



# COUNTY GOVERNMENT OF NYERI

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## NYERI MUNICIPALITY

### MINUTES OF NYERI MUNICIPAL BOARD MEETING HELD ON 30<sup>TH</sup> MAY 2019 AT COUNTY SECRETARY'S BOARDROOM AT 10.00A.M.

#### **PRESENT**

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

#### **In attendance**

Ms. Perister Kigwa - Ag. Municipal Manager/Secretary

#### **Apologies**

Mr. Charles Muya – Member

#### **Agenda:**

1. Preliminaries
2. Apologies
3. Adoption of the agenda
4. Chairman's opening remarks
5. Reading and confirmation of the previous meeting minutes.
6. Matters arising from the minutes of the previous meeting.
7. Presentation and adoption of municipal reports.
8. Terms of reference for the board general committees.
9. A.O.B

#### **Min1: 30/05/2019: Preliminaries**

#### **Opening Prayers**

The Chairman called meeting to order at 10.00 a.m. A word of prayer was led by Mr. Waihenya.

<b>Min. No.</b>	<b>Description</b>	<b>Action</b>
<b>Min2: 30/05/19</b>	<b>Adoption of the Agenda</b> The Secretary read through the Agenda of the meeting. Mr. Karuga proposed the Agenda for adoption; he was seconded by Mr. Mathenge and all members unanimously agreed.	

<p><b>Min3:</b> <b>30/05/19</b></p>	<p style="text-align: center;"><b><u>Chairman's Opening Remarks</u></b></p> <p>The Chairman welcomed members and thanked them for being punctual. He appreciated the support the board had received from the County Government of Nyeri led by H.E. Mutahi Kahiga. He also recognized the contributions made by the department of Lands, Housing, Physical Planning &amp; Urbanization led by their CECM and the entire Municipal Administration.</p> <p>He appealed to the members for their cooperation and teamwork towards achieving the set goals and objectives of the municipality.</p>	
<p><b>Min4:</b> <b>30/05/19</b></p>	<p style="text-align: center;"><b><u>Reading and Confirmation of the minutes of the previous meeting held on 2<sup>nd</sup> May 2019</u></b></p> <p>The secretary read through the minutes of the previous meeting held on 2<sup>nd</sup> May 2019.</p> <p>Mr. Waihenya proposed the minutes to be a true record of deliberations of the previous meeting. He was seconded by Ms. Hannah Maranga and all members unanimously agreed.</p>	
<p><b>Min5:</b> <b>30/05/19</b></p>	<p style="text-align: center;"><b><u>Matters Arising</u></b></p> <p><b><u>Min5: 02/05/19: Membership to the General Committees</u></b></p> <p>To ensure proper governance, it was unanimously agreed that the Board chairman be moved from the Audit, Governance and Risk Committee to Technical Committee. Mr. Zachary Mathenge volunteered to swap from Technical Committee to Audit, Governance and Risk Committee.</p> <p><b><u>Min7: 02/05/19: A.O.B:</u></b></p> <p><b>a) Capacity Building</b></p> <p>It was reported that the funds for institutional development had not been received from the National Treasury hence the delay in capacity building for the municipal administration.</p> <p><b>b) Welfare</b></p> <p>It was reported that Mr. Muya was issued with an introductory letter to the City of Murrieta where he would be visiting for purposes of exploring possibilities of cooperation. It was also reported that a twinning request was sent to the Mayor, City of Poznan, Poland.</p>	<p>Municipal Manager</p> <p>Chief Officer - LHPPU</p>
<p><b>Min6:</b> <b>30/05/19</b></p>	<p><b><u>Municipal Reports</u></b></p> <p><b>1. Vision, Mission, Core Values and slogan</b></p> <p>The board proposed the understated Vision, Mission, Core Values and Slogan for adoption by the County Executive Committee. Mr. Mathenge proposed and he was seconded by Mr. Karuga. All members unanimously Agreed</p>	<p>Municipal Manager</p>

