

**INSTITUTE OF RURAL DEVELOPMENT PLANNING, DODOMA**



**DEPARTMENT OF ENVIRONMENTAL PLANNING**

**A FIELD ATTACHMENT REPORT CONDUCTED AT ILEMELA DISTRICT**

**COUNCIL**

**PREPARED**

**BY**

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## **ABSTRACT**

The Field Attachment always conducted by the second-year students at the end of the second semester at IRDP, also students are required to prepare the report basing on the attachment area or any organization that the student has been attached.

This study was conducted at Ilemela municipal council in Mwanza region. The aim of conducting the field attachment (study) was to translate the knowledge and skills that the students got from the class to practical work, the Field Attachment took 40 days to be accomplished (from July 08th to August 29th, 2025).

The field report is divided into two chapters as follows: chapter one contains Introduction, brief profile of the FA area, and the background information of the organization where the field was conducted. Chapter two contains presentation and discussion of findings especially an explanation on the student involvement in an organization together with the achievements and challenges of an organization. Conclusions and recommendations are drawn by the student so that the reader would get a clear picture and information about what is happening in the field attachment station also organization's achievements, challenges together with suggestions to be done in order to overcome those challenges are being underlined.

Conclusion gives a briefly summarize of all findings acquired during the Field Attachment and recommendations indicate student's opinion toward challenge of the organization experienced during Field Attachment for better future achievement of the organization goals.

## **ACKNOWLEDGEMENT**

I would like to express my sincere to the Almighty God for enabling me and my fellow student to be in a good health and good position to perform field attachment with good manner and harmony and complete my field work training well and writing report which demands sacrifice in term of difference resources.

Also, would like to thanks the Institute of Rural development planning for giving another opportunity to acquire knowledge and skills that help me in conducting field attachment and to accomplish preparing and writing field report, under my supervisor Ms. Berine Magaria who acts as a director in ensuring that the work has accomplished.

Special appreciation should go to Ilemela District Executive Director (DED) for allowing me to conduct my field to her Council, also my special appreciation addressed to the Head of Department Mr. Kennedy chigulu(TPO) and field attachment daily supervisor Ms.Jackeline Mlamata who guide me and taught friendly in the whole period of the field attachment, without forgetting Ms. Zulfa , and Ms Mwajuma who assists and directs me in doing many tasks that assigned during the whole period of Field attachment.

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Field Log book

Field Arrival notification Form

Field Assessment Form



## **LIST OF ABBREVIATIONS AND ACRONYMS**

AMCOS	Agricultural Marketing Cooperative Society
IMC	Ilemela municipal Council
IMC	Ilemela Municipal Council
IRDP	Institute of Rural Development Planning
MWAUWASA	Mwanza Urban Water Supply And Sanitation Authority
SACCOS	Saving And Credit Cooperative Societies
TPO	Town Planning Officer

## DEFINITION OF TERMS

**Base map** – A base map is the graphic representation at a specified scale of selected fundamental map information; used as a framework upon which additional data of a specialized nature may be compiled (American Society of Photogrammetry, 1980).

**Planning** is the process of thinking ahead and deciding in advance what needs to be done, how it should be done, when it should be done, and who should do it in order to achieve specific goals or objectives.

**Digitization** is the process of converting information from a physical or analog form into a digital format that can be stored, processed, and shared using computers or other electronic devices.

**Neighborhood** is a small geographic area within a town, city, or community where people live close to one another and share common surroundings. It is usually part of a larger settlement but has its own sense of identity and social interaction.

**Neighborhood design** is the process of planning and arranging the physical layout, land uses, facilities, and infrastructure of a neighborhood to create a functional, safe, and livable environment for residents. It focuses on how houses, roads, schools, shops, open spaces, and services are organized so that people can meet their daily needs within a walkable distance.

## **CHAPTER ONE**

### **1.0 INTRODUCTION**

The field study was conducted at Ilemela Municipal Council in Mwanza City was aimed at gaining practical skills and knowledge on how to effectively plan and manage a city. The study enabled Student to acquire in-depth understanding of the inner workings of the Ilemela Municipal Council (IMC), including its operational processes, management structure, and decision-making authorities.

Crucially, the field study provided with valuable insights into how development projects in Ilemela are conceptualized, planned, implemented, funded, and monitored by the local government. This knowledge is essential for an urban planner like myself, as it allows me to better comprehensive the challenges and best practices involved in translating policy into tangible improvements for the city and its residents.

Through this immersive experience, I have gained a stronger appreciation for the complex, multifaceted role of municipal authorities in driving urban development. As a planner, this knowledge will undoubtedly inform my future work in designing and executing effective, sustainable solutions for the communities I serve.

Field attachment work was conducted at the Ilemela municipal Council office in urban planning department, covering a period of 8 weeks from July 8 to August 29, 2025. During this time in the urban planning department, I was able to apply various knowledge and skills I had learned in the classroom through different activities and assignments.

Through various work that assigned in urban planning , the student gained valuable hands-on experience in land use planning, management, and administration. Student had the opportunity to observe and participate in processes such as neighborhood design.

Using both observational and documentary review methods, I developed a deeper understanding of how the Ilemela municipal Council's urban department operates, including its policies, procedures, and coordination with other departments. This knowledge will be invaluable as I look to pursue a career in urban planning.

The field attachment report is organized into two chapters - Introduction , social economic activities and Organizational Structure of Ilemela Municipal Council and chapter two shows Background, mission, vision, Presentation of Findings, Recommendations and conclusion .

