**NAKURU TOWN EAST CONSTITUENCY NG-CDF MEETING HELD ON 21ST OCTOBER 2020, AT 10:30 A.M. AT THE NGCDF BOARDROOM**

**Members present**

1. Nicodemus Akibah - Chairman
2. Fatma Yusuf - Secretary
3. OtienoOduor - Member
4. Albert Kaisha - Member
5. Margaret Wanjiru - Member
6. PerisWambui - Member
7. Susan Wangeci - Member
8. Anthony Maina - Member
9. Mr. Edward Ratemo - FAM

**In Attendance**

Irene Cheptum – ACC

**Agenda**

1. Preliminaries
2. Reading and confirmation of previous minutes
3. Matters Arising
4. Project Proposal
5. Report on auditors
6. Extraneous allowances
7. A.O.B

**MIN 01/21/10/2020: PRELIMINARY**

The meeting started at 10.30 a.m. with a word of prayer from Ms. PerisWambui

The Chairman welcomed the NG-CDF members to the meeting and thanked them for their commitment. He later tabled the issue of the day.

**MIN 02/21/10/2020: READING AND CONFIRMATION OF PREVIOUS MINUTES**

The previous meeting minutes were read by Fatma Yusuf and confirmed by Anthony Maina and seconded by Susan Wangechi.

**MIN 03/21/10/2020: MATTERS ARISING**

There being no any matters arising from previous minutes members adopted the same and continued with the new Agenda of the day.

**MIN 04/21/10/2020: PROJECT PROPOSAL**

FAM informed the committee that official communication had been done and the board had allocated a total of **Kshs. 137,088,879.31**. He went ahead to inform them that the matter should be handled with urgency for the forwarding of the same was long overdue.

One member raised a concern on the same stating that the projects in the constituency take a long time to be completed because of some project activity narrations. This has caused a delay in the funds being disbursed as the projects take time to be approved. The committed resolved that the project proposal should have clear narrations of the project activities and the current status as per the template from the board.

Members were given a list of the proposals receive from the various schools heads and after much discussion the members agreed to give the projects as listed in the project proposal below.

**MIN 05/21/10/2020:REPORT ON AUDITOR**

The FAM was asked to give a report on the auditors the progress and how long it would take for the whole process. The manager informed the members that the process had come to a halt as the county auditor madam Gitenga who is their senior had lost a daughter and as a way of honoringher, the auditors opted to have the exercise resume after the burial. Generally the work had started on the15th October 2020 and was meant to go for seven working days the auditors were on their third day when the requested to have the exercise halted.

**MIN 06/21/10/2020:EXTRANEOUS ALLOWANCES**

Member discussed about extraneous duty allowances for the secretary FAM and the chairman when carrying their official duties. Since the office had a car members agreed to committee fuel for the office car that had previously been allocated to the manager.

 The officials would only get the communication allowance of 5,000.00 per month upon production of support documents. The funds are to be drawn from Monitoring & Evaluation vote head.

**MIN 07/21/10/2020:AOB**

There being no other business the meeting was closed by a word of prayer from Mr. Otieno Oduor at 1:00 p.m.

