**NYARIBARI MASABA NG-CDF COMMITTEE MEETING HELD ON 13-06-2019 AT 1000HRS AT THE MASIMBA NGCDF BOARDROOM**

**PRESENT**

1. Mr. Siko Mark – Chairman
2. Mr. Ronald Ingala K – Fund Account Manager
3. Mrs. Esther Omari – Secretary
4. Pst. Makori Nyongoina – Member
5. Mrs. Ednah Ototo – Member
6. Mrs. Jackline Kerebi – Member
7. Mr. Simion Osano – Member
8. Mrs. Margret Nyangoka – Member
9. Sheila Ondaje – Rep. Deputy County Commissioner
10. Andrew Nyamweya – Constituency Office Manager

**AGENDA**

1. *Confirmation of Previous Minutes/Matters Arising*
2. *Reallocations*
3. *Sports*
4. *Funds Received*
5. *Emergency*
6. *Payments*

**Preliminaries**

The chairman welcomed all the members to the meeting and hoped that the deliberations will be fruitful and not time consuming.

The FAM thanked the members for keeping time and for availing themselves within a short notice and urged them to remain with the same spirit.

**NGCDF/NM/MIN001/13/06/19: CONFIRMATION OF PREVIOUS MINUTES/MATTERS ARISING**

The minutes were confirmed to be a true reflection of the deliberations by Mrs. Ednah Ototoh and seconded by Pst. Makori Nyongoina.

The members wanted to know when the FAM will start the tendering process for the water tanks to schools. The FAM informed the members that when the funds will be released from the Board, that is when the procurement process will commence by floating tenders for the supply and installation of the water tanks in various schools.

There were no other matters arising from the previous minutes.

**NGCDF/NM/MIN002/13/06/19: REALLOCATIONS**

In the FY. 2018/2019, the projects below were proposed to be undertaken by the Nyaribari Masaba NGCDF and were approved by the Board.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Project Name** | **Project GFS Code** | **Project Activity** | **Amount Allocated** |
| 1 | Moi Kisii Primary School | 4-045-266-2630204-104-2018/2019-008 | Roofing of 8No. Classrooms | 1,400,000.00 |
| 2 | Emborogo Primary School | 4-045-266-2630204-104-2018/2019-011 | Construction of 2No. Classroom; Foundation, Superstructure, Roofing, Fixing doors and Windows. | 1,000,000.00 |
| 3 | Masimba Secondary School | 4-045-266-2630205-104-2018/2019-025 | Construction of 4No. Storey Classrooms: Foundation and Super Structure. | 2,000,000.00 |

However, after assessing the needs of the schools and holding several consultative meetings with various stakeholders, it was resolved that the FAM seeks for the reallocation of the above projects with new activities as below;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Project Name** | **Project GFS Code** | **Project Activity** | **Amount Allocated** |
| 1 | Moi Kisii Primary School | 4-045-266-2630204-104-2018/2019-008 | Renovation of 14 classrooms and Administration block; plastering, painting and window panes – Kshs. 1,012,000 and purchase of 100 lockers & chairs – Kshs. 388,000. | 1,400,000.00 |
| 2 | Emborogo Primary School | 4-045-266-2630204-104-2018/2019-011 | Construction of an administration block; Foundation, Superstructure, Roofing, Fixing doors and Windows. | 1,000,000.00 |
| 3 | Masimba Secondary School | 4-045-266-2630205-104-2018/2019-025 | Construction of a dormitory: Foundation and Super Structure | 2,000,000.00 |

In the FY.2017/2018, the committee recommended the following reallocation of funds;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Project Name** | **Project GFS Code** | **Project Activity** | **Amount Allocated** |
| 1 | Ikorongo Community Hall; Constituency Innovation Hubs Project | 4-045-266-2211311-108-2017/2018-001 | Installation of a satellite antenna, router, digital access kit and digital ruggedized tablets, Wi-Fi with outdoor wireless device complete with 12U cabinet complete with installation accessories @ Kshs. 1,169,756.80 per site. | 1,169,756.80 |
| 2 | Ibacho Chief’s Office; Constituency Innovation Hubs Project | 4-045-266-2211311-108-2017/2018-001 | Installation of a satellite antenna, router, digital access kit and digital ruggedized tablets, Wi-Fi with outdoor wireless device complete with 12U cabinet complete with installation accessories @ Kshs. 1,169,756.80 per site. | 1,169,756.80 |
|  | **TOTAL** |  |  | **2,339,513.60** |