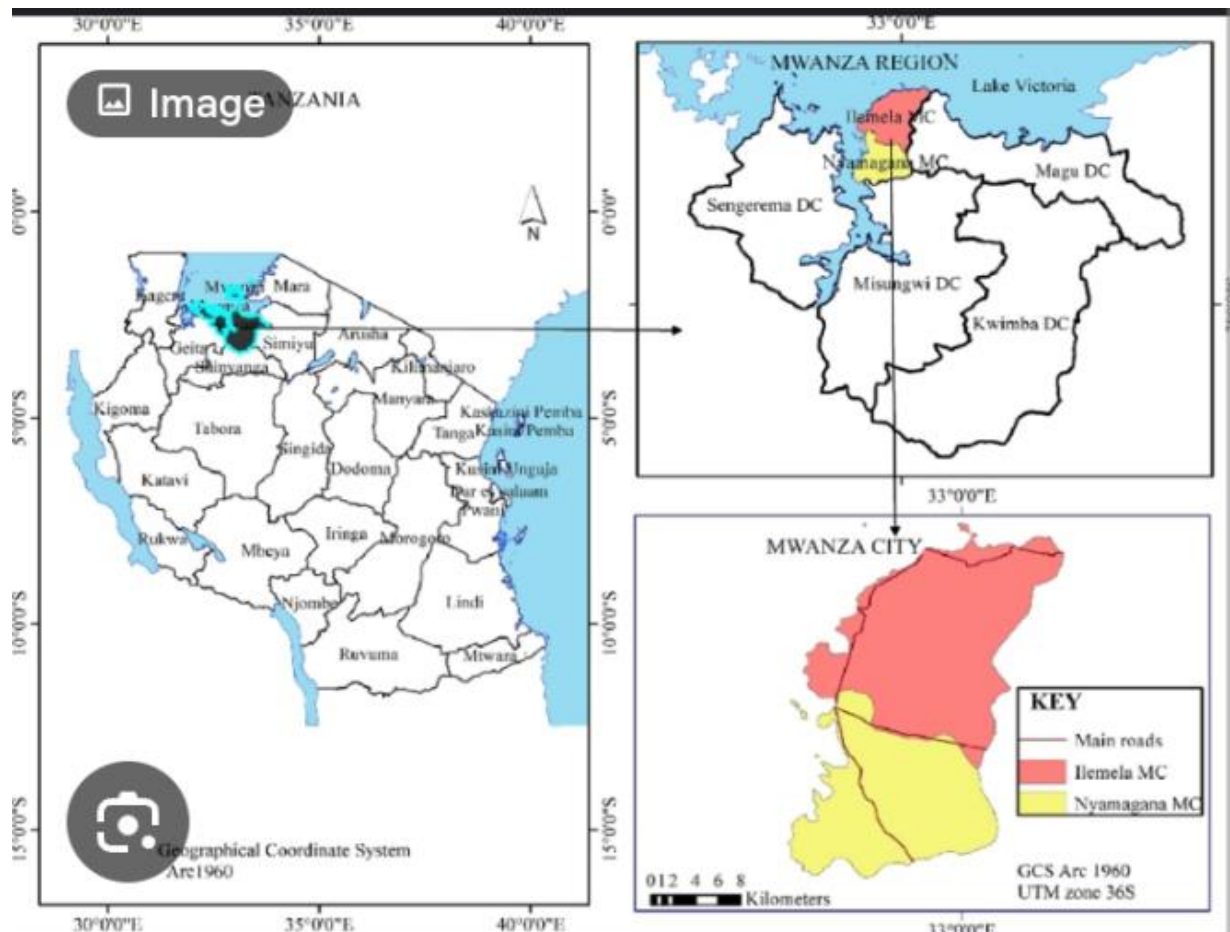
## **1.1 Brief Profile of Field Attachment Area**

### **1.1.1 Geographical Location**

Ilemela Municipal Council is located in the Mwanza Region of Tanzania. Ilemela is part of the Mwanza Region, which is situated in the northwestern part of Tanzania. The municipal council is located on the shores of Lake Victoria, the largest lake in Africa and one of the largest freshwater lakes in the world. This proximity to the lake plays a significant role in the local economy, including fishing and transportation. The geographical coordinates of Ilemela are approximately 2.5° S latitude and 32.9° E longitude. Ilemela is bordered by the city of Mwanza to the north and east.

The area is characterized by a mix of urban and rural settings, with various neighborhoods and local communities. The terrain in Ilemela is generally hilly and includes several valleys and ridges, which are typical of the Mwanza Region. The elevation in this area varies, contributing to diverse ecosystems making it a significant area for both economic activities and tourism.

**Figure 1: Map of Ilemela Town Council**



### 1.1.2 Climate

The Municipality has a typical tropical climate influenced by wind patterns from Lake long Victoria. The area receives approximately 700mm and 1000mm of rainfall per annum occurring in two rainy seasons. The short rains occur during August – October while season spans from December to May in each year. The average annual temperature ranges between 20°C and 30°C. The natural vegetations in Ilemela have been greatly nfluenced by human development activities. There are only a few and isolated protected inatural forest patches occurring in some hilly areas of Bugogwa, Ilemela, Sangabuye and Kitangiri wards.

### 1.1.3 Soil

The soil types vary from yellow, red, gritty, sandy and loam soils which are delivered from coarse-grained cetaceans" rock. The soils are usually associated with the rocky Island of between 1100 – 1600 meters in height

### 1.1.4 Land Area

The Ilemela municipal council has a total surface area of 1080.55 sq. kms out of which 828.45 sq.kms (77%) is covered by water body (Lake Victoria) and 252.10 (23%) sq. kms are land area. The council is the second smallest council in Mwanza region, occupying about 2.1 percent of the region's land of about 11,796.0 sq. kms. On land distribution per wards, bugogwa ward occupies the largest portion of the land area (28.73 percent) of the council followed by Sangabuye (20.65 percent).

Kitangiri ward has the smallest land area in the council constituting only 1.45 percent, followed by Nyamanoro and Kirumba which respectively account for only about 1.58 and 1.76 percent. However, following the recent restructuring of the Council's administrative boundaries which took place in 2015, care must be taken when reporting the land area information at ward level because the area has not been re-surveyed to accommodate the spatial changes

### 1.1.5 Administrative units Ilemela District Council

Administratively Ilemela District Council is in Buswelu ward together with Buswelu district Council. The council is divided into thirteen (19) wards namely Buhongwa, Buswelu,Buzuruga, Mecco, Nyasaka, Nyakato ,Nyamanoro, Ilemela ward, Pasiansi, kayenze, Kiseke, Shibule,Nyamong'oro, Kirumba, kitangiri, Ibungilo, Kawekamo,kahama(Ilemela), and Sangabuye, all in one division of Ilemela district. There are fifty six (56) villages.

