**MEETING NO.12**

**MINUTES OF EMUHAYA NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND COMMITTEE HELD ON 29TH NOVEMBER, 2018 AT THE NG-CDFC OFFICE’S BOARDROOM**

**PRESENT**

1. MR. CHARLES OMUCHILO - NG-CDFC CHAIRMAN
2. MR. BENJAMIN OPANDE - MEMBER
3. MRS. ROSELINE AKISO OCHONYA - MEMBER
4. MR. JOEL AKAKI ATIELI - MEMBER
5. MS.FRIDAH AYOTI - MEMBER
6. MRS. MIRIAM EKAMBI - MEMBER
7. MR. ELVIS KORIR - DCC
8. MR. PAUL CHARLES MOGENDI - FAM.

**ABSENT.**

1. MR. KEN OMUKAYA. – MEMBER.

**ABSENT WITH APOLOGY.**

1. MR. GIDEON OYALO - NG-CDF SECRETARY

**INNATENDANCE.**

1. MR. REARDON MUSUTA - CONSTITUENCY OFFICE MANAGER
2. PAUL MUKUNA - OVERSIGHT
3. ABNERY KODHEK - OVERSIGHT
4. SILVANO WESA KABALA - OVERSIGHT
5. MR. AYUB EBOLE - CLERK OF WORKS
6. HELLAM AINEAH - CLERICAL OFFICER

1. The meeting was called to order by the chairman at 11.00am with a word of prayer from Mrs. Roseline Akiso .

The chairman thereafter welcomed all members present to the meeting, which he referred to as

a special meeting to discuss only one agenda.

1. **CONFIRMATION OF THE QUORUM**

Members noted that the meeting was quorate to transact the business of the committee. However it was also noted that the secretary Mr. Gideon Oyalo was absent with apology. Therefore, members unanimously nominated Mr. Benjamin Opande to act on his behalf as secretary.

1. **ADOPTION OF THE AGENDA.**

The agenda for the meeting was adopted as follows.

1. Opening prayer
2. Attendance
3. Adoption of the Agenda
4. Budget proposal for 2018/2019 FY
5. Closing prayer.
6. **MIN.37: EMU/NG-CDFC/MIN. 37/NOVEMBER/2018;**

**BUDGET PROPOSAL FOR 2018/2019 FY.**

It was noted that Emuhaya NG-CDFC through a circular from the board with ref: NG-CDFB/CIRCULARSVOL11(008), had been allocated a total of Kshs. 109,040,875.54 for 2018/2019 financial year. This amount is Inclusive of Kshs. 5,738,993.45 reserved for emergency. In view of that, the meeting prioritized projects for funding and came up with the following budget for 2018/2019 financial year for onward submission to the NG-CDF Board for consideration for funding.

The meeting also took into account that on-going projects to be given priority over new projects.

