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THE KIRINYAGA COUNTY INSPECTION AND ENFORCEMENT SERVICES ACT, 2023

No. 5 of 2023

Date of Assent 27th October, 2023

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THE KIRINYAGA COUNTY INSPECTION AND ENFORCEMENT SERVICES ACT, 2023

No. 5 of 2023

AN ACT of the County Assembly of Kirinyaga to provide for the establishment of the Kirinyaga County Inspection and Enforcement Services; to provide a legal framework for enforcement of County and other relevant Legislation and for connected purposes.

ENACTED by the County Assembly of Kirinyaga, as follows -

PART I— PRELIMINARY

Short title

1. This Act may be cited as the Kirinyaga County Inspection and Enforcement Services Act, 2023.

Interpretations

2. In this Act, unless the context otherwise provides—

"arrest" means the act of apprehending a person for suspected commission of an offence or by the action of legal authority;

"authorized officer" means the County Attorney or his/her designate;

"Board" means the Kirinyaga County Public Service Board established by section 57 of the County Governments Act, 2012;

"Chief Officer" means the Chief Officer in charge of finance and accounting services;

"Chief Superintendent" means the Chief Superintendent appointed under section 6;

"County" means the Kirinyaga County;

"Court" means a court of competent jurisdiction;

"Directorate" means the Directorate of Enforcementestablished under section 5;

"enforcement officer" means an officer appointed to serve as an enforcement officer in the Directorate;

"Executive Committee Member" means the Member of the County Executive Committee for the time being responsible for Finance;

"Inspection Officer" means an officer appointed to serve as an inspection officer in the Directorate;

"reasonable time" means any period of time between six o'clock in the forenoon and six o'clock in the afternoon of any day of the week;

"regulated activity" means any activity, trade, or business whose undertaking a County law requires obtaining of a licence, permit, approval, or payment of service fee by or to the relevant County organ;

"County holding area" means an established and Gazzeted area by the County Executive Committee Member at the time being in charge of enforcement;

"relevant County Organ" means the organ or department responsible for licensing, issuing permits, collecting services fees, or approving an activity;

"dwelling place" means a building or any part or portion of a building, used or constructed, adapted or designed to be used for human habitation;

"vessel" includes motor-vehicles, motor-bikes, bicycles, and any other motorized and non- motorized vessel; and

"structure" any building or object constructed or any other related activities that require approval of development plans from the Department at the time being responsible for Physical Planning.

Objects of the Act

- 3. The objects of this Act are to —
- (a) provide for a legal and institutional framework for the enforcement of the County laws and regulations that shall among other things ensure compliance with county legislation and provision of an effective and independent inspectorate services within the County;
- (b) give effect to the provisions of Article 187 of the Constitution that require the county executive committee to implement county legislation and to implement within the County national legislation to the extent that the legislation so requires;
- (c) give effect to the provisions of Article 189 (1)(b) that require the County Government to assist, support and as appropriate, implement legislation of the National Government; and
- (d) establish by law, pursuant to Article 185(2) of the Constitution, an inspection mechanism so as ensure the effective performance and exercise of the powers conferred on the County Government under Part 2 of the Fourth Schedule of the Constitution.

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PART II—ADMINISTRATION

The County Enforcement Directorate

- 4. (1) There is established in the County the Directorate of Enforcement which shall be an office in the County Public Service.
 - (2) The functions of the Directorate shall include—
 - (a) advising the County Government on all matters relating to enforcement;
 - (b) ensure compliance with all County revenue requirements;
 - (c) implementing co-operation and collaboration agreements between the County Government and the National Government enforcement agencies in the performance of enforcement functions; and shall in so doing give guidance in respect to compliance with any directions issued by the National Government enforcement agencies;
 - (d) ensuring the implementation of policy and operational directions of the Directorate;
 - (e) recommending the budgetary estimates for better implementation of this Act;
 - (f) ensuring compliance with the Enforcement Standing Orders and Code of Conduct as may be issued from time-to-time;
 - (g) promoting co-operation with other public or private agencies in the provision of enforcement statistics on crime rates, detection rate, public confidence in the enforcement, number of complaints against the enforcement, as well as personnel statistics;
 - (h) preparing periodic reports necessary for evaluating and monitoring the performance of the Directorate and an bi-annual report for submission to the County Assembly;
 - (i) providing security and maintaining order in public markets, bus parks, stadia, County fees and cess collection points, County Government offices, County Government properties, Infrastructure, Parking areas and any other public place under the management of the County Government;
 - (j) carrying out inspections within Kirinyaga County and enforcing County legislation and applicable national laws;
- (k) regulating and controlling traffic within the County for maintenance of good public order;

