

MINUTES OF WEBUYE WEST NGCDFC MEETING HELD ON 11<sup>TH</sup> SEPTEMBER 2020 AT THE

CDF BOARDROOM AT 12:00 NOON

NGCDF MEETING 2

PRELIMINARIES

1. Prayer
2. Introduction
3. Apologies
4. Adoption of agenda
5. Chairman remarks

AGENDA

1. Reading and confirmation of previous minutes
2. Matter arising
3. Monitoring and evaluation report
4. Project proposals
5. Payments
6. Adjournment

MEMBERS PRESENT

- |                          |           |
|--------------------------|-----------|
| 1. GEORGE SHIBANDA       | FAM       |
| 2. PETER AMTALLA         | CHAIRMAN  |
| 3. BENEAH NGOYA          | SECRETARY |
| 4. MARY BUTASI           | MEMBER    |
| 5. DORCUS NABAYI MUNYOLE | MEMBER    |
| 6. ESTHER SIMIYUY        | MEMBER    |
| 7. LOTIATIA KIPKECH      | DCC       |
| 8. BEN MUNYASI           | MEMBER    |
| 9. BENSON CHEBOLIO       | MEMBER    |
| 10. JULIAN NASAMBU       | MEMBER    |

INATTENDANCE

- |                   |                |
|-------------------|----------------|
| 1. PETER SIFUNA   | SUB COUNTY ACC |
| 2. ANDREW NGEIYWA | COM            |

NG- CDFC WBY.W/MIN01/11/09/2020 PRELIMINARIES

The meeting begins at 12:00 noon with a prayer from Esther Simiyu. The chairman welcomed all members to fully participate on the meeting especially on agenda of project proposal

NG- CDFC WBY.W/MIN02/11/09/2020 READING AND CONFIRMATION OF PREVIOUS MINUTES

*Amulalla  
Chairman*

*Beneah  
Secretary*



The minutes of previous meeting were read by the secretary. They were confirmed by Dorcas Munyole who was seconded by Mary Butasi

#### NG- CDFC WBY.W/MIN03/11/09/2020 MATTER ARISING

The importance of subcommittee was underscored by the chairman. Mr. Ben Munyasi the chairman of monitoring and evaluation was added to the complaints sub committee

The FAM explained that the financial statements were going to be tabled by the FAM, chairman and sub county accountant to the NGCDF board at Eldoret in a meeting. The committee agreed that when it comes to distribution of cheques , the chairman of CDF to lead a lean team from office to meet the stakeholders of the particular institution to hand over the same . It was agreed that the matters of salary increment for the staffs to be discussed in the next NGCDFC meeting

#### NG- CDFC WBY.W/MIN04/11/09/2020 MONITORING AND EVALUATION REPORT

The monitoring and evaluation report was tabled by the monitoring and evaluation chairman to the committee. The committee approved the recommendations by the monitoring and evaluation sub committee

#### NG- CDFC WBY.W/MIN05/11/09/2020 PROJECTS PROPOSAL 2020/2021

The committee prioritised the projects for the financial year 2020/2021. They looked at all the proposal received from various institutions as well as they went through the minutes of public participation meetings done across the four wards, as a result they come up with the following as their priority projects for the financial year 2020/2021. Amounting to Ksh 137,088,879.31 and an additional AIA of Ksh 10,000 as below. The fund account manager was authorized to submit the projects using the relevant schedules. The NGCDF C further gave a commitment to finalize the funding of the partially implemented projects in the financial year 21/22 as indicated in the last column in the table below.

*Munyole  
Chairman*

*Baruch*

/No	Project Name	Project Number	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Current Status
	ADMINISTRATION AND RECURRENT EXPENDITURE API						
1	Employees Salaries office administration	4-039-222-2110000-100-2020/2021-001	5,720,763.0	-	Payment of staff salaries@ Kshs 3,639,120 and gratuity @ Kshs 1,370,016	5,009,136.00	New
2	Goods and services office admin	4-039-222-2210000-100-2020/2021-001	1,801,820.00	-	NG Advertisements, publications, and public awareness, office utility bills, stationery and motor vehicle operating costs	1,801,820.00	New
3	NSSF office administration	4-039-222-2120101-100-2020/2021-001	118,080.00	-	Payment of NSSF deductions	118,080.00	New
4	NHIF office administration	4-039-222-2120201-100-2020/2021-001	101,400.00	-	Payment of NHIF deductions	101,400.00	New
5	Committee expenses office admin	4-039-222-2210802-100-2020/2021-001	500,000.00	-	Payment of sitting allowances, transport and conferences	1,195,419.74	New
	MONITORING AND EVALUATION AND CAPACITY BUILDING						
6	Monitoring and evaluation NG-CDFC/PMC capacity building	4-039-222-2210000-111-2020/2021-001	2,604,901.4	-	Monitoring & evaluation goods and services committee expenses NG-CDFC/PMC capacity building	2,604,901.44	New
7	Committee expenses	4-039-222-2210802-111-2020/2021-001	500,000.00	-	Payment committee sitting allowances, transport and conferences	500,076.23	New

