

RUIRU MUNICIPALITY

BOARD MEETING MINUTES FOR MEETING HELD ON 18TH JULY 2019 AT MUNICIPAL MANAGERS OFFICE

PRESENT

- Joseph M. Chau - Chairman
- Joseph M. Kinyanjui - Board Member
- George M. Ngigi - Board Member
- Fredrick K. Njoroge - Board Member
- Bishop Moni Joshua - Board Member
- Eunice Njoki Kariuki - Board Member
- Martin Kariuki Kangiru - Board Member
- Francis Njangiru - Board Member
- Fredrick K. Mwangi - Municipal Manager, Secretary

In attendance

Loise W. Kiarie

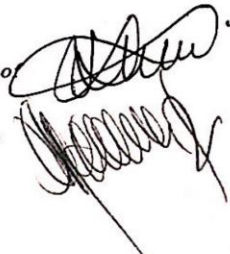
MIN/RM/BM/02/12/2019 – CONSTITUTION OF MEETING

The meeting was constituted at 10.13a.m with a word of prayer. The Chairman thanked the members for the good attendance and for observing time. He also thanked Mr. Kinyanjui for chairing the last meeting which he was unable to attend. He invited the staff from the County Department to introduce themselves and thanked them for taking time to attend the meeting. He informed the meeting that their attendance would assist the Board in planning for the 2019/20 projects.

MIN/RM/BM/02/13/2019 – QUORUM

Signed for circulation by the Secretary this day of 2019

Confirmed and signed by the Chairman this day of 2019

3rd day of May
3rd day of May


The meeting noted that there was quorum. All the members were present.

MIN/RM/BM/02/14/2019 – AGENDA

The following agenda of the meeting was adopted as circulated.

- a. Prayers and constitution of meeting.
- b. Quorum and apologies.
- c. Adoption of the agenda
- d. Declaration of conflict of interest
- e. Confirmation of minutes of the meeting held on the 9th April, 2019.
- f. Matters arising from the minutes.
- g. Approval of annual urban investment plan – 2019/2020
- h. A.O.B

MIN/RM/BM/02/15/2019 – DECLARATION OF CONFLICT OF INTEREST

No member declared any conflict of interest in relation to the agenda of the day.

MIN/RM/BM/02/17/2019 – MATTERS ARISING

The meeting noted that the Board did not appoint Chairpersons of the respect Board Committees. The matter was deliberated and the following members appointed by the Board to chair the respective committees.

Technical and Planning Committee

Joseph M. Kinyanjui

Finance, Administration and Human Resource Committee

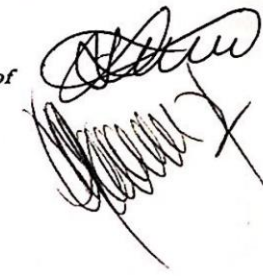
Francis Njangiru

Audit and Risk Management Committee

George Ngigi

Signed for circulation by the Secretary this 3rd day of
..... May 2019

Confirmed and signed by the Chairman this 3rd day of
..... May 2019



The meeting noted that the Terms of Reference were not presented, which would hamper the business of the said committees. The Manager was requested to follow up on this matter and advise the Board as soon as possible.

MIN/RM/BM/02/18/2019 – APPROVAL OF ANNUAL URBAN INVESTMENT PLAN – 2019/2020

The Board noted that as planned during the last meeting, a citizen fora was held on Monday the 15th April, 2019 at PEFA Church Githurai. During the meeting, the community and their leaders gave a comprehensive list of the various projects that they wished could be undertaken in their respective areas. The report of the citizen fora deliberation was discussed and ideas from the same adopted by the Board for planning for future projects. The said report is annexed to these minutes as annexure II.

Further with the assistance of the KUSP Coordination team, the URBAN IDEP (Integrated Development Plan) was presented to the Board for adoption. The Board agreed to make reference to the same in planning for the 2019/20 KUSP projects. The board adopted the URBAN IDEP. The said URBAN IDEP is annexed to this minute as annexure III.

The board approved the budget ceiling provided by the county government. The board approved the urban area FY 2019/2020 based on the budget ceiling by the county.


MIN/RM/BM/02/19/2019 – A.O.B

The members were concerned about the compulsory staff yet to be seconded to the Municipality namely; the accountant, procurement officer and the projects officer. Members observed these were key staff that would ensure compliance to the activities being undertaken by the board. Members agreed to seek advice from CECM on the pending staff issue.

Members were also concerned on the role of the board on supervising of the on-going projects as they were not involved in the project implementation teams. They expressed concern on their accountability to the projects given that they had not been officially appointed to the supervisory role. They urged the Chairman and the Manager to follow up on this matter which they felt ought to be made clear by the department.

MIN/RM/BM/02/20/2019 – ADJOURNMENT

The meeting adjourned at 12.40 p.m. with a word of prayers led by Bishop Joshua Moni.

Compiled by the Municipal Manager/Secretary.....Dated3/5/17.....

Signed for circulation by the Secretary this3rd..... day of
.....May..... 2019

Confirmed and signed by the Chairman this3rd..... day of
.....May..... 2019

