



COUNTY GOVERNMENT OF LAMU

MUNICIPALITY OF LAMU



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GENDER MAINSTREAMING COMMITTEE MINUTES – QUARTER 4 MEETING (FY 2024/2025) HELD ON 10th APRIL 2025 AT MUNICIPAL BOARDROOM.

1. Attendance

The meeting was attended by members of the Gender Mainstreaming Committee, including departmental representatives and stakeholders from youth, women, and persons with disabilities (PWDs).

Chairperson: Municipal Manager

Secretary: Gender Officer

2. Confirmation of Previous Minutes

The minutes of the Quarter 3 meeting held on 14th January 2025 were presented, reviewed, and confirmed as a true and accurate record.

Proposed by: Finance Officer

Seconded by: Youth Representative

3. Review of Action Points (Quarter 3)

| Action Point | Responsible | Status | Remarks |
|--|--------------------|---------------|---------------------------|
| Conduct community sensitization forums | Social Services | Implemented | Conducted in most wards |
| Improve accessibility in facilities | Public Works | Ongoing | Budget constraints noted |
| Conduct gender training | HR/Admin | Implemented | Held in Feb 2025 |
| Strengthen gender monitoring | Gender Office | Ongoing | Reporting tools developed |

4. Annual Gender Performance Review (FY 2024/2025)

The Gender Officer presented the annual performance report highlighting:

- Increased participation of women and youth in municipal forums
- Full establishment of gender focal persons across all departments
- Introduction of a gender-responsive budget component

However, the report also noted:

- Inadequate funding for gender-specific programs
- Limited infrastructure to support PWD inclusion
- Inconsistent reporting across departments

Members commended the progress while acknowledging existing gaps requiring further attention.

5. Assessment of Gender Indicators

The Committee reviewed performance against established gender indicators and noted:

- Most indicators showed positive progress towards targets
- Documentation and reporting had significantly improved

However, it was emphasized that:

- Data quality and consistency need strengthening
- Monitoring tools should be standardized across departments

6. Lessons Learned and Best Practices

The following key lessons were documented:

- Continuous stakeholder engagement improves participation outcomes
- Capacity building enhances effective gender integration
- Early inclusion of gender in planning leads to better results

Best practices identified included:

- Use of gender focal persons in all departments
- Regular quarterly review meetings
- Integration of gender indicators in performance tracking

7. Recommendations and Way Forward (FY 2025/2026)

The Committee recommended:

- Increased allocation of resources to gender programs
- Strengthening of monitoring and evaluation systems
- Expansion of community outreach and awareness programs
- Institutionalization of gender mainstreaming across all departments

8. Any Other Business (AOB)

Members proposed collaboration with development partners to support gender initiatives and capacity building.

9. Adjournment

There being no further business, the meeting was adjourned at 1:15 PM with a closing remark from the Chairperson emphasizing sustained commitment to gender equality.

10. Confirmation and Approval

Prepared by:



Gender Officer (Secretary)

Reviewed by:



Head of Administration

Approved by:



Municipal Manager (Chairperson)