Table 1: Administrative units in Ilemela district Council

Wards	Villages	
19	56	

Source: District Planning Office, 2024.

### **1.1.6 Ethnic Groups**

The location and socioeconomic opportunities found in Ilemela municipal council, there eight ethnic groups are found, but five major ethnic groups, namely Sukuma, Zinza, Kerewe, Kurya, Jita and Kara are found in the council although Sukuma is main the ethnic group occupying mostly all the wards. However, due to intermarriages especially in the last three decades, adoption of new cultural traits has taken place with merging culture and beliefs. Ethnic distinction has been broken and cultures have been blended into large beliefs and customs, with only a few people following their respective customary beliefs diligently.

### **1.1.7 Population Distribution**

The National Population Census statistics of 2002 and 2012 indicate that, the population in Ilemela council has increased from 264,873 in 2002 to 343,001 in 2012, equivalent to 29.5 percent change with an annual growth rate of 2.6 percent (Table 1.4). Looking at population changes among the councils of Mwanza region, Ilemela is the third after Kwimba and Magu with least population increase and is expecting to double its population after at most 27 years. Looking at ward level, there were significant differences in the nature and level of population change among wards recording a high population increase in Sangabuye(137.2 percent) and lowest in Nyakato (0.3 percent). Generally, there was no ward which showed a decline in population growth.

On population density, in 2012, council had an average population density of 1,361 persons per sq. km and it was the second most populated council in Mwanza region after the Mwanza City Council (Table 1.6). The council has very high land pressure compared to Municipal councils like Magu, Kwimba, Buchosa and Misungwi. The population density at the ward level for the census years of 2002 and 2012. In 2002, Nyamanoro was the most densely populated ward with a population density of 10,725 persons per sq. km, followed by Nyakato (5,393 persons per sq. km.) while Sangabuye was a least densely populated ward (171 persons per sq. km).

In 2012, Nyamanoro continued to be the most densely populated ward with 12,961 persons per sq. km followed by Kirumba (6,329 persons) and Kitangiri (5,684 persons), while Sangabuye continues to be the least densely populated ward in the council with 405 persons per sq. km. and According to the national population and housing census, 2022, Ilemela district council has an estimated population of 509,687 of which 241,137 were males and 268,550 were Females

### **Table. 2; Estimated population of female and male**

	<b>MALES</b>	<b>FEMALES</b>	<b>TOTAL</b>
	<b>241,137</b>	<b>268,550</b>	<b>509,687</b>
<b>PERCENT</b>	<b>49.85%</b>	<b>47.31%</b>	<b>100%</b>

*Source; District statistician officer, 2024*

### **1.1.8 Socio economic**

#### **1.1.8.1 Health Sector**

Health services are distributed all over Ilemela Municipality. There is at least one or more health facility in every ward either under the authority of Ilemela Municipal Council or under the private sector. However, the distribution of health services between different wards are not equal. There is high concentration of health facilities in the central area of the Municipality compared to the peripheral rural wards. The Health services are rendered by 60 Health Facilities of which 4 are Hospitals, 10 are Health Centres, 35 Dispensaries, 3 specialized clinic, Dental Clinic 2 , Eye Clinic 2, and 4 Maternity home The Government Health Facilities are only 19 (4 Health Centres, 14 Dispensaries and 1 Hospital). However currently there are two (3) health facilities which are under construction, which are Lumala ,Masemele and Nyamadoke dispensaries.

Table. 3

	Type of Facility							
	Hospitals		Health Centres			Dispensaries		
	Govt	Private	Govt	Private	fbo	Govt	Private	Fbo
	1	4	4	10	2	14	24	1
<b>Total</b>	1	4	4	10	2	14	24	1

Source: Comprehensive Council Health Plan Report- Ilemela Municipal Council, 2020



**Figure 2 Health facility**



#### **1.1.8.2 Education**

##### **1.1.8.3 Primary education**

Education is a key to development thus the government of Tanzania has always put Education sector as one among of National development priorities. The Primary Education Department at Ilemela Municipal Council supervises education provision in different levels from pre-primary, primary education and adult education. Ilemela Municipal Council has a total of 129 primary schools where 76 are Government schools and the remaining 53 are Private schools. The Council until the year 2020 has a total of 91,455 pupils of which 76,794 are Government schools" pupils and 14,661 are Private schools" pupils and a total of 1495 Teachers in Government primary schools.

Ilemela Municipal Council ensures that all girls and boys from disadvantaged groups are enrolled. Apart from the normal pupils, there is a total number of 415 pupils with disabilities of which 237 pupils are males and 178 are females. Enrolment and access to primary education has been given priority by the Council and since the inception of PEDP and Free Education Policy. Registration of children into standard one in the councils is high as indicated in Table 4

Table 4: Registration of standard one from 2016-2020

Year	Pre-primary		Total	Standard 1		Total
	Boys	Girls		Boys	Girls	
2016	4504	4571	9075	7286	7598	14884
2017	4291	4359	8650	5953	6185	12138
2018	4076	4010	8086	5863	6278	12141
2019	4242	4070	8312	5845	5266	11532
2020	3590	3706	7296	6117	5927	12044

#### 1.1.8.4 Secondary education

Education is a key of development that is why the government of Tanzania has always

Put Education sector as one of National development priorities. The Secondary Education Department at Ilemela Municipal Council supervises education provision in different levels. Ilemela Municipal Council has 50 Secondary schools of which 27 are Government schools and the remaining 23 are Private schools. Currently the Council has a Total of 26,102pupils from Government schools and 1016 Government School Teachers in secondary schools Ilemela Municipal Council ensures that all girls and boys from disadvantaged groups are enrolled. Apart from the normal pupils, there is a total number of 101 students with disabilities at 1 Secondary.