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|   | **NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND** |
|   | **2020/2021 PROJECT PROPOSAL CODE LIST** |
| **S/NO** | **Project name** |  **Original Cost**  | **Cumulative allocation** | **Project activity** |  **Amount Allocated**  | **Status** |
|   | **ADMINISTRATION AND RECURRENT COSTS.** |
| 1 | Employees Salaries | 2,720,000.00 |   | Payment of staff salaries  | 2,720,000.00 | New |
| 2 | Gratuity | 1,249,203.00 |   | Payment of gratuity | 1,249,203.00 | New |
| 3 | Goods and Services | 2,000,000.00 |   | Purchase of fuel, Vehicle repairs and maintenance, computer and appliances, printing, stationery, telephone, Electricity, travel and subsistence, office tea. | 2,848,501.76 | New |
| 4 | Committee Expenses | 1,408,000.00 |   | Payment of Committee sitting allowances, transport, conferences. | 1,408,000.00 | New |
|   | **MONITORING, EVALUATION AND CAPACITY BUILDING** |   |   |
| 5 | Goods and Services | 1,000,000.00 |   | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence. | 1,000,000.00 | New |
| 6 | Committee Expenses | 1,500,000.00 |   | Payment of Committee sitting allowances, transport, conferences. | 1,500,000.00 | New |
| 7 | CDFC/PMC Capacity Building | 1,600,000.00 |   | Undertake Training of the PMCs/CDFCs on CDF Related issues | 1,600,000.00 | New |
|   | **Emergency**  |   |   |
| 8 | Emergency  | 7,192,206.90 |   | To cater for any unforeseen occurrences in the constituency during the financial year  | 7,192,206.90 | New |
|   | **Sports**  |   |   |
| 9 | Sports  | 2,741,777.59 |   | Carry out constituency sports tournaments and the winning teams/schools to be awarded with trophies, balls, and games kits | 2,741,777.59 | New |
|   | **Environment**  |   |   |
| 10 | Kivumbini Ward -at the sewer treatment plant | 278,355.52 |  | Planting of tree nurseries in public institution by the youth groups from all wards | 278,355.52 | New |
| 11 | Muguga chief’s camp-Nakuru town east ward | 278,355.52 |  | Planting of tree nurseries in public institution by the youth groups from all wards | 278,355.52 | New |
| 12 | Kiratina chiefs office-Menengai ward | 278,355.52 |  | Planting of tree nurseries in public institution by the youth groups from all wards | 278,355.52 | New |
| 13 | Teachers chief’s office-Menengai ward | 278,355.52 |  | Planting of tree nurseries in public institution by the youth groups from all wards | 278,355.52 | New |
| 14 | Langalanga chief’s office-Biashara Ward | 278,355.52 |  | Planting of tree nurseries in public institution by the youth groups from all wards | 278,355.52 | New |
| 15 | 58 centre-Biashara Ward | 278,355.52 |  | Planting of tree nurseries in public institution by the youth groups from all wards | 278,355.52 | New |
| 16 | Flamingo chief’s office-Flamingo Ward | 278,355.52 |  | Planting of tree nurseries in public institution by the youth groups from all wards | 278,355.52 | New |
| 17 | Environmental Activity | 793,701.42 |  | Purchase of drain rods to facilitate in the unblocking of the toilets 2 for each of five wards(Kivumbini, Nakuru Town East,Menengai, Biashara and Flamingo) | 793,701.42 | New |
|   | **Bursary**  |   | New |
| 18 | Bursary Secondary Schools | 30,000,000.00 |   | Payment of bursary to needy students in Secondary schools | 30,000,000.00 | New |
| 19 | Bursary Tertiary Schools | 5,153,000.00 |   | Payment of bursary to needy students in Tertiary institutions. | 5,153,000.00 | New |
| 20 | Bursary University Institutions  | 6,000,000.00 |   | Payment of bursary to needy students in University institutions. | 6,000,000.00 | New |
| 21 | Nakuru Town East Constituency NG-CDF Social Security Programmes | 4,998,000.00 |   | Payment of NHIF medical cover to 833 vulnerable people in the constituency (166 persons from each of the 4 wards; Menengai, Flamingo, Kivumbini, Biashara and 169 persons from Nakuru East ward).  | 4,998,000.00 | New |
|   | **PRIMARY SCHOOLS PROJECTS** |   |   |
| 22 | Kenyatta Primary School |  497,000.00  |   | Purchase of 142 chairs and lockes each @ Ksh 3,500.00 |  497,000.00  | New |
| 23 | Rhino primary School  |  500,000.00  |   | Construction of a eight doors pit latrine and urinal to completion.  |  500,000.00  | New |
| 24 | Lionhill Primary School  |  499,500.00  |   | Construction of 30 water points(Concrete sinks and taps) @ kshs.300,000.00 chairs and lockers 57 pieces @ Kshs. 3,500.00 each |  499,500.00  | New |
| 25 | crater primary School |  500,000.00  |   | Construction of 8 doors pit latrine and urinal to completion. |  500,000.00  | New |
