

**MINUTES OF THE KIMILILI MUNICIPALITY CITIZEN FORUM MEETING HELD ON  
TUESDAY, 27TH AUGUST 2024 AT LELA CHILDREN'S HOME KAMUKUYWA AT 10:00  
AM - 1:00 PM**

**Agenda**

1. Preliminary
2. Opening Remarks and Financial Year 2023/2024 Report Presentation
3. Proposed Development Programs and Service Delivery Updates
4. Sensitization on Municipality Bylaws and Revenue Collection
5. Grievance Redress Mechanism (GRM) Committee and Complaints Procedure
6. Receiving Petitions and Memoranda
7. Plenary Discussions
8. Closing Remarks

**MEMBERS PRESENT.**

1. Informal Business Owners
2. County/Municipal Employees
3. Board Members
4. Security Personnel
5. Religious Leaders and Faith-Based Organizations
6. Taxi Operators
7. Motorcycle Riders (Boda Boda)
8. Business Community Representatives
9. Professionals and Experts
10. Special Interest Groups (Women's League, Youth, and Persons with Disabilities)
11. Development Partners and Stakeholders

**1. Preliminary.**

The meeting began at 10:10 AM with registration of participants, followed by an introduction of attendees. The Board Secretary welcomed all members and outlined the purpose of the meeting.

## **2. Opening Remarks and Financial Year 2023/2024 Report Presentation.**

The Board Chair delivered the opening remarks and presented the Financial Year 2023/2024 Report. Key highlights included:

- Achievements in infrastructure and service delivery.
- Challenges in revenue collection and operational efficiency.
- Financial accountability measures undertaken.

## **3. Proposed Development Programs and Service Delivery Updates.**

The Municipality Manager outlined upcoming development programs, focusing on:

- Road maintenance and expansion projects.
- Establishment of a modern marketplace.
- Upgraded waste management systems.

## **4. Sensitization on Municipality Bylaws and Revenue Collection.**

The Municipal Legal Officer provided a detailed overview of existing bylaws and revenue collection methods. Emphasis was placed on compliance and the importance of community participation in generating revenue for development.

## **5. Grievance Redress Mechanism (GRM) Committee and Complaints Procedure.**

The GRM Committee was introduced, and its role in resolving disputes and complaints was explained. Attendees were informed about the process for lodging complaints and the expected resolution timeline.

## **6. Receiving Petitions and Memoranda.**

The forum received written petitions and memoranda from various groups, including:

- Requests for improved security from taxi operators and boda boda riders.
- Proposals for affordable business licensing from the business community.
- A petition from the Women's League for inclusion in development committees.

## **7. Plenary Discussions.**

Participants engaged in an open discussion, addressing the following issues:

- Concerns about delayed development projects.
- Need for regular stakeholder engagement.
- Calls for transparency in allocation of resources.

#### **8. Closing Remarks.**

The Municipality Manager thanked attendees for their active participation and assured them of the Board's commitment to addressing raised issues. The meeting was adjourned at 1:00 PM.

#### **KEY ACTION POINTS.**

1. Expedite implementation of proposed development programs.
2. Increase awareness campaigns on municipality bylaws.
3. Establish quarterly citizen fora for continuous engagement.
4. Address security concerns raised by transport operators.

Recorded by:.......... Approved by:.....

**Board Secretary**

**Board Chairperson**