**NYARIBARI MASABA NG-CDF COMMITTEE MEETING HELD ON 15-01-2019 AT 1000HRS AT THE MASIMBA NGCDF BOARDROOM**

**PRESENT**

1. Mr. Siko Mark – Chairman
2. Mr. Ronald Ingala K – Fund Account Manager
3. Mrs. Esther Omari – Member
4. Pst. Makori Nyongoina – Member
5. Mrs. Ednah Ototo – Member
6. Mrs. Jackline Kerebi – Member
7. Mr. Simion Osano – Member
8. Mrs. Margret Nyangoka – Member

**Asent with Apology**

1. Mr. Jayesh O. Bonuke – Sectary
2. Deputy County Commissioner

**AGENDA**

1. *Bursary.*
2. *Vetting*
3. *Bodaboda*
4. *Allocation*
5. *Environment.*
6. *Funds received*
7. *NGCDF Board Resolution*
8. *M&E Benchmarking*
9. *Oversight committee*
10. *AOB*

**Preliminaries**

The meeting started at 10:20 am with a word of prayer from Pst. Nyongoina Makori. Members proposed Mrs. Nyangoka to be the acting secretary for the meeting.

The meeting set off with the chairman CDF thanking members for attending 100%. He briefly talked about the many challenges the committee had gone through while exceeding their duty and finally gave a brief on Mr. Orego condition which he said was under management. Members were asked to put Orego in prayer.

**NGCDF/NM/MIN001/15/01/19: BURSARY**

The committee was informed that a total of over 11,096 forms had been given out and returned back; a number that was almost double the previous total applicants meaning a lot of sensitization on bursary had been done. Prior to issuance of forms adverts had been circulated to Media houses like Egesa FM radio on 14th Dec 2018.

Submission of forms had already been done and our team was in the process of doing data entry per sub-location. The committee was also informed that the administration will be involved in the identification of the applicants.

At the same time, the manager stressed on the need to identify the very needy cases during vetting process a reason for chiefs and assistant chiefs being brought on board.

The committee agreed that not all schools/students will be eligible for bursary award. Mostly needy students in boarding secondary schools would be considered together with colleges and universities.

1. VETTING

This exercise was scheduled to start on Thursday 22/1/2019 at 8:00 am. Members were asked to be punctual due to the log of work that was ahead.

1. BODABODA

The committee agreed to put in place a training program for Bodaboda operators who didn’t have licenses with an aim in promoting road safety leading to a reduction in Motor cycle accidents. Official lounging of Bodaboda programme will take place on 22/01/2019.

The programme will target over seven hundred operators Bodaboda riders with an initial budget allocation of Kshs. 5,000 per student from the bursary kitty. This will cap the training amount to Kshs. 3,500,000.

1. ALLOCATION

The bursary allocation to the successful applicants will be done once the applicants have been vetted and list of beneficiaries generated.

**NGCDF/NM/MIN002/15/01/19: ENVORONMENTAL**

The committee agreed to use the environment kitty to provide 10,000 litres water tanks to a total of 15 schools in the school. Each ward will have three beneficiary schools.

Considering the availability of clean water in our schools, the committee after long deliberations came up with a list of schools per ward that could benefit from this fund.

They are as follows;

|  | **SCHOOL** | **WARD** | **ACTIVITY** | **AMOUNT (Kshs.)** |
| --- | --- | --- | --- | --- |
| 1 | Kenyoro Primary School | KIAMOKAMA | 10,000 Litres Water Tank | 105,000.00 |
| 2 | Nyambogo Primary School | KIAMOKAMA | 10,000 Litres Water Tank | 105,000.00 |
| 3 | Emeroka Primary School | KIAMOKAMA | 10,000 Litres Water Tank | 105,000.00 |
| 4 | Riaisoe Primary School | GESUSU | 10,000 Litres Water Tank | 105,000.00 |
| 5 | Masaba **C.O.G** Primary School | GESUSU | 10,000 Litres Water Tank | 105,000.00 |
| 6 | Emonga Primary School | GESUSU | 10,000 Litres Water Tank | 105,000.00 |
| 7 | Sirirokwe Primary School | MASIMBA | 10,000 Litres Water Tank | 105,000.00 |
| 8 | Gekonge Primary School | MASIMBA | 10,000 Litres Water Tank | 105,000.00 |
| 9 | Ibanchore Primary School | MASIMBA | 10,000 Litres Water Tank | 105,000.00 |
| 10 | Omogogo Primary School | NYAMASIBI | 10,000 Litres Water Tank | 105,000.00 |
| 11 | Nyamasibi Primary School | NYAMASIBI | 10,000 Litres Water Tank | 105,000.00 |
| 12 | Matibo Primary School | NYAMASIBI | 10,000 Litres Water Tank | 105,000.00 |
| 13 | Kemuga Primary School | ICHUNI | 10,000 Litres Water Tank | 105,000.00 |
| 14 | Giensembe Primary School | ICHUNI | 10,000 Litres Water Tank | 105,000.00 |
| 15 | Chitago Primary School | ICHUNI | 10,000 Litres Water Tank | 105,000.00 |
|  |  |  |  |  |
|  | **TOTAL** |  |  | **1,575,000.00** |

