**MINUTES OF KANDUYI CDF COMMITTEE MEETING HELD**

**ON 18th October, 2019 AT THE CDF OFFICE.**

**MEMBERS PRESENT**.

1. Scolastica Satia -Secreatary
2. Jayne Were -Member
3. Benedict Kitonini - Member
4. Peter S. Mukhebi - Member
5. Haron Okumu -member
6. Paul K. Byegon -FAM
7. Linet Mulumia -Member
8. Christopher Kalabai -Chairman

**ABSENT WITH APOLOGY**

**Michael Yator-DCC**

**AGENDA**

1. Preliminaries
2. Reading and confirmation of previous minutes
3. Matters arising
4. Approval of 2019-20 budget proposal
5. AOB

**MIN.01/KCDFC 18/10/2019: PRELIMINARIES**

The meeting started at 9.30 AM with a word of prayer by Jayne Were.

**MIN.02/KCDFC 18/10/2019: READING AND CONFIRMATION OF PREVIOUS MINUTES:**

The secretary read through the minutes of previous meeting and were confirmed by Haron Okumu and seconded by Linet Mulumia.

**MIN.03/KCDFC 18/10/2019: MATTERS ARISING**

There were no matters arising from the previous meeting.

**MIN.04/KCDFC 18/10/2019: APPROVAL OF 2019/20 BUDGET PROPOSAL**

The secretary CDFC tabled all the ward proposals for thorough deliberation by the committee.

Apart from funding construction of new school facilities, the NGCDFC noted that a number of schools were in really very bad state and needed funding for various renovation works.

Before deliberating, the Fund Account Manager gave the committee guidance on how those proposals should appear in terms of sectors as they are from the National Government Constituency development Fund Board.

He also presented percentages that should guide each budget especially for statutory allocations like administration, monitoring and evaluation, sports, environmental activities, emergency and bursary.

The NGCDFC resolved to allocate the following amounts to statutory deductions;

1. Bursary Kshs. 33,011,678.63
2. Administration Kshs. 8,242,063.45
3. Monitoring and Evaluation/Capacity Building Kshs. 4,121,031.72
4. Sports Kshs. 2,747,354.48
5. Environment Kshs. 2,747,354.48
6. Emergency Kshs. 7,198,241.38