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8	Goods and services	4-039-222-2210000-111-2020/2021-001	990,000.00	-	Motor vehicle operating costs, printing, stationery, telephone, travel and subsistence	990,000.00	New
<b>PRIMARY SCHOOL PROJECTS</b>							
9	Khalala Primary School	4-039-222-2630204-104-2020/2021-001	4,000,000.00	2,500,000.00	Completion of 3 Classrooms- roofing, ceiling board, painting and glazing: Upto completion.	1,500,000.00	On-going
10	Mwembula Primary school	4-039-222-2630204-104-2020/2021-001	16,400,000.00	4,100,000.00	Completion of a 1 storey Classroom block comprising of 6 classes with 1.5 m wide ramp: Casting of 1st floor slab @ Ksh 2,500,000, 1st floor walling @ Ksh 1,000,000 and roofing @ ksh 1,500,000. (Ngcdf has applied for chnge of activity from 6 classes in f/y 19/20 to 6 classes storey)	5,000,000.00	On-going
11	Kuywa Primary School	4-039-222-2630204-104-2020/2021-001	8,650,384.00	4,000,000.00	Completion of adminstration block, comprising of 4 offices 30 capacity staffroom roofing, internal plaster, windows and doors.	2,000,000.00	On-going

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TEL: 0194-968749

*Amulatai  
Chairman*

*Mech*

12	Mahanga Primary School	4-039-222-2630204-104-2020/2021-001	18,014,547.00	15,500,000.00	Completion of a 1 storey Classroom block comprising of 6 classes with 1.5 m wide ramp: painting, ceiling, glazing, gutters and drop pipes, Ksh 1,814,547 Electrical works 700,000.: Upto Completion	2,514,547.00	On-going
13	Misikhu RC primary School	4-039-222-2630204-104-2020/2021-001	7,500,000.00		Purchase of 51 seater School Bus (ISUZU type one off Payment does not include Insurance	7,500,000.00	New
14	Malaha Primary school	4-039-222-2630204-104-2020/2021-001	4,000,000.00	2,000,000.00	Completion of 3 Classrooms- plaster works, windows, doors, ceiling board, painting to completion (previous funding from emergency f/y 19/20)	2,000,000.00	on-going
15	Manani Primary School	4-039-222-2630204-104-2020/2021-001	18,509,166.00	15,000,000.00	Completion of a 1 storey Classroom block comprising of 6 classes with 1.5 m wide ramp: Windows Ksh 725,000 doors ksh 100,000, rain gutters and drop pipes, internal plaster, ceiling and painting Ksh 2,084,166 Electrical works 700,000. (Upto completion)	3,509,166.00	On-going

*M. Mulatu Chirman*

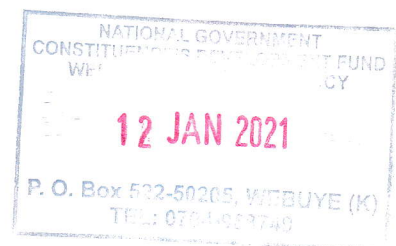
*Benech*



16	Chengoli Prymary School	4-039-222-2630204-104-2020/2021-001	16,400,000.00	9,000,000.00	Completion of a 1 storey Classroom block comprising of 6 classes with 1.5 m wide ramp: roofing Ksh 1,044,700 Windows and hand rail Ksh 990,000 doors ksh 100,000 gutters and drop pipes, internal plaster, ceiling, glazing and painting Ksh 2,900,000 Electrical works 700,000.	5,734,700.00	on-going
17	Matisi Primary School	4-039-222-2630204-104-2020/2021-001	16,400,000.00	-	Construction of 6 classes storey block. Phase 1 upto 1 st slab - excavation , concrete floor slab, walling and suspended slab.	7,000,000.00	New
<b>SECONDARY SCHOOL PROJECT</b>							
18	Khalumuli Secondary School	4-039-222-2630205-104-2020/2021-001	4,175,947.00	2,000,000.00	Completion of adminstration block, comprising of 2 offices, 2 toilets, 25 pax staffroom and 1 m wide front verandah- internal and external plasterworks, ceiling, glazing and painting: Upto completion	2,175,947.00	On-going

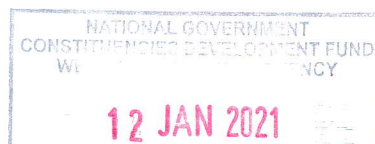
*Amulata Chama*

*Beneah*



19	Lugulu Friends secondary School	4-039-222-2630205-104-2020/2021-001	16,400,000.00	11,500,000.00	Completion of a 1 storey Classroom block comprising of 6 classes with 1.5 m wide ramp: windows, doors, ceiling and internal plaster works	2,900,000.00	On-going
20	Misikhu Friends Boys High School	4-039-222-2630205-104-2020/2021-001	12,078,759.00	11,712,000.00	Completion of 80 capacity dorm, Plasterworks, mechanical works: external sewer drainage, sinks and toilets fittings .: Upto completion	366,759.00	On-going
21	Miende Secondary School	4-039-222-2630205-104-2020/2021-001	8,000,000.00		Purchase of 51 seater School Bus (ISUZU model one off Payment does not include Insurance)	7,500,000.00	New
21	Sirende ACK Secondary school	4-039-222-2630205-104-2020/2021-001	8,000,000.00	4,350,000	Construction of 80 capacity dorm roofing, external keying internal plaster works ceiling and opennings fittings(windows and doors)(NG-CDF resubmitted project with revised cost)	2,900,000.00	
22	Matulo Girls Secondary School	4-039-222-2630205-104-2020/2021-001	43,000,000.00	9,000,000.00	Completion of 320 capacity dorm" 1st floor: slab concrete reinforcement and casting, roofing and windows and doors, internal plaster works	25,000,000.00	On-going
	TERTIARY INSTITUTIONS						

