

NG-CDFC KISAUNI COMMITTEE

MINUTES OF KISAUNI NG-CDF COMMITTEE MEETING HELD ON
14TH OCTOBER 2019 AT THE CDFC BOARDROOM
AT 12.38PM.

PRESENT

1. Khamis Ali Mwabashiri - Chairman
2. Zainab Abdi - Secretary
3. Erick OdhiamboOdipo - Member
4. RoselyneOmusula - Member
5. John D. Mutabi - Member
6. Martha KagoreShikaro - Member
7. Said Mwakutanga - Member
8. Mbarak Hamid Mbarak - Member
9. Fatma M Abubakar - FAM

ABSENT WITH APOLOGY

1. Jamlek Mbuba Mutembei - DCC

AGENDA

1. Preliminaries
2. Reading & Confirmation of the Previous Minutes
3. Monitoring and evaluation
4. Reallocation
5. Project proposals for the FY 2019/2020
6. Any other Business.

MIN NO.: NG-CDF KISAUNI /01/14TH OCTOBER 2019-PRELIMINARIES


The chairman called the meeting to order at 12.38 P.M. and welcomed the members. An opening prayer was made by Mr. Said Mwakutanga. Members appointed Zainab Abdi as the secretary for this meeting since the secretary's issues has not been resolved.


MIN NO.: NG-CDF KISAUNI /02/14TH OCTOBER 2019-READING & CONFIRMATION OF THE PREVIOUS MINUTES

The Secretary presented the minutes of the previous meeting which were accepted as the true records of the deliberations.

The minutes were confirmed by Mr. John D. Mutabi and Seconded by the chairman Mr. Khamisi Ali Mwabashiri.

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MIN. NG-CDFC/KISAUNI/03/14TH OCTOBER 2019: MONITORING AND EVALUATION

The Chairman informed the members that the projects are ongoing well but there was need for a monitoring to be done with the relevant departmental heads. The Fund Manager was thus requested to prepare a three days budget for the same and the exercise to start from 22nd to 24th October.

MIN. NG-CDFC/KISAUNI/04/14TH OCTOBER 2019: REALLOCATION FOR THE FY: 2018/2019

The Fund manager informed the members that due to lack of land the Assistant County Commissioner's Office cannot be done hence there is need to reallocate the funds.


Members deliberated on this reallocation and resolved to construct a new school at Mwembelegeza since there is need for primary and secondary school. The title deed is already out for the construction of the School and due to lack of land thus proposed to reallocate the funds for Assistant County commissioner office **Kshs. 5,000,000.00** to additional funds for construction of six classrooms storey building at Mwembelegeza Primary school (New school).

The members also approved the following reallocation:

1. To change activity of the school since we have unutilized funds that were meant to construct 2No. Classroom, **Kshs. 150,000.00** from Concordia Primary to purchase 30 new three seater school desks @ **Kshs. 5,000.00** for the newly constructed two classrooms as per the request from the head teacher.
2. To change activity of the school since we have unutilized funds that were meant to construct 4No. classroom storey building, **Kshs. 776,950** from Concordia Secondary to purchase 100 new lockers and chairs @ **Kshs. 7,600.00** for the newly constructed four storey building classrooms as per the request from the head teacher.
3. To change activity of the school since we have unutilized funds that were meant to construct four classroom storey building classrooms, **Kshs. 454,800.00** from Kiembeni Estate Primary School to purchase 90 of new three seater school desks @ **Kshs. 5,000.00** for the newly constructed two classrooms as per the request from the head teacher.
4. Junda Chiefs office toilets have already been constructed by the County Government thus the members agreed to reallocate **Kshs. 615,643.00** that was meant for construction of 4no. door pit latrine at Junda chiefs office to construction of an office for the education officer at the District treasury.
5. Concordia Secondary **Kshs. 594,200.00** that was meant for construction of open drains and walk ways but the funds were insufficient. Hence the members deliberated and agreed to reallocate **Kshs. 535,000.00** that was meant for purchasing, delivery and planting of 330 seedlings at Kisauni Baptist Primary School

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and purchase of 10.000litres water tank and fixing of gutters for water catchment at Baraka voroni Primary school. Maunguja Primary School and Marimani Secondary school to Concordia Secondary School for additional fund to construction of open drains and walk ways.

MIN NO.: NG-CDF KISAUNI /05/14TH OCTOBER 2019: PROJECT PROPOSALS FOR THE FY 2019/2020

The Fund Account Manager provided the details of funds allocated to the constituency of Kshs. **137,458,724.14** (One hundred and thirty-seven million, four hundred and fifty-eight thousand seven hundred and twenty-four cents fourteen only) for the financial year **2019/2020**.

