**TONGAREN NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND**

**P.O. BOX 214-50211 NAITIRI**

**MINUTES OF NG-CDFC MEETING HELD ON 11TH OCTOBER, 2019 AT NG-CDF BOARD ROOM MUKUYUNI**

**MEMBERS PRESENT**

1. Maurice Changalwa - Chairman
2. Alfred Makau - DCC
3. Paul Adome - F.A.M
4. Christopher Simiyu - Secretary
5. Priscilla Chereti - Member
6. Japhether Wanyonyi - Member
7. David Juma Wanyonyi - Member
8. Andrew Muhanji - Member
9. Carolyne Edebe - Member
10. Jacklyne Mutoro - Member

**IN-ATTENDANCE**

1. Edward Nkichabe - Office Administrator
2. Hon. Maj. Rtd. DR. David Eseli Simiyu - Member Of National Assembly

**AGENDA**

1. Preliminaries.
2. Reading and confirmation of previous minutes and matters arising.
3. Project Implementation status
4. Financial year 2019/20 project proposals
5. PMC Issues
6. Strategic plan
7. Approved payments:-
8. Any Other Business.

**MIN. NG-CDFC/TONG/10/10/2019: PRELIMINARIES**.

The meeting started at 10.49 am with a prayer from Priscilla Chereti .The chairman welcomed members to the meeting and thanked them for standing with him during the demise of his mother.

The area Member of national assembly Dr. Major (RTD) David Eseli Simiyu told the committee that his major role is oversight. He thanked the members for the good work they are doing despite many challenges. He drew attention to members to key things in the constituency:

1. **Bursary:**

-He advised the committee to put in place proper vetting systems to carter for the needy.

- Giving bursaries should be continuous by tracking those students in national schools, KMTCs and universities.

-Needy students not from national schools should be monitored.

- Money should be always spared for those joining in May and September.

**ii. Projects**

-He emphasized on construction of twin Laboratories in schools and replacement of

old computers.

-He advised the committee not to give all contracts to one person instead assist the

youth groups, women and people with disabilities to come up.

1. **Corruption:**

He sighted corruption which has made the country fall in financial Limbo. However he said that if the bill on equitable share of funds goes through then the constituency will complete the projects with easy. He concluded by saying according to his manifesto he has almost completed all the projects.

**MIN. NG-CDFC/TONG/11/10/2019: READING AND CONFIRMATION OF PREVIOUS MINUTES AND MATTERS ARISING.**

The secretary read the previous minutes and was confirmed. These was proposed by Alfred Makau and seconded by Carolyne Edebe.

**MATTERS ARISING:**

* Mukuyuni ICT Hub received 13 Laptops and other sites will follow later.
* The ICT Hub for Ndalu had now been connected though not working due to bad weather.
* All the project funds were disbursed to the the PMCs accounts as the monies were received during the FY 2018/19.
* The remaining funds of Kshs. 1,000,000 from the board or 6th tranche had been disbursed.
* Members will be given a copy of the revised CDF Act of 2016.
* The projects to be financed during FY 2019/20 were captured from the public participation priority list.