**Figure 3 Secondary School**



#### **1.1.8.5 Water supply**

##### **(i) Rural Water Supply**

The Water policy requires every person to get clean and safe water within 400 meters from their households and one improved water source should serve not exceeding 250 persons, improved water sources such as piped water, protected boreholes, dug wells and springs. The 2012 Population and Housing Census shows that almost 60 percent of households have access clean and safe drinking water from improved sources in Mwanza region. The Council is divided into two settings which are urban and rural settings, urban is served by MWAUWASA and currently population of the Municipal is 343,001 according to 2012 census, where by 196,589 out of 218,432 of urban population are served with safe water which is about 90% from existing pipe network, while 37,500 out of 124,569 of rural population access to safe water which is about 30%. Access to sanitation is about 30% in rural areas. The rural areas, therefore mainly uses different type of water sources shallow wells, bore holes, charcoal dams and surface water such as springs, lake, river and rain water harvesting as shown in the table below.

**Table 5: Number and Type of Rural Water Sources in 2016**

<b>Water source</b>	<b>Working</b>	<b>Not working</b>	<b>Total</b>
Charcoal dam	0	0	0
Spring	1	0	1
Shallow wells	60	21	81
Rain water harvesting	6	0	6
Bore holes	23	10	33
Piped scheme	1	1	2

*Source: Ilemela Municipal Council- Water department 2016*

## **(ii) Urban Water Supply**

Water supply and sewerage services in Mwanza City (Ilemela) is provided by the Mwanza Urban Water supply and Sanitation Authority (MWAUWASA). The core responsibility of MWAUWASA is to supply safe and clean water abstracted from Lake Victoria mainly at Capri-point intake station treated by a modern Capri-point Water Treatment Plant to meet required water quality standards and distributed through water piped networks to customers in Mwanza City and other designated operational areas such as Kisesa Township.

Due to topographical nature of Mwanza City, MWAUWASA operates about seven (7) booster stations located at different points of the City for pumping safe and clean water from the Treatment Plant to reservoirs (water storage tanks) at elevated or hilly areas in the City. The main booster stations are located at Mabatini, Kona ya Bwiru, and Nyegezi. Water distribution network pipes have now a total length of about 700 km with different pipe sizes ranging from 1.5” to 28”. From the water storage tanks, safe and clean water is supplied to customers for consumption through piped networks. Water production stands at 85,000 m<sup>3</sup> per day, but currently the demand amounts to 105,000 m<sup>3</sup> per day on average.

According to National Bureau of Statistics census of 2012 in Tanzania, Mwanza City being the second largest urban centre in Tanzania has a population of approximate 800,000 people. Out of this number, about 73% are in the water service coverage area being served by MWAUWASA.

The number of population includes that for Nyamagana and Ilemela Municipal. MWAUWASA also serves a population of 30,486 Kisesa people in Magu Municipal. Accessibility to water supply services in Ilemela is approximated at 90% in Urban and 30% in Rural.

#### **1.1.8.6 Agriculture, irrigation and cooperative**

The Agriculture, Irrigation and Cooperatives department was formed in the year 2015 after amending the former Agriculture and Livestock Department. The name of the department reflects the major three sections of the department, which are; Agriculture, Irrigation and Cooperatives. The overall goal of the department is to ensure that there is basic food security for the community as well as the improvement of nutritional status. This will go hand in hand with increasing output, quality and availability of food commodities, to improve standard of living in the households through increase of income generation from agricultural processing and marketing. With regard to staffing, the department has a total of 40 employees out of 40 who are required to perform different activities.

Major crops grown in Ilemela Municipal Council for foods are; maize, cassava, paddy, sweet potatoes, beans, vegetables and fruits. These are produced in 7 wards both urban and peri-urban areas where as in urban areas there is more production of vegetable as urban agricultural activities. The Ilemela Municipal Council had a total area of 10,422 Ha; the available land for agriculture is 5,256 Ha.

The total area estimated for crop productions for the year 2019/ 20 was 3,205. 68 Ha, whereby area for food crops was 2,793.51 Ha and for cash crops was 412.17 Ha.

There is a continuous decreasing in crop land since 2018/2019 season, the major reason being increasing in urbanization.

**Figure 4: Cassava farm**



However, the Municipality has realized a steady increasing of the crop yields despite of the decrease in the crop land over years. In the 2019/2020 season, crop production was 7327.511 Tons compared to 5,124.31 Tons in the 2015/2016 season, this was due to overall increase in proper use of agricultural inputs as well as the improvement of extension services. Cooperative society members enhanced with loan from Tshs. 28,256,536,065.23 in 2015/2016 to Tshs. 35,636,756,305.87 in 2019/2020

On other hand, Youth participation in agriculture activities is 5%. Ilemela Municipal Council has irrigation potential of 1,062 hectors of which 214 ha (20.2 percent) already exploited using seasonal and permanent streams, deep and shallow wells. Irrigation farming takes place mostly in 4 Wards.

Table 6: Distribution of land area under irrigation farming

No	Ward	Mtaa	Area(Ha)
1	Buswelu	Nyamadoke	240
		Buswelu	185
2	Sangabuye	Igalagala	85
		Sangabuye	147
		Nyafla	210
		Kayenze	80
3	Bugogwa	Shibula	50
		Igombe	5
4	Ilemela	Kahama	60
<b>Total</b>	<b>1,062</b>		

*Source: Ilemela Municipal Council- Agriculture, Irrigation and Cooperative department,*

Ilemela Municipal Council currently has 26 cooperatives societies which are categorized into groups according to their functions. Such groups are as follows; Savings and Credit Cooperatives Societies (SACCOS), AMCOS, Fisheries and Multipurpose. The current Problems facing the Agricultural and cooperative sectors: low production of food crops; low production of cash crops; limited capital and access to financial services for uptake of technologies; low agro processing skills; poor agricultural infrastructure; shortage of extension officers; environmental degradation due to various human activities; weak producer's financial institution; weak producer's organization; shortage of working capital; and lack of producers' financial institutions as well as producer cooperative societies.

#### **1.1.8.7 Livestock and fisheries**

Livestock and fisheries department was formed 2015 after separating it from Agriculture and Livestock department. It constitutes a very important component of livelihood of Ilemela Municipal Community. The department has 32 staffs out of which 17 staffs are in Livestock section and 15 from fisheries section. The requirements of staff are 42 with deficits of 10 staffs, 7 of them are livestock field officers and 3 is assistance fisheries officers.

