

COUNTY GOVERNMENT OF LAIKIPIA

RUMURUTI MUNICIPAL BOARD

P.O Box 46-20321

RUMURUTI



MINUTES OF RUMURUTI FULL MUNICIPAL BOARD MEETING HELD ON 18TH OCTOBER 2019 AT RUMURUTI MUNICIPAL BOARDROOM

Members present

1. Peter Rukwaro - Chairman
2. Faith Ntarara - Vice Chairman
3. Jackson Kibocha - Manager (Secretary)
4. Richard Kamunya - Member
5. Patricia Lelegwe - Member
6. Saul Cheruiyot - Member
7. Issack Sheikh - Member
8. Peris Kinyua - Member
9. Agnes Lokoro - Member
10. David Mathea - Member
11. Kenneth Karanja - Chief Officer Urban Development

Agenda

1. Confirmation of the previous minutes.
2. Matters arising from the previous minutes.
3. First FY 2019/2020 Municipal Quarterly report briefs.
4. Committees' operationalization calendar.
5. Rumuruti IDeP review retreat planning.
6. A.O.B
7. Way forward.

The meeting started with a word of prayer led by Agnes Lokoro.

Min 1/18/10/2019: Confirmation Of Previous Minutes

The minutes were read to the members and Mr Saul confirmed that they were a true reflection of the previous meeting and then seconded by Ms Patricia.

Min 2/18/10/2019- Matters Arising From The Previous Minutes.

- a. The Municipal Manager and secretariat were able to prepare and send all the APAlI assessment documents required by the consultant.
- b. Both UIG & UDG commercial bank accounts have been configured into the IFMIS system in order to allow the transfer of funds from the CBK Special Purpose Account.

Min 3/18/10/2019: First FY 2019/2020 Municipal Quarterly Report Briefs.

- a. The Municipal Board has held;
 - A four day Board Induction Workshop between 8th and 11th July 2019.
 - One Board meeting on 12th July 2019, where the Chairman and Vice Chair were elected.
 - One Quarterly Full Board meeting held on 19th July 2019.
 - Two planning meetings held on 13th and 20th September 2019.
 - One Board inauguration meeting held on 25th September 2019.
 - One Public participation forum on Annual Urban Investment Plan held on 30th September 2019.
- b. The Municipal Board has received the following staff members from the County Government;
 - Road engineer
 - Finance Officer
 - Procurement Officer
 - Social Development Officer.
 - Public Health Officer
 - Environment Officer
 - Land Surveyor
 - Accountant
 - Secretary/Admin Assistant
 - Enforcement Officer
- c. The Upgrade of Rumuruti roads to Cobblestone standards project is at 10% of completion according to an assessment done by officers from Kenya Urban Support Program. A project Implementation committee is already in place. Stakeholders meetings have also not been held. Plans are underway to temporarily relocate the Matatu Saccos to the Upper Bus Park.
- d. Plans are underway to transfer Municipal funds to commercial banks accounts so as to enable smooth running of the Board, payment of outstanding bills and members' allowances.
- e. The Municipal Board and secretariat are facing transportation challenges due to lack of a Motor vehicle.
- f. Board Committees have not yet met due to logistical challenges.

Min 4/18/10/2019: Committees` Operationalization Calendar

The committees` meetings calendar was prepared during this meeting;

DAY, DATE & TIME	COMMITTEE
Thursday 24 th October 2019 starting 9.00 am	Urban Planning and Development
Thursday 24 th October 2019 starting 2.00 pm	Enforcement, Fire, Disaster Preparedness and Management
Friday 25 th October 2019 starting 9.00 am	Trade and Investment.
Friday 25 th October 2019 starting 2.00 pm	Public Finance Management & Audit Committees (Combined)

Min 5/18/10/2019: Rumuruti IDeP Review Retreat.

The Integrated Development plan (IDeP) review retreat venue and date were discussed today alongside other important meetings and training workshops. The dates will be posted in the website at least 7 days before the first meeting. The Board will outsource the services of a consultant where need arises. The following meetings schedule was developed;

SNO	DAY & DATE	EVENT
1.	Monday - 28 th October 2019	Project Stakeholders meeting at Rumuruti
2.	Friday – 1 st November 2019	Inter - Governmental Departmental Heads meeting at Rumuruti
3.	Monday – 11 th November 2019 to Friday – 15 th November 2019	Municipal Board and Staff training and IDeP review workshop at Mombasa
4.	Tuesday – 19 th November 2019	Public Forum on the IDeP review at Rumuruti Social Hall

Min 6/18/10/2019: AOB

1. Cultural innovation Fair Exhibition
 - Project photos will be displayed.
 - Branded T shirts and caps will be worn by Board members and the Governor`s team.
 - Document wallets, fliers and Banners will be on display.
 - A branded visitor`s book will be made available in the Municipal stand.
2. Project Implementation Committee meeting
 - An urgent committee meeting will take place on Thursday 24th October 2019 at Rumuruti.
3. Project Stakeholders meeting
 - This meeting will take place on 28th October 2019 at Rumuruti Social Hall

4. Physical planning and Land allocation Issues
 - The Municipal board has taken over all physical planning activities within its jurisdiction and is in the process of documenting all planning documents and records in a bid to have them digitized.
 - Having received information about irregular land transactions that are going on within the Municipality, the Board has ordered a halt to all land allocation transactions, together with land surveying exercises by private surveyors with immediate effect.
5. Investors Information
 - The manager was directed to get copies of all letters sent to departments by interested investors.
6. Street Lighting blackouts
 - The Manager was directed to liaise with the County Electrician and the Laikipia West Sub County Administrator.
7. Roundabout landscaping request by Rumuruti Pastors fellowship
 - The applicants were requested to submit their designs to the office of the Municipal Manager.

Min 7/18/10/2019: Way Forward

The Manager was directed to write to the County Secretary informing him of the decision of the Board to halt all land allocation transactions within the Municipality.

Minutes prepared by: Jackson Maina Kibocha

Minutes confirmed by the Chairman



Date 18/10/2019