

03 OCTOBER 2019

**MINUTES OF MEETING HELD ON 03<sup>RD</sup> OCTOBER 2019 AT THE BOARD ROOM**

**STARTING 9.00AM:**

**MEMBERS PRESENT**

- |                             |   |                      |
|-----------------------------|---|----------------------|
| 1. Mr. Charles Limo         | - | Chairman             |
| 2. Mr. Joshua Bore          | - | Fund Account Manager |
| 3. Mr Talaam Tiony          | - | Secretary            |
| 4. Mrs. Sarah Melly         | - | Signatory            |
| 5. Sarah Melly              | - | Signatory            |
| 6. Ezekiel Yego             | - | M&E Chair            |
| 7. Mrs. Leah Ngeno          | - | Bursary Chair        |
| 8. Mrs. Elizabeth Chelangat | - | Member               |
| 9. Mr. Victor Kipkogei      | - | Member               |
| 10. Mrs. Valentine Were     | - | ACC                  |

**Agendas:**

1. Preliminaries
2. Apologies
3. Confirmation of the previous minutes meeting held on 20<sup>th</sup> September 2019
4. Matters Arising
5. Approval of Project Proposals for FY 2019/2020

**MIN 21 – 01 – NG-CDFC/NHC/03/10/2019– PRELIMINARY;**

- The Chairman opened the meeting by welcoming NG-CDFC members present for the days deliberations, he then requested Leah Ngeno to open with a word of prayer.
- He enquired for any apologies, the response was none, and all members were present.
- He then welcomed the secretary to go through the previous minutes dated 18<sup>th</sup> July 2019.
- The following members registered apology 1. Alfred Rotich 2. Ezekiel Yego.

**MIN 21– 02 – NG-CDFC/NHC/03/10/2019–READING OF THE PREVIOUS MINUTES;**

- The Secretary read the previous minutes dated 20<sup>th</sup> September, 2019 and were confirmed as the true deliberation of the days meeting by proposer Mrs. Sarah Melly and seconder Mr. Alfred Rotich.

**MIN 21 – 03 – NG-CDFC/NHC/03/10/2019 – MATTERS ARISING;**

- There were no matters arising and therefore the Chairman proceeded to the next agenda in the order paper.

**MIN 21– 04 – NG-CDFC/NHC/03/10/2019 –APPROVALS OF PROJECTS PROPOSALS FOR FY 2019/2020;**

The NG-CDFC members proposed the projects for the Financial Year 2019/2020 to be listed in order of their priorities and urgency by the NG-CDFC members ward representatives.

The Chairman proposed the following set up on the 2019/2020 financial year proposals to be adopted by NG-CDFC members.

JOSHUA K BORE  
 FAM



Charles K. Limo  
 Chairman

- All ongoing projects to be factored for completion in every ward.
- Identify areas that have been omitted for long for this new FY – 2019/2020 consideration
- Consider a legacy project within each ward.
- Security project to be included from each ward.
- In consideration of the above, members were advised on the need of ensuring that the projects proposal meets the threshold of the NG-CDF Board.
- The Cost of constructing a classroom ranges from Ksh. 700,000 to Ksh. 900,000 depending on the Terrain, Cost of material, the type of contract agreement etc

The NG-CDFC members unanimously agreed and resolved that all the above consideration be put in place before submitting the 2019/2020 FY Projects Proposals.

The NG-CDFC resolved that Lelwak Secondary School construction of dining hall and Our Lady of Peace Secondary School construction dining hall shall be funded to completion in the financial year 2020/2021.

Every ward representatives gave priorities on projects that are immediate and those projected in the long term as per the lists from the Ward Public Participation Forums priorities.

The Funds Account Manager read to the members the ceiling for each vote head for FY 2019/2020 as provided in the financial year budget by the NG-CDF Board.

