

MINUTES OF MATAYOS NG-CDF MEETING HELD ON TUESDAY 29/09/2020 AT NG-CDF OFFICE

**PRELIMINARIES**

1. Opening prayer
2. Introduction
3. Adoption of Agenda
4. Communication from the Chair

**AGENDA**

1. Reading and confirmation of previous minutes
2. Matters arising
3. Project proposal 2020/2021

**MEMBERS IN ATTENDANCE**

- |                             |   |           |
|-----------------------------|---|-----------|
| 1. Mr. Barasa S. Pascal     | - | Chairman  |
| 2. Mr. Okello W. Fredrick   | - | Secretary |
| 3. Miss Lutta N. Caren      | - | Member    |
| 4. Mrs. Nyongesa A. Violet  | - | "         |
| 5. Mrs. Makhulo N. Caroline | - | "         |
| 6. Mr. Ochudi E. Thomas     | - | "         |
| 7. Mr. Ooko E. Dickson      | - | "         |
| 8. Mrs. Atieno M. Caroline  | - | "         |
| 9. Mr. Onyango Joseph       | - | DCC       |
| 10. Mr. Allan Rotich        | - | FAM       |

**PRELIMINARIES**

**Prayer**

The Chairman called the meeting to order at 09:44 am with a word of prayer from Ochudi Thomas.

**Introduction**

There was no need for introduction since the people in attendance were all committee members.

**Adoption of agenda**

The Agenda for the meeting was adopted after being proposed by Thomas Ochudi and seconded by Caroline Makhulo.

**Communication from the Chair**

The Chairman welcomed members to the meeting and ushered them to contribute openly to the agenda before them.

**NG-CDFC/MTYS.E/MIN-01/29/09/2020-READING AND CONFIRMATION OF PREVIOUS MINUTES.**

The minutes of the previous meeting were read and confirmed as a true record of the deliberations after being proposed by Dickson Ooko and seconded by Caroline Atieno.

**NG-CDFC/MTYS.E/MIN-02/29/09/2020- MATTERS ARISING**

**1. Monitoring and Evaluation report**

A number of issues came up during the last Monitoring and Evaluation exercise and members unanimously agreed to make it a substantive agenda in the next meeting in order to exhaustively address the challenges/issues.

**NG-CDFC/MTYS.E/MIN-03/29/09/2020-PROJECT PROPOSALS**

The Chairman briefed members that the committee is required to submit project proposals for the financial year 2020/2021. As per the circular received from the board, the Fund Account Manager told members that the constituency had been allocated a total of **Kshs. 137,088,879.31**.

After a brief overview of guidelines and eligibility of projects by the Fund Account Manager, the committee deliberated on project proposals from every ward and the requests received from the various institutions, agreed and approved the following projects to be funded in the Financial Year 2020/2021.

**Projects phase funding**

The committee further committed to fund the following key projects in three phases (Financial years) as per the table below;

No	Project Name	Project Activity	2020/2021	2021/2022	2022/2023
1	Lwanya Girls Secondary School	Construction of a storey Administration Block consisting of Office, Staff room, computer room with capacity of 40 computers and a library	15,000,000	12,000,000	6,672,602
2	Mundika Secondary School	Construction of a 2000 capacity Multi-purpose hall for meetings & Conferences in the Constituency	20,000,000	25,000,000	3,333,932
3	Budokoni Secondary School	Construction of a 100 capacity Library	1,900,000	1,100,000	1,000,000
4	St. Mathias Secondary School	Construction of a 100 capacity Computer Laboratory	1,000,000	1,500,000	1,500,000
5	Dr. Daniel Wako Technical & Vocational T. Centre	Construction of a 100 capacity Dining Hall	1,300,000	1,200,000	-

Approved Project Proposals for 2020/2021:

