



NG-CDF NYALI

National Government Constituencies Development Fund

Nyali Constituency

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MINUTES OF THE NG-CDFC MEETING HELD ON 08th JANUARY, 2024 AT THE NG-CDFC BOARDROOM FROM 2:55PM.

MEMBERS PRESENT

- | | |
|-----------------------|-------------|
| 1. Boniface Muniyifwa | Chairperson |
| 2. Rajab Adalla | Secretary |
| 3. Biasha Hamisi | Member |
| 4. Kalicha Dulo | Member |
| 5. Ogla Makumbo | Member |
| 6. Khadija Ahmed | Member |
| 7. Mary Nyokabi | Member |
| 8. Kennedy Odero | Member |

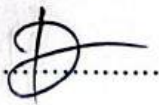
REPRESENTATIVE FROM GOVERNMENT DEPARTMENT

- | | |
|----------------------|--------------------------------------------|
| 1. Michael Muema | Fund Account Manager |
| 2. James Kithinji | Deputy County Commissioner |
| 3. Mohammed Mwanyiro | Education Sub County Director of Education |

AGENDAS

1. Opening of the meeting
2. Reading and confirmation of previous minutes

Chairman Boniface Salaspa sign:  Date: 8/1/24

Secretary Rajab Abdallah sign:  Date: 8-1-24

3. Matters arising from previous meeting minutes
4. Bursary forms issuance
5. On-going projects
6. Infrastructure Development for Junior Secondary Schools.
7. Approval of FY 2023/2024 Projects Proposal
8. Request for FY 2022/23 Emergency Re-allocations.
9. Budget Approvals.
10. project proposal 2023/2024 and realignment to amendments in the act
11. A.O.B and Adjournment

MIN 1: 08/01/2024: OPENING OF THE MEETING

The meeting begun at 2:55pm with a ward of prayer from the Kalicha Dulo. The chairman Boniface Munyifwa thereafter called the meeting to order after establishing that the quorum had been attained.

MIN 2: 08/01/2024: READING AND CONFIRMATION OF PREVIOUS MINUTES

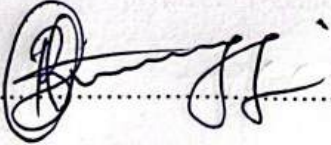
Minutes of the previous meeting were read by Mary Nyokabi and was confirmed as true and correct recording by Kalicha Dulo and seconded by Oglu Makumbo.

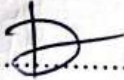
MIN 3: 08/01/2024: MATTERS ARISING

Members requested to be briefed on the reports from the Monitoring and Evaluation exercise for month of November. Kennedy Odero took the members through the report as was captured during the exercise. It was noted that two projects had not kick off as was expected.

- 1) Construction of staffroom block at Kwa-Bullo Secondary School
- 2) Construction of staffroom block at Kwa-Bullo Primary School

Members tasked the chairman and fund manager to follow up with the contractors to ascertain the reason for the delay.

Chairman Boniface Salajja sign:  Date: 8/1/24

Secretary Rajab Abdallah sign:  Date: 8-1-24

MIN 4: 08/01/2024: BURSARY FORMS ISSUANCE

The chairman presented the need of bursary issuance before the year close. Members deliberated and unanimously agreed as below;

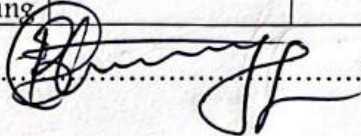
- Reconstitution of bursary committee
- Bursary issuance date to be earlier than the second week of December
- Bursary issuance to be central at the NG-CDF office compound for 3 consecutive days and be returned not later than 2nd week of January.

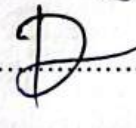
Members however shared the challenges face during the previous bursary issuance and management. Complain committee tabled resolutions made on the areas for adjustments. Members unanimously welcomed the complain committee recommendations.

