

20th Nov 2018

**To
General Manager, Tweed Shire Council and,
Tweed Kenya Mentoring Program Committee,
Tweed Shire Council, NSW.**

Dear Troy and TKMP Committee Members.

RE: Sep to Nov 2018 Program Report/Budget Dec 2018 to Feb 2019.

1. Introduction

In Sep to Nov period also falling in the short rain season, we had lower rainfall with the prospect of poor maize/bean/cassava/millet crop yields for families within the SW catchment areas, and also reduced dam water source recharge. During the period we saw further increase in fuel price (pump price of KES 119/- up from previous KES 113/-) with a concomitant rise in costs of goods and services.

The Siaya program received Tweed Shire Council's Michael Wraight in the period who came in to help the team with installation of new filter membranes, carried out repair works, trained the team, and helped set up an asset record and maintenance system.

Conduct of planned activities during the period is as follows:

2. Michael Wraight for the Safe Water 8

TKMP Siaya received Michael Wraight from TSC on 28th Aug who had travelled for SW8 project to: install new micro-filters at Tinga and Manyasi, conduct filter repair works at the SW stations, train TKMP team and SW operators, and assist set up simple asset record and maintenance system. During the visit Michael also undertook initial field assessment for the Ochilo school sanitation, met with county government officers, facilitated a field visit of TKMP activities for the County Director of Water. Details of the visit and recommendations are contained Michael's TKMP SW8 Project Report September 2018. In the report some of recommendations noted were:

- Ensure all water tank lid are in place/secured – Tinga and Manyasi
- Application of zinc anti rust coating on the Manyasi raw water tank stand due to rust
- Elevation of the existing raw water tank outlet elevation at all SW stations in order to reduce mud/sediments getting into the filter system
- TKMP to closely manage safety when washing and applying chlorine in the tanks, and maintain a record of chemical cleaning – Opondo has a book where he records repairs, cleaning and maintenance of the system.
- Regular annual training in filter membrane operation.

- Test of how long it takes for raw water tank to filter water and fill clean water tanks: the test we did found out that it takes 5hours to have 1000l filter and fill 5000l clean water tank at Manyasi, and 4 hours for Gona, Tinga and Ochilo.
- Prep scoping works for Ochilo sanitation
- Develop a write up about TKMP activities for the county water office files.
- Engage county water office with view to forge strategic partnership/leverage funding support for some of the SW activities.
- Annual reporting on TKMP assets using the new system.

3. Technical operation, repairs & maintenance

A summary of technical maintenance of SWP facilities carried out in the period is as follows:

Operator training and supervision: in the period TKMP volunteer Michael Wraight provided comprehensive training to the PMP team and the SW operators in filter, pump, tanks and general SW kiosk cleaning and maintenance. TKMP kept on with support including hat of records keeping and banking, pump/filter cleaning and maintenance at the SWPs. Key recommendations for improvements in filter and SW maintenance as provided in Michael's SW8 report 2018 stated in no. 2 above were adopted.

TKMP Asset records: Michael also helped the team set up a simple asset record system for all program items. This would be used to track and report on status of TKMP assets. Micheal will be sending finalized asset register.

Regular filter, tank maintenance/service: The operators assisted by TKMP's PMP undertook filter and SW system cleaning and maintenances at all the SW stations in September, October and November 2018. This also followed the landmark training by Michael on filter/SW system cleaning/wash, maintenance and replacement of Manyasi and Tinga filter membranes.

Due to drop in dam water levels in the period suspended solids/sludge was observed in side the Manyasi, Tinga and Gona's raw water tanks even though the filter membranes remained clean and produced clear sediment free backwashed waters that was attributed to regular agitation and backwash.

Water Pump: Gona and Tinga SWs are momentarily sharing one water pump – Tinga water pump had its impeller damaged, which we have not been able to obtain a spare for and/or repair. Manyasi and Ochilo SW pumps are both in good working condition. In the period TKMP facilitated the monthly service involving carburetor wash, oil and plug change.

Fair water price/pricing: Water price remained KES 2/50 per 20litre Jerrycan at all SWP kiosks. Ochilo primary still supplied water at the school.

Water supply: The SW stations continued to either and/or supply water directly at the water points to its community customers, and bike/donkey water vendor who bought 20lt jerry can of water at KES 2.50 then supplied it to residents and

businesses at KES 10. The bike/donkey water vendors were prevailed more at Gona and Tinga.