**MIN. NG-CDFC/TONG/12/10/2019 PROJECT IMPLEMENTATION STATUS**

The FAM took members through a list of project implementation status as at 30th September 2019. He encouraged members to fast trace the projects so as to be completed by December 2019. The status of the projects was as shown below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Education Secondary** | | | |
| Bilibili Secondary School | Completion of twin lab - Gas fitting, plumbing and painting | 1,000,000 | Complete and in use |
| Milima Friends Secondary School | School Bus - Complete hire purchase payments | 2,600,000 | Payment done |
| St Brigids Siumbwa Sec Sch | Completion of Twin lab - Plastering, flooring, fitting, plumbing, gas system | 2,054,285 | 90% Complete. Plumbing and gas system on-going |
| Friends Nakoba Secondary School | Complete two classrooms- external plastering and painting | 200,000 | Complete and in use |
| Lungai Secondary School | School Bus - Complete hire purchase payments | 1,500,000 | Payment done |
| Lunyu Secondary School | Completion of Twin lab - Plastering, flooring, fitting, plumbing, gas system | 1,500,000 | Complete and in use |
| St. Patrick’s Naitiri Boys Secondary School | Completion of dormitory- Plastering, flooring, fittings and painting | 1,500,000 | Complete and in use |
| Manyasa Friends Secondary School | Complete land payment for 3 acres | 1,800,000 | Land ownership transferred to the school and Tittle deed obtained |
| St. Augustine's Lukhuna Girls Secondary School | Complete Staff House - Walling, Roofing and internal Plastering | 1,000,000 | 60% Complete. Waiting funds for finishing |
| Maliki Boys Secondary School | Construct Principals House - Slab and walling to roof level | 1,000,000 | Foundation work in progress |
| Nabiswa Secondary School | Construct 2 Classrooms to completion | 1,200,000 | 70% Complete. Plastering in progress |
| Maliki Mixed Secondary School | Construct 2 Classrooms to completion | 1,200,000 | 30% complete. Slab casted, walling in progress. |
| RCEA Namunyiri Girls Secondary School | Construct Twin Lab - Slab and walling to lintel level | 1,200,000 | 50% complete, awaiting funds for finishes |
| Milimani Secondary School | Construct Twin Lab - Slab and walling to lintel level | 1,200,000 | 20% complete, foundation works in progress |
| Musembe Secondary School | Construct Twin Lab - Slab and walling to lintel level | 1,500,000 | 50% complete, awaiting funds for finishes |
| Mukuyuni Friends Girls Secondary School | Construct Dormitory - Slab and walling to lintel level | 1,500,000 | 20% complete, foundation works in progress |
| Kiminini Friends Secondary School | Construct Twin Lab - Slab and walling to lintel level | 1,500,000 | Tendering in progress by PMC |
| St. Peter's Ndalu Secondary School | Purchase a 51 seater School Bus | 7,000,000 | Bus purchased and in use. Fully insured |
| Sango SA Secondary School | Complete Construction of 2 Classrooms - Fittings, painting and signage | 200,000 | Complete and in use |
| Pwani Secondary School | Complete Construction of Twin laboratory - Plastering, flooring, fitting, plumbing, gas system and painting | 700,000 | Complete and in use |
| **Education Primary** |  |  |  |
| Naitiri RC Primary School | Completion of Multipurpose - External male and female toilets | 300,000.00 | Complete and in use |
| Ndalu Primary School | Completion of Multipurpose - External male and female toilets | 300,000.00 | Complete and in use |
| Tongaren Primary School | Completion of multi-purpose hall - flooring, painting, electricity and fittings plus External toilets - Male and Female | 900,000.00 | The hall is Complete and in use. Male and female toilet are yet to be constructed. |
| Mukuyuni Prmary School | Completion of multi-purpose hall - flooring, painting, electricity and fittings plus External toilets - Male and Female | 900,000.00 | The hall is Complete and in use. Male and female toilet are constructed. |
| Arch Bishop Wabukala Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Bunambo Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Buyanzi Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Chuma Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Lumukile Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Machakha Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Makololwe Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Marinda Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Matisi CEB Primary School | Land Purchase 2 acres | 1,600,000 | Complete and in use |
| Mbakalo DEB Primary School | Renovate 4 Classrooms - plastering, flooring and paint works | 1,000,000 | Complete and in use |
| Mbirira Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Mitua Primary School | Renovate 4 Classrooms - plastering, flooring and paint works | 1,000,000 | Complete and in use |
| Miyuke Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Musembe Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Ndengelwa Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Shikuku Primary School | Construct 2 Classrooms to completion | 1,200,000 | Request for activity change to purchase 2 acres of land. |
| Sikulu Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Sirende Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| St. Joan Sango RC Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| St. Peter's Makumu Primary School | Construct 2 Classrooms to completion | 1,200,000 | Complete and in use |
| Tabani RC Primary School | Construct 2 Classrooms to completion | 1,200,000 | 60% complete. Plastering on progress |
| Sirakaru Primary School | Complete Construction of 2 Classrooms - Window panes, plastering outside and painting | 500,000 | Complete and in use |
| Minyali Primary School | Complete Construction of 4 Classrooms - Window panes, plastering outside and painting | 500,000 | Complete and in use |
| Dr. Eseli Primary School | Complete Construction of 2 Classrooms - Fittings and painting | 200,000 | Complete |
| Lunao Primary School | Complete Construction of 2 Classrooms - Fittings and painting | 200,000 | Complete and in use |
| **Security Projects** | | | |
| Kiminini AP Camp | Complete AP Staff house - fittings, plastering and painting | 300,000 | Complete and in use |
| Nabing'eng'e AP Camp | Construction of office block | 1,000,000 | 60% Complete awaiting funds for finishes |
| Sirakaru chief's office/ AP camp | Complete Construction of AP Staff House - Plastering, fittings and painting of AP houses | 400,000 | Complete and in use |
| Milima Assistant Chief's Office | Complete Construction of Assistant Chief's Office - Ceiling board/Fittings, painting and electricity | 300,000 | Complete |