MIN 5:08/01/2024: ONGOING PROJECTS

Members were informed by the FAM that there are ongoing projects for the 2022/2023 financial year which are a priority for them to complete. These projects are;

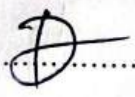
Sno	PROJECT NAME	ACTIVITIES	ORIGINAL / ESTIMATED COST	CUMULATIVE ALLOCATION	ALLOCATED AMOUNT(KSH)	STATUS
PRIMARY SCHOOL PROJECTS						
1	Kwa-Bullo Primary School	Additional funds for construction to completion of storey building administration block for Hardcore filling at Ksh.223,733, landscaping of swampy area Ksh.550,000 plumbing and drainage works Ksh.650,000 construction of exam room at Ksh.350,000 Painting	9,800,000.00	7,500,000.00	2,300,000.00	Ongoing

Chairman Bonface Salaspa sign:  Date: 8/1/24

Secretary Rajab Abdallah sign:  Date: 8-1-24

		works Ksh.150,000 waterproofing at Ksh100,000 and connecting bridge to the existing building at Ksh.276,267.00				
2	Kwabullo Secondary School	Additional funds for construction to completion of storey building administration block for Hardcore filling at Ksh.250, 000 installation of electrical works Ksh.369, 650 landscaping of swampy area Ksh.550, 000 plumbing and drainage works Ksh.650, 000 construction of an exam room at Ksh.350, 000 and waterproofing at Ksh130, 350.00.	9,800,000.00	7,500,000.00	2,300,000.00	Ongoing
3	Pwani School for Mentally Challenged	Additional funds for the construction of six classrooms (Three on the ground floor and three on the first floor): Finishing works, painting of the six classrooms, installation of terrazzo and installation of handrails on the stairs and access ramps.	19,924,870.00	17,000,000.00	2,924,870.00	Ongoing

Chairman Boufell Salasya sign:  Date: 8/1/24

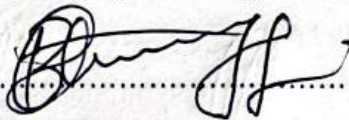
Secretary Rajab Abdatah sign:  Date: 8-1-24

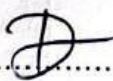
	TOTALS		19,600,000.00	15,000,000	4,600,000	
	SECURITY PROJECTs					
3	VIETNAM POLICE POST	Additional funding towards strengthening and construction to completion of 6 offices on the ground floor, installation of ramp and stairs to the first floor.	7,549,152.00	6,000,000.00	1,549,152.00	Ongoing
4	Nyali Deputy County Commissioners	Additional funding for construction to completion of 7 offices which include, plastering, tiling, painting and branding.	7,600,000.00	6,000,000.00	1,600,000.00	Ongoing
	TOTAL		15,149,152.00	12,000,000.00	3,149,152.00	

FAM informed the committee that there is no need to add more funds to the Nyali Deputy County Commissioner's office because the amount allocated for the said financial year was not utilized because of a land issue which is being resolved, thus it will be fully funded to completion in the next financial year 2024/2025. Members deliberated and agreed on the priorities for additional funds.

MIN 6. 08/01/2024 Infrastructure Development for Junior Secondary Schools

Members were informed by the FAM that there was a circular NG-CDFB-CEO/MOE/Vol 1(046) dated 16th October 2023 which had been received and directed the committee that in FY 2023/24 the Ministry of Education had been allocated Kshs.9,276,333.00 as a grant towards infrastructure development in 11 registered Junior Secondary Schools within Nyali Constituency. Each constituency had been directed to match shilling for shilling the Ministry of Education's amount and help to identify in collaboration with the Sub County Director of Education

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and the D.C.C. the Junior Secondary schools that would benefit from the amount. The funds shall be used for the Construction of Classrooms and Integrated Learning Resource Centers in Schools with Junior Secondary.

Further, he informed members that Mr. Mohamed mwanyiro, the SCDE had been invited to the meeting as directed by the circular to participate with the members in identifying and approving the allocations. Members through the contributions of the Chairman, were informed that the following schools per ward had submitted requests for new constructions of classrooms since they had Junior Secondary School classroom shortage. The following are the schools and wards.

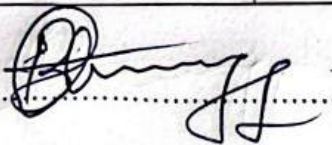
No	Name of the School	Ward
1.	Kengeleni primary & JSS School	Kongowea ward
2.	Azahar sharif & JSS School	Ziwa la ngombe Ward
3.	Kwabullo primary & JSS School	Kadzandani Ward
4.	Pentrose community primary & JSS School	Mkomani Ward
5.	Kadzandani Primary & JSS School	Kadzandani Ward
6.	Ziwa la ngombe Primary & JSS School	Ziwa la ngombe Ward
7.	Kisauni primary & JSS school	Frere town
8.	Kongowea primary & JSS school	Kongowea ward

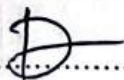
Sub county director of education informed committee that there is need to have JSS classes if possible to the stated schools.