The NG-CDFC members unanimously resolved that this FYs Proposals be based on the statutory budget ceiling, prioritizing on completion of ongoing projects and they are within the following categories projects approved;

1. Education Primary Schools Proposed Projects
2. Education Secondary Schools Proposed Projects
3. Security facilities Proposed Projects
4. Environment Proposed Projects
5. Sports Proposed Projects
6. Recurrent Expenditure Budget
7. Monitoring and Evaluation Budget

The NG-CDFC members approved the deliberated list of proposed projects as listed below and mandated the FAM and Chairman to submit the same to the NG-CDF Board for approval;

SR NO.	PROJECT NAME	PROJECT ACTIVITY	AMOUNT	STATUS
	<b>Administration/ Recurrent AP1</b>			
1	Employees' Salaries	Payment of Staff Salaries	2,036,400.44	Ongoing
2	Staff gratuity	Payment of staff gratuity	502,000.00	Ongoing
3	Goods and Services	Purchase of Fuel, vehicle Repairs and Maintenance, printing, stationary, telephone, travel, advertising, branding, consultancy, and subsistence, office tea, office utility bills, legal services etc.	3,065,063.00	Ongoing
4	NG-CDF Office furniture	Purchase of 3 office chairs (Kshs.300,000) and one Boardroom chair for chairman	400,000.00	New

JOSHUA K. BORE

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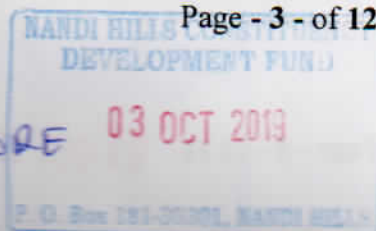
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Chairman  
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		(Kshs.100,000)		
5	NSSF	Payment of NSSF Deductions	129,600.00	Ongoing
6	NHIF	Payment of NHIF Deductions	54,000.00	Ongoing
7	Committee Expenses	Payments of Committee sitting allowances, transport, conferences costs etc	2,055,000.00	Ongoing
	<b>TOTAL</b>		<b>8,242,063.44</b>	
	<b>Monitoring &amp; Evaluation</b>			
1	Goods and Services	Purchase of fuel, vehicle repairs & Maintenance, printing, stationary, Airtime, travel and subsistence allowances etc	1,250,831.72	Ongoing
2	Committee Expenses	Payments of Committee sitting allowances, transport, conferences costs etc	1,472,800.00	Ongoing
3	NG-CDFC/PMC Capacity Building	Undertake training of the NG-CDFC/PMC/Staff on NG-CDF Related issues	1,397,400.00	Ongoing
	<b>TOTAL</b>		<b>4,121,031.72</b>	
	<b>Emergencies</b>			
1	Emergency Reserve	To cater for any unforeseen occurrences in the constituency during the financial year	7,198,241.38	Ongoing
	<b>TOTAL</b>		<b>7,198,241.38</b>	
	<b>Environmental</b>			
1	Nandi Hills Constituency Environment	Purchase, installation and construction tank base for 10,000 liters water tank (Kshs.150,000), piping and guttering at Kshs.120,000, purchase,	1,850,000	New

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Charles Limo  
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Chairman

		transportation, hole digging and planting of 600 tree seedlings at Kshs.100,000 for each of the following institutions; Cherobon primary school, Choimim primary school, Simbi Primary School, Kipkimba Primary school and Chepngetuny primary school.		
	<b>TOTAL</b>		<b>1,850,000.00</b>	
	<b>Sports</b>			
1	Nandi Hills Constituency Sports	Organizing constituency sports tournament where games kits, trophies and balls will be awarded to winning teams	1,000,000.00	Ongoing
	<b>TOTAL</b>		<b>1,000,000.00</b>	
	<b>Bursaries</b>			
1	Bursary Secondary Schools	Payment of bursary to needy students	14,412,500.00	Ongoing
2	Bursary Tertiary Institutions	Payment of bursary to needy students	19,837,500.00	Ongoing
	<b>TOTAL</b>		<b>34,250,000.00</b>	
	<b>SECONDARY SCHOOLS</b>			
1	Ol'lessos Stima Primary School	Purchase of 2 acres of land.	6,000,000.00	New
2	AIC Sochoi Girls Sec School	Construction of 1 Class room to completion at Kshs 750,000.00 and Renovation of 1 classroom (Flooring, verandah and plastering ) at Kshs 200,000.00	950,000.00	New
3	Ollessos Day Sec School	Purchase of a 51 seater School Bus	7,200,000.00	New
4	Keben Day Sec School	Purchase of 2.5 acres land.	2,000,000.00	New

