



COUNTY GOVERNMENT OF NAKURU
MUNICIPALITY OF GILGIL



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Office of the Manager
Municipality of
Gilgil
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NAKURU

GILGIL MUNICIPALITY
MINUTES OF THE GILGIL MUNICIPALITY FULL BOARD MEETING HELD ON
29th APRIL 2025 AT THE MUNICIPAL OFFICES BOARD ROOM

Members Present

1. John Kihagi- CEC
2. Kamau Kuria Chief Officer
3. Joseph Theuri- Chairman
4. Sharma Wangui- Vice Chairperson
5. Teresiah Karugi- member
6. Pauline Mbuva- Member
7. Josphat Kiarie- Member
8. Mbogo Kimani –member
9. Stephen Kimani- member
10. Joseph Njeru – manager

In Attendance

11. Mary Waithera Karanja – environment officer
12. Fiona Wangui- Economist
13. Judy Komen – Budget officer
14. Kennedy Karanja – Accountant
15. Margaret Siele – Social Officer
16. Jackson Kibet – Planner
17. Livingston Karanja- Auditor
18. Nicholas Kimaiyu – HR

Agendas

1. Approval of the Gilgil Municipality Annual SWM plan implementation report to the municipal board.
2. AOB

Min 1: Preliminaries

The Chairperson called the meeting to order at 9.35am and welcomed all members present. The Chairperson stated that the purpose of the meeting was to receive and deliberate on the adoption of the SWM Policy Implementation Report. The Chair emphasized the Board's oversight role in ensuring effective implementation of the Gilgil Municipality Solid Waste Management Framework.

Min 2: Confirmation of Agendas

The agenda was presented to the members for adoption. It was moved and seconded that the agendas be adopted as circulated.

Min 3: Approval of the Bi-annual SWM Policy Implementation Report

The Environment Officer, Ms. Mary Waihera Karanja, presented to the Urban Board the Bi-annual Solid Waste Management (SWM) Policy Implementation Report prepared in accordance with the Kenya Urban Support Program Phase II (KUSP II) Performance Standard 8 reporting template. The report covered the Financial Year 2024/2025 and outlined the status of SWM policy implementation within the Municipality of Gilgil. In the presentation, the Environment Officer highlighted key sections of the reporting template, including confirmation that the municipality has an approved SWM Policy and SWM Plan, the existence of a dedicated Waste Management Unit with personnel and operational equipment, the allocation of a budget line for SWM services, and the current waste collection and disposal arrangements. The report also provided quantitative planning data such as the defined SWM service areas, population served, categorization of waste generators, projected population growth, estimated daily waste generation, and bi-annual monitoring data on waste quantities collected.

The Board noted that the document is important as it provides a structured mechanism for monitoring and evaluating the implementation of the municipal SWM policy, supports evidence-based planning and budgeting, and demonstrates compliance with national environmental management requirements and the KUSP II program conditions. Members further observed that the report strengthens accountability, improves coordination of waste management services, and serves as a key reference for future planning and reporting on solid waste management within the municipality. Following deliberations, the Urban Board approved the Bi-annual SWM Policy Implementation Report

Min 4. Any Other Business

There being no other business, members reiterated their commitment to supporting sustainable waste management initiatives within the Municipality.

Min 5. Adjournment

There being no further business, the meeting was adjourned at 2.00 p.m

Confirmed by:

Chairperson, Gilgil Municipal Board



Municipal Manager



Date:



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GILGIL MUNICIPALITY

**MINUTES OF THE GILGIL MUNICIPALITY FULL BOARD MEETING HELD ON
10TH JULY 2024 AT THE MUNICIPAL OFFICES BOARD ROOM**

Members Present

1. John Kihagi- CEC
 2. Kamau Kuria Chief Officer
 3. Joseph Theuri- Chairman
 4. Sharma Wangui- Vice Chairperson
 5. Tereasia Karugi- member
 6. Pauline Mbuva- Member
 7. Joshat Kiarie- Member
 8. Mbogo Kimani –member
 9. Stephen Kimani- member
 10. Joseph Njeru – manager
- In Attendance**
11. Mary Waithera Karanja – environment officer
 12. Fiona Wangui- Economist
 13. Judy Komen – Budget officer
 14. Kennedy Karanja – Accountant
 15. Margaret Siele – Social Officer
 16. Jackson Kibet – Planner
 17. Livingston Karanja- Auditor
 18. Nicholas Kimaiyu – HR

Agendas

1. Adoption of the Municipality solid waste management plan.
2. Adoption of the Municipality Climate Risk Profile Report to the municipal board members.
3. Adoption of the urban resilience strategy.
4. Adoption of the Draft Solid Waste Management Framework
5. Adoption of the Nakuru County Solid Waste Management Policy
6. Gender mainstreaming committee and Engagement Framework
7. AOB

Min 1: Preliminaries

The Chairperson called the meeting to order at 9.35am and welcomed all members present. The Chairperson stated that the purpose of the meeting was to receive and deliberate on the municipality Solid Waste Management Plan, Annual Solid Waste Management Plan Implementation Report in line with the mandate of the Urban Board under the Urban Areas and Cities Act (Amendment 2019) and municipality climate risk profile. The Chair emphasized the Board's oversight role in ensuring effective implementation of the Gilgil Municipality Solid Waste Management Framework.