Members Resolutions

After lengthy deliberation the following schools were proposed and approved for funding with the concurrence from the S.C.D.E. and D.C.C.

No.	Name of the Project	Project Activity	NG-CDF Component (Ksh.)	Ministry of Education Component (Ksh.)

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1.	Kadzandani Primary & JSS School	Construction of 4 classrooms with suspended slab, installation of a ramp and stairs to first floor.		9,276,333.00
2.	Pentrose community primary & JSS School	Construction of 3 classrooms to completion to an existing storey building ksh.5,526,333.00, installation of stairs and Ramp at Ksh.1,500,000.00, Roof construction Ksh.1,200,000.00. Purchase of 150 lockers and chairs at Ksh.1,050,000.00.	9,276,333.00	
		GRAND TOTALS IN KES	9,276,333.00	9,276,333.00

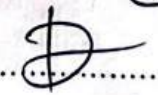
MIN 7: 08/01/2024: PROJECT PROPOSAL 2023/2024 AND REALIGNMENT TO AMENDMENTS IN THE ACT

The fund account manager informed members that he received NG-CDF board circular reference no.NG-CDFB/CEO/NG-CDF CIRCULARS/VOL II (034) on preparation and submission of constituencies project proposal for 2023/2024 financial year. The circular had given out clear instructions on the proposal submission where the fund account manager after reading it out to members he insisted on compliance to the instructions given for ease of approval from the board. The allocation for the financial year 2023/2024 is Ksh.175,361,810.00

Members prioritized projects from the ward reports gathered and unanimously approved after the realignment of the proposal, the following

Projects:

Chairman: Bousteel Salaeeyo sign:  Date: 8/1/24

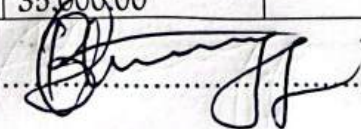
Secretary: Rajab Abdalah sign:  Date: 8-1-24

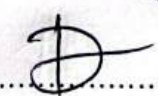
NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD

NYALI CONSTITUENCY PROJECTS PROPOSAL

FINANCIAL YEAR 2023/2024

Sno.	PROJECT NAME	ACTIVITIES	ORIGINAL / ESTIMATED COST	CUMULATIVE COST	ALLOCATED AMOUNT(KSH)	STATUS
ADMINISTRATION AND RECURRENT EXPENDITURE (6%)						
1	Bank service commission and charges	Payment of Bank service commission and charges	50,000.00		50,000.00	New
2	Casual labor and internship	Payment of staff Basic Wages for 2 interns	720,000.00		720,000.00	New
3	Contractual employees	Payment of 11 contractual NG-CDFC staff salaries	2,596,540.00		2,596,540.00	New
4	Courier and postal services	payment of courier and postal services	50,000.00		50,000.00	New
5	NSSF	Employer contribution to NSSF for 13 employees	90,000.00		90,000.00	New
6	Affordable Housing Levy	Payment of housing levy for 13 employees	85,320.00		85,320.00	New
7	NITA	payment of staff NITA contribution	7,800.00		7,800.00	New
8	Medical Insurance	Payment of group to NGCDFC staff	1,600,000.00		1,600,000.00	New
9	Gratuity-contractual employees	Payment of gratuity to NGCDFC staff	943,355.00		943,355.00	New
10	Electricity	Payments of electricity charges	576,000.00		576,000.00	New
11	Water & sewerage charges	Payment of water & sewerage charges	35,000.00		35,000.00	New

Chairman Bonface Salasya sign:  Date: 8/1/24

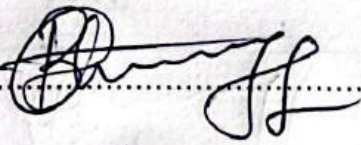
Secretary Rajab Abdallah sign:  Date: 8-1-24