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 Chairman

5	Koilot Day Sec School	Completion of one classroom: roofing, plastering, painting fixing of windows and doors.	350,000.00	Ongoing
6	Sirwa Secondary School	Purchase of a 51 seater School Bus	7,200,000.00	New
7	Kimugul Day Secondary School	Construction of one classroom to completion.	750,000.00	New
8	Ainapngetuny Day Secondary School	Completion of two storeyed tuition block of 9 classrooms; walling, plastering and flooring of second floor, painting and roofing	4,000,000.00	Ongoing
9	Lelwak Boys Secondary School	Ongoing construction of Dinning Hall; erecting of pillars from slab, Walling and roofing with a capacity of 1,200 students	2,000,000.00	Ongoing
10	Taito KTGA Secondary School	Construction of two classrooms to completion	1,400,000.00	New
11	Jean Marie Day Secondary School	Ongoing construction of two storeyed tuition block of 9 classrooms; Walling and suspension slab of the 1 <sup>st</sup> floor.	4,500,000.00	Ongoing
12	Kipsebwo Day Secondary School	Ongoing construction of two storeyed tuition block of 12 classrooms and four offices: Slab for ground floor and pillars.	4,000,000.00	Ongoing
13	Kaplelmet Day Secondary School	Ongoing Construction of storeyed tuition block of 9 classrooms: walling for ground floor, Slab for 1st floor, plastering, painting, fixing doors and windows for ground floor	4,500,000.00	Ongoing
14	Kaptien Secondary School	Purchase of a 51 seater School Bus	7,200,000.00	New

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Charles Lind  
Chairman

15	Keteng Day Secondary School	Construction of one classroom to completion	750,000.00	New
16	St Marys High School Soiyet	Completion of science laboratory; roofing, fixing doors and windows and plastering Capacity of 100 students.	1,600,000.00	Ongoing
17	Our Lady of Peace Girls Sec. School	Additional funds for construction of dining hall; walling and roofing, flooring. With a capacity of 500 students	1,500,000.00	Ongoing
18	Kipkimba Day Sec School	Completion of one classroom; roofing, fixing of doors and windows, plastering and painting.	350,000.00	Ongoing
	<b>TOTAL</b>		<b>56,250,000.00</b>	
	<b>PRIMARY SCHOOLS</b>			
19	Koimur Primary school	Construction of 1 classroom to completion	756,387.60	New
20	Kapnyemis Primary School	Completion of two classrooms; Plastering, painting, fixing of doors and windows and wiring.	400,000.00	Ongoing
21	Keben Primary School	Completion of two Classrooms; Roofing, Plastering, Wiring, Painting, fixing of doors and windows.	500,000.00	Ongoing
22	ACK Lolkireny Primary School	Completion of two classrooms; Plastering, painting, fixing doors, windows and ceiling.	500,000.00	Ongoing
23	Ollessos Primary School	Construction of one classroom to completion.	700,000.00	New
24	Serengonik Primary School	Construction of one classroom to completion.	700,000.00	New
25	Emitiot primary Tereno	Construction of one classroom to completion	700,000.00	New

