

Attachments

1 .NG CDFC MINUTES

MINUTES OF NG-CDFC LIKONI MEETING HELD ON 3RD OCTOBER 2020 AT NGCDF OFFICE LIKONI AT 10.00AM.

MEMBERS PRESENT.

1. ALI SALIM MWAKUNYAPA	CHAIRMAN
2. RASHID GAKWELI	SECRETARY
3. BAWAZIR MOHAMED	FAM
4. SHUHUDIA ABDALLA	MEMBER
5. MWANAMWINYI MWINYIHAJI	MEMBER
6. OKUTO WALTER	MEMBER
7. JUDITH BINAYO	MEMBER
8. MWEZI MARINGO	MEMBER
9. FRANCIS KAZUNGU	DCC

AGENDA

1. Opening Remarks.
2. Reading and confirmation of previous minutes.
3. Matters Arising.
4. Tabling of a circular
5. Approval of 2020/2021 projects proposal
6. Project Grants
7. Payments
8. Any Other Business

CHAIRMAN.....

DATE.....

SECRETARY.....

DATE.....

MIN NO: NG-CDFC/LIKONI/01/3RD OCTOBER 2020: OPENING REMARKS.

The meeting started with a word of prayer from the Fund Account Manager Bawazir Mohamed at 10.47 am. The Chairman then welcomed all members present and read the agenda of the meeting which were adopted by members.

MIN NO: NG-CDFC/LIKONI/02/3RD OCTOBER 2020: READING AND CONFIRMATION OF PREVIOUS MINUTES.

The secretary read out minutes of previous meeting and they were proposed by Shuhudia Abdalla and seconded by Mwanamwinyi Mwinyi to be a true record of what transpired.

MIN NO: NG-CDFC/LIKONI/03/3RD OCTOBER 2020: MATTERS ARISING.

There were no matters that arose for the previous meeting thus the secretary read out the agenda of the day.

MIN NO: NG-CDFC/JOMVU/04/25TH NOVEMBER 2018: TABLING OF A CIRCULAR

The Fund Account Manager tabled a circular from the NGCDF Board ref:NG-CDFB/CEO/BOARD CIRCULARS Vol.II(024) dated 10th August, 2020 on preparation and submission of Constituency Projects Proposals for the 2020/2021 financial year which outlined some guidelines that NG-CDFCs were to adhere to and the 2020/2021 financial year budget ceilings for each Constituency given out ready for submission of proposals.

It emphasized the need to adhere to the under mentioned requirements

- Adherence to the constituency ceilings
- Basis of Identification of project proposal
- The eligible projects under the Act
- Constituency Interventions in response to COVID-19 Pandemic
- Projects proposal co-funded with other agencies
- Completion of on-going projects before embarking on new ones
- Labelling/branding of constituency projects
- Adherence to statutory ceilings
- Implementation of Constituency strategic plans
- Construction of NG-CDFC Offices
- Declaration of Appropriation in Aid
- Clearance of outstanding issues with regard to previous financial year's project proposals

CHAIRMAN.....

DATE.....3/10/2020

SECRETARY.....

DATE.....3/10/2020

- Project proposal format given
- Project coding
- Authentication of NG-CDFC minutes
- Timeline for submission as 30th September 2020.

MIN NO: NG-CDFC/LIKONI/05/3RD OCTOBER 2020: APPROVAL OF 2020/2021 PROJECT PROPOSAL

Likoni NG-CDFC had been allocated Ksh. 137, 088,879.31 for 2020/2021 financial year.

The FAM further stated that priority was to be given to ongoing projects before considering new projects. In addition the proposed projects should be in line with the Likoni Ngedf Strategic Plan for (2018-2022) which was launched in April 2019 and also reflects the views in the ward meeting report which took place in September 2019.

The Fam also urged the members to address challenges brought by Covid 19 Pandemic in the country more specifically by building capacities in affected schools. The members were urged to concentrate on improving schools infrastructures.

After a lengthy debate on projects from the wards the members prioritized, approved and resolved to forward the following projects to the NGCDF Board for approval for 2020/2021 financial year.

No.	Project Name	Project Number	Project Activity	Allocation	Status
	ADMINISTRATION				
1	Employees Salaries	4-001-005-2110000-100-2020/21-001	Payment of Staff salaries & nssf @ Ksh3,325,332.76 and gratuity @ Ksh 1,600,000.	4,925,332.76	New
2	Goods and Services	4-001-005-2210000-100-2020/21-002	Purchase of Fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, publicity	1,600,000.00	New
3	Committee Expenses	4-001-005-2210802-100-2020/21-003	Payment of Committee sitting allowances, transport, conferences	1,700,000.00	New
	M&E				

