

KILIFI NORTH NG – CONSTITUENCY DEVELOPMENT FUND COMMITTEE MEETING HELD ON
18/10/2019 AT THE NG – CDF OFFICE – KILIFI

Members Present

- | | |
|----------------------------|-------------|
| 1. Fredrick Kenga Kutakasa | Secretary |
| 2. Jenter Kahindi | Chairperson |
| 3. Silas Tinga | Member |
| 4. Patrick Mbaga | Member |
| 5. Florence Masha | Member |
| 6. Lucy Katana | Member |
| 7. Daniel Fondo | Member |
| 8. Josphat Mutisya | Member |
| 9. Yaye Shosi | Member |

Agenda

1. Ward Development Forum 2019/2010
2. Project Proposal 2019/2020 financial year
3. A.O.B

Preliminaries

The meeting started with a word of prayer from Patrick Mbaga at 10:00am. The previous minutes were read and confirmed by members to be the true records of the previous meeting.

Min 1/28/18/10/2019 Ward Development Forum 2019/2010

The Secretary reminded members that in the previous minutes dated 24th September 2019, members resolved to conduct ward forums across the 7 wards and the program and budget were agreed upon. Members confirmed that the activity was successfully conducted from 7th to 11th October 2019 in the following venues:

DATE	WARD	VENUE	TIME
07/10/2019	Mnarani	Reserve Centre Primary School	8:00am - 10:00am
		Majajani Centre	10:30am - 12:30pm
08/10/2019	Sokoni	St Thomas Girls Secondary School	8:00am - 10:00am
		Kiwandani Secondary School	10:30am - 12:30pm
08/10/2019	Kibarani	Fumbini Secondary School	8.00 am – 10.00am
		Mtsanganyiko primary	10:30am - 12:30pm
		Chando primary	2.00pm – 4.00pm
09/10/2019	Tezo	Majaoni Secondary School	8:00am - 10:00am
		Tezo Primary School	10:30am - 12:30pm
10/10/2019	Matsangoni	Uyombo Girls Secondary School	8:00am - 10:00am
		Roka Secondary school	10:30am - 12:30pm
		Matsangoni Chief's office	2.00pm – 3.00pm
		Katana Ngala Secondary School	3.00pm – 4.00pm



		Chumani Secondary School	4.00pm – 5.00pm
11/10/2019	Dabaso	Crab Shark Dabaso village	8:00am - 10:00am
		Aroche village in Mida	10:30am - 12:30pm
11/10/2010	Watamu	Watamu Chief's Office	8:00am - 10:00am
		Watamu NGCDF Office	10:30am - 12:30pm
		Mbaraka chembe secondary	2.00pm – 4.00pm

The final ward forum report was circulated for members to verify and confirm if all projects proposed were captured. The report was adopted by members as a true reflection of what was collected from the community at ward level.

Min 2/28/18/10/2019 Project Proposal 2019 /2020 Financial Year

The Fund Manager tabled a circular from the NGCDF Board reference NGCDFB/CEO/BOARD CIRCULARS VOL 11 (014) dated 24th September 2019 on preparation and online submission of project proposal for the 2019/2020 financial year.

Members noted that the deadline for submission of 2019/2020 financial year proposals was 31st October 2019 and that the proposal must be submitted with a new ward forum report. It was agreed that the ward report adopted in today's meeting be forwarded to the NGCDF Board alongside the project proposal.

Members noted that many project proposals were received from the just concluded Ward forums but agreed to prioritize them in order of priority. The Fund Manager advised that all ongoing projects started in the previous financial year should be given first priority. She further advised that projects be funded equitably across the seven wards.

After long deliberations, members agreed to prioritize and forward the following project proposal for 2019/2020 financial year to the NG-CDF Board for approval:

Project Name	Current Project Activity	Amount Allocated this financial year	Current Status
Administration / Recurrent			
Employee salary	Payment of staff salaries and gratuity	2,496,040.00	Ongoing
Goods and services	Purchase of fuel, repair and maintenance, printing, stationery, office refreshments, telephone, travel and subsistence	2,745,663.44	Ongoing

Committee expenses	Payment of committee sitting allowances, transport and conference costs	3,000,000.00	Ongoing
NSSF	Payment of NSSF Deductions	12,000.00	Ongoing
Monitoring & Evaluation and capacity building			
Goods and services	Purchase of fuel, repair and maintenance, printing, stationery, office refreshments, telephone, travel and subsistence	1,500,000.00	Ongoing
Committee expenses	Payment of committee sitting allowances, transport and conference costs	1,500,000.00	Ongoing
NG CDFC / PMC Capacity building	Training NG CDFCs / PMCs on NG CDF related issues	1,126,851.72	Ongoing
Emergency	Prepare for any unforeseen occurrence in the constituency during the financial year	7,198,241.38	
Environmental Projects	Planting of 2,000 trees at the Roka Chief's office (90,909.00), Matsangoni chief's office(90,909.00), Takaungu Chief's office (90,909.00), Gede Chief's office(90,909.00), Watamu Chief's office (90,909.00), Tezo Chief's office (90,909.00), Kilifi township chief's office (90,909.00), Hospital chief's office(90,909.00), sokoni chief's office(90,909.00), mtondia chief's office(90,909.00), and Ngerenya chief's office(90,909.00)	1,000,000.00	Ongoing
Sports			
Kilifi North NGCDF Sports Tournaments	Organising sports tournaments during which participating teams within the constituency will be awarded with trophies, balls, Jerseys and sport kits	1,000,000.00	Ongoing