The members discussed proposals collected and resolved to undertake the following projects stated below. The Fund Account Manager was authorized to work on the documentation and submit the same as soon as possible.

With Total allocation expected as Kshs. 137,458,724.14 the proposed projects are:

Names of Projects	Amount Allocated (Kshs).
Administration /Recurrent	8,199,201.04
Monitoring & Evaluation/Capacity Building	4,121,031.72
Bursary	46,578,000.00
Primary School Project	36,500,000.00
Secondary School Project	26,862,250.00
Emergency	7,198,241.38
NG-CDF Office	8,000,000.00
Total For The Financial Year	137,458,724.14


The projects per sector were proposed and confirmed as follows:


EDUCATION SECTOR:

PRIMARY SCHOOLS

Project Name	Project Activity	Amount Allocated	Status
Barani Primary School	Construction of 6no. Classrooms storey building to completion.	13,200,000.00	New
Kajiweni Primary	Additional funds for construction	6,300,000.00	New

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Magogoni Primary school	of 4no. Classrooms on a storey building to completion. Purchase of land 0.2885 hectares for construction of Magogoni primary school.	17,000,000.00	New
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TOTAL: Kshs. 36,500,000.00

SECONDARY SCHOOLS

Project Name	Project Activity	Amount Allocated	Status
Concordia Secondary School	Construction of laboratory to completion with a capacity of 60 students @ 6,000,000.00.00 and furniture at estimated cost Kshs. 500,000.00.	6,500,000.00	New
Mwembelegeza Secondary School	Construction of 6No. Classrooms storey building to completion.	13,200,000.00	New
Mwakirunge Secondary School	Purchase of 50 seater school bus	7,162,250.00	New

TOTAL: Kshs. 26,862,250.00

BURSARY

Project Name	Activity	Amount	Status
Bursary Secondary Schools & Scholarship	Payment of bursary to needy student	29,578,000.00	Ongoing
Bursary Tertiary Schools	Payment of bursary to needy student- University, Colleges & Driving & Motor cycle	13,000,000.00	Ongoing
Bursary – Special Schools	Payment of bursary to needy student	1,000,000.00	Ongoing
Social Security Programme	Towards provision and payment of NHIF to vulnerable families including orphans and vulnerable children	3,000,000.00	Ongoing

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(OVCs), poor older persons with disabilities (PWDs) and destitute families that shall be identified within the constituency.

TOTAL: KSH. 46,578,000.00

STATUTORY DEDUCTIONS

Administration & Recurrent


Project Name	Activity	Amount	Status
Employees Salaries	Payment of staff salaries and gratuity, medical	4,142,820.04	Ongoing
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, newspapers rent, alarm.	2,844,381.00	Ongoing
NSSF(Staff & Employer)	Payment of NSSF Deductions	28,800.00	Ongoing
NHIF	Payment of NHIF Deductions	55,200.00	Ongoing
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,128,000.00	Ongoing

TOTAL: Kshs.8,199,201.04

Monitoring & Evaluation

Project Name	Activity	Amount	Status
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,000,000.00	Ongoing

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NG-CDFC/STAFF/PMC Capacity Building	Undertake Training of the PMCs/NG-CDFCs/NG-CDF Staff on NG-CDF Related issues and Inter-constituency Visit for NG-CDFC and Staff	3,121,031.72	Ongoing
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TOTAL: Kshs.4,121,031.72

NG-CDF Office

Project Name	Activity	Amount	Status
NG-CDF Office	Construction of NG-CDF Receptionist office, secretaries office, FAMS office, MP's office, Board room, staff offices and toilets	8,000,000.00	New

Emergency

Project Name	Activity	Amount	Status
Emergency Reserve	To cater for any unforeseen occurrences in the constituency during the financial year	7,198,241.38	Ongoing

MIN: NG-CDF KISAUNI /06/14TH OCTOBER 2019: ANY OTHER BUSINESS

There being no any other business, the meeting ended with a word of prayer from Roselyne Omusula at 03.24pm.
Minutes taken by: Zainab Abdi

SIGNED BY:

SECRETARY..... *Zainab Abdi*

DATE..... 15/10/2019.....

CHAIRMAN:..... *[Signature]*

DATE..... 15/10/2019

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Chairman..... *[Signature]* Date..... 15/10/2019.....

Secretary..... *Zainab Abdi* Date..... 15/10/2019.....