The funds are being reallocated due to unavailability of the spaces to host the equipment to benefit the catchment area. The funds will be reallocated to;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Project Name** | **Project GFS Code** | **Project Activity** | **Amount Allocated** |
| 1 | Gesusu Social Hall | 4-045-266-2211311-108-2017/2018-001 | Renovation of social hall; installation of window panes, fixing doors and grills, painting, electricity connection and electrical fittings. | 1,169,756.80 |
| 2 | Ikarango Primary School | 4-045-266-2211311-108-2017/2018-001 | Construction of 2No. Classrooms; foundation, walling, roofing, fixing doors and windows, plastering, painting and electrical fittings. | 1,169,756.80 |
|  | **TOTAL** |  |  | **2,339,513.60** |

The above reallocation of funds should be communicated to the Board within the shortest time possible. To this, the FAM undertook to do as instructed.

**NGCDF/NM/MIN003/13/06/19: SPORTS**

The sports steering committee formed to run the Nyaribari Masaba NGCDF funded football tournament should be able to sit and review the budget for the whole exercise and come up with a fixture as well as requirements like footballs and sports kits for participating team and a form of reward for the eventual tournament winners.

The steering committee is set to meet on the 26/06/2019 to deliberate on the way forward and give an advisory to the NGCDF committee for consideration. The budget was pegged at Kshs. 1,500,000.

**NGCDF/NM/MIN004/13/06/19: FUNDS RECEIVED**

The committee was informed that the Board had released funds amounting to Kshs. 54,000,000 to the constituency. The committee is hoping that the remaining funds will be released to the NGCDF account at the constituency level so as to be able to utilize them before the closure of the financial year.

M&E should be ongoing to determine the level of implementation of all funded projects. The schools which are waiting for funding should be instructed to do the preliminaries in preparation to project implementation. This includes, putting a PMC in place and opening a PMC account.

**NGCDF/NM/MIN005/13/06/19: ENVIRONMENT**

The following youth groups supplied tree seedlings as below and are due for payment;

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **NAME** | **WARD** | **NO. OF TREES** | **RATE** | **AMOUNT** |
| 1 | FOUR HILL YOUTH GROUP | GESUSU | 10,000 | 25 | 250,000.00 |
| 2 | NYANKONONI II YOUTH GROUP | GESUSU | 10,000 | 25 | 250,000.00 |
| 3 | ENCHORO YOUTH GROUP | MASIMBA | 10,000 | 25 | 250,000.00 |
| 4 | GESUSU YOUTH GROUP | GESUSU | 10,000 | 25 | 250,000.00 |
| 5 | RISOSA YOUTH GROUP | NYAMAGESA | 10,000 | 25 | 250,000.00 |
|  | **TOTAL** |  |  |  | **1,250,000.00** |

The payments should be fast-tracked to encourage the youths to undertake more ambitious projects in future.

**NGCDF/NM/MIN006/13/06/19: PAYMENTS**

The following are payments approved by the NGCDF Committee;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **PAYEE** | **VOTE** | **AMOUNT** | **REASON** |
| 1 | FAM | ADMIN | 200,000.00 | S/IMPREST |
| 2 | PRECIOUS TALENT SCHOOL | BURSARY | 80,000.00 | BURSARY |
| 3 | NHIF | ADMIN | 192,600.00 | STATUTORY |
| 4 | NSSF | ADMIN | 269,512.30 | STATUTORY |
| 5 | DUKE OKIOGA | M&E | 10,000.00 | PROJECT VISIT |
| 6 | SIMION M. OSANO | M&E | 20,000.00 | PROJECT VISIT |
|  |  |  |  |  |
|  | **TOTAL** |  | **772,112.30** |  |

**ADJOURNMENT**

The chairman called the meeting to a close at 1348hrs. There was a closing prayer from Pastor Makori Nyongoina.

The meeting was adjourned to a later date.

*Signed;*

*Chairman …………………………………… Sign …………………… Date …………………*

*Secretary ……………………………………. Sign ……….…………… Date …………………*