**MINUTES OF BOMACHOGE BORABU NG CDF COMMITTEE MEETING HELD ON SEPTEMBER 21ST 2021 AT CDF BOARD ROOM AT KENYENYA AS FROM 10.00AM**

**Present:**

1. Hon. Prof. Z.A Ogutu, MP In Attendance
2. Joseph Tom- Secretary
3. Ruth Omanga Member
4. James Ombui- Member
5. Josephine Mose- Member
6. Benson Mogusu- Member
7. Estrarico Moenga- Member
8. Jackline Nyamwega- Member
9. Patrick Malongo FAM
10. Polycarp Onduso Chairman
11. David Mbevi ACC

**Agenda**

1. Preliminaries
2. Confirmation of the previous minute
3. Review of Ward Meeting
4. Projects Proposals 2021-2022
5. Administrative Matters
6. A.O.B

**Preliminaries:**

The Chairman called the meeting to order at 10.00AM. The meeting begun with a word of prayer from Mrs. Nyamwega. The FAM welcomed the Hon. Member of Parliament to the meeting. This was followed by self-introductions from the members who also gave brief remarks about the concluded ward meetings.

**Min1/21/9/2021: Confirmation of Previous Meeting Minutes**

The minutes of the previous meeting were read by the Secretary and confirmed to be a true reflection of what took place. This was proposed by Ruth Omanga and confirmed by Mrs. Josephine Mose.

**Min2/21/9/2021: Matters arising:**

The Committee was notified that all the Bursary Cheques beyond three students had been posted to respective Schools and those below 9,000 retained to be picked from the office. AS at date, only 6 cheques had not been picked.

There were no other matters arising from previous minutes.

**Min 3/21/9/21: Review of Ward Meeting.**

The Hon Member of Parliament was grateful to the DCC and Local Provincial administration for successfully organizing and facilitating ward meetings on Saturday and Monday.

The Committee thereafter reviewed the Suggested proposals from each ward and developed a matrix from which the proposals for 2021-2022 shall be derived. It was unanimously agreed that all ongoing projects and stalled projects be given priority.

The Fund Account Manager informed the committee that the total allocation for the Constituency was Ksh. 137,088,879.

