

REPORT ON REVIEW OF CHWELE URBAN AREA BOUNDARY

PREPARED BY:

AN AD HOC COMMITTEE APPOINTED BY
THE CABINET SECRETARY FOR
TRANSPORT, INFRASTRUCTURE, HOUSING,
URBAN DEVELOPMENT
AND PUBLIC WORKS IN COLLABORATION WITH
H. E. THE
GOVERNOR BUNGOMA COUNTY

REPUBLIC OF KENYA



Ministry of Transport, Infrastructure,
Housing, Urban Development
and Public Works

State Department for Housing &
Urban Development

THE COUNTY GOVERNMENT
OF BUNGOMA



Department of Lands, Urban/ Physical
Planning & Housing

Republic of Kenya



Ministry of Transport, Infrastructure, Housing, Urban Development and Public Works

State Department for Housing and Urban Development

P.O Box 30119-00100 Nairobi, Kenya

Tel. No: +254-020-2713833

Fax: +254-020-2734886

The County Government of

Bungoma



Department of Lands, Urban and Physical Planning

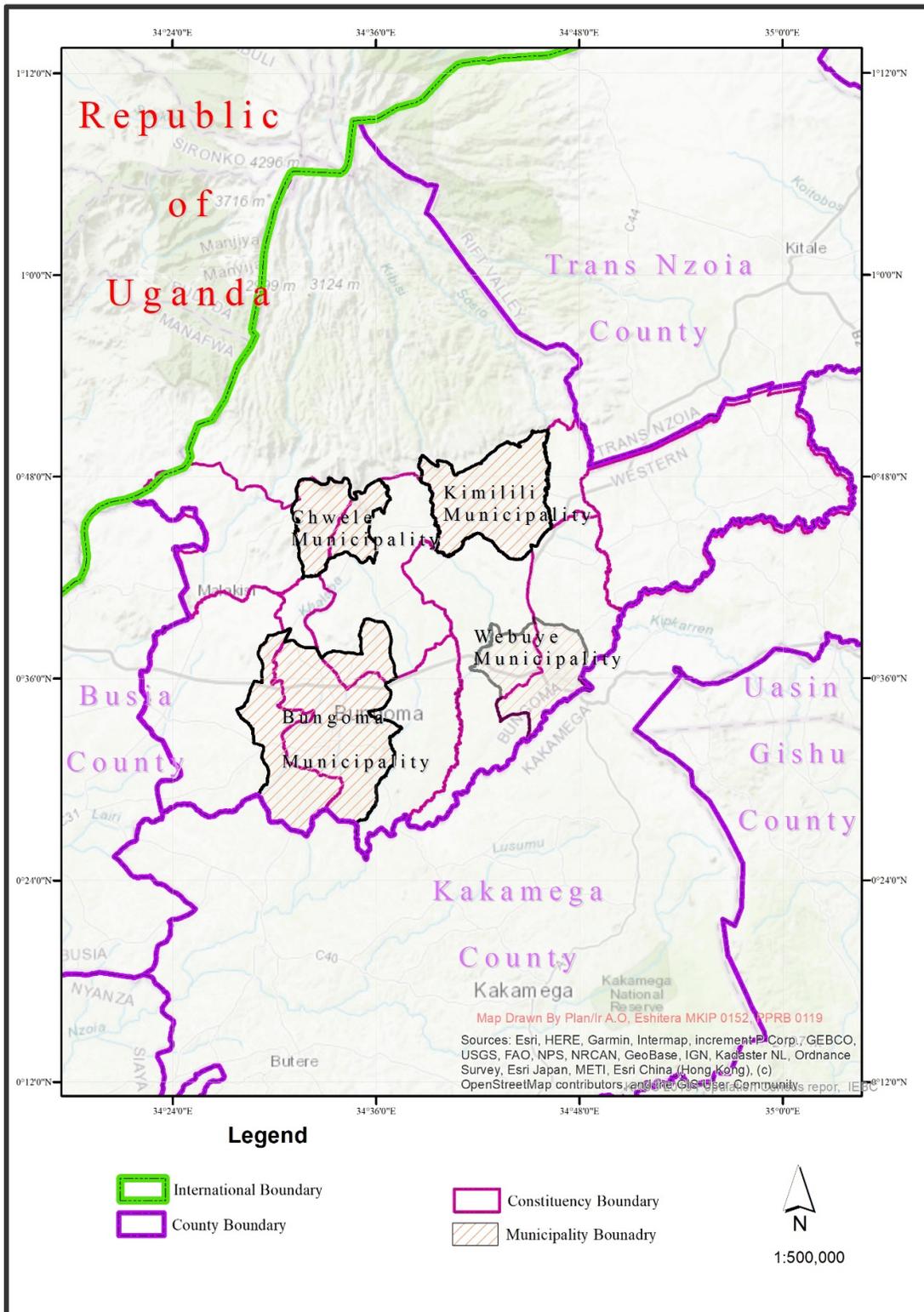
P.O Box 437-50200 Bungoma Kenya

Tel. No: +254(055)30343

Email: info@bungoma.go.ke

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Map 1: Location and Distribution of Municipalities in Bungoma County

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Forward



Planning and management of urban areas is one of the devolved functions. My Ministry and specifically state Department of Housing and Urban Management supports Counties by ensuring Urban areas are well managed. My Ministry too funds some urban infrastructure projects which are a core for a functional urban area. Through various donor funding, we have financed roads, water, street lighting, schools, drainage, sports facilities among others.

As part of managing urban areas as spelled out in the Urban areas and Cities Act No 3 of 2019, it is of fundamental that the extend of these areas be delineated. The Urban areas and Cities Act No 3 of 2019 spell out the categories of various urban areas. On the apex of the list of urban areas are the Cities, followed by Municipalities. The other categories of urban areas are the towns and market centres come at the lowest level.

