

NYERI MUNICIPAL COUNCIL

PARLIAMENT
OF KENYA
LIBRARY



ANNUAL REPORT (1989 - 1996)

R.K. GIKUHI CPS(K) MKIM
TOWN CLERK

060
NMC

NYERI MUNICIPAL COUNCIL

Town Hall
P.O. Box 180
Tel. 30660, 30700, 30702
NYERI.

Date:.....

NMC/RPT/II/195/92

The Permanent Secretary,
Ministry of Local Government,
P.O. Box 10004,
NAIROBI.

Dear Sir,

RE: ANNUAL REPORT - 1989 - 1996

In accordance with section 243 of the Local Government Act Cap. 265 of the Laws of Kenya, I have the honour to submit my Council's Annual Report for the years 1989 - 1996.

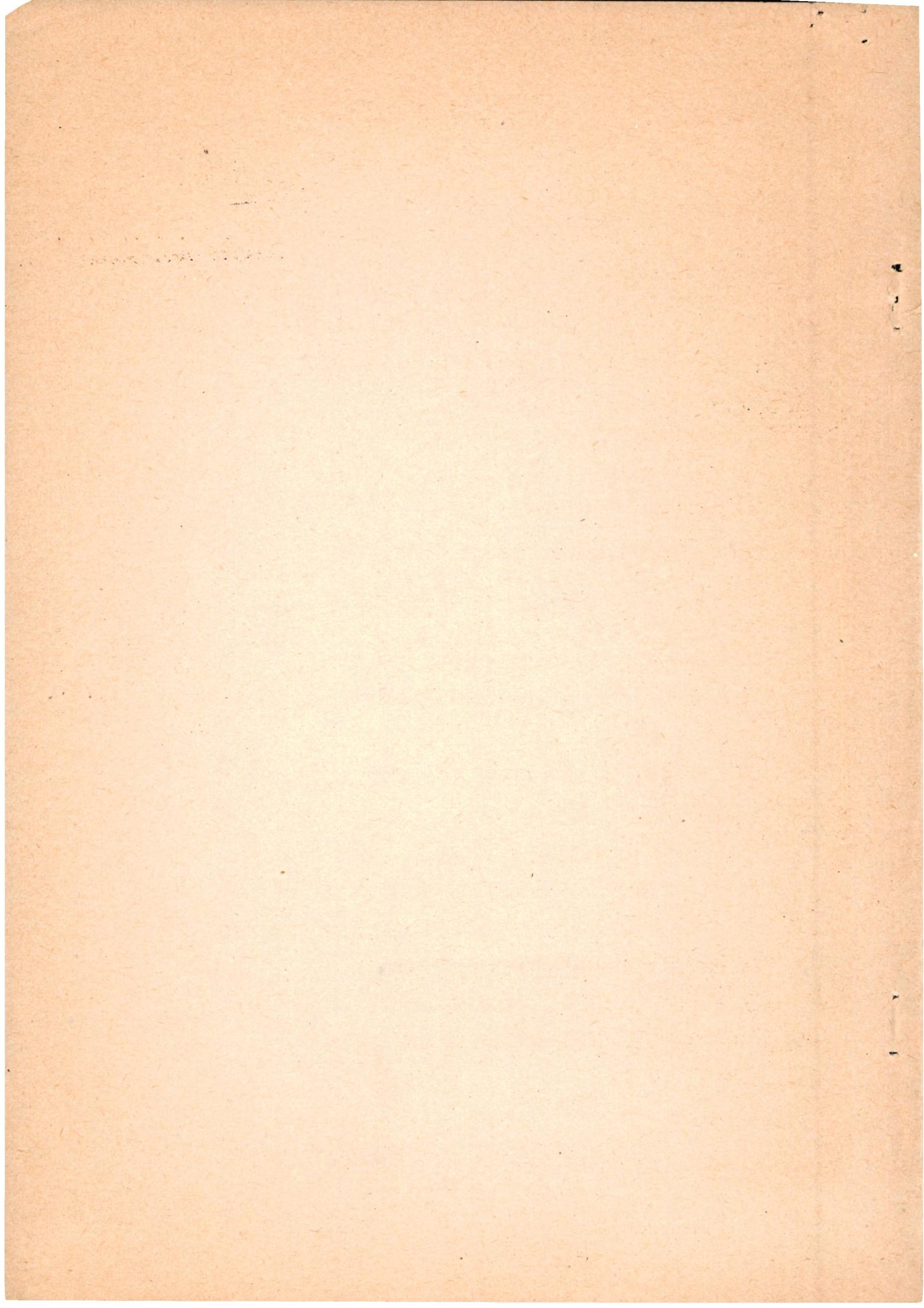
Yours faithfully,

R.K. GIKUHI
TOWN CLERK

C.C.

The Provincial Local Government Officer,
Central Province,
P.O. Box 546,
NYERI.

Encl*

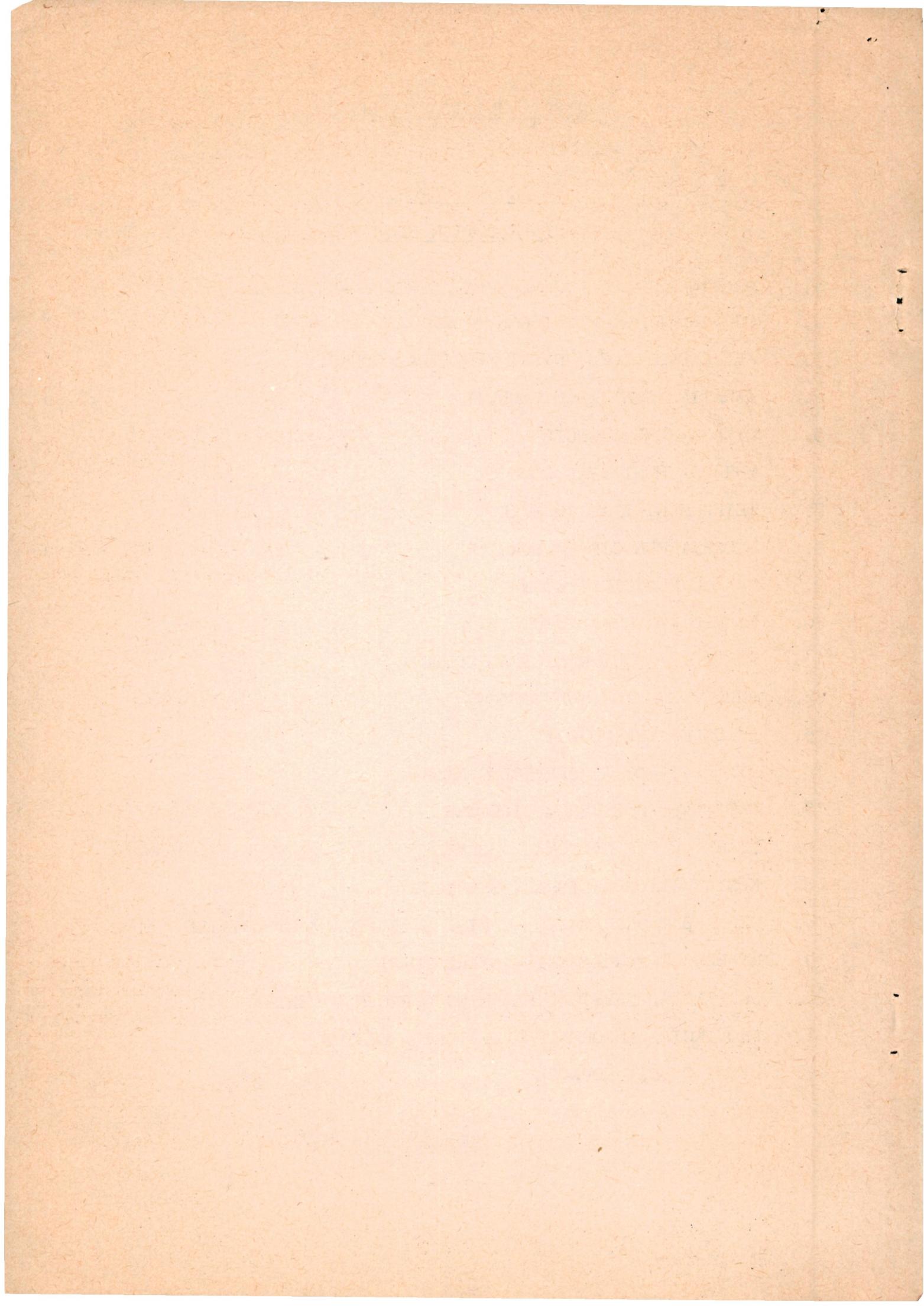


NYERI MUNICIPAL COUNCIL

ANNUAL REPORT

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22. NYERI COUNTY COUNCIL



FORWARD

The 1996 Annual Report is exceptional as it also contains reports for the calendar years 1989 to 1995 which were not compiled due to unavoidable circumstances.