The committee agreed that having funded the establishment of tree nurseries the previous year, there was need to review the progress. A summary was given where five nurseries were developed in each of the five wards with each ward having one nursery. As per the youth committee members Edna and Simon, the progress was quite encouraging.

The committee agreed to utilize the balance of Kshs. 605,817.51 in organizing an environment awareness campaign exercise where, tree seedlings will be procured from the established nurseries for continuity to be planted in various schools by the NGCDF office. In addition, there will be a cleaning exercise in Masimba, Ichuni and Kiamokama markets. There will be also sensitization events on the conservation of the environment together with other stakeholders.

**NGCDF/NM/MIN003/15/01/19: FUNDS RECEIVED**

The FAM informed the committee members that the constituency had received Kshs.10,000,000 for the current financial year 2018/2019 out of its total allocation. The committee agreed to budget for the funds as below:

1. Amabuko Secondary School Bus – Kshs. 3,200,000
2. Bursary – Kshs.3,500,0000
3. Kiomiti D.O.K Primary School – Kshs.2,000,000
4. Administration – Kshs.1,300,000

**NGCDF/NM/MIN004/15/01/19: NGCDF BOARD RESOLUTION**

The following projects had been declined by the NGCDF Board citing that the allocations were inadequate for the project to be undertaken and hence the NGCDF Committee is to allocate more funds to the project. The committee resolved to fund the projects but change the project activity as given below;

|  | **Project Name** | **Amount** | **Project Activity** | **Status** |
| --- | --- | --- | --- | --- |
| 1 | Ikenye Primary School | Kshs.1,400,000 | Construction of 3No. Classrooms: Foundation, Super Structure, roofing, fixing doors and windows and painting. | New |
| 2 | Kegogi Primary School | Kshs.1,400,000 | Construction of 3No. Classrooms: Foundation, Super Structure, roofing, fixing doors and windows and painting. | New |
| 3 | Nyamagesa C.O.G. Primary School | Kshs.1,400,000 | Construction of 3No. Classrooms: Foundation, Super Structure, roofing, fixing doors and windows and painting. | New |
| 4 | Matibo Secondary School | Kshs.1,400,000 | Construction of 3No. Classrooms: Foundation, Super Structure, roofing, fixing doors and windows and painting. | New |
| 5 | Masimba Secondary School | Kshs.2,000,000 | Construction of 4No. Classrooms: Foundation, Super Structure, roofing, fixing doors and windows and painting. | New |
| 6 | Kiamokama Friends Secondary School | Kshs.2,000,000 | Construction of 4No. Classrooms: Foundation, Super Structure, roofing, fixing doors and windows and painting. | New |
| 7 | Moremani Secondary School | Kshs.1,000,000 | Construction of 2No. Classrooms: Foundation, Super Structure, roofing, fixing doors and windows and painting. | New |

On ongoing projects; All projects were deferred subject to NG-CDFC submitting minutes committing to allocate additional funds to the projects in 2019/20 F/Y . This is because as per the report on ongoing projects submitted by the NG-CDFC, there were 20 ongoing projects out of which 5 have not been allocated funds. Some projects have also not been adequately funded.