The Delineation of boundaries is meant to indicate the growth limits of urban areas and separate it from rural areas which are meant to produce food for our cities, municipalities, and towns. The delineated boundaries promote compact urban development which protects the neighbouring rich agricultural land and reduces the cost of providing the highly needed urban infrastructure.

. Signed

James Wainaina Macharia, E.G.H

Cabinet Secretary

Ministry of Transport, Infrastructure, Housing, Urban Development and Public Works

Preface



The completion of the process of reviewing urban boundary of Chwele is a major milestone by the County. The process was participatory as various stakeholders were consulted through public forums, focus group discussions and key informant interviews. The output of the process will provide a framework through which future urban planning initiatives and allocation of resources will be based. The report has properly indicated the extend of the urban boundary and actual population which will be used for allocation of funds.

The report also has identified the available services as per the requirement Urban areas and Cities Act No 3 of 2019. My Government will put in place measures to fill the existing gaps in the service delivery.

Following completion of this exercise, my Government will further initiate the necessary process to classify Chwele as a Municipality and consequently embark on establishing the management board and the first step after adoption of this report will be starting a process of forming one.

My government will strive to implement the recommendation of this report. The Urban management board will play a central role in implementing this report.

Signed

His Excellency Hon. Wycliffe Wafula Wangamati,

Governor Bungoma County



Acknowledgement

The completion of this report of delineation of urban Boundary for Chwele is a big mile stone in the management of urban areas. A multidisciplinary team from various sectors was instrumental in contributing the success of process of delineation of the boundary of Chwele.

We first recognize the Cabinet Secretary in charge of Ministry of Transport, Infrastructure, Housing, Urban Development and Public Works who accepted the request from the Bungoma Governor to Gazette an Ad Hoc committee which delivered this report. The Director of Urban Development Department Planner Charles Konyango was also instrumental in ensuring that the process remained on course. We appreciate the contribution of entities who nominated experts to the Ad Hoc Committee. The Ministry of Agriculture, Environment IEBC, Kenya Institute of Planners, ISK, and state department of Urban Development nominated experts were commitment from the start till the end.

The county recognizes the vital role played by the County departments of Environment, agriculture and Physical Planning who also nominated experts to the Ad Hoc. Lastly, we appreciate the secretariat which was led by Planner Sindani who worked tirelessly and coordinated the process at the County level. The other members of the Secretariat are Planner Sakwa, Christine Simiyu Cleophas Bukelembe, John Ndombi, Gabriel Kibiriti, Bryan Kubwa and Hasting Simiyu

. Signed

Hon. Bramuel Murgor Serebemuom

CECM – Lands, Urban and Physical Planning

County Government of Bungoma

Executive summary

This report concerns information on proposed delineation of Chwele Urban area Boundary. This is an output of the Ad hoc committee constituted and gazetted by Cabinet Secretary for Transport, Infrastructure, Housing, Urban Development and Public Works in collaboration with H. E. The Governor Bungoma County to undertake feasibility of the existing Urban boundary and give proposals of its expansion and viability for purposes of enhancing adequate planning, development and service delivery. The Ad hoc Committee was able to undertake the stated task in a span of 3 months, within which the committee members were able to visit the Chwele to evaluate its current status, functions, and potentials of for its expansion.

The main task constituted in this assignment included the following among others; to establish the extent of the urbanization in Chwele as opposed to the designated current boundary, propose the extension or reduction of designated boundaries with a social economic and political justification, assess resource capacity to effectively and efficiently deliver essential services to its residents as provided in the Firsts Schedule of Urban Areas and Cities Act No 3 of 2019, identify the infrastructure level and services within Chwele, establish the boundary based on 2019 census, suggest recommendation/strategies and mechanisms of managing urban growth to sustain urban growth/integrated development, assess the social, economic influence of the town, hence justification for capital investments, and establish the need for physical planning or re-planning of the area.

Based on the above stated objectives that guided the entire study, the committee came up with of a number of observations regarding the scope of their work. This guided the committee to come up with a proposal for boundaries of Chwele Town. The committee also come up with recommendations that when implemented will enhance the functionality of the town hence service delivery.

1. Introduction

The Constitution of Kenya, 2010 in Article 184 provides a broad framework for the governance and management of urban areas. The Urban Areas and Cities Act No. 13 of 2011 operationalizes Article 184 of the Constitution by establishing an institutional framework for managing urban centres through urban management boards and town committees. Communities within the counties are part of the formulation of policies that affect planning in the areas therefore, calling for an all-inclusive planning process. Further, article 176 (2) of the Constitution requires every County Government to decentralize its functions and provision of its services to the extent that it is efficient and practicable to do so. This means that County Governments, as much as it is possible, should transfer governance and service delivery responsibilities to smaller governing units below the County level.

Currently most urban centres within the County do not have definite boundaries apart from the former local authorities' boundaries, but fluid ones which fade from the centre towards the periphery. It is in this regard that the H.E the Governor in consultation with Cabinet Secretary for Transport, Infrastructure, Housing, Urban Development and Public Works, initiated the process of reviewing existing urban boundaries to enhance service delivery to the people. The process also brings the government administrative functions closer to the community.

In the spirit of integrated planning, boundary delineation makes it possible for the County Government to avoid conflict, chaos, and disharmony in the management and utilization of public resources especially land. It should also be noted that the process will lead to spatial planning allowing for sustainable and equitable distribution of the resources within the county. The process brought on board experts from various fields to deliberate on the best way possible the county can improve service delivery

1.1. Terms of Reference

The terms of reference included;

- i. To establish the extent of the specified urban areas in Chwele
- ii. To propose the extension or reduction of designated boundaries with a social economic and political justification;

- iii. Assess resource capacity of the various urban centres to effectively and efficiently deliver essential services to its residents as provided in the Firsts Schedule of Urban Areas and Cities Act No 3 of 2019
- iv. To identify the infrastructure level and services within the identified towns;
- v. To establish the boundaries based on 2019 census and contributions by the town residents;
- vi. To suggest recommendations, strategies and mechanisms of managing urban growth to sustain urban growth/integrated development;
- vii. To propose criteria for re-designation or designation of upcoming centre
- viii. To assess the socio-economic influence of the town, hence justification for capital investments;
- ix. To establish the need for physical planning or re-planning of the towns under consideration and assess availability of space for expansion.