The committee also approved the following project proposals after lengthy deliberations;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Name** | **Project Number** | **Project activity** | **Amount** | **Current Status** |
| Bukembe  primary School | 4-039-220-2630204-104-2019/20-001 | construction of 1no.classroom to completion | 700,000.00 | NEW |
| Bungoma D.E.B primary school | 4-039-220-2630204-104-2019/20-002 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Bungoma muslim primary School | 4-039-220-2630204-104-2019/20-003 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Buumba primary school | 4-039-220-2630204-104-2019/20-004 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Chemululuchi primary school | 4-039-220-2630204-104-2019/20-005 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Dorofu township primary school | 4-039-220-2630204-104-2019/20-006 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Kakichuma primary school | 4-039-220-2630204-104-2019/20-007 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Kanduyi D.E.B primary school | 4-039-220-2630204-104-2019/20-008 | construction of 10 door staff pit latrines to completion | 1,000,000.00 | NEW |
| Kisuluni primary school | 4-039-220-2630204-104-2019/20-009 | Reroofing of 5no. classrooms | 500,000.00 | NEW |
| Kombo primary School | 4-039-220-2630204-104-2019/20-010 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Lumasa primary school | 4-039-220-2630204-104-2019/20-011 | purchase of 1 acre land | 600,000.00 | NEW |
| Luyekhe primary school | 4-039-220-2630204-104-2019/20-012 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Makutano Primary School | 4-039-220-2630204-104-2019/20-013 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Maocho Primary School | 4-039-220-2630204-104-2019/20-014 | completion of purchase of one acre land | 500,000.00 | ON GOING |
| Misanga Primary | 4-039-220-2630204-104-2019/20-015 | Reroofing 10no. classrooms | 1,000,000.00 | NEW |
| Moi Primary School | 4-039-220-2630204-104-2019/20-016 | Construction of 10 door pupils pit latrines to completion | 700,000.00 | NEW |
| Mukhaweli Primary School | 4-039-220-2630204-104-2019/20-017 | construction of 15 door pupils pit latrines to completion | 1,000,000.00 | NEW |
| Mupeli Primary School | 4-039-220-2630204-104-2019/20-018 | Construction of 8 door pit latrines to completion | 600,000.00 | NEW |
| Muyayi Primary School | 4-039-220-2630204-104-2019/20-019 | Reroofing of 5no. classrooms | 500,000.00 | NEW |
| Nabukhisa Primary School | 4-039-220-2630204-104-2019/20-020 | construction of 4no.classrooms to completion | 2,800,000.00 | NEW |
| Namikelo Primary School | 4-039-220-2630204-104-2019/20-021 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Namisi Ceb Primary School | 4-039-220-2630204-104-2019/20-022 | construction of 4no. classrooms to completion | 2,800,000.00 | NEW |
| Ndakakaru Primary School | 4-039-220-2630204-104-2019/20-023 | construction of 2no.classrooms to completion | 1,400,000.00 | NEW |
| Ranje Primary School | 4-039-220-2630204-104-2019/20-024 | construction of a dining hall with a capacity of 600 pupils to completion | 2,800,000.00 | NEW |
| Siaka Primary School | 4-039-220-2630204-104-2019/20-025 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Siangwe Primary School | 4-039-220-2630204-104-2019/20-026 | construction of 2no.classroom to completion s | 1,400,000.00 | NEW |
| Sinoko Primary School | 4-039-220-2630204-104-2019/20-026 | Renovation by screeding of damaged floors of administration block housing staff, head teacher, Deputy head teacher, senior teacher, store and secretary’s office to completion. | 500,000.00 | NEW |
| Sirende Primary | 4-039-220-2630204-104-2019/20-027 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Sitoma Primary School | 4-039-220-2630204-104-2019/20-028 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Tembelela Primary | 4-039-220-2630204-104-2019/20-029 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Tungelele Primary School | 4-039-220-2630204-104-2019/20-030 | construction of 1no. classroom to completion | 700,000.00 | ON GOING |
| Wacheka Primary School | 4-039-220-2630204-104-2019/20-031 | construction of 1no. classroom to completion | 700,000.00 | NEW |
| Walala Primary School | 4-039-220-2630204-104-2019/20-032 | Purchase of 1acre of land | 700,000.00 | NEW |
| Bukananachi Secondary School | 4-039-220-2630205-104-2019/20-001 | Roofing, plastering, fittings of windows and door of 1 classroom | 500,000.00 | ON GOING |
| Bukembe S.A Secondary | 4-039-220-2630205-104-2019/20-002 | Purchase of 1 acre land. | 1,000,000.00 | NEW |
| Bungoma Baptist Girls | 4-039-220-2630205-104-2019/20-003 | Renovation by screeding of damaged floors of a dormitory with a capacity of 200 students to completion. | 1,000,000.00 | NEW |
