

REPUBLIC OF KENYA



GOVERNMENT OF MAKUENI COUNTY



**EMALI-SULTAN HAMUD MUNICIPALITY**

P.O. BOX 78-90300

MAKUENI

Web: [www.makueni.go.ke](http://www.makueni.go.ke)

0716-418-984

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**REPORT ON ELECTION OF MARKET COORDINATION COMMITTEE FOR EMALI BUSINESS CENTRE**

**Date: 30<sup>th</sup> May 2024**

**Venue: Emali Business Centre**

**Present:**

1. Philip Ngila – Municipal Manager
2. Mark Ndunga – Municipal Administrator
3. Rosemary Nyamu – Receiver of Revenue
4. Benjamin Malila – Public Participation Officer
5. Stephen Mwanja – Accountant
6. Cynthia Muthiani – Environment Officer
7. Charity Musyoki – Social Development Officer
8. Purity Muya – Procurement Officer
9. Representatives from the Office of the MCA - Emali/Mulala Ward
10. Emali Business Centre Traders

**Background/Chronology**

Following a public forum between the Municipality team and traders held on 2<sup>nd</sup> May 2024 at the Emali Business Center. A public notice dated 13<sup>th</sup> May 2024, notifying traders of election date to be 28<sup>th</sup> May 2024, detailing the guidelines on the election of the Emali Business Centre Coordination Committee and a public notice postponing the elections to 30<sup>th</sup> May 2024 to accord residents ample time to take part in County Assembly public participation. The municipality conducted successful elections today to establish a committee comprising of 15 members, each representing a distinct sub-sector within the Fresh Produce sector. The primary aim of the committee is to coordinate and oversee the operations of the Emali Business Centre effectively.

**Sub-Sectors identified**

Thirteen (13) sub-sectors had initially been identified.

1. Onions
2. Watermelon
3. Cabbages
4. Cereals
5. Sukuma wiki
6. Avocado
7. Highway hawkers
8. Mixed retail fruits
9. Highway stalls
10. Tomato wholesale
11. Disability (PWD)
12. Youth
13. Mixed Retail Stalls

However, the traders requested addition of 2 sub-sectors which had not been identified.

1. Green maize and peas
2. Wholesale Mixed Fruits

#### **Validation of Eligible Sub sector representatives**

- **Eligibility Verification (Pursuant to Election Guideline No. 3)**-All representatives were found to be eligible as they are allottees/beneficiaries within the Emali Business Center.
- **Compliance Check (Pursuant to Election Guideline No. 4)**-It was found that none of the representatives were up to date in the payment of rent and necessary permits.

#### **Interim Measures**

- Due to the non-compliance with rent and permit payments, an interim committee and executive committee were established. The committee will remain in place until the representatives achieve full compliance with the aforementioned requirement.

#### **Constitution of the interim committee**

The Market Coordination Committee, which is well constituted consists of the following members;

S/N	Name	ID.No	Phone no.	Sector
1.	Beatrice Ndile	11677710	725347572	Highway stalls
2.	Nicholus Muli	24411271	758066201	Cabbages
3.	Dorothy Nzomo	9635404	729313334	Mixed retail fruits
4.	Jones Muendo	29712042	719536007	Onion whole sellers
5.	Caroline Mulwa	20055847	721968836	Cereals
6.	Catherine Musyoka	13026333	710777393	Sukuma Wiki
7.	Rhodah Ndanu	21208141	720875502	Mixed Retail stalls
8.	Joseph Muisyo	11110819	723817681	Avocado
9.	Darius musyoka	30521997	746459370	Youth

10.	beatrace kitonga	21866346	716900557	Tomatoes
11.	Jackline kavili	44231149	712204723	Green maize and peas
12.	Albanus Mwololo	7801084	700670448	Wholesale Mixed Fruits
13.	Henry Sila	27635162	714936834	Watermelon
14.	Judith mwendi	32633433	720791291	PWD
15.	Francis mwangangi	26909267	769954339	Highway Hawkers

### The interim executive committee

The municipality also established an intern executive committee drawn from the fifteen sector representatives.