1.2. Legal and policy framework

The fourth schedule part 2 of Kenya constitution of Kenya categorizes management of urban area as a devolved functioned. The County Government Act together with the Urban Areas and Cities Act No 13 of 2011 further elaborate on how urban areas should be planned and managed. The actual process of delineation of urban areas is stated in Urban Areas and Cities Act, (Amendment) No 3 of 2019.

Table 1: Criteria for Classification of an Urban area as per Urban Areas and City Act

City	Municipality	Town
<ul style="list-style-type: none"> ● Population of at least 250,000 residents based on the last official census ● Integrated urban area or city development plan ● Demonstrable capacity to generate sufficient revenue to sustain its operation ● Demonstrable good systems and 	<ul style="list-style-type: none"> ● Population of at least 50,000 residents based on the last official census ● Integrated development plan ● Demonstrable capacity to collect, have the potential to collect, revenue 	<ul style="list-style-type: none"> ● Population of at least 10,000 residents based on the last official census ● Demonstrable economic, functional and financial viability ● Existence of an

<ul style="list-style-type: none"> ● Institutionalized active participation by its residents in the management of its affairs ● Infrastructural facilities, including but not limited to roads, street lighting, markets and fire stations, and an adequate capacity for disaster management ● Capacity for functional and effective waste disposal 	<ul style="list-style-type: none"> ● Demonstrable capacity to generate sufficient revenue to sustain its operations ● Capacity to deliver services to its resident effectively and efficiently ● Institutionalized active participation by its residents in the management of its affairs ● Sufficient space for expansion ● Infrastructural facilities, including but not limited to street lighting, markets and fire stations ● Capacity for functional and effective waste disposal 	<ul style="list-style-type: none"> ● integrated development plan ● Capacity to effectively and efficiently deliver essential services to residents ● Sufficient space for expansion
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Section 4A of the Urban Areas and Cities Act(Amendment) No. 3 of 2019 particularly provides a framework for the delineation of the boundaries of urban areas and cities through an Ad-Hoc Committee established and gazetted by the cabinet Secretary responsible for Urban Development as may be initiated by the Cabinet Secretary or by the relevant county government.

The Ad-Hoc Committee thus constituted draws representation from departments responsible for urban development, environment and agriculture both from the national and respective county government. The other members are drawn from the Kenya Institute of Planners, Institution of Surveyors of Kenya and Independent Electoral and Boundaries Commission whose representative chairs the Ad-Hoc Committee.

Part II of the Act provides the framework for classification of urban areas. The act also establishes boards and committees that are responsible for management of the urban areas. Further, Section 11 provides for the governance and management of the urban areas while Section 22 provides the structure for public participation and service delivery. Part five provides for integrated planning which ensures that all urban areas operate under a framework. This enables easy achievement of objectives of devolved development through shared responsibility. It further gives the basis of preparation of environmental planning and service provision to the residents. Section (g) of part five provides for controlled development within the urban areas.

This report has been prepared within the context of the legal and policy framework governing development in the Country. This include; The Constitution of Kenya (2010), Kenya Vision 2030, National Urban Development Policy(Sessional Paper No. 3 of 2016), The National Land Policy (2009), Urban Areas and Cities Act No 13 of 2011, Physical and Land Use Planning Act No. 13 of 2019; County Government Act (2012), National Land Commission Act (2012), The Wildlife Act and EMCA (1999) among others. Each of these instruments have provided relevant institutional guidelines that relate to the process of urban development and planning as a whole.

2. Methodology

The approach used to delineate the urban boundary is based on the requirements of section 4A of Urban Areas and Cities Act (Amendment) No 3 of 2019. The process started by Bungoma County Government making a request to the Cabinet Secretary stating the intention of delineating urban areas. The Cabinet Secretary then gazetted an ad hoc committee made up of experts from relevant departments and professional institutes.

After mobilization of the committee members the chair and the secretary together with other committee members engaged in desktop studies which included review of best practice and affirming the legal and policy requirements. This was then followed by a series of public stakeholder meetings. The stakeholders identified areas which could form the urban areas. The stakeholders were selected from various interest groups including farmers, political leadership, religious leaders, traders, Youth, Women and people with disability

The proposals were then subjected to detailed spatial analysis where the main focus was to establish urban land use development trends in relation to population densities. The selection of the best alternative for an urban boundary was the one supporting compact development, sustainable and balanced development and minimizing the spill over of urban areas into the rich agricultural land which is diminishing very fast.

The option of promoting compact urban areas was also preferred because:

- Concentration of settlements will reduce cost of line infrastructure provision as network lengths will be minimized
- Reduction of impervious surface and hence allowing large green spaces and agricultural land protection

International best practices in delineating urban boundaries was also applied to the extent that is consistent to local context.

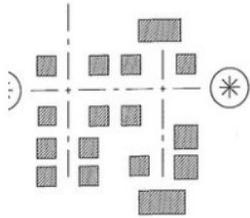
The Committee applied three key principles to guide its decisions on the delineation of the boundaries of the urban areas.

1. Development trends

The process started by analysing the satellite images of the urban area in order to identify and map the urban development trends. The development trends were viewed as a key factor in identifying the extend of future urban areas based on spatial growth.

- **Linear**

The growth of the urban area is shaped by main spine roads. Linear form of human settlements is widespread in history of urbanization.

