

MINUTES OF MUMIAS WEST NGCDFC MEETING HELD ON 25<sup>TH</sup> SEPTEMBER, 2020 AT  
MUMIAS WEST NGCDF BOARDROOM

Members Present

<u>Name</u>	<u>Designation</u>
1. Iddi Abbas Keya	Chairperson
2. Hawa S. Mumia	Secretary
3. Hassan Emwana Makongolo	Member
4. Rukia Matseshe Mukoya	Member
5. Samuel Isaac Kombe	Member
6. Nancy Aoko Otieno	Member
7. Brenda Mung'oma Kulula	Member
8. Aaron Omaset	Assistant County Commissioner
9. Christine Muyaka	Fund Account Manager

Agenda

1. Preliminaries
2. Reading & confirmation of previous minutes
3. Matters arising
4. Approval of Project Proposals - 2020/2021 F/Y
5. A.O.B

MIN 1 MMSW NG CDFC/25/09/2020: PRELIMINARIES.

The Chairperson called the meeting to order at 1100hrs with an opening prayer led by Hawa S. Mumia.

The Chairperson went ahead and welcomed members present, thanking each one of them for taking time to attend the meeting.

MIN 2 MMSW NG CDFC/25/09/2020: CONFIRMATION OF PREVIOUS MINUTES.

The Secretary took the committee through the minutes of previous meeting which were proposed by Hassan Emwana Makongolo and seconded by Rukia Matseshe Mukoya and was later adopted as a true record of the previous proceedings.

MIN 3 MMSW NG CDFC/25/09/2020: MATTERS ARISING.

A member wanted to know whether the Board had released the last tranche of funds for CDF office and Lukongo Secondary school.

The FAM informed members that all funds had been received and procurement for the said projects was in progress.

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Members wanted to know whether NGCDF Board had communicated on tender award for CSR project at Bumala Primary School. The FAM informed members that no communication had been received yet.

MIN 4 MMSW NG CDFC/25/09/2020: APPROVAL OF PROJECT PROPOSALS - 2020/2021 F/Y

The FAM tabled the NG CDF Board Circular Ref. **NG-CDF BOARD/CIRCULAR /Vol. II (024)** dated 10<sup>th</sup> August, 2020 that outlined requirements for preparation and online submission of project proposals for NG CDF Board approval.

It was noted that Mumias West Constituency had been allocated **Kes. 137,088,879.31** in 2020/21 financial year.

The secretary further tabled the ward consultative report, project implementation status report, ongoing projects report & strategic plan that were adopted by the committee.

Members were reminded that priority be given to completion of ongoing projects before funding new ones. Save for Musanda Divisional Office that was shelved to be funded in FY 2021/22 since the division was yet to be gazetted.

It was noted that the cost of one classroom as per the public Works Engineers' estimates is Kshs. 1,200,000. This figure includes electrical wiring of Kshs.40,000 and ceiling board fixing of Kshs.170,000. Members had an observation that last financial year the cost of Kshs.1,000,000 given as NGCDF Board ceiling for one classroom was not sufficient since all classrooms constructed lacked ceiling boards. Hence the committee felt it necessary to have the cost of ceiling board incorporated in the BQ.

It was also noted that the cost of gate and fencing varies from one school to the other because of land terrain; where the topography is flat the cost of gate and fencing 1 acre is Kshs. 450,000 and 2 acres is Kshs. 500,000 but where the terrain is uneven the cost is Kshs. 500,000 and 600,000 for 1 and 2 acres respectively. From the above figures the cost of gate remains constant at Kshs. 200,000. Additionally, because of economies of scale, the cost of fencing 2 acres and above is Kshs. 200,000 per additional acre.

After a lengthy discussion it was unanimously agreed upon that the following projects be forwarded to the NG CDF Board for consideration, approval and subsequent funding.

