**MOSOP NGCDF COMMITTEE MEETING HELD ON 5th and 6th NOVEMBER 2018 NGCDF BOARD ROOM**

**MEMBERS PRESENT**

1. Mark Sang Chairman
2. Sammy Makano D.C.C Nandi North
3. Elias Kimaiyo F.A.M.
4. Elcana Tello Member
5. Divinah Tuwei Member
6. Janet Too Member
7. Sammy Tanui Member
8. Precidies Jerop Member
9. Nathan Biwott Member

**In attendance**

1. Mr Kemei Cheboss Constituency Manager
2. Mr Bungei John Public Works Officer

**Agenda**

1. Reading and confirmation of previous minutes
2. Ongoing Projects Report
3. Proposals FY 2018/2019
4. Sports Project
5. AOB

**Preliminary**

The meeting started with a prayer from Ms Divina Tuwei at 10.30 am.

**Introduction**

The chair welcomed all the members to the meeting and introduced Ms Mr John Bungei the Public works officer

**Min 1/11/18**

**Agenda 1:** Reading and confirmation of previous minutes

The members confirmed that minutes of the previous meeting were as discussed and there were no matters arising.

**Min 2/11/18**

**Agenda: ongoing projects report.**

The fund account manager tabled the report on ongoing incomplete projects that was submitted to NGCDFB. Members discussed the report and each member was asked to point out if that is the case in there wards

**Observations**

1. Some projects indicated as ongoing received funds in the previous financial year.
2. Some projects despite being incomplete are in use

**Resolutions**

1. Public works officer to inspect the identified projects.
2. These that are incomplete and not in use be considered in the current FY year.
3. The incomplete and in use be considered in a case by case. The reason been the projects are better off in that state compared to schools with mud walls and schools with shortage of classrooms or laboratories.

**Agenda: Proposal**

**Min 3/11/18**

The FAM informed members that the allocation table is out and each constituency has been allocated kshs **109,040,875.52**. He also elaborated on the guidelines as the basis of preparation of the constituencies proposals.

The members went through the summary of the priorities that had been identified by the stakeholders during the public participation meetings. The ward report and ongoing projects report was discussed in detail and noted that some proposals may not be achieved because of limited resources.