	<p><b>Vision:</b></p> <p><b>Proposals</b></p> <ol style="list-style-type: none"> <li>1. A safe, habitable and prosperous Municipality.</li> <li>2. Globally Competitive Municipality</li> <li>3. Globally Competitive 21<sup>st</sup> Century Municipality</li> <li>4. A safe, livable, competitive and prosperous Municipality.</li> </ol> <p><b>Mission</b></p> <p><b>Proposal:</b></p> <p>To create and maximize opportunities for social and economic development while retaining an attractive, clean, sustainable and secure environment for all.</p> <p><b>Core Values</b></p> <p><b>Proposal:</b></p> <p>Patriotism, Fairness, Integrity, Service Excellence, Accountability &amp; Transparency.</p> <p><b>Slogan:</b></p> <p><b>Proposals</b></p> <ol style="list-style-type: none"> <li>1. We care</li> <li>2. Pamoja Tujenge Nyeri</li> </ol> <p><b>2. Solid Waste Management Policy and Plan</b></p> <p>The secretary presented the Municipal solid waste management policy and solid waste management plan. Mr. Mathenge proposed the policy and plan for adoption by the board and he was seconded by Mr. Mbuga. All members unanimously agreed.</p> <p><b>3. Municipal Integrated Development Plan (IDeP), 2018-2022</b></p> <p>The secretary presented the Municipal IDep 2018-2022. She explained that the plan was derived from the County Integrated Development Plan (CIDP) 2018-2022 focusing on the delegated functions. Mr. Mathenge proposed the IDeP 2018-2022 for adoption by the board. He was seconded by Mr. Waihenya and all members unanimously agreed.</p>	<p>Chief officer LHPPU /Municipal Manager</p>
<p><b>Min7:</b> <b>30/05/19</b></p>	<p><b>Terms of Reference for the Board Committees</b></p> <p>The terms of reference for the three board committees were presented. The secretary reported that she had liaised with the relevant committees' chairpersons as agreed in the previous meeting. Mr. Mathenge proposed the terms of reference for adoption by the board and he was seconded by Mrs. Wangombe. All members unanimously agreed.</p>	<p>Chief officer LHPPU /Municipal Manager</p>
<p><b>Min8:</b> <b>30/05/19</b></p>	<p style="text-align: center;"><b>A.O.B</b></p> <p><b>1. Insurance Cover for the Board Members</b></p> <p>The Chief Officer, LHPPU was asked to consult the</p>	<p>Chief officer LHPPU /Municipal</p>

	<p>County Public Service Board on the insurance cover for the board members.</p> <p><b>2. Quick Win Projects</b> It was proposed that the municipal administration should explore quick win projects such as; addressing noise pollution, traffic and town congestions, business frontage encroachment and town clean up.</p> <p><b>3. Urban Development Grant (UDG) Progress</b> The chief officer, LHPPU explained that the UDG funds were designated for the construction of a bus termini at Asian Quarters and improvement of the access roads to the termini. She reported that the procurement of the works was at tender awarding stage. She also explained that the role of the board is to oversee successful implementation of the projects.</p> <p><b>4. Municipal By-Laws</b> It was agreed that there was a need to developed the municipal by-laws once the institutional development fund is available</p> <p><b>5. Kenya Urban Support Programme (KUSP) Annual Assessment</b> It was reported that the Kenya Urban Support Programme will be carrying out their annual assessment at the end of the month of June 2019. The chief Officer highlighted the minimum conditions and performance standard required.</p>	<p>Manager</p> <p>Chief officer LHPPU /Municipal Manager</p> <p>Chief officer LHPPU /Municipal administratio n</p> <p>Chief officer LHPPU /Municipal administratio n</p>
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The next meeting would be held in the financial 2019/2020. The secretary would liaise with the chair for the agenda and date.

There being no other business the meeting was adjourned at 3.44 p.m. with a word of prayer by Mrs. Mary Wang’ombe.

Minutes Signed for Circulation.

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

Minutes confirmed

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

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