- (l) collaborating and co-operating with National enforcement agencies to maintain law and order within the County;
- (m) assist in emergency services; and
- (n) performing any other duties that may be prescribed by this Act or any other written law or assigned from time to time.

Appointment of the Director

No.5

- 5. (1) The Directorate shall be headed by a Director who shall be competitively recruited by the County Public Service Board on such terms and conditions as the County Public Service Board shall determine.
- (2) The Director shall be responsible to the Chief Officer responsible for Finance.
- (3) The Director shall be responsible for the day to day operations of the Directorate, and in particular—
 - (a) development and implementation of strategies, policies, guidelines, and programs related to security and enforcement within the County;
 - (b) planning, mapping and administration of security service divisions;
 - (c) co-ordinate operations, drills, trainings, parade matters, disciplinary matters and welfare of the Enforcement Unit;
 - (d) ensure compliance with county laws, by laws, rules and regulations established in respect to VIP protection, property protection, construction, waste disposal and management, revenue collection, disasters and traffic control among others;
 - (e) establish collaborative system with the Judiciary, National Security Agencies, County Policing Authority, Security Advisory Committee and other stakeholders;
 - (f) supervising and guiding enforcement officers in the County;
 - (g) assessment of County Government Security System, risks intelligence reports and give timely appropriate recommendations;
 - (h) assist in the prosecutions of non-compliant individuals to the county laws, by laws, rules and regulations;
 - promotion of National Values, Principles of good governance as espoused in Article 10 and 232 of the Constitution; and
 - (j) any other duties as may be assigned.

Designation of Officers-in-Charge

- **6.** (1) The Director shall designate from among the County enforcement officers an officer-in-charge an area of jurisdiction as may be determined from time to time.
 - (2) An Officer- in- Charge shall—
 - (a) oversee and supervise the implementation of the Directorate's functions within their area of jurisdiction;
 - (b) allocate duties and ensure maintenance of discipline of the other officers within their area of jurisdiction where applicable;
 - (c) recommend to the Director the institution of disciplinary proceedings against any officer within their area of jurisdiction where applicable;
 - (d) prepare quarterly reports and submit them to the Director on the status of enforcement in their areas of jurisdiction; and
 - (e) perform any other duties as may be assigned by the Director from time-to-time.

County Enforcement Officers

- 7. (1) The County Public Service Board may, on the recommendation of the Chief Officers, appoint such number of persons as enforcement officers as shall be necessary for better implementation of this Act.
- (2) The Chief Officers referred to in sub-section (1) are Chief Officers of County Departments responsible for licensing, issuing permits, collecting service fees or approving an activity.
- (3) Persons appointed under sub-section (1) shall undergo mandatory training to be established through curricula to be developed by the Directorate with the approval of the County Executive Committee Member.
- (4) The Director responsible for the Directorate may collaborate with other training institutions to provide training to its officers.
- (5) In addition to sub-section (3), the County Public Service Board may, on the recommendation of the Chief Officer, promote an officer to a higher rank in accordance with the provisions of the relevant Scheme of Service.

County Inspection Officers

- 8. (1) The County Public Service Board shall appoint officers to County Departments responsible for licensing, issuing permits, collecting service fees or approving an activity to serve as County Inspectors.
- (2) The provisions of sub-section (1) notwithstanding, the Chief officers in the County departments described in sub-section (1) may deploy within their department officers to serve as County Inspectors.
- (3) In the performance of their functions, County Inspection officers shall bear their official identification documents at all times.