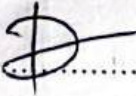
12	Telephone, Telex, Facsimile and Mobile Phone service	Payment of telephone expenses	50,000.00	50,000.00	New
13	Internet connections	Payments of Internet connections	109,188.00	109,188.00	New
14	Travel costs	Payment of Transport expenses (airlines, bus, railway, mileage allowances, etc)	100,000.00	100,000.00	New
15	Accommodation	Payment of accommodation Expenses	100,000.00	100,000.00	New
16	Daily subsistence allowances	Payment of Daily subsistence Allowance	100,000.00	100,000.00	New
17	Publishing and printing services	Payment of publishing and printing services	200,000.00	200,000.00	New
18	NG-CDFC allowance	Payment of NGCDFC allowance	1,128,000.00	1,128,000.00	New
19	General office supplies & maintenance	Purchase of general office supplies (papers, pencils, forms, small office equipment)	700,000.00	700,000.00	New
20	Sanitary and cleaning materials, supplies and services	Purchase of sanitary and cleaning materials, supplies and services	100,500.00	100,500.00	New
21	Refined Fuels and Lubricants for Transport	purchase of refined fuels and lubricants for GK Vehicle	400,000.00	400,000.00	New
22	Maintenance expenses-motor vehicle & motor cycle	Payment of maintenance expenses-NGCDFC Motor vehicle & motor cycle	400,000.00	400,000.00	New
23	Motor vehicle insurance	Payment of NG-CDF motor vehicle van GKB970S and motor cycle insurance.	180,000.00	180,000.00	New

Chairman Bongfall Salasua sign:  Date: 8/1/24

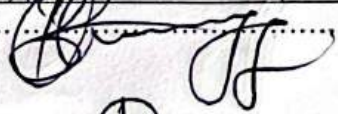
Secretary Rajah Abdalah sign:  Date: 8-1-24

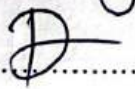
24	Maintenance of office furniture and equipment	Payment of maintenance of office furniture and equipment	200,000.00		200,000.00	New
MONITORING, EVALUATION AND CAPACITY BUILDING (3%).						
25	Telephone, Telex, Facsimile and Mobile Phone service	Payment of committee telephone expenses	216,000.00		216,000.00	New
26	Remuneration of instructors and contract based training services	Payment of Instructors and Contract Based Training Services (1. NG-CDFC and staff training, 2. PMC training).	400,000.00		400,000.00	New
27	Catering Services (receptions)	Catering Services (receptions), Accommodation, Gifts, Food and Drinks	400,000.00		400,000.00	New
28	Accommodation allowance	Payment of Accommodation Allowance of NGCDFC, National Government officers and PMC (1. NG-CDFC & staff training, 2. PMC training)	600,000.00		600,000.00	New
29	Publishing and Printing Services	Publishing and Printing Services	250,000.00		250,000.00	New
30	OTHER COMMITTEE EXPENSES	Payments of other committee allowances	1,194,854.00		1,194,854.00	New
31	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	1,100,000.00		1,100,000.00	New
32	Refined Fuels and Lubricants for Transport	Purchase of refined fuels and lubricants for GK Vehicle	300,000.00		300,000.00	New

Chairman: Bonifacio Salasaya sign:  Date: 8/1/24

Secretary: Rajah Abdallah sign:  Date: 8-1-24

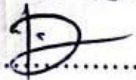
33	Maintenance expenses-motor vehicle	Payment of Maintenance Expenses - Motor Vehicles	200,000.00		200,000.00	New
34	General Office Supplies	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	600,000.00		600,000.00	New
EDUCATION BURSARY AND SOCIAL SECURITY PROGRAMS 40%						
35	Bursary Secondary Schools	Payment of bursary to needy students in secondary schools	32,073,488.00		32,073,488.00	New
36	Bursary Tertiary Institutions	Payment of bursary to needy students in tertiary institutions	36,071,236.00		36,071,236.00	New
37	Bursary Special Institutions	Payment of bursary to needy students in special schools	2,000,000.00		2,000,000.00	New
EMERGENCY RESERVE 5%						
38	Emergency	Emergency Reserve To cater for any unforeseen occurrences in the constituency during the financial year	9,229,569.00		9,229,569.00	New
CLIMATE CHANGE MITIGATION PROJECTS (5%)						
39	Climate Change Sensitization	Creation of Awareness, instructors' facilitation, printing and publishing services, catering services and conference facilities	2,500,000.00		2,500,000.00	New
INFRASTRUCTURE DEVELOPMENT FUND FOR JUNIOR SECONDARY SCHOOLS (NG-CDF MATCHING FUND)						
40	Pentrose Community Primary & JSS School	Construction of 3 classrooms to completion on top of an existing storey building ksh.5,526,333.00,	9,276,333.00		9,276,333.00	New

Chairman Boyfall Salama sign:  Date: 8/1/24

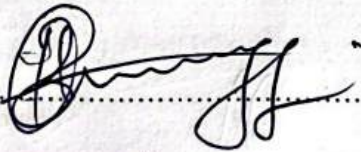
Secretary Pajab Abdallah sign:  Date: 8-1-24

