



## NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND KASIPUL CONSTITUENCY

OFF OYUGIS - KISUMU ROAD  
OPPOSITE OYUGIS POLICE STATION

Visit our Website  
Website: [www.cdf.go.ke](http://www.cdf.go.ke)

P.O Box 264 - 40222 OYUGIS  
E-mail: [cdfkasipul@ngcdf.go.ke](mailto:cdfkasipul@ngcdf.go.ke)

### MINUTES OF KASIPUL NG-CDF COMMITTEE MEETING HELD ON 15<sup>TH</sup> MARCH, 2021 AT THE NG-CDF OFFICE BOARD ROOM AT 9.00 A.M.

#### Members Present

1. Mr. Lonnie Oluoch Rapemo
2. Ms. Mary N. Opiyo
3. Mr. David Kiprop
4. Ms. Eunice Irene Awuor
5. Ms. Millicent Aoko Okelloh
6. Mr. James Goga Adongo
7. Ms. Lavendah Victoria Olum
8. Mr. Wellington Otieno Omiti
9. Ms. Iddah Achieng Seko
10. Mr. Harold Evans Ndege

#### Designation

- Chairman
- Secretary
- Deputy County Commissioner
- Fund Account Manager
- Female Adult Representative
- Male Adult Representative
- Female Youth Representative
- Male Youth Representative
- Female Nominee of the Constituency Office
- Male Nominee of the Constituency Office

#### Agenda

1. Preliminaries
2. Reading and Confirmation of the Previous Meeting Minutes
3. Matters arising
4. Financial Report
5. Monthly Monitoring Exercise Report
6. Financial Year 2020/2021 Second Tranche Funding
7. Reallocation of Funds/Change of Activities
8. Status Report on the Audit Issues
9. Adjournment

*Vision: To be renowned Constituency in advocating for all round socio-economic development and sustainability*

Page 1



ISO 9001:2008 Certified

## MINUTE -07/15/03/2021: REALLOCATION OF FUNDS/CHANGE OF ACTIVITIES

The Fund Account Manager reported to the meeting that there were projects that required reallocation and change if activities

### *Financial Year 2018/2019*

**Mititi Primary School** had been allocated funds for renovation of 3 classrooms at Kshs. 600,000, however the classrooms collapsed due to weak formation, since they had been built with no lintel and their heights and size were also not to standard, hence it is only viable to channel the funds towards the construction of a new classroom.

The project cost is Kshs. 750,000 and the balance of Kshs. 150,000 shall be allocated in the next financial year 2021/2022 to facilitate its completion

**Kaditonge Primary School** had been allocated funds for renovation of 3 classrooms at Kshs, 600,000, however during the rainy period the classrooms were destroyed and they caved in, hence it is only viable to channel the funds towards the construction of a new classroom.

The project cost is Kshs. 750,000 and the balance of Kshs. 150,000 shall be allocated in the next financial year 2021/2022 to facilitate its completion

**Eng. Peter Owidi Nyahera Girls Secondary School** had been allocated Kshs. 3,700,000 for drilling and equipping of water borehole. The drilling meters was estimated at 120M, however the geo survey report established that the water table is at 270M, as such there was a deficit in drilling, casing and plumbing works for the additional 150M amounting to Kshs. 1,400,000. In this case additional funds will be sourced from the emergency reserve vote head through reallocation of funds.

### *Financial Year 2019/2020*

**Saye Primary School** had been allocated funds for renovation of 3 classrooms at Kshs. 750,000, however during the rainy period the classrooms were destroyed after a tree fell on them, as such renovations works cannot be carried out on non-existent structures, hence it is only viable to channel the funds towards the construction of a new classroom.

**Kwoyo Oyugis Secondary School** had been allocated funds for completion of two classrooms at Kshs. 706,000, however due to delay in disbursement of funds the school and inadequate classrooms, the school completed the classrooms using the school's infrastructure funds and has requested that the allocation be used for construction of a staff house.