Livestock keeping is among the important economic activities in Ilemela municipal council ward in which is undertaken in 19ward. Type of livestock kept in the council include cattle,

goats,sheep,pig, donkey,, local chicken,layers, ducks,and others.Livestock keeping is the mainly economic activities for different purpose such as production of milk, meat, Hides ,skin and eggs which sustainably sustain the community economically.There is large market of milk, meat, eggs to various customers from street vendors and different outlets due to increase in population that led to a great need of the protein which triggered more production of livestock products.

The Ilemela Municipal Council has one (2) slaughter facilities at Bugogwa and Kayenze wards with potential of slaughtering 6 heads of cattle 4 and 12 heads of sheep's and goats respectively per day .Despite of the developments in Livestock sub- sector in the Municipality, still the subsector is hampered by several problems including; lack of livestock infrastructures such as Abattoir/Slaughter House, low milk collection centers with cold chain, fluctuation in pasture availability, low milk production, inadequate working tools, high price of livestock production inputs, poor coordination, shortage of extension workers, inadequate technology in value addition of livestock products and inadequate budget allocated for livestock and fisheries activities.

#### **1.1.8.8 Natural resources**

Tanzania is endowed with rich and diverse natural resources from where it derives its economic and social livelihood. Managing such resources sustainably ,The department of urban planning and Lands, among other things is mainly dealing with the development of human settlements and land use. Additionally, executing and regulating all land related matters are one of the core functions of the department. It has four (4) sections including, lands, urban planning, valuation and mapping and surveying sections. The department has a 23 full time personnel and a deficit of 22 personnel.

There are some great achievements by which the department can be proud of, some includes: completion of Mwanza City Master Plan 2015-2035, tremendous supervision and management of individual parcel regulazation where by about 80% of the total land of Ilemela Municipal council has been planned and surveyed in collaboration with parcel owners, Completion of grand land survey project of East Buswelu where by 1618 plots where surveyed and allocated, Completion of Walimu projects where by 549 plots where surveyed and allocated to teachers at an affordable costs.

However, there are challenges which the department is still dealing with: untapped potential Municipal land rent revenue collection; urban land disputes; insufficient funds for land acquisition and survey projects; deficit of tools and equipments for daily office running like motor vehicles,



high pace of land development by individuals in relation to council's plans of planning and surveying. The department is lacking a staff that deals with tourism issues .

## **1.2 Background information**

The Ilemela Municipal Council (IMC) was established in 2012 after the split of the former Mwanza City Council and it is one of the eight local government authorities of the Mwanza Region. The council has the area of 1080.55 Sq. Kms out of which 828.45 Sq. Kms (77 Percent) are covered by water body (Lake Victoria) and 252.10 Kms (23 Percent) is land. Ilemela lies in the southern shores of Lake Victoria, located between Latitude 2° 15' and 2° 3' south of the equator and longitude 32° 45' and 33° 2' East of Greenwich (URT, 2017).

Administratively, the Council comprises of 19 wards namely: Ilemela, Bugogwa, Sangabuye, Kayenze, Nyamanoro, Kirumba, Kitangiri, Pansiasi, Buswelu, Nyamhongolo, Nyakato, Buzuruga, Mecco, Nyasaka, Shibula, Kahama, Ibungilo, and Kiseke. In the east, it borders the Magu district, and Mwanza city council in the South while in the North and West, there is Lake Victoria.

### **1.2.1 Vision**

The vision of Ilemela municipal council is "A council with strong economic base that involves a community participation in provisions of better and equitable service delivery in harmonized condition.

### **1.2.2 Mission**

The mission of the Ilemela municipal council is "To raise the living standard of the people of Ilemela through good governance by providing and maintaining basic services and facilities in area of education health , sanitation and other social amenities.

### **1.2.3 Core values of IMC**

- Integrity
- Accountability
- Transparency
- Fair distribution of resources
- Participatory and Team work spirit

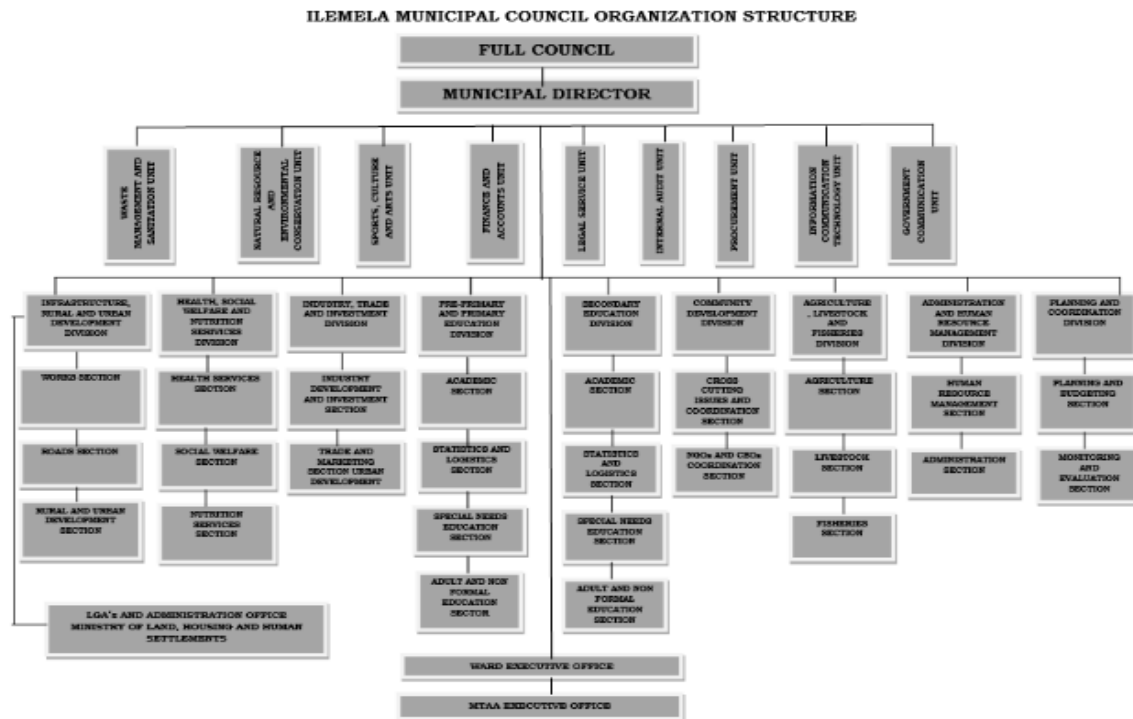
### **1.2.4 Functions of organization IMC**

- ❖ The functions of Ilemela Municipal Council are guided by the Local Government (Urban Authorities) Act No. 8 of 1982 and other sectoral laws in Tanzania.
- ❖ Represent the central government at the municipal level.
- ❖ Make by-laws for the good governance of the area.