Appointment of other Members of Staff

9. The County Public Service Board may, on recommendation of the Chief Officer, appoint such other members of staff for better implementation of this Act.

Oath of Office

- 10. (1) In addition to any other requirements of this Act, a person shall not be appointed as an enforcement officer unless that person makes and signs before an officer authorized by law to administer oath as set out in the First Schedule
- (2) The County Executive Committee Member shall prescribe and publish the Standing Orders for enforcement officers.
- (3) The County Executive Member shall prescribe and publish a code of conduct for enforcement officers.

Uniforms and Identification Badge

- 11. (1) The Director may, with the approval of the County Executive Committee Member, prescribe the uniforms of a suitable kind and design, with suitable insignia and identification badge, to be worn by enforcement officers.
- (2) Unless specifically authorized by the immediate supervisor for a specific purpose, an enforcement officer shall wear the prescribed uniform while on official duties.
- (3) The prescribed uniform shall be provided to an enforcement officer by the County Government.
- (4) An enforcement officer in the performance of his or her duties shall be in full uniform and bear his or her official identification.

PART III—POWERS AND RESPONSIBILITIES OF ENFORCEMENT OFFICERS

Duties and Powers of Enforcement Officers

- 12. (1) An Enforcement officer shall obey and execute all lawful orders in respect of the execution of the duties of office which she or he may from time to time receive from his or her supervisors and may—
 - (a) at any reasonable time, enter any place in which the enforcement officer believes on reasonable grounds that any person is in any way contravening the provisions of a County or applicable National legislation;
 - (b) arrest any person who is in breach of any County or applicable national legislation or standards which is within the area of jurisdiction of the County;
 - (c) seize anything which may be necessary to effectively enforce the laws; or
 - (d) destroy or in any such other way, dispose of any item or good whose continued existence would constitute a breach of the provisions of the County or applicable National laws, subject only to the Executive Committee Member's guidance.
- (2) The provisions of sub-section (1) (d) notwithstanding, an item may only be destroyed or disposed in accordance with the procedure prescribed under the relevant written law.

Stoppage

- 13. (1) An enforcement officer on duty may stop any person whom the officer witnesses doing any unlawful thing, or suspects of doing any unlawful act or thing or being in possession of anything for which a permit, licence or certificate or pass is required under any written law and has no such permit, licence, certificate or pass.
- (2) A person who fails to produce a licence, permit, certificate or pass within forty-eight (48) hours when called upon to do so, may be arrested without a warrant unless he gives his name and address and otherwise satisfies the officer that he will duly answer any summons or any other proceedings which may issue or be taken against him or her.
- (3) An enforcement officer who abuses the powers under this section commits an offence under this Act and shall be liable on conviction to a fine not exceeding one hundred thousand shillings or imprisonment for a term not exceeding one year or to both.

Power to Arrest

- 14. Subject to Article 49 of the Constitution, an Enforcement Officer may without a warrant, arrest a person who-
 - (a) is accused of breaching any law within the enforcement officer's area of jurisdiction and that enforcement officer believes upon reasonable ground that such breach has been committed;
 - (b) obstructs an enforcement officer while in the execution of duty;
 - (c) commits a breach of the peace in the presence of the enforcement officer;
 - (d) is in possession of an item or thing which is reasonably suspected to have been used to commit an offence;
 - the enforcement officer suspects upon reasonable grounds of having committed or being about to commit a breach of a County law or national law enforceable by the enforcement
 - (f) the enforcement officer has a reasonable cause to believe a warrant of arrest has been issued.
- (2) Notwithstanding sub-section (1), an enforcement officer through an authorized officer may apply to court for a warrant of arrest and on such warrant, arrest any person who the enforcement officer reasonably believes is committing or intending to commit an offence under the County Legislation or a National legislation enforceable by the

Arrests and Detentions by an Enforcement Officer

- 15. (1) An arrest by an Enforcement officer, whether with or without a warrant, shall be subject to the rules contained in this section with respect to arrest and detention.
- (2) Where a County Enforcement officer has reasonable grounds to believe that an offence has been committed under any County law, the
 - (a) the person committing or who is about to commit the offence;
 - (b) where the offence relates to a regulated activity—
 - (i) the proprietor of the activity;
 - (ii) an employee of the proprietor; or
 - (iii) any other person whom the officer reasonably believes that is involved in the execution of the activity.