The committee went through the ongoing projects report and resolved as below;

|  | **NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **LIST OF ONGOING PROJECTS AS AT 30TH JUNE, 2018** | | | | | | | | |
|  | **NYARIBARI MASABA CONSTITUENCY** | | | |  |  |  |  |  |
|  | **Financial year** | **Project name** | **Approved Activities** | **Pending Activities** | **Estimated Cost (Kshs.)** | **Amount Disbursed (Kshs.)** | **Balance to complete (Kshs.)** | **Amount Allocated FY 2018/2019** | **NGCDF Resolution** |
| 1 | 2017/2018 | Kiamokama Friends Primary School | Completion of 4No. Classrooms: Staircase, plastering, fixing doors and windows in partnership with PTA | Painting, Flooring, Wiring and General Finishes | 1,300,000.00 | 1,000,000.00 | 300,000.00 | 500,000.00 | Project to be complete as it is fully funded |
| 2 | 2017/2018 | Kiomiti Primary School | Construction of 4No. Storey Classrooms: Foundation and Super Structure | Superstructure, First floor and general finishes. | 3,500,000.00 | 1,200,000.00 | 2,300,000.00 | 2,500,000.00 | Project expected to be complete as it is fully funded |
| 3 | 2017/2018 | Nyankoba Community Primary School | Construction of 3No. Classrooms Complete: Foundation, Super Structure, Plastering, Doors and Windows, Roofing, Verandah and painting for Kshs. 1,700,000 and renovation 3No. Classrooms; plastering, painting, windows and doors for Kshs. 300,000 | Completion of administration block: Painting and general finishes | 2,500,000.00 | 2,000,000.00 | 500,000.00 | 500,000.00 | Project to be complete as it is fully funded |
| 4 | 2017/2018 | Emeroka Secondary School | Construction of Laboratory: Foundation, Super Structure and Roofing | First floor, roofing and general finishes | 3,000,000.00 | 1,800,000.00 | 1,200,000.00 | 1,400,000.00 | Project to be complete as it is fully funded |
| 5 | 2017/2018 | Mogweko Secondary School | Construction of Laboratory: Foundation, Super Structure and Roofing | First floor, roofing and general finishes | 3,100,000.00 | 1,400,000.00 | 1,700,000.00 | 1,500,000.00 | Project will be monitored and funded to completion in the FY 2019/2020 |
| 6 | 2017/2018 | Geteri Secondary School | Completion of 4No. Storey classrooms: Staircase, Plastering, Windows and Doors co-funded with PTA | First floor, roofing and general finishes | 3,300,000.00 | 1,400,000.00 | 1,900,000.00 | 1,400,000.00 | Project will be monitored and funded to completion in the FY 2019/2020 |
| 7 | 2017/2018 | Chibwobi Secondary School | Completion of 4No. Storey classrooms: Staircase, Plastering, Windows and Doors co-funded with PTA | Second Floor slab, roofing and general finishes | 3,000,000.00 | 1,400,000.00 | 1,600,000.00 | 1,500,000.00 | Project expected to be complete but any deficit to be considered in the FY 2019/2020 |
| 8 | 2017/2018 | Mesabisabi Secondary School | Construction of 4No. Storey Classrooms: Foundation and Sub-Structure | Walling, First Floor and Second Floor of structure | 5,200,000.00 | 1,800,000.00 | 3,400,000.00 | 3,000,000.00 | Project will be monitored and funded to completion in the FY 2019/2020 |
| 9 | 2017/2018 | Amasege Secondary School | Completion of Dormitory: Lintel, plastering, fixing windows and doors co-funded with PTA | Roofing, Painting, Doors and Windows, General Finishes | 3,100,000.00 | 1,600,000.00 | 1,500,000.00 | 1,500,000.00 | Project will be monitored and funded to completion in the FY 2019/2020 |
| 10 | 2017/2018 | Getare Girls Secondary School | Completion of Dormitory: Lintel, plastering, fixing windows | Roofing, Painting, Doors and Windows, General Finishes | 3,000,000.00 | 1,900,000.00 | 1,100,000.00 | 1,400,000.00 | Project expected to be complete as it is fully funded any further funding to be considered in the FY 2019/2020 |
| 11 | 2017/2018 | Moreremi Secondary School | Construction of Laboratory: Foundation, Super Structure and Roofing | First floor, roofing and general finishes | 3,000,000.00 | 1,400,000.00 | 1,600,000.00 | 1,000,000.00 | Project will be monitored and funded to completion in the FY 2019/2020 |
| 12 | 2017/2018 | Bongonta Secondary School | Construction of Dormitory: Foundation, super structure, lintel, roofing, doors and windows | Roofing, Painting, Doors and Windows, General Finishes | 2,800,000.00 | 1,400,000.00 | 1,400,000.00 | 1,400,000.00 | Project to be complete as it is fully funded |
| 13 | 2017/2018 | Sosera Secondary School | Construction of Laboratory: Foundation, Super Structure and Roofing | First floor, roofing and general finishes | 3,000,000.00 | 1,800,000.00 | 1,200,000.00 | 1,000,000.00 | Project will be monitored and funded to completion in the FY 2019/2020 |
| 14 | 2017/2018 | Obwari Primary School | Construction of Administration Block: Foundation, Super Structure and Roofing | Plastering, Windows, Doors, Painting and general finishes | 1,300,000.00 | 800,000.00 | 500,000.00 | Nil | Project is ongoing and will be considered for further funding in the FY 2019/2020 |
| 15 | 2017/2018 | Amabuko Secondary School | Construction of Dormitory: Foundation, Super Structure and Roofing. | Roofing, Painting, Doors and Windows, General Finishes | 3,000,000.00 | 1,000,000.00 | 2,000,000.00 | 1,000,000.00 | Project to be further funded in the FY 2019/2020 |
| 16 | 2017/2018 | Chironge Secondary School | Construction of Dormitory: Foundation, Super Structure and Roofing. | Roofing, Painting, Doors and Windows, General Finishes | 2,500,000.00 | 1,000,000.00 | 1,500,000.00 | 1,400,000.00 | Project expected to be complete but any deficit to be considered in the FY 2019/2020 |
| 17 | 2017/2018 | Mobamba High School | Construction of Dormitory: Foundation, Super Structure and Roofing. | Roofing, Painting, Doors and Windows, General Finishes | 2,500,000.00 | 800,000.00 | 1,700,000.00 | 1,500,000.00 | Project will be monitored and funded to completion in the FY 2019/2020 |
| 18 | 2017/2018 | Sasati Secondary School | Construction of 4No. Classrooms: Foundation, Super Structure and Roofing. | Plastering, Windows, Doors, Painting and general finishes | 2,500,000.00 | 1,000,000.00 | 1,500,000.00 | 1,100,000.00 | Project will be monitored and funded to completion in the FY 2019/2020 |
| 19 | 2017/2018 | Nyamagesa Chiefs Office | Construction of Administration Office: Foundation, Super Structure and Roofing | Plastering, Windows, Doors, Painting and general finishes | 1,000,000.00 | 500,000.00 | 500,000.00 | 350,000.00 | Project will be monitored and funded to completion in the FY 2019/2020 |
| 20 | 2017/2018 | Ikenye Chiefs Office | Construction of Administration Office: Foundation, Super Structure and Roofing | Plastering, Windows, Doors, Painting and general finishes | 1,000,000.00 | 500,000.00 | 500,000.00 | 350,000.00 | Project will be monitored and funded to completion in the FY 2019/2020 |
|  | **TOTAL** | |  |  | **53,600,000** | **25,700,000** | **27,900,000** | **24,300,000** |  |

