

COUNTY GOVERNMENT OF KIAMBU

RUIRU MUNICIPALITY

MINUTES OF THE BOARD MEETING HELD ON THURSDAY 12TH SEPTEMBER, 2019 IN THE MUNICIPALITY BOARDROOM STARTING AT 10.30A.M.

PRESENT:

Joseph M. Chau	Board 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
Francis K. Njangiru	Board Member
Fredrick K. Mwangi	Municipal Manager – Secretary

INATTENDANCE:

Martin K. Kagiri	- Rep. CECM - LHPP & MAUD
John Otiso	- Sub County Environment Officer
Loise W. Kiarie	- Administrative Assistant

MIN/RM/BM/20/2019 – Constitution of the Meeting

The meeting was constituted at 10.35 A.M with a word of prayer led by Bishop Moni Joshua. The Chairman thanked the Members for attending the meeting on short notice and observing time. He also called for self-introduction which was done by all present.

MIN/RM/BM/21/2019 – Quorum

The Chairman noted that there was quorum, since all members were present.

MIN/RM/BM/22/2019 – Agenda

Signed for circulation by the Secretary this day of 19/9/2019 2019

Confirmed and signed by the Chairman this day of 19/9/2019 2019

The following agenda of the meeting was adopted as circulated.

1. Constitution of the meeting and prayers
2. Quorum and apologies
3. Adoption of the agenda
4. Declaration of conflict of interest
5. Chairman's report
6. Manager's report
7. Progress report on ongoing projects
8. Schedule of meetings
9. Adoption of waste management policy by the Board
10. Adoption of the Integrated Solid waste management plan for Ruiru Municipality
11. Adoption of County Spatial Plan
12. Confirmation of minutes of the meeting held on 26th April 2019
13. Matters arising from the Minutes
14. A.O.B

MIN/RM/BM/23/2019 – Declaration of Conflict of Interest

The Chairman called for declaration of conflict of interest on the day's agenda but none was declared.

MIN/RM/BM/24/2019 – Chairman's report

The Chairman reported that together with the Vice Chairman they attended a meeting with Deputy Governor and the World Bank representatives, whereby they discussed challenges that Municipality Boards were facing while implementing projects. He noted that another meeting together with the Managers was to be scheduled the following week and the same has not taken place.

The Chairman called upon the Manager to report on pending allowances, progress of ongoing projects, Sub-committees and the rating of the Municipality in the just concluded World Bank assessment. He further said that the notice of the meeting and the previous meeting minutes be circulated to the Board in advance.

MIN/RM/BM/25/2019 – Board Manager's report

The Manager thanked the Board members for honoring the short notice and attending the Board meeting.

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He reported that Ruiru Municipality was assessed and rated at seven (7) out of ten (10) by the World Bank Consortium. The Manager attributed the performance to have been contributed by;

- i) Lack of solid Waste management policy and annual plans adopted by the Board and gazetted by the County Assembly.
- ii) Fragmentation of projects

He therefore said in consultation with the CECM and the Chairman, they agreed to convene urgent board meeting to adopt the solid waste management policy. He invited the CECM representative Mr. Martin Kangiri to elaborate on the consequences of failing the meet the conditions.

KUSP Coordinator Martin Kagiri noted that the World Bank assessment was to gauge the performance of the Municipalities. Their agenda was to have structured units and Compliance of the funded projects. He noted that World Bank had set 9(nine) minimum conditions and 9(nine) performance conditions that must be met by the Municipalities.

He noted the consequences for not having favorable rating may result in not accessing next financial year's grant.

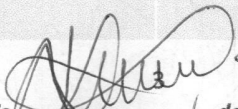
The Chairman called for correction of errors done in the previous projects. He further noted that the Board had not been inducted and requested that the same be done to empower and equip them with necessary resources to avert any future hurdles of accessing the grant.

