MARAKWET EAST NATIONAL GOVERNMENT CONSTITUENCY

 DEVELOPMENT FUND

**NG-CDFC MEETING HELD ON 28TH OCTOBER 2019 AT CHESOI NG-CDF BOARDROOM AT 10.00AM**

**MEMBERS PRESENT**

1. NOAH KIPTOO- CHAIRPERSON
2. EDWIN SIELE- FUND ACCOUNT MANAGER
3. SIMION OSUMBA- DCC
4. JOSEPH C. ITOK- SECRETARY
5. MONICAH KOMEN- MEMBER
6. JULIUS CHESIR- MEMBER
7. EMMILY KIMOSOP- MEMBER
8. BEATRICE KAINO- MEMBER
9. DOMINIC KIPKOSGEI-MEMBER
10. BETHWEL BITOK-MEMBER

 **IN ATTENDANCE**

* + - 1. ISHMAEL KAPTANY- PA

**AGENDA**

1. Prayer
2. Reading and confirmation of previous minutes
3. Emergency
4. Adoption of bursary reports
5. M&E review/strategic plan review
6. Approval of proposals for projects 2019/2020
7. Re-submission of projects
8. Oversite committee
9. Ratification and approval of new salary
10. A.O.B

**MIN: 1/28/10/2019: PRAYER**

The meeting was brought into order at 11.20 Am with a word of prayer from Mr. Dominic Kipkosgei. The chairman thanked the members for the good turn up. the members were also organized for the recent concluded launching, which the FAM took the lead in organizing the same. the team also thanked the FAM for the organization.

**MIN: 2. 28/10/2019: READING AND CONFIRMATION OF PREVIOUS MINUTES**

The secretary was given mandate by the chairman to read through the previous minutes which was proposed to be true minutes of that day by Bethwel Bitok and seconded by Beatrice Kaino.

**MIN: 3/28/10/2019: EMERGENCY**

The FAM informed the members that the amount for emergency is about Ksh 2,538,993.45 million. The committee discussed over the projects to be assisted now. The committee realized that there are so many projects requiring to be given emergency. They decided that the most effected will be given and others will be done later on when funds will be available. therefore, the following projects were prioritized for payment now as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NO** | **NAME OF THE PROJECT** | **WARD** | **ACTIVITY** | **AMOUNT IN KSH** |
| 1 | Muswon primary school | Sambirir | Collapsed toilets | 150,000 |
| 2 | Chesewew Secondary school | Sambirir | Collapsed toilets | 150,000 |
| 3 | Kapkuto primary school | Sambirir | Collapsed toilets | 150,000 |
| 4 | Kalya primary school | Kapyego | Collapsed toilets | 150,000 |
| 5 | Boroko primary school | Embobut | Collapsed toilets | 150,000 |
| 6 | Kapchoge primary school | Kapyego | Collapsed toilets | 150,000 |
| 7 | Kreel primary school | Endo | Collapsed toilets | 150,000 |
| 8 | Mkeno primary school | Embobut | Collapsed toilets | 150,000 |
| 9 | Lukuget primary school | Sambirir | Collapsed toilets | 150,000 |
| 10 | Kasokotow primary school | Endo | Collapsed toilets | 450,000 |
| 11 | Queen of peace cheseger primary school | Endo | Collapsed toilets | 100,000 |
| 12 | Kamasia primary school | Kapyego | Collapsed toilets | 60,000 |
| 13 | Koisabul primary school | Sambirir | Collapsed toilets | 150,000 |
| 14 | Kerbut primary school | Sambirir | Blown roof | 150,000 |
| 15 | St Michael Secondary school | Embobut/Embolot ward | Collapsed toilets | 550,000 |
| 16 | OCS tot police station CDF | Endo | Collapsed toilets | 100,000 |

**MIN: 4/28/11/2019: ADOPTION OF BURSARY REPORT**

The committee were given report by the bursary sub-committee. The NG-CDFC approved the names awarded bursary during the public participation as forwarded and on the same discussion the following issues were raised for consideration in future if possible they were as follows;

1. There is need to increase the bursary to accommodate more needy cases.

2. Due delay of submission of acknowledgements letters and receipts by institutions, the committee proposed to have the chair and clerk of works to go round the schools to deliver bursary cheques to institutions within Elgeyo Marakwet County and obtain those important documents. They will then be facilitated with allowance for the same.

