Devolution and Governance</li> <li>• The budget cycle</li> <li>• Roles of the board</li> </ul>  |   | Mr. Kimani Ruchuiya – legal officer took the members through. |
| <b>Min4:<br/>22/02/19</b> | <p align="center"><b><u>Municipal investment plan/ budget 2019/2020</u></b></p> <p>The Chief Officer, lands, Housing, Physical Planning &amp; Urbanization (LHPPU) presented the municipal investment and budget for the financial year 2019/2020. She explained that the budget was derived from the county budget for the five wards in the Nyeri Municipality which included Bus Terminus, and Road network development. The budget was totaling to Kshs.317 million. Mr. Karuga proposed the budget for adoption by the board and he was seconded by Mr. Mathenge. All members unanimously agreed.</p> |   | Chief officer LHPPU /Municipal Manager                        |

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|---------------------------|--|--|---|
|                           |  |  |   |
| <b>Min5:<br/>22/02/19</b> | <p style="text-align: center;"><b>AOB</b></p> <p>a) <b>Capacity Building</b><br/>Members acknowledged the responsibilities ahead felt the need for capacity building so as to adequately deliver to the expectations of Nyeri citizenry.</p> <p>b) <b>Municipal Website Page</b><br/>Members were informed that the county government of Nyeri had created a page for the municipal board on its website. The page is accessible on <a href="http://www.nyeri.go.ke">www.nyeri.go.ke</a></p> | <p>The chief officer to organize capacity building for board members and staff</p> <p>The ICT department would maintain the page</p> | <p>Chief Officer / Municipal Manager</p> <p>Chief officer / Municipal Manager</p> |

The members were informed that they would hold another meeting on 2<sup>nd</sup> May 2019 to take oath of office and elect the chairperson and vice chairperson. There being no other business the meeting was adjourned at 11.12 a.m. with a word of prayer by Mrs. Mary Wang'ombe.

Minutes confirmed

Chairman ..... Date.....

Secretary ..... Date .....