



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF NAKURU
NAKURU CITY



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MINUTES OF THE VIRTUAL BOARD MEETING HELD ON 16TH OCTOBER 2025 AT 1500 HRS

Members Present

Director Johra Said	Vice Chairperson (Acting Chairperson)
Director Chrispus Wathimba	Member
Director James N. Kamau	Member
Director Anthony Nzuki	Member
Director O'wakwabi O. Zebedy	Member
Director Julie Chege	Member
Director Linda Munyao	Member

In Attendance

Kamau Kuria	Chief Officer, Housing & Urban Development
Mucheru Chege	City Administrator

2.0 Opening

The meeting was called to order at 15:13 by the Vice Chairperson, who chaired the meeting in the absence of the Chairperson.

The Chairperson welcomed members and stated that the meeting had been convened to deliberate on governance continuity, staffing matters, and compliance issues affecting the City Board.

3.0 Agenda

- Renewal of the Manager's Term
- Recruitment of Staff and transfer of Key Staff
- Draft Internal Audit Workplan 2025/2026

4.0 Renewal of the Manager's Term

The Chairperson briefed members on the status of the Manager's term and the need to ensure operational continuity while upholding governance standards.

MANAGER
NAKURU CITY
P. O. Box 2870-20100
NAKURU
Date 16/10/2025

A Director sought clarification on the Executive Order issued by H.E. the Governor regarding the transfer of functions and its implications on the Board's mandate.

Members emphasized that emergency meetings should be minimized and that planning should be structured, aligned with good governance principles, due diligence, and measurable value to the residents of Nakuru City.

The Manager was invited to explain the basis for the requested extension of his term. He outlined his efforts on:

- Alignment with Vision 2050 and the City Charter.
- Implementation of priority development projects.
- Resource mobilization efforts with development partners.
- Human resource strengthening and capacity building initiatives.
- Adoption of Nakuru City Urban resilience strategy 2025-2035

Directors sought clarification on:

- The consequences of missing the KUSP funding allocation.
- Accountability for the missed allocation.
- Delays in the transfer of functions.
- The Nakuru City Urban resilience strategy 2025-2035

The Chief Officer clarified the circumstances surrounding the missed KUSP allocation and emphasized the importance of institutional cohesion and improved forward planning. It was reiterated that the meeting had been convened specifically to address compliance matters.

The Chairperson sought a "no objection" position from the Board to renew the manager's term

The members were also brief of the Nakuru City Urban Resilience Strategy and the need to be adopted by the Board. The members unanimously resolved to adopt and implement the Nakuru City Resilience Strategy.

Resolution

The Board resolved to grant a one (1) year extension of the Manager's term subject to the following conditions:

- A competitive recruitment process be initiated within the extension period.
- All statutory laws and governance procedures be strictly adhered to.

The Board also resolved to adopt the Nakuru City Resilience Strategy, 2025-2035.

Proposed by: Director Hon. Anthony Nzuki

Seconded by: Director Julie Chege

5.0 Recruitment and Transfer of Staff

Directors deliberated on strengthening the City's institutional framework through immediate staffing action.

The Board resolved that:

- Advertisement for recruitment of key staff be undertaken immediately.
- Transfer of identified key staff to the City Board be affected without delay.

Proposed by: Director Chrispus Wahimba

Seconded by: Director James N. Kamau

6.0 Draft Internal Audit Workplan 2025/2026

The Manager took Directors through the Draft Risk-Based Internal Audit Annual Work Plan for the Financial Year 2025/2026 NKRCB Draft Internal Audit Work, highlighting the key audit areas including:

- Expenditure Management
- Procurement and Inventory Management
- Pending Bills Verification
- Human Resource Management and Payroll Audit
- Transport and Fuel Audit
- Project Implementation Audit
- Donor Funded Projects
- Fund Accounts
- Ad Hoc Audits
- Review of Audit Reports
- Administration, Meetings, Consultations and Training

The Manager explained that the workplan was structured to strengthen internal controls, enhance compliance, mitigate risk exposure, and promote value-for-money assurance across all operational areas of the City Board.

Directors reviewed the draft workplan and noted its alignment with governance, accountability, and performance oversight requirements.

Resolution

The Draft Internal Audit Workplan for FY 2025/2026 was adopted

Proposed by: Director Linda Munyao

Seconded by: Director Julie Chege

There being no other business, the meeting was adjourned at 1610 hrs.

FOR CONFIRMATION

Chairperson

Date: _____

Secretary

Date: _____

sign^{5th} Dec. 2025.....

sign^{5th} Dec. 2025.....