



National Government Constituencies Development Fund Board
Navakholo Constituency
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NGCDF BOARD

MINUTES OF THE NAVAKHOLO NGCDFC HELD ON 9TH OCTOBER, 2019 IN THE NGCDF OFFICE

MEMBERS PRESENT

- | | |
|---------------------------------|----------------------|
| 1. Mr. Kennedy Barasa Ngao | Chairman |
| 2. Mrs. Mary Imbwaka Macheso | Secretary |
| 3. Mr. Chrispino Ndombi Makokha | Member |
| 4. Mrs. Margaret Andati | Member |
| 5. Mr. Yuvus Akhonya Salim | Member |
| 6. Mr. Barthez Wechuli | Member |
| 7. Ms. Susy Lichuma Andayi | Member |
| 8. Mr. Gaxton B. Makhete | Member |
| 9. Mr Geoffrey K. Tanui | DCC |
| 10. Mr. Thomas Ontweka | Fund Account Manager |

AGENDA

1. Preliminaries
2. Reading and confirmation of the previous minutes
3. Reallocation of funds
4. Ongoing Projects
5. Budget proposal for 2019/2020 F/Y
6. Monitoring and Evaluation Report
7. Any Other Business

NGCDFC /MIN. 001/10/2019: PRELIMINARIES

The meeting commenced at 10.00 a.m. with a word of prayer from Mrs. Mary Imbwaka Macheso. The chairman welcomed members to the meeting.

NGCDFC /MIN. 002/10/2019: READING AND CONFIRMATION OF THE PREVIOUS MINUTES

The minutes of the previous meeting were read by the secretary which were confirmed by Mr. Yunus Akhonya Salim and seconded by Ms. Susy Lichuma Andayi as a true record of the previous meeting.

NGCDFC /MIN. 003/10/2019: REALLOCATIONS OF FUNDS

The manager informed the members that Kshs 3,393,335.85 from emergency vote and Kshs 1,500,000 from sports vote for the year 2018/2019 has not been spent. The members discussed and agreed to reallocate the funds as follows:

NAME OF OLD PROJECT	NAME OF NEW PROJECT	ACTIVITY OF THE NEW PROJECT	AMOUNT	REASONS
Emergency	St Teresa Ebumamu Secondary School	Site clearance, exaction, blinding, foundation walling, back filling and casting Slab of tuition block of 8 no classrooms	3,393,335.85	Unspent funds from emergency fund for 2018/19 to be reallocated for construction of 1 storey tuition block of 8 no. classrooms
Sports	St Teresa Ebumamu Secondary School	Site clearance, exaction, blinding, foundation walling, back filling and casting Slab of tuition block of 8 no classrooms	1,500,000	Sports was a priority in 2018/19 financial year but since funds came late, we request for reallocation to the construction of 1 storey tuition block of 8 no. classrooms.

NGCDFC /MIN. 004/10/2019 ONGOING PROJECTS

The Manager tabled the following ongoing projects to be considered for funding.

NO.	NAME OF PROJECT	ACTIVITY	AMOUNT
1.	Ingotse High School	Completion of learning resource centre – fittings, doors and windows	1,500,000
2.	Sisokhe Secondary School	Completion of twin dormitory: Septic tank, Doors, windows, plastering, painting and fascia board, partitioning	1,000,000
3.	Makhima Primary School	Completion of administration block: fitting and fixtures, plastering, painting and fascia board.	500,000
4.	Lusumu Primary School	Completion of one number classroom: Fixing of doors, windows, fascia board and painting.	100,000
5.	Buhayi Primary School	Completion of one number classroom: Fixing of doors,	100,000

		windows, fascia board and painting.	
6.	Chebuyusi Primary	Completion of one number classroom: Fixing of doors, windows, fascia board and painting.	100,000

He also informed the members that Ingotse High School had unspent amount of Kshs. 4,000,000. The members discussed and resolved that the ongoing projects should wait for funding during the financial year 2020/2021 due to inadequate funds.