The members also went through the summarized list of the identified priories to be funded for the different schools and administration security offices. The members went through each project one by one and gave in their inputs. The Fund Manager elaborated the different sections of the fund allocation like bursary, administration, Emergency, Administration, Sports and Environment. The final approved list of the projects to be funded in FY 2018/2019 is as follows;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **PROJECT NAME** |  | **ACTIVITIES** | **AMOUNT ALLOCATED** |
| 1 | Committee expenses | CONSTITUENCY | Payment of committee allowances. | 1,400,000.00 |
| 2 | Employees expenditure | CONSTITUENCY | Compensation of contractual , interns and casual employees expenditure and service gratuity for current and previous staff | 3,385,000.00 |
| 3 | Goods and services | CONSTITUENCY | Purchase of stationery, fuel, repairs and maintenance, travel and subsistence, office refreshments | 1,339,672.92 |
| 4 | NSSF- employer contribution | CONSTITUENCY | Employer contribution to the fund | 73,440.00 |
| 1 | Goods and services | CONSTITUENCY | Purchase of stationery, fuel, repairs and maintenance, travel and subsistence | 599,056.46 |
| 2 | Cdfc/ pmc capacity building | CONSTITUENCY | Capacity build and empowerment of NG—CDFC’S, NGCDFC's staff, PMC’s, and other relevant government stakeholders. Benchmarking trip to best performing constituencies | 1,300,000.00 |
| 3 | Committee expenses | CONSTITUENCY | Payment of committee allowances and other projects managers. | 1,200,000.00 |
| 1 | Kapkorio Primary School | Chepterwai | Fixing of doors and windows, plastering and painting of three classrooms | 600,000.00 |
| 2 | Tangaratwet Primary School | Chepterwai | Fixing of glasses , and painting of two classrooms and painting of additional three others | 500,000.00 |
| 3 | Kapchebosei primary school | Chepterwai | Fixing of windows , plastering and painting of four classrooms | 800,000.00 |
| 4 | Soin Primary School | Chepterwai | Construction of one Classroom to replace mud walled classroom | 800,000.00 |
| 5 | Cheptonon Primary School | Chepterwai | Reroofing, flooring and painting of 8 classrooms | 900,000.00 |
| 8 | Chepkatet Primary School | KABISAGA | Plastering flooring painting fixing of windows and doors of one classroom | 200,000.00 |
| 9 | Kipsamoo primary school | KABISAGA | Plastering painting flooring fixing of window glasses ceiling and wiring two classrooms | 400,000.00 |
| 10 | St Paul’s Kapkechui Primary | KABISAGA | Plastering, fixing of windows and doors, plastering and painting of 5 classrooms | 600,000.00 |
| 11 | Ketam Primary School | KABISAGA | Construction of one classrooms to completion | 800,000.00 |
| 12 | kebulwet primary school | KABISAGA | roofing, fixing of doors and windows , plastering , painting of three classrooms | 1,500,000.00 |
| 13 | St mark's Seretio Primary school | KABISAGA | Construction of two classrooms to completion | 1,600,000.00 |
| 19 | Kabisaga primary school | KABIYET | Plastering flooring fixing doors and windows fixing of ceiling painting and facia board of and administration block | 300,000.00 |
| 20 | St Joseph’s Kamasia Primary | KABIYET | Fixing of doors, windows and plastering , flooring of one classroom and painting of 4 classrooms | 600,000.00 |
| 21 | AIC Ndulele Secondary school | KABIYET | Walling roofing plastering wiring and plumbing works of a laboratory | 1,000,000.00 |
| 22 | Stephen kositany Girls | Kabiyet | Walling , fixing of windows and doors and plastering of a dining hall | 1,000,000.00 |
| 23 | Sirsiron primary school | Kabiyet | Purchase of two acres of land | 1,000,000.00 |
| 24 | St Pauls Kemeliet Primary School | KABIYET | Construction of two classrooms to completion | 1,600,000.00 |
| 27 | Kapserton Primary School | KIPKAREN | Fixing of doors and windows flooring painting and verandah of an administration block | 500,000.00 |
| 28 | Philip Biwott primary school | Kipkaren | Roofing plastering painting fixing of windows and doors of two classrooms | 700,000.00 |
| 29 | Kapkures Primary school | Kipkaren | Construction of two classrooms to completion. | 1,600,000.00 |
| 34 | Kipkaren Primary School | KIPKAREN | Flooring painting and fixing of doors and windows of an administration block. | 300,000.00 |
| 35 | Bishop Muge Memorial school | KURKUNG SURUNGAI | Construction of Dormitory to completion | 1,500,000.00 |
| 37 | Kapsabaot primary school | KURKUNG SURUNGAI | Plastering wiring, flooring and fixing of ceiling of administration block | 1,000,000.00 |
| 38 | A.I.C Kaptich Primary school | KURKUNG SURUNGAI | Plastering and flooring fixing of windows and doors of a dormitory. | 1,000,000.00 |
| 39 | ACK Holy Trinity primary school | KURKUNG SURUNGAI | Construction of two classrooms to completion | 1,600,000.00 |
| 41 | Ndalat Jobs Outreach Primary | Ndalat | Purchase of two acres of land | 1,000,000.00 |
| 50 | Sangalo central primary school | Sangalo/kebulonik | Fixing of doors, windows, plastering and painting of three classrooms. | 600,000.00 |
| 51 | St Peter's Birei Primary | Sangalo/kebulonik | Construction of two classrooms to completion | 1,600,000.00 |
| 52 | Kwindich primary school | Sangalo/kebulonik | Construction of two classrooms to completion. | 1,600,000.00 |
| 1 | Kapkoimur Secondary Schools | Chepterwai | Roofing, fixing of doors and windows, plastering and painting of a girl’s dormitory. | 1,500,000.00 |
| 2 | St Joseph Kapkenyeloi Secondary School | Chepterwai | Construction of three classrooms to completion | 2,400,000.00 |
| 3 | Sigot secondary | KABISAGA | Flooring, fixing of doors and windows, plastering and painting of boys dormitory | 500,000.00 |
| 4 | St Charles Lwanga Chepkoiyo Secondary School | KABISAGA | Plastering painting flooring fixing of window glasses ceiling and wiring of four classrooms | 800,000.00 |
| 5 | St Adrew's Kapsato Secondary | KABISAGA | Plumbing, electrical installations, construction of tables and ceiling of a laboratory | 800,000.00 |
| 6 | St mathews kormaet Secondary | KABISAGA | Construction of one classroom to completion | 800,000.00 |
| 7 | St Peters Eisero girls school | KABISAGA | Construction of a laboratory including water sytem,and tables | 3,000,000.00 |
| 8 | AIC Cheptuiyet Secondary school | KABIYET | Roofing , plastering and painting of laboratory | 1,200,000.00 |
| 9 | Kapkawa Baptist primary | Kipkaren | Fixing of doors and windows, flooring , plastering and painting of 8 classrooms | 800,000.00 |
| 10 | A.i.c Kamanyinya secondary school | Kipkaren | Waste water system, gas system, Plastering and painting of a laboratory | 900,000.00 |
| 11 | Sarura Girls secondary school | Kipkaren | Construction of two classrooms to completion | 1,600,000.00 |
| 12 | St brigita Girls High School | KIPKAREN | Walling Cables, plastering, fittings of doors and windows, scree ding and painting of a dining hall | 2,000,000.00 |
| 13 | Koiban Secondary School | KURKUNG SURUNGAI | Construction of a laboratory including water sytem,and tables | 3,000,000.00 |
| 14 | Fr Toror Lelei Primary | KURKUNG SURUNGAI | Roofing, Fixing of doors and windows and painting of administration block | 500,000.00 |
| 15 | Aic Moi Kabiemit Secondary | Ndalat | Purchase of stools and wiring of laboratory. | 200,000.00 |
| 16 | Aic Moi Kabiemit Secondary | Ndalat | Roofing, fixing of doors, plastering and painting of two classrooms | 800,000.00 |
| 17 | Kapkatet Secondary | Ndalat | Construction of two classrooms to completion | 1,600,000.00 |
| 18 | St Clement Secondary nyigoon | Ndalat | Construction of two classrooms to completion | 1,600,000.00 |
| 19 | St Patrick's Chepnoet secondary | Ndalat | Construction of three classrooms to completion | 2,400,000.00 |
| 20 | ACK St.Luke Kapngombe Sec.School | Ndalat | Construction of a laboratory including water sytem,and tables | 3,000,000.00 |
| 21 | St Benedict Kipsamoite secondary school | Sangalo/kebulonik | Plumbing and gas system of a laboratory. | 1,000,000.00 |
| 22 | Chepyekoris secondary school | Sangalo/kebulonik | Construction of two classrooms to completion | 1,600,000.00 |
| 23 | Koitalel Samoei Secondary School | Sangalo/kebulonik | Construction of three classrooms to completion | 2,400,000.00 |
| 1 | Bursary- secondary schools | Constituency | Fees subsidy for needy orphans and less privilege secondary schools students from the constituency | 16,304,712.69 |
| 2 | Bursary- Tertiary institutions | Constituency | Fees subsidy for needy orphans and less privileged colleges and university students from the constituency | 11,000,000.00 |
| 1 | Sports | Constituency | Facilitate one sports camp for both secondary and primary school going children and sponsor sporting activities in the constituency. | 1,100,000.00 |
|  |  |  |  | 1,100,000.00 |
| 1 | Emergency | Constituency | Cather for emergencies that may occur within the Constituency. | 5,738,993.45 |
| 1 | Kabiyet police station | KABIYET | Fixing of windows and doors plastering ceiling flooring of police offices | 1,300,000.00 |
| 2 | Chebarus soko road | Ndalat | Purchase of access road approximately 0.4 acre | 600,000.00 |
| 3 | Kabruce access road | Ndalat | Purchase of land to provide access to dam approximately 1 acre | 1,000,000.00 |
| 1 | Environment | Constituency | Rain water harvesting in the following schools; Tolilet primary, ACK Kolonget Primary,Chepkiyeb Primary, St Anthony Tulwet Primary, Kipkaren Township Primary, AIC Kabisaga Mission Primary, SDA Kapkeringon Primary, Panama SDA Primary School, St Mary's Kabisaga, Chepnego Primary School and Tabolwa Primary at a cost of **kshs 80,000** each School Kaplemur Primary and Chumek Primary purchase of water tank and installation of solar water pump at a cost of **kshs 110,000** each | 1,100,000.00 |
| **Annual Allocation** |  |  |  | **109,040,875.52** |

