

COUNTY GOVERNMENT OF BUNGOMA



THE MUNICIPALITY OF BUNGOMA.

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BUNGOMA.

*'A thriving, safe and cosmopolitan Municipality'*

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## **BUNGOMA MUNICIPAL BOARD COMMITTEE**

### **RESOLUTIONS**

### **FOR**

### **FULL BOARD DELIBERATION**

### **FOR FY 2024/2025**

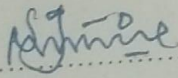
DATE	COMMITTEE	AGENDA	RESOLUTIONS
11/03/2025	Land use, infrastructure, physical planning, urban, housing, transport and fire	Review of the project proposed construction of market stalls, kitchen and stores, toilet block and associated external works at Kanduyi market in Bungoma tender No. BGM/CNTY/1354100-2023/2024.	<ol style="list-style-type: none"> <li>1. The committee to visit the site to carry out evaluation of the variation and its findings to be tabled in the next meeting.</li> <li>2. The following document should be availed; <ul style="list-style-type: none"> <li>➤ Bills of Quantities</li> <li>➤ Architectural and Structural Plan</li> <li>➤ Project implementation variation report</li> <li>➤ Payment certificates</li> <li>➤ Minutes for variation and duly signed site instructions to be tabled to members</li> </ul> </li> </ol>
29/05/2025	Land use, infrastructure, physical planning, urban, housing, transport and fire	Project implementation status report for FY 2024/2025 (proposed construction of market stalls, kitchen and store, toilet block and	<ol style="list-style-type: none"> <li>1. Members requested to know the role of the board in the implementation of municipal market</li> </ol>
	Land use, infrastructure, physical planning, urban, housing, transport and fire	Discussion on proposed infrastructure projects for FY 2025/2026 Proposed projects; <ol style="list-style-type: none"> <li>1. Proposed construction of 50 parking spaces along Khetias Kanduyi street</li> <li>2. Proposed construction of storm water drainage channels at Muteremko Road.</li> <li>3. Proposed construction 0.9km cabro road connecting affordable housing project with Bungoma- Mumias main Roads</li> <li>4. Proposed upgrading of cabro standards of a 200m Namachanja back</li> </ol>	<ol style="list-style-type: none"> <li>1. Community Empowerment Fund (CEF) Projects to be reverted back to Bungoma municipality</li> <li>2. The manager to refer to KURA, CDF, Department of Environment, Roads and Health listing the proposed projects to avoid double funding</li> </ol>

		street	
11/03/2025	Finance, Economic Planning, Administration, Public Relations, Trade and ICT.	1. Budget Review of Proposed Construction of market Stalls, Kitchen and Stores, Toilets Block and Associated External Works at Kanduyi market in Bungoma Tender No. BGM/CNTY/1354100-2023/2024.	<p><b>VARIATIONS</b></p> <ul style="list-style-type: none"> <li>✓ Mass excavations</li> <li>✓ Back filling</li> <li>✓ Reinforced concrete channel for storm water drainage</li> <li>✓ Incorporated of adjacent Roads</li> <li>✓ Septic tank</li> <li>✓ Demolitions</li> <li>✓ Additional Facilities <ul style="list-style-type: none"> <li>➢ Additional ablution block</li> <li>➢ Bodaboda shades</li> <li>➢ Passenger shades</li> <li>➢ Ticketing booths</li> </ul> </li> </ul> <p><b>RESOLUTIONS</b></p> <ol style="list-style-type: none"> <li>1. The committee was to visit the site to carry out evaluation of the variations and its findings to be tabled in the next meeting.</li> <li>2. The following documents were to be availed in the next meeting; BOQ, Architectural and Structural plans, Project Implementation variation report, Payment Certificates, Minutes for variation and duly signed site instructions.</li> </ol>
25/03/2025	Finance, Economic Planning, Administration, Public Relations, Trade and ICT.	Budget Review of Proposed Construction of market Stalls, Kitchen and Stores, Toilets Block and Associated External Works at Kanduyi market in Bungoma Tender No. BGM/CNTY/1354100-2023/2024.	<ol style="list-style-type: none"> <li>1. The project implementation committee to avail the report by Friday 28<sup>th</sup> March, 2025</li> <li>2. Disposal report to be tabled to the committee.</li> <li>3. Director public works to provide relevant minutes for the project implementation</li> <li>4. The project implementation committee variation report to be prepared using a standard format and should contain the following; <ul style="list-style-type: none"> <li>➢ Initial Contract Amount</li> <li>➢ Variation Amount</li> </ul> </li> <li>5. The project manager to give a detailed account for Bill One and table in the next meeting</li> </ol>

