

**MAGARINI NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND COMMITTEE
MEETING HELD ON 27/10/2021 AT THE NG – CDF OFFICE BOARDROOM – GONGONI**

Members Present

1. Samson K. Ngudu	Male Adult	Member
2. Judith Mae	Female Adult	Member
3. Luciana Njeri Karanja	Constituency Nominee	Member
4. Samson Z. Wanje	Constituency Nominee	Member
5. Ngumbao S. Mwarandu	PLWD	Member
6. Ramla I. Abdallah	Female Youth	Member
7. Alfred Bajila	Male Youth	Member
8. Samuel W. Kahindo	Coopted	Member
9. Silvano Mutembei	DCC	Ex Officio Member
10. Yaye Shosi	Fund Account Manager	Ex officio Member

Agenda

1. New AIE received for 2021/22 financial year
2. Annual Work Plan, Procurement Plan, Monitoring and Evaluation Plan and Annual Training Plan 2021/2022 Financial year
3. Replacement of stale cheques
4. Project Re-allocation
5. A.O.B

Preliminaries

The meeting started at 9:00 am with a word of prayer from Alfred Bajila. Previous minutes were read and confirmed as true records by Samson Wanje and Judith Mae respectively.

Min1/04/27/10/2021 New AIE received for 2021/22 financial year

Members confirmed that the project proposal for 2021/22 financial year has been approved and the approved code list and new AIE number B 105395/2021/2022/0023 dated 7th October 2021 of Kshs 34,000,000.00 (Thirty four thousand) has been received.

After deliberations, members agreed to allocate the amount to priority projects as follows:

Project Name	Current Project Activity	Current Status	B105395/2021/2022/0023



Administration / Recurrent			
Employee salary	Payment of staff salaries (Kshs 2,549,322.00)	New	776,000.00
Goods and services	Purchase of fuel, repair and maintenance, printing, stationery, office refreshments, telephone, travel and subsistence	New	500,000
Committee expenses	Payment of committee sitting allowances, transport and conference costs	New	1,500,000
NSSF	Payment of NSSF Deductions for 10 Employees	New	24,000.00
Monitoring & Evaluation and capacity building			
Goods and services	Purchase of fuel, repair and maintenance, printing, stationery, telephone, travel and subsistence	New	1,000,000
Committee expenses	Payment of committee sitting allowances, transport and conference costs	New	1,500,000
NG CDFC / PMC Capacity building	Training NG CDFCs / PMCs on NG CDF related issues	New	1,200,000.00
Bursary			
Bursary for secondary schools	Payment of bursary to needy students in secondary schools	New	10,000,000.00
Bursary for Tertiary Institutions	Payment of bursary to needy students in Tertiary Institutions	New	3,500,000.00
Bursary for special needs	Payment of bursary to PLWD students special schools	New	500,000.00
Primary School Projects			
Kavunyalalo Primary School	Construction of 3 classrooms to completion	New	3,000,000
Muthoroni Primary School	Construction of 2 classrooms to completion	New	500,000

Balaga Primary School	Construction of 2 classrooms to completion	New	500,000
Matolani Primary School	Construction of 2 classrooms to completion	New	500,000
Adimaye Primary School	Construction of 2 classrooms to completion	New	500,000
Kadzandani Primary School	Construction of 2 classrooms to completion	New	500,000
Povuni Primary School	Construction of 2 classrooms to completion	New	500,000
Mekatilili Primary School	Construction of 2 classrooms to completion	New	500,000
Makumba Primary School	Construction of 2 classrooms to completion	New	500,000
Mulunguni Primary School	Construction of 2 classrooms to completion	New	500,000
Bora Bora Primary School	Construction of 2 classrooms to completion	New	500,000
Secondary schools			
Kurawa Secondary School	Completion of 1 No 90 capacity twin laboratory - Phase 2 (Roofing, plaster works, floor works, windows, doors, painting and decoration).	Ongoing	500,000
Fundisa Secondary School	Completion of 1 No 90 capacity twin laboratory - Phase 2 (Roofing, plaster works, floor works, windows, doors, painting and decoration).	Ongoing	500,000
Garashi Secondary School	Completion of 1 No 150 capacity dormitory- Phase 2 (Plaster works, floor works, windows, doors, plumbing, electrical works, painting and decoration).	Ongoing	500,000
A J Kingi Secondary School	Construction of 2 classrooms to completion	New	500,000
A J Kingi Secondary School	Construction of 1 No 90 capacity twin laboratory - Phase 1 (Foundation, slabing, supper walling up to lintel level).	New	500,000




