

**Minutes of the Mvita National Government Constituency Development Fund Committee  
meeting held on 6<sup>th</sup> September 2021 at 10.00am  
Venue: CDF Boardroom Mvita**

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**Present**

1. Omar Shariff	Chairman
2. Sylvia Buluma	Secretary
3. Easter Oremo	Member
4. Amina Suod	Member
5. Jamal Ali	Member
6. Fatma Khamis	Member
7. Robin Ngewyo	ACC1
8. Monica Mwai	FAM
9. Anne Nyambura	Member

**Agenda**

1. Confirmation of previous minutes
2. Matters Arising
3. Proposals 2021/2022
4. Reallocations and Re-submission
5. A.O.B

**Mvita NG-CDFC/27/6<sup>th</sup> September 2021: Opening remarks**

The Chairman called the meeting to order at 10.00am

**Mvita NG-CDFC/28/6<sup>th</sup> September 2021: Confirmation of Previous Minutes**

The committee members went through the previous minutes dated 22<sup>nd</sup> August 2021 and accepted them as a true and accurate report. The minutes were confirmed by Ann Nyambura and seconded by Jamal Ali.

**Mvita NG-CDFC/29/6<sup>th</sup> September 2021: Matters arising**

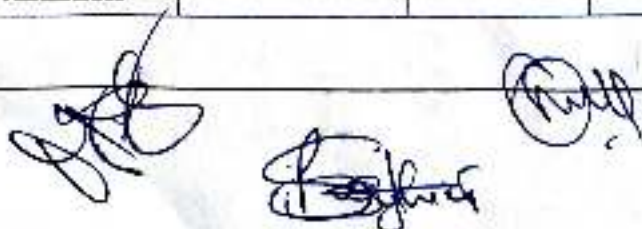
There were no matters arising

**Mvita NG-CDPC/30/6<sup>th</sup> September 2021: Proposals 2020/21**

It was reported that ward meetings were done in July 2021 and all requests from the constituents had not been fulfilled. There are a few ongoing projects which need to be prioritized. In view of the foregoing, the committee resolved to consider the report.

After lengthy deliberations the committee went through the ward report and prioritized projects for 2021/2022 as follows:

Project Name	Project Number	Original Cost	Cumulative allocation	Project activity	Amount Allocated	Current Status
<b>Administration</b>						
Employees' Salaries	4-001-006-2110000-100-2021/22-001	4,130,000.00		Payment of 6 staffs salaries @ kshs.3,480,000, and medical cover @ kshs.650,000	4,130,000.00	New
Employees' Gratuity	4-001-006-2110000-100-2021/22-002	627,332.74		Payment of staff Gratuity for 6 Staffs	627,332.74	New
Goods and Services	4-001-006-2210000-100-2021/22-003	2,150,000.00		Repairs and maintenance, printing, stationery, telephone, travel and subsistence, office Rent, office tea.	2,150,000.00	New
NSSF	4-001-006-2120101-100-2021/22-004	70,000.00		Payment of NSSF Deductions for 6 staff	70,000.00	New
NHIF	4-001-006-2120201-100-2021/22-005	120,000.00		Payment of NHIF Deductions for 6 staff	120,000.00	New
Committee Allowances	4-001-006-2210802-100-2021/22-006	1,128,000.00		Payment of Committee sitting allowances, transport, conferences	1,128,000.00	New
<b>Monitoring &amp; Evaluation</b>						



Project Name	Project Number	Original Cost	Cumulative allocation	Project activity	Amount Allocated	Current Status
Goods and Services	4-001-006-221000-111-2021/22 -001	600,000.00		Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence.	600,000.00	New
Committee Allowances	4-001-006-2210802-111-2021/22 -002	2,312,666.38		Payment of Committee sitting allowances, interconstituency visits	2,312,666.37	New
NG-CDFC/PM C Capacity Building	4-001-006-2210700-111-2021/22-003	1,200,000.00		Underlake Training of the PMCs/NG-CDFCs on NG-CDF Related issues	1,200,000.00	New
<b>Emergency</b>						
Emergency	4-001-006-2640200-101-2021/22 -005	7,192,207.00		To cater for any unforeseen occurrences in the constituency during the financial year	7,192,207.00	New
<b>Sports</b>						
Constituency sports tournament	4-001-006-2640508-112-2021/22 -001	2,741,777.59		Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits	2,741,777.48	New
<b>Environment</b>						
Kaloleni Primary School	4-001-006-2640510-110-2021/22 -001	60,000.00		Supply and Installation of water tank of 5,000 Liters	60,000.00	New
Kikowani Primary School	4-001-006-2640510-110-2021/22 -002	60,000.00		Supply and Installation of water tank of 5,000 Liters	60,000.00	New
<b>Bursary</b>						

Project Name	Project Number	Original Cost	Cumulative allocation	Project activity	Amount Allocated	Current Status
Bursary Secondary Schools	4-001-006-2640101-103-2021/22-001	19,981,107.65		Payment of bursary to needy students in secondary schools	19,981,107.65	New
Bursary Tertiary Institutions	4-001-006-2640102-103-2021/22-002	28,000,000.00		Payment of bursary to needy students in tertiary and vocational institutions	28,000,000.00	New
<b>Secondary School Project</b>						
Tononoka High School	4-001-006-2630204-104-2021/22-001	1,800,000.00		Purchase of Water Purifier plant model Dayliff reverse osmosis plant with a purifying capacity of 3000 litres per day.	1,800,000.00	New
Mekatilifi wa Menza Girls Secondary School.	4-001-006-2630205-104-2021/22-002	113,234,805.72	67,734,805.72 10,000,000-2015/16 18,902,504.45- reallocation 2018/19, 2019/20 & 2015/16 8,254,301.55- 2019/20 30,577,999.72- 2020/21	Completion of one storey building comprising of 8 classrooms, administration block (17 offices, one boardroom, waiting area and a staff room), multipurpose hall of 250 capacity, 5 laboratories of 45 student capacity, a kitchen and a store, a library of 36 students capacity, prayer room and 2 units of ablution blocks one of 8 doors and another of 12 doors; (1st floor works); construction of 4 classrooms, construction of 3 laboratories each 40 students capacity, construction of a	45,500,000.00	On-going

Project Name	Project Number	Original Cost	Cumulative allocation	Project activity	Amount Allocated	Current Status
				library of 36 students capacity, construction of administration block comprising of a staffroom, HODs' office, guidance and counselling office, construction of ablution block (3 gents and 11 ladies with 2 catering for Persons With Disability), construction of staircase of ramp and construction of a concrete roof.		
Sacred heart complex	1-001-006-2630203-104-2021/22-003	3,921,287.74		Renovation of 24 classrooms; fixing of ceiling boards, flooring, painting both internal and external, drainage system wiring and plumbing	5,921,287.76	NEW
Makupa boys high school	4-001-006-2630205-104-2021/22-004	3,192,206.90	2,692,206.9 (Amount requested in reallocation)	Additional funding for construction of 2 classrooms on the 2nd floor of a storey building to Completion additional funds for Painting works.	500,000.00	NEW

Project Name	Project Number	Original Cost	Cumulative allocation	Project activity	Amount Allocated	Current Status
Mekatilili wa Menza Girls Secondary School.	4-001-006-2630205-104-2021/22-005	5,000,000.00		Supply of equipment and furniture for the whole school 1)- 282 desk&chairs @6500 = 1,833,000 - 2) 2sets of 2 way working station with mesh office chairs @120,000 = 240,000 3) 5pcs High back mesh office chairs @55,000 = 275,000 4) Secretarial desk/chair = 180,000 5) Conference table = 85,000 - 6) 12 pcs Conference chairs @ 25,000 = 300,000 - 7) 20 pcsc Staffroom chairs @15,000 = 300,000 and 5 tables @35,000 = 175,000 - 8) 2 sets H/T and Deputy's Executive table, chair and 2 visitors chairs @Kshs.350,000 = 700,000 9) 2pcs Cabinet with 4drawers @36,000 = 72,000 10) 120 wooden Lab stools @4000 = 480,000 11) 24 lab tables @ 15,000 = 360,000 - Total - 5,000,000/=	5,000,000.00	NEW
Primary School Project						

Project Name	Project Number	Original Cost	Cumulative allocation	Project activity	Amount Allocated	Current Status
Sparki Primary School	4-001-006-2630205-104-2021/22-006	19,000,000.00	15,000,000.00 (amount requested in the change of activity)	Additional funds for construction of 1 storey building of 8 classrooms - finishes for stairs and a ramp, ceiling, tiling, electricals, and painting works	4,000,000.00	On-going
Ronald Ngala Primary-Football Pitch	4-001-006-2630205-104-2021/22-007	1,773,076.90	1,373,076.90	Additional funds for the purchase of water sprinkler pipe line and fittings	400,000.00	On-going
Burhanya Primary School	4-001-006-2630204-104-2021/22-008	513,500.00		Purchase of 79 pieces lockers and chairs @Kshs.6,500	513,500.00	NEW
Gurumana k Primary School	4-001-006-2630204-104-2021/22-009	513,500.00		Purchase of 79 pieces lockers and chairs @Kshs.6,500	513,500.00	NEW
Kikowani Primary School	4-001-006-2630204-104-2021/22-010	513,500.00		Purchase of 79 pieces lockers and chairs @Kshs.6,500	513,500.00	NEW
Mvita Primary School	4-001-006-2630204-104-2021/22-011	513,500.00		Purchase of 79 pieces lockers and chairs @Kshs.6,500	513,500.00	NEW
Sparki Primary School	4-001-006-2630204-104-2021/22-012	513,500.00		Purchase of 79 pieces lockers and chairs @Kshs.6,500	513,500.00	NEW
Mbehoni Primary School	4-001-006-2630204-104-2021/22-013	513,500.00		Purchase of 79 pieces lockers and chairs @Kshs.6,500	513,500.00	NEW
Tom Mboya Primary School	4-001-006-2630204-104-2021/22-014	513,500.00		Purchase of 79 pieces lockers and chairs @Kshs.6,500	513,500.00	NEW
				<b>TOTALS</b>		
					<b>157,088,879.</b>	

Project Name	Project Number	Original Cost	Cumulative allocation	Project activity	Amount Allocated	Current Status
					00	

**Action: Fund Manager to forward the proposals to CDF Board Nairobi**

**Mvita NG-CDFC/31/6<sup>th</sup> September 2021: Reallocations**

The committee approved reallocation of funds from unspent project and complete projects respectively as highlighted below:

Initial project	Proposed project	Financial year	Activity	Amount	Reason for reallocation
Central Girls Primary school	Shariff Nassir Girls Sec School	2020/2021	Purchase of water purifier plant maxel dayliff reverse osmosis plant with a purifying capacity of 3000 liters per day	Kshs.1,800,000	The committee was informed by the school that they already got water supply from Shariff Nassir foundation and from Sheikh Abdalla Farsy Girls since the need to reallocate.

**Re-Submission**

The Ronald Ngala primary School (Social Hall) (kshs.9,500,000/=) of FY 2019/20, has not approved by the Ng-cdf Board due to some reasons. The committee therefore resolved to Re-submit the same project for approval.







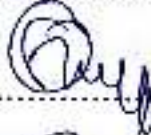
Project name	Amount	Project to	Activity	Amount
Ronald Ngala primary School (Social Hall) - Completion of works in the Social hall Storey building (Parapet wall, Stairs, Worktops, Perimeter wall, Gate, Septic Tank, and Grilles. (Phase four and Final funding)	9,500,000	Ronald Ngala primary School (Social Hall)	Additional funds for completion of a three storey building with 1000 people capacity social hall on the ground floor and NG-CDF Offices on the 1 <sup>st</sup> and 2 <sup>nd</sup> floors; Ceiling, fixing of floor Tiles and Painting for 2 <sup>nd</sup> & 3 <sup>rd</sup> Floor at Kshs. 4,720,000; Construction of stairs guard rails at Kshs.1,070,000; fixing of Window Grills at Kshs.370,000, fixing of Parapet rooftop & Worktops at Kshs.1,200,000; Purchase and installation of 10,000 litres water tank at Kshs.70,000; Drainage works and construction of Septic tank at Kshs.920,000; construction of 120 metres Perimeter wall with Grills at Kshs.1,000,000 and installation of a Double leaf metal gate at kshs. 150,000  These activities will be contracted a fresh since they were not part of the initial contract.	9,500,000

**A.O.B**

There being no other business for discussion the meeting adjourned at 2.30pm

Confirmed:

Omar Shariff



Date:

6/09/2021

Chairman

Sylvia Buluma



Date:

6/09/2021

Secretary