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| **PROJECT NAME** | | **PROJECT ACTIVITY** | | | **AMOUNT ALLOCATED** | **CURRENT STATUS** |
| **ADMINISTRATION/RECURRENT** | |  | | |  |  |
| Employees Salaries | | Payment of staff salaries and gratuity | | | 2,950,678.80 | Ongoing |
| Goods & Services | | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea etc | | | 1,852,220.57 | Ongoing |
| National Social Security Fund | | Payment of NSSF deductions | | | 213,648.00 | Ongoing |
| National Hospital Insurance Fund | | Payment of NHIF deductions | | | 72,120.00 | Ongoing |
| Committee Expenses | | Payment of NG-CDFC allowance | | | 1,453,785.16 | Ongoing |
|  | |  | | | **6,542,452.53** |  |
|  | |  | | |  |  |
| **MONITORING & EVALUATION/ CAPACITY BUILDING** | |  | | |  |  |
| Goods and Services | | Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence etc | | | 1,096,842.26 | Ongoing |
| Committee Expenses | | Payment of Committee allowances, transport, conferences | | | 1,037,960.00 | Ongoing |
| NG-CDFC/PMC Capacity Building | | Undertake training of the PMCs/NG-CDFCs on NG-CDF related issues | | | 1,136,424.00 | Ongoing |
|  | |  | | | **3,271,226.26** |  |
|  | |  | | |  |  |
| **BURSARY/SOCIAL SECURITY** | |  | | |  |  |
| Bursary for Secondary Schools | | Payment of bursary to needy students | | | 17,550,262.62 | Ongoing |
| Bursary for Tertiary Institutions | | Payment of bursary to needy students | | | 11,595,341.61 | Ongoing |
| Bursary special school | | Payment of bursary to needy students | | | 1,200,000.00 | On-going |
|  | |  | | | **30,345,604.23** |  |
|  | |  | | |  |  |
| **PRIMARY SCHOOLS PROJECTS** | |  | | |  |  |
| Itumbu Primary School | | Construction of 1 No. classroom up to completion | | | 600,000.00 | New |
| Mumboko Primary School | | Purchase of Land approximately 0.6 Ha | | | 1,200,000.00 | New |
| Ebuyalu Special School | | Fencing of the compound & Installation of gate-Tree post, chain link, barbed wire | | | 450,000.00 | New |
| Ebuyalu Primary School | | Construction of 1 classroom up to completion | | | 600,000.00 |  |
| Ebukobelo Primary School | | Construction of 2 No. classroom up to completion | | | 1,200,000.00 | New |
| Ebukanga Primary School | | Construction of 1 classroom up to completion | | | 600,000.00 | New |
| Esikhuyu Primary School | | Construction of 1 classroom up to completion | | | 600,000.00 | New |
| Muchula Primary School | | Completion of 4 No. classrooms to completion | | | 1,200,000.00 | Ongoing |
| Esinaka Primary School | | Purchase of Land approximately 0.36 Ha. | | | 800,000.00 | New |
| Esinaka Primary School | | Construction of 1 classroom up to completion | | | 600,000.00 | New |
| Esinaka Primary School | | Construction of 4 No. doors Pit latrine to completion | | | 250,000.00 | New |
| Essunza Primary School | | Completion of administration block; Fitting of shutters/glasses, plaster/external render,flooring,painting | | | 300,000.00 | Ongoing |
| Ikalikha Primary School | | Purchase of land approximately 0.4 Ha. | | | 1,000,000.00 | New |
| Assebu Primary School | | Completion purchase of Land approximately 0.52 Ha. | | | 525,000.00 | Ongoing |
| Mundichiri Primary School | | Construction of 1 classroom up to completion | | | 600,000.00 | New |
| Emmukunzi Primary School | | Construction of 1 classroom up to completion | | | 600,000.00 | New |
| Elununi Primary School | | Construction of 1 classroom up to completion | | | 600,000.00 | New |
| Ebukhaya Primary School | | Renovation of 3 No. Classrooms -Reroofing, wall repairs, re-flooring, fitting of shutters/galsses,painting | | | 750,000.00 | 0n-going |
| Msiakhupa Primary School | | Purchase of land approximately 0.4 Ha. | | | 1,000,000.00 | New |
| Ematsuli Primary School | | Construction of 1 classroom up to completion | | | 600,000.00 | New |
| Esibuye Primary School | | Construction of 1 classroom up to completion | | | 600,000.00 | New |
| Emuhondo Primary School | | Renovation of 3 No. Classrooms -Reroofing, wall repairs, re-flooring, fitting of shutters/galsses,painting | | | 750,000.00 | Ongoing |
| Kilingili Primary School | | Construction of Administration block | | | 800,000.00 | New |
| Ebunangwe Primary School | | Construction of 1 classroom up to completion | | | 600,000.00 | New |
| Ebulamba Primary School | | Construction of 2 No. classrooms to completion | | | 2,200,000.00 | New |
| Eluhobe primary school | | Construction of 12 No. Doors Pit latrine to completion | | | 700,000.00 | New |
| Mukhombe primary school | | Construction of 1 No. classroom up to completion | | | 600,000.00 | New |
| Mwitukho primary school | | Construction of 1 classroom up to completion | | | 600,000.00 | New |
| Emurembe primary school | | Construction of 1 classroom up to completion | | | 600,000.00 | New |
|  | |  | | | **21,525,000.00** |  |
| **SECONDARY SCHOOLS PROJECTS** | |  | | |  |  |
| Esibakala Secondary School | | Construction of 2 No. classroom up to completion | | | 1,200,000.00 | New |
| Esibila Secondary School | | Co-fund; Casting of ground floor slab & walling | | | 1,000,000.00 | New |
| Esibila Boys's secondary school | | Construction of a classroom to completion | | | 600,000.00 | New |
| Esibila Boys's secondary school | | Construction of 4 doors Pit latrine to completion | | | 250,000.00 | New |
