

TURKANA SOUTH CONSTITUENCY DEVELOPMENT FUND MEETING HELD AT TURKANA SOUTH NEW NGCDF OFFICES, LOKICHAR ON TUESDAY, 23RD JANUARY, 2018 FROM 9.30 AM

MEMBERS PRESENT

1. PETER EMERI LODIO	~	CHARIRPERSON
2. SUNDAY EKIRU COLLINS	~	SECRETARY
3. LOCHERIA NYIKAL BASIL	~	FUND ACCOUNT MANAGER
4. PAUL IPOLOT LOKONYI	~	MEMBER
5. SARAH ASUROI AKORITA	~	MEMBER
6. SYLVESTER LOKALIBAN	~	MEMBER
7. MARGARET LOMULEN	~	MEMBER
8. ROSEHELLA AMODOI EYANAE	~	MEMBER
9. VINCENT OGUTU	~	MEMBER

AGENDA

1. Confirmation Of Previous Meeting Minutes
2. Turkana South NGCDF Projects Proposal For Financial Year 2017/2018
3. Turkana South Office Operations Budget Approval for 2017/2018FY
4. A.O.B

MIN 001/23RD JANUARY/2018. CONFIRMATION OF PREVIOUS MEETING MINUTES:

The meeting was started with the word of prayer from Rosephella Amodoi and the Chairman welcomed all members and thanked them for being punctual, he urged members to contribute to the meeting agendas.

The secretary read through the minutes of the previous meeting. The minutes were confirmed to be the true copy of the deliberations held by Margaret Lomulen who was seconded by Paul Ipolot

MIN 002/23RD JANUARY/2018: NGCDF PROJECTS PROPOSAL BUDGET FOR FINANCIAL YEAR 2017/2018

The Chairman briefed members that the committee is required to submit project proposals for the financial year 2017/2018 in time to get funds, the fund account manager told members that the NG-CDF Committee is supposed to submit projects proposals to the NG - CDF Board by the 25th July, 2017.

The Fund Account Manager informed members that the constituency had been allocated a total of **KES. 86,810,344.83**

The Fund account manager briefed members (with a circular from the CEO tabled at the meeting) on the guidelines for project proposal presentation he also informed members on the eligible projects. The manager informed members that all devolved functions are no longer eligible under the new NG-CDF act.

After lengthy deliberations the NGCDF committee agreed on the following projects to be funded in the Financial Year 2017 – 2018 in all the five wards in the Constituency. This was based on the Ward Reports on needs assessment within the Constituency.

PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED
ADMINISTRATION AND RECURRENT		
Employee Salaries	Payment of staff salaries and gratuity	2,530,840.00
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	1,049,000.00
NSSF	Payment of NSSF Deductions	58,560.00
NHIF	Payment of NHIF Deductions	70,200.00
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,500,000.00

MONITORING AND EVALUATION		
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence	520,000.00
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	500,000.00
CDFC PMC Capacity Building	Undertake Training of the PMCs/CDFCs on CDF Related issues	716,200.00

CONSTITUENCY OVERSIGHT COMMITTEE		
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence	200,000.00
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	453,840.00
NG-CDFC PMC Capacity Building	Undertake Training of the Constituency Oversight Committee on CDF Related issues	214,160.00

Emergency	To cater for any unforeseen occurrences in the constituency during the financial year	4,568,965.52
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Bursary - Secondary Schools	Bursary for Secondary Schools	13,000,000.00
Bursary - Tertiary Institutions	Bursary for Tertiary Institutions	8,702,000.00

Sports	Purchase of sports kits i.e. balls, uniforms for teams in the constituency (Kalapata Football Team, Lokichar Ward Football Team, Kaputir Football Team and Katilu Football Team and Kainuk Football team) @347,241/= per team	1,736,206.90
Environment	Purchase and Planting of tree seedlings in the following schools across the constituency. The Schools are; Immaculate Primary School (250,000/=),Nagetei Secondary School (250,000/=, Lokapel Secondary School (250,000/=), Naregaekamar Primary School (250,000/=), Amani Primary School (236,207/=), Kaputir Mixed Secondary School (250,000/=), Ngabaakan Primary School (250,000/=)	1,736,206.90

PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED
PRIMARY SCHOOL PROJECTS		
Ngabaakan Primary School	Construction of 2 Classrooms (2,500,000/=) and equipping with 25 double desks (277,138/=)	2,777,138.00
Kalochaan Primary School - Construction of 2 Classrooms and 50 desks	Completion of 2 classrooms and Equipping with 50 double desks	800,000.00

SECONDARY SCHOOL PROJECTS		
Katilu Girls Secondary School	Renovation and Completion of Economic Stimulus Project - Multipurpose School Hall/Dining Hall (Flooring, Plastering, One wall upto the cable, roofing and painting)	4,000,000.00
Kaputir Secondary School	Construction of 2 Classrooms - 2,500,0000/=, Construction of Girls Dormitory (2,500,000/=) with 40 double decker beds 500,000/=, Supply and Delivery of 50 Double Decker Beds (600,000/=) and 40 Student Lockers - 400,0000/=	7,000,000.00
Nagetei Secondary School	Construction of 2 Classrooms - 2,500,0000/=, Drilling and Mechanization of Borehole with 20,000 Litres Overhead tank - 2,500,000/=, Supply and Delivery of 50 Double Decker Beds and 50 Student Lockers - 1,000,0000/=, Construction of Ablution Block/Shower block - 1,500,000/=	7,500,000.00
Lokapel Secondary School	Construction of 2 Classrooms - 2,500,0000/=, Drilling and Mechanization of Borehole with 20,000 Litres Overhead tank - 2,500,000/=, Supply and Delivery of 50 Double Decker Beds and 50 Student Lockers - 1,000,0000/=, Construction of Ablution Block/Shower Block - 1,500,000/=	7,500,000.00
Lokapel Secondary School	Completion of Administration block - Roofing, Flooring, Walling, Painting, Septic tanks,	2,000,000.00
Nagetei Secondary School	Completion of Administration block - Roofing, Flooring, Walling, Painting, Septic tanks.	2,000,000.00

Kasuroi Boys Secondary School	Construction of 2 Classrooms (2,500,000/=) Supply of 45 Student Lockers (500,000/=)	3,000,000.00
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Turkana South NGCDFC Strategic Plan	Development of 5 year NGCDFC Strategic Plan	4,000,000.00
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Turkana South Constituency ICT Innovation Hub Project	Support for Implementation of 4 Constituency Innovation ICT Hubs	4,677,027.52
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Turkana South DCC GOK Relief Store	Construction of GOK Relief/Emergency Food store for the Sub-County to completion	4,000,000.00
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The Total cost of the above projects was **KES 86,810,344.83**

The committee members requested the Fund Account Manager to do the necessary documentation for project proposal approval by NG-CDF Board. The committee also requested the Area MP to follow up with the board for fast approval of the projects.

MIN 003/23RD JANUARY/2018: TURKANA SOUTH OPERATIONS OFFICE BUDGET FOR 2017/2018FY

The committee approved the Office Operations budget for 2017/2018FY. This entailed the Administration and Monitoring and Evaluations Votes for 2017/2018FY.

The Budget is as below;

S/NO	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL AMOUNT	REMARKS
I	Salaries				
	Joseph Ekiru Lotokos - Clerk of Works	12	30,000.00	360,000.00	
	Consolata Lobur - Office Assistant	12	24,000.00	288,000.00	
	Stella Katiko - Records Mgt Officer	12	28,000.00	336,000.00	
	Rebecca Aregae - Clerical Officer	12	28,000.00	336,000.00	
	Nawaar James - Security Officer	12	24,000.00	288,000.00	
	Lorinyowok - Security Officer	12	18,000.00	216,000.00	
	Ekitela Ebei - Accounts Assistant	12	28,000.00	336,000.00	
	Ekadeli Lemuya - Driver/Mechanic	12	26,000.00	312,000.00	
					1,824,000.00