- (3) An enforcement officer may with or without a warrant arrest a person
 - (a) who is accused by another person of breaching any County law within his enforcement area of jurisdiction in any case in which the enforcement officer believes upon reasonable ground that such breach has been committed;
 - (b) who obstructs an enforcement officer or inspection officer in the execution of duty; or
 - (c) whom the enforcement officer suspects upon reasonable grounds of having committed or being about to commit a breach of a County law.
- (4) An enforcement officer shall accord an arrested or detained person all the rights set out under Articles 49, 50 and 51 of the Constitution.
- (5) Every arrested person shall as soon as practicably possible but in any case not more than three hours after arrest be handed over to the police station in the area of jurisdiction within which the offence has been committed.
- (6) An enforcement officer who contravened the provisions of this section shall be personally guilty of a disciplinary offence and may be tried for a criminal offence.

Use of Force

- **16.** (1) An enforcement officer shall—
- (a) perform the functions and exercise the powers conferred by this Act by use of non-violent means; and
- (b) notwithstanding the provisions of sub-section (1)(a) an enforcement officer may use reasonable force for purposes of fulfilling the objectives of this Act.

Power of Entry

- 17. (1) An enforcement or an inspection officer may at all reasonable times enter upon any premises or place in which there is a reasonable ground to believe that a regulated activity is being undertaken, for the purpose of compliance enforcement.
- (2) An enforcement officer may not enter a dwelling place without the consent of the occupant except if reasonable suspicion of the commission of an offence and the entry is necessary for the enforcement of the provisions of County laws, regulations or National laws.

- (3) The time of such entry shall be between six o'clock in the forenoon and six o'clock in the afternoon of any day of the week.
- (4) Notwithstanding the provisions of sub-section (2) an enforcement officer may enter a dwelling place at any time provided that such enforcement officer has obtained relevant warrant.
- (5) An enforcement officer who exercises the powers conferred under this section shall—
 - (a) identify himself or herself;
- (b) record the action;

No.5

- (c) record any items, thing or document seized;
- (d) make a report regarding such exercise and submit it to the immediate supervisor within twenty-four hours of taking such an action; and
 - (e) a copy of the inventory of items or documents seized in above be left with the trader.
- (6) Where an officer or officers upon entering a building their exit is restrained the enforcement officer has a right of egress.

Court to Issue Warrant

18. An officer may apply to a magistrate for a warrant to enter, search, inspect any premises or impound goods in any premises where he or she reasonably suspects that an activity is about to or is being undertaken contrary to any County laws and where entry has been refused.

Service of Notice

- 19. Any notice served by an enforcement or an inspection officer shall be deemed to have been served if —
- (a) it is placed on a conspicuous place on the structure or building of interest;
 - (b) it is served upon the owner; or
 - (c) it is served upon the occupant or employee.

Obstruction and False Information

- 20. (1) No person shall obstruct or hinder, or knowingly make a false or misleading statement to an Enforcement officer who is carrying out duties under this Act.
- (2) A person who contravenes sub-section (1) commits an offence and on conviction is liable to a fine of a sum not exceeding one hundred

thousand or to imprisonment for a term not exceeding three (3) months or to both.

