

**MINUTES FOR KAJIADO SOUTH NGCDFC HELD ON 24<sup>TH</sup> AUGUST 2020 AT 9:30AM AT THE NGCDFC CONFERENCE HALL.**

**PRESENT**

- |                            |  |
|----------------------------|--|
| 1. Hon Katoo Ole Metito    | Member of National Assembly- Oversight committee |
| 2. Mr. Lawrence Kinyua     | Deputy County Commissioner                       |
| 3. Mr. Kilelo Kilitia      | Chairperson                                      |
| 4. Mrs. Rosemary Nailantei | Secretary  |
| 5. Mr. John Muli Milia     | Member   |
| 6. Mr. Joshua Lomunyak     | Member   |
| 7. Mr. Amos Karanja        | Member   |
| 8. Mrs. Esther Seina       | Member   |
| 9. Ms. Marion Matilu       | Member   |
| 10. Mr. Wilson Sayialel    | Co-opted Member                                  |
| 11. Mr. Johnson Karanja    | Fund Account Manager                             |

**PRELIMINARIES**

The meeting was called to order at 9:45am. Rosemary Nailantei opened the meeting with a word of prayer. The chairman thanked the members for attending the meeting and shared the agenda of the day.

**AGENDA**

1. Reading and confirmation of previous meeting's minutes
2. Matters arising from the previous meeting's minutes
3. Bodaboda training
4. Project proposal Financial Year 2020-2021
5. AOB

**MIN/1/8/2020 READING AND CONFIRMATION OF PREVIOUS MEETING'S MINUTES**

The Fund Account Manager took the members through the last meeting's minutes. They were proposed by Joshua Lomunyak and seconded by Esther Seina as a true record of the day's deliberations.

**MIN/2/8/2020 MATTERS ARISING FROM THE PREVIOUS MEETING'S MINUTES**

- Funds were disbursed to the project management committees
- Fund requisition was done at the NGCDF board



### MIN/3/8/2020 BODABODA TRAINING

The committee discussed the issue of bodaboda training. The training is usually carried out through the bursary fund and it has changed the way of living of so many youth in the constituency. The training entails instilling driving and riding skills and provision of driving licences after training and testing to the bodaboda operators. For the financial year 2019/20, the training did not take place due to the Coronavirus Covid-19 disease, the NG-CDFC had invited the traffic department in the sub-county to attend the meeting and advice the committee on how to run the program during this period of Covid-19 disease. After deliberations, the committee felt it was better to safeguard the health of the population.

The Covid-19 disease prevention guidelines from the ministry of health discourages large crowds, and in that spirit, the committee recommended to do away with the training during these times. The training to be carried out once the cases of the disease subsides.

### MIN/4/8/2020 PROJECT PROPOSAL FINANCIAL YEAR 2020-2021

Section 6(1) of the NG-CDF Act provides that, “the Board shall with the approval of the relevant committee of the National Assembly, allocate funds for every constituency in each financial year in accordance with section 34’

Further, section 34(1) of the Act states:- “the budget ceiling for each constituency shall be the amount specified in Section 4(1) divided equally among all constituencies subject to provisions of section 8(1) and 23(1)

Kajiado South allocation for FY 2020/21 is Kshs. 137,088,879.31 the allocation includes Kshs. 7,192,206.90 as emergency reserve.

Section 27 (1) of the NGCDF Act states; “The chairperson of the Constituency Committee shall, within the first year of the commencement of a new Parliament and at least once every two years thereafter, convene open forum public meetings in every ward in the constituency to deliberate on development matters in the ward and in the constituency.”

Further, section 27 (2) states that; “The Constituency Committee shall deliberate on project proposals from all the wards in the constituency and any other projects which the Constituency Committee considers beneficial to the constituency, including joint projects with other constituencies, consider the national development plans and policies and the constituency strategic development plan, and identify a list of priority projects, both immediate and long term, out of which the list of projects to be submitted in accordance with the Act shall be drawn from.”

The list of proposed constituency based projects shall be submitted by the Constituency Committee to the Board.

In Kajiado South, the project identification process was done from the constituency, the ward and the locational level. The Area Member of Parliament, committee chairperson and NG-CDFC members held meetings in all administrative levels following the set guidelines by the ministry of health on prevention of spread of the Covid-19 disease.