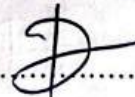
		installation of stairs and Ramp at Ksh.1,500,000.00, Roof construction Ksh.1,200,000.00. Purchase of 150 lockers and chairs at Ksh.1, 050,000.00.				
PRIMARY SCHOOL PROJECTS						
41	Frere Town Primary School	Renovation of 4 classrooms (plastering, painting, fixing of doors and windows) at Ksh.1,200,000.00, construction of pave way ramps to cater for PWDs and perimeter wall painting Ksh.987,418.00.	2,187,418.00		2,187,418.00	New
42	Kwabullo primary school	Additional funds for construction to completion of storey building administration block comprising of Head teacher's office, Deputy Headteacher Office, Waiting Area, entry foyer, staffroom, a store, secretary office, bursar office and 6 door toilets (2 doors for male and 2 door for female) with 2 chambers catering for persons with disabilities: Hardcore filling at Ksh.223,733, landscaping of swampy area Ksh.550,000 plumbing and drainage works Ksh.650,000, construction of a store at Ksh.350,000, painting works Ksh.150,000, waterproofing at Ksh100,000 and connecting bridge to the existing building at Ksh.276,267.00.	9,800,000.00	7,500,000.00	2,300,000.00	Ongoing

Chairman *Boyaal Salasya* sign:  Date: 8/1/24

Secretary *Rajab Abdallah* sign:  Date: 8-1-24

43	Mwembeni Primary School	Construction to completion of a storey building to ground floor consisting of 4 classrooms with a suspended slab at Ksh.6, 800,000.00, construction of 5 toilets comprising of 2 male, 2 female and 1 cubicle for Persons with Disability at Ksh.3, 200,000, construction of soak pit and septic tank at Kshs.1, 200,000.00, drilling of a borehole at Ksh.700, 000.	11,900,000.00		11,900,000.00	New
44	Frere Town Primary School	Supply and installation of two 10,000 litres water tank Ksh.280,000.00, levelling, excavation works, hardcore filling and construction of tank base Ksh.678,000.00 and installation of gutters, pipes and taps for water harvesting at Ksh.541,086.00 and construction of a soak pit at Ksh.750,000 in the school.	2,249,086.00		2,249,086.00	New

Chairman Boufou Safaeys sign:  Date: 8/1/24

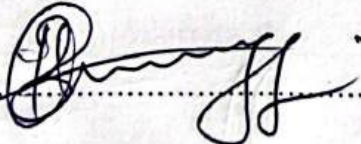
Secretary Rajab Abdalah sign:  Date: 8-1-24

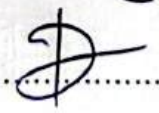
45	Pentrose Community Primary School	Supply and installation of two 10,000 liters water tank ksh.280,000.00,leveling ,excavation works, hardcore filling and construction of tank base Ksh.678,000.00 and installation of gutters ,pipes and taps for water harvesting ksh.541,086.00 and construction of a soak pit ksh.750,000 in the school.	2,249,086.00		2,249,086.00	New
SECONDARY SCHOOL PROJECTS						
46	Ziwa La Ngombe Secondary school	Construction to completion of 4 classrooms storey building at Ksh.7,400,000.00, construction of 5 toilets comprising of 2 male, 2 female and 1 unit for Persons with Disability at Ksh.3,500,000.00, construction of soak pit and septic tank at Ksh.1,250,000.00, erection of fence perimeter wall fence 8,093.8 m2 at Ksh.2,500,000.00 and installation of a gate at Ksh.1,500,000.00, drilling of a borehole Ksh.750,000.00.	16,900,000.00		16,900,000.00	New
47	Pwani School for Mentally Challenged	Construction to completion of 250 meters of stanchions and roof construction at Ksh.2,500,000.00, installation of pavement from the dormitory to the administration block area and classrooms;	3,800,000.00		3,800,000.00	New

Chairman Bonfal Salasya sign: [Signature] Date: 8/1/24

Secretary Rajab Abdalah sign: [Signature] Date: 8-1-24

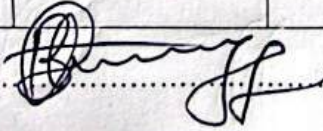
43	Mwembeni Primary School	Construction to completion of a storey building to ground floor consisting of 4 classrooms with a suspended slab at Ksh.6, 800,000.00, construction of 5 toilets comprising of 2 male, 2 female and 1 cubicle for Persons with Disability at Ksh.3, 200,000, construction of soak pit and septic tank at Kshs.1, 200,000.00, drilling of a borehole at Ksh.700, 000.	11,900,000.00		11,900,000.00	New
44	Frere Town Primary School	Supply and installation of two 10,000 litres water tank Ksh.280,000.00, levelling, excavation works, hardcore filling and construction of tank base Ksh.678,000.00 and installation of gutters, pipes and taps for water harvesting at Ksh.541,086.00 and construction of a soak pit at Ksh.750,000 in the school.	2,249,086.00		2,249,086.00	New