The **Public works officer** noted that the allocated amount is adequate and the fund is expected to take the projects to completion**.** The issue of incomplete ongoing project will no longer be there**.** He assured the members that he will see to it that the contractors do the right thing by closely monitoring each and every stage of the project implementation.

**Agenda: Sports Project**

**Min 4/2/18**

The Chairman informed the meeting that a sports committee project Committee has been formed and has already opened an account. The members are from all the ward of the constituency and are men and women who have participated or have interest in sports. The Committee is expected to run all the sporting activities in the constituency.

The chairman informed the team that the PMC, Nandi north sports and culture project Committee has submitted their budget and work plan and are expected to implement activities once they receive funds. Members approved that a cheque of kshs 743,000 be drawn in their favour**.**

Members also noted that they participated in Ndalat Gaa Marathon and were not paid their allowances. FAM was requested to ensure that they are paid as soon as possible

AOB

1. The Bursary Student under sponsorship in various TVET institutions are doing very well. The Chairman Bursary to organize for a meeting and discuss the fee balance payable and also take note of these that have not reported.
2. The manager to consider the existing Subcommittees and inform the members in case there are meetings
3. The public works officers to be facilitated to ensure the necessary project documents are out immediately the proposal is approved by the NGCDFB

There being no other business, the meeting was adjourned at 4.40pm with a word of prayer form Mr.Rev Telo.

Approved for circulation

Chairman :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fund Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_