**MIN. NG-CDFC/TONG/13/10/2019 FINANCIAL YEAR 2019/20 PROJECT PROPOSALS**

The FAM informed members that a list of projected proposal for the financial year 2019/2020 has to be submitted latest 30th October 2019. He said priority should be given to on-going projects. The committee came up with the following proposals as shown in the table below:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **NO** | **PROJECT NAME** | **ACTIVITY** | | **AMOUNT** | **STATUS** | | | **WARD** |
|  | **ADMINISTRATION AND RECURRENT EXPENDITURE** | | | | | | | |
| 1 | Employees' salaries | Payment of staff salaries and gratuity | | 3,509,112.00 | Ongoing | | | Constituency |
|  | NHIF | Payment of NHIF Employer's Deductions | | 78,600.00 |  | | | Constituency |
| 2 | NSSF | Payment of NSSF Employer's Deductions | | 175,360.00 | Ongoing | | | Constituency |
| 3 | Goods and Services | Purchase of fuel, repairs and maintenance, vehicle insurance, stationery, telephone, travel and subsistence, hospitality and sanitation | | 3,003,096.97 | Ongoing | | | Constituency |
| 4 | Committee expenses | Payment of Committee sitting allowances. | | 1,044,000.00 | Ongoing | | | Constituency |
|  | **SUB TOTAL** |  | | **7,810,168.97** |  | | |  |
|  | **MONITORING, EVALUATION AND CAPACITY BUILDING** | | | | | | | |
| 5 | Goods and Services | Purchase of fuel, repairs and maintenance, stationery, airtime,telephone, travel and subsistence and hospitality | | 2,206,393.97 | Ongoing | | | Constituency |
| 6 | Committee expenses | Payment of Committee sitting allowances | | 800,000.00 | Ongoing | | | Constituency |
| 7 | Training of PMCs/NGCDFC | Undertake Training of the PMCs/NG-CDFCs on NG-CDF Related issues | | 700,000.00 | Ongoing | | | Constituency |
|  | **SUB TOTAL** |  | | **3,706,393.79** |  | | |  |
|  | **EMERGENCY** | | | | | | | |
| 8 | Emergency | To cater for any unforseen occurrences in the constituency during the financial year | | 7,198,241.38 | New | | | Constituency |
|  | **SUB TOTAL** |  | | **7,198,241.38** |  | | |  |
|  |  |  | |  |  | | |  |
|  | **SPORTS** | | | | | | | |
| 9 | Sports Activities | Purchase of sports kits - balls, Nets and uniforms for Twenty schools @ sh. 100,000/= each: Makumu Pry, Naitiri RC Pry, Mukuyuni Pry, Kewa SA Pry, Manyasa Pry, Naitiri Girls Sec, St. Annes Siangalamwe Sec, Maliki Mixed Sec, St. Johns Karima Sec, Muliro Sec, Tongaren Sec, Kibisi Sec, Makunga SA Sec, Bilibili Sec, Birunda Sec, Maliki Boys Sec, St. Juliana Sec-Narati, St. Patrick Boys Naitiri Sec, Binyenya Sec and Makololwe Sec | | 2,000,000.00 | New | | | Constituency |
|  | **SUB TOTAL** |  | | **2,000,000.00** |  | | |  |
|  |  |  | |  |  | | |  |
|  | **ENVIRONMENT** | | | | | | | |
| 10 | Environmental Activities | Planting of 400 trees to 20 schools @ sh. 100,000/= each: Matisi CEB Pry, St. Joans Sango Pry, Nzoia Pry, Mukuyuni Chief's Office, Musangura Pry, Tabani FYM Pry, Mbakalo DEB Pry, Bunambo Pry, Sirende Pry, FPK Namatore Pry, St. Johns School for the Disabled, Binyenya Pry, Ndengelwa Pry, Minyali Pry, Mwikhupo RC Pry, Sango PAG Pry, Shikuku Pry, Naitiri FYM Pry, Nabiswa Pry and Makololwe Pry. | | 2,000,000.00 | New | | | Constituency |
|  | **SUB TOTAL** |  | | **2,000,000.00** |  | | |  |
|  | **BURSARY** | | | | | | | |
| 11 | Bursary Secondary Schools | Payment of bursary to needy students | 13,000,000.00 | | | Ongoing | | Constituency |
| 12 | Bursary Tertiary/Universities Schools | Payment of bursary to needy students | 18,000,000.00 | | | Ongoing | | Constituency |
| 13 | Bursary Special Institutions | Payment of bursary to needy students | 4,000,000.00 | | | Ongoing | | Constituency |
|  | **SUB TOTAL** |  | **35,000,000.00** | | |  | |  |
| 1 | Tongaren NG-CDF | Purchase of Motor vehicle (Isuzu DMAX) Deluz 2.5Ltr | 4,800,000.00 | | | New | | Milima |
| 2 | Digital Schools Aid | Supply of 400 Computers (2 Phases) | 6,500,000.00 | | | New | |  |
|  | **SUB TOTAL** |  | **11,300,000.00** | | |  | |  |
|  | **EDUCATION SECONDARY** | | | | | | | |
| 1 | St. Augustine's Lukhuna Girls Secondary School | Complete Staff House - Walling, Roofing and internal Plastering | 1,000,000.00 | | | Ongoing | | Tongaren/Kiminini |
| 2 | Milimani Secondary School | Completion of Twin Lab to finishes first floor | 1,500,000.00 | | | Ongoing | | Tongaren/Kiminini |
| 3 | Milimani Secondary School | Completion of 2 classrooms-plastering, shauttering & finshing | 400,000.00 | | | Ongoing | | Tongaren/Kiminini |
| 1 | Musembe Secondary School | Completion of Twin Lab | 2,000,000.00 | | | Ongoing | | Mbakalo |
