

REPUBLIC OF KENYA



GOVERNMENT OF MAKUENI COUNTY



WOTE MUNICIPALITY

P. O. BOX 78-90300 MAKUENI

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HIGHLIGHTS OF WOTE MUNICIPAL BOARD MEETING HELD ON 7TH AUGUST 2023 AT
MUNICIPAL BOARDROOM.

Start Time: 1.00 p.m.

End Time: 7:25 p.m.

MEMBERS PRESENT

1. Prof Harrison maithya -chairperson municipal board
2. Planner Rose Muema -vice chairperson
3. Dr. Sonia Nzilani -ECM-LUDECC
4. Jackson C. Daudi -CO lands and urban planning
5. Mr Robert Mulinga -municipal board member
6. Ms. Jacinta Mutunga -municipal board member
7. Mrs. Everlyn Mutua -Secretary to the board
8. Mr. Michael Kakunia - Municipal Board Member
9. Mr. Romeo Ndeveni - Municipal Board Member

ABSENT WITH APOLOGY

1. Dr Stanley Mbuvi - Municipal Board Member
2. Arch. Eliud Liku -Municipal board member

INATTENDANCE

3. Daniel Muinde -minutes recorder
4. Eng. William Wanyonyi -Engineer

AGENDA

1. Opening prayer
2. Chairpersons remark
3. Management project status report
 - report on proposed cabro-paving.
 - cold room and freezer update
 - renovation of old mukuyuni Marikiti
 - solar mast update
4. Budget Expenditure approval
5. Casual engagement
6. Presentation by SUED
7. AOB

OPENING PRAYER.

The chairperson called the meeting to order at 1:00 am.

The meeting kicked off with a word of prayer led by Mr Romeo Ndeveni.

CHAIRPERSONS REMARKS

The chairperson welcomed members to the meeting and requested them to always avail themselves early for the meeting

The chair introduced the new municipal manager to the members.

The chair requested the ECM LUDECC to make her opening remarks.

The ECM started off by issuing an apology for joining the meeting some minutes late. She explained that she was held up in a cabinet meeting.

The ECM Lands welcomed members to the new financial year and informed members that a lot of projects and programmes had been laid down for implementation.

KEY HIGHLIGHTS

MANAGEMENT PROJECT STATUS REPORT

Cabro-paving of a section from Ngooni- kapeo petrol station.

It was reported that the site was handed over to the contractor.

The contractor was given one week for mobilisation.

Cold room and freezer update

It was reported that 4.5M was committed for the project.

The management engaged the department of public works in preparation of the BQ. The procurement process would begin once the procurement plan was uploaded.

Renovation of old markititi at mukuyuni

It was reported that there was no budget for the renovation and only cleaning could be done.

The CO lands informed members that the department of lands will facilitate cleaning and painting of the old market prior to commissioning of the new Mukuyuni modern market.

Solar mast update

It was reported that the contractor through the consultant had been instructed to rectify all the floodlights within 51 days.

The contractor was on site and had already rectified floodlights at Westland and Itangini under the supervision of the municipality, the consultant and the department of energy. The two floodlights were functioning well.

The manager however informed members that the contractor was slow and had requested for an extension of 10 days.

The CO land requested that a technical report of the two rectified floodlights to be prepared and also the municipality to prepare a priority list of the other floodlights for rectification.

The manager responded that the priority list was already prepared.

presentation by sued

The team leader introduced the programme to members present.

He highlighted that SUED is being implemented in 12 municipalities in the country. It was reported that, SUED had already closed agroprocessing deals at Malindi, Kisii and Iten and was looking forward to close one in Wote Municipality.

It was reported that SUED programme had settled on Kalamba processing plant, Makindu grain processing and Kaiti river park as the priority projects under the programme for Wote municipality

The team further reported that pre-feasibility study for Kalamba processing plant was complete and approved by the British High Commissioner. The highlights and finding of the report were presented

BUDGET EXPEDITURE/APPROVAL

The manager reported that the committee on finance met on 28th July 2023 to discuss the budget for 2023/2024 FY. Report of the committee indicated that the municipality had been allocated ksh 49,277,870.

ksh 34,277,870 of the total allocation would be spend on operation and mentainance while 15,000,000 would be spend on development.

The board adopted the expenditure of the budget as allocated.

CASUAL ENGAGEMENT

The municipal manager reported that casuals cleaning market within the municipality were engaged on weekly basis. The exercise was tedious and resulted to inconveniences.

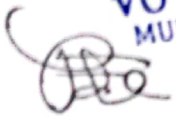
It was reported that the management intends to engage the casual in monthly basis. The board approved the management to engage the casuals for a period of three months.

AOB

Municipal bylaws

The manager was requested to follow up the issue with SUED team who had earlier promised to draft the bylaws for the municipality.

Prepared by:



VOTE MUNICIPALITY
MUNICIPAL MANAGER OFFICE

23 AUG 2023

Everlyn mutua

Municipal Manager

SIGN.....
78 - 90300, MAKUENI