| 26 | Harambee khalsa Primary School |  500,000.00  |   | Construction of 8 doors pit latrine and urinal to completion.  |  500,000.00  | New |
| 27 | Umoja Primary School |  800,000.00  |   | Construction of one classroom to completion |  800,000.00  | New |
| 28 | St. Pauls Primary school |  499,500.00  |   |  Construction of 30 concrete handwashing water points @ kshs.300,000.00 chairs and lockers 57 pieces @ Kshs.3,500.00 each  |  499,500.00  | New |
| 29 | nairobi road pry sch |  800,000.00  |   | Construction of one classroom to completion |  800,000.00  | New |
| 30 | naka primary school |  500,000.00  |   | Purchase of 2 water tanks of 10,000 ltres @ Kshs. 75,000.00 each and purchase of 100 pieces of chairs and lockers @Kshs.3,500.00 |  500,000.00  | New |
| 31 | freehold primary school |  450,000.00  |   | Construction of 30 concrete handwashing water points @ kshs.300,000.00 and purchase of 2 water tanks of 10,000 litres each @ Kshs. 75,000.00 |  450,000.00  | New |
| 32 | kisulisuli primary school |  430,000.00  |   | Construction of 16 concrete handwashing water points @ kshs.10,000.00 each, purchase of 50 pieces of chairs and lockers at Kshs. 3,500.00 each, purchase of one water tank of 10,000 litres @ Kshs.75,000 and installation of gutters at Kshs. 20,000.00 |  430,000.00  | New |
| 33 | bondeni primary |  395,000.00  |   | Purchase of 3 water tanks 10,000 litres each @ Kshs. 75,000.00, Construction of 15 concrete handwashing water points @ kshs.10,000.00 each and installation of gutters at @ Kshs. 20,000.00 |  395,000.00  | New |
| 34 | st. johns pry school |  500,000.00  |   | Construction of 8 doors pit latrine and urinal to completion |  500,000.00  | New |
| 35 | mburu gichua primary sch |  800,000.00  |   | Renovation of 6 classrooms ( flooring and plastering) to completion. |  800,000.00  | New |
| 36 | lenana primary school |  475,000.00  |   | Construction of 5 water points each @ Kshs. 10,000.00, purchase of chairs and lockers 100 pieces each @ Kshs. 3,500 and purchase of one 10,000 litre water tank @ Kshs. 75,000.00 |  475,000.00  | New |
| 37 | madaraka primary school |  450,000.00  |   | Construction of 30 water points each @ Kshs. 10,000 and purchase of two 10,000 litre water tanks each @ Kshs. 75,000.00 |  450,000.00  | New |
| 38 | pangani primary school |  500,000.00  |   | Purchase of 2 water tanks of 10,000 litres at Kshs.75,000 each, construction of storage tank base slab @ Kshs. 39,500, purchase of 83 pieces of chairs and lockers each @ Kshs. 3,500.00 and installation of gutters @ Kshs. 20,000  |  500,000.00  | New |
| 39 | mirugi kariuki primary school |  450,000.00  |   | Purchase of 100 pieces of chairs and lockers each @ Kshs. 3,500 and construction of 10 water points each @ Kshs. 10,000.00 |  450,000.00  | New |
| 40 | nakuru teachers primary school |  500,000.00  |   | Construction of 8 doors pit latrine and urinal to completion. |  500,000.00  | New |
| 41 | langalanga primary school |  405,000.00  |   | Construction of 30 concrete handwashing water points @ kshs.300,000.00 and purchase of 30 pieces of chairs and lockers each @ Kshs. 3,500 |  405,000.00  | New |
| 42 | aberdares primary school |  450,000.00  |   | Construction of 10 concrete handwashing water points each @ Kshs.10,000 and purchase of 100 pieces of chairs and lockers each @ Kshs. 3,500 |  450,000.00  | New |
| 43 | lakeview primary school |  370,000.00  |   | Construction of 20 concrete handwashing water points each @ Kshs. 10,000, purchase of 2 water tanks each @ Kshs. 75,000 and installation of gutter @ 20,000 |  370,000.00  | New |
| 44 | st. theresas Primary school |  280,000.00  |   | Purchase of 1 water tank of 10,000 litres @Kshs. 75,000, construction of 10 concrete handwashing water points each @ Kshs.10,000 and purchase of 30 pieces of chairs and lockers each @ Kshs. 3,500 |  280,000.00  | New |
| 45 | ndimu primary school |  310,000.00  |   | Construction of 6 concrete handwashing water points each @ Kshs.10,000, purchase of 1 water tank @ Kshs. 75,000 and purchase of 50 pieces of chairs and lockers each @ Kshs. 3,500 |  310,000.00  | New |
| 46 | nakuru primary school |  375,000.00  |   | Construction of 20 concrete handwashing water points each @ Kshs. 10,000 and purchase of 50 pieces chairs and lockers each @ Kshs. 3,500 |  375,000.00  | New |
| 47 | flamingo primary school |  350,000.00  |   | Construction of 20 concrete handwashing water points each @ Kshs. 10,000 and purchase of 2 water tanks of 10,000 litres each @ Kshs. 75,000 |  350,000.00  | New |