- ❖ Provide basic services such as education (primary schools), health (dispensaries, health centers), water supply, and sanitation.
- ❖ Maintain cleanliness and waste management in the municipality.
- ❖ Facilitate investment and create enabling conditions for job creation.
- ❖ Promote local economic development by supporting trade, markets, and small businesses.
- ❖ Construct and maintain municipal roads, drainage systems, markets, and other public facilities.
- ❖ Collect municipal taxes, fees, and charges to fund services (property tax, market fees, business licenses).ssss
- ❖ Support vulnerable groups, including women, youth, children, elderly, and people with disabilities.
- ❖ Protect and manage natural resources within the municipal boundaries.
- ❖ Implement environmental conservation programs and enforce environmental laws.
- ❖ Prepare and implement development plans, including land-use plans.
- ❖ Control building standards and urban growth to ensure sustainable development.

## 1.2.5 ORGANIZATION STRUCTURE OF IDC

Figure 5 Organization structure of ilemela council municipal



Source: *THRO office at Ilemela Municipal Town Council*

## CHAPTER TWO

### 2.0 PRESENTATION OF EXPERIENCE FROM THE FIELD

This stage explain how student involved in the activities of the Planning and coordination department office for 30 days and 10 days in urban planning development department in which student involved in accomplished the field attachment.

#### 2.1 Description of activities involves during the field attachment

This chapter presents the discussion of findings, description of the student's involvement in activities performed by the organization, achievement and challenges faced by Ilemela municipal Council. The aim of the field study is to enable the student to apply knowledge from the class into practical activities so as to get experience on various planning processes carried out by the organization.

**The first week, (from 8<sup>th</sup> July to 11<sup>h</sup> July);** In the first week the student reported at the field attachment area located at ilemela municipal Council, then given an orientation where the student instructed on various organization environment, introduction to departments and different staffs within the council. .

In this week student learnt how to determine boundary, programming preparation of Igugamoyo neighborhood planning at ilemela municipal council.

**The second week, (from 14<sup>th</sup> July to 18<sup>th</sup> July);** In this week the student was assigned to perform only two tasks which are Digitization and Base map updating.

From the tasks student learnt how to digitize the area which was assigned by the supervisor of department and also student learnt how to prepare Base map.

**The third week, (from 21<sup>st</sup> July to 25<sup>th</sup> July);** Student was assigned to perform one tasks which was preparation of neighborhood design of Igugamoyo village at ilemela municipal council. From that tasks in this week student learnt on how to prepare p neighborhood design .

**Fourth week, (from 28<sup>th</sup> July to 1<sup>st</sup> August);** In this week student was performed the same task which was preparation of neighborhood design which was not completed in the other week. From this task student obtain knowledge on how to prepare neighborhood designs .

**The fifth week, (from 4<sup>th</sup> August to 8<sup>th</sup> August);** In this week student perform different activities in the office which are the following such as determination of boundary, determination of existing feature and base map updating.

**The sixth week, (from 11<sup>th</sup> August to 15<sup>th</sup> August);** the student was assigned various tasks such as preparation of neighborhood design. In this week student gain experience on how to prepare neighborhood design.

**The seventh week, (from 18<sup>th</sup> to 22<sup>th</sup> August);** in this week the student performed the following duties such as neighborhood design.

From the all tasks student learnt on how to create layer of the outer boundary of Igugamoyo neighborhood planning.

**The eighth week, (from 25<sup>th</sup> to 29<sup>th</sup> August);** this was a last week where by student perform a task which is neighborhood design which was incomplete in this week neighborhood design was completed.

Through the all tasks student learnt on how to prepare neighborhood design planning project which was assigned by the supervisor at Ilemela municipal council.

## **2.2 Challenges and achievements of Ilemela district council**

### **2.2.1 Achievements registered by Ilemela municipal council**

- i. Availability of good road networks in the council, especially the existence of tarmac road which is the main road crossing the council enables communication and transportation of people and goods within and outside the council.
- ii. Communication and power supply, the area has improved in communication network and power supply line, mobile and landline phone providers serve to make sure availability of services. Services providers available in the local area are AIRTEL, VODACOM, TIGO, and HALOTEL. TANESCO is supplying the electricity to consumers in the council in various home centers, institutions, factories and over 97% of villages have electricity.
- iii. In agriculture sector the council improved especially in cash crops including cash crops especially cotton and horticultural crop (vegetables and fruits). These crops are

produced in large quantity in the council. Also, there are increasing markets and demand for livestock and their products.

- iv. Availability of water services, there is some availability of water services in the council, access to clean water and safe water.
- v. Gender equality, In Ilemela municipal council HQ at least 50% of leaders are women and the remainder are men.
- vi. The improvement of working environment, this is the achievement of the IMC through the office building which is a large building which contains enough meeting room, office room which are tasks operated well and improved occurred even in parking area of the cars and motorcycles.