3.The committee discussed over the needy cases coming to the office after disbursement of bursary due failure to be awarded during public participation which are deserving cases. The committee decided that some amount of between 2m and 3m needs to be retained to assist such cases.

**MIN: 5/28/11/2019: MONITORING AND EVALUATION/ STRATEGIC PLAN REVIEW**

The M&E went on smoothly in all the wards except upper Sambirir which was disturbed by heavy rains. The committee discussed over the remaining projects in same area where rains affected, they all agreed to be done after KCPE exams for class eight because no secondary schools will be visited during KCSE national exams.

Members reported that strategic plan was successful despite short notice to the public on the date and venue. More copies need to be distributed to the ward level for the public to read and understand the document. Members expressed their gratitude to all stakeholders for being part of the process since inception. It was agreed that if copies should fall short then more shall be ordered from the same supplier.

**MIN: 6/28/11/2019: APPROVAL OF PROPOSALS OF PROJECTS 2019/2020.**

Members deliberated on the project proposals identified and prioritized by public during public participation forums and approved the below compiled list of projects for financial year 2019/2020. The committee went through the proposals in detail making sure the activity and amount corresponds while giving priority to ongoing projects in security and education sectors, there were some few changes which were made and agreed upon. The proposals were later approved after the changes were harmonized. The total funding proposal for 2019/2020 is ksh 137,367,724.14.

The following projects proposals was therefore forwarded to NG-CDF board for approval.