| Bungoma High School | 4-039-220-2630205-104-2019/20-004 | Renovation by screeding of damaged floors of a dormitory with a capacity of 170 students to completion. | 1,000,000.00 | NEW |
| Bungoma Muslim Secondary School | 4-039-220-2630205-104-2019/20-005 | Construction of 1no. Classroom to completion | 700,000.00 | NEW |
| Cardinal Otunga Girls School | 4-039-220-2630205-104-2019/20-006 | Renovation by screeding of damaged floors of mult-purpose hall with a capacity of 400 students to completion. | 1,000,000.00 | NEW |
| Chemche Secondary School | 4-039-220-2630205-104-2019/20-007 | Purchase of 1 acre of land | 600,000.00 | NEW |
| Good Shepherd Secondary School | 4-039-220-2630205-104-2019/20-008 | Construction of 2no. classrooms to completion | 1,400,000.00 | NEW |
| Kamba Secondary School | 4-039-220-2630205-104-2019/20-009 | Construction of 1no. Classroom to completion | 700,000.00 | NEW |
| Khaoya Secondary School | 4-039-220-2630205-104-2019/20-010 | Construction of 4no. classrooms to completion | 2,800,000.00 | NEW |
| Kimugui Boys Secondary School | 4-039-220-2630205-104-2019/20-011 | Purchase of ISUZU NQR81K 29 SEATER-JAPAN ISUZU school bus as per contract No.SB/9/0079/19-21 dated 2nd May 2019 between the Ministry of Transport, Infrastructure, Public Works, Housing and Urban Development and ISUZU EAST AFRICA LIMITED. | 5,000,000.00 | NEW |
| Kimugui Girls School | 4-039-220-2630205-104-2019/20-012 | Construction of a kitchen to completion | 800,000.00 | NEW |
| Kimukung`i Girls Secondary School | 4-039-220-2630205-104-2019/20-013 | NGCDF/PTA Construction of 2no. classrooms to completion | 1,000,000.00 | NEW |
| Kitale Secondary School | 4-039-220-2630205-104-2019/20-013 | Purchase of ISUZU NQR81K 29 SEATER-JAPAN ISUZU school bus as per contract No.SB/9/0079/19-21 dated 2nd May 2019 between the Ministry of Transport, Infrastructure, Public Works, Housing and Urban Development and ISUZU EAST AFRICA LIMITED. | 5,000,000.00 | NEW |
| Kongoli Secondary School | 4-039-220-2630205-104-2019/20-014 | Repair of windows and doors and painting of a dining Hall with a capacity of 300 students | 1,000,000.00 | NEW |
| Lwanda Boys High School | 4-039-220-2630205-104-2019/20-015 | Purchase 1acres of land | 600,000.00 | NEW |
| Mabuusi SECONDARY School | 4-039-220-2630205-104-2019/20-016 | Construction of 1no. Classroom to completion | 700,000.00 | NEW |
| Marakaru Secondary School | 4-039-220-2630205-104-2019/20-017 | Purchase of 1 acre land | 700,000.00 | NEW |
| Mechimeru Secondary School | 4-039-220-2630205-104-2019/20-018 | Construction of 1no. classroom to completion | 700,000.00 | NEW |
| Musikoma Secondary School | 4-039-220-2630205-104-2019/20-019 | Screeding and Fitting of windows and doors and painting of a laboratory build by parents association with a capacity of 100 students to completion. | 700,000.00 | NEW |
| Nabichakha Secondary School | 4-039-220-2630205-104-2019/20-020 | Construction of 1no. Classroom to completion | 700,000.00 | NEW |
| Nabukhisa Secondary School | 4-039-220-2630205-104-2019/20-021 | Renovation by screeding and painting library with a capacity of 80 students to completion. | 700,000.00 | NEW |
| Namaanga Secondary School | 4-039-220-2630205-104-2019/20-022 | Construction of 1no. Classroom to completion | 700,000.00 | NEW |
| Namachanja High School | 4-039-220-2630205-104-2019/20-023 | Renovation by screeding of damaged floors of a tuition block with a capacity of 6 classrooms to completion. | 1,000,000.00 | NEW |
| Namamuka Secondary School | 4-039-220-2630205-104-2019/20-024 | Fitting doors, windows, plastering floors and walls and painting of 3 classrooms | 1,000,000.00 | ON GOING |
| Nzoia Industrial Boys Secondary School | 4-039-220-2630205-104-2019/20-025 | Construction of 2no. classrooms to completion | 1,400,000.00 | NEW |
| Nzoia Sugar Girls | 4-039-220-2630205-104-2019/20-026 | Reflooring, tiling of damaged floors and repainting of a dormitory with a capacity of 180 students | 1,000,000.00 | NEW |
| Sang`Alo Secondary School | 4-039-220-2630205-104-2019/20-027 | Construction of 1no. Classroom to completion | 700,000.00 | NEW |
| Sango Secondary School | 4-039-220-2630205-104-2019/20-030 | Construction of 1no. Classroom to completion | 700,000.00 | NEW |
| Siaka Secondary School | 4-039-220-2630205-104-2019/20-031 | Purchase of 2acres of land | 800,000.00 | NEW |
| Sio Secondary School | 4-039-220-2630205-104-2019/20-032 | Reflooring of damaged floors, replacement of windows and doors and repainting of a laboratory with a capacity of  120 students. | 2,000,000.00 | NEW |
| Siritanyi Secondary School | 4-039-220-2630205-104-2019/20-033 | Fittings and finishes of 5 classrooms | 1,500,000.00 | ON GOING |
