



COUNTY GOVERNMENT OF LAIKIPIA

RUMURUTI MUNICIPALITY

OFFICE OF THE MUNICIPAL MANAGER

P.O BOX 46-20321

RUMURUTI



MINUTES OF RUMURUTI MUNICIPAL FULL BOARD MEETING HELD ON 28TH DECEMBER, 2020 AT RUMURUTI MUNICIPAL BOARDROOM

Members Present

1. Peter Rukwaro -Chairman
2. Jackson Kibocha - Manager (Secretary)
3. Richard Kamunya - Member
4. David Mathea - Member
5. Patricia Lelegwe - Member
6. Faith Ntarara - Member
7. Saul Cheruiyot - Member
8. Isaack Sheikh - Member
9. Peris Kinyua - Member
10. Agnes M. Lokoro - Member
11. Duncan Mwangi - Chief Officer (Roads)
12. Dorcas Korir - Chief Officer (Lands)

Absent with apologies

1. Joseph Shuel - CECM Lands

Agenda

1. Confirmation of the previous minutes
2. Matters arising
3. 2020/2021 Budget utilization
4. Revised Strategic plan draft
5. Titling Program Report
6. Urban Spatial Planning Report
7. A.O.B

OPENING REMARKS

The meeting was called to order at 11:05 am with a word of prayer led by one of the board members.

The Chairman requested the Secretary (Municipal Manager) to take members through the agenda of the meeting.

MIN 1/28/12/2020: CONFIRMATION OF THE PREVIOUS MINUTES

Minutes of the Rumuruti full municipal board meeting held on 18th September, 2020 were read to the members and Mr. Richard Kamunya confirmed that they were a true reflection of the previous meeting. The confirmation was seconded by Mr. Cheruiyot.

MIN 2/18/09/2020: MATTER ARISING

- a. The manager informed the board members that the five interns deployed to Rumuruti Municipality have prepared most of the required designs and BoQs for this financial year's projects
- b. The committee meeting earlier planned so as to streamline most issues that fall under the committees' jurisdiction will take place after the preparation of the Board calendar
- c. That all received land allocation requests have been filed as per the directive of the Board until an opportunity of public land allocation arises
- d. That a two (2) days seminar for the board members which will also involve the CECM urban development, CECM Trade and CECM Finance to deliberate on the issue of Special Economic Zone will take place on 25th February, 2021
- e. The Chief officer for Lands noted that there must be a plan for the lower whole sale market kiosks.
- f. The manager informed the board members that the meeting that was to take place between the County Secretary and the CECM has not yet been convened

MIN 3/28/12/2020: 2020/2021 BUDGET UTILIZATION

The manager informed the board that having received Kshs. 28Million e.g. (Roads- Kshs. 10M, Drainage –Kshs. 5M, Street lights – Kshs. 5M) the administration had embarked on prioritization of roads that require rehabilitation and upgrade. The following roads were identified by the citizens and designs prepared.

- a) Fiesta – R Villa – Warma road
- b) Route Hotel – Kiambiriria – Ngomongo road
- c) Moonlight – Cemetery – Kandutura road

That the recurrent funds will be used for the following activities:

- a) Facilitating the African location, Muthaiga & Kahari estates titling exercise
- b) Purchasing office stationery & equipment, fuel, lubricants, and motor vehicle spares
- c) Daily subsistence allowances and catering services among others

The manager also reported to the Board that the next KUSP allocation will be used to construct a fire station with a fire engine component. The Board approved the purchase of fire extinguishers as a stop gap before the construction of a fire station.

Municipal office renovation was also approved by the Board.

MIN 4/28/12/2020: REVISED STRATEGIC PLAN DRAFT

The manager took the members through the revised strategic plan draft. They then agreed that the final draft will be presented to the Governor in the presence of Board members during the month of January 2021.

MIN 5/28/12/2020: TITLING EXERCISE REPORT

The manager reported to the board that the Multi- Agency team undertaking the above exercise embarked on the assignment on 7th December, 2020. All public utilities were picked by the team comprising of County and National surveyors, National Land Commission officers, National Administration officers and Rumuruti Municipal Board planning committee and staff members.

The Chief officer –Roads promised to allocate a vehicle so that the movement during the exercise can become easier.

MIN 6/28/12/2020: URBAN SPATIAL PLANNING REPORT

- ✓ The manager informed the board that seventy-seven (77) members from different interest groups and stakeholders attended a four days Inception meeting at Astorian Hotel in Naivasha.
- ✓ That a notice of intention to plan was published in the print media and a technical planning committee formed on 18th December, 2020

MIN 7/28/12/2020: A.O.B

1. BOARD CALENDAR REVIEW

The members agreed that there was need to review the board calendar as follows:

S/NO	ACTIVITY	DATE
1.	Citizen for a	30 th Dec, 2020
2.	Reconnaissance survey	13 th -14 th Jan, 2021
3.	Strategic plan presentation	18 th -24 th Jan, 2021
4.	Stake holders meeting	2 nd – 3 rd Feb, 2021
5.	Spatial economic zone	25 th -26 th Feb, 2021
6.	Municipal board full meeting	11 th -12 th March, 2021
7.	Citizen fora	30 th march, 2021
8.	2 nd stakeholders engagement	28 th April, 2021
9.	Formulation retreat	12 th - 16 th April, 2021
10.	Tree planting day	30 th April, 2021
11.	Workshop on draft spatial plan	3 rd -7 th may, 2021
12.	Preparation of draft plan	31 st may, 2021
13.	3 rd stakeholders meeting	9 th June, 2021
14.	Board meeting	18 th June, 2021

2. SURVEY EQUIPMENT

- Members were informed that having advertised the open tender for supply of a survey machine, the successful bidder quoted Kshs. 4, 025,000 therefore surpassing the Kshs. 1, 025, 000
- The accounting officer therefore seeks the direction of the Board on the way forward
- The Board approved the purchase of the survey machine subject to negotiations with the successful bidder.

3. THE BOARD SERVICE CHARTER

The manager took members through the draft copy board charter. The charter was deliberated and fine-tuned by the members as attached below.

4. BOARD MEMBERS IDENTITY CARDS

- The board members deliberated on the staff and members identity cards design
 - After the meeting, the photographer took passport size photographs of the Board members
- ✓ The manager reported to the board that the ICT hub officer had requested the Municipal Board through the manager for the purchase of online CCTV cameras. The board okayed the payment of Kshs 50,000 (Fifty Thousand shillings) for the above exercise.
- ✓ The Board Members proposed that part of the Kshs 8 Million be used in partitioning of Municipal board offices
- ✓ The Manager informed the Board that there are 8 (eight) government houses which are occupied by non-staff members.
- ✓ The board members okayed for the purchase of laptops which will then be issued to each of them

There being no other business, the meeting ended with a word of prayer led by Mr. Sheikh at 5.30 pm

Minutes prepared by: Jackson Maina Kibocha



Minutes confirmed by the Chairperson.....28 December, 2020