The period covered by the report witnessed very many challenges both in the growth rate and in the change in economic and political circles.

The growth was witnessed in the annual budget rising from Kshs. 40 million in 1989 to Kshs. 137 million in 1996. The municipality also witnessed growth in physical area from 107 sq. km. in 1989 to 200 sq. km. in 1996. This growth in area of course brought new expectations from residents within the extended areas as they expected more superior services than the ones provided previously by the County Council.

In the economic area the municipality has been undertaking various reforms through the Kenya Government Reform Programmes. Some of these are:-

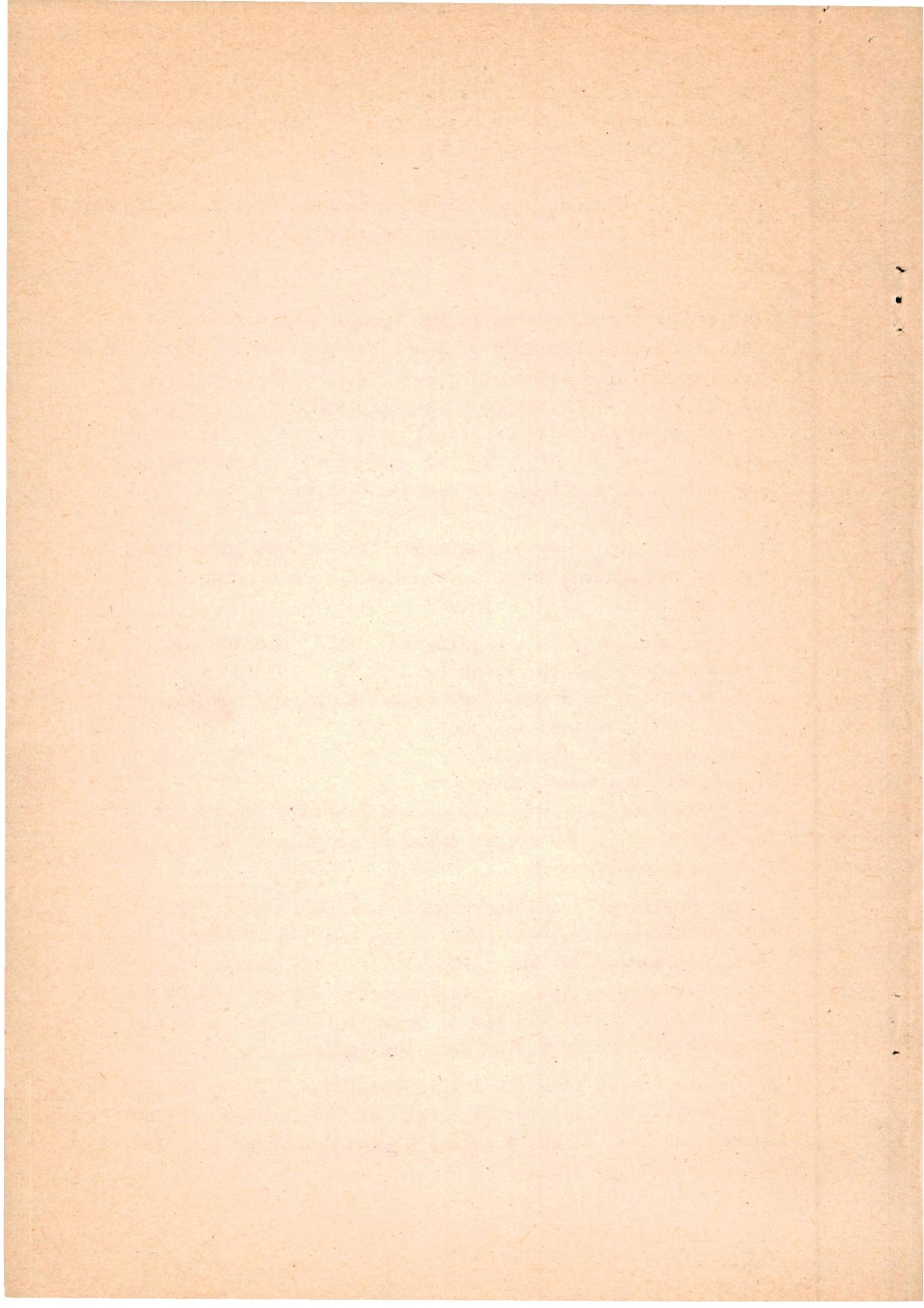
1. Licencing study that culminated in the introduction of oss (one stop shop) licences.
2. Preparation of 5 year LADP (Local Authority Development Programme for 1995 to 2000)
3. Revenue Potential Study
4. Simplified Accounting System
5. Creation of autonomous Water and Sewerage Department etc.

The aim of the above reform measures is to make the Council self sustainable.

In the political front the Council worked for the first time with a Multi-party Council which was elected in 1992. This was very challenging but the civic leaders very quickly adopted to the new system with the realisation that at the end of the day what matters is the quality of service that the residents of the municipality are receiving from the Council.

As we prepare to face the future challenges, we would like to rededicate ourselves to the ideals of the Local Government System and hope to see a strong Government which is politically and economically strong.

R.K. GIKUHI
TOWN CLERK



NYERI MUNICIPAL COUNCIL

ANNUAL REPORT FOR 1989 TO 1996

I. INTRODUCTION

This report is rendered in accordance with Section 243 of the Local Government Act Cap 265 of the Laws of Kenya.

Included in this report are reports of the Town Clerk's Department, Social Services Section, Municipal Treasurer's Department and Deputy General Manager (E)'s Department.

2. HISTORY

The Municipal Council of Nyeri was elevated from Urban status to Municipal status vide Gazette Notice No. 61 of 1971.

3. AREA

The area of the Municipality is now 200sq. kilometres. Before 1992 the area was only 176sq. kilometres.

4. POPULATION

The population of Nyeri Municipality has increased as a result of rural - urban migration in search of employment. It is approximately 100,000 of which 40% is in urban whereas 60% is in the rural agricultural area.

5. CONSTITUTION OF THE COUNCIL

(a) Following the general elections on 29th December 1992 the following councillors were elected to constitute the Council: -

| <u>COUNCILLOR'S NAME</u> | <u>ELECTROL AREA (WARD)</u> |
|---------------------------|-----------------------------|
| Jackson Nderatu Wanjage | Kimathi |
| Simon Kamotho Ngatia | Chenia |
| Silvester Wang'ombe Nderi | Kihatha/Gitathini/Kamakwa |
| Bernard Mwangi Nderi | Karia/Giaichamwenge |
| Anthony Mwangi Kibuu | Githiru/Muruguru/Marua |

| <u>COUNCILLORS NAME</u> | <u>ELECTORAL AREA (WARD)</u> |
|-------------------------------|------------------------------|
| Michael Gituku Njanjo | Ngonde |
| George Miatu Mwehe | Gatitu North |
| Peter Njoroge Gakomo | Gatitu South |
| Charles Muraga Wanjohi | Mathari/Kihuyo |
| Charles Kagai Mukoma | Kirichu/Gachika |
| Peter Njogu Githinji | Mt. Kenya |
| John Irungu Ngima | Majengo |
| Michael Maina Karuri | Kiganjo |
| Wilson Mwangi Kariithi | Nyaribo |
| Ernest Githenya Kiambui | Kangemi |
| District Commissioner (Nyeri) | Nominated |
| Grace N. Wanyeki | Nominated |
| Johnson N. Kigo | Nominated |
| Uledi Majid | Nominated |
| Patrick Munyingi | Nominated. |

(b) COUNCILLORS LEADERSHIP:

The General elections brought into the Council almost new members and at its Full Council meeting on 20/2/93 the following Councillors were elected into Council leadership as shown hereunder:-

Cllr. Jackson Nderitu Wanjage - The Mayor
 Cllr. Johnson N. Kigo - Deputy Mayor

(c) COMMITTEE CHAIRMEN:

Cllr. Simon K. Ngatia - Finance, Staff and General Purposes
 Cllr. Charles Kagai Mukoma - Works and Town Planning Committee
 Cllr. Peter Njoroge Gakomo - Housing, Education and S. Services
 Cllr. Anthony Mwangi Kibuu - Public Health Committee.