S/NO	Project Name	Project Activity	Estimated Cost	Cumulative Allocation	Amount Allocated	Status
<b>ADMINISTRATION AND RECURRENT EXPENDITURE</b>						
1	Employee Salaries	Payment of NG-CDF staff salaries <b>Kshs. 3,723,145.00</b> and gratuity <b>Kshs. 228,855.00</b>	3,952,000.00	-	3,952,000.00	New
2	Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel, subsistence, and office tea	1,996,000.00	-	2,002,034.48	New
3	NSSF	Payment of NSSF deductions	150,660.00	-	150,660.00	New
4	NHIF	Payment of NHIF deductions	65,340.00	-	65,340.00	New
5	Committee Expenses	Payment of Committee Sitting Allowances, Transport, Conferences	1,901,792.13	-	1,901,792.13	New
<b>MONITORING, EVALUATION AND CAPACITY BUILDING</b>						
6	Goods and Services	Purchase of fuel, repairs, maintenance, printing, stationery, airtime, travel and, subsistence	1,000,000.00	-	1,000,000.00	New
7	Committee Expenses	Payment of Committee Sitting Allowances, transport, conferences	1,248,000.00	-	1,048,000.00	New
8	NGCDFC/PMC capacity Building	Undertake Training of NGCDFCs/PMCs on related issues	1,873,032.00	-	1,873,032.00	New
<b>EMERGENCY</b>						
9	Emergency	To cater for any unforeseen occurrences in the constituency during the year	7,192,206.90	-	7,192,206.90	New
<b>SPORTS</b>						
10	Constituency Sports & Tournaments	To carry out a constituency sports tournament where the winning teams will be awarded with balls, uniforms and trophies	1,500,000.00	-	1,500,000.00	New

S/NO	Project Name	Project Activity	Estimated Cost	Cumulative Allocation	Amount Allocated	Status
		where facilitation of the tournament @ Kshs 600,000 and Purchase of balls, uniforms, trophies and equipment's @ Kshs 900,000.00"				
	<b>BURSARY</b>					
11	Bursary Secondary Schools	Payment of Bursary to needy students in secondary schools	21,900,000.00	-	21,900,000.00	New
12	Bursary Tertiary Institutions	Payment of Bursary to needy students in Tertiary Institutions	11,916,500.00	-	11,916,500.00	New
	<b>PRIMARY SCHOOLS</b>					
13	Lwanyia Special School	Completion of Kitchen consisting of a store, kitchen area & an office and a 100 capacity dining Hall -Flooring, window panes and Painting	6,000,000.00	5,000,000.00	1,000,000.00	Ongoing
14	Esikulu Primary School	Construction of 10 No pit latrine toilets for girls, & 2 toilets for teachers to completion through labour based contract	300,000.00	-	300,000.00	New
15	Mabunge Primary School	Renovation of 4 classrooms to completion Labour Based; flooring, plastering, windows, doors and painting	600,000.00	-	600,000.00	New
16	Bugengi Primary School	Construction of one classroom to completion	800,000.00	-	800,000.00	New
17	Sigwata Primary School	Completion of One Classroom - plastering, windows, doors, and painting.	700,000.00	500,000.00	200,000.00	Ongoing
18	Budokomi Primary School	Completion of administration Block comprising of staff room, reception and three offices;- Plastering finishes and Painting	2,208,210.00	1,708,210.00	500,000.00	Ongoing

S/NO	Project Name	Project Activity	Estimated Cost	Cumulative Allocation	Amount Allocated	Status
19	Buringala Primary School	Renovation of 2 classrooms to completion Labour Based; ringbeam, reroofing, flooring, plastering, windows, doors and painting	600,000.00	-	600,000.00	New
20	Siteko Primary School	Construction of one classroom to completion	800,000.00	-	800,000.00	New
21	Bulanda Primary School	Renovation of 3 classrooms to completion Labour Based; flooring, plastering, windows, doors and painting	300,000.00	-	300,000.00	New
22	Busendebala Primary School	Construction of one classroom to completion	800,000.00	-	800,000.00	New
23	Bukalama Primary School	Completion of administration Block comprising of staff room, reception and three offices; plastering, finishes, and painting	2,792,000.00	2,300,000.00	492,000.00	Ongoing
24	Igero Primary School	Renovation of administration block consisting of 3 offices and staffroom to completion; flooring, plastering, windows shutters and painting	444,755.00	-	444,755	New
25	Lwanya Primary School	Purchase of 80 desks	200,000.00	-	200,000.00	New
26	Nambere R.C. Primary School	Fencing of two acres of the School using Concrete poles and ordinary barbed wire	300,000.00	-	300,000.00	New
27	Alungoli Primary School	Completion of Administration Block comprising of staff room, reception and three offices/ a 50 capacity Library; Plastering, Finishes, and Painting	3,636,560.00	3,150,000.00	486,560.00	Ongoing
28	Mujuru Primary School	Completion of repairs & renovations three	2,100,000.00	1,276,850.00	823,150.00	Ongoing