| 1 | Maliki Boys Secondary School | Completion of Principals House | 1,500,000.00 | | | Ongoing | | Milima |
| 2 | Maliki Mixed Secondary School | Completion of Twin Lab | 2,000,000.00 | | | Ongoing | | Milima |
| 3 | Mukuyuni Friends Girls Secondary School | Completion of Dormitory | 1,500,000.00 | | | Ongoing | | Milima |
| 1 | RCEA Namunyiri Girls Secondary School | Completion of Twin Lab to finishes | 2,000,000.00 | | | Ongoing | | Mitua/Soysambu |
|  | SUB TOTAL |  | 11,900,000.00 | | |  | |  |
|  |  |  |  | | |  | |  |
| 1 | St. Patricks Naitiri Boys High School | Renovation of 5 classrooms @ sh.200,000/= each: plastering and finishes | 1,000,000.00 | | | New | | Mbakalo |
| 1 | Mitua Girls Sec School | Construction of storeyed twin lab to first floor | 1,500,000.00 | | | New | | Mitua/Soysambu |
| 2 | St Annes Siangalamwe Sec School | Purchase of 1 acre of land | 900,000.00 | | | New | | Mitua/Soysambu |
| 3 | St. Juliana Sec School Narati | Purchase of school Bus | 7,000,000.00 | | | New | | Mitua/Soysambu |
| 1 | St Josephs Binyenya Sec School | Purchase of 1 acre of land | 900,000.00 | | | New | | Tongaren/Kiminini |
| 2 | Bishop Atundo Sec. School | Construction of Dinning hall and Kitchen to lintel | 1,000,000.00 | | | New | | Tongaren/Kiminini |
| 1 | St Kizito Sirende Sec School | School bus-Complete hire Purchase Payment | 3,152,920.00 | | | New | | Naitiri/Kabuyefwe |
| 2 | Sirakaru SA Sec School | Sinking of bore hole & Pump Installation | 4,500,000.00 | | | New | | Naitiri/Kabuyefwe |
| 3 | Kewa DEB Sec School | Purchase of 2 acres of land | 1,800,000.00 | | | New | | Naitiri/Kabuyefwe |
|  | **SUB TOTAL** |  | **21,752,920.00** | | |  | |  |
|  |  |  | **33,652,920.00** | | |  | |  |
|  | **EDUCATION PRIMARY** | | | | | | | |
| 1 | Shikuku Primary School | Complete Purchase of 1 acre of land | 900,000.00 | | | Ongoing | | Ndalu/Tabani |
| 1 | Kananachi Pry Sch | Completion of two classrooms: plastering and finishing. | 300,000.00 | | | Ongoing | | Mitua/Soysambu |
|  | **SUB TOTAL** |  | **1,200,000.00** | | |  | |  |
|  |  |  |  | | |  | |  |
| 1 | Mukomari Pri School | Construction of 2 classrooms to completion @ sh. 600,000/= each | 1,200,000.00 | | | New | | Mbakalo |
| 2 | Mbakalo DEB Pri School | Construction of 2 classrooms to completion @ sh. 600,000/= each | 1,200,000.00 | | | New | | Mbakalo |
| 3 | Lusokho P.A.G Pri School | Purchase of 2 acres of land | 1,800,000.00 | | | New | | Mbakalo |
| 1 | Milima Boarding Pri School | Sinking of bore hole & Pump Installation | 4,500,000.00 | | | New | | Milima |
| 2 | Lukhokhwe Pri School | Purchase of 1 acre of land | 1,000,000.00 | | | New | | Milima |
| 3 | Dr Eseli Pri School | Purchase of 1 acre of land | 900,000.00 | | | New | | Milima |
| 4 | Mukhuyu Pri School | Construction of 2 classrooms to completion @ sh. 600,000/= each | 1,200,000.00 | | | New | | Milima |
| 1 | Mitua Boarding Pri School | Sinking of bore hole & Pump Installation | 4,500,000.00 | | | New | | Mitua/Soysambu |
| 2 | Arch Bishop Wabukala Pri School | Construction of 2 classrooms to completion @ sh. 600,000/= each | 1,200,000.00 | | | New | | Mitua/Soysambu |
| 3 | Sango PAG Pri School | Purchase of 1 acre of land @ sh.900,000/= and Construction of 2 classrooms to completion @ sh. 600,000/= each. | 2,100,000.00 | | | New | | Mitua/Soysambu |
| 1 | Matisi CEB Pry School | Construction of 2 classrooms to completion @ sh. 600,000/= each | 1,200,000.00 | | | New | | Tongaren/Kiminini |
|  | **SUB TOTAL** |  | **20,800,000.00** | | |  | |  |
|  | **GRAND TOTAL** |  | **22,000,000.00** | | |  | |  |
|  | **SECURITY PROJECTS** | | | | | | | |
| 1 | Nabing'eng'e AP Camp | Completion of office block: plastering and finishing | 500,000.00 | | | On-going | | Milima |
|  | **SUB TOTAL** |  | **500,000.00** | | |  | |  |
| 1 | Makhanga Assistant Chief's Office | Construction of Ass. Chiefs office to completion | 700,000.00 | | | New | | Naitiri/ kabuyefwe |
| 1 | Tongaren DCCs office | Renovation of DCC office and residence to completion: plastering and finishes. | 1,500,000.00 | | | New | | Tongaren/Kiminini |
|  | **SUB TOTAL** |  | **2,200,000.00** | | |  | |  |
|  |  |  | **2,700,000.00** | | |  | |  |
|  | **TERTIARY INSTITUTION** | | | | | | | |
| 1 | KMTC Ndalu | Construction of administration block and lecture rooms to completion | 10,000,000.00 | | | | New | Ndalu/Tabani |
|  | **SUB TOTAL** |  | **10,000,000.00** | | | |  |  |
|  | **GRAND TOTAL** |  | **137,367,724.14** | | | |  |  |

