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| **NG-CDF KITUI CENTRAL CONSTITUENCY** | **Kitui Central National Government Constituencies Development Fund** Offices Near District Commissioners officesOff KwaNgindu Road, Opposite Kitui Sports ClubP.O Box 732-90200Kitui, Kenya | **Cell**: 0734909303**Email**: ngcdfkituicentral@ngcdf.go.ke / 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 MEETINGHELD ON 19TH SEPTEMBER, 2019 AT THE CDF BOARDROOM**

**MEMBERS PRESENT**

1. Bonny Kithita - Chairman
2. Rose Mbula - Secretary
3. Josephine Mutua - FAM
4. Josephine Kihara - Deputy County Commissioner
5. NicholusMutui - member
6. Sarah Owen Mbithuka - member
7. Eliz Muthui - member
8. Collins Munyoki - member
9. Joshua Malombe - member
10. Virginia Musyoka - member

**AGENDA**

1. Preamble
2. Chairperson remarks
3. Reading and confirmation of previous minutes
4. Matters Arising
5. Project Implementation Status 2018-2019 financial year and handing over
6. Project Proposal FY 2019/2020
7. Emergencies
8. Conflict of interest
9. A.O.B.

**MIN 01/19/09/2019 : PREAMBLE**

The meeting was called to order by the Chairman Mr Bonny Kithita at 2.21pm and requested Ms Rose Mbulato lead with a word of prayer.

**MIN 02/19/09/2019 : CHAIRMAN’S REMARKS**

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

**MIN 03/19/09/2019: READING AND CONFIRMATION OF PREVIOUS MINUTES**

The Secretary Ms Rose Mbularead the minutes which were confirmed to be true by Ms Virginia and seconded by Mrs Sarah Mbithuka.

**MIN 04/01/07/2019 : MATTERS ARISING**

The Fund Account Manager reported that:

* The Motor Vehicle procurement process was over hence waiting its delivery from Toyota Kenya.
* The NHIF beneficiaries were identified, their details were taken by NHIF officers, their twelve months E-slips have been prepared/ downloaded and payment voucher is in the process.

**MIN 05/19/09/2019 : PROJECTS IMPLEMENTATION STATUS FY 2018-2019**

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| --- | --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount Allocated** | **Status** |
| **Primary Schools** |   |   |   |
| Kyangunga Primary School | Rehabilitation of school (6 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring. |  1,200,000  | Complete |
| Kathungi Primary School | Rehabilitation of school(7 Classrooms) Roofing, Shutters, plastering , painting of classrooms, Flooring |  1,200,000  | Complete |
| Mithongo Primary School | Rehabilitation of school(6 Classrooms) Roofing, Shutters, plastering , painting of classroom |  1,000,000  | Complete |
| Mwania Primary School | Rehabilitation of school(7 Classrooms) Roofing, Shutters, plastering , painting of classrooms |  1,000,000  | Complete awaiting commissioning |
| ACK Kavoko Primary School | Rehabilitation of school(7 Classrooms) Roofing, Shutters, plastering , painting of classrooms |  1,000,000  | Complete |
| Sooma Primary School | Rehabilitation of school(6 Classrooms) Roofing, Shutters, plastering , painting of classrooms |  1,300,000  | Complete awaiting commissioning |
| KwaMukasa Primary School | Rehabilitation of school(6 Classrooms) Roofing, Shutters, plastering , painting of classroom |  1,300,000  | Complete awaiting commissioning |
| Unyaa Primary School | Construction of one dormitory to completion |  1,500,000  | Finishing stage |
| St Augustine Vui Primary School | Construction of two classrooms to completion |  1,800,000  | Plastering |
| Mukuku Primary School | Rehabilitation of school(6 Classrooms) Roofing, Shutters, plastering , painting of classrooms |  1,300,000  | Finishing stage |
| Nzaaya Primary School | Rehabilitation of school(6 Classrooms) Roofing, Shutters, plastering , painting of classrooms |  1,300,000  | Finishing stage |
| Mwanyani Primary School | Rehabilitation of school(7 Classrooms) Roofing, Shutters, plastering , painting of classrooms |  1,400,000  | Finishing stage |
| Mwamba Primary School | Construction of one classrooms to completion |  900,000  | Finishing stage |
| Miambani Primary School | Rehabilitation of school(7 Classrooms) Roofing, Shutters, plastering , painting of classrooms |  1,200,000  | Complete awaiting commissioning |
| KwaUkungu Primary School | Rehabilitation of school(7 Classrooms) Roofing, Shutters, plastering , painting of classrooms |  1,200,000  | Complete |
| Katia Primary School | Rehabilitation of school(5 Classrooms) Roofing, Shutters, plastering , painting of classrooms |  800,000  | Finishing stage |
| Mutune Girls Primary School | Rehabilitation of school (8 Classrooms) Roofing, Shutters, plastering , painting of classrooms, Flooring. |  1,200,000  | Finishing stage |
| Kavuvoni Primary School | Construction of one classrooms to completion |  1,000,000  | Lintel |
| Kaveta Primary School | Rehabilitation of school(6 Classrooms) Roofing, Shutters, plastering , painting of classrooms |  1,000,000  | Complete |
| Mutendea Primary School | Rehabilitation of school(6 Classrooms) Roofing, Shutters, plastering , painting of classrooms |  1,200,000  | Complete |
| Kitui school for the mentally handicapped Primary School | Rehabilitation of school(11 Classrooms) Roofing, Shutters, plastering , painting of classrooms |  1,200,000  | Complete |
| **Secondary Schools** |   |   |   |
| Kaumba Secondary School | Construction of a science laboratory to completion |  2,200,000  | Finishing stage |
| Mathunzini Secondary School | Construction of two classrooms to completion |  1,700,000  | Complete awaiting commissioning |
| KwaMuema Secondary School | Construction of Kitchen and Dining hall to completion |  1,500,000  | Plastering |
| Kabaa Secondary School | Completion of Science Laboratory(plumping, painting, construction of worktops, construction of gas chamber) |  1,000,000  | Finishing stage |
| St Patrick Secondary School | Rehabilitation of school 7 Classrooms (Roofing, Shutters, plastering , painting of classrooms) |  1,000,000  | Finishing stage |
| St Andrew Ivaini Secondary School | Completion of Science Laboratory (plumping, painting, construction of worktops, construction of gas chamber) |  1,000,000  | Finishing stage |
| Ngiini Secondary School | Construction of one classroom to completion |  850,000  | Complete |
| **Security Projects** |   |   |   |
| Kaumba Chiefs Office | Construction of Chiefs Office to completion |  700,000  | Finishing stage |
| Mbusyani Chiefs Office | Construction of chiefs office to completion |  700,000  | Roofing stage |
| Kavuta Chiefs Office | Construction of chiefs office to completion |  700,000  | Roofing stage |
| Nduumoni Chiefs Office | Construction of chiefs office to completion |  700,000  | Roofing stage |
| Kamandio Chiefs Office | Construction of chiefs office to completion |  800,000  | Roofing stage |
| **Other Projects** |   |   |   |
| KMTC Kitui Campus | Construction of Lecture Hall |  1,800,000  | Finishing stage |

