



NG-CDF

National Government Constituencies Development Fund

Suba South Constituency

P.O Box 24-40308

SINDO

Email: cdfsubasouth@ngcdf.go.ke

MINUTES OF SUBA SOUTH NG-CDFC MEETING HELD ON 9TH NOVEMBER 2018 AT THE NG CDF OFFICE BOARD ROOM-GINGO

MEMBERS PRESENT

1. MAURICE OPINDE	-	CHAIRMAN
2. HERINE ODERO	-	SECRETARY
3. EVALINE DUNGA	-	MEMBER
4. LAMECK OTIENO	-	MEMBER
5. ALICE OJOWI	-	MEMBER
6. CHARLES ODHOK	-	MEMBER
7. WALTER ODUOL	-	MEMBER
8. ALFRED OBETTO	-	MEMBER
9. DAVID AGONG	-	FAM
10. JOSEPH K. MAINA	-	DCC



AGENDA

1. Preliminaries
2. Reading and confirmation of the previous minutes
3. Matters arising
4. Preparation and submission of projects proposal for Financial year 2018/2019 Kshs. 109,040,875.52
5. Risk Management Workshop for Fund Account Managers from 11th to 17th November 2018
6. Any Other Business

MIN: 51 SSNGCDFC / NOVEMBER/2018/2019 PRELIMINARIES

The meeting started at 10:02Am with prayer from Luke Lameck

MIN: 52 SSNGCDFC / NOVEMBER /2018/2019 READING AND CONFIRMATION OF PREVIOUS MINUTES

The previous minutes were read and confirmed having been proposed by Alice Ojowi and seconded by Charles Odhok

MIN: 53 SSNGCDFC / NOVEMBER /2018/2019 MATTERS ARISING FROM THE PREVIOUS MINUTES

There was no matter arising from the previous minutes



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MIN: 54SSNGCDFC / NOVEMBER /2018/2019 PREPARATION AND SUBMISSION OF PROJECTS PROPOSAL FOR FINANCIAL YEAR 2018/2019 KSHS. 109,040,875.52

The committee proposed the following projects for appraisal and approval by the NGCDF board;

1. ADMINISTRATION AND RECURRENT EXPENSES

Project Name	Project Location	Project Activity	Amount Allocated	Status
Employees' Salaries	Suba South Constituency	Payment of staff salaries and gratuity	3,276,224.00	Ongoing
NSSF	Suba South Constituency	NSSF Employer contribution	107,232.00	Ongoing
Goods and Services	Suba South Constituency	Purchase of fuel, repairs and maintenance, printing, photocopies, internet services stationery, travel and subsistence, office tea and other office running expenses	1,502,996.07	Ongoing
Committee Expenses	Suba South Constituency	Payment of Committee sitting allowances, transport, conferences	1,656,000.00	Ongoing
TOTAL			6,542,452.07	

2. MONITORING AND EVALUATION /CAPACITY BUILDING

Project Name	Project Location	Project Activity	Amount Allocated	Status
Goods and Services	Suba South Constituency	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence	871,226.00	Ongoing
Committee Expenses	Suba South Constituency	Payment of Committee sitting allowances, transport, conferences	1,200,000.00	Ongoing
NG-CDFC/PMC Capacity Building	Suba South Constituency	Undertake Training of the PMCs/NG-CDFC on NG-CDF related issues	1,200,000.00	Ongoing
TOTAL			3,271,226.00	

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3. BURSARIES

Project Name	Project Location	Project Activity	Amount Allocated	Status
Bursary-Secondary Schools	Suba South constituency	Payment of bursary to needy students in secondary schools	14,000,000.00	Ongoing
Bursary - Tertiary Schools	Suba South Constituency	Payment of bursary to needy students in middle level colleges and universities	13,261,000.00	Ongoing
TOTAL			27,261,000.00	

4. SPORTS ACTIVITIES

Project Name	Project Location	Project Activity	Amount Allocated	status
Constituency Sports Tournaments	Suba South Constituency	Purchase of uniforms , balls and trophies to be awarded to winning teams in tournaments	200,000.00	Ongoing
TOTAL			200,000.00	