S/N	Name	ID.No	Phone no.	Role
1.	Nicholas Muli	24411271	758066201	Chairperson
2.	Henry Sila	27635162	714936834	Secretary
3.	Rhodah Ndanu	21208141	720875502	Treasurer

### Committee Formation

1. **Composition:** The committee will consist of 15 members, one from each sub-sector.
2. **Representation:** It ensures gender balance, youth, and marginalized groups' representation.
3. **Eligibility:** Committee members are allottees/ beneficiaries within the Emali Business Centre.
4. **Term:** This is an interim committee, which shall be reviewed upon compliance.
5. **Selection:** Representatives were chosen by consensus or election within their sub-sector.
6. **Executive Committee:** After forming the interim committee, an interim executive committee comprising a Chairperson, Secretary, and Treasurer was voted in by all subsector members through acclamation.

### Reporting

- The committee will report to the Market Administrator/Manager or an assigned municipal officer
- An interim market administrator was nominated by the Municipality.

### Interim Committee Mandate

The following shall be the mandate of the market coordination committee:

1. Assist in the effective management of Emali Business Centre
2. Establish/develop and submit an internal regulation/governance mechanism
3. Establish and present for approval guidelines for wholesale/retail operations.
4. Support & Enhance revenue generation in market
5. Recommend on the kind of business that can/cannot be operated In the new market.
6. Support the relevant authorities in the coordination of traders' input and in the operations and management of the market.
7. Advise or assist the relevant authorities in the process of allocation of market shops or stalls

8. Facilitate resolving disputes resulting from operations of the market
9. Identify any emerging issues or challenges resulting from the operations of the Business Centre and propose/ adopt measures to resolve the problems or issues where appropriate or advise the relevant authorities on appropriate measures to be adopted in resolving the issue.
10. Promote the welfare of the traders in the Business Centre.
11. Promote the welfare of customers/ buyers
12. Promote maintenance of market sanitation services in liaison with the Market Administrator.
13. Ensure traders maintain the cleanliness of their stalls at all times.
14. Ensure observance of proper solid and liquid waste management.
15. Ensure the aisles are free from obstructions to allow smooth flow of customers.
16. Ensure the market facilities are protected from damage/vandalism.
17. Ensure compliance to rules and regulations the Business Centre .

### **Conclusion**

The establishment of the Coordination Committee aims to foster effective management, promote welfare, enhance revenue, and maintain high operational standards within the Emali Business Centre. Through inclusive representation and structured governance, the committee will address the needs and challenges of the various sub-sectors, ensuring a thriving market environment.

Report Prepared by:

A handwritten signature in blue ink, appearing to read 'Mark Ndunga', is written over a horizontal line.

**Mark Ndunga**  
**Municipal Administrator**

## Pictorials



*Fig 1: Overview of the guidelines governing the Election by the municipal manager*



*Fig 2: The Municipal team verifying & validating records of the representatives elected by different sectors to the Emali Business Center Committee.*





*Fig 3: Representatives elected by different sectors to the Emali Business Center market coordination Committee.*



*Fig 4: The Interim Executive Members of the Emali Business Center Committee*



*Fig 5: The interim Emali Business Center Committee giving his remarks*





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Activity: ERC Election A Emali Business Centre Coordination Committee Date: 20/ May / 2024

Location: ERC

S.NO.	NAME	DESIGNATION	ID	TELEPHONE	GENDER		SIGN
					M	F	
1.	Bartice Nobile	Green grocer	11677710	0725 347572			
2.	NAOMI SOBI	Green Grocer	28827869	0715393732		✓	
3.	Alexander M Mutavi	Hawker	4601442	0721874119		✓	
4.	Christine W Nthunya	Green Grocer	22694073	0740474836		✓	
5.	Daniel's Busari	Green Grocer	11076251				
6.	Olwe Nduku	green grocer	23305372	0712204956			
7.	Rabera Mutua	Green grocer	22698328	0723723890		✓	
8.	Grace Mutua	Green grocer	35144459	-0706515338		✓	
9.	Elizabeth Mumbuu	Green grocer	3758228	0768210287			
10.	IRENE	MAKAN					
11.	Magdalene Nzioka	Nzioka	22264457	0710928961		✓	
12.	Reginah Kavata Kimeu	Green grocer	36403145	0797136440		✓	
13.	Mweni Mutuku	Green grocer	9937684	0727123329		✓	
14.	Evaluate Nthunya	Green Grocer	26251781	0745618543		✓	
15.	Mercy Mutinda	Green Grocer	38772623	0113291957		✓	
16.	Ndinda Kyengo	Green Grocer	8057315	0728068322		✓	
17.	LINET KOSIMON	Green Grocer	37821087	0794876913		✓	
18.	JENNIFER MUSA	Green grocer	25437838	0715052544		✓	
19.	Amah Makiso	Green grocer	25949628	0729979519		✓	
20.	Miriam MAKOSI	Green grocer	11359902	0727155388		✓	