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Bursary			
Bursary for secondary schools	Payment of bursary to needy students in secondary schools	20,000,000.00	Ongoing
Bursary for Tertiary Institutions	Payment of bursary to needy students in Tertiary Institutions	14,390,431.03	Ongoing
Primary School Projects			
Dera Tumaini primary school	Purchase of 40 desks	200,000.00	New
Mkombe primary school	Purchase of 40 desks	200,000.00	New
Chando primary school	Purchase of 40 desks	200,000.00	New
Mtsanganyiko primary school	Purchase of 40 desks	200,000.00	New
Konjora primary school	Purchase of 40 desks	200,000.00	New
Basi primary school	Purchase of 40 desks	200,000.00	New
Jeza Zhomu primary school	Purchase of 40 desks	200,000.00	New
Kibarani primary school	Purchase of 40 desks	200,000.00	New
Fumbini primary school	Purchase of 40 desks	200,000.00	New
Kilimo primary school	Purchase of 40 desks	200,000.00	New
Mtondia primary school	Purchase of 40 desks	200,000.00	New
Mikingirini primary school	Purchase of 40 desks	200,000.00	New
Bofa primary school	Purchase of 40 desks	200,000.00	New
Tezo primary school	Purchase of 40 desks	200,000.00	New
Ngala primary school	Purchase of 40 desks	200,000.00	New

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Bahati primary school	Purchase of 40 desks	200,000.00	New
Soyosoyo primary school	Purchase of 40 desks	200,000.00	New
Majaoni primary school	Purchase of 40 desks	200,000.00	New
Sifa Primary School	Construction of 2 classrooms to completion	2,400,000.00	New
Reserve Primary School	Construction of 2 classrooms to completion	2,400,000.00	New
Arabuko Primary School	Construction of 2 classrooms to completion	2,400,000.00	New
Mikingirini primary school	Construction of 2 classrooms to completion	2,400,000.00	New
Gede primary School	Construction of 2 classrooms to completion	2,400,000.00	New
Dabaso primary School	Renovation of 6 classrooms and 2 staff rooms (Raising of walls, Reroofing, extension of the veranda, electrical works, external & internal plaster, floor works, fitting of conduit pipes on window steels, painting & decoration)	1,500,000.00	New
Mtsanganyiko primary school	Construction of 2 classrooms to completion	2,400,000.00	New
Uyombo Maweni Primary School	Construction of 2 classrooms to completion	2,400,000.00	New
Secondary schools			
Watamu Secondary School	Complete construction of a storeyed 4 classrooms and administration block (plaster works, floor works, electrical works, plumbing & drainage works, painting & decoration)	4,100,000.00	Ongoing
Ngala Memorial Girls Secondary School	Complete construction of a storeyed 4 classrooms and administration block (plaster works, floor works, electrical works, plumbing works, painting & decoration)	3,000,000.00	Ongoing
St Thomas Girls Secondary School	Complete construction of a storeyed 4 classrooms and administration block (Roofing, Doors and windows, plaster works, floor works, electrical works, plumbing & drainage works, painting & decoration)	8,150,000.00	Ongoing

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Uyombo Girls Secondary School	Complete Construction of a 6 cubicle dormitory with a capacity of 72 students (Roofing, doors, windows, plaster works, floor works, electrical works, plumbing and drainage works, painting & decoration)	3,498,100.00	Ongoing
Ngerenya Secondary School	Complete construction of a hall (walling, plaster, floor, roofing, doors, windows, painting & decoration)	4,100,000.00	Ongoing
Kiwandani secondary school	Construction of 8 classrooms in a storeyed building (phase 1)	8,000,000.00	New
Soyosoyo secondary	Construction of 2 classrooms to completion	2,400,000.00	New
Majajani secondary school	Construction of 2 classrooms to completion	2,400,000.00	
Meanyheart secondary school	Construction of 2 classrooms to completion	2,400,000.00	New
Mkwajuni secondary school	Construction of 2 classrooms to completion	2,400,000.00	New
Uyombo Girls Secondary School	Construction of an administration block	1,500,000.00	New
Mnarani Secondary school	Construction of an administration block	1,500,000.00	New
Mida Secondary School	Construction of a 4 door toilet block to completion	800,000.00	New
Watamu Secondary School	Purchase of 160 lockers and 160 chairs	800,000.00	New
Tertiary Institutions			
Kilifi North Technical Training and Vocational College	Construction of one workshop measuring 11m x 16m, three lecture rooms each one measuring 8m x 6m and an office space measuring 5.5m x 5.4m all located on the ground floor as per ministry guidelines		New
		10,000,000.00	

Security			
Mabirikani Chief's Office	Construction of a Chief's Office	1,000,000.00	New
Dabaso Chief's Office	Construction of a Chief's Office	1,000,000.00	New
Kilifi North Sub County Deputy County Commissioner's Office	Construction of an administration block	2,094,396.57	New
Others			
Kilifi North NGCDF Motorcycle	Purchase of a 125 cc motor cycle for project monitoring	550,000.00	New
TOTAL		137,561,724.14	

There being no other business, the meeting was closed at 12:30pm with a word of prayer from Silus Tinga.

Prepared by:

Signature:.....

NG CDFC Secretary

Name:.....

Confirmed by:

Signature:.....

NG-CDFC Chairperson

Name:.....