(d) STATUTORY BOARDS:

Cllr. John Irungu Ngima - Liquor Licencing Board
 Cllr. Charles M. Wanjohi - Traditional L.L. Court
 Cllr. Simon K. Ngatia }
 Cllr. Johnson Kigo) Nyeri Municipality Traders Joint
 Cllr. Brij Mahan) Loans Board.

STATUTORY BOARDS

Cllr. George M. Mwehe)
Cllr. Grace Wanyeki) Tetu Land Control Board

H.W. the Mayor Cllr. Jackson N. Wanjage } Plot Allocation Committee
Town Clerk, Mr. R.K. Gikuhi }

(e) MEMBERSHIP OF COUNCIL'S COMMITTEES:

The following was the membership of the various Council committees as elected at the first Full Council meeting on 26th February, 1993.

FINANCE, STAFF AND GENERAL PURPOSES COMMITTEE:-

Cllrs: Simon Kamotho Ngatia - Chairman
Cllr. Jackson N. Wanjage - H.W. the Mayor (ex-official)
District Commissioner - Nyeri
Cllr. (Maj Rtd) B.M. Nderi
Cllr. Charles Kagai Mukoma
Cllr. John Irungu Ngima
Cllr. Patrick Munyingi
Cllr. Grace N. Wanyeki
Cllr. Johnson N. Kigo
Cllr. George Miatu Mwehe
Cllr. Charles Wanjohi Muraga
Cllr. Michael Gituku Njanjo
Cllr. Silvester Wang'ombe Nderi
Cllr. Brij Mahan
Cllr. Peter Njoroge Gakomo

(f) WORKS AND TOWN PLANNING COMMITTEE

Cllr. Charles Kagai Mukoma -- Chairman
Cllr. Jackson N. Wanjage - H.W. the Mayor (ex-official)
Cllr. Maj (Rtd) Bernard Nderi
Cllr. Simon Kamotho Ngatia
District Commissioner - Nyeri
Cllr. Uledi Majid
Cllr. George Miatu Mwehe
Cllr. Njagi Kigo
Cllr. Silvester Wang'ombe Nderi

Cllr. Michael Maina Karuri
Cllr. Charles Muraga Wanjohi
Cllr. Brij Mahan

(g) PUBLIC HEALTH COMMITTEE

Cllr. Mwangi Kibuu
Cllr. Jackson Nderitu Wanjage - H.W. the Mayor (ex-official)
Cllr. Major (Rtd) Bernard Mwangi Nderi
Cllr. Simon Kamotho Ngatia
Cllr. Charles Kagai Mukoma
Cllr. John Irungu Ngima
Cllr. Patrick Munyingi
Cllr. Michael Gituku Njanjo
Cllr. Johnson Njagi Kigo
Cllr. Grace N. Wanyeki
Cllr. Peter N. Gakomo

(h) EDUCATION, HOUSING AND SOCIAL SERVICES COMMITTEE:-

Cllr. Peter Njoroge Gakomo - Chairman
Cllr. Jackson N. Wanjage - H.W. the Mayor (ex-official)
Cllr. Maj.(Rtd) B.M. Nderi
Cllr. Simon Kamotho Ngaia
Cllr. Anthony M. Kibuu
Cllr. Silvester W. Nderi
Cllr. Grace N. Wanyeki
Cllr. Michael M. Karuri
Cllr. Uledi Majid
Cllr. Johnson N. Kigo
Cllr. Michael G. Njanjo

c. MEETINGS OF THE COUNCIL

(a) From the first Full Council in 1993, when it was newly constituted, upto the end of 1996, the Council held meetings as hereunder:-

| COUNCIL COMMITTEE | MEETINGS | | | | | | |
|---|----------|------|------|------|------|------|------|
| | YEARS | 1991 | 1992 | 1993 | 1994 | 1995 | 1996 |
| Full Council | | 7 | 7 | 9 | 7 | 5 | 9 |
| Finance, Staff and General Purposes | | 19 | 12 | 12 | 19 | 12 | 24 |
| Public Health | | 2 | 3 | 4 | 5 | 3 | 2 |
| Housing, Education & Social Services | | 3 | 4 | 6 | 6 | 4 | 7 |
| Works & Town Planning | | 6 | 5 | 7 | 7 | 11 | 7 |
| TOTAL MEETINGS | | 39 | 31 | 38 | 44 | 35 | 49 |

(b) Councillors meeting attendance:

The Councillors attendance to the Council's meetings remained satisfactory during the years under review.

7. VISITORS

We received a total number of visitors in the years under review as hereunder:-

1990 - We received one hundred sixty three (163) visitors
 1991 - " " eighty seven (87) visitors
 1992 - " " fifty seven (57) visitors
 1993 - " " eighty five (85) visitors
 1994 - " " one hundred thirty four (134) visitors
 1995 - " " one hundred thirty nine (139) visitors
 1996 - " " one hundred fifty four (154) visitors

However, not all visitors were able to sign our Visitors Book.

FUNCTIONS:

The Town Clerk's Department co-ordinates the various activities in the Council. In addition, the following functions are undertaken by the Department:-

...../6

We received a total number of visitors in the years under review

1990 - We received one hundred sixty three (163) visitors

1991 - " " eighty seven (87) visitors

However, that all visitors were sole consignees of visitors.

TOTAL MEETINGS

30 31 32 33 34 35

The Town Clerk's Department coordinates the various activities (by Council's meeting attendance) the following functions are under the Council's attendance to the Council's meetings remained taken by the Department - satisfactory during the years under review.

ADVISORY COMMITTEE

We received a total number of visitors in the year under review.

However, that all visitors were sole consignees of visitors.

TOTAL MEETINGS

30 31 32 33 34 35

The Town Clerk's Department coordinates the various activities (by Council's meeting attendance) the following functions are under the Council's attendance to the Council's meetings remained taken by the Department - satisfactory during the years under review.

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30 31 32 33 34 35

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(c) ADMINISTRATION

| | |
|------------------------|---|
| Mr. R.K. Gikhi | - Town Clerk w.e.f. 12th September 1993 |
| Mr. J.K. Munyi | - Deputy Town Clerk w.e.f. 16/12/96 |
| Mrs S.M. Wamai | - Principal Administrative Officer w.e.f. 21/10/93 |
| Ms Joycelen Ndegwa | - Executive Secretary |
| Mr. F.K. Kariuki | - Asst. Establishment officer w.e.f. 29/4/96 |
| Mr. S.M. Githu | - Establishment Clerk |
| Mr. Stephen M. Chorio | - Committee Clerk |
| Ms Anne N. Maina | - Copy Typist |
| Mr. Daniel K. Kariuki | - Telephone Operator |
| Mr. Paul M. Wachira | - Driver |
| Mr. Joseph Macharia | - Labourer |
| Mr. Peter N. Wachira | - Driver |
| Mr. Patrick T. Kamuhia | - Watchman |

(d) REGISTRY

| | |
|------------------------|---------------------------|
| Mr. William N. Muriuki | - Registry Superintendent |
| Mr. Samuel N. Karanja | - Clerical Officer II |
| Mr. Amos Nduhiu | - Clerical Officer III |
| Mr. Paul Munuhe | - Messenger |
| Mr. Peter K. Nduhiu | - Messenger |
| Ms Beatrice Wangui | - Cleaner |
| Ms Damaris N. Ihure | - Cleaner |

(e) LEGAL SECTION

| | |
|---------------------|--------------------|
| Charles M. Ngunjiri | - Senior Law Clerk |
|---------------------|--------------------|