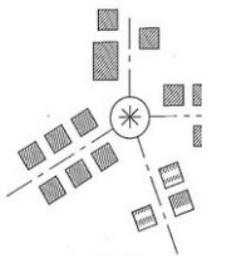


Ordinary village along a road, known from ancient times, symbolizes the linear urban form. The road is the village backbone along which habitation, manufacture, storage and trade are located. As well, a town beside a river frequently

has linear form. Previous two examples (village, town) indicate that linear urban development is often a spontaneous response to local building conditions (road, river).

- **Ring**

Mostly known as the concentric ring model where urban residents naturally sort themselves into appropriate rings, or ecological niches, depending on class and cultural assimilation.



The innermost ring represents the central business district (CBD), called Zone A.. It is surrounded by a zone of transition (B), which contains industry and poorer-quality housing. The third ring (C) contains housing for the working-class—the zone of independent workers’ homes. The fourth ring

(D) has newer and larger houses occupied by the middle-class. The outermost ring (E), or commuter’s zone, is residential suburbs.

2. Sustainability and compactness

To strike a balance between urbanization and agriculture a most sustainable approach was selected where areas with urban characteristics were selected. The exhibited characteristics included dense development of physical infrasture and housing services. This approach was selected since it promotes cost effectiveness and efficiency in service provision

3. Density

The concentration of the built environment gave a clear indication of high population density. The locations with population density were selected to be part of urban area. Those with low population density were left out to promote agricultural activities.

3. Current status

3.1. Current growth patterns

Development in Chwele is concentrated at the junction of Bungoma-Kimilili (C42) road and Chwele -Sirisia (C32) road. The development is centric in nature with the junction of roads C42 and C32 forming the core. The built-up areas diminish as you move out of the core forming ribbon development along road C42 and C32. The neighbouring areas are purely rural characterised by farmlands.

3.2. Existing Governance structure

3.2.1. Management structure and linkages

Chwele currently do not have a governance structure that corresponds to the requirements of the Urban Areas and Cities Act particularly Section 4A. There are no citizen fora to discuss development agenda as proposed in section 13 which will ensure proper Community participation in decision making of Chwele's development.

3.2.2. Demographic profile

Chwele's urban population grew from 7,206 in 2009 to 9,797 in 2019 while the population of the host sub location of the town i.e. Chwele sub location grew from 19,163 in 2009 to 24,511 in 2019, This means that the proportion of urban population in Chwele sub location marginally increased from 38% in 2009 to 40% in 2019

3.2.3. Economy

Chwele is one of the biggest market centres in western region of Kenya. It specializes in selling fresh produce from the slopes of Mount Elgon. Traders from Kakamega, Busia, Kisumu, Siaya, and Nairobi get their daily supplies at wholesale and distribute to other markets. There is chain of agro shops to support farmers.

3.2.4. Sources of revenue

The major source of revenue is parking fees, land rates, and business permits. Daily market levies also offer some revenues. These revenue streams are not sufficient to run the daily activities required for a proper functional Urban node such as firefighting, waste collection, maintenance of storm drainage system, security, street lighting, management of urban roads and devolved health functions.

3.2.5. Local and regional linkages

Chwele is strategically located on major road networks from Kimilili, Bungoma, cheptais and Sirisia. Its origin was in its role as an administrative centre. Chwele is linked to a good road network which connects the town with Kapsokwony, Kitale, Webuye, Bungoma, Kamukuywa, and Uganda through Chepkube boarder point.

The Market benefits a lot from the agricultural produce from Mt. Elgon. Its located between Kimilili and Bungoma. The market is the major meeting point for farmers from the surrounding areas of Mt Elgon , Namwela, Sirisia, Lurende, (Matibo) and Chebukaka especially every Monday when there is a market day (flea market). Large quantities of cereal varieties, vegetables and livestock are available for sale. The market is Kenya's second largest open-air market.

The area is cosmopolitan and endowed in its scenic beauty as well as learning institutions. The area has a health centre that caters for the local community and it has both in-patient and out-patient medical facilities. The area has rich black volcanic soils that are suitable for growing many crops with very good yields. The area also receives over 1500mm of rain in a year mostly between the months of March and August.

The Ad hoc Committee went ahead to undertake a SWOT analysis of the Town as shown in Table 2 show as follows.

Table 2: SWOT Analysis for Chwele Town

STRENGTH	WEAKNESS	OPPORTUNITY	THREATS
<ul style="list-style-type: none"> • Farming: Coffee, maize. Sugarcane, bananas, Onions, beans, tomatoes • Quarry Mining in Kabuchai and Sikulu • Rivers (chwele, Khalaba, Kibisi, Kuywa) • Educational institutions (secondary, Primary, College/polytechnic. • Youth empowerment centre though not active. • Roads but in poor 	<ul style="list-style-type: none"> • Poor internal access roads • Farm inputs are expensive due to the distance from Bungoma and Kimilili • Insecurity • Lack of employment • Limited social facilities • Health facilities are poorly equipped and stocked. • Absence of 	<ul style="list-style-type: none"> • Completion of projects e.g. slaughter house, chicken factory and miller. • Link to the whole country and the international market. • Tourism: - Hills (Kibichori), Waterfall (Kuywa), Salt lake (10acres) 	<ul style="list-style-type: none"> • Uncontrolled settlement • Poor sanitation i.e. no dumping site and poor waste management

<p>state</p> <ul style="list-style-type: none"> • Has a big market for the county and external market. • The population provides HR (skilled and unskilled) • Health services • A market for agricultural produce 	<p>recreational facilities e.g. stadiums</p> <ul style="list-style-type: none"> • Low teacher pupil ratio in schools. • Poor implementation of the physical plan leading to encroachment on public land. • White elephant projects. • Lack of street lights. • Poor sanitation • No banking services • No housing for police officers • No sewer line • No dumping site • No fire station 		
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3.3. Emerging Issues

1. Chwele has growth potential based on the rapid population growth and rich hinterland
2. The centre started off because of agro-based businesses, administrative functions, commercial functions and road networks.
3. The centre has a development plan that has not been approved hence not implemented.
4. The existent poor state of the road has limited rural – urban and urban – urban interlink.
5. The urban growth impetus of centre has faded thus stagnating it.
6. Absence or insufficient basic amenities and infrastructure in the Centre has limited its growth
7. Lack of public land within the centre has hampered provision of public purpose facilities and utilities

4. Proposed boundaries and justification

A total of two scenarios were considered for Chwele. The scenarios were based on stakeholder’s proposal made during public meetings and technical input grounded on spatial analysis of growth patterns. The scenarios were as follows:

4.1. Scenario 1

In this proposal a total of five sub locations were considered with the core of the Town being Chwele sub location. The other four sub locations are Menu, South Namwela, Central Namwele, and Mukuyuni. The total population for these sub locations is 57,960 persons as per 2019 population census. The male and female population is 28,080 and 29,879 respectively. The population per sub location is indicated in Chart 1.