Project fuel, spares and parts: The revenue collected by individual SWPs in the period was used to purchase fuel for the pump operations. The fuel prices TKMP supports the more technical operation maintenance such as filters maintenance, pumps service and line repairs, and operator allowances.

Status of SW Dam Sources: All the 4no SW dam sources are in good and/or fair condition, all having fair amount of water received in the recent rains. Tinga dam continues to provide water to the residents of Tinga Komieno even though one side of its wall (on the roadside) was critically eroded, and no positive response yet from the county government it repaired. TKMP team and community in the period re-fenced/repared SW perimeter fences of both Tinga and Gona.

Dam Repairs carried out: The following is the list of repairs and maintenance activities undertaken in the period:

Gona Safe water project

The repairs and maintenances carried out were:

- Manual soak, wash and disinfection of the filter membrane/housing using citric acid and chlorine powder. This time filter membrane's were not physically removed and washed outside of their casings.
- Tank removal of sludge, wash and water treatment using chlorine powder.
- Service of water pump – oil and plug changed, and carburetor cleaned.
- Provided support to operator/committee.
- SW site/intake area perimeter fence repair

Tinga Safe Water Project

The project resumed operation following dam rehab. The maintenance work carried out were:

- Manual soaking, cleaning, washing and disinfecting the filter membrane using citric acid and chlorine powder. This time filter membrane's were not physically removed and washed outside of their casings.
- Ferried water pump to Kisumu to have broken impeller repaired – spare still unavailable.
- Tank wash and water treatment using chlorine powder.
- Provided support to operator/committee on SW operation.
- SW/intake area Repair perimeter fence/re-fencing.

Ochilo Safe Water Project

- Repair of broken delivery line
- Service of water pump – oil and plug changed, and carburetor cleaned.
- Manual soaking, cleaning, washing and disinfecting the filter membrane using citric acid, bleach and chlorine powder. This time filter membrane's were not physically removed and washed outside of their casings.

- Tank wash, SWPs system and water treatment using chlorine powder.
- Provided support to operator/committee on SW operations.

Manyasi Safe Water Project

- Service of water pump – oil and plug changed, and carburetor cleaned.
- Manual soaking, cleaning, washing and disinfecting the filter membrane using citric acid, bleach and chlorine powder.
- Tank wash and water treatment using chlorine powder.
- Provided support to operator/committee on SW operation.

4. Safe water production and sales records:

Table1 SWP depicts water production, income collected and banked in the period. The total amount collected and banked in June to August 2018.

Table 1 20th Aug 2018 to 19th Nov 2018 safe water projects production, sales and revenue.

SWPs	Opening Meter 20th Aug 2018	Closing Meter 19th Nov 2018	Est. Total Water Produced (litres)	Est. expected Revenue (KES)	Actual Revenue Collected (KES)	Less Expenses (fuel/transport) (KES)	Amt. for banking	60% Maintenance Contribution (KES)	40% Community acct (KES)
Gona	001766.00	001859.00	93000	9687.50	4480	2475	2005	1203	802
Tinga	0918.36	1023.98	105620	11002.08	5005	2390	2615	1569	1046
Manyasi	0664.7	0689.90	25200	2625.00	4400	1050	3350	2010	1340
Ochilo	0119	0147.45	28450	0.00	0	0	0	0	0
Totals			252270	23314.58	13885	5915	7970	4782	3188

As illustrated in Table 1 there was a marked increase in water production/sale at Gona, Tinga and Manyasi in the period. There was also improved safewater quality following the replacement/rehab of filters at Tinga and Manyasi as well as SW operator training conducted by Michael.

5. Community outreach and engagement

Community/committee feedback: SWPs committee/community contacted meetings through out the quarter. The committee meetings addressed SW and management issues, and also Michaels planned visit that would involve filter installation, repair and trainings at SWP.

6. Networking/liaison with County Govt.

TKMP maintained contact with local leaders, county staff and other key government contacts in the period. During the period, and with Michaels' visit, meetings were held with officers, and even director water was hosted for a visit of the SW sites.

7. Reporting/communication

In the period the PMP team kept in regular contact with TKMP Advisory committee at the Tweed, and also updating the SW committees on SWP progress and issues.