(f) MAYOR'S PARLOUR

| | |
|-------------------|-----------------|
| Jane W. Mwangi | - Secretary II |
| Isaac W. Githaiga | - Senior Driver |
| Erastus W. Ndunyu | - Sergeant |
| Zainabu Kibwana | - Cleaner |
| Racheal Gachora | - Cleaner |

(g) SOCIAL SERVICES HOUSING & EDUCATION

| | |
|-------------------|---|
| J.M. Muritu | - Welfare Officer |
| Margaret Muthee | - Social Worker |
| Momicah Wakarima | - Welfare Assistant |
| Lydia Gathu | - Nursery School Supervisor |
| David N. Wambugu | - Ag. Sports Officer |
| Catherine Wanjira | - Clerical Officer III |
| Lucy Ngunjiri | - Library Assistant |
| Elenah Nyawira | - Nursery School Teacher |
| Eith Kingori | - " " " |
| Ann Wamuyu | - " " " |
| Joyce Nyagacheke | - " " " |
| Sofia Saidi | - Nursery School Attendant |
| Mary Watiri | - Social Hall Attendant |
| Samuel Nyota | - Social Hall Attendant |
| Lucy Nduta | - Nursery School helper |
| Jane W. Mwinga | - Nursery School helper |
| Agnes Makori | - Nursery School Teacher |
| P.N. Kamuyu | - Library Assistant (retired under medical grounds) |
| Annah Wamuyu | - Nursery School Teacher |

II. COMMUNITY DEVELOPMENT

During the years under review, divisional community development Committee met severally and many projects benefited in one way or another from community development grants through the District C.D. Committees.

(a) REGISTRATION OF SELF HELP GROUPS

During the years between 1989 and 1995, a total of 1050 self-help groups were registered cattering for 4730 members as follows:-

| TYPE OF GROUP | 1989 | 1990 | 1991 | 1992 | 1993 | 1994 | 1995 | 1996 |
|----------------|------|------|------|------|------|------|------|------|
| Youth Groups | 1 | 12 | - | 8 | 20 | 13 | 40 | 58 |
| S/Help Groups | 52 | 48 | 50 | 25 | 30 | 15 | 22 | 79 |
| Women Groups | 40 | 53 | 44 | 57 | 35 | 46 | 38 | 42 |
| Welfare Groups | 18 | 15 | 15 | 18 | 25 | 21 | 20 | 9 |
| Projects | 10 | 7 | 15 | 6 | 5 | 8 | 12 | 6 |
| Mens Group | 2 | 1 | 3 | 5 | 1 | - | - | 1 |
| | 123 | 136 | 117 | 129 | 116 | 103 | 132 | 195 |

(b) SELF-HELP PROJECT STATUS

During the years under review several projects held Harambee meetings to raise funds for their projects. During the eight years, a total of Kshs. 21,512,000= was raised through cash and materials.

Most of the projects undertaken were classrooms of various schools.

The position of all projects during the years in review was as follows:-

| YEAR | 1989 | 1990 | 1991 | 1992 | 1993 | 1994 | 1995 | 1996 |
|--------------------|------|------|------|------|------|------|------|------|
| Projects continued | 101 | 203 | 221 | 246 | 250 | 248 | 236 | 284 |
| Projects started | 123 | 136 | 117 | 129 | 116 | 103 | 132 | 195 |
| Projects abandoned | 5 | 35 | 44 | 75 | 63 | 25 | 18 | 33 |
| Projects completed | 16 | 83 | 48 | 50 | 55 | 90 | 66 | 15 |

III. WOMEN PROGRAMMES

There are 252 active women groups in the Municipality which are operating various types of activities. Although there are groups undertaking welfare programmes for their members, there are others which are involved in purchase of house hold equipment for their members while most of them are involved in Revolving loans.

(a) WOMEN IN DEVELOPMENT PROGRAMME

Nyeri Municipality is one of the Local Authorities which have Women In Development Programme. The Programme is funded by Fredrich Ebert Foundation and their main objective is empowerment of women in Social and Economic activities.

Projects started 123 136 117 129 116 103 132 195

Projects abandoned 5 35 44 75 63 25 18 33

.../10

Projects completed 16 83 48 50 55 90 66 15

III. WOMEN PROGRAMMES

(4) WOMEN IN DEVELOPMENT PROGRAMME 1992-1994-1995-1996

Nyeri Municipality is one of the Local Authorities which have
continued the Development Programme. The Programme is funded by SIDA
Practical Basic Foundation and their main objective is empowerment
of women in social and economic activities.

| ABANDONED | | STARTED | |
|-----------|----|---------|-----|
| 5 | 35 | 153 | 136 |
| 14 | 75 | 116 | 103 |
| 25 | 63 | 135 | 152 |
| 18 | 33 | | |

During the years under review several projects held Haramble
Projects
conducted to raise funds for their projects. During the years

Years, a total of Kshs. 21,315,000 was raised through cash and
III. WOMEN PROGRAMMES

There are 252 active women groups in the Municipality which are
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which are involved in various types of income generating activities.
The position of all projects during the years under review is as
follows, while most of them are involved in Revolving Loans.

(4) WOMEN IN DEVELOPMENT PROGRAMME 1992-1994-1995-1996

Nyeri Municipality is one of the Local Authorities which have
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Practical Basic Foundation and their main objective is empowerment
of women in social and economic activities.

| ABANDONED | | STARTED | |
|-----------|----|---------|-----|
| 5 | 35 | 153 | 136 |
| 14 | 75 | 116 | 103 |
| 25 | 63 | 135 | 152 |
| 18 | 33 | | |

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(4) WOMEN IN DEVELOPMENT PROGRAMME 1992-1994-1995-1996

Nyeri Municipality is one of the Local Authorities which have
continued the Development Programme. The Programme is funded by SIDA
Practical Basic Foundation and their main objective is empowerment
of women in social and economic activities.

Among the programmes activities the W.I.D. Programme is involved in the following:-

- (i) Training of women
- (ii) Gender sensitisation

In 1991, Majengo Self-help women Housing group benefited from the programme when they were given a block making machine worth Kshs. 85,000= Other activities funded by the foundation included training of trainers,(TOT)

B. REVOLVING LOAN

During the years in review, several Financial Institutions funded women groups which were involved in revolving loans. Including financial support, the institutions also provided the groups with technical and training support. The institutions were as hereunder:-

- Kenya Women Finance Trust
- National Council of Churches of Kenya (NCKK)
- Partnership for Productivity (PFP)
- Kenya Rural Enterprise Programme (K-REP)
- F.A.U.L.U. Kenya
- Women Entrepreneur Development Institution (W.E.D.I.)

IV. SOCIAL WELFARE

A. Social Institutions

There were only two Social Welfare Institutions in the Municipality during the years 1989 to 1996.

