



NG-CDF KITUI CENTRAL  
CONSTITUENCY

Kitui Central National Government Constituencies Development  
Fund

Offices Near District Commissioners offices  
Off KwaNgindu Road,  
Opposite Kitui Sports Club  
P.O Box 732-90200  
Kitui, Kenya  
| Cell: 0734909303

Email: [ngcdfkituicentral@ngcdf.go.ke](mailto:ngcdfkituicentral@ngcdf.go.ke) / [info@cdf.go.ke](mailto:info@cdf.go.ke) |  
Website: [www.ngcdf.go.ke](http://www.ngcdf.go.ke)

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**MINUTES OF THE KITUI CENTRAL NG-CDFC MEETING HELD ON  
24<sup>TH</sup> AUGUST, 2020 AT THE CDF BOARDROOM**

**MEMBERS PRESENT**

- |                        |   |           |
|------------------------|---|-----------|
| 1) Bonny Kithita       | - | Chairman  |
| 2) Rose Mbula          | - | Secretary |
| 3) Josephine Mutua     | - | FAM       |
| 4) Nicholus Mutui      | - | member    |
| 5) Sarah Owen Mbithuka | - | member    |
| 6) Eliz Muthui         | - | member    |
| 7) Collins Munyoki     | - | member    |
| 8) Joshua Malombe      | - | member    |
| 9) Virginia Musyoka    | - | member    |
| 10) Josephine Kihara   | - | member    |

**AGENDA**

- 1) Preamble
- 2) Chairperson remarks
- 3) Reading and confirmation of previous minutes
- 4) Matters Arising
- 5) Project Proposal
- 6) Conflict of interest
- 7) Hire of Support Staff
- 8) A.O.B.

KITUI CENTRAL NATIONAL GOVERNMENT  
CONSTITUENCIES DEVELOPMENT FUND  
P.O. BOX 732 90200  
KITUI

Date: .....

*TS. M. M. M.*  
*B. Kithita*

## MIN 01/24/08/2020 : PREAMBLE

The meeting was called to order by the Chairman Mr Bonny Kithita at 14.20hrs and requested Ms Elizabeth Muthui lead with a word of prayer.

## MIN 02/24/08/2020 : CHAIRMAN'S REMARKS

The chairman welcomed the members present to the meeting and focussed on the matters to be deliberated on.

## MIN 03/24/08/2020: READING AND CONFIRMATION OF PREVIOUS MINUTES

The Fund Account Manager read the previous minutes which were confirmed to be true by Elizabeth Muthui and seconded by Nicholas Mutui.

## MIN 04/24/08/2020: MATTERS ARISING

Watchman -Hired.

## FY 2019 - 2020 PROJECTS IMPLEMENTATION STATUS

S/NO.	PROJECT NAME	ACTIVITY	STATUS
1	Kanzau primary	Rehabilitation of school (5 classrooms) roofing shutters, plastering, painting of classrooms and flooring.	90% Complete
2	Central Primary	Rehabilitation of school (7 classrooms and store) roofing shutters, painting of classrooms and flooring.	70% Complete
3	Katyethoka Primary	Rehabilitation of school roofing 4 classrooms, shutters, painting of 9 classrooms and flooring 9 classrooms.	90% Complete
4	Kangundo Primary	Rehabilitation of school (6 classrooms) roofing shutters, painting of classrooms and flooring.	Initiation Stage
5	Kathungu Primary	Rehabilitation of school (6 classrooms) roofing shutters, painting of classrooms and flooring.	95% Complete
6	Kikumini Primary	Rehabilitation of school (7classrooms) roofing shutters, painting of classrooms and flooring.	Complete
7	Wanzua Primary	Rehabilitation of school (7classrooms) roofing shutters, painting of classrooms and flooring.	70% Complete
8	Mutulukuni secondary	Construction of a 50 students capacity dormitory to completion	Complete
9	Kisyoka Primary	Rehabilitation of school (7classrooms) roofing, shutters, painting of classrooms and flooring.	Under Procurement
10	Kaliakakya primary	Rehabilitation of school (5 classrooms) roofing shutters, plastering, painting of classrooms and flooring.	Initiation Stage
11	Ithookwe Primary	Rehabilitation of school (7classrooms) roofing shutters, painting of classrooms and flooring.	15% Complete
12	Vinda Primary	Rehabilitation of school (7classrooms) roofing shutters, plastering, painting of classrooms and	95% Complete