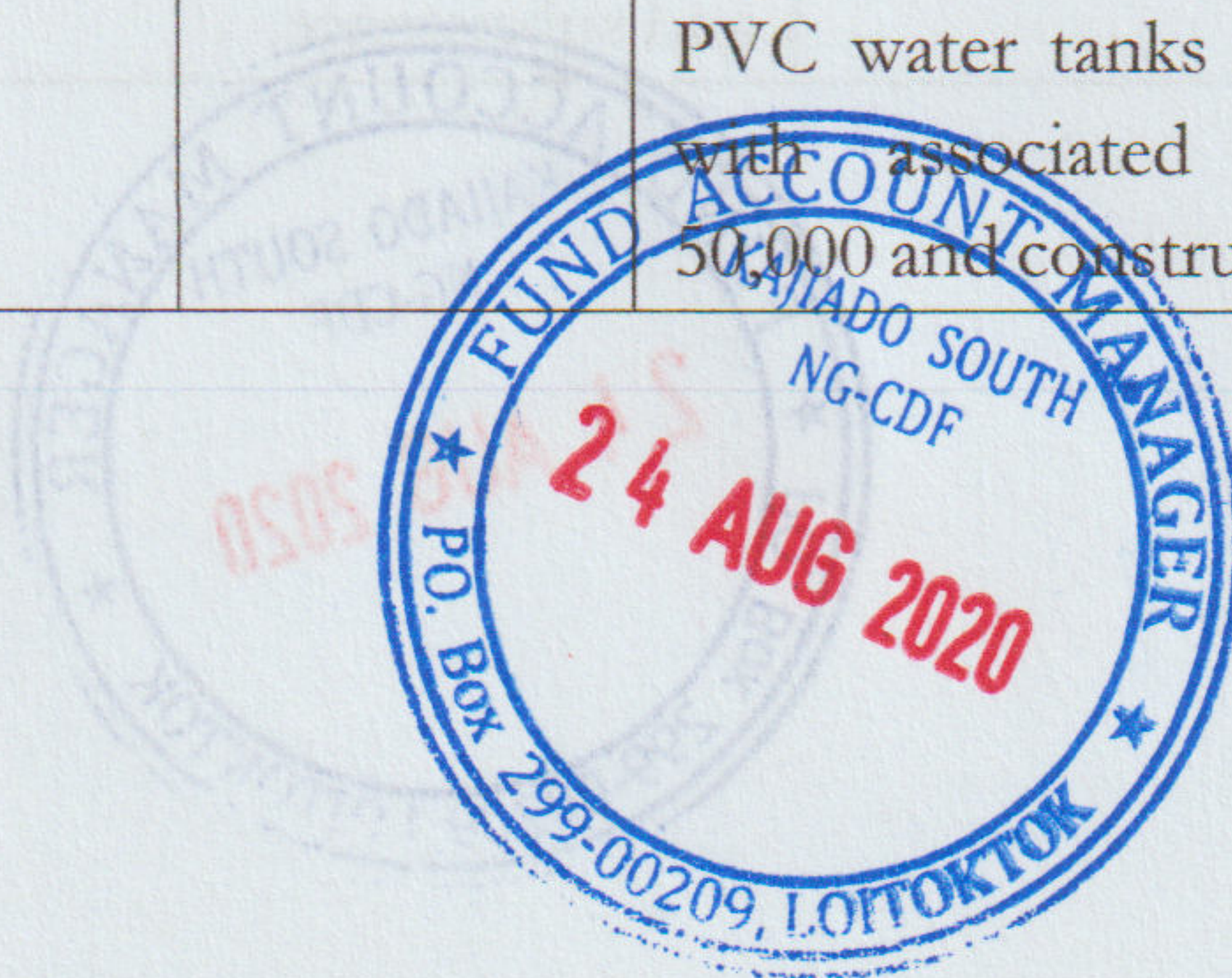
The members went through the minutes and reports from all the wards/locations noting down all the projects proposed by the communities. Further, the committee prioritized the projects in terms of level of need and vulnerability of the communities and came up with a priority project basket, which was budgeted adhering to the budget ceilings and ministry of public works estimates.