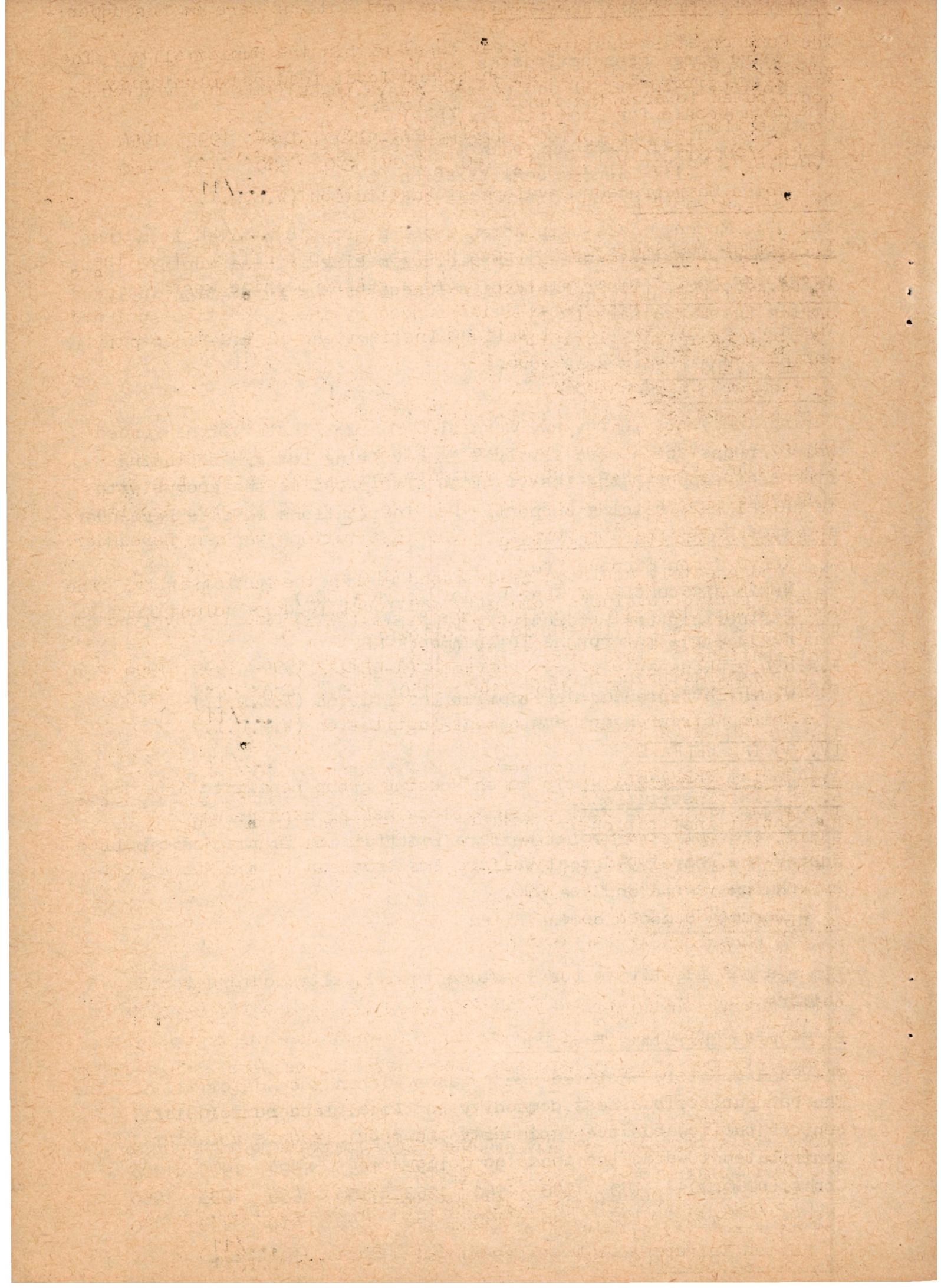
- Huruma Children Home
- Kinunga School for the Blind

Kinunga has facilities for 15 students and Caltex caters for 36 children.

B. Mayor's Christmas Tree Fund

The Fund greatly assisted needy cases within the Municipality. The general public, business community and local leaders voluntarily contributed towards the funds as follows:-

| Contributions | 1989 | 1990 | 1991 | 1992 | 1993 | 1994 | 1995 | 1996 |
|---------------|------|------|------|------|------|------|------|------|
| Kshs. /000.00 | 150 | 148 | 140 | 150 | 150 | 450 | 438 | 450 |



The Mayors Christmas Tree Fund assisted Fire Victims, town destitutes and the following Institutions during the years in review:

- Child Welfare Society
- Naromoru Children Home
- Red Cross (Nyeri Branch)
- Tumu Tumu School for the deaf
- Mahiga Children Home
- Karatina Children Home
- Karatina School for the Handicapped
- Huruma Children Home (Caltex)
- Kinunga School for the Blind
- Special Schools
- Provincial General Hospital
- Consolata Hospital

C. Destitute Bursary Awards

During the years 1989 - 1996, the Council awarded Secondary School bursary to Destitute Children amounting to Ksh. 420,000/=

D. Relief of Distress

The Council through its destitute vote distributed food stuff and clothing to town destitute in form of relief of distress. The Council spent Ksh. 21,000/= which was budgeted for every year.

The amount spent for the eight (8) years totals 168,000/= In addition to the Council, the destitutes also receive assistance from the following Institutions:-

- Child welfare
- Kenya Red Cross
- Kenya Union for the Blind
- World Vision
- Churches

V. A.S.K. SHOW (CENTRAL KENYA)

In the years under review, Nyeri Municipal Council participated in all the Central Kenya Show and it mostly displays some of the services they offer, such as:-

- Fire Services
- Water and Sewerage Services
- Conservancy
- Parks and gardens and the items made by the women groups

VI. COURSES

During the years under review several officers in Social Services and members of Public attended courses and seminars. These courses were as follows:-

- (i) Social Development Workshop (1996) - Three Officers attended (Local Workshop)
- (ii) Women in Development (TOT) 1994 & 1993 - 3 Officers
 - 25 Women leaders
 - National Course
- (iii) Housing In Development (1991) - One Officer
 - International Course
- (iv) Women In Development (Leadership 1991) - 150 Women Leaders
 - Local Seminar
- (v) Social Development Course (1996) - One officer
 - National Course

VII. SPORTS

During the years in review Nyeri Municipality continued to dominate in various sporting activities which were organised by various Associations. The sports where the Municipality performed well were:- Football, Volleyball, Darts and Athletics.

Nyeri Municipal Council staff participated in the Kenya Inter-Municipality Sports and Cultural Association Festivals during those years as shown below:-

| YEAR | VENUE | DARTS | SQUASH | VOLLEY BALL | BAD MINTON | TABLE TENNIS | BAD MIN. | CULT. DANCE | CONTIGENT |
|------|-----------|-------|--------|-------------|------------|--------------|----------|-------------|-----------|
| 1989 | Kitale | 2 | 3 | 3 | 4 | 6 | - | - | 45 |
| 1990 | Kisii | 2 | 2 | 2 | 5 | 5 | 4 | - | 38 |
| 1991 | Nyahururu | 3 | 2 | 4 | - | 4 | 6 | - | 35 |
| 1992 | Meru | 2 | 2 | 3 | 3 | 2 | - | - | 48 |
| 1993 | Kericho | 3 | 2 | 4 | 2 | - | - | - | 52 |
| 1994 | Machakos | 5 | 1 | 4 | - | - | - | - | 35 |
| 1995 | Eldoret | 8 | 2 | 4 | - | 4 | 5 | 8 | 17 |
| 1996 | Nakuru | 4 | 2 | 3 | - | - | 7 | - | 32 |

VIII. LIBRARY

The Council's library had continued to offer services and as of late it had been closed for re-organisation after the retirement on medical grounds of Mr. Kamuyu who was the library Assistant.

IX. REGISTRATION OF PRIVATE SCHOOLS

The Council under its Housing, Education and Social Services Committee approved registration of private schools in the Municipality during the years in review.

The private Institutions greatly support Public Institutions in providing the much needed services. These were registered as follows:

| YEAR | ACADEMIC INSTITUTION | COMMERCIAL INSTITUTION |
|-------|----------------------|------------------------|
| *1989 | 2 | 4 |
| 1990 | 5 | 1 |
| 1991 | 3 | 2 |
| 1992 | 4 | 12 |
| 1993 | 3 | 2 |
| 1994 | 6 | 2 |
| 1995 | 10 | Nil |
| 1996 | 3 | Nil |
| TOTAL | <u>36</u> | <u>12</u> |

9. MUNICIPAL TREASURER'S DEPARTMENT

The Municipal Treasurer's Department, headed by the Municipal Treasurer is charged with the hereunder stated responsibilities:-

- Managing of all funds of the Council, namely: general, water and sewerage, housing funds and also the rating matters of the Council.
- Custody, control and accounting procedures of the Council's stores.
- Compiling the estimates and presentation of the same to the Finance Committee.

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- Maintenance of Council's accounting system and financial records.
- Maintenance and introduction of revenue centres.
- Organisation of the financial arrangements in the department and all other departments of the Council.
- Verification of all accounts for purchase and payments and for making payments including salaries and wages.
- Making arrangements for the collection and recovery of monies due to the Council and the handling, custody, security and banking for cash.

To accomplish the above listed functions in the years under review, the following are the current members of staff under the co-ordination of the Municipal Treasurer.