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		flooring.	
13	Mutendea Primary	Rehabilitation of school (4 classrooms) roofing shutters, painting of classrooms and flooring.	Complete
14	Mutukya Primary	Rehabilitation of school (7 classrooms) roofing shutters, plastering, painting of classrooms and flooring.	Complete
15	Kamandio Primary	Rehabilitation of school (7 classrooms) roofing shutters, plastering, painting of classrooms and flooring.	Complete
16	Museve Primary	Rehabilitation of school (7 classrooms) roofing shutters, plastering, painting of classrooms and flooring.	Complete

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**MIN 5/24/08/2020: PROJECTS PROPOSAL FY 2020-2021**

The FAM informed the NGCDFC members that the allocation table for this financial year was out amounting to Kshs 137,088,879 and they were required to submit the project proposal before the end of September. She informed the members that the projects to be proposed should be derived from the ward report. Prioritization was done as below

**Disparity between project costing**

The NGCDFC members noted that some schools were in bad conditions and also the location of the schools are far and the terrains are bad to an extend of being inaccessible by Motor Vehicles hence they use man power to ferry the materials to the projects site and therefore required more funds than others and this is the reason some schools are rehabilitating less classes for the same amount compared to others rehabilitating more classrooms and the allocation is the same or less and also allocation for some projects for example science laboratories are higher compared to others with similar project activities

**Bursary allocation**

The NGCDFC noted that due to the Covid -19 pandemic the bursary allocation for last financial year amounting to Kshs 44Million was not utilised by the various institutions hence the low allocation for the bursaries.

**PROPOSED PROJECTS FY 2020-2021**

S/No.	Project Name	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Status
	<b>Administration and Recurrent Expenditure</b>					
2020-2021	Employees' Salaries	3,200,000		Payment of staff salaries and gratuity	3,200,000	New
2020-2021	Goods and Services	1,002,132.31		Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc.	1,002,132.31	New
2020-2021	NSSF	43,200.00		Payment of NSSF Deductions	43,200.00	New
2020-2021	Purchase of Furniture/equipment's	500,000.00		Purchase of office 4 executive chairs (Kshs.100,000), 2 executive Tables (Kshs.200,00) and 4 office cabinets (Kshs.200,000)	500,000.00	New
2020-2021	NHIF	80,000		Payment of NHIF Deductions	80,000	New
2020-2021	Committee Expenses	3,400,000		Payment of Committee sitting allowances, transport, conferences	3,400,000	New
	<b>Sub-total</b>				<b>8,225,332.31</b>	
	<b>Monitoring and Evaluation</b>					
2020-2021	Goods and Services	1,312,666.38		Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and	1,312,666.38	New

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S/No.	Project Name	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Status
2020-2021	Committee Expenses	2,000,000		subsistence, labeling of previous projects	2,000,000	New
2020-2021	NGCDFC PMC Capacity Building	800,000		Undertake Training of the PMCs/NGCDFCs on NGCDF Related issues	800,000	New
	<b>Sub-total</b>				<b>4,112,666.38</b>	
	<b>Bursary</b>					
2020-2021	Bursary Secondary	12,052,288.		Payment of bursary to needy students	12,052,288.	New
2020-2021	Bursary Tertiary	2,100,000		Payment of bursary to needy students	2,100,000	New
2020-2021	NHIF	900,000		Payment of NHIF to 150 vulnerable individuals	900,000	New
	<b>Sub-total</b>				<b>15,052,288</b>	
	<b>Sports</b>					
2020-2021	Sports	2,741,778		Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits.	2,741,778	New
	<b>Emergency</b>					
2020-2021	Emergency	7,192,206.90		To cater for any unforeseen occurrences in the constituency during the financial year	7,192,206.90	New
	<b>EDUCATION</b>					
	<b>Secondary Schools</b>					
	<b>MIAMBANI WARD</b>					
2020-2021	Vinda Secondary School	3,000,000	-	Construction of Science Laboratory to completion with a capacity of 50 students	3,000,000	New
2020-2021	Kavalo Secondary School	3,000,000	-	Construction of Science Laboratory to completion with a capacity of 50 students	3,000,000	New