5. EMERGENCY PROJECTS

Project Name	Project Location	Project Activity	Amount Allocated	Status
Emergency	Affected areas Within Suba South Constituency	To cater for any unforeseen occurrences in the constituency during the financial year	5,738,993.45	Ongoing
TOTAL			5,738,993.45	

6. PURCHASE OF NGCDFC MOTORCYCLE

Project Name	Project Location	Project Activity	Amount Allocated	Status
Purchase of NGCDFC Motorcycle	Suba South Constituency	Purchase of one NGCDFC Motorcycle 125cc	300,000.00	New
Total			300,000.00	

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7. NG CDF OFFICE

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Project Name	Project Location	Project Activity	Amount Allocated	Status
NG CDF office	Suba South Constituency	Reinforcement and fitting of Constituency innovation Hub Room, painting and rebranding works of the NGCDF office - Gingo	427,204.00	Rehabilitation
Total			427,204.00	

8. PRIMARY SCHOOLS PROJECTS

Project Name	Project Location	Project Activity	Amount Allocated	Status
Ngeri Primary School	Kaksingri West Ward	Construction of one new class room : foundation to roofing	500,000.00	New
Wira Primary School	Kaksingri West Ward	Construction of one new class room : foundation to Fittings	700,000.00	New
Ragwe Primary school	Kaksingri West Ward	Construction of one new class room : foundation to roofing	500,000.00	New
Kibuogi Primary School	Kaksingri West Ward	Completion of one class room: Plastering, glazing and Painting	300,000.00	Ongoing
Kinyasaga Primary School	Kaksingri West Ward	Renovation of one class room: Re-roofing, wall repairs, fittings, plastering and painting	400,000.00	Rehabilitation
Governor Awiti Kisenye Primary school	Kaksingri West Ward	Construction of one new class room : foundation to Fittings	600,000.00	New
Sagarume Primary School	Kaksingri West Ward	Completion of two class rooms: Plastering, glazing and painting	400,000.00	Ongoing

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Mukende Primary School Water Project	Kaksingri West Ward	Drilling of bore hole, installation of solar water pumping unit and 10,000 litre UPVC water tank and fetching point	5,000,000.00	New
Matunga Primary school	Ruma / Kaksingri East Ward	Completion of two class rooms; Slabbing, Fittings, glazing , plastering and painting	500,000.00	Ongoing
Hon. John Mbadi Ongoro Primary School	Ruma/ Kaksingri East Ward	Construction of one new class room : foundation to roofing	600,000.00	New
Sawanka Primary School	Ruma/ Kaksingri East Ward	Construction of one new class room : foundation to roofing	600,000.00	New
Nyakweri Primary School	Ruma/ Kaksingri East Ward	Construction of one new class room : foundation to Roofing	600,000.00	New
Sumba Primary School	Ruma/ Kaksingri East Ward	Completion of two class rooms; Glazing , plastering and painting	400,000.00	Ongoing
Sumba Primary School	Ruma/ Kaksingri East Ward	Construction of one new class room : foundation to Painting	800,000.00	New
Victor Musoga Primary School	Ruma/ Kaksingri East Ward	Completion of administration block: Roofing and fittings	500,000.00	Ongoing
Malongo Primary School	Gwasssi North Ward	Construction of one new class room : foundation to Fittings	600,000.00	New
Ongalo Primary school	Gwasssi North Ward	Completion of two class rooms: Fittings, Plastering, glazing and painting	500,000.00	Ongoing
Kirambo Primary school	Gwasssi North Ward	Completion of one class room: Fittings, Plastering, glazing and painting	300,000.00	Ongoing

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Ramula Primary school	Gwasssi North Ward	Completion of four class rooms: Glazing and painting	400,000.00	Ongoing
Nyakasera Primary School	Gwasssi North Ward	Construction of one new class room : foundation to Fittings	600,000.00	New
Kumuinda Primary School	Gwasssi North Ward	Construction of one new class room : foundation to Roofing	600,000.00	New
Uterere Primary School	Gwasssi North Ward	Construction of one new class room : foundation to Fittings	600,000.00	New
Nyandiwa Primary School	Gwasssi North Ward	Construction of administration block : Foundation to wall plate	800,000.00	New
Kithereka Primary school	Gwasssi South Ward	Completion of five class rooms: Glazing and painting	500,000.00	Ongoing
Kumbatha Primary school	Gwasssi South Ward	Completion of three class rooms: Plastering, glazing and painting	400,000.00	Ongoing
Ligongo Primary school	Gwasssi South Ward	Completion of three class rooms: Plastering, glazing and painting	400,000.00	Ongoing
Miriya Primary school	Gwasssi South Ward	Completion of two class rooms: Fittings, Plastering, glazing and painting	500,000.00	Ongoing
Nyasoti Primary school	Gwasssi South Ward	Completion of one class room: Fittings, Plastering, Glazing and painting	400,000.00	Ongoing
Got Adundo Primary school	Gwasssi South Ward	Completion of two class rooms: Fittings, Plastering, Glazing and painting	500,000.00	Ongoing