The project cost is Kshs. 1,500,000 and the balance of Kshs. 794,000 shall be allocated in the next financial year 2021/2022 to facilitate its completion

*NK9 SP*

*Imimire*



**St. Peters Kotieno Mixed Secondary School** had been allocated funds for purchase of laboratory equipment at Kshs. 500,000, however due to delay in disbursement of funds the school bought the equipment using school money and requested that the allocation be used for completion of the current ongoing project in the school which is construction of the dormitory

The project cost is Kshs. 2,600,00. The project had been allocated Kshs. 700,000 in 2017/2018, Kshs. 800,000 in 2018/2019 and Kshs. 600,000 the current financial year 2020/2021 to aid in completion of the dormitory.

**Obisa Mixed Secondary School** had been allocated funds for purchase of laboratory equipment at Kshs. 500,000, however due to delay in disbursement of funds the school bought the equipment using school money and requested that the allocation be used for construction of physics laboratory.

The project cost is Kshs. 2,500,000. The project has also been allocated Kshs. 1,000,000 in the current financial year 2020/2021 to aid in construction of the new laboratory, and the balance of Kshs. 1,000,000 shall be allocated in the next financial year 2021/2022 to facilitate its completion

Members approved the changes and tasked the Fund Account Manager to officially apply for the change of activities and reallocation and from the NG-CDF Board.

#### **MINUTE -08/15/03/2021: STATUS REPORT ON THE AUDIT ISSUES**

The Fund Account Manager informed the meeting that auditors from the office of the Auditor General had undertaken routine annual audit for the financial year 2019/2020 from 25<sup>th</sup> to 2<sup>nd</sup> February 2021

During the exit meeting held on the 2<sup>nd</sup> February 2021, they raised the observations outlined below that have been elaborated via the management letter reference number Kisii/Kasipul-NG-CDF/2019/2020 (2), dated 22<sup>nd</sup> February 2021

#### **Observations**

- The statement of receipts and payments reflects transfer to other government units of Kshs. 68,264,204.00 for the year 30 June 2020. The expenditure includes an allocation for transfers to Secondary schools of Kshs. 37,854,204.00. Wire Secondary was allocated Kshs. 900,000 for construction of one storey dormitory. This is an addition of Kshs. 1,000,000 which had been disbursed FY 2019/2020. Verification of the project done on 21<sup>st</sup> January 2021, revealed the one storey building is not supported by a strong foundation.

Without a strong foundation the building is weak thus increasing risk of collapsing. It was also noted that project is labour based and quality of workmanship was low.



- The statement of receipts and payments reflects transfer to other government units of Kshs. 68,264,204 for the year 30 June 2020. The expenditure includes an allocation for transfers to primary schools of Kshs 30,410,000. Two schools received funding for renovations of classrooms while there was change of activities as per schedule attached without seeking approval from the CDF board.
- Included in note 17.4 are bank balances for PMC accounts of Kshs 11,184,421 as at 30 June 2020. However, no cash books records were availed in support of the bank balances. In the circumstances the accuracy of cash and bank balances for the PMC accounts could not be ascertained.
- Kasipul Constituency approved budget for the year 2019/2020 amounted to Kshs 202,107,052 with actual expenditure of Kshs 127,308,372 or 63.0 % of absorption rate. Management have not disclosed reasons for underutilization of all approved budget in the financial statements as required by IPSAS 24.

In addition, included in summary statement of appropriation are adjustments amounting to Kshs 64,739,328 being differences between original and final budget.

The Fund Account Manager briefed the meeting of the responses to the management letter made that had been sent to the office for auditor general and we are now waiting for the feedback with respect to the letter.

#### **MINUTE -09/15/03/2021: ADJOURNMENT**

Having exhausted the agenda, the chairman adjourned the meeting at 16.23 hours and called upon Ms. Millicent Okelloh to lead the meeting in closing prayer

Minutes taken by:

Minutes confirmed by:

  
.....

Mary N. Opiyo  
NG-CDFC Secretary

Date: 15<sup>TH</sup> MARCH, 2021

  
.....

Lonnie O. Rapemo  
NG-CDFC Chairman

Date: 15<sup>TH</sup> MARCH, 2021