**Min4/21/9/21: Project Proposals for Financial Year 2021/2022**

1. The committee considered the critical position the already started seven incomplete 12 classrooms Centers of Excellence at Ichuni, Metembe, Mokomoni, Kenyenya, Igorera, Nyakorere and Nyamesocho.
2. After a delicate balancing discussion, it was unanimously agreed as follows:
	1. That the committee allocates enough funds to Complete Ichuni and Metembe.
	2. Kenyenya, Igorera, Nyakorere and Nyamesocho be awarded Ksh. 7,500,000 each to ensure the projects are roofed. It was agreed that more funds be disbursed during the next year allocation for completion.
	3. Other projects to be funded as advised in ward meetings and prioritized as below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Project Name**  |  **Original Cost**  |  **Cumulative allocation**  | **Activity** | **Amount Allocated** | **Status** |
| **ADMINISTRATION 6%** |  |  |  |  |  |
| Employees Salaries |  3,000,000.00  |   | Payment of staff salaries and gratuity  | 3,000,000.00 | Ongoing |
| Goods and Services |  2,060,000.00  |   | Purchase of fuel(600,000), Insurance (300,000), Repairs and Maintenance of Motor Vehicle(100,000), Purchase of Tyres(150,000),printing(150,000), stationery(200,000), telephone100,000), Travel and Subsistence (160,000), Office tea(100,000), Purchase of Desk top Computer (80,000),Purchase of Laptop (120,000). | 2,060,000.00 | Ongoing |
| NSSF |  117,332.00  |   | Payment of NSSF Deductions | 117,332.00 | Ongoing |
| NHIF |  100,000.00  |   | Payment of NHIF Deductions | 100,000.00 | Ongoing |
| Staff Gratuity |  1,700,000.00  |   | Payment of 2 year staff gratuity | 1,700,000.00 | Ongoing |
| Committee Expenses |  1,248,000.00  |   | Payment of Committee sitting allowances, transport, conferences | 1,248,000.00 | Ongoing |
|  |  **8,225,332.00**  |  |  | **8,225,332.00** |  |
| **M&E 3%** |   |   |   |   |   |
| Goods and Services |  1,300,000.00  |   | Purchase of fuel(500,000), repairs and maintenance(300,000), printing (100,000), stationery (50,000), Airtime(100,000), travel and subsistence (250,000) | 1,300,000.00 | Ongoing |
| Committee Expenses |  2,412,666.00  |   | Payments for M&E allowances, and exchange programs  | 2,412,666.00 | Ongoing |
| CDFC/PMC Capacity Building |  400,000.00  |   | Training of the PMCs/CDFCs on NG-CDF Related issues | 400,000.00 | Ongoing |
|  |  **4,112,666.00**  |  |  | **4,112,666.00** |  |
|   |   |   |   |   |   |
| Emergency |  7,192,207.00  |  | To cater for any unforeseen occurrences in the constituency during the financial year  | 7,192,207.00 | Ongoing |
| Sports |  1,500,000.00  |  | To facilitate Sports Tournaments in the Constituency with the winning teams being awarded Trophies, Balls and Uniforms | 1,500,000.00 | Ongoing |
| Environment |  **2,700,000.00**  |  |   | 2,700,000.00 |   |
| Mosensema Primary |   |  | Construction of 4 door pit latrines to completion. One of which shall be suitable for PLWD | 300,000.00 | New |
| Amaiga Primary |   |  | Construction of 4 door pit latrines to completion. One of which shall be suitable for PLWD | 300,000.00 | New |
| Tongeri Primary |   |  | Construction of 4 door pit latrines to completion. One of which shall be suitable for PLWD | 300,000.00 | New |
| Amatagaro Primary |   |  | Construction of 4 door pit latrines to completion. One of which shall be suitable for PLWD | 300,000.00 | New |
| Nyaibate Primary |   |  | Construction of 4 door pit latrines to completion. One of which shall be suitable for PLWD | 300,000.00 | New |
| Magenge Primary |   |  | Construction of 4 door pit latrines to completion. One of which shall be suitable for PLWD | 300,000.00 | New |
| Ichuni Secondary |   |  | Construction of 4 door pit latrines to completion. One of which shall be suitable for PLWD | 300,000.00 | New |
| Randani Primary |   |  | Construction of 4 door pit latrines to completion. One of which shall be suitable for PLWD | 300,000.00 | New |
| Rianyangita Primary |   |  | Construction of 4 door pit latrines to completion. One of which shall be suitable for PLWD | 300,000.00 | New |
|   |   |  |   |   |   |
|   |   |  |   |   |   |
| **BURSARY** |  |  |   |   |   |