Magarini Hills Secondary School	Construction of 1 No 90 capacity twin laboratory - Phase 1 (Foundation, slabing, supper walling up to lintel level).	New	500,000
Wathala Secondary School	Construction of 1 No 90 capacity twin laboratory - Phase 1 (Foundation, slabing, supper walling up to lintel level).	New	500,000
Adu Secondary School	Construction of 1 No 200 capacity dormitory - Phase 1 (Foundation, walling and roofing).	New	500,000
Ramada Secondary School	Construction of 2 classrooms to completion	New	500,000
Kambi Ya Waya Secondary School	Construction of 2 classrooms to completion	New	500,000
Muungano Secondary School	Construction of 2 classrooms to completion	New	500,000
TOTAL			34,000,000.00

Min2 /04/27/10/2021 Annual Work Plan, Procurement Plan, Monitoring and Evaluation Plan and Annual Training Plan 2021/2022 Financial year

The Annual work plan, procurement plan, monitoring & evaluation plan and training plan which were discussed and drafted during the August 2021 meeting were tabled for members to verify and adopt. Members discussed the documents in length and adopted them as their working documents for 2021/22 financial year.

Min3/04/27/10/2021 Replacement of stale cheques

Members confirmed that bursary cheques with a total of Kshs 185,000.00 (One hundred eighty five thousand) appeared as un-presented and stale as at 30th June 2021 as follows:

DATE	NAME OF INSTITUTION	CHEQUE NO.	AMOUNT
4/1/2021	Brightways secondary school	11979	5,000
4/1/2021	KMTC	11996	10,000
4/2/2021	Kombeni Girls Secondary School	12001	20,000
4/3/2021	Matuga Girls Secondary School	12005	5,000
4/4/2021	Tawheed Girls Secondary School	12033	15,000
4/5/2021	Mapimo Vocational Training Centre	12043	20,000




4/6/2021	Technical University of Mombasa	12055	20,000
4/7/2021	Vision Achievers	12062	10,000
4/8/2021	Mapimo ECDE TTC	12066	60,000
4/9/2021	Malindi DICECE	12067	10,000
4/10/2021	Muhuri Muchiri Secondary School	12069	10,000
	Total		185,000

After deliberations, members agreed to replace the stale cheques with other bursary cheques to benefit other needy and deserving students.

Min4/04/27/10/2021 Project Re-allocations

Members authorized the following re-allocations:

No	Original Project	F/Y	Activity & Amount	New Project	Activity & Amount	Reason for re-allocation
1	Songerako Primary School	2021/22	Construction of 2 No. classrooms 2,400,000	Mtsangamali primary School	Construction of 2 No. classrooms 2,400,000	Mtsangamali primary school is more needy. Students are learning in make-shift classrooms. Songerako primary received assistance through emergency funding in 2020/21 f/y
	Yedhi Primary School	2021/22	Renovation of 6 classrooms(Collumn drilling and erection, Ring beam, Re-roofing, Plastering, floor works, windows, doors, painting & decoration (phase 1) 3,186,453.24	Chasimba Primary School	Construction of 2 No. classrooms 2,400,000	Students at Chasimba primary school are learning in very poor conditions. The school needs urgent assistance. Renovations at Yedhi primary school will be funded through the emergency fund 2021/22 f/y
				Kambi ya Waya	Construction of 1 No 2 door toilet block, with	Kambi ya waya secondary school