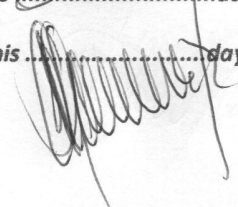
CECM representative said that the Department was in the process of having a supplementary budget for Municipalities passed by the County Assembly, noting that once passed the Board shall have provision for training.

MIN/RM/BM/26/2019 – 2018/2019 KUSP Projects Progress Report

The Manager updated the Board on projects progress report as follows:-

PROJECT	% of completion as at 30.10.2019	% of contract period Elapsed	Challenges	Mitigation measures
1 Upgrading of Kihunguro Full Gospel road to bituminous standards in Ruiru Municipality	95%	85%	Road lacks drainage and Foot path. It also has a 300 metres stretch hanging between	With the saving of 7M from the budget, variation can be done in march after one year elapses.

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				two tarmacked sections	
2	Construction of secondary sewer network system in Membley and adjacent areas in Ruiru Municipality	45%	83%	Very hard rock at Gatong'ora section. Contractor has requested for blasting	Technical meeting held. Conditions for approval set out for the contractor to fulfill before approval is given
3	Supply, installation, testing of integrated solar street lighting and high mast in Ruiru Municipality	15%	90%	Contractor imported lights from China. They have not arrived to date.	Awaiting arrival of the lights
4	Ruiru street improvement project-sustainable urban mobility	45%	65%	Project was flagged as fragmented though it shared a budget with Landscaping of Kahawa Sukari park	Issue addressed to ACAL and World Bank by MM and CPCT
5	(Kahawa Sukari Park) Ruiru street improvement project-sustainable urban mobility plan, landscaping, beautification and street furniture for selected sites in Ruiru Municipality	85%	80%	In contract defect liability period while some items are yet to be fitted or delivered like water pump and lawn mower. The park does not have a public toilet	The architect and QS working on completion of the project while Director environment is working on funds to construct a toilet

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6	Upgrading of Wataalam Bypass rd, Buspark Access rd to bituminous standards and improvement of storm water drainage in Ruiru Municipality	35%	65%	The sub contractor started work late.	The work schedule was revised to help bridge the delayed time
7	Establishment of waste transfer stations in Ruiru Municipality			We are yet to find a parcel of land for the establishment of the transfer station	
8	Supply and delivery of 1 Tipper, 2 skip loaders complete with litter bin and back hoe for use in Ruiru Municipalities		70%	Skips yet to be procured but Tipper, Back Hoe and skip loaders delivered	
9	Supply of 5000litres fire engine	50%	50%	Vehicle at assembly stage in Australia	

The Chairman called for involvement of the Board in projects supervision and also implored on the Sub Committees to carry out regular inspections of the projects and give their feedback on the progress.

The Manager reported that screening of the 2019/2020 projects had been done and report forwarded to the CECM LHPPMA&UD.

RESOLUTIONS:

1. The Board Manager to carry out an inventory of Municipal Assets and give a report in the next meeting.
2. The Board to visit TakaTaka Solutions a company dealing with solid waste management.
3. The Chairman of the Board to engage the Member of the County Assembly (MCA) on the issue of transfer station.

MIN/RM/BM/27/2019 – Subcommittee’s Report

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The various Subcommittees were called upon to prepare their schedule of meetings in consultation with the Manager and forward their reports and attendance lists to the Manager for record and claim for allowances.

The KUSP team Coordinator was requested to give the Committees terms of reference (TOR).

MIN/RM/BM/28/2019 – Integrated Solid Waste Management plan for Ruiru Municipality

The Solid Waste/Resource Management plan was presented to the Board for adoption. The meeting was informed that the adoption of the plan had a deadline of 11th October, 2019 which was a World Bank condition to access next financial year funds.

