**Minutes and any other attachments**

**IGEMBE CENTRAL CONSTITUENCY**

**MINUTES OF THE NG-CDFC MEETING HELD ON 8TH, NOVEMBER, 2018**

 **PRESENT.**

1) Andrew Ebuthania-----------------Chairman

2) Joseph Mutharimi----------------secretary

3) Joyce Kananu Maingi--------------Member

4) Joyce Kananu Musa----------------Member

5) Grace Ncabani Katheru----------- Member

6) Denis Kariith Meeme-------------- Member

7) Peter Kathambi Judy----------------Memebr

8) Mwila Mutura Solomon------------ Member

9) Danson Njogu Njiru---------------FAM-Ex-official.

**AGENDA**

1. Prayers
2. Confirmation of previous minutes.
3. General Project report.
4. Project Proposal for 2018/2019 financial year.
5. A.O.B.

**MIN 1/NG-CDFC/IGC/8/11: PRAYERS**

The meeting started with a word of prayers by Andrew.

**MIN 2/NG-CDFC/IGC/8/11: CONFIRMATION OF PREVIOUS MINUTES;**

The previous minutes were read by the secretary, Joseph and confirmed by all members

**MIN 3/NG-CDFC/IGC/8/11: GENERAL PROJECT REPORT**

The chairman NG-CDFC started with greetings and welcomed every member for the meeting.

The fund account manager directed that everybody must exercise caution to make sure that the NG-CDFC oversight role is ensured.

The chairman was categorical that prudent expenditure of CDF funds is paramount and challenged the NG-CDFC members to be extra vigilant until the project completion.

The fund account manager cautioned the members about repercussions on possible misappropriation of funds, which was lauded by all members.

Members requested for possible touring of projects to establish their status.