After lengthy deliberations the above project proosals were approved. These was proposed by Andrew Muhanji and seconded by Priscilla Chereti.

**MIN. NG-CDFC/TONG/14/10/2019 PMC ISSUES**

1. Complains and issues pertaining to the PMCs should be handled in the office.

2. The NG-CDF representatives should be keen to verify documents for contractors.

**MIN. NG-CDFC/TONG/15/10/2019 STRATEGIC PLAN**

The strategic plan is complete awaiting launching. Plans are underway as to when it shall be launched.

**MIN. NG-CDFC/TONG/16/10/2019 APPROVED PAYMENTS**

The committee approved the following payments:-

1. Office running -Kshs. 50,000
2. FAM travel to Nairobi - Kshs. 68,000
3. M&E Field visits - Kshs. 100,000
4. Central Farmers garage -Kshs. 85,834.20
5. Shadema Enterprise -Kshs.142,800
6. FAM, DA, Chairman & Driver DSA for to Eldoret-Ksh. 143,500
7. Office claims -Ksh. 124,800

**MIN. NG-CDFC/TONG /17/10/2019 A.O.B**

List of bursary beneficiaries to be displayed in public notice boards including: chiefs and assistant chiefs offices or wards. Bursary Cheques to institutions will now be delivered by NG-CDF Representatives or NG-CDF staff. A letter was received from Maliki Police post requesting to be funded for construction of a pit latrine.

There being no other business the meeting ended with a prayer from David Juma at 2.20 pm.

……………………..…………….…….. Date…………………..

Christopher Simiyu

Secretary, CDFC

…………………………………….…….. Date…………………..

Maurice Changalwa

Chairman, CDFC