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Activity: \_\_\_\_\_

Date: \_\_\_\_\_

Location: \_\_\_\_\_

S.NO.	NAME	DESIGNATION	ID	TELEPHONE	GENDER		SIGN
					M	F	
1.	Richard M. Nzou		12721133	0745558869	✓		
2.	John Muthadi		12520851	0719679662	✓	✓	
3.	Catherine FN MTHUKU		25038422	0708385422		✓	
4.	Leah Muthama		29578343	0703125990		✓	
5.	Kanini Nzou		26792504	07146864684		✓	
6.	Florence Nzungu		13792359	0714129988		✓	
7.	Peter Muli		25158302	0712452584	✓	✓	
8.	Sosthane Muteke		21845609	0740833441		✓	
9.	Edith Ngunyiri		<del>0701466867</del>	0701466867		✓	
10.	Florence Muiji		11636808	0700932617		✓	
11.	Bonface Dennis		22255472	0724755900	✓		
12.	Jacob Mutyeka		11017130	0720934376		✓	
13.	Kadon K. Malungu		7710505	0727459373		✓	
14.	Halima Mwangi	Wife Chartered	1345533	0734760957		✓	
15.	ANNA MAHAR		9659578	0709754930		✓	
16.	Wahne Muli		3362191	0799131930		✓	
17.	MURSI KISAVI		20985672	0727787671		✓	
18.	Josephine Nyaga		21369667	072620850		✓	
19.	Rigina Muthika		26462535	0713679660		✓	
20.	Muriel Mubia		30908499	0705189926		✓	
21.	BHARU KILIO		21403035	0717099037		✓	
22.	Wilson Munge (Pete)		29590714	0790553193		✓	
23.	Mwanzia Kimizi Hamar		22707122	0720410343		✓	





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Activity: \_\_\_\_\_

Date: \_\_\_\_\_

Location: \_\_\_\_\_

S.NO.	NAME	DESIGNATION	ID	TELEPHONE	GENDER		SIGN
					M	F	
1.	Wendeline Kaitica		3327041064	0724303584		✓	
2.	JUSTUS Mathau		10681360	0712464087	✓		
3.	Mwanzia Kaitica		22707132	0720410242	✓		
4.	Florence Kavero		13495154	0724975066		✓	
5.	Rosalie N. Kitiu		28501143	0703416264		✓	
6.	Munage Theophilus		2527935	0726675019	✓		
7.	Jubini Mungya		3013421	0768985524	✓		
8.	Simon Muthoika		13791687	0776467606	✓		
9.	Joseph Muthoika		9782502	0727489715	✓		
10.	John Mungini		10819175	0723293399	✓		
11.	Margaret		13267043	0723414219	✓		
12.							
13.							
14.							
15.							
16.							
17.							
18.							
19.							
20.							





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Activity: \_\_\_\_\_

Location: \_\_\_\_\_

Date: \_\_\_\_\_

S.NO.	NAME	DESIGNATION	ID	TELEPHONE	GENDER		SIGN
					M	F	
1.	VIRGINIA MUTETI		3712 5735	0115 062007		✓	
2.	MONICA MAITHA		29836663	0705052037	✓		
3.	Dorene Munde		29175108	0714890894		✓	
4.	BAINA MWIKALI		3012414	0719813724		✓	
5.	Salome Maithya		2122 8480	07208046055		✓	
6.	PERSCA Ndumu		20524919	0703190525		✓	
7.	ARITH KLANGIA		33415456	0794716963		✓	
8.	Naom. David		3200 5932	0717 330495		✓	
9.	NDINDA JOHN		24434495	0717144392		✓	
10.	Martin Mugo		38370344	0790435348	✓		
11.	Mary Chaddock		20859725	0722485744		✓	
12.	JACKARA MBIRU		32721690	0716407789		✓	
13.	Ena mutenu		21339512	0707920875			
14.	Dumbua Mura		12723441	0705194396		✓	
15.	christine Mueru N2008		22249928	0768122313		✓	
16.	Ooesmus Reden		32944694	011420916			
17.	MUKAL KITUMI		1501324	071895576	✓		
18.	victoria KIMBA		14715510	0730969150			
19.	Anastasio karindu		11814904	0728106133		✓	
20.	Glady's Nareoze		32726659	0746939237		✓	