### **2.2.2 Challenges facing Ilemela municipal council**

- i. Severe shortage of school desks and classrooms: Ilemela faces a deficit of 7,158 desks for both primary and secondary schools. Funds raised by the council allowed procurement of 1,200 desks—helpful, but still far from meeting the need. The municipality has 668 primary classrooms, yet there is a shortage of 1,180 rooms, along with a variety of deficits such as 1,631 houses for teachers.
- ii. Rapid and poorly managed urban land use changes: Urban planning projects in Ilemela are significantly influenced by factors such as land value, land tenure systems, proximity to city center, and accessibility.
- iii. Financial Oversight & Audits; Though strong, still faces unresolved audit issues and documentation gaps
- iv. School Fund Management ;Lack of financial management skills among school administrators
- v. Low awareness to modern livestock practices such as cross breeding and animal husbandry
- vi. Existing traditional and norms within the community that hinder development process

## **2.3 Conclusion and recommendations**

### **2.3.1 Conclusion**

The field attachment at Ilemela Municipal Council provided critical insight into an organization with significant accomplishments and equally significant challenges. The Council has demonstrated considerable success in developing foundational infrastructure, evidenced by its good road networks, extensive power and communication supply, and improved access to water services. These achievements, coupled with a commitment to gender equality in leadership and an enhanced physical working environment, show a clear capacity for effective project implementation. The progress in the agricultural sector further highlights a strong base for local economic activity.

However, these successes in physical and economic infrastructure are severely undermined by critical deficiencies in social service delivery and strategic planning. The most urgent issue is the crisis within the education sector, which faces a staggering deficit of classrooms, desks, and teacher housing. This problem is compounded by systemic weaknesses, including unresolved financial audit issues and a clear lack of financial management skills among school administrators. Simultaneously, the Council is failing to manage rapid urbanization, leading to unplanned land use that threatens long-term sustainability. While the Council has a foundation to build upon, its future development is contingent on addressing these pressing challenges in education, financial governance, and urban management.

### **2.3.2 Recommendations**

Based on the analysis of the Council's strengths and weaknesses, the following recommendations are proposed:

1. Launch an Emergency Initiative for Educational Infrastructure & Financial Training.

To address the severe shortage of school facilities, the Council should develop a multi-year strategy to seek dedicated government grants, initiate public-private partnerships, and launch community-led campaigns. Critically, this must be paired with mandatory financial management and accountability training for all school administrators to resolve the issues of fund mismanagement and ensure resources are used effectively.

2. Strengthen Urban Planning and Land Management Enforcement.

To combat rapid and unmanaged urban growth, the Council must allocate a specific budget to strengthen the urban planning department with modern surveying tools and GIS mapping software for better monitoring. Furthermore, the Council must move beyond planning to strictly enforce existing zoning regulations and conduct public awareness campaigns to ensure sustainable and orderly development.

3. Implement a Targeted Agricultural Extension and Outreach Program.

To build on its agricultural successes, the Council should establish a robust extension program focused on educating farmers in modern livestock and farming practices. This program should use demonstration farms and work directly with community leaders to overcome traditional norms that hinder development, ensuring that new methods are introduced in a culturally sensitive and effective manner.



## REFERENCE

Ilemela Municipal Council. (2020). *Comprehensive council health plan report*.

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Ilemela Municipal Council, District Planning Office. (2024). *[Data on administrative units]*.

Ilemela Municipal Council, Office of the District Statistician. (2024). *[Population data for Ilemela District]*.

Ilemela Municipal Council, Water Department. (2016). *[Report on water supply services]*.

INSTITUTE OF RURAL DEVELOPMENT PLANNING



FIELD ATTACHMENT ARRIVAL NOTIFICATION FORM

1. Name of Student... SHAMELA S. RAJIBU
2. Registration Number... IDDP / RDHDEM / 23 / 0036
3. I declare that I have started working with (Mention the name of the FA station)  
ILEMELA MUNICIPAL COUNCIL  
P. O. Box... 735  
DISTRICT/REGION... MWANZA
4. Date of Starting field Attachment... 08/07/2025
5. Name of Department... URBAN PLANNING
6. Name of Immediate Supervisor... JACKLINE KATHUNGA
7. His/ Her Position... TOWN PLANNER
8. Mobile Phone Number... 0629 323974
9. Signature... [Signature] Date... 08/07/2025
10. Official Stamp:



# FIELD ATTACHMENT LOG BOOK



Student Name: CHAMISA S. RAJABU  
 Field Attachment Station: ILEMELA MUNICIPAL COUNCIL  
 Number of Contact Days: 05 From 04 To 08

DAY/DATE	PLANNED ACTIVITIES	ACCOMPLISHED ACTIVITIES	ACTIVITIES NOT ACCOMPLISHED	SIGNATURE OF THE FIELD SUPERVISOR
MONDAY	Site Visiting	Determination of boundary	-	Fahungwa
TUESDAY	Site Visiting	Determination of existing features	-	Fahungwa
WEDNESDAY	Site Verification	Updating of base map	Digitization	Fahungwa
THURSDAY	Site Verification	Base map updating	-	Fahungwa
FRIDAY	-	-	-	Fahungwa

Signature of Field Supervisor: Fahungwa Date: 29/08/2025

Official Stamp:



# FIELD ATTACHMENT LOG BOOK



Student Name: SHAMSA S. RAIBU  
 Field Attachment Station: I LEMELA MUNICIPAL COUNCIL  
 Number of Contact Days: 04 From: 08 To: 11

DAY/DATE	PLANNED ACTIVITIES	ACCOMPLISHED ACTIVITIES	ACTIVITIES NOT ACCOMPLISHED	SIGNATURE OF THE FIELD SUPERVISOR
MONDAY	-	-	-	-
TUESDAY	ORIENTATION	Orientation	-	Kahungwa
WEDNESDAY	Site Visiting	Determination of boundary	-	Kahungwa
THURSDAY	Preparation of land use programming	Programming preparation	-	Kahungwa
FRIDAY	Site Verification	Digitalization	Digitalization	Kahungwa

Signature of Field Supervisor: Kahungwa Date: 29/08/2025

Official Stamp:



# FIELD ATTACHMENT LOG BOOK



Student Name: STANLEY S. RAJABU  
 Field Attachment Station: ILEMELA MUNICIPAL COUNCIL  
 Number of Contact Days: 05 From: 11 To: 16