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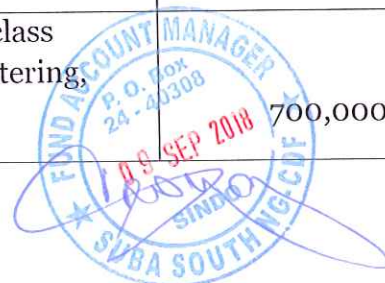
Pundo Primary school	Gwasssi South Ward	Barbed Wire mesh fencing of the school compound approximately 0.4 Ha and fixing of metallic main gate	400,000.00	New
Nyaburu Primary School	Gwasssi South Ward	Construction of one new class room : foundation to roofing	700,000.00	New
Bunge Primary School	Gwasssi South Ward	Construction of two new class rooms : foundation to Fittings	1,200,000.00	New
Miriya Primary school Water Project	Gwasssi South Ward	Drilling of bore hole, installation of solar water pumping unit and 10,000 litre UPVC water tank and fetching point	5,000,000.00	New
Kimange Primary school Water Project	Gwasssi South Ward	Drilling of bore hole, installation of solar water pumping unit and 10,000 litre UPVC water tank and fetching point	5,000,000.00	New
TOTAL			31,800,000.00	

9. SECONDARY SCHOOLS PROJECTS

Project Name	Project Location	Project activity	Amount Allocated	Status
Ngeri Girls Secondary school	Kaksingri West Ward	Completion of one classroom :Plastering, glazing and Painting	200,000.00	Ong oing
Ragwe Mixed Secondary School	Kaksingri West Ward	Completion of Science Laboratory: Plumbing, gas system, plastering, glazing	600,000.00	Ong oing
Rowo Mixed Secondary School	Kaksingri West Ward	Completion of three class rooms : Fittings, Plastering, glazing and painting	700,000.00	Ong oing

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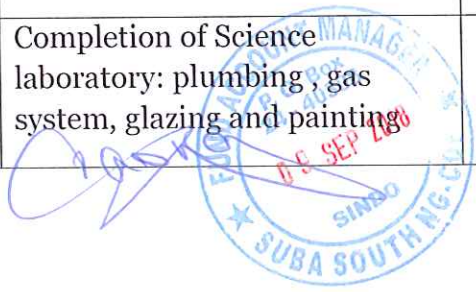
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Msare Mixed Secondary School	Kaksingri West Ward	Completion of Science Laboratory: gas system, plastering, glazing and painting	500,000.00	Ong oing
Msare Mixed Secondary School Water Project	Kaksingri West Ward	Drilling of bore hole, installation of solar water pumping unit and 10,000 litre UPVC water tank and fetching point	5,000,000.00	New
Sindo Mixed Secondary school	Kaksingri West Ward	Completion of Class one room: Fittings, Plastering , glazing and painting	300,000.00	Ong oing
Kianyumba Mixed Secondary school	Kaksingri West Ward	Completion of science Laboratory: Plumbing, gas system, plastering and glazing	500,000.00	Ong oing
Gingo Mixed Secondary school	Kaksingri West Ward	Completion of girls dormitory: Fittings and plastering	500,000.00	Ong oing
Onywera Secondary School	Ruma / Kaksingri East Ward	Completion of Admin block: Fittings, plastering, glazing and painting	500,000.00	Ong oing
Nyabera Girls Secondary School	Ruma / Kaksingri East Ward	Completion of Science Laboratory: Fittings, work tops, plumbing, gas system and plastering	600,000.00	Ong oing
Nyakiya Mixed Secondary School	Ruma / Kaksingri East Ward	Completion of Science Laboratory: plastering, glazing and painting	500,000.00	Ong oing
Nyadenda Mixed Secondary school	Ruma / Kaksingri East Ward	Construction of one new class room: Foundation to fittings	700,000.00	New
Nyatoto Mixed Secondary school	Ruma / Kaksingri East Ward	Completion of Dormitory: Fittings and Plastering.	600,000.00	Ong oing
Koyombe Mixed Secondary school	Gwassi North Ward	Completion of three classrooms: Plastering, glazing and painting	500,000.00	Ong oing
Nyagwethe Mixed Secondary School	Gwassi North Ward	Completion of dormitory: Plastering, glazing and painting	400,000.00	Ong oing
Kisegi Secondary school	Gwassi North Ward	Completion of Science laboratory: plumbing , gas system, glazing and painting	500,000.00	Ong oing