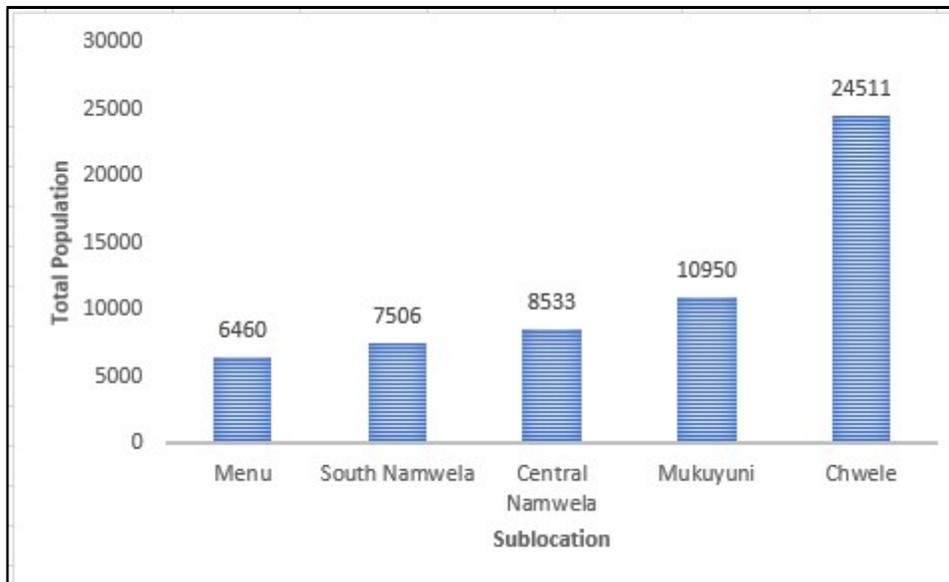
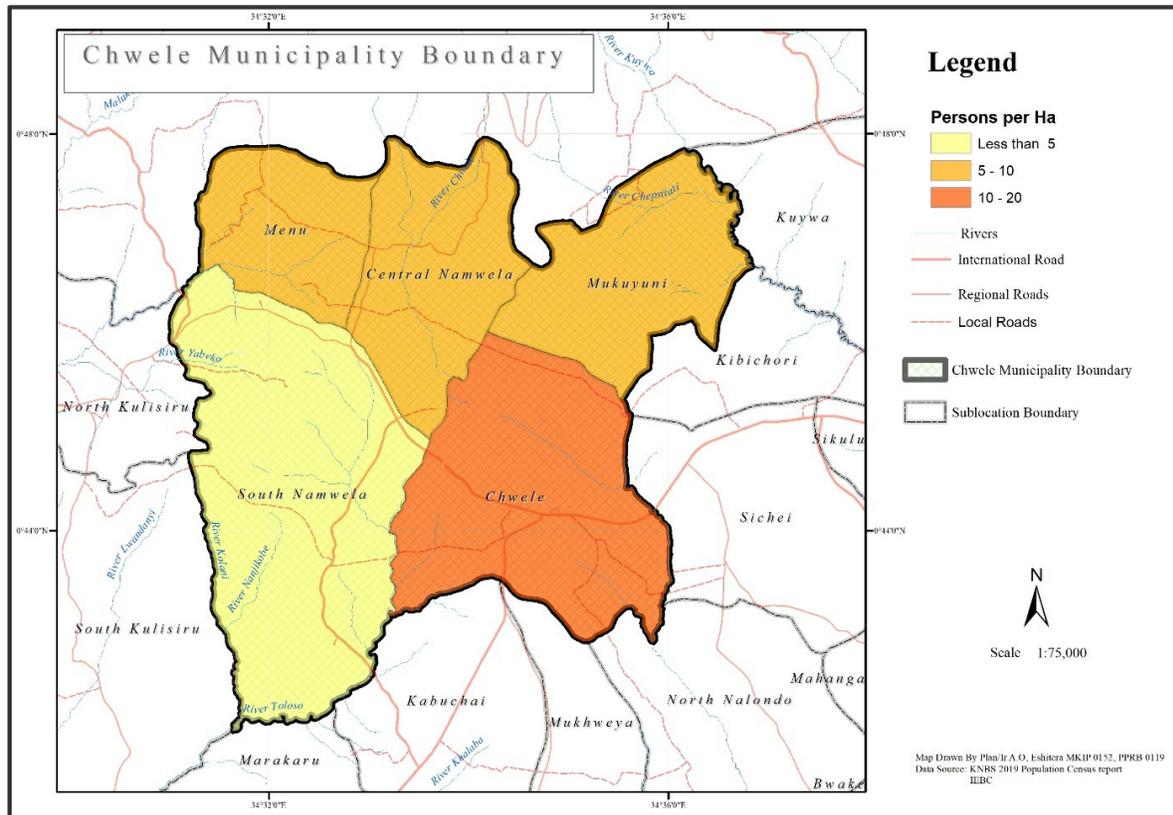