Chairman Boufaa Safae sign:  Date: 8/1/24

Secretary Rajab Abdalah sign:  Date: 8-1-24

		excavation, terraces and levelling at Ksh.1,300,000.00				
48	Pwani School for Mentally Challenged	Additional funds for the construction of six classrooms (Three on the ground floor and three on the first floor): Finishing works, painting of the six classrooms, installation of terrazzo and installation of handrails on the stairs and access ramps.	19,924,870.00	17,000,000.00	2,924,870.00	On-going
49	Kwabullo Secondary School	Additional funds for construction to completion of storey building administration block with a suspended slab comprising of the principal office, Deputy Principal Office, Waiting Area, Entry foyer, Staffroom, a Store, secretary office, bursar office and 6 Toilets (2 male,2 female) with 2 chamber catering for the person with disabilities (one male and 1 female): Hardcore filling at Ksh.250,000, installation of electrical works at Ksh.369,650, landscaping of swampy area Ksh.550,000, plumbing and drainage work at Ksh.650,000, construction of storeroom at Ksh.350,000 and waterproofing at Ksh130,350.00.	9,800,000.00	7,500,000.00	2,300,000.00	On-going
SECURITY PROJECTS						

Chairman

Boyaall Safaya sign: 

Date

8/1/24

Secretary

Rajab Abdallah sign: 

Date

8-1-24

50	Frere Town ACC Office	Construction to completion of 4 new offices at Ksh.5,400,000.00, Five-door toilets (2 ladies, 2 males, and 1 cubicle Person with Disability), septic tank at Kshs.650,000.00, sock pit at Ksh.750,000.00 and drilling of borehole at Ksh.700,000.00.	7,500,000.00		7,500,000.00	New
51	Vietnam Police Post	Additional funds for construction to completion of 6 offices comprising of OB office, Work station, Washrooms (2 male, 2 ladies 1 chamber for Persons With Disabilities), Record Office, In-charge office, Store, Armory, 2 Cells, Septic tank and a soak pit on the ground floor with a suspended slab: Reinforcement of the substructure and installation access ramp and stairs to the first floor.	7,500,000.00	6,000,000.00	1,500,000.00	On-going
52	Khadija Police Station	Construction of 6 additional offices on the first floor of an existing storey building, reinforcement of substructure and ground floor and installation of stairs with handrails to the first floor.	7,000,000.00		7,000,000.00	New
53	Ziwa La Ngombe Assistance Chiefs Office	Construction to completion of 3 offices with 3 door toilets (1 male, 1 female and 1 for Persons with Disabilities).	2,468,167.00		2,468,167.00	New
OTHER PROJECTS						

Chairman

Bonface Salasya

sign:

[Signature]

Date

8/1/24

Secretary

Rajab Abdallah

sign:

[Signature]

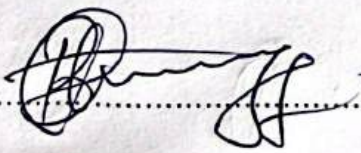
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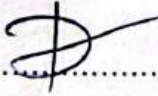
8-1-24

54	NG-CDF OFFICE	Construction of office car-shed comprising of paving blocks, hardcore filling murram filling Kerb stones concrete works for 4 cars with steel stanchions and roof covers.	3,150,000.00		3,150,000.00	New
INFRASTRUCTURE DEVELOPMENT FUND FOR JUNIOR SECONDARY SCHOOLS (MOE GRANT)						
55	Kadzandani Primary & JSS School	Construction of 4 classrooms with suspended slab, installation of a ramp and stairs to the first floor.	9,276,333.00		9,276,333.00	New
TOTAL					184,638,143	

MIN 8: 08/01/2024: AOB

There being no other business, the meeting ended at 4:10 pm with a word of prayer from Boniface Munyifwa. The next meeting shall be communicated.

Chairman Boniface Salasya sign:  Date: 8/1/24

Secretary Rajab Abdallah sign:  Date: 8-1-24