**KAJIADO EAST NG-CDFC MINUTES**

**NG-CDFC MEETING HELD ON 16THOCTOBER 2019 AT NG-CDF BOARDROOM, KITENGELA.**

The Chairman called the meeting to order at 9:25 am requesting MS Ann Ndungu to lead with a word of prayer followed by a quick self-introduction by members

**Members Present;**

1. Mr. Geoffrey Ntapaiya Lemako - Chairman
2. Mr. Peter Sirere K. - Member
3. Mrs. Regina Nduku Peter - Member
4. Mr. Noah H. Letelah - Member
5. Ms. Ann Ndungu - Member
6. Mr. Peter K. Namboto - Member
7. Mrs. Agatha Nashipai Kipain - Secretary
8. Mr. Stanley Too - D.C.C Isinya
9. Mr. Paul S. Ole Nteiya - EX-Official–Fund Account Manager
10. Hon. Peris Tobiko - Area MP

**IN ATTENDANCE**

1. Mr. Richard Pasha - C.O.M
2. Mrs. Purity Ngari - Isinya Sub-County Accountant.

**AGENDA.**

1. Reading, Confirmation and matters arising from previous meeting minutes.
2. Monitoring and evaluation Reports
3. Ongoing Projects
4. 2019/2020 Financial Year Proposals
5. A.O.B

**MIN 01/10/2019: READING, CONFIRMATION AND MATTERS ARISING FROM THE PREVIOUS MEETING MINUTES**

The previous meeting minutes were read by the secretary and were confirmed by Mr. Peter Namboto and seconded by Mrs. Regina Nduku as the true copy of the previous committee meeting deliberations.

There being no matters arising from the previous meeting minutes the chairman asked the members to proceed with day agendas.

**MIN 02/10/2019: MONITERING AND EVALUATION/ FIELD VISIT REPORTS.**

The Fund Account Manager tabled the reports on projects field visits by members and staff and the previous monitoring and evaluation report.

Members deliberated on the report and adopted the same as the Monitoring and Evaluation report for Kajiado East NG-CDFC for the month of October and first quarter/ M&E report and asked the Fund Account Manager to proceed on with the onward forward to the boards. The report featured all ongoing projects visited during the First quarter (see attached report).

**MIN 03/10/2019: 2019/2020 ONGOING PROJECTS REPORT.**

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| --- | --- | --- |
| **No.** | **Project name** | **Funding status** |
| 1. | Gk Athiriver Day Secondary School | Allocated 2.5M in 2018/2019 financial year |
| 2. | Gk Athiriver Primary School | Allocated 1M in 2018/2019 financial year |
| 3. | Noompopong primary school | Allocated 0.5M in 2018/2019 financial year |
| 4. | Korrompoi Primary School | Complete. Completed and in use the amount allocated was sufficient to complete the intended activities. |
| 5. | Emarti primary school | Complete. Completed and in use the amount allocated was sufficient to complete the intended activities. |
| 6. | Ole Nkotila Primary School | Allocated 1M in 2018/2019 financial year |
| 7. | Kitengela Ap Line | Allocated 0.3m in 2019/2020 financial year |
| 8. | Olooltepes Police Post | Allocated 0.5M in 2018/2019 financial year |
| 9. | Emali police post | Allocated 3m in 2019/2020 financial year |
| 10. | Chuna Police Post | Awaiting land ownership dispute resolution |

**MIN 04/10/2019: 2019/2020 FINANCIAL YEAR PROPOSAL.**

The Fund Account Manager tabled the budget ceiling for the constituency as provided for in a circular from the board and passed by the National Assembly at Kshs. 137,367,724.14.

He further elaborated on the mandatory maximum and minimum for statutory allocations from the set amount. This are;

1. Administration and Recurrent as not more than 6% of the proposed budget total.
2. Emergency for in the table forward with the circular as 5% of the total allocation.
3. Monitoring and Evaluation/ Capacity Building as not more than 3% of the allocation.
4. Sports activities not more than 2%of the allocation
5. Environmental activities not more than 2% of the allocation.
6. Bursary, Mocks and Social Welfare activities not less than 25% and not more than 35% of the allocation.

After deliberation over the statutory amounts members shared remaining amount to priority projects as proposed during ward meetings resolutions taking into consideration the current ongoing projects as first priority. Nevertheless most of the ongoing projects seem to have sufficient funds to complete the activities approved by the NG CDF Board and some required to be concluded for an evaluation on the same to ascertain the required amount for the completion and the specific activities. Thus members resolved to fund such in the next financial year. The projects and activities were proposed for funding within the financial year and with the funds allocated as follows:

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| **NAME OF PROJECT** | **ACTIVITY** | **AMOUNT** | **STATUS** |
| **Administration/ Recurrent** |  |  |  |
| Employees’ Salaries | Payment of staff salaries and gratuity | 2,500,000.00 | Ongoing |
| Goods and services | Repair and maintenance, printing, stationary, telephone, travel and subsistence office tea. | 3,000,000.00 | Ongoing |
| NSSF | Payment of NSSF Deductions | 60,000.00 | Ongoing |
| NHIF | Payment of NHIF Deductions | 120,000.00 | Ongoing |
| Committee allowances | Payment of committee sitting allowances, transport, conferences. | 2,562,063.45 | Ongoing |
| **Monitoring and Evaluation** |  |  |  |
| Goods and Services | Purchase of fuel, repair, maintenance, printing, stationery, Airtime, travel and subsistence. | 1,200,000.00 | Ongoing |
| Committee Expenses | Payment of committee sitting allowances, transport, conferences, etc. | 1,421,031.72 | Ongoing |
| NG-CDFC /PMC Capacity Building | Undertake training, Capacity building of PMCs/ NG-CDFC on projects and NG-CDF Related issues. | 1,500,000.00 | Ongoing |
| **Bursary** |  |  |  |
| Bursary Secondary Schools | To award bursary to needy students in the constituency | 16,500,000.00 | Ongoing |
| Bursary Tertiary Institutions | To award bursary to needy students in the constituency | 18, 011,678.63 | Ongoing |
| Emergency Reserve | Allocated amount for emergencies that may occur in the constituency within the financial year. | 7,198,241.38 | Ongoing |
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| **EDUCATION** |  |  |  |
| **Secondary Schools** |  |  |  |
| Kikayaya Secondary School | Construction of 4 standard classrooms to completion | 5,000,000.00 | New |
| Sholinke Secondary School | Construction of 4 standard classrooms to completion | 5,000,000.00 | New |
| Isinya Boys Secondary School | Construction of 2 standard classrooms to completion | 2,000,000.00 | New |
| Ereteti Secondary School | Construction of a Staff quarter (One bed roomed) to completion | 2,000,000.00 | New |
| **Primary. Schools** |  |  |  |
| Embuya Primary School | Construction of 2 standard classrooms to completion | 2,000,000.00 | New |
| Ilmao Primary School | Construction of 1 standard classroom to completion | 1,000,000.00 | New |
| Guadalupe Oltepesi Primary School | Construction of 1 standard classroom to completion | 1,000,000.00 | New |
| Emarti Primary School | Construction of a 40 beds dormitory to completion | 2,000,000.00 | New |
| Olmeleleki Primary School | Construction of 1 standard classroom to completion | 1,000,000.00 | New |
| Parsinti Primary School | Construction of an Administration block to completion | 1,500,000.00 | New |
| Kiloh Primary School | Construction of 2 standard classrooms to completion | 2,000,000.00 | New |
| Orperelongo Primary School | renovation of 5 school classes (plastering, windows and doors and painting) | 3,000,000.00 | New |
| Sultan Hamud Township Primary School | Construction of 4 standard classrooms to completion | 5,000,000.00 | New |
| Noonkoben Primary School | Construction of 2 standard classrooms to completion | 2,000,000.00 | New |
| Orkatetemai Primary School | Construction of 4 standard classrooms to completion | 5,000,000.00 | New |
| Ilaimiror Primary School | Construction of a Staff quarter (One bed roomed) to completion | 2,000,000.00 | New |
| Isara Primary School | Construction of a 40 beds dormitory to completion | 2,000,000.00 | New |
| Ewuaso Primary School | Construction of 2 standard classrooms to completion | 2,000,000.00 | New |
| Lendorko Primary School | Construction of 2 standard classrooms to completion | 2,000,000.00 | New |
| Noonkopir Primary School | Construction of 4 standard classrooms to completion | 5,000,000.00 | New |
| Emakoko Primary School | Construction of a 40 beds dormitory to completion | 2,000,000.00 | New |
| Kitengela Boarding Primary School | Construction of a 40 beds dormitory to completion | 2,000,000.00 | New |
| Naserian Primary School | renovation of 8 school classes (Re-roofing, windows and doors and painting) | 4,000,000.00 | New |
| Oloshaiki Primary School | Construction of 1 standard classroom to completion | 1,000,000.00 | New |
| Enkilele Primary School | Construction of 1 standard classroom to completion | 1,000,000.00 | New |
| Isinya Township Primary School | Renovation of 10 school classes, Administration block (2 rooms) (Flooring, plastering, windows and doors, re-roofing and painting) | 7,000,000.00 | New |
| Imaroro Primary School | Construction of 1 standard classroom to completion | 1,000,000.00 | New |
| Olturoto Primary School | Construction of a 40 beds dormitory to completion | 2,000,000.00 | New |
| Utumishi Primary School | Construction of 2 standard classrooms to completion | 2,000,000.00 | New |
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| **Security** |  |  |  |
| Emali Police Post | Extension Construction of a six rooms police post office block Phase 2 (Three rooms) to completion | 3,000,000.00 | Ongoing |
| Kitengela Ap Line | Completion (Finishes which includes plastering, Keying painting, Glazing) of 3 rooms to completion | 300,000.00 | Ongoing |
| Sports Activities | Carry out constituency sports tournaments and the winning teams/Schools to be awarded with trophies, balls and games kit. | 2,747,354.48 | New |
| **Environment** |  |  |  |
| Kikayaya Secondary School | Purchase and planting of 300 trees seedlings | 91,578.56 | New |
| Sholinke Secondary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Isinya Boys Secondary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Ereteti Secondary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Embuya Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Ilmao Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Guadalupe Oltepesi Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Emarti Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Olmeleleki Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Parsinti Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Kiloh Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Orperelongo Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Sultan Hamud Township Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Noonkoben Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Orkatetemai Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Ilaimiror Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Isara Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Ewuaso Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Lendorko Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Noonkopir Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Emakoko Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Kitengela Boarding Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Naserian Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Oloshaiki Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Enkilele Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Isinya Township Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Imaroro Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Olturoto Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Utumishi Primary School | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| Emali Ap Post | Purchase and planting of 300 trees seedlings | 91,578.48 | New |
| **Total** |  | **137,367,724.14** |  |
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**MIN 05/10/2019: A.O.B**

The Chairman thanked members for their contribution during the meeting and also for attending the ward consultative meetings that were fruitful and led to prioritization of the said projects.

He asked the Fund Account Manager to proceed and forward the proposal before the given date line.

There being no any other business the meeting ended with a word of prayer from Mr. Peter Sirere at 4:35pm.

Minutes Taken by

Agatha Nashipai - Secretary Signature……………………………………………

Confirmed by

Geoffrey Ntapaiya Lemako - Chairman Signature…………………………………………………

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