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S/No.	Project Name	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Status
2020-2021	Malili Mixed Secondary School	3,100,000	-	Construction of Science Laboratory to completion with a capacity of 50 students	3,100,000	New
2020-2021	Kamandio Girls Secondary School	3,100,000	-	Construction of Science Laboratory to completion with a capacity of 50 students	3,100,000	New
2020-2021	Usiani Secondary School	3,200,000	2,000,000	Completion of Science Laboratory capacity of 40 students(plumping, painting, construction of worktops and construction of gas chamber)	1,200,000	ongoing
	<b>KYANGWITHYA WEST WARD</b>					
2020-2021	Kavuta Secondary School	2,500,000	1,500,000	Completion of Science Laboratory capacity of 40 students(plumping, painting, construction of worktops and construction of gas chamber)	1,000,000	ongoing
2020-2021	Malungu Secondary School	2,500,000	1,500,000	Completion of Science Laboratory capacity of 40 students(plumping, painting, construction of worktops and construction of gas chamber)	1,000,000	ongoing
2020-2021	Kwa Mukasa Secondary School	3,000,000	-	Construction of Science Laboratory to completion with a capacity of 50 students	3,000,000	New
2020-2021	Mbusyani Secondary School	3,000,000	-	Construction of Science Laboratory to completion with a capacity of 50 students	3,000,000	New

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S/No.	Project Name	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Status
2020-2021	Ithiani Secondary School	3,000,000	-	Construction of Science Laboratory to completion with a capacity of 50 students	3,000,000	New
	<b>KYANGWITHYA EAST WARD</b>					
2020-2021	Museve Secondary School	3,000,000	-	Construction of Science Laboratory to completion with a capacity of 50 students	3,000,000	New
2020-2021	Kwa Ngindu Secondary School	3,000,000	-	Construction of Science Laboratory to completion with a capacity of 50 students	3,000,000	New
	<b>MULANGO WARD</b>					
2020-2021	Kyeni Girls Kathungu secondary school	3,000,000	-	Construction of Science Laboratory to completion with a capacity of 50 students	3,000,000	New
2020-2021	Kyangunga Secondary School	1,000,000	-	Rehabilitation of School (4 classrooms) to completion roofing classroom, painting, flooring, 4 doors, glazing and flooring.	1,000,000	New
	<b>TOWNSHIP WARD</b>					
2020-2021	Kaveta Secondary School	3,000,000	-	Construction of Science Laboratory to completion with a capacity of 50 students	3,000,000	New

  
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S/No.	Project Name	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Status
2020-2021	Ngiini Secondary School	3,000,000	2,000,000	Completion of Science Laboratory capacity of 40 students (plumbing, painting, construction of worktops and construction of gas chamber)	1,000,000	Ongoing
	<b>PRIMARY SCHOOL</b>					
	MIAMBANI WARD					
2020-2021	Ulonzo Primary School	1,800,000		Rehabilitation of School (5 classrooms and Two Offices) to completion Roofing, Plastering, Painting, Flooring and walling.	1,800,000	New
2020-2021	Mutula Primary School	1,500,000		Rehabilitation of School 4 classrooms and 2 Offices) to completion Roofing, Painting, Flooring, Glazing and repair of cracks.	1,500,000	New
2020-2021	Kavuvuu Primary School	1,600,000		Rehabilitation of School (5 classrooms and 2 Offices) to completion Roofing, Plastering, Painting, Flooring and rendering.	1,600,000	New
2020-2021	King'oini Primary School	1,500,000		Rehabilitation of School (5 classrooms) to completion Roofing, Plastering, Painting, Flooring and repair of cracks.	1,500,000	New
2020-2021	Kiluma Primary School	1,400,000		Rehabilitation of 9 classrooms to completion (Roofing classrooms, painting, windows, doors, flooring).	1,400,000	New