PROJECT NAME	PROJECT ACTIVITY	AMOUNT	STATUS
ADMINISTRATION & RECURRENT		8,225,332.76	

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Employees Salaries	Payment of NG CDFC staff salaries and gratuity.	2,430,000.00	Ongoing
N.S.S.F	Payment of N.S.S.F deductions.	152,000.00	Ongoing
N.H.I.F	Payment of N.H.I.F deductions.	58,000.00	Ongoing
Goods and Services	Advertisements, publications & public awareness, office utility bills, office rental expenses, stationery, motor vehicle operating costs, legal services, website operation costs, asset tagging, risk management, comprehensive insurance for motor vehicles, postage expenses, travelling & accommodation @Kshs 3,117,332.76 and review of service charter @Kshs 100,000/	3,217,332.76	Ongoing
Committee Expenses	Payment of committee sitting allowances, transport, conferences, travel & subsistence.	1,368,000.00	Ongoing
NGCDF office Equipment	Supply & delivery of (3)Executive office chairs, @Kshs 120,000/; (2) executive office tables @Kshs 100,000/; (10) Visitor chairs @Kshs 150,000/; (3)Office cabinets Kes 90,000/ (2)Sony 40" Digital TV set, @Kshs 130,000/; (1) Nikon Digital camera, @Kshs 30,000/; (2) water dispensers Kes. 60,000, Installation of CCTV surveillance system, power backup(smart UPS) - Kes. 120,000, installation of air conditioning system at the Boardroom - Kes. 150,000 and Lawn mower -Kes. 50,000,	1,000,000.00	Ongoing
<b>MONITORING, EVALUATION &amp; CAPACITY BUILDING</b>		4,112,666.38	
Goods and Services	Purchase of fuel, printing, stationery, airtime, travel and subsistence.	992,666.38	Ongoing
Committee Expenses	Payment of committee monitoring & evaluation allowances, conferences, travel subsistence, Benchmarking Tour transport, accomodation, meals and related costs.	1,920,000.00	Ongoing
Capacity Building	Capacity building of NG CDFC, PMC, relevant government agencies, NG CDFC staff & development partners on NG CDF related issues,	1,200,000.00	Ongoing

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EDUCATION BURSARY	20,000,000.00	-	
Bursary Secondary School	Provision of bursary awards to needy students in secondary & special education institutions.	14,000,000.00	Ongoing
Bursary Tertiary Institutions	Provision of bursary awards to needy students in tertiary institutions.	6,000,000.00	Ongoing
SPORTS ACTIVITIES	Organizing of football & netball tournaments with participating teams being provided sports kits i.e. balls & uniforms in Mumias Central ward, Mumias North ward, Musanda ward, and Etenje ward @ Kes 685,444.40 per ward.	2,741,777.59	Ongoing
ENVIRONMENTAL ACTIVITIES	Purchase of 5000L water Rotto tank – kes.70,000 construction of a concrete tank base and soak away pit kes.70,000, installation of pipes and gutters kes. 60,000, and supply, delivery & planting of 700 tree seedlings - Kes. 74,177.76 in each of the following 10 schools (Eshibina Primary, Buyundo Primary, Nyapete Primary, Bumanyi Primary, Wang'nyang Primary, Ugana primary, Khungwani Primary, Musanda Primary, Etenje Primary, Ichinga Muslim Secondary,) at Kshs.274,177.76 each)	2,741,777.59	Ongoing
EMERGENCY	To cater for unforeseen emergencies in the current year.	7,192,206.90	Ongoing
NG CDF OFFICE	Extension of NGCDF Office block-3 rooms and construction of 2 flush toilets @ Kshs 1,560,118.09. Fencing of NGCDF front part using perimeter wall with grills (100 metre wall )-Kes.1M.	2,260,118.09	Ongoing
Constituency Strategic Plan	Mid term review of stategic plan (the exisiting strategic plan ends in 2022)	1,000,000.00	
Primary Schools	70,915,000.00	-	
Booker Primary School	Renonavation to completion of(2) classrooms(re-roofing, casting of ring beam, wall plate costruction, ceiling board fixing, construction of verandah, repair of wall and floor, electrical fittings and painting	1,300,000.00	New