| Bursary Secondary Schools |  14,500,000.00  |   | Bursary to needy Secondary School Students | 14,500,000.00 | Ongoing |
| Bursary Tertiary Institutions |  20,000,000.00  |   | Bursary to needy Tertiary Institution Students | 20,000,000.00 | Ongoing |
| Bursary Vocational Schools |  5,000,000.00  |   | Bursary to needy Out of School youth in driving schools | 5,000,000.00 | Ongoing |
| Special Schools |  1,000,000.00  |   | Bursary to Special needs students in Special schools | 1,000,000.00 | Ongoing |
|  |  **40,500,000.00**  |  |  | **40,500,000.00** |   |
|  |  |  |  |  |  |
| **Education (Secondary)** |  |  |  |  |  |
| St. Augustine Magenche Secondary |  1,400,000.00  | 2020/2021-600,000-Emergency  | Completion of a 60 capacity Science Laboratory initiated by BOM -Plastering, Flooring, Ceiling, Piping of gas, and Electrification, Painting and Branding | 800,000.00 | Ongoing |
| Mobirona Secondary |  1,200,000.00  | 2020/2021-500,000 Emergency  | Completion of a 60 capacity Science Laboratory initiated by BOM --Plastering, Flooring, Ceiling, Piping of gas, and Electrification, Painting and Branding | 700,000.00 | Ongoing |
| Riokindo Girls Secondary School |  1,000,000.00 –Emergency funds | This Project started by PTA but stalled in 2016 upon roofing  | Completion of 300 Capacity dormitory previously funded by NG-CDF but started by BOM; Plastering, Fitting of Doors and Windows,Flooring,Painting,Electrification, water harvesting, Branding | 1,000,000.00 | New |
|   |  **3,600,000.00**  |  **-**  |   | **2,500,000.00** |   |
| **PRIMARY SCHOOLS** |  |  |  |  |  |
| Riyabu Primary |  1,800,000.00  |  1,500,000.00  | Completion of 3 classrooms-Electrification, Painting and Branding to completion  |  300,000.00  | Ongoing |
| Omosobwa Primary |  1,800,000.00  |  1,500,000.00  | Completion of 3 classrooms-Electrification, Painting and Branding to completion |  300,000.00  | Ongoing |
| Botaranda Primary |  1,800,000.00  |  -  | Construction of 3 classrooms to completion including electrification, Installation of gutters (50,000), Installation of 10,000litre Roto Tank (100,000),Painting and Branding to completion |  1,800,000.00  | New |
| Kebabe Primaryy  |  750,000.00  |   | Construction of 6 door pit latrines to completion, Painting and Branding to completion. One of which shall be suitable for PLWD. |  750,000.00  | New |
| Itembu Primary  |  1,000,000.00  |   | Renovation of 5 classrooms; reroofing, Plastering, Flooring, Electrification, painting and Branding to completion. |  1,000,000.00  | New |
| Mosobeti Primary |  1,000,000.00  |   | Renovation of 5 classrooms -Reroofing, Plastering, Flooring, Electrification, painting and Branding to completion. |  1,000,000.00  | New |
| Getenga Primary |  1,000,000.00  |   | Renovation of of 5 classrooms -Reroofing, Plastering, Flooring, Electrification, painting and Branding |  1,000,000.00  | New |
| Kiango Primary |  1,800,000.00  |   | Construction of 3 classrooms to completion including electrification, fitting of gutters (50,000), Installation of 10,000litre Roto Tank (100,000),Painting and Branding to completion |  1,800,000.00  | New |
| Motontera Primary |  1,800,000.00  |   | Construction of 3 classrooms including electrification,Fitting of Gutters (50,000), Installation of 10,000litre Roto Tank (100,000),Painting and Branding to completion |  1,800,000.00  | New |
| Kebabe Primary |  1,800,000.00  |   | Construction of 3 classrooms including electrification, water harvesting, Installation of 10,000litre Tank,Painting and Branding to completion |  1,800,000.00  | New |
| Botaranda Primary |  500,000.00  |   | Construction of 6 door pit latrines to completion. One of which shall be suitable for PLWD |  500,000.00  | New |
| Eberege Primary School |  22,200,000.00  | 2015/16-4,500,000, 2016/17-4,000,000, 2017/18-1,500,000, 2019/20-4,000,000, 2020-21-5,900,000 Total 19,900,000 | Completion of a 2 storey building comprising of 12 classrooms center of Excellence-Plastering, balustrading, Flooring, Painting and Branding of third and final phase of the project.NB: The Initial Contract sum was 19,450,698 in 2015/2016 but the works stalled and was re-advertised. The Current contract sum to completion is Ksh. 11,900,000 of which 5.9M was allocated in 2020-2021. |  6,000,000.00  | Ongoing |