				Secondary School	one cubicle catering for PLWDs 500,000	does not have enough toilets and urgently requires an additional toilet block.
				Mambrui primary school	Full renovations of 3 classrooms (Columns, walling, Ring beam, roofing, plastering, floor, doors, windows, painting and decoration) Phase II 286,453.24	Mambrui primary school classrooms are in very poor condition and require very urgent assistance.
3	Sports Activities	2021/22	Carrying out sports tournaments where the winning teams will be awarded with balls, uniforms and trophies (500,000.00) and purchase of uniforms, trophies, balls, Jerseys and equipment (1,500,000.00)	Kanyumbuni Primary School	Construction of 2 No. classrooms (Phase 1) 2,000,000	Kanyumbuni primary school has a shortage of classrooms and students learn in make shift classrooms. Further, Kshs 2M allocated for sports in 2020/21 has not been utilized yet and yet to be disbursed from the NGCDF Board
4	A J Kingi primary school	2021/22	Construction of 1 No. 2 Door Pit Latrine to completion (One cubicle will be designed to cater for PLWD with ramp, holding rails and other supporting accessories) 500,000	A J Kingi primary school	Construction of 1 No. 2 Door Pit Latrine to completion (One cubicle will be designed to cater for PLWD with ramp, holding rails and other supporting accessories) 500,000	This is the same institution, but the name was erroneously written as A J Kingi Primary school instead of A J Kingi Secondary School
5	Mambrui primary school	2020/21	Renovation of 2 No classrooms (Re-Roofing) to completion (500,000)	Mambrui Primary School	Full renovation of 3 classrooms (Columns, walling, Ring beam, roofing, plastering, floor, doors, windows, painting and decoration)	The 3 classrooms in Mambrui primary school are in very poor condition and require full

Rando

Mambrui

					(Phase 1) 500,000	renovation. Hence the need to change activity from re-roofing to full renovations.
6	Marafa Secondary School	2018/19	Construction of a library	Mambrui primary school	Full renovation of 3 classrooms (roofing, plastering, floor, doors, windows, painting and decoration) (Phase 1I) 1,400,000	Construction of a library at Marafa secondary school is complete and in use, Ksh 1.8 M is a saving. Mambrui primary school classrooms are in very poor condition and require full renovation.
				Kanyumbuni primary school	Complete Construction of 2 No. classrooms (Phase 1I) 400,000	Completion of 2 classrooms at Kanyumbuni primary requires Kshs 2.4M. There is a request to reallocate Kshs 2M from sports 2021/22 allocation to Kanyumbuni primary school. A additional Kshs 400,000 is required to complete construction of 2 classrooms .
7	Ng'andu primary school (1M)	2018/19		Sogorosa primary school	Construction of a 4 door toilet block (1M)	The toilet block at Ng'andu primary school was funded in 2020/21 f/y. Sogorosa primary school has no toilets at all and requires urgent assistance.

Rando

Mwaka

8	Emergency (Kshs 1,968,097)	2019/20	To cater for unforeseen occurrences in the constituency	Bomani Primary School	Complete full renovation of 5 classrooms (Columns, walling, Ring beam, roofing, plastering, floor, doors, windows, painting and decoration)	1,376,000
				Mambrui primary school	Complete full Renovation of 3 No classrooms (Block B) - (Ring beam, roofing, plastering, floor, doors, windows, painting and decoration) Phase II	592,097

AOB

There being no other business, the meeting was closed at 12.15 pm with a word of prayers from Samson Wanje.

Prepared by:

Confirmed by:

Signature:..
2021

29th October 2021

NG CDFC Secretary

Name: Ramla Abdallah

Signature:..

29th October

NG-CDFC Chairperson

Name: Samson Kombe