

MINUTES OF THE MEETING HELD ON 7TH OCTOBER 2020 AT THE NG-CDF OFFICE AT 10:00AM

IN ATTENDANCE

1. Jane Akinyi ochieng - chairperson
2. Josphine Owino - secretary
3. Abdi Adan - Member
4. Humprey Imonje - Member
5. Linet Opondo - Member
6. Jared Ondoro - Member
7. Gorety Akinyi - Member
8. Steven Mwaniki - Member
9. Victor Omondi Ouma - Fund Account Manager/Secretary

Agenda

1. Preliminaries
2. Submission of 2020/2021 Project Proposal
3. A.O.B



MIN01/10/20-PRELIMINARIES

The meeting began at 10.15AM with a word of prayer from Linet Opondo. The Chairlady then welcomed the members to the meeting. The Chairperson then read the agenda for the meeting to the members.

The secretary then read the minutes of the previous meeting and they were confirmed by Steven Mwaniki and Seconded by Gorety Akinyi

MIN02/10/19-SUBMISSION OF 2020/2021 PROJECT PROPOSAL

The committee deliberated on the final project list for the financial year 2020/2021 as per the ward report and unanimously agreed the following projects to be submitted to NG-CDF board for approval.

Attached please find a copy of the **ward report**.

FINANCIAL YEAR... 1ST JULY 2020 TO 30TH JUNE...2021

Project Name	Project activity	Amount Allocated	Current Status
Employees' Salaries	Payment of staff salaries	2,010,000.00	Ongoing
Employees' Gratuity	Payment of staff gratuity	663,100.00	Ongoing
Goods and Services	Repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea.	4,231,692.53	Ongoing
NSSF	Payment of NSSF for the staff	24,000.00	Ongoing
NHIF	Payment of NHIF for the staff	51,000.00	Ongoing
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,245,540.22	Ongoing
Goods and Services	Repairs and maintenance, printing, stationery, Airtime, travel and subsistence.	1,204,310.35	Ongoing

Committee Expenses	Payment of Committee sitting allowances, transport, conferences	908,356.03	Ongoing
NG-CDFC/PMC Capacity Building	Undertake Training of the PMCs/ NG-CDFCs on NG-CDF Related issues	2,000,000.00	Ongoing
Bursary Secondary Schools	Payment of bursary to needy student in secondary school	21,981,107.76	Ongoing
Bursary Tertiary/universities	Payment of bursary to needy student in Universities and colleges	20,000,000.00	Ongoing
NHIF Social Security Programme	Support 1,000 vulnerable members of Embakasi East constituency access health care at kshs 6,000 per person	6,000,000.00	New
Emergency	To cater for any unforeseen occurrences in the constituency during the financial year	7,192,206.90	Ongoing
Maua primary school	Construction of new 3 No new classroom at maua primary school at kshs 1,575,000 per classroom (not storied).	4,725,000.00	New
Edelvele Primary School	Re-roofing of 12 No of classrooms, fixing of IT5 box profile roofing sheets, fixing of rainwater goods and fiasco board, fixing of new window panes and glazing and replacing of chipboard ceiling.	7,000,000.00	New
Garrison primary school	Construction of a new toilet block to completion The toilet has 20No. Doors and connection to an existing sewer line.	4,000,000.00	New
Utawala Secondary School	Construction of 1 no. 50,000lts Water Tanks reservoirs in pure concrete and piping at Utawala Secondary School-20metres high reinforced concrete water tower with 4No. Plastic tanks of 5000litres each.	1,800,000.00	New
Donholm secondary school	Completion of a new tuition block With 8 classrooms, administration block, toilet and a laboratory phase 2 of the 1 st floor. The Admin block comprises of Staffroom, 6No. Offices, 5door. toilets, Completion activities are walling, suspended slab, doors & windows & Finishes	12,800,000.00	New
Mihango secondary school	Construction of new 6 No new classroom at mihang'o secondary school- 3 classrooms on ground floor and 3 classrooms on 1 st floor with a foundation to extend to 3 stories at kshs 2,500,000.00 per classroom.	15,000,000.00	New
Mihango secondary school	Construction of new 2 No new toilet blocks, 10 doors for girls and 10 doors for boys at kshs 2,200,000.00 each (not connected to the sewer line)	4,400,000.00	New
Mihango secondary school	Construction of a new science laboratory to completion The lab has a capacity of 50No. Students per session. The cost includes worktops, mechanical and electrical installation but does not include lab equipment.	5,669,010.00	
Utawala chiefs office	Construction of a new office block for utawala chief The block has 2No Storeys (Ground & First Floor) It comprises of 10No. Offices.	8,700,000.34	New
Constituency Sports Tournament	Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls and games kit.	2,741,777.59	New

FUND ACCOUNT MANAGER
EMBAKASI EAST

07 OCT 2020

NG-CDF


P. O. Box 2350 - 00515, NAIROBI

Environmental projects	Purchase of 2 No, 10000lts water tanks Construction of tank bases and installation of gutters for Utawala Primary School, Embakasi Garrison Secondary School, Utawala sec School, Embakasi Garrison primary school and Mihango sec school each Kshs 548,355.52= 5 schools x 548,355.52	2,741,777.59	New
TOTAL		137,088,879.31	

MIN03/10/19-A.O.B


There being no other business, the Chairperson thanked all the members for attending and closed the meeting at 11:30AM.

Minutes Prepared by:

Name: Josphine Owino
 Position: Secretary
 Signature: 

Date: 7th October 2020.

Minutes Approved by:

Name: Jane Akinyi ochieng
 Position: Chairperson
 Signature: 

Date: 7th October 2020.