01/04/2025	Finance, Economic Planning, Administration, Public Relations, Trade and ICT.	Project Implementation Committee variation report/ BoQ/ site plan/ PIC variation minutes	<ol style="list-style-type: none"> <li>1. It was suggested that Bill one to be managed by user department</li> <li>2. All programs to be accompanied by the budget approved by the municipal board</li> <li>3. The following documents to be availed to the committee; <ul style="list-style-type: none"> <li>➤ Corrected project implementation variation report</li> <li>➤ Project implementation committee minutes</li> <li>➤ BQ's of the project</li> <li>➤ Specific minutes for the PIC recommending change of the roof (from gauge 28 to gauge 30) and from steel to timber</li> <li>➤ Bill one to be administered jointly by both the manager Bungoma municipality and project manager.</li> </ul> </li> </ol>
03/04/2025	Finance, Economic Planning, Administration, Public Relations, Trade and ICT.	Project Implementation Committee variation report/ BoQ/ site plan/ PIC variation minutes	<p><b>Approval of the project implementation variation report on variations.</b></p> <p>In reference to project implementation committee variation report and minutes both dated 28<sup>th</sup> March, 2025 members of the board committee on Finance, Economic Planning, Administration, Public Relations and ICT hereby approve the variations of the proposed construction of market stalls, kitchen and stores, toilets block and associated external works of Kanduyi market in Bungoma Municipality for a PERIOD OF ONE HUNDRED and four weeks (104), twenty four month (24), two years effective from 10<sup>th</sup> NOVEMBER, 2023 to 24<sup>th</sup> April 2026 being the agreement</p>
28/05/2025	Finance, Economic Planning, Administration, Public Relations, Trade and ICT.	Budget for FY 2025/2026 and budget implementation status for FY 2024/2025.	<ol style="list-style-type: none"> <li>1. Members proposed board calendar to be included in the budget making cycle</li> <li>2. Board operations should be increased to Kshs. 25,000,000 from Kshs. 10,000,000</li> </ol>
		Authority to prepare policies, legal frame works and governance documents	<ol style="list-style-type: none"> <li>1. The committee gave a go ahead for the following documents to be prepared; <ul style="list-style-type: none"> <li>➤ Municipal integrated development plan</li> <li>➤ Asset management policy</li> <li>➤ Municipality strategic plan</li> <li>➤ Risk management policy</li> </ul> </li> </ol>

			<ul style="list-style-type: none"> <li>➤ Municipal service charter</li> <li>➤ Proposed organogram</li> <li>➤ Municipal by-laws</li> <li>➤ Private sector engagement framework.</li> </ul>
29/05/2025	Environment and public health	1. Authority to prepare policies/strategies	<p>1. The committee authorized the manager Bungoma municipality to prepare the following policies/strategies;</p> <ul style="list-style-type: none"> <li>➤ Customise NACADA Policy.</li> <li>➤ Customise NASCOP Policy.</li> <li>➤ Resource mobilization strategies</li> <li>➤ Gender policy</li> <li>➤ Solid waste management policy.</li> </ul>
28/05/2025	AUDIT	Feedback Report on Internal and External Findings and Recommendations	<ol style="list-style-type: none"> <li>1. Asset register to be customized to county level</li> <li>2. All documents to be <b>regenerated</b> / produced before the following committee meeting</li> <li>3. All audit reports should be tabled before the audit committee before they are submitted</li> <li>4. 50% of all revenue collected from the three wards under Bungoma municipality should be given to Bungoma municipality</li> <li>5. All plans approved to be under Bungoma municipality</li> <li>6. Revenue collection within Bungoma municipality should be recorded and</li> </ol>

Report prepared by:

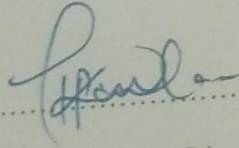
Signature: 

Date: 28/5/25

Name: CPA/CPS VINCENT NEYWO

Designation: MUNICIPAL MANAGER

Report approved by:

Signature: 

Date: 28/5/25

Name: ARCH. HAM WESONGA

Designation: CHAIR MUNICIPAL BOARD