S/NO	Project Name	Project Activity	Estimated Cost	Cumulative Allocation	Amount Allocated	Status
		classrooms and office; floor tiling, fascia board, electrical and painting		0		g
29	Murende Primary School	Construction of one classroom to completion	800,000.00		800,000.00	New
30	Buderie Primary School	Balance for purchase of land and title processing 2 Acres	1,180,000.00	700,000.00	480,000.00	Ongoing
31	Nasira A.C. Primary School	Construction of one classroom to completion	800,000.00	-	800,000.00	New
32	Busidibu Special School	Construction of one classroom to completion	800,000.00	-	800,000.00	New
33	Lukonyi Boys Primary School	Renovation of two classrooms; flooring, glazing, electrical and painting	400,000.00	-	400,000.00	New
34	Alungoli Primary School	Construction of one classroom to completion	800,000.00	-	800,000.00	New
35	Burumba Primary School	Construction of 1 classroom to completion	800,000.00	-	800,000.00	New
36	Mayenje Primary School	Construction of 1 Classroom to completion	800,000.00	-	800,000.00	New
37	Mabale Primary School	Renovation of 3 classrooms Labour Based to completion; flooring, glazing, electrical and painting.	300,000.00	-	300,000.00	New
38	Bugengi Special School	Purchase of Land for School Expansion and title processing 2 Acres	3,460,000	-	3,460,000	New
39	Buyama Primary School	Completion of one classroom; flooring, fascia board, glazing and painting	900,000.00	700,000.00	200,000.00	Ongoing
	<b>SECONDARY SCHOOLS</b>					
40	Mundika Secondary School	Completion of a storey Administration Block consisting of 5 Offices, Staff room, computer room with capacity of 40 computers and a library phase 3; internal finishes, tiling and painting	32,603,057.00	26,200,000.00	6,403,087.00	Ongoing

S/NO	Project Name	Project Activity	Estimated Cost	Cumulative Allocation	Amount Allocated	Status
41	Lwanya Girls Secondary School	Completion of 80 capacity dormitory, internal finishes and painting	4,847,558.00	4,347,000.00	500,558.80	Ongoing
42	Mabunge Secondary School	Completion of 70 capacity library; internal finishes and tiling.	3,786,700.00	3,430,600.00	356,100.00	Ongoing
43	Lwanya Girls Secondary	Construction of a storey Administration Block consisting of 5 Offices, Staff room, computer room with capacity of 40 computers and a library phase 1; upto suspended slab level	33,672,601.80	-	15,000,000.00	New
44	Mundika Secondary School	Construction of a 2000 capacity Multipurpose Hall Consisting of dining/conference hall, kitchen, 2 Offices and 3 stores 1; slab and columns	48,333,932.00	-	20,000,000.00	New
45	Budokomi Secondary School	Construction of a 100 capacity Library; upto walling level	4,000,000.00	-	1,900,000.00	New
46	Busibwabo Secondary School	Purchase of a 51 Seater Isuzu bus. The bus will be bought on a one-off basis and it excludes any asset financing.	7,162,250.00	-	7,162,250.00	New
47	Burumba Secondary School	Purchase of Land for School Expansion 1/2 acre and title processing	1,500,000.00	-	1,500,000.00	New
48	Busende Secondary School	Renovation of a 80 capacity Multi –purpose hall to completion; tiling, painting and door fixing	800,000.00	-	800,000.00	New
49	St. Mathias Secondary School	Completion of administration Block comprising of staff room, bookstore, reception and three offices;- internal finishes and painting	4,100,000.00	3,300,000.00	800,000.00	Ongoing