**MIN4/NG-CDFC/IGC/8/11: PROJECT PROPOSAL FOR 2018/2019 FINANCIAL YEAR**

The NG-CDFC chairman tabled all the projects one by one on proposal for 2018/2019 financial year as derived from the list of priority projects at the ward level. All members were of the opinion that the list comply with what emanated from the wards and unanimously endorsed the projects to be forwarded to the NG-CDF board as follows:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project name** | **Code** | **Project activity** |  **Amount**  | **Current status** |
| **Administration** |  |   |  |   |
| Employees’ salaries | 4-012-052-2110000-100-2018/19-001 | Payment of staff salaries  |  1,884,000.00  | On-going |
| Gratuity | 4-012-052-2110000-100-2018/19-002 | Payment of Staff gratuity  |  603,725.00  | On-going |
| N.h.i.f | 4-012-052-2120201-100-2018/19-003 | Payment of nhif deductions |  90,000.00  | On-going |
| N.s.s.f | 4-012-052-2120101-100-2018/19-004 | Payment of nssf deductions |  60,000.00  | On-going |
| Goods & services | 4-012-052-2210000-100-2018/19-005 | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc.  |  2,067,965.42  | On-going |
| Committee allowances | 4-012-052-2210802-100-2018/19-006 | Payment of committee sitting allowances |  1,836,762.11  | On-going |
| **Sub-total** |  |   |  **6,542,452.53**  |   |
| **Monitoring and evaluation** |  |   |   |   |
| Committee allowances | 4-012-052-2210802-111-2018/19-001 | Payment of committee sitting allowances |  1,471,226.30  | On-going |
| Goods and services | 4-012-052-2210000-111-2018/19-002 | Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence. |  800,000.00  | On-going |
| Capacity building | 4-012-052-2210700-111-2018/19-003 | Undertake training of the pmcs/ng-cdfcs on ng-cdf related issues |  1,000,000.00  | On-going |
| **Sub-total** |  |   |  **3,271,226.30**  |   |
| **Sports** |  |   |   |   |
| Igembe central sports programs | 4-012-052-2640509-112-2018/19-001 | Carry out constituency sports tournament and the winning teams/schools to be awarded with trophies, balls and games kits |  2,180,817.30  | On-going |
| **Sub-total** |  |   |  **2,180,817.30**  |   |
| **Emergency** |   |   |   |   |
| Emergency Projects | 4-012-052-2640200-101-2018/19-001 | To cater for any unforeseen occurrences in the constituency during the financial year  |  5,738,993.45  | On-going |
| **Sub-total** |  |   |  **5,738,993.45**  |   |
| **Bursary** |  |   |   |   |
| Secondary schools | 4-012-052-2640101-103-2018/19-001 | Payment of bursary to needy students |  11,000,000.00  | On-going |
| Tertiary | 4-012-052-2640102-103-2018/19-002 | Payment of bursary to needy students |  9,000,000.00  | On-going |
| **Sub-total** |  |   |  **20,000,000.00**  |   |
| **Ng-Cdf office** |  |   |  |   |
| Igembe central Ng-cdf office | 4-012-052-3110202-108-2018/19-001 | Project cost variation and extra worksof ng-cdf office: fencing, rump, cabro and water tower. |  7,680,817.00  | On-going |
| **Sub-total** |   |   |  **7,680,817.00**  |   |
| **Technical and vocational education and training.** |   |    |  |   |
| Igembe central Tvet | 4-012-052-2630206-108-2018/19-001 | Construction of igembe central technical and vocational education and training institute in corroboration with the ministry of education. |  10,000,000.00  | New |
| **Sub-total** |   |   |  **10,000,000.00**  |   |
| **Secondary schools Projects.** |   |   |  |   |
| Nkinyang'a secondary school | 4-012-052-2630205-104-2018/19-001 | Completion of administration block; floor, window, doors, wiring and veranda. |  1,000,000.00  | On-going |
| Njia boys secondary school | 4-012-052-2630205-104-2018/19-002 | Completion of administration block; floor, window, doors, wiring and veranda. |  2,700,000.00  | On-going |
| Kithare day secondary school | 4-012-052-2630205-104-2018/19-003 | Construction of 1 laboratory: phase 1 |  1,000,000.00  | New |
| Machungulu day secondary school | 4-012-052-2630205-104-2018/19-004 | Completion of an administration block; septic tank, window, doors and wiring. |  800,000.00  | On-going |
| Kawiru secondary school | 4-012-052-2630205-104-2018/19-005 | Completion of an administration block; septic tank, window, doors and wiring. |  1,100,000.00  | On-going |
| Nthare secondary school | 4-012-052-2630205-104-2018/19-006 | Completion of multipurpose hall; septic tank and wiring. |  400,000.00  | On-going |
| Kathelwa secondary school | 4-012-052-2630205-104-2018/19-007 | Completion of a multipurpose hall; septic tank, window, doors and wiring. |  500,000.00  | On-going |
| Kandubai day secondary school | 4-012-052-2630205-104-2018/19-008 | Construction of 1 classroom to completion |  900,000.00  | New |
| Kangeta day secondary school | 4-012-052-2630205-104-2018/19-009 | Construction of 1 administration block=2,000,000 phase 1 and completion of 1 lab=500,000: floor,benches and gas works. |  2,500,000.00  | New/On-going |
| Ntuti day secondary school | 4-012-052-2630205-104-2018/19-010 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Kangeta girls secondary school | 4-012-052-2630205-104-2018/19-011 | Completion of 1 dormitory: floor, ablution block, windows, doors and painting. |  2,000,000.00  | On-going |
| Matiandui day secondary school | 4-012-052-2630205-104-2018/19-012 | Completion of 1 administration block: septic tank, windows and door. |  1,900,000.00  | On-going |
| Kilimamungu day secondary school | 4-012-052-2630205-104-2018/19-013 | Completion of 1 laboratory: benches, gas works and painting  |  700,000.00  | On-going |
| St.james secondary school-limbuku | 4-012-052-2630205-104-2018/19-014 | Construction of 1 laboratory :phase 1 |  1,100,000.00  | New |
| Karama antuamuo day secondary school | 4-012-052-2630205-104-2018/19-015 | Construction of 1 classroom to completion |  900,000.00  | New |
| Matirine secondary school | 4-012-052-2630205-104-2018/19-016 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Thimbili secondary school | 4-012-052-2630205-104-2018/19-017 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Kabukuro secondary school | 4-012-052-2630205-104-2018/19-018 | Construction of 1 classroom to completion=900,000and completion of 1 classroom=100,000: door, windows and painting. |  1,000,000.00  | New/On-going |
| Kamiruru day secondary school | 4-012-052-2630205-104-2018/19-019 | Construction of 1 laboratory: phase 1 |  1,000,000.00  | New |
