



NG-CDF

National Government Constituencies Development Fund
Mandera West Constituency
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**MINUTES OF MANDERA WEST NG-CDF COMMITTEE MEETING HELD ON 14TH JULY, 2020
AT NG-CDF BOARD ROOM**

MEMBERS PRESENT

- | | | |
|--------------------------|---|--------------|
| 1. Mohamed Noor Daud | - | Chairperson |
| 2. Mohamed Ibrahim | - | Secretary |
| 3. Fatuma Hassan Mohamed | - | Member |
| 4. Mohamud Mohamed Alio | - | Member |
| 5. Sahara Ahmed Mohamed | - | Member |
| 6. Mohamed Nur Adan Abdi | - | Member |
| 7. Abdikadir Abdi Kala | - | Member |
| 8. Fatuma Adan Mohamed | - | Member |
| 9. Yussuf Abdi Ali | - | Fund Manager |

ABSENT WITH APOLOGY

- | | | |
|--------------------|---|-----------------------------------|
| 1. Kipkoech Labatt | - | Deputy County Commissioner/Member |
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AGENDAS

1. Introduction
2. Confirmation of previous minutes
3. Change of Project Activities & Reallocation of Projects
4. Resubmission of 2019/2020 Projects
5. A.O.B.

MIN 01/014/07/2020: INTRODUCTION

The meeting was called into order at 3.00 pm. The chairman requested the Secretary to open the sitting with a word of prayers. The Chair then introduced the agenda.

Agenda agreed and Adopted

MIN 02/014/07/2020: CONFIRMATION OF PREVIOUS MINUTES

The Secretary circulated copies of the previous minutes and after thorough scrutiny the members approved the minutes for adoption as true document of NG-CDFC Mandera West. There were no matters arising from the previous sitting.

MIN 03/014/07/2020: REALLOCATION OF PROJECT AND CHANGE OF PROJECT ACTIVITY

The Chairperson informed the members that they wished to approve reallocation of a project and change of project activity in another project since there was need to address areas of more concern.

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The Chairperson informed the members that Takaba Girls Secondary was allocated Kshs 7,500,000 for the purchase of a 51-Seater School bus through a previous reallocation approved by the NG-CDF Board vide board letter NG-CDF BOARD/MANDERA WEST/VOL.1/13 dated 6th August 2018. The project was initially proposed during the financial year 2016/2017. However, the School bought the bus through government contract at Kshs 6,775,000 leaving a balance of Kshs 725,000 to be reallocated. After much deliberation the members approved the reallocation of the balance (Kshs 725,000) to renovation works to two number classrooms at Takaba Girls Secondary School. The said classrooms are in dilapidated form and are therefore not conducive for learning.

The renovation works would entail repairing floor and wall cracks, roofing works where necessary, replacing broken doors and Windows, painting and project labeling.

The committee also approved to change the project activity at Takaba Adult Centre. During the financial year 2018/2019 the committee allocated Kshs 900,000 for the proposed concrete chain link fencing of 360 meters. The area Chief and the Adult Education Centre management later requested for the chain link fence to be changed to concrete wall since the chain link would be vandalized as the Adult Centre is located in Takaba town centre.

The Committee subsequently, during the financial year 2019/2020, allocated Kshs 1,400,000 for the Construction of Perimeter Wall of 150ft length and 150ft width to completion. It was further realized that the compound was bigger than budgeted during the financial year 2019/2020. An additional length of 250 linear feet has remained and the committee wishes to utilize the unspent amount allocated during the 2018/2019 financial year for chain link fencing to complete the additional concrete wall fencing of 250 linear feet so that the entire compound is walled and secured.

MIN 04/014/07/2020: RESUBMISSION OF 2019/2020 PROJECTS

The Fund Manager informed the committee that he had received the bill of quantities and drawings for the proposed construction of NG-CDFC Office (Phase I) from the public works engineer. The members scrutinized the bill of quantities and the estimated budget. The members agreed to change the previous proposed activity to match the drawing and the bill of quantities as tabulated below: -

Project Name	Conditionally Approved Activity	Amount Allocated	Proposed New Activity
Mandera West NG-CDF Office	Construction of NG-CDF Office Phase I (3,200,000), Construction of 30 M ³ Underground Water Tank to completion(1,500,000), Construction of Perimeter Wall of length 100ft & width 50ft to completion (2,150,000), Construction of Guard House (350,000), Construction of 3 Door Pit Latrine (450,000)	7,750,000	Construction of NG-CDF Office to Lintel Level Kshs 7,750,000 (FAM's office, Board room, Secretary's office, Accounts office, Registry, Clerk of works office, Procurement office, kitchen, Yard, Store, Chairman's office, Verandah, Reception and waiting bay Kshs 7,300,000; Construction of 3 door Pit Latrine to completion (450,000)

Thereafter, the members requested the Fund Manager to forward the bill of quantities and drawings to the NG-CDF Board for approval for the project to be approved.

The Fund Manager informed the members that the request for change of activity and reallocations shall immediately be sent to the NG-CDF Board for approval and as such the changes would take effect only after approval by the aforementioned Board.

MIN 05/014/07/2020: A.O.B

Having no other business to discuss, the meeting was adjourned at 5.20 pm.

Prepared by: Name

Designation

sign

Mohamed Ibrahim

NG-CDFC Secretary

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Confirmed by: Name

Designation

sign

Mohamed Noor Daud

NG-CDFC Chairperson

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