| Metembe Primary |  21,200,000.00  | 2019/20-5,000,000, 2020/21-10,200,000Total 15,200,000 | Completion of a 2 storey building comprising of 12 classrooms center of Excellence-Plastering,Balustrading,Flooring,Painting and Branding of third and final phase of the project. |  6,000,000.00  | Ongoing |
| Ichuni Primary |  21,000,000.00  |  2017/18- 2,000,0002018/19-2,000,000, 2019/20-4,000,000, 2020/21-11,000,000Total 19,000,000 | Completion of a 2 storey building comprising of 12 classrooms center of Excellence-Balustrading,Flooring,Painting and Branding of third and final phase of the projectThe project will have costed Kshs.23m. submit certified cost estimatesWhat was the contract sum? |  4,000,000.00  | Ongoing |
| Kenyenya Primary |  21,000,000.00  |  2020/2021-5,00,0000  | Construction to completion of 2nd phase of a storey building consisting of 12 classrooms center of Excellence- Construction of 1st Floor Slab and completion of Ground floor and 1st Floor ,Walling, Electrification, Plastering, Fittings, Painting and Branding to usable level. |  7,500,000.00  | Ongoing |
| Nyamesocho Primary |  21,000,000.00  |  2019/2020-1,000,000 2020/2021-4,00,0000  | Construction to completion of 2nd phase of a storey building consisting of 12 classrooms center of excellence- Construction of 1st Floor Slab and completion of Ground floor and 1st Floor ,Walling, Electrification, Plastering, Fittings, Painting and Branding to usable level. |  7,500,000.00  | Ongoing |
| Nyakorere Primary |  21,000,000.00  |  2020/2021-5,00,0000  | Construction to completion of 2nd phase of a storey building consisting of 12 classrooms center of Excellence- Construction of 1st Floor Slab and completion of Ground floor and 1st Floor ,Walling, Electrification, Plastering, Fittings, Painting and Branding to usable level. |  7,500,000.00  | Ongoing |
| Igorera Primary |  21,000,000.00  |  2020/2021-5,00,0000  | Construction to completion of 2nd phase of a storey building consisting of 12 classrooms center of Excellence- Construction of 1st Floor Slab and completion of Ground floor and 1st Floor ,Walling, electrification, plastering, Fittings, Painting and Branding to usable level. |  7,500,000.00  | Ongoing |
| Nyambunwa Primary School |  2,500,000.00  |  -  | Renovation of 10 classrooms-reroofing (2 Classrooms) Plastering, Fitting of Doors and Windows, Flooring, Painting and Branding of 8 Classrooms |  2,500,000.00  | New |
| Mokubo Primary |  21,000,000.00  |  -  | Construction to completion of 1st Phase of a storey building comprising of 12 classrooms center of Excellence. Construction of Foundation, Ground Floor suspended Slab, walling of Ground Floor, Fitting of Windows and Doors, Flooring, Painting electrification and Branding of 4 classrooms to completion on ground Floor. |  5,000,000.00  | New |
| Ekerubo CCF Primary School |  9,000,000.00  |  2019/2020-3,000,000, 2019/2020-3,000,000 (Reallocation)  | Completion of a 300 capacity Dormitory in a 2 storey block- Roofing, Plastering, Flooring, Fitting of Gutters (50,000) and Installation of 10,000 Litres Roto tank (100,000),Painting and Branding |  3,000,000.00  | Ongoing |
|   |  **195,950,000.00**  |   |   |  **68,550,000.00**  |   |
| NG-CDF Office renovation |  1,808,674.00  |  **-**  | Renovation of NG-CDF Office Block- tiling, Ceiling, electrification, Fitting of Gutters (50,000) Installation of 10,000litre Roto Water Tank (100,000), 2 port Car park-Foundation,Slabbing,Walling,Roofing,Painting-400,000) and 80 Square Meters land scarping(150,000)  |  1,808,674.00  | **New** |
|  |  |  |  | **137,088,879.00** |  |

**Min 5/21/09/21: Administrative Matters**

1. The Committee approved payment of Ksh. 300,000 for M&E and Ksh. 200,000 for sitting allowances for the month of September 2021.
2. It was unanimously agreed that fuel of 100,000 be paid to Elcowing Company Limited for consumption of fuel.

**Min5/21/9/21: AOB**

1. There being no AOB, the meeting ended at 01.25PM.

Signed:

Patrick Malongo Lidovolo Joseph Tom

**FAM Secretary**