The Board was taken through the draft solid waste management plan by the Sub County Environment Officer and recorded their inputs to the document as follows:-

1. To provide for placing of dustbins in the town by Municipality.
2. Public forums for public awareness and sensitization of the policy.
3. Address the issue of low connectivity to sewerline due to high connection charges by RUJUWASCO.
4. Pollution. How to combat pollution in highly industrialized areas and contribution of the Companies in taking care of the environment. E.g tree planting along the roads
5. Projects inclusion of beautification and tree planting.
6. Hazardous waste management.
7. To capture actual collection of solid waste in the Wards and projection of the same.

The Board noted that Municipality should take the lead role in management of the Environment and called for inventory of private garbage collectors within the Municipality to ensure that they are licensed according to the tonnage of garbage collected and enforce on illegal dumping by the companies.

The Board was to make a firm decision on location of transfer station visa vie the transport cost to Kang'oki dumpsite in Thika and mark red zone areas like Githurai where garbage is highly produced with an aim of possible location of the transfer station there.

It was proposed by George M. Ngigi

Seconded by Fredrick K. Njoroge

RESOLUTION

That the Solid Waste Management plan for Ruiru Municipality be and is hereby adopted by the Board with the contributions made above.

Signed for circulation by the Secretary this  day of 19/Sept. 2019

Confirmed and signed by the Chairman this  day of 19/9/2019 2019

MIN/RM/BM/29/2019 – Integrated Solid Waste/Resource Management Policy for Kiambu County

The Solid Waste/Resource Management Policy was presented to the Board for adoption. The Board was informed that the Policy sets the direction for solid waste Management in the County for the next five years and puts its emphasis on waste prevention and minimization, promote awareness and involvement and facilitate partnerships between public, private and community stakeholders.

The Board proposed amendments to the framework by substitution of Sub County with Municipal, to be in line with the relevant laws.

It was proposed by Bishop Moni Joshua

Seconded by Joseph M. Kinyanjui

RESOLUTION

That the Board hereby adopts the Integrated Solid Waste/Resource Management Policy for Kiambu County as a reference document on Solid Waste Management.

MIN/RM/BM/30/2019 – Kiambu County Spatial Plan

The County Spatial Plan was presented to the Board for adoption. The Board having been taken through the document acknowledged the need to adopt the spatial plan. They also recommended the Municipality to initiate its own spatial plan to go hand in hand with the County Plan.

The Board proposed amendments to the framework by substitution of Sub County with Municipal, to be in line with the relevant laws. They also recommended tabling of the Municipal ISUDP to the board and a workshop to go through the policies.

It was proposed by Francis Njang'iru

Seconded by Joseph M. Kinyanjui

RESOLUTION

That the Board hereby adopts the County Spatial Plan for Kiambu County.

MIN/RM/BM/31/2019 – Confirmation of the Minutes

The minutes of the meeting held on 26th April, 2019 were read and corrected by the meeting.

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It was proposed by Eunice N. Kariuki and seconded by Joseph Kinyanjui and,

RESOLUTION

That the minutes of the Board meeting held on 26th April, 2019 are hereby confirmed by the Board.

A.O.B

1. Constitution of the Board

The Chairman called upon the Manager to consult the CECM on whether the Board is fully constituted in relation to gender balance.

On election of the Vice Chairman the Chairman noted that George Ngigi was acting until the issue of Constitution of the Board was finalized.

2. Board allowances

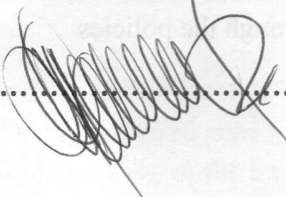
The Manager reported that his office was working on the issue.

3. Staff Meeting

The meeting called for a meeting for introduction of Municipality staff.

There being no other business the meeting was closed with prayers led by Eunice N. Kariuki at 2.40P.M.

Compiled by the Municipal Manager  Date 19/Sept/2019

Confirmed by Chairman  Date 19/9/2019

Signed for circulation by the Secretary this day of 2019

Confirmed and signed by the Chairman this day of 2019