



REPUBLIC OF KENYA



COUNTY GOVERNMENT OF NYANDARUA DEPARTMENT OF LANDS, PHYSICAL PLANNING, HOUSING AND URBAN DEVELOPMENT

OL'KALOU MUNICIPALITY

MINUTES OF THE OLKALOU BOARD MEETING HELD ON 19TH – 21ST FEBRUARY 2026
FOR THE REVIEW AND ADOPTION OF POLICY DOCUMENTS AT BURAHA ZENONI
HOTEL, NAKURU

Members Present

1. Priscillah Mwirigi	-	Chairperson
2. John Mwangi	-	Vice Chairperson
3. Hon. Stephen Mburu (KK) CECM	-	Member
4. Colleta Migwi	-	Member
5. Dr. Teresia W. Ruga	-	Member
6. Zelipha Njeri	-	Member
7. Hon. Samuel K. Njiraini	-	Member
8. Charles Mbugua	-	Member
9. Josephine Muiro (CO – Housing & Urban Development)	-	Member
10. Eric Igogo	-	Secretary

In Attendance

1. Frank K Muchina	-	County Secretary & HoPS
2. Racheal Thiong'o	-	Olkalou Municipal Admin

Agenda

1. Preliminaries
2. Presentation, Review and Adoption of the Policy Documents
3. A.O.B

MIN/1.02.26: PRELIMINARIES

The meeting was called to order by the Chairperson, after which the proceedings commenced with a word of prayer led by John Mwangi. The Chairperson welcomed the members present, thanked them for their attendance, and presented the agenda of the meeting, which was the the review and adoption of the policy documents. She then invited the Chairpersons of the respective Committees to present their documents to the Board.

MIN/2.02.26: PRESENTATION, REVIEW AND ADOPTION OF THE POLICY DOCUMENTS

1. Presentation and review of the Gender Inclusion and Participation Framework

Dr. Teresiah Ruga presented the Gender Inclusion and Participation Framework to the Board. The Board made several observations, which are attached in the annexure. The Board recommended that the document be revised and tailored specifically to Olkalou Municipality. It was further advised that evidence and justifications be provided, including proper citations where applicable.

Resolution

The Board adopted the policy with amendments. The adoption was proposed by Charles Mbugua and seconded by Hon. Samuel Njiraini.

The concerned Committee will be involved in revising the document. The updated version should be submitted by 24th February 2026, before further submission to the Cabinet.

2. Presentation and review of the Public Private Partnership Framework

Dr. Teresia Ruga presented the Public Private Partnership Framework. The Committee reviewed the document, found it satisfactory, and recommended its adoption.

Resolution

The Public Private Partnership Framework was adopted. The adoption was proposed by Zelipha Njeri and seconded by John Mwangi.

3. Presentation and review of the Urban Climate Risk Profile

Dr. Teresia Ruga presented the Urban Climate Risk Profile. The Committee reviewed the document, found it satisfactory, and recommended its adoption.

Resolution

The Urban Climate Risk Profile was adopted. The adoption was proposed by Zelipha Njeri and seconded by Colleta Migwi.

4. Presentation and review of the Solid Waste Management Policy

The Manager presented the Solid Waste Management Policy. The Committee reviewed the document, found it satisfactory, and recommended its adoption.

The following observations were made for the Board's action: to incorporate ICT in waste management; to prioritize funding for solid waste management; to adopt the initiative as a own project for a clean municipality; to consult with NEMA on the management of emissions from greenhouses; to develop a plan for reviewing the policy at specified intervals; to undertake creative public awareness initiatives; and to strictly adhere to the implementation matrix outlined in the document.

Resolution

The Solid Waste Management Policy was adopted. The adoption was proposed by Dr. Teresia Ruga and seconded by Hon. Samuel Njiraini.

5. Presentation and review of the Pre-Feasibility Study

The Manager presented the Pre-Feasibility Study. The Committee reviewed the document, found it satisfactory, and the committee recommended its adoption.

Resolution

The Pre-Feasibility Study was adopted. The adoption was proposed by Hon. Samuel Njiraini and seconded by John Mwangi.

6. Presentation and review of the Grievances Redress Mechanism Framework

The Manager presented the Grievances Redress Mechanism Framework. The Committee reviewed the document, found it satisfactory, and recommended its adoption.

Resolution

The Grievances Redress Mechanism Framework was adopted. The adoption was proposed by Hon. Samuel Njiraini and seconded by Charles Mbugua.

7. Presentation and review of the Risk Management Policy

Ms. Colleta Migwi presented the Risk Management Policy. The Committee reviewed the document, found it satisfactory, and recommended its adoption.

Resolution

The Risk Management Policy was adopted. The adoption was proposed by Dr. Teresia Ruga and seconded by Colleta Migwi.

8. Presentation and review of the Asset Management Policy

Ms. Colleta Migwi presented the Asset Management Policy. The Committee reviewed the document, found it satisfactory, and recommended its adoption.

Resolution

The Asset Management Policy was adopted. The adoption was proposed by John Mwangi and seconded by Colleta Migwi.

9. Presentation and review of the Ol'kalou IDEP

Mr. John Mwangi presented the Ol'kalou IDEP. The Committee reviewed the document, found it satisfactory, and recommended its adoption.

Resolution

The Ol'kalou IDEP was adopted. The adoption was proposed by Dr. Teresia Rugo and seconded by John Mwangi.

10. The Nyandarua County Government Urban Area Financing Policy and Nyandarua County Urban Areas Financing Bill, 2025

Hon. Stephen Mburu (KK) CECM, informed the board members that the department has developed the proposed Nyandarua County Government Urban Area Financing Policy and Nyandarua County Urban Areas Financing Bill, 2025 and it was ready for

onward transmission to cabinet and county assembly for approval. Members appreciated the effort.

MIN/3.02.26: AOB

The involvement of Board Members in the preparation of policy documents is crucial, as it gives them exposure and enhances ease of application during the conduct of Board business.

The names of all Board Members should be included in the policy documents, particularly in the acknowledgements section. Members were also encouraged to include their experience in policy formulation in their Curriculum Vitae (CVs).

The Manager was urged to fast-track the payment of Board Members.

There being no other business, the meeting ended with a closing prayer led by Dr. Teresia Ruga.

Priscillah Mwirigi
Chairperson:

Sign: ... 

Date: 23/02/26

Eric Igogo
Secretary:

Sign: 

Date: 