

COUNTY GOVERNMENT OF KITUI

P. O. Box 33-90200

KITUI

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kitui.municipal@kitui.go.ke

**MINISTRY OF LANDS, HOUSING AND URBAN DEVELOPMENT
KITUI MUNICIPALITY**

THE MUNICIPAL BOARD OF KITUI MUNICIPALITY

APPROVED KITUI MUNICIPAL BOARD COMPOSITION

S/No.	Board Member	Gender (M/F)	Category represented as per UACA	Email
1.	Wilfred N.Kinundu	M	Appointed-Board Member	winknd@gmail.com
2.	Judith N. Kasanga	F	Appointed-Board Vice Chair	judithnthenya@gmail.com
3.	William K.Jedidah	M	Appointed-Board Member	williamkitema@gmail.com
4.	Mwendwa Munyoki	M	Private Sector-Board Chairman	m.mumyoki73@gmail.com
5.	Peter K.Manundu	M	Professional Association- Board Member	pkmanundu2003@yahoo.co.uk
6.	Becky M.James	F	Informal Sector- Board Member	95musangijames@gmail.com
7.	Linah Kawia	F	Neighborhood Association- Board Member	linamutinda100@gmail.com
8.	Evans Mutua	M	Chief Officer-Board Member	evans.mutua@kitui.go.ke
9.	Fredrick Kimanga	M	County Executive Committee Member- Board Member	kisonge76@gmail.com

KITUI MUNICIPALITY BOARD SUB-COMMITTEES

<i>A. AUDIT RISK AND COMPLIANCE COMMITTEE</i>			
S/NO	NAME	CONTACTS	RESPONSIBILITY
1	Peter Kiio	pkmanundu2003@yahoo.co.uk	Chairperson
2	Wilfred Kinundu	winknd@gmail.com	Member
3	Becky Musangi	95musanngijames@gmail.com	Member
4	Technical Staff-		Technical support
<i>B. FINANCE AND ADMINISTRATION</i>			
S/NO	NAME		RESPONSIBILITY
1	Lina Mutinda	linamutinda100@gmail.com	Chairperson
2	Judith Nthenya	judithnthenya@gmail.com	Member
3	William Kitema	williamkitema@gmail.com	Member
4	Technical Staff		Technical support
<i>C. TECHNICAL SERVICES AND INFRASTRUCTURE</i>			
S/NO	NAME		RESPONSIBILITY
1	Wilfred Kinundu	winknd@gmail.com	Chairperson
2	Lina Mutinda	linamutinda100@gmail.com	Member
3	Peter Kiio	pkmanundu2003@yahoo.co.uk	Member
4	Technical Staff		Technical Support
<i>D. GENDER SOCIAL SERVICES AND ENVIRONMENT SAFEGUARDS</i>			
1	William Kitema	williamkitema@gmail.com	Chairperson
2	Judith Nthenya	judithnthenya@gmail.com	Member
3	Becky Musangi	95musanngijames@gmail.com	Member
4	Technical Staff		Technical support

ROLES AND RESPONSIBILITIES OF BOARD SUB COMMITTEES

1. TECHNICAL SERVICES AND INFRASTRUCTURE COMMITTEE

Purpose

To promote integrated land use planning and development of Municipal infrastructure.

3.0 Functions of the Committee

1. Monitor the Enforcement of municipal plans and development control.
2. Advise to the municipality board on physical and land use planning matters
3. Advise on development control such as change of user, extension of user, extension of lease, subdivision of land, amalgamation of land and processing of environmental impact assessment within municipality
4. Provide guidance on initiating and undertaking research on urbanization strategies and policies.
5. Promotion of Urban Infrastructural development within the municipality including urban roads and associated infrastructure, storm drainage flood controls, walkways and other non-motorized transport infrastructure, street lighting, bus stands, boda boda stands, and taxi stands recreational parks and green spaces.
6. Monitor and advise on regulation of traffic controls and parking facilities.
7. Provide Framework for engaging on creating state agencies such as Kenya Power, Water companies Rural Electricity and Renewable Corporations, Energy and Petroleum Regulatory Authority among others.