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Charles K. Lind  
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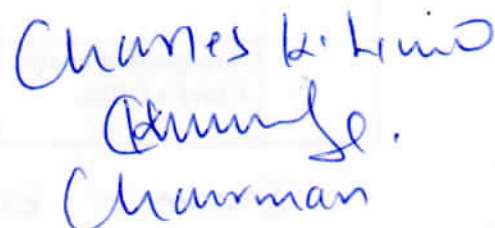
26	Kapchanga Primary School	Construction of one classroom to completion.	700,000.00	New
27	Ainapng'etuny Primary School	Construction of one classroom to completion.	700,000.00	New
28	Cherobon Primary School	Completion of two classrooms; Plastering, painting, fixing doors, windows and ceiling.	400,000.00	Ongoing
29	Great Highlands Prep. School	Purchase of 2 acres of land	1,500,000.00	New
30	Kisoga Primary School	Completion of two classrooms; Plastering, painting, fixing doors, windows and ceiling	400,000.00	Ongoing
31	Kimwogi Primary School	Construction of one classroom to completion.	700,000.00	New
32	Ndubusat Primary School	Completion of one classroom: Plastering, painting, fixing doors and windows and ceiling	250,000.00	Ongoing
33	Kaptuma Primary School	Construction of one classroom to completion.	700,000.00	New
34	Kogamei Primary School	Construction of one classroom to completion.	700,000.00	New
35	Nduroto Primary School	Construction of one classroom to completion.	700,000.00	New
36	Kapchuria Primary School	Completion of one classroom; Plastering, painting, fixing doors and windows, ceiling and wiring.	200,000.00	Ongoing
37	Tigityo Primary School	Renovation of 4 classrooms; Plastering, fixing doors and windows, painting and ceiling.	400,000.00	New
38	Ng'ame Primary School	Construction of one classroom to completion	700,000.00	New
39	St Ludovico primary school	Construction of one classroom to completion	700,000.00	New

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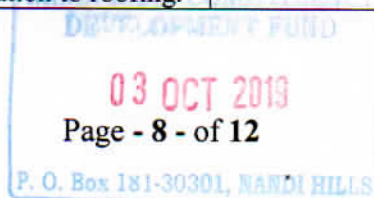



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40	St Mathias kapkwang Primary School	Completion of two classrooms: Plastering, painting, fixing doors, windows, ceiling, wiring.	400,000.00	ongoing
41	Cheptililik Primary School	Construction of one classroom to completion	700,000.00	New
42	St Paul's Kaptien Primary School	Construction of one classroom to completion	700,000.00	New
43	Soiyet Primary School	Construction of one classroom to completion	700,000.00	New
44	Tururo Primary School	Construction of one classroom to completion at Kshs 700,000.00 and purchase of 0.5 acres land at Kshs. 800,000.00	1,500,000.00	New
45	Kabikwen Primary School	Construction of 1 classroom to completion	700,000.00	New
46	Kaplelmet primary school	Renovation of three classrooms: flooring, plastering and painting	450,000.00	New
47	Kitechgaa primary school	Construction of one classroom to completion	750,000.00	New
48	Kapsokio Primary school	Construction of one classroom to completion	750,000.00	New
	<b>TOTAL</b>		<b>19,656,387.60</b>	
	<b>SECURITY FACILITIES</b>			
1	Ollessos Police Station	Additional funds Construction of Police station (4 cells and administrative office with 4 rooms) from walling to roofing, plastering to completion	1,900,000.00	Ongoing
2	Ainapnapng'etuny Chief's Office	Construction of chiefs office 3 rooms from foundation to roofing.	700,000.00	New

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Charles K. Kimani  
 Chairman  
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3	Kipsebwo Chief's Office	Construction of chiefs office 3 rooms from foundation to roofing	700,000.00	New
5	Himaki Police Station	Purchase of one acre of Land	1,500,000.00	New
	<b>TOTAL</b>		<b>4,800,000.00</b>	
	<b>GRAND TOTAL</b>		<b>137,367,724.14</b>	

**MIN 21- 05 – NG-CDFC/NHC/10/09/2019: FUNDING OF ONGOING PROJECTS**

The fund account manger brought to the attention of the members the need to fund ongoing projects as per commitments that were made during the last financial year. The members then revisited Min 17 of the meeting held on 15/11/2018 in which a commitment was made to fund the ongoing projects in 2019/20 and 2020/21 financial years. The M&E sub-committee had gone round the constituency to ascertain the actual status of each of the projects that were sent as ongoing projects in 2018 and as well carried out an audit of the said projects by checking from the code lists if they were actually funded in the said financial years, and they presented their report as shown in the table below. Based on the M&E committee findings and the ward report, the committee prioritized some of the projects while others have been slotted for funding in 2020/21 financial year as shown below.

