

**ALEGO USONGA NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND**

**NG-CDF OFFICE COMPLEX - GROUND FLOOR ALONG RABANGO ROAD**

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**MINUTES OF THE ALEGO USONGA NG-CDFC MEETING HELD ON 4THOCTOBER 2019 AT NG-CDF BOARDROOM**

MEMBERS PRESENT DESIGNATION

1. Nicholas Sumba - Chairman

2. Caroline Aloo - Secretary

3. Philip Odida - FAM

4. Peter Omala - Member

5. Charles Oriwa - Member

6. Walter Oludhe - Member

7. Nicholas Ongulo - Member

8. Pamela Adhiambo - Member

9. CarrenAdhiambo - Member

10. K. Sawe - DCC

**AGENDA**

1. Preliminaries
2. Confirmation of Previous Minutes
3. Replacement of a Committee Member
4. Approval of 2019/2020 Budget proposals
5. Alego Usonga Strategic plan
6. NG-CDF Committee payments
7. A.O.B
8. Adjournment

**MIN/AUNGCDF:4/10/2019(I): PRELIMINARIES**

The meeting was called to order by the Chairman who requested Mr. Nicholas Ongulo to lead in opening prayer at 9.30a.m.

The Chairman made his opening remarks then requested the secretary to take members through the records of the previous meeting.

**MIN/AUNGCDF:4/10/2019(II): CONFIRMATION OF PREVIOUS MINUTES**

The previous minutes were read, confirmed and seconded by Mr. Walter Koludhe and Mr. Charles Oriwa respectively as the true records.

**MIN/AUNGCDF:4/10/2019(III): REPLACEMENT OF A COMMITTEE MEMBER**

Following the demise of Emmanuel Okoth Odhiambo of ID NO.28474839, there was recruitment of a new NG-CDFC member by the name Nicholas Ongulo of ID NO.22626453 who is to replace Charles Onyango Oriwa a Co-opted member and therefore Charles is to be gazetted as Alego Usonga NG-CDF Committee member.

**MIN/AUNGCDF:4/10/2019(IV): APPROVAL OF 2019/2020 BUDGET PROPOSALS.**

The Fund Manager informed the committee that the office had received a circular from the NGCDF Board Ref: NG-CDFB/CEO/BOARD Circulars Vol. II(014) dated 24th September, 2019 on preparation and online submission of Constituency project proposal for 2019/20 financial year.

The Chairman explained to the committee the need to read and understand the circular for FY 2019/2020 on budget estimates.

He went further and read to them budget estimates as tabulated below:

* Administration - Kshs. 8,242063.45
* Emergency - Kshs. 7,198,241.38
* Sports - Kshs. 2,747,354.48
* Environment - Kshs. 2,747,354.48
* Monitoring & Evaluation - Kshs. 4,121,031.72
* Bursary - Kshs. 48,078,703.45
* Projects - Kshs. 64,232,975.17

 **Total Kshs. 137,367,724.14**

The Chairman informed members on the percentage allocation for each ward after deducting Ksh.3,667,421 for the On-going projects as follows;

|  |  |  |  |
| --- | --- | --- | --- |
| **S/N** | **WARD** | **PERCENTAGE ALLOCATION** | **AMOUNT(KSHS)** |
| 1 | South East Alego | 23% of 60,565,554.17 | 13,930,077.42 |
| 2 | West Alego | 20% of 60,565,554.17 | 12,113,110.83 |
| 3 | North Alego | 16.7% of 60,565,554.17 | 10,114,447.50 |
| 4 | Township | 16.7% of 60,565,554.17 | 10,114,447.50 |
| 5 | Central Alego | 13.5% of 60,565,554.17 |  8,176,349.80 |
| 6 | Usonga | 10% of 60,565,554.17 |  6,056,555.40 |

After the above percentages had been tabled and discussed, the committee came into a consensus and agreed to fund the following projects for the 2019/2020 financial year.