2. GENDER, SOCIAL SERVICES AND ENVIRONMENT SAFEGUARDS COMMITTEE

Purpose

To enhance gender mainstreaming, sustainable service delivery and environmental management and conservation through active participation of the Municipal citizenry

01. Functions of the Committee

1. Guide on undertaking of civic education on gender mainstreaming and citizen participation
2. Ensure existence of an elaborate and institutionalized gender mainstreaming implementation structure.
3. Promote and coordinate delivery of community-based services and cultural activities in the municipality.
4. Make the necessary recommendations through the Board and the County Government on the housing, rehabilitation and integration of street children including but not limited to, establishment of rescue and rehabilitation center.

5. Monitor compliance of affirmative action for marginalized groups within the municipality.
6. Advise on preservation and promotion of culture and heritage within the municipality.
7. Guide on provision and regulation of municipal youth and sports activities.
8. Advise on promotion, regulation, and provision of refuse collection and solid waste management services.
9. Advise on promotion of climate resilient programs within the municipality
10. Advise on promotion and provision of water and sanitation services and infrastructure (in areas within the Municipality not served by the Water and Sanitation Provider)

3. FINANCE AND ADMINISTRATION COMMITTEE

Purpose

To provide strategic direction on financial management and administration of the Municipality

Functions of the Committee

1. Oversee the management and coordination of the Human Resource and General Administration function of the Municipality including performance management, municipality fleet management and development of a robust ICT infrastructure for the municipality.
2. Oversee finance and economic Planning interventions including development of municipality economic planning, strategic planning, budgeting, procurement planning and financial reporting and accountability.
3. Monitor compliance and enforcement of municipality plans, policies and by-laws.
4. Advise on the promotion of trade and commerce within the municipality through construction and regulation of municipal markets and abattoirs, development and management of formal and informal businesses and promotion of industry development.

4. AUDIT, RISK AND COMPLIANCE MANAGEMENT COMMITTEE

Purpose:

To provide an oversight on board operations, municipal services and ensure accountability and compliance.

Functions of the Committee

1. Guide on the managing, coordinating and reporting of municipality audit function.
2. Consider from the Internal Audit function a written assessment of the effectiveness of the system of internal controls and risk management.
3. Provide guidance on the process of evaluating risk management processes with the assistance of technical expertise where necessary.
4. Provide oversight on the review of operational financial and accounting systems to ensure efficiency.
5. Advise on Audit inspection and Performance Audit.
6. Provide oversight on evaluation of financial and operational procedures to ensure value for money.
7. Review and recommend for approval the risk management policy and the risk management framework.
8. Advise on the development and review of policies, laws and regulations to ensure compliance.
9. Advise on preparation and implementation of Municipality's disaster preparedness and management, emergency preparedness and management and risk management plans and strategies.

MUNICIPAL BOARD MEETINGS CALENDER FOR FY 2024/2025

S/NO	QUARTER	DATE
1	1 ST QUARTER	N/A
2	2 ND QUARTER	30 th October, 2024
3	3 RD QUARTER	20 th February,2025
4	4 TH QUARTER	16 th May,2025

MUNICIPAL BOARD ANNUAL CITIZEN FORA CALENDER FOR FY 2024/2025

S/NO	QUARTER	DATE
1	1 ST QUARTER	N/A
2	2 ND QUARTER	6 th November, 2024
3	3 RD QUARTER	22 nd January, 2025
4	4 TH QUARTER	23 rd April, 2025

MUNICIPAL BOARD SUB COMMITTEES SCHEDULE FY 2024/2025

2ND QUARTER		
S/NO	COMMITTEE	DATE
1	Finance and Administration	29/11/2024
2	Gender, Social Services and Environment	27/11/2024
3	Audit, Risk and compliance	28/11/2024
4	Technical services and infrastructure	26/11/2024
3rd QUARTER		
1	Finance and Administration	7/2/2025
2	Gender, Social Services and Environment	4/2/2025
3	Audit, Risk and compliance	6/2/2024
4	Technical services and infrastructure	5/2/2024
4th QUARTER		
1	Finance and Administration	5/6/2025
2	Gender, Social Services and Environment	3/6/2025
3	Audit, Risk and compliance	6/6/2025
4	Technical services and infrastructure	4/6/2024