NGCDFC /MIN. 005/10/2019 BUDGET PROPOSAL FOR 2019/2020 F/Y

The manager tabled circular number NGCDF/Circulars Vol. II (014) from the NGCDF Board which indicated that each NGCDF committee is required to prepare and submit project proposals to NGCDF Board for consideration and approval in compliance with section 27,28,29,30 and 31 of the NGCDF Act. He further informed the members that according to the circular the total allocation for 2019/2020 financial year is Ksh. 137,367,724.14 which includes ksh. 7,198,241.38 for emergency funding. The Fund Account Manager informed the members that ongoing projects should be given the first priority. The members discussed and resolved to allocate funds to the projects as follows;

Project Name	Activity	Project Number	Amount allocated	Status
Employee's Salaries	Payment of staff salaries and gratuity	4-037-203-2110000-100-2019/2020-001	3,580,200.00	Ongoing
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	4-037-203-2210802-100-2019/2020-002	1,548,000.00	Ongoing
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea and bank charges etc.	4-037-203-2210000-100-2019/2020-003	1,523,154.14	Ongoing
NSSF	Payment of NSSF Deductions	4-037-203-2120101-100-2019/2020-004	279,360.00	Ongoing
NHIF	Payment of NHIF Deductions	4-037-203-2120201-100-2019/2020-005	98,400.00	Ongoing
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	4-037-203-2210802-111-2019/2020-001	1,429,000.00	Ongoing
Capacity Building	Undertake Training of the PMCs/CDFCs	4-037-203-2210700-111-2019/2020-002	1,620,000.00	Ongoing

	on CDF Related issues			
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence, e.t.c	4-037-203-2210000-111-2019/2020-003	946,226.27	Ongoing
Bursary Secondary Schools	Payment of bursary to needy students	4-037-203-2640101-103-2019/2020-001	11,945,142.35	Ongoing
Bursary Tertiary Schools	Payment of bursary to needy students	4-037-203-2640102-103-2019/2020-002	16,700,000.00	Ongoing
Bursary Special Schools	Payment of bursary to needy students	4-037-203-2640105-103-2019/2020-003	200,000.00	Ongoing
Emergency	To cater for any unforeseen occurrences in the constituency during the financial year	4-037-202-2640200-101-2019/2020-001	7,198,241.38	Ongoing
Siyombe Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-001	50,000.00	New
Lutaso Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-002	50,000.00	New
Muhuni Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-003	50,000.00	New
Navakholo Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-004	50,000.00	New
Joab's Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-005	50,000.00	New
Lwakhupa Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-006	50,000.00	New
Sisokhe Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-007	50,000.00	New
Kharanda Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-008	50,000.00	New
Bukhubalo Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-009	50,000.00	New

Nderema Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-010	50,000.00	New
Naluchira Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-011	50,000.00	New
Shikomari Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-012	50,000.00	New
Esumeyia Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-013	50,000.00	New
Ewamakhumbi Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-014	50,000.00	New
Ingotse Primary School	Purchase of sport uniforms 16 pairs @ Kshs. 3,000	4-037-202-2640509-112-2019/2020-015	50,000.00	New
Bushiri Primary School	Construction of 4 door pit latrines	4-037-203-2640510-110-2019/2020-001	250,000.00	New
Mwikoli Primary School	Construction of 4 door pit latrines	4-037-203-2640510-110-2019/2020-002	250,000.00	New
Eshikhoni Primary School	Construction of 4 door pit latrines	4-037-203-2640510-110-2019/2020-003	250,000.00	New
Emasinga Primary School	Construction of 2 no. classrooms to completion	4-037-203-2630204-104-2019/2020-001	1,500,000.00	New
Eshibembe Primary School	Purchase of 1.5 acres of land	4-037-203-2630204-104-2019/2020-002	1,100,000.00	New
Lukhuna Primary School	Purchase of 2 acres of Land	4-037-203-2630204-104-2019/2020-003	1,500,000.00	New
Good Shepherd Primary School	Purchase of 2 acres of Land	4-037-203-2630204-104-2019/2020-004	1,500,000.00	New
Wading'o Primary School	Purchase of 1 acre of land	4-037-203-2630204-104-2019/2020-005	500,000.00	New
Simakina Primary School	Construction of 3 no. classrooms to completion	4-037-203-2630204-104-2019/2020-006	2,400,000.00	New
Bushili Primary School	Construction of 3 no. classrooms to completion	4-037-203-2630204-104-2019/2020-007	2,400,000.00	New