Min 2: Confirmation of Agendas

The agenda was presented to the members for adoption. It was moved and seconded that the agendas be adopted as circulated.

Min 3: Adoption of the Municipality Solid Waste Management Plan

The Environment Officer presented the Bi-annual Solid Waste Management (SWM) Plan. Members of the Urban Board noted that the Plan provides the technical and policy basis for the bi-annual reporting and serves as an important planning and monitoring tool for the municipality. The document was acknowledged as critical in guiding long-term waste management interventions, improving coordination with private waste service providers, supporting compliance with environmental regulations, and enhancing accountability in service delivery. Following deliberations, the Urban Board approved and adopted the Solid Waste Management Plan as the guiding reference document for SWM implementation and reporting within Gilgil Municipality.

Min 4: Adoption of the Draft Solid Waste Management Framework

The board member deliberated on the preparation of the Draft Solid Waste Management Framework for Gilgil Municipality. Members discussed key components to be included in the framework, such as waste segregation at source, collection systems, transportation logistics,

disposal methods, recycling initiatives, and public awareness strategies. The need to align the framework with national environmental regulations and county policies was emphasized.

The preliminary draft framework was presented to members for review. After discussion and incorporation of proposed amendments, it was moved and seconded that the Draft Solid Waste Management Framework be adopted. The motion was carried, and the Framework was formally adopted subject to final formatting and circulation.

Min 5: Adoption of the Draft Urban Resilience strategy

The board members reviewed the need for an Urban Resilience Framework to guide the municipality in addressing environmental and climate-related risks. Members discussed incorporating strategies for disaster preparedness, infrastructure resilience, sustainable land use planning, and community-based adaptation measures. Emphasis was placed on integrating resilience planning into municipal development plans and ensuring coordination with county-level resilience strategies.

The draft Urban Resilience Framework was presented for consideration. Following deliberations and minor revisions, it was moved and seconded that the Draft Urban Resilience Framework be adopted. The Framework was adopted and approved by the Board.

Min 6: Adoption of the Municipality Climate Risk Profile

The Committee discussed the preparation of the Municipality Climate Risk Profile as a foundational document to inform environmental planning and resilience strategies. Members identified key climate hazards affecting Gilgil, including high temperatures, flooding risks, prolonged dry spells, and land degradation. It was agreed that the profile should include hazard identification, exposure analysis, vulnerability assessment, and recommended adaptation measures.

The draft Climate Risk Profile was tabled before the Board. After review and discussion, it was moved and seconded that the Municipality Climate Risk Profile be adopted as presented, subject to incorporation of any editorial corrections. The document was formally approved and adopted.

Min 7. Adoption of the Nakuru County Solid Waste Management Policy

The board reviewed the Nakuru County Solid Waste Management Policy and, after discussion on its relevance to Gilgil Municipality, unanimously adopted the policy for local implementation. The Municipal Manager was tasked with overseeing the integration of the policy into the municipality's operational plans, including the development of a local implementation strategy and establishment of monitoring mechanisms to ensure compliance and effective solid waste management across the municipality.

Min 8: Adoption and adoption of Gender mainstreaming committee and Gender Engagement Framework.

i) The Municipality Social Safeguard Officer presented a proposal for Gender mainstreaming committee to the Board. After scrutiny and analysis of the mandate and membership the Board adopted as presented.

ii) Gender Engagement Framework.

The Social Safeguard Officer presented to the board the Gender Engagement Framework for the Municipality of Gilgil for adoption. After a lengthy discussion, the Board unanimously agreed to adopt the Framework for Gilgil Municipality.

Min 9: Resolutions

The Board resolved as follows:

1. That the Annual Solid Waste Management Plan Implementation Report be approved and adopted.
2. That the Solid Waste Management Framework for Gilgil Municipality be and is hereby adopted.
3. That the Urban Resilience Framework be adopted.
4. That the Municipality Climate Risk Profile be and is hereby approved and adopted.
5. That the Nakuru County Solid Waste Management Policy be adopted to guide Solid Waste activities in the municipality.
6. That the Municipality adopt Gender Engagement Framework.
7. AOB

Min 10. Any Other Business

There being no other business, members reiterated their commitment to supporting sustainable waste management initiatives within the Municipality.

Min 11. Adjournment

There being no further business, the meeting was adjourned at 2.00 p.m

Confirmed by:

Chairperson, Gilgil Municipal Board



Municipal Manager




MUNICIPAL MANAGER
MUNICIPALITY OF GILGIL

Date:

12/05/2024