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S/No.	Project Name	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Status
2020-2021	Nzune Primary School	1,500,000		Rehabilitation of School (10 classrooms) to completion -Roofing, Plastering, Painting, Flooring and rendering.	1,500,000	New
2020-2021	Kathumula Primary School	1,000,000		Rehabilitation of School (8 classrooms) to completion Roofing, Shutters, Plastering, Painting, Flooring.	1,000,000	New
	KYANGWITHYA WEST WARD					
2020-2021	Tiva Primary School	1,500,000		Rehabilitation of classrooms (7 classrooms) to completion -roofing, painting ,flooring, glazing and repair of cracks	1,500,000	New
2020-2021	Mulutu Primary School	1,500,000		Rehabilitation of classrooms (7 classrooms and office) to completion -roofing, painting ,flooring, glazing and repair of cracks	1,500,000	New
2020-2021	Malangu Primary School	1,000,000		Rehabilitation of School (9 classrooms and 2 Offices) to completion Roofing, Shutters, Plastering, Painting, Flooring.	1,000,000	New
2020-2021	Ndumoni Primary School	1,300,000		Rehabilitation of classrooms (roofing 3 classrooms to completion, painting 10	1,300,000	New

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S/No.	Project Name	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Status
				classrooms, flooring, 26 windows and 12 doors		
2020-2021	Kwa Kunuvwa Primary School	1,300,000		Rehabilitation of classrooms to completion (roofing of 4 classrooms, painting, flooring 3 classrooms, 26 windows and 8 doors.	1,300,000	New
2020-2021	Matunguni Primary School	1,500,000		Rehabilitation of classrooms to completion (plastering 6 classrooms and rendering ,roofing 1 classroom, flooring 6 classroom, painting, 20 windows and 6 doors.	1,500,000	New
2020-2021	Unyaa Primary School	6,000,000		Construction of 4 classrooms ( Onestorey) to completion	6,000,000	New
	KYANGWITHYA EAST WARD					
2020-2021	Kyemwengi Primary School	2,000,000		Rehabilitation of classrooms 9 to completion and two offices (plastering, painting, walling, flooring, shutters and doors)	2,000,000	New
2020-2021	Waluku Primary School	2,000,000		Rehabilitation of classrooms 6 to completion (roofing , painting, plastering , flooring , windows and completion of one classroom (internal and external plastering, floor, windows, shutters doors)	2,000,000	New

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S/No.	Project Name	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Status
2020-2021	Kang'au Primary School	1,500,000		Rehabilitation of classrooms o completion (9 classrooms and store)1 door,1 window, metallic post, roofing, painting, flooring, glazing and repair of cracks	1,500,000	New
2020-2021	Mulundi Primary School	6,000,000		Construction of 4 classrooms ( One storey) to completion capacity of 240 students	6,000,000	New
	MULANGO WARD					
2020-2021	Kisekini Primary School	1,000,000		Rehabilitation of School to completion (6 classrooms) Roofing, Painting, Flooring and repair of cracks	1,000,000	New
	TOWNSHIP WARD					
2020-2021	Katyetthoka Primary School	1,600,000		Rehabilitation of School (8 classrooms) to completion (Roofing, Painting, Flooring and repair of cracks.	1,600,000	New
2020-2021	Muslim Primary School	6,000,000		Construction of 4 classrooms (Onestorey) to completion	6,000,000	New