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Bukaya Primary School	Construction of 6 door pit latrine to completion-kes.500,000 and Construction of gate and part fencing for 3 acres of land with treated celcured posts and barbed wire-kes.600,000.	1,100,000.00	New
Buchifi Primary School	Renovation to completion of(2) classrooms(re-roofing, casting of ring beam, wall plate construction, ceiling board fixing, construction of verandah, repair of wall and floor, electrical fittings and painting-kes. 1,000,000, Construction of gate and part fencing for 5.5 acres of land with treated celcured posts and barbed wire -kes. 700,000, Construction of 6 door pit latrine-kes. 500,000 and supply of 50 Desks - kes.200,000.	2,400,000.00	New
Bumia Primary School	Renovation to completion of(2) classrooms(re-roofing, casting of ring beam, wall plate construction, ceiling board fixing, construction of verandah, repair of wall and floor, electrical fittings and painting-kes. 1,400,000, Construction to completion of 6 door pit latrine -kes. 500,000, provision of 50 desks-kes. 200,000, construction of gate and part fencing for 3.5 acre landwith treated celcured posts and barbed wire -kes.600,000, Complete Renovation works of (5) classrooms One of the classrooms was converted into a 4 office - Flooring, fittings & finishes-kes. 1,200,000	3,900,000.00	Ongoing
Buriya Primary School	Completion of 3 classrooms - Electrical fittings	170,000.00	Ongoing
Butende Primary School	Construction of gate and part fencing for 4 acre land with treated celcured posts and barbed wire	700,000.00	New
Butobe Primary School	Construction of 6 door pit latrine and Construction of gate and part fencing for 2.5 acre land with treated celcured posts and barbed wire - 600,000	1,100,000.00	New
Buyundo Primary School	Completion of (1) classroom - ceiling board fixing- Kes.170,000, construction of gate Shs. 250,000.	420,000.00	Ongoing

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Ebubala Primary School	Completion of 1 classroom- electrical works and ceiling board fixation( project initiated 2019/20 FY)- Kshs. 220,000, completion works to 2 classrooms- painting works( project initiated 2017/18 FY) -Kes. 130,000.	350,000.00	Ongoing
Ebubaka Primary School	Renovation of (4) classrooms (re-roofing, casting of ring beam, wall plate construction, , construction of verandah, repair of wall and floor, electrical fittings and painting-kes.2M, construction of gate and part (2 acres) fencing of 6 acre of land with treated celcured posts and barbed wire Kes.500,000.	2,500,000.00	New
Ebumanyi Primary School	Construction to completion of (1) classroom- 1,200,000, construction to completion of 6 door pit latrine -kes.500,000, construction of gate and part fencing for 1.25 acre land with treated celcured posts and barbed wire - kes 400,000 and Completion of 1 classroom - ceiling board fixation-kes.170,000	2,270,000.00	Ongoing
Ebuyeshera Primary School	Completion of 1 classroom - ceiling board fixation- kes.170,000, Construction of gate and fence for 2 acres land with treated celcured posts and barbed wire -kes. 500,000	670,000.00	Ongoing
Ebuyenjere Primary School	construction of gate and part (2 acres) fencing of 3 acre of land with treated celcured posts and barbed wire Construction of gate and fence for acre land	500,000.00	New
Ekambara Primary School	Completion of fencing works for 3.5 acre land-fencing with treated celcured posts and barbed wire	160,000.00	Ongoing
Elukala Primary School	Construction of gate and fence for 1.3 acre land with treated celcured posts and barbed wire	500,000.00	New
Emaungu Primary School	Completion of (1) classroom - Electrical works and ceiling board fixing	220,000.00	Ongoing
Emulaka Primary School	Construction of gate and fence for 2 acre land with treated celcured posts and barbed wire	500,000.00	New

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Emulembwa Primary School	Complete payment for land valuation and title deed processing Kes. 50,000, completion of fencing works using barbed wire & treated posts for a 3 acre land - 75,000	125,000.00	Ongoing
Eshibina Primary School	Construction of 3 units of 14 door pit latrine toilets for teachers, boys and girls @ Kshs 1,200,000/; Landscaping of school compound (ground levelling)-kes. 300,000; Completion of 1 classroom - ceiling board fixation-Kes.170,000	1,670,000.00	Ongoing
Eshihaka Primary School	Construction to completion of (2) classrooms-kes.2,300,000, Renovation of (4) classrooms-(re-roofing, casting of ring beam, wall plate construction, , construction of verandah, repair of wall and floor, electrical fittings and painting) kes.2M, Construction of gate and part fencing for 2.5 acre land with treated celcured posts and barbed wire-Kes.500,000, construction of 6 door pit latrine-kes.500,000, supply of 140 desks-kes.500,000 and Completion of renovation of (3) classrooms to completion - painting works (Project started in 16-17 FY)-kes.100,000	5,900,000.00	Ongoing
Eshikalame Primary School	Construction to completion of 6 classrooms-kes. 6,650,000, supply of 150 desks-Kes.550,000, construction of gate and part fencing for 4 acre land with treated celcured posts and barbed wire -kes.600,000.	7,800,000.00	New
Eshisundusia Primary School	Construction of gate and fence for 1 acre land with treated celcured posts and barbed wire-kes.500,000, Digging of 20 feet (with manual labour) borehole and installation of water Pump-kes.240,000	740,000.00	New
Etenje Primary School	Construction of gate and fence for 2 acre land with treated celcured posts and barbed wire	500,000.00	New
Ihonje Primary School	Construction of gate and part fencing (4 acres) 7 acre land with treated celcured posts and barbed wire	800,000.00	New