31% Staff Gratuity for the 2017/2018 FY - 1 Year					
	Joseph Ekiru Lotokos - Clerk of Works	2	360,000.00	177,567.00	
	Consolata Lobur - Office Assistant	2	288,000.00	155,247.00	
	Stella Katiko - Records Mgt Officer	1	336,000.00	104,160.00	
	Rebecca Aregae - Clerical Officer	1	336,000.00	104,160.00	
	Nawaar James - Security Officer	2	288,000.00	155,247.00	
	Lorinyowok - Security Officer	1	216,000.00	66,960.00	
	Ekitela Ebei - Accounts Assistant	1	336,000.00	104,160.00	
	Ekadeli Lemuya - Driver/Mechanic	1	312,000.00	96,720.00	
					964,221.00
2	<i>Communication and Airtime - Data Bundles</i>	9	4,000.00	36,000.00	
					36,000.00
3	<i>Committee Allowances</i>				
	<i>Committee Allowances- Twice a month</i>	20	52,000.00	1,040,000.00	
	<i>Other Committee Expenses</i>	2	25,000.00	50,000.00	
	<i>Ward Development Meetings – 3 times</i>	3	60,000.00	180,000.00	
					1,270,000.00
4	<i>Fuel - Semi Annually</i>	3	250,000.00	750,000.00	
					750,000.00
5.	<i>FAM Facilitation to Nairobi</i>	12	60,000.00	720,000.00	
					720,000.00
6	<i>Office Rent</i>	9	14,000.00	126,000.00	
					126,000.00
7	<i>Motorvehicle Repairs</i>	12	15,000.00	180,000.00	
	<i>Motorvehicle Tyres</i>	2	180,000.00	360,000.00	
					540,000.00
8	<i>Monitoring and Evaluation</i>				
	<i>Exercise - Quarterly</i>	4	165,000.00	660,000.00	
	<i>Motorvehicle Hire</i>	3	30,000.00	90,000.00	
					750,000.00
9	<i>Office Stationery</i>	10	28,000.00	280,000.00	
					280,000.00
10	<i>Trainings</i>				
	<i>Committee</i>	1	300,000.00	300,000.00	
	<i>PMC</i>	1	100,000.00	100,000.00	
	<i>Staffs</i>	1	152,710.00	152,710.00	
					552,710.00
	GRAND TOTALS				7,812,931.00

MIN 004/23RD JANUARY/2018: A.O.B.

Committee members agreed on the following;

1. Committee sitting allowance for the meeting of 10th January, 2018 for the 9 Members amounting to Kshs.47,000/= to be paid.
2. Committee Meeting allowances and expenses for this meeting (23rd January, 2018) for the 9 Members amounting to KES 47,000/=
3. Fund Account Manager facilitation to Nairobi to submit the Election Minutes and Officials testimonials in addition to the submission of this project proposals. Return flight amounting to KES 17,000/=. 4 days per diem for the FAM @11,200/= amounting to KES 44,800/=
4. Chairperson facilitation to submit project proposals to Nairobi. Return flight and 4 days per diems while in Nairobi and Lodwar transit.
5. Office stationery and other office expenses to be paid as per the receipts and invoices.
6. Monitoring and Evaluation of projects during the Month of December 2017 amounting to KES 94,200.00
7. Motorvehicle repairs and Service for GK B 345M as per Transport Officer report, Invoice, LSO, Job Cards, and receipts submitted.

There being no other business the meeting was adjourned at 3:30 p.m. With a word of prayer from Mr. Paul Ipolot Lokonyi

Minutes Compiled by;

Sunday Ekiru Collins

(The Secretary)

Signature: _____

Date: _____

Minutes Confirmed by;

Rev. Peter Emeri Lodio

(The Chairman)

Signature: _____

Date: _____