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Lwakhupa Primary School	Completion of one classroom - Fixing of windows and door and painting	4-037-203-2630204-104-2019/2020-008	100,000.00	Ongoing
Nambacha Secondary School	Purchase of 1 acre of land	4-037-203-2630205-104-2019/2020-001	750,000.00	New
Nambacha Secondary School	Construction of storey 8 no. classrooms - Laying of 1st floor slab, walling, and roofing	4-037-203-2630205-104-2019/2020-002	4,000,000.00	New
Ebumamu Secondary School	Construction of storey 8 no. classrooms - Laying of foundation and walling	4-037-203-2630205-104-2019/2020-003	6,000,000.00	New
Musaga Secondary School	Construction of one storey tuition block - Laying of 1st floor slab, walling, roofing, fixing of doors and windows and painting	4-037-203-2630205-104-2019/2020-004	6,000,000.00	Ongoing
St. Paul's Emulakha Secondary School	Completion of Computer laboratory - plastering, windows and doors and painting	4-037-203-2630205-104-2019/2020-006	650,000.00	Ongoing
St. Paul's Emulakha Secondary School	Construction of storey 8 no. classrooms - Laying of foundation and walling	4-037-203-2630205-104-2019/2020-007	6,000,000.00	New
Namundera Secondary School	Construction of Twin science laboratory - walling, roofing, fixing of doors and windows, plastering and painting	4-037-203-2630205-104-2019/2020-008	2,500,000.00	Ongoing
Lwakhupa Secondary School	Construction of Twin science laboratory - walling, roofing, fixing of doors and windows, plastering and painting	4-037-203-2630205-104-2019/2020-010	2,500,000.00	Ongoing
Ingotse Girls Secondary	Construction of four classrooms - Laying of foundation, walling and roofing	4-037-203-2630205-104-2019/2020-009	2,400,000.00	New
Weremba Muslim Secondary school	Construction of two classrooms - Laying	4-037-203-2630205-104-2019/2020-011	1,500,000.00	New

	of foundation, walling and roofing			
Sirigoi Secondary School	Construction of Dining Hall - fixing of doors and windows, plastering and painting	4-037-203-2630205-104-2019/2020-013	2,500,000.00	Ongoing
Buhayi Muslim Secondary School	Purchase of 2 acres of Land	4-037-203-2630205-104-2019/2020-012	1,500,000.00	New
Buhayi Muslim Secondary School	Construction of storey 8 no. classrooms - Laying of foundation and walling	4-037-203-2630205-104-2019/2020-014	6,000,000.00	New
Simuli Secondary School	Purchase of 2 acres of Land	4-037-203-2630205-104-2019/2020-015	1,500,000.00	New
Bukhubalo Secondary School	Purchase of 4 acres of land	4-037-203-2630205-104-2019/2020-016	2,000,000.00	New
Buchangu Secondary School	Construction of Twin science laboratory - Laying of foundation, walling and roofing	4-037-203-2630205-104-2019/2020-017	3,000,000.00	New
Sidikho Secondary School	Construction of 8 no. storey classrooms - walling of 1st floor and roofing	4-037-203-2630205-104-2019/2020-018	1,500,000.00	Ongoing
Kenya Medical Training College - Navakholo	Construction of lecture halls - walling, casting of 1st floor slab, roofing, fixing of doors and windows and plastering	4-037-203-2630206-104-2019/2020-001	20,000,000.00	Ongoing
Kenya Medical Training College - Navakholo	Construction of administration block - substructure	4-037-203-2630206-104-2019/2020-002	2,000,000.00	New
Deputy County Commissioner's Office	Purchase of office furniture	4-037-203-2640507-113-2019/2020-001	500,000.00	New
Navakholo Dairy Cooperative	Construction of milk cooler house to completion	4-037-203-2640505-102-2019/2020-001.	5,000,000.00	New
			137,367,724.14	

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NGCDFC /MIN. 005/10/2019: MONITORING AND EVALUATION REPORT

The Fund Account Manager tabled Monitoring and Evaluation report from the NGCDFC subcommittee. The report indicated that the NGCDFC Board CSR project at Sidikho Secondary School is complete but awaiting for the provision of chairs and lockers. The report further indicated that the ongoing Navakholo KMTC project is at 1st floor slab and the works are going on well.

There being no any other business the meeting adjourned at 2.30 p.m. with a word of prayer from Mrs. Mary Macheso.

Confirmed by;



Mr. Kennedy Barasa Ngao
Chairman



Mary Imbwaka Macheso
Secretary