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name** | **Project activity** |  **Amount**  | **Current Status** |
| **Administration** |   |   |   |
| Employees’ salaries | Payment of staff salaries and gratuity | 3,500,000.00 |  Ongoing  |
| Goods and services | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea. | 1,542,063.45 |  Ongoing  |
| N.S.S.F | Payment of NSSF deductions | 100,000.00 |  Ongoing  |
| N.H.I.F | Payment of NHIF deductions | 100,000.00 |   |
| Committee expenses | Payment of committee sitting allowance, transport, conference facilities | 3,000,000.00 |  Ongoing  |
| **Emergency**  |   |   |   |
| Emergency | Supporting of urgent, unforeseen and un expected occurrences | 7,198,241.38 |  Ongoing  |
| **Sports** |   |   |   |
| Sports constituency tournament | To facilitate Constituency Sports tournament whereby the winning teams will be awarded with trophies, balls and uniforms. | 1,900,000.00 |  Ongoing  |
| **Environment** |   |   |   |
| Mur Malanga Pri School | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Ndisi Primary School  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Uwasi Secondary School | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Umala primary School  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Kochieng primary school  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Goro Primary School | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
|  Nyambare Primary School | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Lwala Kaor Primary School | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Agage Primary School | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Rapogi Primary School | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Aduwa Primary School  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Obambo Primary School  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Agoro Tula Primary School  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Ulafu Primary School  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Umala Usula Primary School  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Aluny Primary School  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| St William Gendro Sec Sch  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Obambo Mixed Sec School  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Sirinde primary school | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Bar-Kodhiambo Prim School  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Matera Primary School  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Karapul Sec School  | Purchase and planting of tree seedlings. | 99,000.00 | Ongoing  |
| Nyandheho Primary School  | Purchase and planting of tree seedlings. | 69,354.48 | Ongoing  |
| Siaya AP Line  | Construction of 4No. pit latrines | 500,000.00 | New  |
| **Monitoring & Evaluation** |   |   |   |
| Goods and services | Purchase of fuel, repairs and maintenance, printing stationery, airtime, travel and subsistence. | 1,121,031.72 |  Ongoing  |
| Committee expenses | Payment of committee sitting allowances, transport, conferences | 1,500,000.00 |  Ongoing  |
| NG-CDFC/PMC Capacity Building | Undertake training of the PMCs & NG-CDFCs on NGCDF related issues | 1,500,000.00 |  Ongoing  |
| **Bursary** |   |   |   |
| Bursary secondary school | Provision of bursary awards to needy students in secondary education institutions | 26,000,000.00 |  Ongoing  |
| Bursary Tertiary institutions | Provision of bursary awards to needy students in tertiary institutions | 14,816,397.01 |  Ongoing  |
| Bursary special schools | Provision of bursary awards to needy students in special schools. | 5,000,000.00 |  Ongoing  |
| **PRIMARY SCHOOL PROJECTS** |  |  |  |
| Sirinde primary school | Additional funds for renovation of 2no. Classrooms and 3No. Rooms office (Re-roofing, ring beam, floor re-screeding, fixing of windows & doors, paving slabs and wall finishing and 3No. access ramps)  | 754,000.00 | Ongoing  |
|  Nyalgunga primary school | Additional funds for fencing of school compound 700 metres (Barbed wire, chain link, concrete poles) and gate installation.  | 232,000.00 | Ongoing  |
| Manyala primary school  | Additional funds for construction of administration block (Floor screeding, Plastering, painting, ceiling board & tiling) | 1,508,000.00 | Ongoing  |
| Rakuom primary school  | Additional funds for renovation of 2no. Classrooms (Re-roofing, ring beam, floor re-screeding, fixing of doors & windows, paving slabs and wall finishing)  | 812,000.00 | Ongoing  |
| Sidok Primary School  | Additional funds for renovation of 2no. Classrooms and office (Re-roofing, ring beam, floor re-screeding, fixing of windows & doors, paving slabs and wall finishing and 3No. access ramps)  | 465,000.00 | Ongoing  |
| Rakuom primary school  | Additional funds for floor finishing, plastering to walls and painting of 2No. Classrooms  | 310,600.00 | Ongoing  |