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Ingusi Primary School	Renovation of (4) classrooms-re-roofing, casting of ring beam, wall plate construction, , construction of verandah, repair of wall and floor, electrical fittings and painting) kes.2M and construction of 6 door toilets-Kes. 500,000.	2,500,000.00	New
Iranda Primary School	Completion of (2) classrooms co-funded with PTA (roofing, electrical works, ceiling board fitting, finishes @Kshs 1,400,000/ and supply of 50 desks Kshs 200,000/	1,600,000.00	New
Iyabo Primary School	Construction of gate and fence for 2 acre land with treated celcured posts and barbed wire	500,000.00	New
Khungwani Primary School	Construction of gate and part fencing 2.5 acre land with treated celcured posts and barbed wire and gate	500,000.00	New
Lukoye Primary School	Construction to completion of (1) classroom-kes.1,200,000, Completion of 1 classroom - ceiling board fixation-kes.170,000, construction of gate and fence for 0.75 acre land with treated celcured posts and barbed wire-kes.450,000, construction of 6 door pit latrine-kes.500,000, and supply of 62 desks-kes.250,000.	2,570,000.00	Ongoing
Lureko Primary Sch	Renovation of (6) classrooms (re-roofing, casting of ring beam, wall plate construction, , construction of verandah, repair of wall and floor, electrical fittings and painting)- kes.3,000,000, construction of 6 door pit latrine-kes.500,000, construction of gate and part fencing for 3 acre land-kes.500,000.	4,000,000.00	New
Matawa Primary School	Renovation of (6) classrooms-kes.3,000,000, construction of 6 door toilets-kes.500,000, construction of gate and part fencing (4 acres) of 8.8 acre land with treated celcured posts and barbed wire and gate- kes.1,000,000	4,500,000.00	New
Milimani Primary School	Completion of (4) classrooms -painting, electrical fittings, and ceiling board fixing 900,000, provision of (100) desks - Kes.400,000,	1,300,000.00	Ongoing

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Mumias Deaf Primary School	Completion of 2-storey building(6 classrooms and admin block of 4 offices) -Internal wall partitions for 4 offices -kes.150,000 , Fitting of balcony grills on 1st, 2nd floor and stair case grills- kes. 250,000, Rain water harvesting and construction of flush toilet, septic tank and soak away pit-kes. 600,000	1,000,000.00	Ongoing
Mumias Township Primary School	Construction of gate and part fencing for 5.3 acres land with treated celcured posts and barbed wire and gate-kes 700,000, Completion of 3 classrooms - ceiling board fixation- kes.100,000	800,000.00	Ongoing
Mumias Muslim Primary School	Costruction to completion of (3) classrooms- kes.3,300,000 and supply of 100 desks- kes.400,000.	3,700,000.00	New
Musanda Primary School	Completion of (4) classrooms -window glazing, painting works and ceiling board fixing- Kes. 1,250,000, provision of 75 desks - Kes.300,000.	1,550,000.00	Ongoing
Nyakwaka Primary School	Construction to completion of (2) classrooms- kes.2,300,000, Renovation of (4) classrooms (re-roofing, casting of ring beam, wall plate costruction, , construction of verandah, repair of wall and floor, electrical fittings and painting)-kes.2,000,000, Construction of gate and fence for1 acre land with treated celcured posts and barbed wire and gate-kes. 450,000 and supply of 62 desks- kes.250,000.	5,000,000.00	New
Nyapeta Primary School	Construction of gate and part fencing for 2.5 acre landwith treated celcured posts and barbed wire and gate	500,000.00	New
Nyapora Primary School	Renovation of (2) classrooms (re-roofing, casting of ring beam, wall plate costruction, , construction of verandah, repair of wall and floor, electrical fittings and painting)- kes.1,000,000, supply of 50 desks- kes.200,000, Landscaping of school compوند (ground levelling)-kes.100,000 and Construction of gate and part fencing for 1.5 acre land with treated celcured posts and barbed wire and gate-kes.400,000.	1,700,000.00	New