| 48 | menengai integrated school |  460,000.00  |   | Purchase of 60 pieces of chairs and lockers each @ Kshs. 3,500 and construction of 25 concrete handwashing water points each @ Kshs. 10,000 |  460,000.00  | New |
| 49 | ngala school for the deaf |  320,000.00  |   | Purchase of 4 water tanks of 10,000 each @ Kshs. 75,000 and installation of gutter @ 20,000 |  320,000.00  | New |
| 50 | st. mary's girls primary school |  230,000.00  |   | Purchase of 2 water tanks of 10,000 litres each @ Kshs. 75,000 construction of eight concrete handwashing water points is each @ Kshs. 10,000.00 |  230,000.00  | New |
| 51 | st. joseph primary school |  500,000.00  |   | Roofing of 2 classrooms to completion. |  500,000.00  | New |
| 52 | baharini primary school |  500,000.00  |   | Renovation of 3 classrooms (ceiling, painting and flooring) to completion. |  500,000.00  | New |
| 53 | kaloleni primary school |  500,000.00  |   | Construction of 8 doors pit latrine and urinal to completion. |  500,000.00  | New |
| 54 | Racetrack primary School | 7,000,000.00 |   | Purchase of a 52 seater school bus | 7,000,000.00 | New |
| 55 | Jamhuri Primary School |  350,000.00  |   | Purchase of 100 pieces of chairs and lockers |  350,000.00  | New |
| 56 | Racetrack primary School |  445,000.00  |   | Purchase of 90 chairs each @ Kshs. 1,500.00 and 10 tables each @ Kshs. 7,000.00, plumbing works @ Kshs. 50,000.00, installation of gutters @ Kshs. 40,000.00 and 2 water tanks of 10,000 litres each @ Kshs. 75,000.00 |  445,000.00  | New |
| 57 | St. Xaviers Primary School |  495,000.00  |   | Construction of 30 concrete handwashing water points each @ Kshs. 10,000.00, purchase of 1 water tank of 10,000 litres each @ Kshs. 75,000.00, construction of steel water tank base @ Kshs. 100,000.00 and upgrading the isolation room @ Kshs. 20,000.00  |  495,000.00  | New |
| 58 | Lanet Primary School special unit |  500,000.00  |   | Purchase of 90 chairs each @ Kshs. 1,500.00 and 10 tables each @ Kshs. 7,000.00 and 1 water tanks of 10,000 litres each @ Kshs. 75,000.00 and construction of 12 concrete handwashing water points each @ Kshs. 10,000.00 and construction of a water tank base @ Kshs. 100,000.00 |  500,000.00  | New |
| 59 | kimathi primary school |  250,000.00  |   | Construction of 10 concrete handwashing water points each @ Kshs. 10,000.00 and purchase of 2 pieces of 10,000 litre each @ Kshs. 75,000.00 |  250,000.00  | new |
| 60 | menengai integrated school |  800,000.00  |   | Reroofing of 5 classrooms to completion. |  800,000.00  | new |
|   | **SECONDARY SCHOOLS PROJECTS** |   |   |
| 61 | Nakuru East Mixed Day Secondary School | 4,000,000.00 |   | Construction of 8 door ablution block to completion @ Kshs.1,000,000.00, Construction of an administration block with 10 offices to completion at Kshs.3,000,000.00  | 4,000,000.00 | New |
| 62 | Kimathi Secondary School | 2,950,000.00 |  1,500,000.00  | Completion of a single 30 students capacity laboratory(plastering, windows and window panes installation, flooring and painting) | 1,450,000.00 | On-going  |
| 63 | Kivumbini Secondary | 3,000,000.00 |   | Construction of a single 30 students capacity laboratory to lintel level | 1,500,000.00 | New  |
| 64 | St. Maria Veronica Sec | 7,000,000.00 |   | Purchase of a 52 seater school bus  | 7,000,000.00 | NEW |
| 65 | Natewa Secondary School | 2,000,000.00 | 1,000,000.00 | Completion of 2 classrooms; walling and roofing (Funded in 2018/19FY) | 1,000,000.00 | On-going |
|   | **OTHER PROJECTS** |  |  |
| 66 | Small Scale Industries | 20,000,000.00 |   | Small industries at 5,000,000.00 per ward  | 20,000,000.00 | New |
| 67 | Strategic plan | 500,000.00 |   | Review of Nakuru Town East 2018-2021 strategic plan | 500,000.00 | New  |
|   | **Security Projects** |   |   |
| 68 | Muguga Chief's Office | 3,000,000.00 |   | Renovation of Muguga Borehole @ Kshs.1,500,000.00(purchase of a pump and installation of electricity for pumping) and construction of 5 police housing units of 1 room each @ Kshs.1,500,000.00 | 3,000,000.00 | New  |
| 69 | Kiratina chief’s Office | 1,500,000.00 |   | Re-roofing of a storey building with eight offices, a store and conference hall @ Kshs.1,000,000.00 and installation of cabros(7502 ft) @ Kshs.500,000.00 box profile  | 1,500,000.00 | New  |
| 70 | Rhino Police Post | 1,000,000.00 |   | Construction of a sewer connection | 1,000,000.00 | New  |
|   | **TOTAL** |  **137,038,879.31**  |   |