|  |
| --- |
| **NAME OF THE PROJECT** |
| A | ADMINISTRATION |  AMOUNT | ACTIVITY  | STATUS  |
| 1 | Employee salaries | 2,700,000.00 | Payment of staff salaries and gratuity | Ongoing |
| 2 | Goods and services | 1,188,386.62 | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea. | Ongoing |
| 3 | NSSF | 130,000.00 | Payment of NSSF deductions | Ongoing |
| 4 | NHIF | 150,000.00 | Payment of NHIF deductions | Ongoing |
| 5 | Committee expenses | 2,700,000.00 | Payment of committee sitting allowances | Ongoing |
|  |  | **6,868,386.62** |  |  |
| B | **MONITORING AND EVALUATION** |
| 1 | Goods and services | 650,000.00 | Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence. | Ongoing |
| 2 | Committee expense | 1,600,000.00 | Payment of committee M&E allowances, transport and conferences | Ongoing |
| 3 | NG-CDFC/PMC capacity building | 1,871,031.72 | Undertake training of the PMC's/NG-CDFC's on NG-CDF related issues | Ongoing |
|  |  | **4,121,031.72** |  |  |
| C | EMERGENCY | 7,198,241.38 | To cater for any unforeseen occurrences in the constituency within the financial year |  New |
|  |  | **7,198,241.38** |  |  |
| D | **BURSARY** |
| 1 | Bursary secondary schools | 20,000,000.00 | Payment of bursary to needy students in secondary schools |  New  |
| 2 | Bursary tertiary schools | 10,000,000.00 | Payment of bursary to needy students in tertiary institutions |  New  |
|  |  | **30,000,000.00** |  |  |
| E | **ENVIRONMENT**  |
| 1 | Kreel primary school | 50,000 | Purchase and planting of tree seedlings | NEW |
| 2 | Wewo Assistant chiefs office | 50,000 | Purchase and planting of tree seedlings | NEW |
| 3 | Kimitel primary school | 50,000 | Purchase and planting of tree seedlings | NEW |
| 4 | Kalya primary school | 50,000 | Purchase and planting of tree seedlings | NEW |
|  |  | 200,000 |  |  |
| F | **SPORT**  |
| 1 | Liter Secondary school | 50,000 | Purchase of balls, games kits, discus, javelin, first aid kit box, netballs and rings in the school | NEW |
| 2 | Kumbulul primary school | 50,000 | Purchase of balls, games kits, discus, javelin, first aid kit box, netballs and rings in the school | NEW |
| 3 | Kapchemurkeldet primary school | 50,000 | Purchase of balls, games kits, discus, javelin, first aid kit box, netballs and rings in the school | NEW |
| 4 | Chesongoch primary school | 50,000 | Purchase of balls, games kits, discus, javelin, first aid kit box, netballs and rings in the school | NEW |
|  |  | **200,000** |  |  |
| G | **SECONDARY SCHOOLS** |
| 1 | Kamasia secondary school | 2,500,000.00 |  Completion of multi-purpose storey dining hall, plaster, doors, windows, wiring, panes. | Ongoing |
| 2 | Kerio Valley Secondary school | 5,100,000.00 | Construction of administration block; foundation, walling of administration block | New |
| 3 | Liter secondary school | 1,400,000.00 | Purchase and installation of shelves, chairs, tables of library | Ongoing |
| 4 | Queen of peace secondary school | 1,500,000.00 | Completion of dormitory; plaster, flooring, painting, wiring, window panes of dormitory ksh 1,000,000 Purchase of 50 beds each ksh 10,000 | Ongoing |
| 5 | Kapkondot secondary school | 2,500,000.00 | Completion of library; walling, roofing, plaster, flooring, wiring of library | Ongoing |
| 6 | St Michael secondary school | 2,480,064.42 | Construction of two 2 bed room staff houses to completion | New |
| 7 | Kapchebau secondary school | 3,000,000.00 | Construction of 3 bed room staff houses to completion | New |
| 8 | Lukuget secondary school | 1,500,000.00 | Construction of dormitory; foundation and walling | New |
| 9 | Mogil day secondary school | 7,000,000.00 | Purchase of 51 seater school bus | New |
| 10 | Kapkuto mixed day secondary school | 1,000,000.00 | Renovation; plaster, flooring, windows and doors of 4classes | New |
| 11 | Sambirir girls secondary school | 7,000,000.00 | Purchase of 51 seater school bus | New |
| 12 | St Augustine Kapyego secondary school | 700,000.00 | Completion of dining hall; painting, water harvesting, piping and drainage system | Ongoing |
|  |  | **35,680,064.42** |  |  |
| H | **SECURITY PROJECTS** |
| 1 | Koibirir chief's office | 1,000,000.00 | Roofing, plaster,flooring,doors and window of chiefs office | Ongoing |
| 2 | Endo chiefs office | 700,000.00 | Construction of chiefs office; foundation, walling, roofing of chiefs office | New |
| 3 | Assistant County Commissioners office Tot | 500,000.00 | Renovation of ACC's office Tot; Plaster,flooring,window panes,wiring | Ongoing |
| 4 | Kaptich chief's office  | 200,000.00 | Construction of two door pit latrines | New |
| 5 | Kapyego police station | 1,200,000.00 | Construction of 4 units of staff quarters to completion ksh 1,000,000 partition of report office,juvenile cell 200,000 | New |
| 6 | Kapyego chiefs office | 700,000.00 | Construction of chiefs office kapyego; foundation walling roofing. | New |
| 7 | Kamelei security camp | 1,000,000.00 | Construction of 2staff houses to completion | New |
| 8 | Tuturung Assistant chiefs office | 200,000.00 | Completion of assistant chiefs office; plaster, flooring, window panes,painting of assistant chiefs office | Ongoing |
| 9 | Kimuren chiefs office | 400,000.00 | Completion of chiefs office; plaster, flooring painting of chiefs office | Ongoing |
| 10 | Kapsicha Assistant chiefs office | 500,000.00 | Completion of assistant chiefs office; roofing, plaster, window panes, flooring of chiefs office | Ongoing |