| Ndai primary school  | Additional funds for completion 1No. Classroom. (Plastering and painting) | 232,000.00 | Ongoing  |
| Kubar Primary School | Additional funds for completion 1No. Classroom. (Plastering and painting) | 232,000.00 | Ongoing  |
| Nyadhi primary school | Construction of one (1No.) classroom  | 1,000,000.00 | New  |
|  Nyagwela primary school  | Construction of one (1No.) classroom  | 1,000,000.00 | New  |
| Kalenyjuok primary school  | Construction of one (1No.) classroom  | 1,000,000.00 | New  |
|  Gombe komolo primary school | Construction of one (1No.) classroom  | 1,000,000.00 | New  |
| Oseno Komolo Primary School  | Fencing of school compound 578.1 metres (Barbed wire, chain link, concrete poles) and gate installation.  | 1,156,200.00 | New  |
| Agoro Tula Primary School | Fencing of school compound 498.98 metres (Barbed wire, chain link, concrete poles) and gate installation.  | 997,940.00 | New  |
| Udamayi primary  | Construction of one (1No.) classroom  | 1,200,000.00 | New  |
| Karapul primary school  | Construction of 1 storey building made up of 16 classrooms and office.  | 15,000,000.00 | New  |
|  Nyandiwa primary school  | Renovation of two (2No.) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing of windows & doors, paving slabs and wall finishing )  | 1,114,447.00 | New  |
| Pap Gori primary school | Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing of windows & doors, paving slabs and wall finishing, 2No. access ramp )  | 1,100,000.00 | New  |
| Nyangoma primary school  | Construction of four (4No.) number classrooms  | 4,000,000.00 | New  |
| Kirindo primary school  |  Renovation of four (4) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing doors & windows, paving slabs and wall finishing )  | 2,102,610.00 | New  |
| Mugane primary school  | Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing of windows & door, paving slabs and wall finishing )  | 1,000,000.00 | New  |
| Rapogi primary school | Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing windows & doors, paving slabs and wall finishing )  | 1,000,000.00 | New  |
| Una primary school  | Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing windows & doors, paving slabs and wall finishing, paving slabs )  | 1,070,970.00 | New  |
| Mahola primary school  | Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing doors & windows, paving slabs and wall finishing)  | 1,000,000.00 | New  |
| Nyasita primary school  | Renovation of three (3) number classrooms (Re-roofing, ring beam, verranda extension, floor re-screeding, fixing of doors & windows, PVs and wall finishing, steel pillars, electrical installation)  | 1,325,970.00 | New  |
| Kabura primary school | Renovation of three (3) number classrooms (Re-roofing, ring beam, floor re-screeding, fixing of windows & doors, paving slabs and wall finishing, 2No. access ramps & electrical installation)  | 1,598,040.00 | New  |
| Misori K. primary school | Construction of one (1No.) number classroom  | 1,000,000.00 | New  |
| Nyalaji primary school  | Renovation of three (3) number classrooms ((Re-roofing, ring beam, floor re-screeding, fixing windows & doors, paving slabs and wall finishing & electrical installation )  | 1,343,010.00 | New  |
| Nyalwanga primary school  | Renovation of two (2) number classrooms (Re-roofing, plastering, painting and Installation of doors and windows) | 917,640.00 | New  |
|  Malomba primary school  | Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, windows, door, paving slabs and wall finishing )  | 1,148,970.00 | New  |
| Uradi primary school | Renovation of two (2) number classrooms (Re-roofing, ring beam, floor re-screeding, windows, door, paving slabs and wall finishing )  | 1,113,440.00 | New  |
| **SECONDARY SCHOOL PROJECTS** |   |   |   |
| Hono secondary school | Completion of 120 beds dormitory and 3door washrooms and 3 doors toilets plus verandah (Tiling) | 716,209.10 | Ongoing  |
| Nyadhi Secondary School | Construction of office administration block | 2,000,000.00 | New  |
|  Gendro secondary school  | Construction of two (2No.) classrooms  | 2,000,000.00 | New  |
| Usula secondary school  | Construction of administration block  | 2,000,000.00 | New  |
| Kowet Secondary School | Construction of single science laboratory block | 2,200,000.00 | New  |
|  Dibuoro secondary school  | Purchase of 33 seater school bus (Isuzu) | 5,400,000.00 | New  |
| Nduru secondary school | Construction of one (1No.) classroom | 1,000,000.00 | New  |
| **SECURITY PROJECTS** |   |  |  |
| Kochieng B Assistant Chief’s Office  | Construction of Assistance Chief's Office | 1,191,590.00 |  New |
| Kowet police post  | Construction of administration block. | 1,800,000.00 | New  |
| Bar Ogongo chief’s camp  | Renovation of chief’s office(Roofing painting fixing doors and windows) | 800,000.00 | New  |
| **OTHERS**  |  |  |  |
|  NG-CDF office motor cycle  | Purchase of 175cc Yamaha motor cycle.  | 500,000.00 |  New  |
|  |  | **137,367,724.14** |  |