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Obanga Secondary School	Gwasssi North Ward	Completion of Science laboratory: Plumbing , gas system, plastering, glazing and painting for one wing	500,000.00	Ong oing
St. Antony Nyandiwa Mixed Secondary school	Gwasssi North Ward	Payment for 52 seater school bus KCH609Q	600,000.00	New
Mark Matunga Kiwa Secondary school	Gwasssi North Ward	Completion of Science laboratory: Work tops, plumbing , gas system and plastering	500,000.00	Ong oing
Mwiraria Mixed Secondary school	Gwasssi North Ward	Construction of two new class rooms: Foundation to Fittings	1,200,000.00	New
Kisaku Mixed Secondary School	Gwasssi North Ward	Completion of Science laboratory: Gas system, plumbing, plastering, glazing and painting	500,000.00	Ong oing
St. John's Kikubi Girls Secondary School	Gwasssi North Ward	Completion of Science laboratory: Fittings, plastering and work tops	500,000.00	Ong oing
God Oloo Mixed Secondary school	Gwasssi South Ward	Completion of Dormitory: Fittings and plastering	500,000.00	Ong oing
God Oloo Mixed Secondary school	Gwasssi South Ward	Payment for a new 52 seater School Bus	3,000,000.00	New
Nyatambe Mixed Secondary school	Gwasssi South Ward	Completion of Science laboratory: Gas system, plumbing, plastering, glazing and painting	500,000.00	Ong oing
St. Mercelline Kigoto Mixed Secondary School	Gwasssi South Ward	Completion of Dormitory: Roofing and fittings	800,000.00	Ong oing
St. Mercelline Kigoto Mixed Secondary School	Gwasssi South Ward	Completion of Dinning Hall: Floor slabbing and Fittings	700,000.00	Ong oing
St. Joseph Olando Mixed Secondary school	Gwasssi South Ward	Completion of two classrooms: Fittings ,plastering and painting	400,000.00	Ong oing
Hon. John Mbadi Oma Mixed	Gwasssi South Ward	Completion of Science laboratory: Painting Kshs.	400,000.00	Ong oing

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Secondary school		200,000/= , guttering and installation of 10,000 litre tank Kshs. 200,000/=		
God Bura Secondary School	Gwasssi South Ward	Payment for 52 seater School Bus KCA 698F	1,000,000.00	New
Kiabuya Mixed Secondary school	Gwasssi South Ward	Construction of a new dormitory : Foundation and walling	800,000.00	New
	Gwasssi South Ward	Drilling of bore hole, installation of solar water pumping unit and 10,000 litre UPVC water tank and fetching point	5,000,000.00	New
Kiabuya Mixed Secondary school				
Nyenga Mixed Secondary School	Gwasssi South Ward	Construction of a new dormitory : Foundation to roofing	1,500,000.00	New
Magunga Township Mixed Secondary school	Gwasssi South Ward	Completion of Science Laboratory: Walling and roofing	600,000.00	Ong oing
Seka Mixed secondary School	Gwasssi South Ward	Completion of administration block: Roofing and fittings	600,000.00	Ong oing
TOTAL			32,200,000.00	