ADMINISTRATION:

| | |
|------------------|-------------------------|
| George N. Maina | - Municipal Treasurer |
| Peter K. Gaku | - Senior Accountant |
| Jane Gikunju | - Treasurer's Secretary |
| Jane Macharia | - Copy Typist |
| Mary W. Karugu | - Cleaner |
| Paul M. King'ori | - Messenger |

PAYMENTS SECTION (EXPENDITURE)

| | |
|---------------------|----------------------------------|
| D. Ndegwa Mukaburu | - Accountant III (salaries) |
| Elizabeth W. Wangai | - Clerical Officer II (salaries) |
| Jane N. Gichohi | - Revenue Officer |
| Anne W. Wachiuri | - C.O. II |
| Stanley N. Wabocha | - C.O. III |
| Teresa Gathoni | - C.O. II |
| Samuel G. Wachira | - Askari (deployed as C.O.) |

REVENUE SECTION:

| | |
|-------------------|-----------------|
| Wilson M. Gathogo | - Accountant II |
| Moses W. Ndiritu | - C.O. III |
| Godfrey Njari | - C.O. II |

REVENUE SECTION:

| | |
|--------------------|----------------------------------|
| Jane Ndungu | - C.O. III |
| Grace N. Ngari | - C.O. III (cash office) |
| Charity M. Muriuki | - C.O. III (cash office) |
| Jane Nyambura | - Junior Market Master (Banking) |

SLAUGHTER HOUSE

| | |
|---------------|----------------------|
| Mary Wangechi | - Collector - Nyeri |
| John Macharia | - Labourer - Kiganjo |

MARKETS

| | |
|-----------------|---------------------------|
| John K. Ng'agga | - Market Master - Nyeri |
| Olive Njoki | - Assistant market master |
| James Mathinji | - Supervisor |
| Moses Kabau | - Collector |
| Jane Mumbi | - " |
| Hellen Nyambere | - " |
| John Ndirangu | - " |
| Faith Njoki | - " |
| Joyce Wangui | - " |

STORES

| | |
|-------------------|----------------------------------|
| Joseph G. Wambugu | - Internal Auditor II (Stores) |
| James Kaguma | - Senior Storekeeper |
| Mary Watetu | - C.O. II |
| Samuel Matimu | - " |
| John K. Njau | - " |
| Waweru Paul | - Store Attendant |
| Githinji David | - " " |
| Beatrice W. Taiti | - Store Attendant (now deceased) |
| Kanyari Bernard | - Labourer |

INTERNAL AUDIT:

| | |
|-------------------|------------------------------------|
| Peter M. Ng'arua | - Senior Internal Auditor |
| Esther M. Ndegwa | - Accountant III (now transferred) |
| Winrose N. Munuhe | - Trainee Accountant |
| Moses T. Karuri | - C.O. III |

SERVICE CHARGE/REVENUE:

| | |
|-----------------|-----------------|
| Mwangi Mutahi | - Accountant II |
| Rehema Salim | - C.O. II |
| Anne W. Kariuki | - C.O. II |

MACHINE OPERATORS:

| | |
|-------------------|---------------------------|
| Jane W. Muthaa | - Senior Machine Operator |
| Mary Kimani | - Copy Typist II |
| Gilbert K. Ngatia | - C.O. II (suspended) |
| Peter N. Gitahi | - Senior Machine Operator |

BUS PARKS:

| | |
|----------------|------------------------|
| Joseph Kibui | - Market Attendant III |
| Peter Gitari | - " " |
| David Theuri | - " " |
| Newton Gitahi | - " " |
| Damaris Wamuyu | - " " |
| Phillip Nduati | - " " |
| John Maina | - " " |
| Rose Wanjugu | - " " |

TRAINING:

During the years under review, few officers were trained and amongst them were James K. Kaguma who was later promoted from Clerical Officer (Stores) to Senior Storekeeper.

RECRUITMENTS:

The following members of staff were recruited during the years under review, amongst many.

| | |
|--------------------|-------------------------------|
| Peter K. Gaku | - Senior Accountant |
| Ndegwa D. Mukaburu | - Accountant III |
| Stanley N. Wabocha | - C.O. II |
| Jane M. Ndungu | - C.O. III |
| Mary W. Miatu | - C.O. III |
| Geoffrey N. Kamano | - P.R.O. (who later resigned) |

TRANSFERS:

During the years some officers were transferred as hereunder:-

- Mr. Wamunyu who swoped position with Eunice M. Njuguna from Nyahururu Municipal Council.
- Tobias Oduk who was transferred to Kisumu Municipal Council.

DISMISSALS:

Gitonga Muhoro was dismissed due to absconding. Gilbert K. Ngatia was suspended.

REVENUE COLLECTION:

During the years under review, this department proceeded in collecting revenue for the Council and here below is the statistics as per the 1994/95 financial year.

GROSS REVENUE:

| | |
|------------------------------------|---------------------|
| 1. Rates and interest | Kshs. 12,120,000.00 |
| 2. Business licences | 4,020,000.00 |
| 3. Trade licence | " 1,160,000.00 |
| 4. Cess producee | " 620,000.00 |
| 5. Land and plot rent | " 100,000.00 |
| 6. Application forms/fees | " 300,000.00 |
| 7. Market stores/shop rents | " 1,240,000.00 |
| 8. Market Fees | " 1,260,000.00 |
| 9. Bus Parks Chages | " 1,340,000.00 |
| 10. Bus parks kiosks rents | " 400,000.00 |
| 11. Slaughtenhouse fee | " 540,000.00 |
| 12. Conservancy/refuse collection | " 1,220,000.00 |
| 13. Fire calls/water delivery | " 1,060,000.00 |
| 14. Nursery School fees | " 180,000.00 |
| 15. Other charges | " 740,000.00 |
| 16. General fund sub totals | " 26,340,000.00 |
| 17. Local Authority Service Charge | " 8,180,000.00 |

| | |
|---------------------------|-----------------|
| 18. Housing Fund | - 5,560,000.00 |
| 19. Water & Sewerage Fund | - 35,700,000.00 |

EXPENDITURE FOR THE 1994/95 FINANCIAL YEAR

| | |
|--|---------------|
| 1. Mayor's Parlour | 740,000.00 |
| 2. Mayor & Councillors' expenditure | 1,360,000.00 |
| 3. Town Clerk's Department | 13,180,000.00 |
| 4. Treasurer's Department | 7,960,000.00 |
| 5. Administration | 2,140,000.00 |
| 6. Improvement of roads & drains | 3,260,000.00 |
| 7. Fire brigade and rescue | 2,080,000.00 |
| 8. Parks | 1,860,000.00 |
| 9. Council building renovations | 1,860,000.00 |
| 10. Nursery School Education | 140,000.00 |
| 11. Sports & playground improvements | 480,000.00 |
| 12. Social Services | 2,229,000.00 |
| 13. Public Health (mosquito control) | 800,000.00 |
| 14. Bus Parks | 560,000.00 |
| 15. Slaughter houses | 1,240,000.00 |
| 16. Conservancy | 4,300,000.00 |
| 17. Market | 2,220,000.00 |
| 18. Street lighting | 460,000.00 |
| 19. Total general fund expenditure | 46,380,000.00 |
| 20. Service Charge | 1,180,000.00 |
| 21. Revenue contribution capital | 800,000.00 |
| 22. Housing renovations & improvement | 3,060,000.00 |
| 23. Water & Sewerage (treatment & maintenance) | 23,720,000.00 |
| Total Council's expenditure | 75,780,000.00 |
| Total income | 75,780,000.00 |
| NB + Surplus | + 640,000.00 |

GENERAL RATE RESERVE FUND & OTHER FUND BALANCES

The accumulated fund balances as at 30th June 1995 are as follows:

| | |
|-------------------------|----------------|
| General Reserve fund | - 2,942,456.00 |
| Housing Fund | - 117,912.00 |
| Water and Sewerage Fund | - 403,472.00 |
| Service Charge fund | - 270,408.00 |

Ms. Muya and Associates have been appointed by controller and Auditor General to audit Council's account during the 1994/95 financial year.