| Mungoye Secondary School | | Construction of Administration & classrooms block; Casting of the 2nd suspended floor slab | | | 3,500,000.00 | Ongoing |
| Essaba Secondary School | | Construction of computer laboratory/classrooms block;Erection of columns, roofing and general finishes at the 2nd floor. | | | 2,000,000.00 | Ongoing |
| Ebusiloli Secondary School | | Construction of Dining Hall/kitchen-storey; Casting of 1st suspended floor slab | | | 3,000,000.00 | Ongoing |
| Emusire High school | | Co-fund completion of complex Administration block at ground floor; Tiling of floor, fitting of shutters/glasses, painting | | | 2,000,000.00 | New |
| Essunza Secondary School | | Completion of Purchase of land; Survey valuation costs, registration, process of title deed | | | 206,000.00 | Ongoing |
| Essunza Secondary School | | Construction of 5 No. classrooms to completion | | | 3,250,000.00 | New |
| Esirulo Secondary School | | Construction of 2 No. classrooms to completion | | | 1,500,000.00 | New |
| Esirulo secondary school | | Construction of 8 No. Doors Pit latrine to completion | | | 500,000.00 | New |
| Emanyinya secondary school | | Construction of 2 No. classrooms to completion | | | 1,200,000.00 | New |
| Bunyore Boys' secondary school | | Construction of 2 No. classrooms to completion | | | 1,500,000.00 | New |
| Bunyore Boys' secondary school | | Construction 8 No. doors Pit latrine to completion | | | 500,000.00 | New |
| Mwituha secondary school | | Construction of Dinning Hall/kitchen;Erection of foundation/casting of floor slab, waling up to window cill | | | 1,000,000.00 | 0n-going |
|  | |  | | | **23,206,000.00** |  |
| **TERTIARY INSTITUTIONS PROJECTS** | |  | | |  |  |
| Bunyore Teachers Training College | | Construction of 8No. Classrooms, Administration block, External Pit Latrines. | | | 6,000,000.00 | Ongoing |
|  | |  | | | **6,000,000.00** |  |
| **SECURITY PROJECTS** | |  | | |  |  |
| Emuhaya Administration Centre | | Construction of the sub-county offices storey; Casting of 3rd floor slab-Casting of 3rd floor suspended slab | | | 4,000,000.00 | Ongoing |
| Embali Police Patrol Base | | Construction of 4 No. doors Pit latrine to completion | | | 250,000.00 | New |
| Embali Police Patrol Base | | Fencing of the compound & Installation of gate-concrete post, chain link, barbed wire | | | 300,000.00 | New |
| Ipali AP Camp/Assistant chief office | | Purchase of Land approximately 0.24 Ha | | | 800,000.00 | New |
| Ebukoolo AP Camp | | Completion of staff house; External render,flooring,fitting of glasses,painting,wiring | | | 300,000.00 | Ongoing |
| Essaba AP Camp | | Completion of staff house; Plaster, flooring, fitting of shutters, painting | | | 300,000.00 | Ongoing |
| Ematsuli AP Camp/Assistant chief office | | Purchase of Land approximately 0.32 Ha. | | | 800,000.00 | New |
| Emakakha Police post | | Construction of Administration block; walling to roof | | | 1,500,000.00 | Ongoing |
| Ilungu AP Camp | | Completion of staff house; external render,painting,wiring | | | 300,000.00 | Ongoing |
| Emuhaya NG-CDFC office | | Renovation/maintenance of NG-CDFC office-partitioning; clerical officer's office, minor repairs at ceiling board, repainting the building. | | | 500,000.00 | Ongoing |
|  | |  | | | **9,050,000.00** |  |
|  | |  | | |  |  |
| **MULUKHORO COMMUNITY LIBRARY** | | Purchase of photocopier machine-TASKALFA Kyocera 300i | | | 180,000.00 | Ongoing |
| MULUKHORO COMMUNITY LIBRARY | | Purchase of two lap tops-HP core i3-500U | | | 120,000.00 | Ongoing |
|  | |  | | | **300,000.00** |  |
| **SPORTS** | |  | | |  |  |
| Constituency Sports Tournament | | Carry out Constituency Sports tournament and the wining team to be awarded with trophies, balls and playing kits | | | 2,180,817.51 | Ongoing |
|  | |  | | | **2,180,817.51** |  |
| **ENVIRONMENTAL PROJECTS** | |  | | |  |  |
| Esibila secondary school | | Planting of 800 stems of indigenous trees | | | 80,000.00 | New |
| Essunza secondary school | | Planting of 800 stems of indigenous trees | | | 80,000.00 | New |
| Kilingili secondary school | | Planting 800 stems of indigenous trees | | | 80,000.00 | New |
| Esirulo Primary school | | Planting of 800 stems of indigenous trees | | | 80,000.00 | New |
| Emwatsi village. | | planting of 2,807 stems of indigenous trees along the river bank- Etsava River | | | 280,781.54 | New |
| Emuhaya NG-CDFC office | | Drainage of surface run-off storm water; Excavation of trenches, Stone pitching along the trenches. | | | 280,000.00 | New |
|  | |  | | | **880,781.54** |  |
|  | |  | | |  |  |
| **EMERGENCY** | | To cater for any unforeseen occurrences in the Constituency during the financial year | | | **5,738,993.45** | Ongoing |
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The committee approved the above budget as the one for the Financial Year 2018/2019 and instructed the Fund Account Manager to expedite and send/forward it to the NG-CDF Board.

1. **MIN.38: EMU/NG-CDFC/MIN. 38/NOVEMBER/2018;**

**CLOSSURE.**

There being no more items to discuss, the chairman called off the meeting at 3: 48 pm with a closing prayer from Mrs. Roselyne Akiso.

CHAIRMAN …………………………………DATE………………………………

SECRETARY…………………………………DATE……………………………….