4	Goods & services	4-001-005-2210000-111-2020/21-01	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, Hire of tents, travel and subsistence	400,000.00	New
5	Committee Expenses	4-001-005-2210802-111-2020/21-002	Payment of committee sitting allowances, transport and conferences	2,500,000.00	New
6	NGCDFC/PMC Capacity Building	4-001-005-2210700-111-2020/21-003	Undertake training of the NGCDFC and PMC and benchmarking tours	1,212,666.38	New
7	Emergency	4-001-005-2640200-101-2020/21-001	Unforeseen occurrences and emergency cases	7,192,206.90	New
	BURSARY				
8	Bursary Secondary Schools	4-001-005-2640101-103-2020/21-001	Bursary for secondary school students	25,013,611.37	New
9	Bursary Tertiary Institutions	4-001-005-2640102-103-2020/21-002	Bursary for tertiary level students	12,000,000.00	New
10	Nhif/Social Security Programme	4-001-005-2120201-108-2020/21-001	Social security programme-payment of Nhif 333 Needy constituents	1,998,000.00	New
11	Sports	4-001-005-2640509-112-2020/21-001	Conduct sports tournament in the constituency and teams awarded with sports uniform kits, balls and trophies	2,741,777.59	New
	EDUCATION				
12	Inspiration Primary School	4-001-005-2640510-110-2020/21-001	Construction of 10 door flush toilet Block to Completion.	2,747,354.48	New

13

	Timbwani Primary School	4-001-005-2630204-104-2020/21-001	Construction of Storey building Block to completion, Comprising of 6no classrooms, 10no door washrooms for students, 1no staff room, Head teacher office, deputy Ht office, accounts office, reception room,4no washrooms at administration offices, all building cost to completion is Ksh 22,091,410, supply of furniture 2no Executive office tables ksh.80,000 and two chairs costing ksh 60,000 for Principal and deputy , 8no staffroom tables ksh 96,000 and 8 chairs for teachers ksh 80,000 and 100no desk for students ksh 500,000, and construction of septic tank ksh 800,000/= and soak pit ksh 150,000/=	23,857,410.00	New
14	Vijiweni Primary School	4-001-005-2630204-104-2020/21-002	Renovation of 13 classrooms, administration block- (comprising of Head teacher's office, Deputy Head teacher's office, secretary's office and staffroom)and 1 computer lab to completion:- re-roofing, internal and external plastering and painting works, re placement of 5 grilled windows and 5 metal doors, repairing floor of 2 classrooms and passages.	6,709,359.48	new
15	Vyemani Primary School	4-001-005-2630204-104-2020/21-003	Renovation of 1no story building comprising of 8no classes and 2no offices. Item include: Re-roofing, Internal and External plastering and Painting works, Re placement of 26no Louvre windows and 4no timber doors, repairing of 2no wash room and making them good for use.	4,009,222.00	new
16	Shika Adabu Primary School	4-001-005-2630204-104-2020/21-004	Construction of 428metres perimeter wall to completion	6,853,636.00	new

17	Mtongwe Primary School	4-001-005-2630204-104-2020/21-005	Additional of wall height by 1meter and length of 370 metres perimeter wall inclusive of internal plastering and keying on the external of the wall to completion	2,018,108.35	new
18	Likoni Muslim Primary School	4-001-005-2630204-104-2019/20-006	Additional funds towards completion of 250metres perimeter wall	820,026.00	ongoing
19	Mishi Mboko Girls High School	4-001-005-2630205-104-2020/21-001	Construction of 700metres perimeter wall to completion plus security house @ Ksh 350,000/= and designed gate entry @ Ksh150,000/=	12,006,263.00	new
20	Mishi Mboko girls High School	4-001-005-2630205-104-2020/21-003	Construction of dining hall block with capacity of 300 students and having 4 office rooms and kitchen room, all building cost to completion is 14,972,815/=, installation of 3no cooking boilers in kitchen each costing Kshs.80,000/=, supply of 20 tables each costing Kshs.10,000/= and 40 benches each costing Kshs.7,000/= all to completion at Mishi Mboko girls High School	15,692,815.00	New
21	Timbwani Secondary School	4-001-005-2630205-104-2019/20-004	Construction of 22 large arches and 8 small arches both of ground and 1st floor, comprising of concrete work, formwork, reinforcement and both plastering and painting works.	591,090.00	ongoing
22	Mrima chief's office	4-001-005-2630207-113-2020/21-001	Drilling & equipping of Borehole to completion.	500,000.00	New
TOTAL				137,088,879.31	

CHAIRMAN.....

DATE..... 31/10/2020

SECRETARY.....

DATE..... 31/10/2020

MIN NO: NG-CDFC/LIKONI/06/3RD OCTOBER 2020: PROJECT GRANTS

The committee agreed to disburse funds to the following Pmc accounts for ongoing projects as shown below:

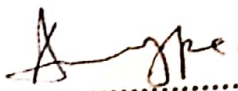
- Mishimboko Girls High School Laboratory Pmc Account ksh 1,633,250
- Timbwani Police Station Pmc Account ksh300,560
- Timbwani Secondary School Pmc Account ksh12,260,500.41

MIN NO: NG-CDFC/LIKONI/07/3RD OCTOBER 2020: PAYMENTS

The members agreed to do a three day Monitoring and Evaluation of the ongoing projects and therefore agreed to withdraw ksh 140,000 towards carrying the activity.

MIN NO: NG-CDF/LIKONI/8/3RD OCTOBER 2020: AOB

There being no other business; the meeting was adjourned with a word of prayer by Mwanamwinyi Mwinyi at 1320hrs.

CHAIRMAN.....

DATE.....3/10/2020

SECRETARY.....

DATE.....3/10/2020