The committee therefore came up with the 2020/2021 Financial Year project proposal as tabulated below;

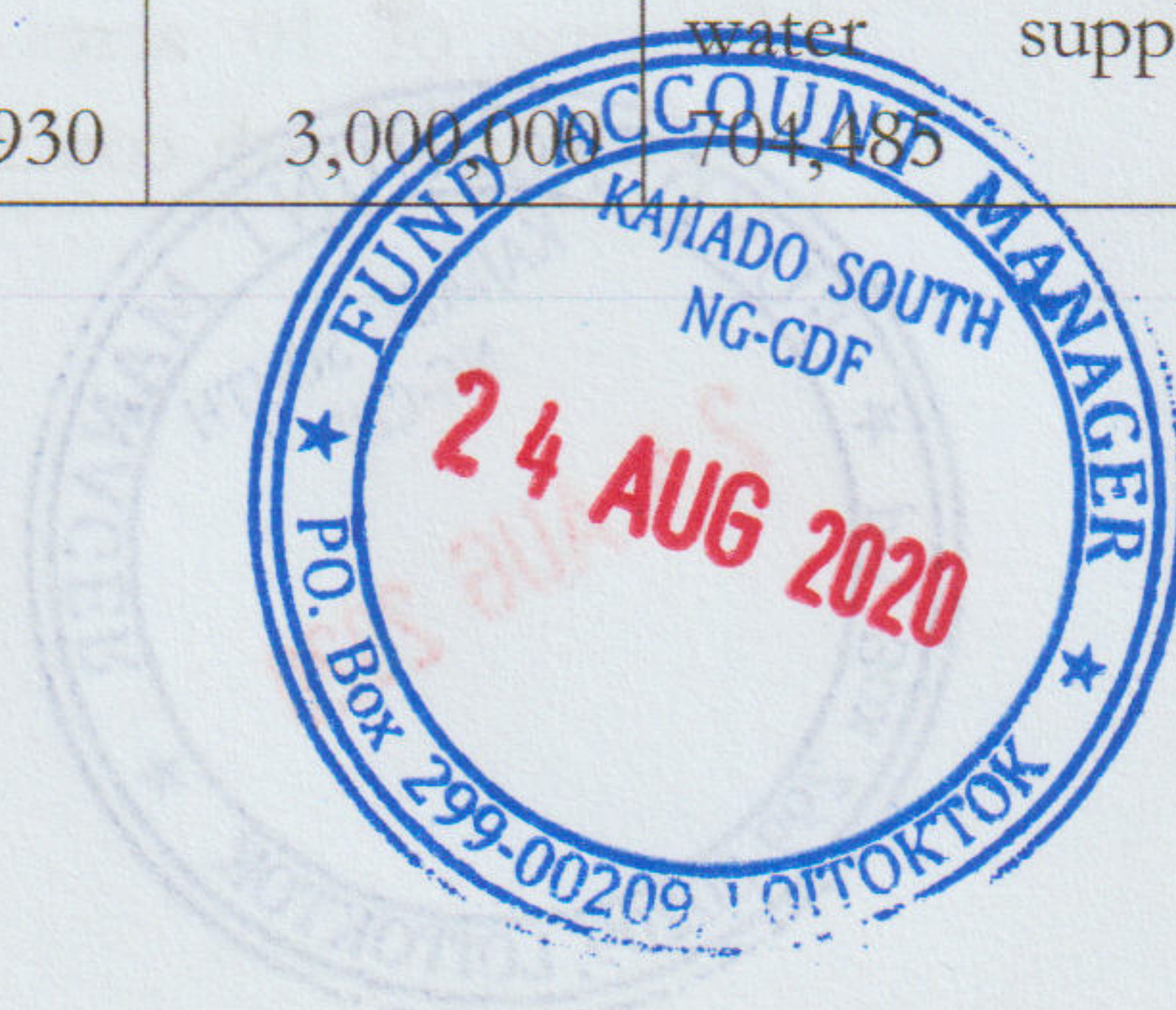
Project Name	Original Cost	Cumulative Allocation	Project Activities	Allocated Amount	Current Status
<b>ADMINISTRATION AND RECURRENT COSTS</b>					
Committee allowances	1,400,000		Committee expenses	1,400,000	New
Goods and Services	3,455,672.76		Fuel, subsistence allowances, repairs and maintenance, NG-CDFC expenses, motor vehicle expenses, water services, telephone, stationeries, travel and subsistence	3,455,672.76	New
NHIF	71,400.00		Employer's contribution towards Health Insurance Fund	71,400	New
NSSF	14,400.00		Employer's contribution towards social security fund	14,400	New
Salaries and gratuity	3,283,860.00		Payment of staff salaries and Gratuity	3,283,860	New
<b>MONITORING AND EVALUATION</b>					
CDFC/PMC Capacity Building	1,400,000		Undertake Training of the PMCs/NG-CDFCs/NG-CDFC staff on NG-CDF Related issues	1,400,000	New
Committee allowances	1,800,000		Payment of committee allowances	1,800,000	New
Goods and Services	912,666.38		Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence.	912,666.38	New