Chart 1: Chwele Scenario 1 Population

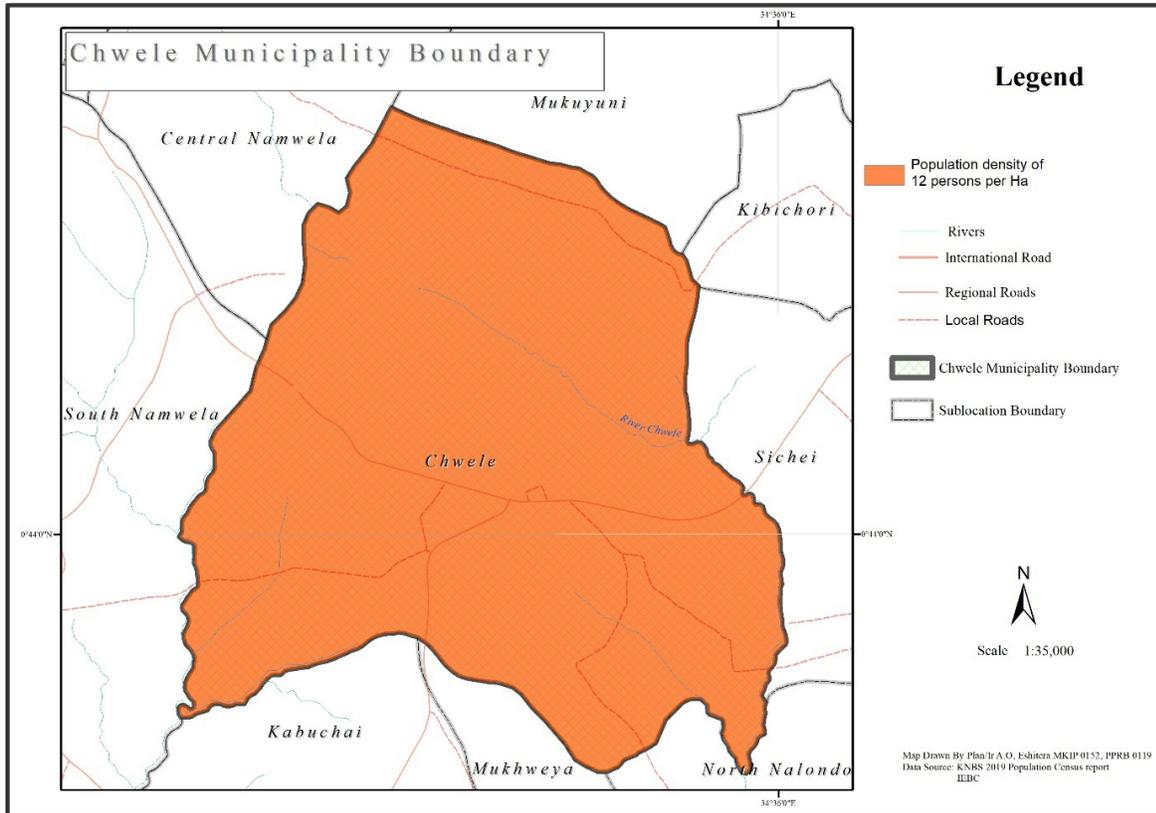
Development in Chwele is concentrated within Chwele Sub location hence the highest population density is recorded in the same area as indicated in Map 2



Map 2: Chwele Town Scenario 1

4.2. Scenario 2

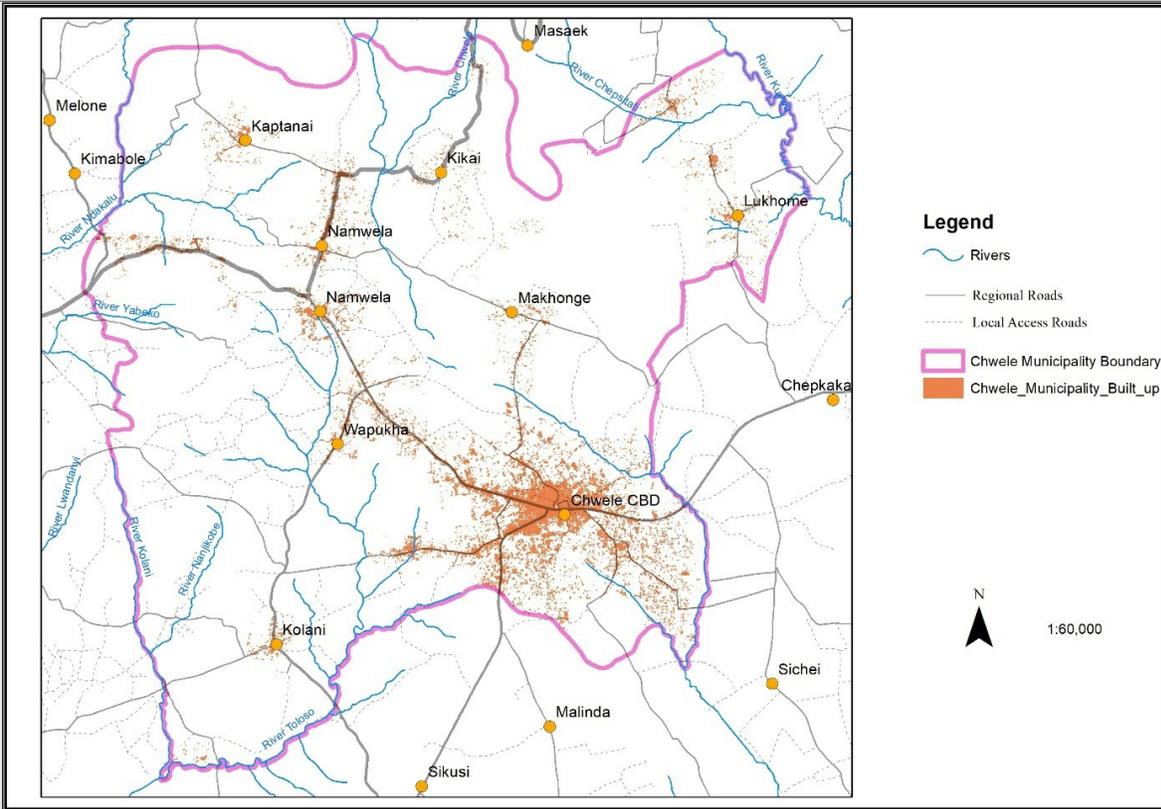
In the second scenario, only one sub location was considered. This option covering one sub location with a total of 24,511 persons was analysed and it was found out that some areas with characteristics of urban development were left out. The spatial coverage of the sub locations and their population densities are indicated in map 3