| 11 | Wewo assistant chiefs office | 500,000.00 | Completion of assistant chiefs office; plaster, window panes, flooring of chiefs office | Ongoing |
| 12 | Korou assistant chiefs office | 1,000,000.00 | Construction of assistant chiefs office; foundation, walling, roofing of assistant chiefs office | New |
| 13 | Kibiriem chiefs office | 300,000.00 | Construction of two door pit latrines | NEW |
|  |  | **8,600,000.00** |  |  |
| I | **PRIMARY SCHOOLS** |
| 1 | Kasokotow primary school | 700,000.00 | Construction of one class to completion | New |
| 2 | Sambalat primary school | 1,500,000.00 | Construction of 1class; foundation, walling, roofing of 2 classrooms 1,000,000 and fencing of 980 metres school compound 500,000 | New |
| 3 | Sebero primary school | 700,000.00 | Construction of one class to completion | New |
| 4 | Kreel primary school | 500,000.00 | Completion of 2classrooms; plaster, flooring, painting | Ongoing |
| 5 | Kabaldamet primary school | 1,500,000.00 | Construction of administration block; foundation, walling, roofing of administration block | New |
| 6 | Chesawach primary school | 1,000,000.00 | Renovation of 5classrooms; Plaster, flooring, painting, window panes | New |
| 7 | Tot primary school | 2,000,000.00 | Construction of administration block; foundation, walling, roofing | New |
| 8 | Kapchelaga primary school | 1,000,000.00 | Completion of dormitory; walling, lintel and roofing of dormitory | Ongoing |
| 9 | Cheptobot primary school | 700,000.00 | Construction of one class to completion | New |
| 10 | Kaptobendo primary school | 700,000.00 | Construction of one class to completion | New |
| 11 | Tebe primary school | 700,000.00 | Construction of one class to completion | New |
| 12 | Kararia primary school | 1,500,000.00 | Construction of dormitory; foundation, walling | New |
| 13 | Kapchoge primary school | 700,000.00 | Construction of one class to completion | New |
| 14 | Kabiego primary school | 700,000.00 | Construction of one class to completion | New |
| 15 | Tenderwa primary school | 600,000.00 | Construction of 2units of staff quarters-Single rooms | New |
| 16 | Kapero primary school | 700,000.00 | Construction of one class to completion | New |
| 17 | Kalya primary school | 1,200,000.00 | Construction of one class to completion | New |
| 18 | Kamelei primary school | 700,000.00 | Construction of one class to completion | New |
| 19 | Tangul primary school | 700,000.00 | Construction of one class to completion | New |
| 20 | Ngenyireel primary school | 4,000,000.00 | Construction of 8classrooms to completion | New |
| 21 | Chesongoch primary school | 1,500,000.00 | Completion of 80 pupils dormitory; walling, roofing of dormitory | Ongoing |
| 22 | Konot primary school | 1,000,000.00 | Fencing of 4acres school land using metallic posts and barbed wire | New |
| 23 | Kabetwa primary school | 700,000.00 | Construction of 2units of staff quarters-Single rooms | NEW |
| 24 | Kapkobil primary school | 500,000.00 | Purchase of 80 beds of a dormitory | Ongoing |
| 26 | Cheptany primary school | 1,500,000.00 | Construction of 2classrooms to completion | New |
| 27 | Boroko primary school | 700,000.00 | Construction of one class to completion | New |
| 29 | Kapchebau primary school | 600,000.00 | Renovation of 2classrooms; flooring, doors windows, plaster, painting of 2classrooms | New |
| 30 | Itum primary school | 800,000.00 | Completion of 4 classrooms; flooring, doors windows, plaster, painting | Ongoing |
| 31 | Mkeno primary school | 1,500,000.00 | Construction of 2classrooms to completion | New |
| 32 | Sangach primary school | 1,200,000.00 | Construction of dining hall; foundation, walling of dining hall | New |
| 33 | Tuturung primary school | 1,200,000.00 | Construction of two classes to completion | New |
| 34 | Kimuren primary school | 3,000,000.00 | Renovation of 8classrooms; plaster, re-roofing, flooring, windows, doors, painting | New |
| 35 | St Peters Korion primary school | 700,000.00 | Completion of 3clssrooms; plaster, flooring, doors, windows, painting.  | New |
| 36 | Matum primary school | 700,000.00 | Construction of one class to completion | New |
| 37 | Kipsimbo primary school | 1,400,000.00 | Construction of two classrooms to completion | New |
| 38 | Chelimwo primary school | 700,000.00 | Construction of one class to completion | New |
| 39 | Mokwony primary school | 700,000.00 | Construction of one class to completion | New |
| 40 | Mureto primary school | 700,000.00 | Construction of one class to completion | New |
| 41 | Kaptora primary school | 600,000.00 | Water harvesting, gutters plastic water tank 5,000 liters ksh 300,000 and 40 beds of dormitory 300,000 | New |
| 42 | Muswon primary school | 600,000.00 | Completion of 3classrooms; plaster, flooring, painting, doors and windows of 3classrooms | Ongoing |
| 43 | Kapkeny primary school | 1,000,000.00 | Completion of dormitory; flooring, painting, wiring of dormitory | Ongoing |
| 44 | Kipyebo primary school | 800,000.00 | Completion of dormitory; flooring, painting, wiring of dormitory | Ongoing |
| 45 | Kumbulul primary school | 300,000.00 | Completion of one class; plaster, flooring, doors and windows  | Ongoing |
| 46 | Liter primary school | 300,000.00 | Completion; plaster, door, windows, flooring of one classroom | Ongoing |
|  |  | **44,500,000.00** |  |  |
|  | GRAND TOTALS | **137,367,724.14** |  |  |