**NGCDF/NM/MIN005/15/01/19: MONITORING AND EVALUATION (BENCHMARKING)**

The committee agreed to undertake a benchmarking exercise in any other constituency to be able to share experience and best practices among members. This will also be a learning exercise with an aim to improving performance and meeting performance contract targets as set by the NGCDF Board.

The members were of the view of visiting one of the best performing constituency in the management of NGCDF funds. The FAM is to liaise with his colleagues and propose the constituency to be visited for benchmarking.

**NGCDF/NM/MIN006/15/01/19: OVERSIGHT COMMITTEE**

This is an independent organ in the NGCDF structure whose activities should be independent of the NGCDF Committee activities. However clashes noted during the last FY which the committee hoped will be eliminated in the FY 2018/2019.

Manager explained to members that a budget should be set aside for oversight committee on production programme. The NGCDF Act and subsequent regulations provide for 1% of M&E funds should be allocated towards the activities of the oversight committee. The NGCDF committee agreed to allocate a total of Kshs. 300,000 for the oversight committee. Thus they should come up with a work plan and budget on how to utilize the funds and present it to the FAM.

**AOB**

All members requested for copies of the Strategic Plan to which the FAM promised to follow up with the service provide to avail more copies to the office.

The committee is to decide on how well to assist the secretary Mr. Orego who is under treatment for terminal cancer.

The meeting ended at 12:34 pm with a word of prayer from Pst. Nyong’oina Makori.

Signed;

Chairman …………………………………… Sign …………………… Date …………………

Secretary ……………………………………. Sign ……….…………… Date …………………