ALLIANCE CENTRAL CONSULTANTS  
 DEVELOPMENT CONSULTANTS  
 P.O. BOX 10000 NAIROBI

*By/for the Client*

DATE

Date: / /

S/No.	Project Name	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Status
	<b>SECURITY</b>					
	MIAMBANI WARD					
2020-2021	Makaani Assistant Chief's Office	900,000		Construction of Assistant Chief's Office and Latrine to completion(3 Rooms & 2 Doors Pit latrines) to completion	900,000	New
	<b>KYANGWITHYA WEST WARD</b>					
2020-2021	Tiva Assistant Chief's Office	900,000		Construction of Assistant Chief's Office and Latrine to completion(3 Rooms & 2 Doors Pit latrines) to completion	900,000	New
2020-2021	Utooni Assistant Chief's Office	900,000		Construction of Assistant Chief's Office and Latrine to completion(3 Rooms & 2 Doors Pit latrines) to completion	900,000	New
2020-2021	Itoleka Assistant Chief's Office	900,000		Construction of Assistant Chief's Office and Latrine to completion(3 Rooms & 2 Doors Pit latrines) to completion	900,000	New
	<b>TOWNSHIP WARD</b>					
2020-2021	Kitui Prisons Staff Houses	1,500,000		Construction of prison police residential houses(5 rooms) to completion	1,500,000	New
	<b>OTHERS</b>					
2020-2021	Motor Cycles	1,022,830		Purchase of 2 Motorcycles for Kitui Central Constituency office use YAMAHA (DT125)	1,022,830	New

  
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S/No.	Project Name	Original Cost	Cumulative Allocation	Project Activity	Amount Allocated	Status
2020-2021	REA	7,500,000		Electricity connection to Kivuti -Mulutu village, KwaKamau shopping centre -Isaangwa, Lower Nguuni-Katuya Mutune Village, Kitula Mulutu .Kanzia Museve and Kanduti Mtongwe Kangalu communities	7,500,000	New
2020-2021	Strategic Plan	500,000		Review of the constituencies strategic plan	500,000	New
	<b>ENVIRONMENT</b>					
2020-2021	Kaunzi River Sand dam	650,000		Construction of a sand dam to prevent floods	650,000	New
2020-2021	Kyaka Stream Sand dam	650,000		Construction of a sand dam to prevent floods	650,000	New
2020-2021	Ung'aturiver Sand dam	630,000		Construction of a sand dam to prevent floods	630,000	New
2020-2021	Kakomwaani river sand dam	611,778		Construction of a sand dam to prevent floods	611,778	New
2020-2021	Ulonzo Primary school	100,000		Purchase of 400 tree seedlings and Planting	100,000	New
2020-2021	Kwa kame primary school	100,000		Purchase of 400 tree seedlings and Planting.	100,000	New
	<b>TOTAL</b>				137,088,879	

KILILI CENTRAL CONSTITUENCY  
DEVELOPMENT PLAN  
P.O. Box 732 90100,  
KILILI



Date: .....

**MIN 06/24/08/2020: HIRE OF SUPPORT STAFF**

**Hire of Support staff** - The Fund Account Manager presented the details pertaining the recruitment as per the report of the recruitment committee. It was noted that only one person Ms Patricia KasyokaMunyalo applied for the Job. The Members deliberately agreed to give her a contract of **2 years** at a salary of **Ksh.15, 000 per Month**.

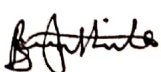
**MIN 07/24/08/2020 : CONFLICT OF INTEREST**

After the meeting the Chairperson requested members to declare their interest in any of the above deliberations. None of them expressed any interest on the matters deliberated on.

**MIN 08/02/08/2018 : A.O.B.**

- Members were happy with projects implementation status.
- The Chair thanked members for their support and their time consciousness.
- There being no other business the meeting ended through a word of prayer from Ms Elizabeth Muthui at 16.20hrs.

Minutes signed by:-

**Signature** :  4/10/2020

**Name** : **Bonny Kithita**

**Position** : **Chairperson**

**Signature** :  4/10/2020

**Name** : **Rose Mbula**

**Position** : **Secretary**