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Ugana Primary School	Construction of gate and part fencing for 2 acre land with treated celcured posts and barbed wire and gate	500,000.00	New
Wang'nyang Primary School	Construction to completion of (1) classroom-kes.1,200,000, supply of 25 desks-kes.100,000, Construction of 6 door pit latrine to completion-kes.500,000, construction of gate and part fencing for 3 are landwith treated celcured posts and barbed wire and gate-kes.600,000.	2,400,000.00	New
Secondary Schools	9,800,000	-	
Bumia Girls Secondary school	Construction of gate and part fencing for 3 acres land-kes. 500,000	500,000.00	New
Butobe Secondary School	Construction of gate and fence for 1 acre land-kes. 450,000, Complete purchase of 1 acre land and processing of title deed-kes.150,000.	600,000.00	Ongoing
St. Christopher Nyapora Secondary School	Construction to completion of (2) classrooms-2,300,000, supply of 50 desks-kes. 200,000 and 6 door toilets-kes.500,000, Additional funds to complete purchase of (2) 50x100 plots acre land @Kshs 200,000/ and processing of title deed-kes 100,000.	3,300,000.00	Ongoing
St. Peters' Boys High School	Costruction to completion of (1) classroom-kes.1,200,000 and supply of 25lockers and 25 chairs-kes.300,000.	1,500,000.00	New
Shibale Secondary School	Purchase of school land (6)-50x100 plots-kes.3,400,000 and construction of gate and part fencing for 2 acre land with treated celcured posts and barbed wire and gate-kes.500,000.	3,900,000.00	New
Tertiary Institutions	500,000	-	
Mumias West TTI	Construction of gate and Fencing of staff quarters' in 1.0 acre piece of land with treated celcured posts and barbed wire and gate	500,000.00	New
Security projects	5,700,000	-	

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Nyalenya AP Camp	Completion of a unit comprising of (3) staff houses & 2 offices, armoury, 3 cells, 2 flush toilets & water harvesting (purchase of 10,000 ground and 5,000 elevated water tanks and guttering -finishes & plumbing works (project startedd in 16/17 FY).	1,200,000.00	Ongoing
Eshihaka AP Camp	Completion of a unit comprising of (3) staff houses & 2 offices, armoury, 3 cells, 2 flush toilets & water harvesting (purchase of 10,000 ground and 5,000 elevated water tanks and guttering -finishes & plumbing works Kshs 1,400,000/ (project startedd in 16/17 FY).. Purchase of Land 1 acre inclusive of title dded processing) Kes. 500,000	1,900,000.00	Ongoing
Khungema AP Camp	Completion of a unit comprising of (3) staff houses & 2 offices, armoury, 3 cells, 2 flush toilets & water harvesting (purchase of 10,000 ground and 5,000 elevated water tanks and guttering -finishes & plumbing works (project startedd in 16/17 FY). Project started in 15-16 FY).Construction of 6 door pit latrine -kes.500,000	1,900,000.00	Ongoing
Musanda Police Station	Construction of 6 door pit latrine-kes.500,000 and kennel house-kes.200,000.	700,000.00	Ongoing
Others	1,900,000.00	-	
Mumias Law Court	Complete construction of 1No. Courtroom with two offices- flooring, painting and plumbing works, Kshs 1,700,000/ and furnishing (desk, chair and conference table and chairs) of chief Magistrate's chamber 200,000	1,900,000.00	Ongoing
<b>TOTAL</b>		<b>137,088,879.31</b>	

MIN 5 MMSW NG CDFC/25/09/2020: A.O.B

There being no other business the meeting was adjourned at 1600hrs with a word of closing prayer from Hassan Emwana Makongolo.

Minutes confirmed by:

Chairperson: Iddi Abbas Keya

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Secretary: Hawa S. Mumia

Date: 25/09/2020

Sign: 