| Akuune day secondary school | 4-012-052-2630205-104-2018/19-020 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Kiani kiaAaru day secondary school | 4-012-052-2630205-104-2018/19-021 | Completion of 1 laboratory: benches, gas works and painting  |  500,000.00  | On-going |
| Thitha secondary school | 4-012-052-2630205-104-2018/19-022 | Completion of 1 multipurpose hall: septic tank and painting. |  626,568.64  | On-going |
| Murera secondary school. | 4-012-052-2630205-104-2018/19-023 | Completion of 3 classroom:windows,door and painting  |  400,000.00  | On-going |
| Nturuba day secondary scool | 4-012-052-2630205-104-2018/19-024 | Completion of 1 multipurpose hall: septic tank and painting. | 200,000.00 | On-going |
| **Sub-total** |   |   |  **24,826,568.64** |   |
| **Primary schools projects** |   |   |   |   |
| Kangeta primary school | 4-012-052-2630204-104-2018/19-001 | Construction of 2 classrooms to completion=1,800,000 and renovation of 4 classrooms=1,000,000 :roof,floor,veranda and painting |  2,800,000.00  | New/On-going |
| Kieiya primary school | 4-012-052-2630204-104-2018/19-002 | Renovation of 4 classrooms:roof,floor,veranda and painting |  1,000,000.00  | On-going |
| Mukululu primary school | 4-012-052-2630204-104-2018/19-003 | Construction of 1 septic tank to completion |  500,000.00  | New |
| Laikumukumu primary school | 4-012-052-2630204-104-2018/19-004 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Kaani ka rui primary school | 4-012-052-2630204-104-2018/19-005 | Completion of 1 administration block: windows, painting, doors and tank. |  300,000.00  | On-going |
| Kieni kiraja primary school | 4-012-052-2630204-104-2018/19-006 | Completion of 2 classrooms: window panes, painting and doors |  200,000.00  | On-going |
| Kalimikuu primary school | 4-012-052-2630204-104-2018/19-007 | Construction of 1 classroom to completion=800,000 and completion of 1 classroom=100,000: window panes, painting and poles |  900,000.00  | New/On-going |
| Kathathene primary school | 4-012-052-2630204-104-2018/19-008 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Miori primary school | 4-012-052-2630204-104-2018/19-009 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Nthare primary school | 4-012-052-2630204-104-2018/19-010 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Mwomwere primary school | 4-012-052-2630204-104-2018/19-011 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Ntuene primary school | 4-012-052-2630204-104-2018/19-012 | Renovation of 4 classrooms:roof,floor,veranda and painting |  1,000,000.00  | On-going |
| Limoro primary school | 4-012-052-2630204-104-2018/19-013 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Kiolokia muuti primary school | 4-012-052-2630204-104-2018/19-014 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Kaongo ka mau primary school | 4-012-052-2630204-104-2018/19-015 | Renovation of 8 classrooms:roof,floor,veranda and painting |  2,000,000.00  | On-going |
| Thuuru primary school | 4-012-052-2630204-104-2018/19-016 | Renovation of 4 classrooms:roof,floor,veranda and painting |  1,000,000.00  | On-going |
| Thamare primary school | 4-012-052-2630204-104-2018/19-017 | Construction of disposable toilet to completion. |  1,000,000.00  | New |
| Kiani kia nanga primary school | 4-012-052-2630204-104-2018/19-018 | Construction of 1 administration block |  1,100,000.00  | New |
| Tuuru primary school | 4-012-052-2630204-104-2018/19-019 | Construction of 1 classroom to completion |  900,000.00  | New |
| Mwerene primary school | 4-012-052-2630204-104-2018/19-020 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Machungulu primary school | 4-012-052-2630204-104-2018/19-021 | Renovation of 4 classrooms:roof,floor,veranda and painting |  1,000,000.00  | On-going |
| Karama antuamuo primary school | 4-012-052-2630204-104-2018/19-022 | Renovation of 4 classrooms:roof,floor,veranda and painting |  1,000,000.00  | On-going |
| Malaene primary school | 4-012-052-2630204-104-2018/19-023 | Construction of 1 classroom to completion |  900,000.00  | New |
| Murera primary school | 4-012-052-2630204-104-2018/19-024 | Construction of 1 classroom to completion. |  900,000.00  | New |
| Kalulu primary school | 4-012-052-2630204-104-2018/19-025 | Completion of 1 classroom: veranda, panting and floor |  200,000.00  | On-going |
| Baibariu primary school | 4-012-052-2630204-104-2018/19-026 | Completion of 1 classroom: veranda, panting and floor |  100,000.00  | On-going |
| **Sub-total** |   |   | **24,000,000.00**  |   |
| **Security projects** |   |   |   |   |
| Mukululu chief's office | 4-012-052-2640507-113-2018/19-001 | Completion of chief's office: plastering,floor,door and windows |  300,000.00  | On-going |
| Kiengu assistant county comissioner’s office | 4-012-052-2640507-113-2018/19-002 | Construction of an assistant county commissioner's office |  1,500,000.00  | New |
| Mangala Administration police line | 4-012-052-2640507-113-2018/19-003 | Completion of an administration police line: plastering,floor,door and windows |  500,000.00  | On-going |
| Akongolo administration police line | 4-012-052-2640507-113-2018/19-004 | Construction of 2 rooms offices=500,000, toilets to completion=150, 000, fencing=100,000 completion of 4 houses=450,000: doors, windows and floors.  |  1,200,000.00  | New/On-going |
| Kathelwa assistant chief's office | 4-012-052-2640507-113-2018/19-005 | Completion of assistant chief's office: plastering,floor,door and windows |  300,000.00  | On-going |
| Machungulu chief's office | 4-012-052-2640507-113-2018/19-006 | Completion of chief's office: plastering,floor,door and windows |  400,000.00  | On-going |
| Kawiru assistant chief's office | 4-012-052-2640507-113-2018/19-007 | Completion of an assistant chief's office: plastering,floor,door and windows |  400,000.00  | On-going |
| Miori chief's camp | 4-012-052-2640507-113-2018/19-008 | Completion of chief's office: plastering,floor,door and windows |  200,000.00  | On-going |
| **Sub-total** |  |   |  **4,800,000.00**  |  |
| **Grand total** |  |  |  **109,040,875.52**  |  |

**MIN5/NG-CDFC/IGC/8/11:A.O.B:**

Meanwhile CDFC authorized withdrawal of ksh.300, 000 to cater for NG-CDFC allowances, NG-CDFC executive allowances and office expenses.

Minutes confirmed without amendments.

***Chairman\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SIGN\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DATE\_\_\_\_\_\_\_\_\_\_\_***

***Secretary \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SIGN\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DATE\_\_\_\_\_\_\_\_\_\_\_***