**MIN: 7/28/11/2019: RE- SUBMISSION OF PROJECTS.**

The committee discussed over the projects which were declined to be approved by the NG-CDF Board due to wrong project activity. The committee re submitted Kapkobil Ap camp ksh 2,500,000 for construction of five new staff quarters for re- approval in order to complete the project.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S/NO** | **Project name** | **Initial Project activity** | **New project activity** | **Amount allocated** | **Status** |
| 1 | Kapkobil AP Camp | Additional funds for completion of 5staff quarters 2,500,000. | Foundation, walling, roofing, plaster, painting, doors and windows of 5staff quarters | 2,500,000 | New |

**MIN: 8/28/11/2019: OVERSIGHT COMMITTEE**

The FAM informed the members on the issue of oversight committee which provided for in the law. The committee are appointed by the area MP. The fund manager read through the duties of the oversight committee but we shall learn more about their detailed duties later on during capacity building.

The appointees are already in place and they are as follows:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S/NO | NAME | ID NO | CONTACT | WARD | POSITION |
| 1 | Hon. David Bowen |  | 0722314114 | Embobut/Embolot | Member |
| 2 | Mrs. Doris J Kitum | 22149495 |  | Kapyego | Member |
| 3 | Mr. Joseph Chebii | 3537021 | 0725636810 | Sambirir | Member |
| 4 | Mr. Robert Kipchumba Chemwatib | 14485405 | 0727223078 | Endo | Member |

The committee approved the appointed oversight committees as above. Their allowances will be obtained from monitoring and evaluation and it is estimated to 1% of the M&E budget.

Members recommended for capacity building on the new oversight committee members and NG-CDFC members and their staff so to understand their roles well as stipulated in NG-CDF Act 2015 as amended in 2016 and regulations 2016. The same shall be discussed and approved in the next full NG-CDFC meeting.

Members also agreed that the above oversight members shall be invited during next NG-CDFC meeting for orientation and familiarization.

**MIN: 8/28/11/2019: RATIFICATION AND APPROVAL OF NEW SALARY FOR STAFF**

The FAM informed the members that there is a notice from a public service board to review salaries for staff according to the job groups with effect from 1st July 2019. The committee were told that the staff range from job group G, H and J. The FAM who is accounting officer in liaison with sub-county human resource officer to go through the payments for each employee and award each accordingly.

**MIN: 10-28/10/2019 A.O.B**

1. The committee discuss over the following businesses. During NG-CDF office renovation there were unused idle assets and materials which are now available. The committee discuss over the and they agreed to surrender all those materials to Kapkuto day secondary school upon requesting formally through a letter because it is a young school and also needy.
2. In the previous meeting, we investigated on the theft of some assets within NG-CDF offices including TV set and others, security officers manning NG-CDF offices were therefore tasked to record statements with the police since up to now there is nobody found. The committee agreed that all the NG-CDF security team to go and record statement at DCI Office.

The meeting was adjourned at 4.00pm with a word of prayer by Mr. Bethwel Bitok.