S/NO	Project Name	Project Activity	Estimated Cost	Cumulative Allocation	Amount Allocated	Status
50	St. Mathias Secondary School	Construction of a 100 capacity Computer Laboratory; upto slab level.	4,000,000.00	-	1,000,000.00	New
51	St. Jude Nang'oma Sec. School	Completion of a 60 capacity Laboratory; Electrical works and ceiling	3,500,000.00	3,192,582.00	307,418.00	Ongoing
52	Lunga Secondary School	Completion of 100 capacity twin laboratories, internal finishes and painting	4,800,000.00	4,000,000.00	800,000.00	Ongoing
	<b>TERTIARY INSTITUTIONS</b>					
53	Dr. Daniel Wako Technical & Vocational Training Centre	Construction of a 100 capacity Dining Hall; upto walling	2,500,000.00	-	1,300,000.00	New
	<b>SECURITY</b>					
54	Bukhayo West Chief's Office	Ongoing construction of Administration Police Line consisting of 10 units of security staff and one office in charge house; - roofing	5,548,144.00	3,300,000.00	500,000.00	Ongoing
55	Burumba Police Lines	Ongoing construction of Office consisting of 6 units; roofing, shutters and plastering.	3,200,000.00	2,000,000.00	800,000.00	Ongoing
56	Asst. Chief's Office Murende	Completion of Office consisting of reception, a 20 capacity boardroom and two offices; floor screeding, painting and Finishes	2,400,000.00	1,400,000.00	1,000,000.00	Ongoing
57	Asst. Chief's Office Mabunge	Construction of Chiefs Office consisting of two offices and Boardroom; walling and ring beam	1,970,000.00	500,000.00	500,000.00	Ongoing
58	Deputy County Commissioner	Renovation of the office consisting of reception, a 25 capacity boardroom and an office; Ceiling and painting	200,000.00	-	200,000.00	New
59	Mundika Sub - Location Assist. Chief,s office	Completion of chiefs office consisting of reception, 20 capacity boardroom and two offices; internal finishes and painting	1,917,640.00	1,667,705.00	249,935.00	Ongoing



S/NO	Project Name	Project Activity	Estimated Cost	Cumulative Allocation	Amount Allocated	Status
60	Matayos Police Division Headquarters	Construction of two office block to completion	1,200,000.00	-	1,200,000.00	New
61	Buyama Asst, Chief's Office	Power Supply to the Office	161,500.00	-	161,500.00	New
62	Mjini Assistant Chiefs Office	Construction of 4 door pit latrine for the Security staff houses to completion.	300,000.00	-	300,000.00	New
63	Busibwabo Chiefs Office	Construction of 4 door Pit latrine and Fencing of ½ acre compound using Concrete poles and barbed wire	300,000.00	-	300,000.00	New
64	Asst. Chief's Office Mayenje	Renovation of Office consisting of one office and Boardroom-Floor, Painting – Kshs 250,000.00, -Purchase of furniture: Executive table, Chair, and 4 visitors' chairs @Kshs. 50,000.00	300,000.00	-	300,000.00	New
	<b>ENVIRONMENT</b>					
65	Environmental Projects	Purchase and installation of Water Tanks for water harvesting 10,000 litres for; Bugengi Special School, Lwanya Special School, Alungoli Secondary School, Siteko Primary School, Mundika Secondary School, Busende Secondary School, Lunga Secondary School, Busidibu Special School, Esirisia Primary School, Bukalama Primary School, Buriangi Primary School and Siwongo Primary School each at Kshs. 80,000.00	960,000.00	-	960,000.00	New
	<b>TOTAL</b>		<b>296,137,263.51</b>	<b>67,642,427.00</b>	<b>137,088,879.31</b>	

There being no other items for discussion the meeting ended at 12: 28 pm with a word of prayer from Makhulo Caroline.

**MINUTES SIGNED BY;**

NG-CDFC CHAIRMAN .....  ..... DATE..... 30/09/2020

NG-CDFC SECRETARY .....  ..... DATE..... 30-09-2020