| ST.Martins Mwibale Secondary School | 4-039-220-2630205-104-2019/20-034 | Replastering of damaged floors of a dormitory with a capacity of 140 students | 1,000,000.00 | NEW |
| Tembelela Secondary School | 4-039-220-2630205-104-2019/20-035 | Construction of 2no. classrooms to completion | 700,000.00 | NEW |
| Wacheka Secondary School | 4-039-220-2630205-104-2019/20-036 | Construction of 4no. classrooms to completion | 2,800,000.00 | NEW |
| Wamalwa Kijana High School | 4-039-220-2630205-104-2019/20-037 | Replastering of damaged floors of a Tuition block hosting four classrooms | 1,000,000.00 | NEW |
| Chiefs office khalaba | 4-039-220-2640507-108-2019/20-001 | Construction of chiefs office to completion | 1,000,000.00 | NEW |
| Employees Salary | 4-039-220-2110000-100-2019/20-001 | Payment of staff salaries and gratuity | 2,100,000.00 | Statutory |
| Goods & Services | 4-039-220-2210000-100-2019/20-002 | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, office equipment and furniture | 3,000,000 | Statutory |
| NSSF | 4-039-220-2120101-100-2019/20-003 | Payment of NSSF Deductions | 250,000.00 | Statutory |
| NHIF | 4-039-220-2120201-100-2019/20-004 | Payment of NHIF Deductions | 200,000.00 | Statutory |
| Committee Expenses | 4-039-220-2210802-100-2019/20-005 | Payment of Committee sitting allowances, transport, conferences | 2,692,063.45 | Statutory |
| Goods & Services | 4-039-220-2210000-111-2019/20-001 | Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence, etc | 800,000 | Statutory |
| Committee Expenses | 4-039-220-2210802-111-2019/20-002 | Payment of Committee sitting allowances, transport, conferences | 1,959,204.09 | Statutory |
| CDFC Capacity Building | 4-039-220-2210700-111-2019/20-003 | Undertake Training of the PMCs/CDFCs on CDF Related issues | 1,361,827.63 | Statutory |
| Emergency (5 % of the Fund) | 4-039-220-2640200-101-2019/20-001 | Unallocated amount meant for emergency that may occur within the Constituency | 7,198,241.38 | Statutory |
| Sports | 4-039-220-2640509-112-2019/20-001 | Carry out Constituency football Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits | 2,747,354.48 | Statutory |
| Environmental Projects | 4-039-220-2640510-110-2019/20-001 | Purchase, delivery and planting of 800 tree seedlings per school at Bukembe primary School, Bungoma D.E.B primary school, Bungoma muslim primary School, Buumba primary school, Chemululuchi primary school, Dorofu township primary school, Kakichuma primary, Kanduyi D.E.B primary school, Kisuluni primary school, Kombo primary School, Lumasa primary school, Luyekhe primary school, Makutano Primary School, Maocho Primary School, Misanga Primary, Moi Primary School, Mukhaweli Primary School, Mupeli Primary School, Muyayi Primary School, Nabukhisa Primary School, Namikelo Primary School, Namisi Ceb Primary School, Ndakakaru Primary School, Ranje Primary School, Siaka Primary School, School, Siangwe Primary School, Sinoko Primary School, Sirende Primary, Sitoma Primary School, Tembelela Primary, Wacheka Primary School, Walala Primary School, Bukananachi Secondary School, Bukembe S.A Secondary, Bungoma Baptist Girls, Bungoma High School, Bungoma Muslim Secondary School, Cardinal Otunga Girls School, Chemche Secondary School, Good Shepherd Secondary School, Kamba Secondary School, Khaoya Secondary School, Kimugui Girls School, Kimukung`I Girls Secondary School, Kitale Secondary School, Kongoli Secondary School, Lwanda Boys High School, Mabuusi Secondary School, Marakaru Secondary School, Mechimeru Secondary School, Musikoma Secondary School, Nabichakha Secondary School, Nabukhisa Secondary School, Namaanga Secondary School, Namachanja High School, Namamuka Secondary School, Nzoia Industrial Boys Secondary School, Nzoia Sugar Girls, Sang`Alo Secondary School, Sango Secondary School, Siaka Secondary School, Sio Secondary School, Siritanyi Secondary School, St.Martins Mwibale Secondary School, Tembelela Secondary School, Wacheka Secondary School and Wamalwa Kijana High School @ Kshs.41,005.2907 | 2,747,354.48 | Statutory |
| Bursary Secondary School | 4-039-220-2640101-103-2019/20-001 | Payment of bursary to needy students | 3,011,678.63 | Statutory |
| Bursary Tertiary School | 4-039-220-2640102-103-2019/20-002 | Payment of bursary to needy students | 30,000,000.00 | Statutory |
| Kanduyi Constituency Strategic Plan | 4-039-220-2640508-108-2019/20-001 | Preparation of Five year Constituency Strategic Plan | 3,000,000.00 |  |
|  |  | **TOTAL** | **137,367,724.14** |  |

**MIN.05/KCDFC 18/10/2019: AOB**

There being no other business, the meeting ended at 12.30 pm with a closing prayer from Scolastica Satia

**CONFIRMED TO BE TRUE:**

**SECRETARY DATE……………………**

**CHAIRMAN DATE……………………**