8. Way forward – next quarter

The following are the items to be addressed in the next quarter:

- Procure/replace water tanks lids for Tinga, Manyasi and Ochilo.
- Repair fences and intake area at Gona SW stations
- Elevate the raw water tank outlet to manage sediments
- Ensure regular filter, SW system and pump cleaning, service, maintenances and repairs carried out, and follow-up/support of the operators.
- Ensure improved water production and distribution, and ensure SWPs records of water production, revenue collected and banked carried out and reported at community meetings.
- Undertake regular operator meeting, supervision and training.
- Conduct DWUA planning and action meetings.
- Continue networking/Liaison with government, leaders and NGO stakeholder's esp. provide a write-up about TKMP to maintain file at county water office.
- Reporting/update TKMP Advisory committee at Tweed.

9. TKMP PMP Project Expense Sep to Nov 2018

<u>Date</u>	<u>Income Particulars</u>	<u>Amt.(KES)</u>	<u>Date</u>	<u>Expense Particulars</u>	<u>Amt.(KES)</u>
19/08/18	Opening Bal. B/F	95,065.66	20/11/18	PMP Fee	535,362.00
20/09/18	HOOK Funds Transfer PMP Fee	535,362.00		SWP Operator allowances	
20/09/18	HOOK Funds Transfer SWP	161,138.00	20/11/18	Allowance- Ochilo operator	15,000.00
			20/11/18	Allowance- Manyasi operator	21,000.00
			20/11/18	Allowance- Gona operator	21,000.00
			20/11/18	Allowance- Tinga operator	21,000.00
				Sub-total	78,000.00
				Filter/tank wash:	
			29/10/18	SWP oct18 Wash	3,415.00
			17/11/18	SWP Nov18 Wash	4,060.00
				Sub-total	7,475.00
				Pump maintenance:	
				Water pump service Sep., Oct & Nov18	7,500.00
				Tinga water pump transport/impeller repair	18,500.00
				Sub-total	7,500.00
				SW Repairs	
			25/06/18	Tinga line repair	6,925.00
				Sub-total	6,925.00

			25/06/18	Manyasi Line repair	9,750.00
				Sub-total	9,750.00
			26/10/18	Tinga kiosk/intake area fencing	16,450.00
				Sub-total	16,450.00
			09/11/18	Gona kiosk/intake area fence repair	13,050.00
				Sub-total	13,050.00
			09/11/18	Ochilo delivery line repair	3,250.00
				Sub total	3,250.00
				SWP Training/Meeting	
			29/09/18	TKMP Operator meeting transport/meals- Sept18	4,035.00
			10/10/18	TKMP Operator meeting transport/Meals- Oct18	4,120.00
			14/11/18	TKMP Operator meeting transport/meals- Nov18	4,400.00
				Sub-total	12,555.00
			12/11/18	Operator gumboot, dustcoats and glove	29,700.00
				Sub-total	29,700.00
				Liaison/meeting	
			19/11/18	Meeting/liaison	4,500.00
				Sub-total	4,500.00
				Stationery:	
			19/11/18	Airtime, stationery scanning p/copy& printing	7,730.00
				Sub total	7,730.00
			19/11/19	Total bank charges	6,782.15
				Sub total	6,782.15
	Total received	791,565.66		Total Expense	739,029.15
				Balance	52,536.51
				Bank bal. 19th Nov18	256.59
				Total cash at hand	52,279.92

10. Budget Dec 2018 to Feb 2019

Item	Unit	Cost	Total
PMP Fee:			
Program Management fee	3	178,454.00	535,362.00
Sub total			535,362.00
SWP Operations:			
Operator allowance	3	26,000	78,000
SW tank lids - Manyasi, Tinga & Ochilo+ 2 spare	5	2,500	12,500
Paint Manyasi tanks stand	1	7,500	7,500
Filter Maintenance/cleaning	3	4,000	12,000
Pump service maintenance	4	4,000	16,000

Ochilo 3' suction/delivery line flexible 10m	10	1,500	15,000
Ochilo & Manyasi 3' Pump couplers @ 8pcs	16	1,200	19,200
Gona & Tinga 2' Pump couplers @ 8pcs	16	1,000	16,000
General repairs/maintenance	2	5,000	10,000
Operator meeting/ training f/up	3	4,000	12,000
Meetings/liaison/Reporting	3	2,000	6,000
Stationery	1	7,500	7,500
Bank fee	3	1,500	4,500
Sub total			216,200
Total			751,562.00
Less Bal.			52,536.51
Total amount requested			699,025.49

The budget request for September to November 2018 is KES 669,025.50 made up of:

SWS - 163,663.50

PMP - 535,362.00

Kind Regards,

Olita Ogonjo

PMP/TKMP Siaya.