|  |  |
| --- | --- |
| **NG-CDF Likoni** | **National Government Constituencies Development Fund** **Likoni Constituency****P.O Box 96780 - 80100****MOMBASA****Cell: +254722461195/0202333875****Email: cdflikoni@cdf.go.ke| Website: www.cdf.go.ke** |

**MINUTES OF THE 7th NG-CDFC MEETING HELD ON 30th JANUARY, 2018 AT THE NG - CDFC BOARD ROOM**

**MEMBERS PRESENT**

1. ALI SALIM MWAKUNYAPA CHAIRMAN
2. MWALIM RASHID FAM
3. SHUHUDIA ABDALLA MEMBER
4. MWANAMWINYI MWINYIHAJI MEMBER
5. KOKUTO WALTER MEMBER
6. TUMAINI A MESHACK SECRETARY
7. FRED OLUOCH MEMBER
8. ERIC MULEVU DCC

IN ATTENDANCE

1. PENINA MWITA PROCUREMENT OFFICER
2. JOEL MURITHI ACCOUNTANT
3. SAID RASHID INTERNAL AUDITOR
4. CECILIA MUTHUNGU WORKS OFFICER

AGENDA

* ADDRESS FROM THE CHAIR
* FAMILIARIZATION TOUR REVIEW
* A.O.B

SECRETARY ……………………….. DATE………………………….

 CHAIRMAN………………………… DATE………………………….

**MIN 9/30/1/2018 ADDRESS FROM THE CHAIR**

The chairman called the meeting to order at 3:15 pm after a word of prayer. He underscored the importance of team work, transparency and accountability, and reminded the members that the overall objective of their role is to help the government in its efforts to reduce poverty by enhancing development through community participation.

**MIN 10/30/1/2018 CONFIRMATION OF PREVIOUS MINUTES**

The minutes of the previous meeting held on 15th January 2018 were read and confirmed as true record of that day’s deliberations. They were proposed by Fred and seconded by Kokuto.

**MIN 11/30/1/2018 MATTERS ARISING FROM PREVIOUS MINUTES**

There were no matters arising from previous minutes.

**MIN 12/30/1/2018 REVIEW OF FAMILIZARIZATION TOUR**

The familiarization tour took place as planned. Members discussed and made the following observations and recommendations:

**Observations and Recommendations**

1. Relevant technical departments should ensure that projects are done to completion and should have high quality of workmanship
2. Land ownership status should be ascertained before any new project is approved and funded
3. All projects which were deemed to be incomplete should be completed
4. NG – CDFC should have a strengthened monitoring and evaluation role
5. All project committees should be vetted to ensure they have people of integrity and should be properly trained to perform their roles
6. Preparation of strategic plan should be given core priority to provide the road map for the next four years
7. Members should be taken through the induction program as soon as possible

**MIN 13/30/1/2018 PAYMENTS**

The committee authorized the following payments

1. NG – CDFC Meeting allowances @42000 = 42,000

SECRETARY ……………………….. DATE………………………….

 CHAIRMAN………………………… DATE………………………….

**MIN 14/30/1/2018 AOB**

There being no other business the chairman adjourned the meeting at 5.30 pm.

SECRETARY ……………………….. DATE………………………….

 CHAIRMAN………………………… DATE………………………….