Project Name	Activity	Balance to completion	M&E Findings	NG-CDFC's resolution
Koilot Primary School	Renovation of 8 class rooms	3,000,000	Five classrooms were renovated to completion by the NG-CDF in 2016/17 FY to completion. The remaining 3 classes have never been funded for renovation hence not ongoing.	The school to be considered for funding in 2020/21
Nduroto Primary School	Construction of 2 class rooms	800,000	Completion works for one classroom is ongoing with the Kshs.400,000 allocated in 2018/19	Fund is allocated for construction of one classroom in 2019/20
Cheplelachbei Primary School	Construction of 2 class rooms	900,000	The school was only allocated funds for	The school to be considered

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Charles Lino  
Chairman


			Renovation of 3 classrooms in 2016/17 which was done to completion. No construction of classroom was going on.	for funding in 2020/21
Cheptuingeny Primary School	Renovation of 8 class rooms	2,000,000	The school was only allocated funds for Renovation of 6 classrooms in 2016/17 which was done to completion. In addition renovation of classrooms is no longer a priority of the school as they need administration block and toilets	The school to be considered for funding in 2020/21
Ollessos Primary School	Construction of 2 class rooms	900,000	No construction of NG-CDF funded classroom was ongoing in the school, but the school requires a classroom urgently.	Fund is allocated for construction of one classroom in 2019/20
Sochoi Primary School	Renovation of class rooms	1,500,000	The school was only allocated funds for Renovation of 4 classrooms in 2016/17 which was done to completion. The 3 additional classrooms which were indicated in the report were not in the initial scope	The school to be considered for funding in 2020/21
Lolduga Primary School	Construction of 2	1,500,000	No classroom	The school


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	class rooms		was ongoing in the school	to be considered for funding in 2020/21
Taboyat Primary School	Completion of 8 class rooms	3,500,000	No classrooms were ongoing in the school, but the school needs a classroom and renovation of some other classrooms	The school to be considered for funding in 2020/21
Siwo Primary School	Renovation of 8 class rooms	2,000,000	The school was only allocated funds for Renovation of 5 classrooms in 2016/17 which was done to completion. The 3 additional classrooms which were indicated in the report were not in the initial scope	The school to be considered for funding in 2020/21
Ng'ame Primary School	Construction of 2 class rooms	1,200,000	No construction of classroom is ongoing in the school but the school is in a serious need of a classroom	Fund is allocated for construction of one classroom in 2019/20
St Ludovico Primary School	Construction of 2 class rooms	1,400,000	No construction of classroom is ongoing in the school but the school is in a serious need of a classroom	Fund is allocated for construction of one classroom in 2019/20
Kaptien Pri School	Completion of 2 class rooms	1,000,000	No renovation of classrooms is ongoing in the school but the school is in a serious need of a classroom	Fund is allocated for construction of one classroom in 2019/20
Kapkoros Pri School	Construction of 2 class rooms	900,000	No construction of classrooms	The school to be

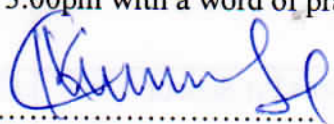
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Charles Limo  
  
 Chairman

			was ongoing in the school	considered for funding in 2020/21
Kipkorom Primary School	Renovation of 8 class rooms	1,400,000	No renovation works was ongoing in the school	The school to be considered for funding in 2020/21
Kaplelmet Primary School	Renovation of 8 class rooms	2,200,000	No renovation works had been approved for the school, but some of the classrooms require renovation.	Funds allocated for renovation of three classrooms in 2019/20
Kapsokio Primary school	Construction of 2 Class rooms	900,000	No construction of a classroom is ongoing in the school	The school is not considered a priority for funding since it is not among the priority projects identified during public participation and ongoing works are being undertaken.
Kisoga Primary School	Completion of 2 class rooms	400,000	Two classrooms need to be completed	Funds allocated for completion of 2 classrooms in 2019/20

There being no other business to deliberate, the meeting ended at 3.00pm with a word of prayer from Elizabeth Chelangat.

  
 Talaam Tiony  
 Secretary

  
 Charles Limo  
 Chairman



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