Bursaries for tertiary schools	32,272,219.83	Assisting needy students in tertiary schools to pursue their dreams in education	32,272,219.83	New
Emergency	7,192,206.90	To cater for any unforeseen occurrences in the constituency	7,192,206.90	New
Sports	2,741,777.59	Funding of constituency football tournament. Awarding the winning teams with trophies, sports equipment including uniforms, balls, nets and training equipment	2,741,777.59	New
<b>ENVIRONMENT</b>				
Inkoisuk primary school	450,000	Supply of two 10,000 litres PVC water tanks 200,000 with associated gutters 50,000 and construction of concrete bases 150,000 and piping and water fetching/washing points 50,000	450,000	New
Shurie primary school	450,000	Supply of two 10,000 litres PVC water tanks 200,000 with associated gutters 50,000 and construction of concrete bases 150,000 and piping and water fetching/washing points 50,000	450,000	New
Enkusero primary school	75,000	Tree planting 375 seedlings	75,000	New
Inkisanjani primary school	75,000	Tree planting 375 seedlings	75,000	New
.		Supply of two 10,000 litres PVC water tanks 200,000 with associated gutters 50,000 and construction of		



Namelok secondary school	450,000		concrete bases 150,000 and piping and water fetching/washing points 50,000	450,000	New
Kuku mixed secondary school	100,000		Tree planting 500 seedlings	100,000	New
Oloirien secondary school	100,000		Tree planting 500 seedlings	100,000	New
NGCDFC offices	17,225.86		Tree planting 35 seedlings	17,225.86	New
<b>PRIMARY SCHOOLS PROJECTS</b>					
Kimana primary school	12,495,410	6,000,000	Construction of multipurpose hall-1130 capacity. Fittings (windows, doors, cyclones, electrical, and mechanical works), finishes (floor tiles, plastering and general painting) and external works (external drainage and water reticulation)	6,495,410	Ongoing
Rombo Boys Mixed Primary School	6,311,930	3,000,000	Renovation of school infrastructure. Fixing of new steel casement doors and windows to the required standard, repairs to the floor, roof and wall to (4 classrooms and administration block, Ksh. 1,142,760, 2 classrooms and staffroom block Ksh. 650,940, 4 classrooms and office room block Ksh. 813,745, 2 blocks pit latrines) repairs to walls, floor, roof, doors, septic tank and external drainage and water supply) Ksh. 704,485	3,311,930	Ongoing



Kikelelwa primary school	5,000,000	Construction of 5 classrooms to completion	5,000,000	New
Matepes primary school	2,500,000	Construction of an administration block- 17 teachers staffroom, headteacher's office, secretary room, deputy headteacher's office and the senior teacher's office to completion	2,500,000	New
Nasipa primary school	960,000	Supply of 128 metallic desks	960,000	New
Olmapinu primary school	2,300,000	Construction of 2 classrooms to completion 2,000,000 and supply of 40 metallic desks 300,000	2,300,000	New
Olgirra primary school	2,500,000	Construction of an administration block- 17 teachers staffroom, headteacher's office, secretary room, deputy headteacher's office and the senior teacher's office to completion	2,500,000	New
Oltiasika primary school	4,600,000	Construction of 4 classrooms to completion 4,000,000 and supply of 80 metallic desks 600,000	4,600,000	New
Inkisanjani primary school	2,700,000	Fencing of 15 acres of school land with concrete pillars ,mild steel angle lines and chain-link and fixing of two gates to completion	2,700,000	New
Oyarata primary school	2,300,000	Construction of 2No. classrooms to completion 2,000,000 and supply of 40 metallic desks 300,000	2,300,000	New
•		Fencing of 10 acres of school land with concrete		



Enkusero primary school	2,200,000	pillars ,mild steel angle lines and chain-link and fixing of two gates to completion	2,200,000	New
Shokut primary school	750,000	Supply of 100 metallic desks	750,000	New
Shilishili primary school	2,300,000	Construction of 2No. classrooms to completion 2,000,000 and supply of 40 metallic desks 300,000	2,300,000	New
Inkoisuk primary school	2,300,000	Construction of 2No. classrooms to completion 2,000,000 and supply of 40 metallic desks 300,000	2,300,000	New
Iloirero primary school	2,500,000	Construction of an administration block- 17 teachers staffroom, headteacher's office, secretary room, deputy headteacher's office and the senior teacher's office to completion	2,500,000	New
Emukutan primary school	2,500,000.00	Construction of an administration block- 17 teachers staffroom, headteacher's office, secretary room, deputy headteacher's office and the senior teacher's office to completion	2,500,000	New
Maisuyati primary school	3,600,000	Fencing of 30 acres of school land with concrete pillars ,mild steel angle lines and chain-link and fixing of two gates to completion	3,600,000	New
Enchor-Enkai primary school	2,200,000	Fencing of 10 acres of school land with concrete pillars ,mild steel angle lines and chain-link and fixing of two gates to completion	2,200,000	New