10. SECURITY PROJECTS

Project Name	Project Location	Project activity	Amount Allocated	Status
Gwasssi North Location Chief's Office	Gwasssi North Ward	Construction of Chiefs office block: Foundation to painting	500,000.00	New
Sare BMU	Gwasssi North Ward	Purchase of security surveillance (Patrol) speed boat	500,000.00	New
Gingo Kenya Police Post	Kaksingri West ward	Renovation of police post office block : Wall reinforcement , repair and painting	300,000.00	Rehabilitatio n
TOTAL			1,300,000.00	

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The committee further resolved as follows in regard to projects proposal;

1. Completion of ongoing projects; the committee agreed to allocate funds for completion of the remaining ongoing projects in the subsequent years since all ongoing projects could not be absorbed in one financial year.
2. Disparity in allocations to projects; the committee resolved to allocate different amounts to projects with the same activities because some projects were located at places with logistical challenges causing building material supply cost and incidental costs to shoot above others.
3. Sare BMU Security Surveillance (Patrol) speed boat; the committee requested the office of the Deputy County Commissioner to supervise the operation of the security boat and officially own the facility to ensure its sustainability.
4. Construction of dormitories at Kiabuya and Nyenga Mixed Secondary schools;

The committee noted that Kiabuya Mixed Secondary School intended to start a boarding section in the financial year 2020/2021 and decided to allocate Kshs. 800,000/= to commence the construction works from foundation to walling, completion was to be done latest in Financial year 2020/2021.

Nyenga Mixed Secondary school had commenced a boarding section with a make shift girls dormitory; the committee resolved to allocate Kshs. 1,500,000 /= for construction of a new dormitory from foundation to roofing

5. School Buses:

- (i) St. Antony Nyandiwa Mixed Secondary school Bus KCH609Q; the bus had been acquired through harambee and parents contribution together with a loan facility (asset financing) of Kshs. 1,632,000 of which Kshs. 436,049.20 had since been repaid leaving a balance of Kshs.1,195,950.80 . NGCDFC resolved to allocate Kshs. 600,000/= in the current year and additional Kshs. 500,000/= in the financial year 2019/2020 a total allocation of Kshs.1,100,000/= towards the project, the school was to pay the balance of Kshs. 95,950.80 together with any interests accrued.
- (ii) God Oloo Mixed Secondary School New Bus; the total estimated Cost of the new bus was 6.6Million; the school was to raise 2.1Million through fundraising by parents and other stakeholders. NGCDFC resolved to allocate Kshs. 3Million in the current year and Kshs. 1.5 Million in the financial year 2019/2020 a total allocation of Kshs.4.5 Million.
- (iii) God Bura Secondary School Bus KCA 698F; the bus had been acquired through harambee and parents contribution together with a loan facility (asset financing) of Kshs. 4,780,300/= of which Kshs. 1,480,917.85 which included Ksh. 1Million funding by Suba South NGCDF in financial year 2017/2018 had since been repaid leaving a balance of Kshs.3, 299,382.15. NGCDFC resolved to allocate Kshs. 1,000,000/= in the current year and additional Kshs. 1,000,000/= in the financial year 2019/2020, and Kshs. 1,000,000/= in the financial year 2019/2020 a total allocation of Kshs.3, 000,000/= towards the project, the school was to pay the balance of Kshs. 299,382.15 together with any interests accrued.

The NGCDFC resolutions were also informed by the fact that the Ministry of Education directed schools not to charge development levies in addition the two school buses already acquired faced risk of being repossessed by the financier due to loan default.

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MIN: 54 SSNGCDFC / NOVEMBER /2018/2019 RISK MANAGEMENT WORKSHOP FOR FUND ACCOUNT MANAGERS FROM 11TH TO 17TH NOVEMBER 2018

The manager informed the committee that the board was conducting trainings on Risk Management for FAMs in various groups and that he was required to attend the training from 11th – 17th November 2018 in Eldoret. Members approved payment of facilitation to the officer at NGCDFC rate of Kshs. 5,000/= per day totaling Kshs. 35,000/


MIN: 55 SSNGCDFC / NOVEMBER /2018/2019 ANY OTHER BUSINESS

There being no A.O.B the meeting closed with prayer from at 4.05PM from Evaline Dunga

CONFIRMATION

SIGN.....


HERINE ODERO
SECRETARY SUBA SOUTH NG-CDFC

SIGN.....

MOURICE OPINDE
CHAIR MAN SUBA SOUTH NG-CDFC