Seizure

2023

- 21. (1) During an inspection under this Act, an enforcement officer may, in addition to any other remedy provided under this Act, seize any item, good, property, document or thing by means of which or in relation to which the officer believes, on reasonable grounds, that any provision of any County or National legislation or standard has been contravened and a full inventory thereof shall be made at the time of such seizure by the enforcement officer in accordance with the Standing Order.
- (2) Any items seized by any enforcement officer under sub-section (1) shall as soon as is practically possible be handed over to the police station in the area jurisdiction within which the offence has been committed.
- (3) The provisions of sub-section (2) notwithstanding, the enforcement officer may hand over seized items in a designated County holding area or direct that anything seized be kept or stored in the place where it was seized or that it may be moved to another place for safe custody.
- (4) Unless authorized by an enforcement officer, no person shall remove, alter or interfere in any manner with any other thing seized.
- (5) Any person from whom an item, good, property, document or thing was seized may, within thirty (30) days after the seizure, apply to Court for an order of restoration.
- (6) The enforcement officer shall make a report of the seizure to his or her immediate supervisor as may be prescribed in the Standing Orders.
- (7) Where goods seized by an enforcement officer are not claimed within ninety (90) days, the County Government may dispose of the goods in accordance with the Disposal of Uncollected Goods Act.
- (8) Prior to disposal of any goods under sub-section (6), a public notice of at least thirty (30) days shall be issued of the intended disposal of goods and published in the approved County Government communication channels.
- (9) Any goods impounded that are subject to rapid decay shall be disposed of with the authority of a magistrate after a full inventory has been taken and any other records of the same including photographs submitted to court.

Order of Restoration

- 22. (1) The Court may order that item, good, property, document, or thing seized be restored immediately to the applicant if, upon hearing the application, the court is satisfied that—
 - (a) the applicant is entitled to possession of the item, good, property, document or thing seized; and
 - (b) the item, good, property, document or thing seized is not and will not be required as evidence in any proceedings in respect of an offence under this Act.
- (2) Where upon hearing an application made under sub-section (1) the court is satisfied that the applicant is entitled to possession of the thing seized but is not satisfied with respect to the matters mentioned in paragraph (b) of sub-section (1), the court may order that the thing seized be restored to the applicant on the expiration of seven days from the date of seizure if no proceedings in respect of an offence under this Act have been commenced before that time.
- (3) Where an order of restoration is made, such item, good, property or thing seized shall be released to the applicant upon payment of impounding fees under the applicable laws unless the Court orders otherwise.

Power to Impound Vessels

23. Where a County Enforcement or Inspection officer reasonably believes that a vessel is parked or controlled in any manner contrary to any County Law or without payment of prescribed parking fee, the officer may impound the vessel by clamping or towing it to the nearest police station or designated inspectorate stations.

Power to Impound Animals

- 24. (1) A County Enforcement and Inspection officer may impound any animal that is kept contrary to the Prevention of Cruelty to Animals Act, or any relevant County Law.
- (2) The officer upon impounding shall as soon as is possible deposit any animal impounded under sub-section (1) to the County Animal Impound, record the animal impounded, make a report regarding such exercise and submit it to the immediate supervisor within twenty-four (24) hours of taking such an action.

Co-operation with National Police Service

2023

25. The Directorate of Enforcement and County Inspection may perform its functions under this Act in co-operation with the National Police Service.

PART IV—OFFENCES AND PENALTIES

Prohibition against Torture or Cruel Treatment

- **26.** (1) It shall be unlawful for an enforcement officer to subject any person to torture or other cruel, inhuman or degrading treatment.
- (2) An enforcement officer who subjects a person to cruel, inhuman or degrading treatment commits a criminal offence under the Penal Code.

Impersonation of an Enforcement Officer

- 27. (1) A person other than an enforcement officer who, without written authority of the Director—
 - (a) puts on or assumes, either in whole or in part, the uniform, name, designation or description of an enforcement officer, or a uniform, name or designation, resembling or intended to resemble the uniform, name or designation of an enforcement officer; or
 - (b) in any way pretends to be an enforcement officer for any purpose which he would not by law be entitled to do his or her own authority, commits an offence and shall be liable on conviction to a fine not exceeding one million shillings or to a term of imprisonment not exceeding ten (10) years, or to both.

Impersonation of a County Inspection Officer

- 28. Any person who falsely portrays himself or herself as a County Inspection Officer acting under the authority of a Chief officer from a County Department responsible for licensing, issuing permits, collecting service fees or approving an activity, commits an offence and shall be liable on conviction to a fine not exceeding one million shillings or to a term of imprisonment not exceeding ten (10) years, or to both.
 - 29. (1) Any person who—
 - (a) assaults, resists, or willfully obstructs an enforcement officer in the execution of the enforcement officer's duties;
 - (b) assaults, resists or willfully obstructs any person acting in aid of the enforcement officer;
 - (c) attacks an animal belonging to the enforcement, or

(d) intentionally or recklessly, destroys enforcement property, commits an offence and shall be liable on conviction to a fine not exceeding one hundred thousand shillings or to imprisonment for a term not exceeding one (1) year or to both.

