



**REPUBLIC OF KENYA
COUNTY GOVERNMENT OF NYANDARUA
DEPARTMENT OF LANDS, PHYSICAL
PLANNING AND URBAN DEVELOPMENT**



ENGINEER MUNICIPALITY

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**MINUTES OF A TECHNICAL MEETING FOR THE ENGINEER MUNICIPALITY
INTEGRATED STRATEGIC URBAN DEVELOPMENT PLAN (ISUDP) AND
INTEGRATED DEVELOPMENT PLAN (IDeP) HELD ON 20TH JUNE 2024 AT
ARDHI HOUSE BOARDROOM.**

IN ATTENDANCE

- 1. RECHAEL MUGO-DIRECTOR PHYSICAL PLANNING.**
- 2. NJOKI GATUHI-MUNICIPAL MANAGER.**
- 3. RUTH WANGUI-ACCOUNTANT**
- 4. PHILLIP WACHIRA-BUILDING INSPECTOR.**
- 5. BENSIION THUKU-PHYSICAL PLANNER.**
- 6. SOLOMON GITHINJI-PHYSICAL PLANNER.**
- 7. ANN GATERE-PHYSICAL PLANNER.**
- 8. OSCAR MUIRURI-LAND SURVEYOR.**
- 9. HENRY NGARUIYA-CARTOGRAPHER.**
- 10. HARUN NDUNG'U-BUILDING INSPECTOR.**
- 11. CATHERINE MAINA-BUILDING INSPECTOR.**
- 12. SAMSON MWAURA-PHYSICAL PLANNER.**

ABSENT WITHOUT APOLOGIES.

- 13. PETER NDIRANGU-LAND SURVEYOR.**
- 14. FRANCIS MANENE-LAND SURVEYOR.**
- 15. JOSEPH WANYOIKE-LAND SURVEYOR.**
- 16. EUNICE KAMAU-PHYSICAL PLANNER.**

N.B: Comprehensive list of stakeholder participants is attached.

AGENDA

- Preliminaries
- Feedback on data collection exercise.
- Way forward towards drafts preparation.
- A.O.B
- Closure

MIN LPP & UD 20.6.24/1 PRELIMINARIES

The meeting started with opening prayers by MR Henry Ngaruiya at 10:50 a.m.

MIN LPP & UD 20.6.24/2 FEEDBACK ON DATA COLLECTION EXERCISE.

The director physical planning opened the floor for members to present and give their feedback on the data they were supposed to gather according to the checklist they had prepared.

| SNO | ACTIVITY/ITEM | REMARKS ON THE FEEDBACK |
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| 1. | Base map,Physiography, Environment, Natural Resources and Locational context | The base map had been prepared with the available data awaiting ground trothing for the updates. Other maps on preparation once the boundary data has been updated with the current data of IEBC boundaries of the wards within the municipality. |
| 2. | Population and Demography | Mr Bension gave the feedback on the demographical data according to the 2019 statistical census. He raised a challenge on the data they have is been given |

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| | | <p>in locations, sub-locations, divisions and constituency according to the boundaries of the national government which are different from the county where we are interested in the four wards within the municipality.</p> |
| 3. | Land use analysis | <p>There was nothing to be presented because actors of the same had not started acting upon because they thought they had to go to ground first to collect primary data for them to start working on it.</p> |
| 4. | Urban analysis | <p>Mr Bension was to act upon the submission of the list of the core urban areas which was supposed to be submitted by the municipal board although director requested him to use the list that was in CUIDs document.</p> |
| 4. | Housing and Human Settlement | <p>Mr Harun gave the feedback on the data they were able to acquire from the housing directorate although the director felt that the data they had acquired was not adequate and</p> |

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| | | were requested to try and gather more of the same. |
| 5. | Transportation | Mr Oscar gave his feedback on the data he had acquired and was in a process of analyzing according to his checklist. The data was not adequate enough and he is supposed to gather and acquire more to the Matatus SACCOS and bodaboda associations. He was also to give data on the designated bus park within the municipality. |
| 6. | Water | Mr Francis was to give the feedback but absent although he had given the list of boreholes within the municipality. |
| 7. | Energy and ICT | Mr Wachira gave the feedback on the distribution of the electricity within the municipality according to his checklist he had developed and Mr Wanyoike was to respond on the ICT activity but was not available for the meeting. |
| 8. | Education | M/S Ann responded to the feedback for the data she was able to acquire from education department according to her checklist she had developed. She |

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| | | is to tabulate all the schools and staffing within the municipality for various levels. |
| 9. | Health, Solid and Liquid waste | Mr. Solomon responded on the health facilities within the municipality according to the data that he had acquired from health department. The remaining data is only for survey and planning. |
| 10. | Other Social Infrastructure | This was responded by actor MR Samson who gave his response on the data he was able to collect for the play grounds, police stations and posts, libraries and museums within the municipality. |
| 11. | Economic Analysis | There was nothing to respond for the actor was absent. |
| 12. | Governance and Institutional Framework | Mr Harun responded on this and gave his feedback according to the checklist they had developed. They were to consult the manager on the structure of the governance of the municipality. |
| 13. | Municipal Revenue and Human Resource. | Ms Ruth responded on her feedback for the data she had acquired from the revenue department. The other data was |

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| | | to consult the HR on the staffing of the municipality. |
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MIN LPP & UD 20.6.24/3 WAY FORWARD TOWARDS DRAFT

PREPARATIONS.

The director physical planning gave the ways forward on the changes every actor was supposed to make and on gathering more and recent data available from various sources. She also emphasized on the available of every member once called upon for the meeting. Every member is supposed to start drafting the draft of the activity one is handling.

MIN LPP & UD 20.6.24/4 A.O.B.

Mr Bension wanted to know the stage the allowances were at for they had already prepared the claim and submitted to the accountant to act upon the payments. The response was promising that the claims were at the final stages. The members set the dates of the next meeting to be on 25th June, 2024 at the same place at 10:00 a.m.

MIN LPP & UD 14.6.24/5 CLOSURE

There being no other business the meeting closed with a word of prayer by M/s Catherine Maina at 12. 40 pm.

Signed

CHAIRPERSON

DATE

SIGN

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SECRETARY

DATE

SIGN

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