COUNCIL'S VALUATION ROLL - UNIMPROVED SITE VALUE DURING THE 1994/95 FINANCIAL YEAR

| | | |
|---------------------|---|----------------------|
| Private land | - | 124,915,200.00 |
| Public land | - | <u>94,716,700.00</u> |
| | | 219,631,900.00 |
| | | ===== |
| Rate struck in 1995 | - | 5% |
| Rate income | | 10,981,595.00 |

MUNICIPAL ENGINEER'S DEPARTMENT:

The following report comprises a summary of the activities of the Municipal Engineer's department as regards to the year's under review:-

- (a) The water and sewerage sections of the Engineer's Department, left the department on 1st July 1995 to form a new department known as "Water and Sewerage Department".
- (b) The Conservancy Section which had been administered by the Town Clerk's Department reverted back to the Engineer's Department with effect from January 1995.
- (c) The electrical section was broken down into two units one remaining in the Engineer's Department to handle all matters relating to street lights and electrical installations in Council's Institutions and the other transferred to the new department to handle all electrical matters relating to water and sewerage.

Following is the summary of the activities of the section forming the Engineer's Department.

TOWN PLANNING:

Staff

The staff in the drawing office comprises of:-

Fred Macharia - Surveyor/Draughtsman
Peter Gategi - Draughtsman II
Simon Gatundu - Surveyor Helper
Patrick Wachira - Tracer II

BUILDING PLANS:

Building plans approved in the years under review were as follows:-

| YEARS | 1991 | 1992 | 1993 | 1994 | 1995 | TOTAL |
|-------------|------|------|------|------|------|-------|
| Commercial | 26 | 24 | 23 | 22 | 56 | 131 |
| Residential | 43 | 46 | 48 | 25 | 47 | 209 |
| Public | 1 | 6 | 8 | 5 | 3 | 23 |
| TOTAL | 70 | 76 | 79 | 52 | 86 | 636 |

SUB-DIVISION:

During the years under review, sub-division submitted for approval were as hereunder:-

| YEARS | TOTAL | APPROVED | DEFERRED |
|-------|-------|----------|----------|
| 1991 | 31 | 30 | 1 |
| 1992 | 32 | 32 | 0 |
| 1993 | 30 | 30 | 0 |
| 1994 | 38 | 38 | 0 |
| 1995 | 38 | 38 | 0 |

Survey Work:

During the years under review various duties were performed as hereunder:-

- 1991 - Search of plotbeacons within the Town Centre was carried out.
- Taking of levels of various drains and general office work was carried out.

- 1992 - Search for plot beacons within the Municipality was carried out.
- Survey work for some drains on the town was done.
Temporary demarcation of the area next to Jan Mohammed to cater for the Mali Rahisi hawkers was also carried out.
- 1993 - Showing of various plot beacons, design of new marked stalls, taking of levels along the old and new Ihwa-Kamakwa and Kamakwa-Skuta gravity and general office work were done.
- 1994 - Search of plot beacons within the town was carried out.
- Soko Mjinga drainage levels were taken also.
- 1995 - Showing of various plot beacons and general office work were done.

BUILDING SECTION:

During the years under review, the Building Section staff comprised of the following:-

- 1 Building Inspector
- 1 Building Foreman
- 2 Carpenters
- 2 Masons
- 2 Painters
- 4 Plumbers
- 4 Labourers

The Section carries out repairs and maintenance of all Building structures and construction of all Council's building structures by direct labour and has completed buildings as hereunder:-

| CATEGORY | 1991 | 1993 | 1994 | 1995 | TOTAL |
|-------------|------|------|------|------|-------|
| Residential | 5 | 9 | 4 | 5 | 23 |
| Commercial | 4 | 5 | 6 | 3 | 18 |
| Public | 0 | 1 | 0 | 1 | 2 |

| CATEGORY | 1991 | 1993 | 1994 | 1995 | TOTAL |
|---------------------|------|------|------|------|-------|
| TOTAL | 9 | 16 | 11 | 9 | 45 |
| Buildings inspected | 12 | 18 | 23 | 19 | 72 |

NB: In the year 1992, works carried out was as follows:-

- Completion of extended market and bus park kiosks
- Conversion of Council's public toilet in trough type systems.
- Decorations during National Days during the years under review.
- Construction of temporary toilets at Baden Powell compound

CONSTRUCTION:

1991 - Construction of four sewers, surface water drains and gabions at King'ong'o Site and Service - Sewerage works at a cost of Kshs. 1.1 million.

Construction of Jumea footpath to connect Kiawara and King'ong'o at a cost of Kshs. 0.2 million.

PROPOSALS:

- Construction of 50 No. rental house scheme.
- 3rd Urban remedial works at Kiawara and Majengo projects
- Bus parks
- Retail market at Kingongo
- Wholesale and retail market at Temple Road

1992 - As per the works carried out in 1992 above.

1993-95- Market extension construction works was completed

- Majengo/Kiawara remedial works was completed
- Rental housing construction was proposed
- Upgrading of township roads, drains and street lighting was proposed.
- Bus park and new market (3rd Urban project) was proposed
- Jumea site and service was proposed
- Extension of Town Hall was proposed
- Rehabilitation of Wakulima market was improved by raising selling platforms, murraming of roads and chain links fencing at a cost of Kshs. 0.23 million.

ROADS SECTION:

Staff:

During the years under review:-

- There was no accumulation of leave days
- No abscondment

- Only one Samuel Nyota was recruited in 1991
- No member of staff went for training.

PATCHING:

During the years under review, the following roads/streets were patched:

- Kimathi Street
- Muhoya roads
- Gakere Road
- Addis Ababa Road
- Lumumba Road
- Kenyatta Road
- Temple Road
- Moi Nyayo Way
- Kimathi Street
- Bishop Gatimu Road

During all the years, drains and culverts were cleared from time to time and also grading and murraming were done on the major roads or as per the laid down programmes.

- Decorations were also done throughout the years during the National days.

SHORTCOMINGS:

The major shortcomings experienced during the years under review were:-

- Breakdown of machineries
- Shortage of tools
- Breakage of tippers

PARKS AND GARDENS:

The maintenance of all tree and flowers on all road verges, weeding around the - Town Hall compound

- Road Islands
- Baden Powell graves and gardens
- Senior staff quarters
- Around nursery school
- .. pruning of dangerous trees and branches were carried out throughout the years under review.

PLANT NURSERIES:

Routine works were carried out at both Chania and Old Sewerage trees and flowers nurseries and the product were supplied to the sales depot for sale to the members of the public throughout the years under review.

WORKSHOP GARAGE:

Throughout the years, service and maintenance to all Council's vehicles, machineries, bikes and lawn mower were carried out as need arose.

SEWERAGE SECTION:

This section is composed of two sub-divisions that is Nyeri (Kangemi) Sewerage Treatment Works (sewers included) and Kiganjo Sewerage Treatment Work. It is composed of 32 staff headed by Sewerage Superintendent and deployed as follows:-

NYERI SEWERAGE WORKS STAFF

- 1- Sewerage Superintendent incharge of the section
- 2- Sewerage Technician situated at Nyeri Treatment Works
- 3- Electro-mechanical Artisan situated at Nyeri Treatment Works
- 1- Clerk stationed at Kangemi
- 1- Office Cleaner stationed at Kangemi
- 14- Sewer Attendants
- 3- Sewer Attendants at Kangemi
- 1- Office Messenger/Cleaner at Municipal Yard.

Normal maintenance continued during the years with a few problems detected and rectified from time to time. Also stolen electrical items replaced, drainage pumps were also repaired as need arose, sludge and fish were sold during the years and continued to attract great demand.

KIGANJO SEWERAGE WORKS STAFF:

- 1- Sewerage Technician incharge of Kiganjo works
- 1- Fireman mechanic
- 5- Sewer Attendants

This unit combines both sewer and treatment works because the sewer network is small. Normal maintenance continued during the years while evaporation pan and sludge drying beds being the major problems.

ELECTRICAL SECTION:

This section was involved in operations routine and emergency repairs and maintenance of electrical installations in all Council institutions throughout the years.

Replacement of mercury bulbs was done throughout the year or as need arose.

BUILDING SECTION

This section carried out normal repairs and maintenance works to Council's buildings satisfactory.