Destruction of County Property

- 30. (1) Any person who defaces or destroys any property being the property of the County Government commits an offence and shall be liable upon conviction to a fine not exceeding fifty thousand shilling or imprisonment for a term not exceeding one (1) year or to both.
- (2) In addition to penalties prescribed in sub-section 1 above the person so convicted under this provision shall be liable to pay damages or cost of repair to the County Government for the property destroyed.

Surrender of Public Property on leaving the Enforcement Directorate

- 31. (1) An enforcement officer who is dismissed from the Directorate, or who resigns from office, or otherwise leaves the Directorate, shall forthwith deliver to the Director, every article and properties which has been supplied to him and which he or she has not been expressly authorized to keep or use for his or her private benefit, and in particular, the uniform and the identification badge.
- (2) Any person who fails to comply with sub-section (1) commits an offence, and shall, on conviction, be liable to a fine of a sum not exceeding two hundred thousand shillings or imprisonment for a term not exceeding three (3) months or to both.
- (3) In addition to any other remedy under this Act, the County Government shall publish and publicize in the County Government communication channel any information of an enforcement officer who contravenes the provisions of this section.

Unapproved Buildings and Structures

- 32. (1) It is illegal for any person to erect, build, establish or keep any structure on any area, public or private, without approval of the County Government.
- (2) It is illegal for any person to erect, build, establish a commercial structure or social amenity without the approval of the County Government
- (3) A person who commences any development without obtaining development approvals commits an offence and is liable on conviction to a fine not exceeding one million shillings or to imprisonment for a term not exceeding one (1) year or to both.

(4) In the case of an enforcement notice relating to physical land use and planning activity, the provisions of section (72) of The Physical Planning Act, No. 3 of 2019 shall apply.

Operating Business Without Valid Licence

33. A person who operates a trade or business without a valid business licence commits an offence and shall be liable on conviction to a fine not exceeding Kenya Shillings one hundred thousand or to imprisonment for a term not exceeding six (6) months or to both

General Penalty

2023

- 34. (1) A person who contravenes the provisions of this Act for which no penalty is specified or fails to comply with any order or direction given under this Act, shall be liable on conviction to a fine not exceeding fifty thousand shillings or to imprisonment for a term not exceeding six (6) months or to both.
- (2) A person who having been convicted of an offence under this Act, and who is again found guilty and is convicted of an offence under this Act, shall be punishable upon conviction with double the penalty provided

PART V— PROVISIONS ON DELEGATED POWERS

Regulations

- 35. (1) The member of the County Executive Committee may, upon recommendation by the Director make regulations for the purpose of better implementation of the provisions of this Act.
- (2) Without prejudice to the generality of sub-section (1), the regulations made shall provide for -
 - (a) the prescribing of anything required to be prescribed in this Act;
 - (b) the description, wearing and issue of uniform, accoutrements and necessaries by the enforcement;
 - the penalties and disciplinary procedures applicable to enforcement officers who commit any of the offences against discipline set out in the Standing Orders and Code of Conduct;
 - (d) the Code of conduct for enforcement officers;
 - Standing Orders for the Enforcement Unit; and
 - Code of Conduct for County Inspection officers.

FIRST SCHEDULE (s.10) OATH/AFFIRMATION OF OFFICE

which no penalty is specified or tasts to comply with any order or deciplon given under this Act, shall be liable on coverage, to a fine not exceeding six thousand smilings or to impresonment of term not exceeding six (c) months are to beth.

(2) A person who having been conficted of an offence analytic falls Act, and who is again found suffly and is convicted of an offence under this act, shall be punishable upon conviction with double the penalty provided and the offence.

PART V—PROVISIONS ON DELEGATED POWERS

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