Map 3: Chwele Town scenario 2

The scenario which best corresponds to the set parameters

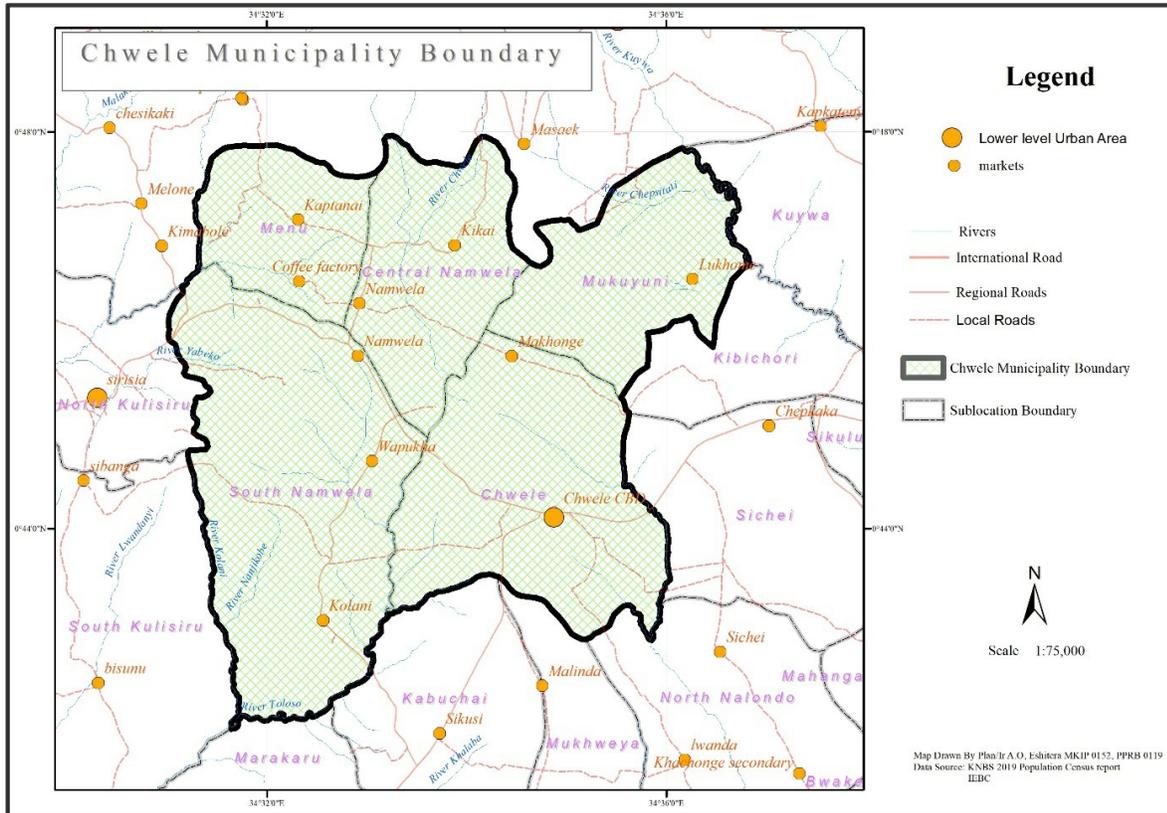
Scenario one was considered to best corresponds to the three parameters while also accommodating some elements of views expressed at public gatherings which were feasible. This scenario yields a boundary with a total population of slightly over 50,000 persons as per 2019 population census.



Map 4 Chwele Urban Land Use Trends

4.2.1. The geographic coverage and location of the most responsive scenario

The Town boundary covers a total of 76.80Km² and is made up of five sub locations namely Menu, South Namwela, Central Namwela, Makuyuni and Chwele. Chwele sub location forms the epicentre of the Town and has the highest population of 24,511 persons. Chwele Town lies between latitude 0.69⁰ and latitude 0.80⁰ North of the Equator, and longitude 34.51⁰ East and 34.61⁰ East of the Greenwich Meridian.



Map 5: The best option/Scenario for Chwele

4.2.2. Analysis of the Town based on Cities and Urban areas Act No 3 of 2019

The following Table 3 provides the analysis of the Town based on the Cities and Urban Areas Act No 3 of 2019.

Table 3: Available services in Chwele

S/No.	Services	
1	Street Lighting	X
2	Cemeteries and Crematoria	X
3	Libraries	X
4	Heath Facilities	√
5	Sports and Cultural Activities	X
6	Abattoirs	√
7	Refuse Collection	X
8	Solid waste management	X
9	Air noise	√

10	Child Care Facilities	X
11	Pre-Primary Education	√
12	Community Centres	√
13	Guest Houses	√
14	Homestays	X
15	Polytechnic	√
16	Training Institution	√
17	County School	√
18	Airstrip	X
19	Unclassified roads	√
20	Museum	X
21	Historical Monument	√
22	Postal services	√
23	Regional Radio Station	X
24	Community Radio	X
25	Funeral Parlour	X
26	Cemetery	X
27	Recreational Parks	X
28	Management of Markets	√
29	Marine Water front	X
30	Animal control and welfare	X
31	Religious Institution	√
	TOTAL (ticks of 32)	15

KEY

√	Available – Public property
X	Not available

5. Recommendations and Conclusion

The Ad hoc committee recommends that: -

- Basic services and amenities be adequately provided within the Town proposed new boundary;
- More land be allocated for public purposes (stadium, institutions, cemetery, recreation among others);
- Provide supportive infrastructure to promote growth and development;
- Invest in value addition projects;
- Proper and informed management of natural resources such as river, springs, swamps and other tourist attraction sites;
- The development initiatives of Town should be aligned with its strategic functions;
- The proposed new Town should be re-planned to include the new additional areas;

Create a conducive environment to attract foreign investors.

