**COUNTY GOVERNMENT OF KIRINYAGA**

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**KERUGOYA/KUTUS MUNICIPAL BOARD**

**MINUTES OF THE KERUGOYA/KUTUS MUNICIPAL BOARD INAUGURAL MEETING HELD ON 14/9/18 AT THE DEPUTY GOVERNOR’S BOARDROOM AT KIRINYAGA COUNTY HEADQUARTERS AT KUTUS.**

**MEMBERS PRESENT**

1. Alister M. Murimi Chairman
2. Getrude w. Gatonye Vice Chairperson
3. John Kabui Board Member
4. Daniel Karimi Wanjohi Board Member
5. Elijah Kimani Board Member
6. Wambui Murithii Board Member
7. Christine Wanjiru M Board Member
8. Daniel N. Kimwea Board Member
9. Dickson k. Muriithi Board Member
10. Anthony Gathumbi Ex-Officio Member CO Lands, Housing & Urban Development
11. Rev. Samuel Kanjobe Ex- Officio Member, CECM Lands, Housing & Urban Development
12. T.M.Irungu Ex- Officio Member, for Chief Officer, Public Works
13. Paul M. Muchira Secretary

**ABSENT WITH APOLOGY**

1. Jared Migwi Ex- Officio Member, Chief Officer -Environment, Water & Natural resources.

**Min 1/ Mun BD /9/18 - Preliminaries**

The Chairman called the meeting to order at 10.25am. The meeting started with a word of prayer said by Ms. Getrude Gatonye.

**Chairman’s Remarks**

The Chairman welcomed Members to the Inaugural Board Meeting. He elaborated on the need to work as a team for the success of the Municipality and County at large. He also welcomes the Municipal Manager who was newly recruited by the County public service board.

He appreciated the Governor’s decision to appoint the Members to the Board and noted that the Governor’s expectations on the Board’s performance were understandably high and therefore members have to serve devotedly.

The Chairman clarified that the Board will work in alignment with the Mountain Cities Blueprint sessional paper 2032. At this point the Chairman gave the Members a chance to introduce themselves.

**County Executive Committee Member – Lands, Housing & Urban Development – Remarks.**

Chairman requested Hon. Kanjobe to make his remarks.

Hon Kanjobe emphasized on the following –

* Need to support fully the Governors’ Agenda to develop the Municipality and other urban centers.
* Board to serve in line with the Mountain Cities Blue Print session paper 2032.
* He noted that the Governor has an excellent plan and vision for the Municipality and County at large.
* He advised that constant consultation with the Governor’s office will be key as we serve in the Municipal Board.
* He also underlined the importance of maintaining confidentiality of all our business.

**Min 2/9/Mun BD/18 – Elections for Vice Chair.**

The Chairman clarified that the Vice Chairperson should be of different gender to that of the Chairperson and made it clear that only 9 members had the voting rights. At this point the Board members proposed Margaret Wambui and Getrude Gatonye for election as Vice Chair.

Through an election conducted by Secret Ballot, Getrude Gatonye got 5 votes while Margate Wambui got 4 votes. Getrude Gatonye was declared the validly elected Vice Chairperson to the Board.

The Chairman congratulated Miss Getrude Gatonye for being elected as the Vice Chairperson.

**Min 3/9/Mun BD/2018 – Kenya Urban Support Programme (KUSP)**

The Chairman ushered the Chief Officer, Lands, Housing and Urban Development, Mr. Anthony Gathumbi to expound on the Programme.

Mr. Gathumbi noted that the Board needs to understand the Municipal Charter fully and other related documents. The Board should expect a lot of documentation in future for guidance and implementation of the Urban Areas and Cities Act 2011. He also emphasized on total commitment, confidentiality and ethics by all Members.

Mr. Gathumbi made a presentation and elaboration on the following documents-

* Kerugoya/ Kutus Municipal Charter
* Kirinyaga County Urban Institutional Development Strategy (CUIDS).
* Minimum Conditions required for the KUSP Programme.
* Municipality Annual Investment Plan 2018/2019 both for UDG and UIG fund.
* Executive summary on the operations of the Municipality.

After a thorough deliberation the Board adopted all the above documents.

On the KUSP Programme the Board resolved the following:-

1. To do a five year Municipality Integrated Development Plan in this financial year.
2. Liase with the ICT Department for the publication of the key documents in the County /Municipality Website.
3. Write to the World Bank representative to upgrade on the Minimum Conditions Met so far.
4. Organize for public participation particularly at Kerugoya by liasing with Ward Administrators and communications department. The evidence for the Public Participation should be availed.
5. To develop the Public Participation Calendar and have it in the Website by October 2018.
6. To fast track development of Kerugoya/Kutus Urban Spatial Plan.
7. To develop a reliable solid waste and Disposal Policy in this financial year.
8. The Board to outline its needs in terms of a secretariat and request for secondment of staff on critical areas from County Departments through the Governor’s office. This will assist in performing the board’s functions.
9. The Board noted the need for Municipality offices to accommodate the Board, the Municipal Manager and other support staff.
10. County Executive Committee Member, Lands Housing & Urban Development to do a follow-up on the induction course for Members for purposes of capacity building.

**Min 4/Mun BD/9/2018 – A.O.B**

1. Board Members to communicate through the Chairman on issues affecting the Board.
2. Next meeting will begin planning on working groups, board committes and development of work plans.
3. The Chairman appreciated all members for their availability and participation.

The meeting ended at 12:31pm with a word of prayer from Rev. Samuel Kanjobe, CECM Lands, and Housing & Urban Development.

Signed ………………. Signed …………………...

Date …………………. Date ………………………

Paul M. Muchira Alister M. Murimi

**Secretary Chairperson**