*M. M. M. M.*  
*Benech*



23	Webuye West TTI	4-039-222-2630205-104-2020/2021-001	1,500,000.00		Fencing of 2 acres land with chanlink and 150 concrete posts	1,500,000.00	new
	<b>SECURITY PROJECT</b>						
24	Miendo chiefs office	4-039-222-2640507-113-2020/2021-001	5,155,426.00	1,500,000.00	Completion of chiefs office 3 offices one boardroom - roofing, windows and doors fitting internal and external plaster works ceiling :	3,000,000.00	On-going

**URSARY SCHEMES, MOCK EXAMINATIONS AND CONTINUOUS ASSESSMENT TESTS**

25	Education Bursary -Secondary School	4-039-222-2640101-103-2020/2021-001	17,137,360.00		Education Bursary Schemes for awards of bursaries to needy and deserving students in secondary schools	17,137,360.00	New
26	Education Bursary -Tertiary Institutions	4-039-222-2640102-103-2020/2021-001	17,137,360.00		Education Bursary Schemes for awards of bursaries to needy and deserving students in tertiary institutions of learning	17,137,360.00	New
	<b>EMERGENCY RESERVE</b>						
27	Emergency Project	4-039-222-2640200-101-2020/2021-001	7,192,206.90	-	Unallocated amount to be available for emergencies that may occur within the constituency	7,192,206.90	New
28	<b>ENVIRONMENT PROJECTS</b>						

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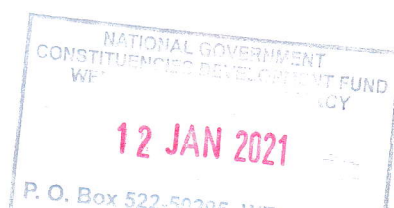
29	Environment	4-039-222-2640510-110-2020/2021-001	200,000.00		Installation of 8,000lts @ ksh 90,000 tank on a well done concrete base @ksh 60,000, fixing of gutters 100LM @ 50,000 at Malaha Prymary School	200,000.00	New
SPORTS PROJECTS							
30	Sports	4-039-222-2640509-112-2020/2021-001	500,000.00		To carry out a constituency sports tournament where the winning teams will be awarded with balls, uniforms and trophies where facilitation of the tournament @ Kshs 100,000 and Purchase of balls, uniforms,trophies and equipments @ Kshs 400,000	500,000.00	New
STRATEGIC PLANNING							
31	Strategic Planning(2018-2022	4-039-222-2640509-112-2020/2021-001	500,000.00		Mid term review of Webuye West Strategic plan Plan (Consultancy desk review)	500,000.00	New
			263,188,120.34			137,088,879.31	

#### NG- CDFC WBY.W/MIN06/11/09/2020 PAYMENTS

The committee passed the following payments for the ongoing projects

1. Cheng'oli Primary School Kshs 3,500,000 For Completion Of Storey Block Of 6 Classrooms (2<sup>nd</sup> Phase) Walling and Roofing
2. Khalala Primary School Kshs 500,000 For Construction Of 3 Classrooms Up To Roof Covering

*Muliyil*  
*Chama*  
*Alach*



3. Kuywa Primary School 1,500,000 For Construction Of Administration Block Containing A Staffroom Accomodating 20 Teachers , 6 Offices And Ablution Block Substructure And Walling
4. Mwembula Primary School Kshs 3, 100,000 For Construction Of 6 Classrooms Substructure And Walling
5. Lugului Friends Secondary School Kshs 6,000,000 For Compleation Of Storey Block Of 6 Classrooms Walling And Roofing
6. NG CDFC meeting allowance kshs 69,000
7. Postal cooperation of Kenya kshs 9,450 for renewal of rental fee for private box
8. Beneah Ngoya Kshs 21,000 Per Diem
9. George Shibanda Kshs 21,000 Per Diem
10. Peter Sifuna Kshs 21,000 Per Diem
11. Peter Amutala Kshs 21,000 Per Diem

NG- CDFC WBY.W/MIN07/11/09/2020 ADJOURNMENT

There being no other business the meeting ended with a prayer from Mary Butasi at 2:30pm

MINUTES SIGNED FOR CIRCULATION

NGCDF CHAIRMAN..... *Peter Amutala* .....DATE..... *12/9/20* .....

NGCDF SECRETARY..... *Beneah* .....DATE..... *12/9/20* .....