Sompet primary school	3,500,000	Renovation of school facilities; Fixing of new steel casement doors and windows to the required standard, repairs to the floor, roof and wall to (4 classrooms computer room block, Ksh. 1,065,360, 4 classrooms block Ksh. 917,810, 1classroom block Ksh. 262,300, administration block Ksh. 250,000) renovation of 3 blocks of 17 door pit latrines (walls, floor, roof, doors, and construction of 8 taps water points including water supply and drainage), renovation of the masonry tank and school gate Ksh.854,530 and electrical works Ksh.150,000	3,500,000	New
Olgulului primary school	1,102,500	Supply of 147 metallic desks	1,102,500	New
Olgulului primary school	3,000,000	Renovation of school facilities; Fixing of new steel casement doors and windows to the required standard, repairs to the floor, roof and wall to 7 classrooms office and store block Ksh. 2,100,000 and 3 classrooms and office room Ksh 900,000	3,000,000	New
Lenkism primary school	397,500	Supply of 53 metallic desks	397,500	New
<b>SECONDARY SCHOOLS PROJECTS</b>				
		Completion of a 60 capacity modern laboratory with apparatus		





Illasit secondary school	7,210,110	3,500,000	storage room, preparation room and technician's office. Completion of roofing, doors, windows, finishes, electrical works, mechanical works (water supply, plumbing, drainage and laboratory sinks), gas supply and reticulation and fume chamber.	3,710,110	Ongoing
Lenkism secondary school	1,300,000		Additional funding for fencing an extra 12 acres of the school land with concrete pillars ,mild steel angle lines and chain-link and fixing of two gates to completion	1,300,000	New
Namelok secondary school	4,500,000		Construction of an administration block- 25 teachers staffroom, principal's office with lavatory, deputy principal office, 3 Head of Departments offices, school clerk's/bursar's office, secretary's office, examination room, and external drainage	4,500,000	New
Olchorro secondary school	1,200,000		Construction of two blocks pit latrines to completion	1,200,000	New
Olchorro secondary school	2,700,000.00		Fencing of 15 acres of school land with concrete pillars ,mild steel angle lines and chain-link and fixing of two gates to completion	2,700,000	New
Kuku mixed secondary school	2,700,000		Fencing of 15 acres of school land with concrete pillars ,mild steel angle lines and chain-link and fixing of two gates to completion	2,700,000	New



Oloirien secondary school	2,700,000	Fencing of 15 acres of school land with concrete pillars ,mild steel angle lines and chain-link and fixing of two gates to completion	2,700,000	New
<b>SECURITY</b>				
Loitokitok Sub County Deputy County Commissioner offices	1,000,000.00	Renovation of the DCC's residence- walls and floor repairs Ksh. 200,000, mechanical works (plumbing, water supply and sanitary fittings), Ksh 250,000, replacing of doors and glazing Ksh. 150,000, electrical works 50,000, roof repair Ksh. 150,000 and general painting Ksh. 200,000	1,000,000	New
<b>OTHERS</b>				
NGCDFC offices	2,000,000.00	Erecting a 120 Linear metres masonry perimeter fence around the NGCDFC offices	2,000,000	New
<b>TOTAL</b>			<b>137,088,879.31</b>	

The Fund Account Manager to prepare and submit electronically the project proposal to the Board through the CDFMIS for approval.

**MIN/5/8/2020 ANY OTHER BUSINESS**

There being no other business, the meeting was adjourned at 3:30pm with a word of prayer from Amos Karanja.

**CONFIRMATION**

SIGN.....*Rosemary Nailantei*.....DATE.....*24/8/20*.....

**ROSEMARY NAILANTEI**

**SECRETARY KAJIADO SOUTH NG-CDFC.**

SIGN.....*Kilelo Kilitia*.....DATE.....*24/8/2020*.....

**KILELO KILITIA CHAIRPERSON KAJIADO SOUTH NG-CDFC.**