DAY/DATE	PLANNED ACTIVITIES	ACCOMPLISHED ACTIVITIES	ACTIVITIES NOT ACCOMPLISHED	SIGNATURE OF THE FIELD SUPERVISOR
MONDAY	Preparation of N. hood	Preparation of N. hood	Preparation of N. hood	Fahungwa
TUESDAY	Preparation of N. hood design	Preparation of N. hood design	Preparation of N. hood design	Fahungwa
WEDNESDAY	Preparation of N. hood	Preparation of N. hood design	Preparation of N. hood design	Fahungwa
THURSDAY	Preparation of N. hood	Preparation of N. hood design	Preparation of N. hood design	Fahungwa
FRIDAY	Preparation of N. hood	Preparation of N. hood	Preparation of N. hood design	Fahungwa

Signature of Field Supervisor: Fahungwa Date: 29/08/2025

Official Stamp:





# FIELD ATTACHMENT LOG BOOK



Student Name: SHAMSA S. RAJABU  
 Field Attachment Station: ILEMELA MUNICIPAL COUNCIL  
 Number of Contact Days: 05 From 21 To 25

DAY/DATE	PLANNED ACTIVITIES	ACCOMPLISHED ACTIVITIES	ACTIVITIES NOT ACCOMPLISHED	SIGNATURE OF THE FIELD SUPERVISOR
MONDAY	Preparation of N'hood design	Preparation of N'hood design	Preparation of N'hood design	-
TUESDAY	Preparation of N'hood design	Preparation of N'hood design	Preparation of N'hood design	Kathungwa
WEDNESDAY	Preparation of N'hood design	Preparation of N'hood design	Preparation of N'hood design	Kathungwa
THURSDAY	Preparation of N'hood design	Preparation of N'hood design	Preparation of N'hood design	Kathungwa
FRIDAY	Preparation of N'hood design	Preparation of N'hood design	Preparation of N'hood design	Kathungwa

Signature of Field Supervisor: Kathungwa Date: 29/08/2025

Official Stamp:



# FIELD ATTACHMENT LOG BOOK



Student Name: SHAMISA S. RAJABU  
 Field Attachment Station: ILEMELA MUNICIPAL COUNCIL  
 Number of Contact Days: 05 From 28 To: 01

DAY/DATE	PLANNED ACTIVITIES	ACCOMPLISHED ACTIVITIES	ACTIVITIES NOT ACCOMPLISHED	SIGNATURE OF THE FIELD SUPERVISOR
MONDAY	Preparation of N'hood	Preparation of N'hood	Preparation of N'hood	Kathungwa
TUESDAY	Preparation	Preparation of N'hood design	Preparation of N'hood design	Kathungwa
WEDNESDAY	Preparation of N'hood	Preparation of N'hood design	Preparation of N'hood design	Kathungwa
THURSDAY	Preparation of N'hood	Preparation of N'hood design	Preparation of N'hood design	Kathungwa
FRIDAY	Preparation of N'hood	Preparation of N'hood design	-	Kathungwa

Signature of Field Supervisor: Kathungwa Date: 29/08/2025

Official Stamp:



# FIELD ATTACHMENT LOG BOOK



Student Name: STANISA S. RAJABU

Field Attachment Station: ILEMELA MUNICIPAL COUNCIL

Number of Contact Days: 05 From: 29 To: 22

DAY/DATE	PLANNED ACTIVITIES	ACCOMPLISHED ACTIVITIES	ACTIVITIES NOT ACCOMPLISHED	SIGNATURE OF THE FIELD SUPERVISOR
MONDAY	Preparation of N. hood	Preparation of N. hood	Preparation of N. hood design	<i>Kahungwa</i>
TUESDAY	Preparation of N. hood	Preparation of N. hood	Preparation of N. hood design	<i>Kahungwa</i>
WEDNESDAY	Preparation of N. hood	Preparation of N. hood	Preparation of N. hood design	<i>Kahungwa</i>
THURSDAY	Preparation of N. hood	Preparation of N. hood design	Preparation of N. hood design	<i>Kahungwa</i>
FRIDAY	Preparation of N. hood	Preparation of N. hood	Preparation of N. hood	<i>Kahungwa</i>

Signature of Field Supervisor: *Kahungwa* Date: 29/08/2025

Official Stamp:





# FIELD ATTACHMENT LOG BOOK



Student Name: SHAMSI S. RAJABU  
 Field Attachment Station: ILEMELA MUNICIPAL COUNCIL  
 Number of Contact Days: 05 From 14 To 18

DAY/DATE	PLANNED ACTIVITIES	ACCOMPLISHED ACTIVITIES	ACTIVITIES NOT ACCOMPLISHED	SIGNATURE OF THE FIELD SUPERVISOR
MONDAY	Site Verification	Digitization	-	J. Khungwa
TUESDAY	Updating Basemap	Basemap Updating	-	J. Khungwa
WEDNESDAY	Preparation of N. hood	Preparation of N. hood design	Preparation of N. hood design	J. Khungwa
THURSDAY	Preparation of N. hood design	Preparation of N. hood design	Preparation of N. hood design	J. Khungwa
FRIDAY	Preparation of N. hood design	Preparation of N. hood design	Preparation of N. hood design	J. Khungwa

Signature of Field Supervisor: J. Khungwa Date: 29/08/2025

Official Stamp:



# FIELD ATTACHMENT LOG BOOK



Student Name: SHAMSA S. RAJABU

Field Attachment Station: ILEMELA MUNICIPAL COUNCIL

Number of Contact Days: 05 From: 25 To: 29

DAY/DATE	PLANNED ACTIVITIES	ACCOMPLISHED ACTIVITIES	ACTIVITIES NOT ACCOMPLISHED	SIGNATURE OF THE FIELD SUPERVISOR
MONDAY	Preparation of N. hood	Preparation of N. hood	Preparation of N. hood	J. Kahungwa
TUESDAY	Preparation of N. hood	Preparation of N. hood	Preparation of N. hood	J. Kahungwa
WEDNESDAY	Preparation of N. hood	Preparation of N. hood	Preparation of N. hood design	J. Kahungwa
THURSDAY	Preparation of N. hood	Preparation of N. hood design	Preparation of N. hood design	J. Kahungwa
FRIDAY	Preparation of N. hood	Preparation of N. hood design	Preparation of N. hood design	J. Kahungwa

Signature of Field Supervisor: J. Kahungwa Date: 29/08/2025

Official Stamp:



