

**MINUTES FOR THE MSAMBWENI NG -CDFC MEETING HELD ON  
15<sup>TH</sup> NOVEMBER 2018 AT THE NG-CDF OFFICE**

**MEMBERS PRESENT**

1. MUHSIN KITWANA	CHAIRMAN
2. SALIMU KIRINZO	SECRETARY
3. SITA HAMISI	MEMBER
4. SAID EDWARD	MEMBER
5. THABITI MOHAMMED	MEMBER
6. MWANAISHA RASHID	MEMBER
7. ROSE MATHEKA	MEMBER
8. SHEE MWAGWAYU	MEMBER
9. PETER MWAIGHONDA	FAM( FACILITATOR)
10. RONALD ENYAKASI	DCC

**AGENDA**

1. PRELIMINARIES
2. READING & CONFIRMATION OF PREVIOUS MINUTES
3. PROJECT PROPOSALS F/Y 2018/2019
4. MANAGER'S TRIP TO NAIROBI
5. ROUTINE SERVICE OF GKA 301S
6. SITTING ALLOWANCE
7. A.O.B

### NG- CDFC 1/15/11/2018; PRELIMINARIES

The chairman called the meeting to order at 11.10 a.m and asked Mr. Shee Mwangwayu to lead in the opening prayers. He then officially opened the meeting by thanking all members who have managed to attend this particular meeting.

### NG- CDFC 2/15/11/2018; READING AND COMFIRMATION OF PREVIOUS MINUTES

The Chairman asked the Secretary Mr. Salim Kirinzo to read the previous minutes. Minutes were read and they were confirmed as the true reflection of the previous meeting. It was proposed by Md. Rose Matheka and seconded by Mr. Said Edward.

### NG-CDFC 3/10/11/2018; PROJECT PROPOSALS FINANCIAL YEAR 2018/2019

The FAM informed the committee members that in this Financial Year 2018 /2019, every Constituency has been allocated a total sum of **Kshs 109,040,875.52**. After brief explanations on the amount allocated, he recommended that, before we allocate funds for new projects we should consider the ongoing projects first which we allocated first phase in FY 2017/2018.

He also informed that, the proposals will be based on the ward projects proposals and identification which the NG-CDF committee did for eligible projects. For the clarity the chairman requested for the report to be read for all the wards on the project proposals which was read by the Secretary. The report was for F.Y 2017-2018).

Out of all the projects proposed, the following were prioritized from each Ward and will be funded for during this financial year.

### PROPOSED PROJECTS FOR THE FINANCIAL YEAR 2018-2019

PROJECT TITLE	ACTIVITY	AMOUNT
Emergency	To cater for unforeseen occurrences in the constituency during the Financial Year	5,738,993.45
Administration and Recurrent	To cater for NG- CDFC allowances, staff salaries, vehicle expenses and other administrative costs.	6,542,452.53
Monitoring & Evaluation/ capacity building	Monitoring & Evaluation, capacity building of NG-CDFC & PMCs	3,271,226.26

Sports	Purchasing of sports equipments for the teams in the constituency	2,166,977.51
Bursary	Awarding of bursary to needy students in the Constituency	27,260,218.88
<b>SUB TOTAL</b>		<b>44,979,868.63</b>
	<b><u>EDUCATION</u></b>	
<b>PRIMARY SCHOOLS</b>	<b>ACTIVITY</b>	<b>AMOUNT</b>
Mbuwani Primary School	Renovation of 3No. Classrooms i.e plastering, roofing, ceiling, painting and electricity	1,500,000.00
Mwanjamba Primary School	Renovation of 2No. Classrooms i.e plastering, roofing, ceiling, painting and electricity 1,000,000.00 and Construction of 1No. 4-Doors pit latrine 500,000.00	1,500,000.00
Mwamanga Primary School	Renovation of 3No. Classrooms i.e plastering, roofing, ceiling, painting and electricity	1,500,000.00
Herman Primary School	Construction of a Chain link Fence for school compound measuring 8 No. Acres	1,000,000.00
Kinondo Primary School	Renovation of 6No. Classrooms i.e plastering, roofing, ceiling, painting and electricity	3,000,000.00
Madago Primary School	Renovation of 5No. Classrooms i.e plastering, roofing, ceiling, painting and electricity	2,500,000.00
Mkwambani Primary School	Construction of 2No. New Classrooms at Mkwambani primary school	2,400,000.00
Kilole Primary School	Renovation of 3 NO classrooms i.e plastering, roofing, ceiling, painting and electricity	1,500,000.00
Galu Primary School	Renovation of a Computer Room i.e plastering, roofing, ceiling, painting and electricity	500,000.00
Fahamuni Primary School	Renovation of 3No. Classrooms i.e plastering, roofing, ceiling, painting and electricity	1,500,000.00
Shirazi Primary School	Renovation of 5No. Classrooms i.e plastering, roofing, ceiling, painting and electricity	2,500,000.00
Kilulu Primary School	Renovation of 3No. Classrooms i.e plastering, roofing, ceiling, painting and electricity	1,500,000.00

Mwakigwena Primary School	Renovation of 3No. Classrooms i.e plastering, roofing, ceiling, painting and electricity	1,500,000.00
Magutu Primary School	Renovation of 4No. Classrooms i.e plastering, roofing, ceiling, painting and electricity	2,000,000.00
<b>SUB TOTAL</b>		<b>24,400,000.00</b>
<b>SECONDARY SCHOOLS</b>	<b>ACTIVITY</b>	<b>AMOUNT</b>
Vingujini Secondary School	Construction of a New Secondary School i.e 4No. Classrooms 4,800,000, Administration Block 2,500,000, Science Laboratory 4,000,000, Chain link Fence for the school compound measuring 12 No. Acres 1,500,000, Kitchen 1,200,000 & 2No. Blocks of pit latrines each with 4 doors 1,000,000	15,000,000.00
Dori Girls Secondary School	Construction of 2No. New Classrooms at Dori Girls Secondary School	2,400,000.00
<b>SUB TOTAL</b>		<b>17,400,000.00</b>
<b>TERTIARY SCHOOLS</b>	<b>ACTIVITY</b>	<b>AMOUNT</b>
Msambweni Youth & Opportunity Centre	Completion of a youth opportunity centre within the constituency	14,000,000.00
Msambweni Teachers Training College	Construction of New Teachers Training College within Msambweni i.e 2No. Classrooms 3,000,000 and Administration Block 2,000,000	5,000,000.00
<b>SUB TOTAL</b>		<b>19,000,000.00</b>
	<b><u>SECURITY PROJECTS</u></b>	
<b>PROJECT NAME</b>	<b>ACTIVITY</b>	<b>AMOUNT</b>
Diani Location Chief's Office	Renovation of Chief's Office i.e plastering, roofing, ceiling, painting and electricity	261,006.89
<b>SUB TOTAL</b>		<b>261,006.89</b>
	<b><u>OTHER PROJECTS</u></b>	
Mwabungo Social Hall	Construction of New Community Social Hall at Mwabungo Village	3,000,000.00

SUB TOTAL		3,000,000.00
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**NG-CDFC 4/15/11/2018; MANAGER'S TRIP TO NAIROBI**

The chairman informed members that the FAM will have to send the project proposals to the NG-CDF Board. Members unanimously agreed and authorized FAM to process his 5-day per Dieum for that trip

**NG-CDFC 5/15/11/2018; ROUTINE SERVICE OF GKA 301S**

The FAM brought to attention that the vehicle has reached its mileage for it to be serviced and therefore there is need for it to be taken to the station where it is being serviced.

He then informed members that the Van may be taken to any pre-qualified service provider for the normal service after which when the mechanic has done the service to be paid as per their amount quoted.

After a long discussion among members they unanimously agreed and have authorized FAM to process the payment of the service to as per their quotation.

**NG-CDFC 6/15/11/2018; SITTING ALLOWANCES**

The FAM has been authorized to process payment of allowances for the members who attended the meeting as follows;

Refreshments	= 5,000/=
Chairman * 7000ksh	= 7,000/=
8members * 5000ksh	= <u>40,000/=</u>
	<b><u>52,000</u></b>

**NG-CDFC 7/15/11/2018; A.O.B**

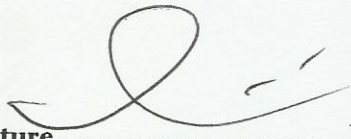
The chairman Mr Muhsin thanked the members for their cooperation and emphasized on full commitment to CDF functions. The meeting ended with a word of prayer from Shee Mwagwayu at 3.45pm.

CONFIRMATION;

Chairman.....

MUHSIN A. KITWANA

Signature .....



Date.....

20/11/2018

Secretary.....

SAHIM KIRINZO

Signature.....



Date.....

20/11/2018

MEMORANDUM  
RECOMMENDATION  
CONSTITUENCY DEVELOPMENT FUND  
WARD REPORT  
2018/2019 FINANCIAL YEAR  
SUBMITTED  
BY: SAHIM KIRINZO