The main areas were:-

- Council housing estates
- Markets
- Town Hall and Social Hall
- Public toilets, bus park kiosks and canteens
- Water intakes and treatment works structures
- Structures at Sewerage Treatment Works
- Council's yard, stores and fire station
- Miscellaneous works like repair of water bursts, sewer lines, manholes, water air valve chambers, storm water drains etc.
- Decoration during national days
- Repairs to office furniture as on damage.

FIRE SECTION:

This section comprises of 17 No. Firemen headed by the Chief Fire Officer. The Section attended to several fire calls and several special services involving human rescue during the years under review. This Section also delivered water to the needy institutions such as schools, and to the members of the public as need arised during the years. The Section was also involved in the inspection of premises for fire fighting equipments and

checking of building plans before approval.

WATER SECTION

NYERI WATER SUPPLY

Ihwa and Chania intakes operated well with minor problems which were repaired immediately they were detected throughout the years.

Treatment works produced large volumes of water and tried to cope with the high demand using the following chemicals:

- Aluminium Sulphate
- T.C.L.
- Soda Ash

Water distribution was fair with minor bursts/leaks which were repaired as detected.

KIGANJO WATER SUPPLY:

During the period under review, most pumps were replaced as they were out of order. Servicing of the water engines were done. Treatment of water was done. Treatment of water was done with Aluminium Sulphate, T.C.L. and soda ash although the demand was high.

All bursts were repaired throughout the years as reported. New connections and replacement of stopped meters were done.

CLEANSING SECTION:

SUPERVISORY ROLE:

Richard N. Kabiro - Cleansing Supervisor
Patrick Mahihu - P.T.H. on secondment

STAFF MATTERS:

The following changes took place during the years under review:-
-Lydia Wamucii was transferred to the Sewerage Section from sweeping.

- Samuel Ruoro Riitho)
- Esther Nyaguthii Kingori) joined the Conservancy Section
- Raphael Mwaniki)

Ngũju Wambugu - Retired on medical grounds
Kihara Murage - Retired normally

July 1994 Wangui Mwihi^a)
Mumbi Nderi)
Eshavan Ndiritu) Retired
Ruth Nyanjau)

August 1994

- Wambui Gikundi was sacked
- Samuel Njithi was transferred to the Registry

REFUSE COLLECTION:

Headman - 1
Collections - 24
Drivers - 4
Refuse vehicles - 2-4

During the years under review, the following areas were normal areas of operation:-

- Town Centre
- Blue Valley
- Majengo
- Buses and Matatu parks
- Markets
- Ruringu Trading centre
- Kimathi Estate
- Kingongo site and service
- Kamakwa Town
- Kiganjo town

Vehicles used were KAB Compactor

KUL 386

KSC 101

and the problems encountered were:

- impassable Kangemi road
- Lack of qualified supervisory staff

- shortage of refuse vehicles
- scattered litters from hawkers and jua kali
- Lack of dustbins.

PUBLIC TOILETS:

These are attended to on daily basis and the material and tools used were:- disinfectants, vim, soft brooms, hard brooms, moth barks, harpic, vacuum cleaner, buckets and toilet brushes.

CEMETERY/MORTUARY:

During the years under review, this field was staffed as follows:-

- 1 Headman
- 4 Labourers

and several adults and infants burials were carried out.

KIGANJO GENERAL GANG:

The staff were - 1 Headman
- 12 labourers and the works carried out was:
street sweeping, storm water drains cleaning and bush clearing
in both Kiganjo and Kirichu.

MOSQUITO CONTROL:

This section had the following staff:-

- 1 Headman
- 4 Labourers

which gang helped to effect the following duties

- service drains cleaning
- bush clearing

in order to effect these duties, the gang used mosquito control chemicals i.e. H.S. Oil, Diazion and disinfectants.

WATER AND SEWERAGE DEPARTMENT:

The Water and Sewerage Sections of the Engineer's Department separated from the mother department on 1st July 1995 and together with a commercial section created from a subsection of

The Municipal Treasurer's Department formed the Water and Sewerage Department. The creation of the Department was as a result of recommendation by the Ministry of Local Government.

DEPARTMENTAL ORGANISATIONS:

This comprises the general administration unit and two divisions namely:

- General administration unit headed by the General Manager who is incharge of the department.
- Technical division headed by Deputy General Manager and comprising the following:
 - (i) Water section with 15 units
 - (ii) Sewerage section with 9 units
 - (iii) Services section with 6 units
- Commercial Division headed by Deputy General Manager and comprising 10 units.

GENERAL ADMINISTRATION:

Engineer Nguiguti continued working in both the water and Sewerage and Engineer's Department.

TECHNICAL DIVISION:

The post of Deputy General Manager (T) remained vacant and the operation of the division were as follows:-

WATER SECTION: This section had a total number of 64 workers in the 15 units headed by a Water Superintendent.

IHWA WATER INTAKE:

There was only one major water burst on the gravity main. All the air valves and 5 cons valves were inspected and serviced.

CHANIA INTAKE: All pumping machineries operated well during the year.

TREATMENT WORKS:

A total of 2,116,000 m³ of water was produced whereas the demand was estimated at over 4,380,000m³. Chemicals used were Aluminium sulphate, TCL and Soda Ash.

An estimated 1800 pipe leaks/bursts were repaired during the year. A total of 367 new connection were effected and servicing of meters and replacements of stopped meters continued.

KIGANJO WATER SUPPLY

During the year the water and Sewerage formed its own department. Two new pumps were bought and installed. A total of 349,000m of water was produced against a demand of over 1000,000 m. The chemicals used were aluminium sulphate, T.C.L., soda ash. All bursts reported were repaired, new connections installed, replacement of stopped meters and servicing of others continued.

SEWERAGE SECTION:

This section had a total of 9 units and was headed by Sewerage Superintendent. The exhauster service unit remained unestablished due to lack of an exhauster service vehicle. The section operated and maintained the two Sewerage systems i.e. Nyeri and Kiganjo.

NYERI SEWERAGE SYSTEM

This comprises the Kangemi Sewerage works with a capacity of 6000M³/d D.W.F. and a system of four sewers servicing mainly Nyeri Central Business District. The works handled only a third of its capacity due to inadequate water in the town. Sludge and manure was produced at the works and fish reared at the maturation ponds. The following works were executed by this section:-

- painting of railings
- uprooting and planting of flowers on Kangemi Sewerage works compound.
- 3.5 sewer blockages were effected
- 9 sewer connection were effected
- A laboratory for monitoring the works performance is required
- A permanent vehicle for the section is required.

KIGANJO SEWERAGE SYSTEM:

This comprises ponds at Gatei, a sewerage pumping station and a system of four sewers commencing at the Kiganjo town. The following works were carried out by the section during the years:

- Clearing of the pond embacement and roads at the pond
- Replacement of manhole covers stolen from Kiganjo site and service scheme.
- Maintenance of flowers at the pumping station
- Failure of operational pump discovered.
- An attempted burglary discovered.

SERVICES SECTION:

Only two of the units were operational during the year i.e. electrical and mechanical units which carried out the following works:-

- maintenance of all water and sewerage electrical equipments at Chania intake, Kamakwa Water Treatment Works, Kiganjo intake Kiganjo Water Supply, Kiganjo Sewerage Pumping Station and the Kangemi Sewerage Treatment Plant.
- Installation and commissioning of 2 new pumps at the Kiganjo intake.
- Maintenance of all other mechanical equipments at both the water and Sewerage section.

COMMERCIAL DIVISION:

The division comprises of the following units:-

- commercial administration
- budgeting and accounting
- purchasing and stores
- revenue collection
- Accounts and records
- public relations
- billing and despatch
- meter reading and inspection

DIVISION OPERATIONS:

The General Manager assisted by the Chief Accountant administered this section:-

- preparation of the divisional budgets based on units
- purchases depending on the Municipal Treasurer's Department as the staff establishment were not approved during the year.
- Revenue collection although this mostly relied on the Municipal Treasurer's for cash-safe-keeping and banking.
- Billing and computerising whereas two computers were bought for the water billing in August, 1995 for the Council by KFW through M/S H.P. Gauff Consulting Engineers who were also expected to train the billing clerks.

METER READING:

This section which had been in the technical division was transferred to the commercial division. The unit had two senior meter readers and three meter Readers. The unit carried out the following works:-

- meter reading
- meter disconnections and reconnection
- meter servicing.