**NB**.

* FAM advised members that for the purchase of school bus for Dibuoro secondary school the committee should agree to allocate enough funds to fully purchase the bus.
* He (FAM) went further and explained to members about the Flagship projects which are to be done in all the wards according to the CDFC Circular, therefore the proposed project at Karapul Primary School is in order as per the NGCDF Circular.
* FAM advised members that there should be an oversight committee comprising of four (4) people and the Chairman should be the Area Member of Parliament. The oversight committee is to be facilitated from the Administration vote head (1% of administration budget).
* Members agreed that there is need to get qualitative contractors to do a good job on NGCDF projects. The Committee agreed that the group of contractors given the NGCDF work are not competent enough to do the work as per the standards from the public works. The committee therefore agreed to look for competent and more qualified contractors for the fy 2019/2020.
* On monitoring and Evaluation, the Chairman explained to members the importance of the vehicle and the motorbike so that the clerk of works is given easy time to monitor all the projects across the constituency. He therefore opted for a double Cabin worth 5M and a Motorbike (YAMAHA) of Kshs.500, 000 for easy movement.

**MIN/AUNGCDF:4/10/2019(IV): ALEGO USONGA NG-CDF STRATEGIC PLAN**

Fund Manager informed the Committee that as per the circular for submission of fy 2019/20 proposals, it’s a requirement that all constituencies are expected to have (5) five year strategic plan for the period 2018-2022.

The Chairman informed the committee that the Alego Usonga NGCDFC has its own strategic plan for the said period and that while allocating funds to various projects, they should consider the use Alego Usonga NGCDF strategic plan with the aim of achieving its plans and vision 2030.

**MIN/AUNGCDF:4/10/2019(VI): NG-CDF COMMITTEE APPROVALS**.

1. **Approval of funding of the NG-CDF On-going Projects**

The Chairman requested the members on their opinion on the On-going projects and after lengthy deliberations members approved funding of the ongoing projects as follows.

|  |  |  |  |
| --- | --- | --- | --- |
| **No.**  | **Project Name**  | **Activity**  | **Balance (Kshs)** |
| 1 | Sirinde Primary School  | Renovation of 2No.classrooms/Office |  650,000.00 |
| 2 | Nyalgunga Primary School | Fencing of the School compound |  200,000.00 |
| 3 | Hono Secondary School  | Construction of A dormitory block |  617,421.60 |
| 4 | Manyala Primary School  | Construction of Administration block | 1,300,000.00 |
| 5 | Rakuom Primary School  | Construction of Administration block |  700,000.00 |
| 6 | Ndai Primary School | Construction of 1No.classroom & stable ground |  200,000.00 |
| **TOTAL** |  **3,667,421.60** |

On the same note, the Chairman took members through one of the flagship project to be implemented at Karapul primary school. After a lengthy discussion and deliberations the committee agreed to make Karapul Primary school project a resource centre so that it can benefit the whole Constituency.

1. **Payment for Pending Office Bills**

After lengthy deliberations, the committee went further and approved the following payments.

1. Rent arrears for former CDF office before CDFC moved to their own office Kshs. 69,600, renovations undertaken Kshs. 119,800 all totaling to Kshs. 189,400.
2. White house hotel for supply of both breakfast and lunch to committee members during vetting exercise–Ksh.51, 800. The supplier to provide the hotel profile for submission to District Treasury.
3. Kombiro Geduworks for repair of 21 Office chairs-Ksh.16, 200.
4. Britcom (K) Ltd for the general service and maintenance carried out on the Office Machines (Photocopy Machine and HP 2055 Printer) amounting to Ksh.70,000.
5. **Sports**

The Chairman informed the committee that the supply of Sports equipments and Games kits for Alego Usonga Constituency sports tournament was complete. He also informed the members that there was an invoice and delivery notes from the supplier at the office requesting for payment. The committee discussed about the payments and agreed to release Kshs.3,024,800 to Elite & Posh Ltd P.O Box 46937-00100,Nairobi.

**MIN/AUNGCDF:4/10/2019(VII):: A.O.B.**

1. The committee agreed to cancel and replace all Bursary cheques which have not been collected for payment and have become stale.
2. The committee also discussed on Payment of contracted persons who were given the mandate to type bursary list for FY 17/18. It was not clear on how the contracted persons were given the mandate and how they came up with agreement for the exercise. The committee went further and gave Mr. Oriwa and Mr. Komala the task to go and get more clarity on the issue.

**MIN/AUNGCDF:4/10/2019(VIII): ADJOURNMENT**

There being no other business the meeting ended with a word of prayer from Caren Adhiambo

at 1.00pm.

**Certified as true recordings by:**

**Sign……………………………………….. Date:……………………………….**

**Chairman NG-CDFC AlegoUsonga**

**Sign……………………………………… Date:………………………………… Secretary NG-CDFC Alego-Usonga**