Appendices

Appendix 1 Work plan

No	Activity	Deliverable	Responsibility	Timeframe
1	Appointment and gazettelement of ad hoc Committee in Kenya <i>Gazette(Urban Areas and Cities Act No 3 of 2019 Section 4A(2))</i>	-Ad hoc Committee -Gazette Notice	CS-National H.E Governor CECM-Lands CS-County	by 23 rd May 2019 Done effect from 28 th May 2019
2	Public Notice for intention to review/establish Urban/Town boundaries and request for public comments in one of the Newspapers with Nationwide coverage.	-Public Notice -Advertisement	CO-Lands Procurement	by 11 th Oct. 2019
3	Briefing of the Ad hoc Committee Launch of the exercise Reconnaissance by the Ad hoc Committee	Minutes Report	H.E. The Governor	30 th Sept. 2019
4	Consultation			
	Preparation of Materials for consultation	Preparation of Materials	Ad hoc Committee	by 1 st Oct. 2019
	Consultative meeting with County Executive and County Assembly (1 day)	Minutes	Ad hoc Committee	2 nd Oct. 2019
5	Ad hoc Committee work session (5 days) -Ad hoc Committee (9 persons) -Secretariat (8 persons)	Draft proposal	Ad hoc Committee	3 rd – 8 th Oct. 2019
6	Stakeholders engagement (4 days)	-Meeting Schedule -Advertisement	Ad hoc Committee	
	Bungoma	-Minutes		9 th Oct. 2019
	Kimilili	-Report		10 th Oct. 2019
	Chwele	-Maps		11 th Oct. 2019
	Webuye			12 th Oct. 2019
7	Ad hoc Committee work session (Review of draft report and preparation of final Report) (5 days) -Ad hoc Committee (9 persons) -Secretariat (8 persons)	Final Draft Report	Ad hoc Committee	14 th -18 th Oct. 2019

8	Presentation of final draft report to County Executive and County Assembly	Minutes	Ad hoc Committee	22 nd Oct. 2019
9	Public Notice for completion of the proposed boundaries for the public to review and make comment in one of the Newspapers with Nationwide coverage within 30days (<i>Urban Areas and Cities Act No 3 of Section 39(3)</i>)	-Public Notice -Advertisement	CO-Lands Procurement	30 Days (25 th Oct. - 25 th Nov. 2019)
10	Review and preparation of the Final Report and Maps (2days)	-Final report -Maps	Ad hoc Committee	26 th -27 th Nov. 2019
11	Presentation of the Final Report and Maps to the Cabinet(<i>Urban Areas and Cities Act No 3 of 2019 Section 41</i>)	-Cabinet Memorandum -Cabinet resolution	CECM – Lands/Urban Manager/Town	29 th Nov. 2019
12	Publication of the Final Report in the Kenya Gazette	-Gazette Notice	CO-Lands Procurement	2 nd Dec. 2019
13	Presentation of the Final Report to the County Assembly (<i>Urban Areas and Cities Act No 3 of 2019 Section 41(3b)</i>)	-Forwarding letter	CS-County	3 rd Dec. 2019
14	Deliberation of the Final Report by County Assembly	-Assembly resolution	County Assembly	4 th -6 th Dec.2019
15	Endorsement of approved boundaries	Endorsed Report/Maps	CS-National H.E Governor	10 th Dec. 2019
16	Gazettement of approved boundaries in Kenya Gazette	Gazette Notice	CO-Lands Procurement	13 ^h Dec. 2019

Appendix 2: Ad Hoc Committee members

No	Name	Institution	Role	Contact
Ad Hoc Committee				
1	Mathew Thiga	IEBC	Chair	0722 976 756 Mnthiga@iebc.or.ke
2	Thomas Ogutu	State Department for Housing and Urban Development	Secretary	0733 764 004 toogutu@gmail.com
3	Geoffrey P. Kituyi	Ministry of Agriculture	Member	0722 484 801 kituyip@yahoo.com
4	Dr. Lucy Nganga	Ministry of Environment	Member	0721 884 693 lucynganga@gmail.com
5	Boniface Wanyama	ISK –Professional Body	Member	0722 934 461 landscanassociates@gmail.com
6	Alfred Eshitera	KIP–Professional Body	Member	0721 728 654 aeshitera@tukenya.ac.ke
7	Wellington B. Sindani	Urban Development - County	Member	0723 495 865 bwsindani@gmail.com
8	Vincent Ong’ondi	Environment – County	Member	0772 095 699 vincentong’ondi@gmail.com
9	Onesmas Makhanu	Agriculture – County	Member	0713 419 039 onesmasmakhanu@yahoo.com
Secretariat				
1	George M. Muthini	State Department for Housing and Urban	Secretariat	0726 529 741 muthini.george@gmail.com

		Development		
2	Christine Simiyu	Bungoma County	Secretariat	
3	Cleophas Bukelembe	Bungoma County	Secretariat	
4	John Ndombi	Urban Manager Kimilili	Secretariat	
5	Gabriel Kibiriti	Urban Manager Bungoma	Secretariat	
6	Bryan Kubwa	Bungoma County	Secretariat	
7	Winston Sakwa	Bungoma County	Secretariat	
8	Hasting Simiyu	Bungoma County	Secretariat	

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- v. UN-Habitat 2018, Urban Planning for City Leaders: A Handbook for Kenya UN-Habitat
Support to Sustainable Urban Development in Kenya, Nairobi, Kenya