**MIN 06/19/09/2019 : PROJECT PROPOSAL FY 2019/2020**

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| --- | --- | --- | --- |
| **S/No.** | **Project Name** |  **Project Activity**  |  **Amount**  |
| 1 | Bursary Secondary |  Payment of bursary to needy students |  35,000,000. |
|  | Bursary Tertiary | Payment of bursary to needy students | 9,280,000 |
|  | NHIF | Payment of NHIF | 720,000.00 |
|  | Employees’ Salaries | Payment of staff salaries and gratuity | 4,000,000 |
|  | Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc.  | 1,018,863.00 |
|  | NSSF | Payment of NSSF Deductions | 43,200.00 |
|  | Purchase of Furniture/equipment’s | Purchase of computers,Laptop,printeretc | 400,000.00 |
|  | NHIF | Payment of NhifDeductions | 80,000 |
| 2 | Committee Expenses |  Payment of Committee sitting allowances, transport, conferences | 2,700,000 |
|  | Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence, labeling of previous projects e.t.c | 1,321,032 |
|  | Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 2,000,000 |
| 3 | NGCDFC PMC Capacity Building |  Undertake Training of the PMCs/NGCDFCs on NGCDF Related issues | 800,000 |
| 4 | Sports |  Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits |  2,747,354  |
| 5 | Environment |   |  2,747,354  |
| 6 | Emergency |  To cater for any unforeseen occurrences in the constituency during the financial year |  7,198,241  |
|  | **Kyangwithya East Ward** |  |  |
| 7 | Wanzua primary School |  Rehabilitation of school (7 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 8 | KwaNzou Primary School |  Rehabilitation of school (9 Classrooms and 2 offices) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 9 | Museve Primary School |  Rehabilitation of school (7 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 10 | Kyalilini Primary School |  Rehabilitation of school (6 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,000,000  |
| 11 | Nyekini Primary School |  Construction of two classrooms to completion  |  1,700,000  |
| 12 | Umuu Primary School |  Construction of one classroom to completion  |  900,000  |
| 13 | Ngungi Primary School |  Construction of one classroom to completion  |  900,000  |
| 14 | Misewani assistant chiefs office |  Construction of Assistant chief's office & Toilet to completion  |  900,000  |
| 15 | KwaUkungu Secondary School |  Completion of Science Laboratory(plumping, painting, construction of worktops, construction of gas chamber)  |  1,000,000  |
| 16 | Kavuvoni primary School | Completion of one classroom(plastering,painting ,windows,door,flooring | 200,000 |
|   | **Kyangwithya West Ward** |   |   |
| 16 | Kisyoka Primary School |  Rehabilitation of school (7 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 17 | Ngo’leni Primary School |  Rehabilitation of school (6 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,000,000  |
| 18 | Ithookwe Primary School |  Rehabilitation of school (7 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 19 | Mbusyani Primary School | Construction of two classrooms to completion |  1,700,000  |
| 21 | Kaliakakya Primary School |  Rehabilitation of school (5 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 22 | Maviani Primary School |  Construction of one classroom to completion  |  900,000  |
| 23 | Ivovoa Assistant Chief's Office |  Construction of Assistant chief's office & Toilet to completion  |  900,000  |
|   | **Miambani Ward** |   |   |
| 24 | Mikuyuni Primary School |  Rehabilitation of school (6 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 25 | Kamandio Primary School |  Rehabilitation of school (6 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 26 | Kanzau Primary School |  Rehabilitation of school (5 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 27 | Makaani Primary School |  Rehabilitation of school (6 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 28 | Vinda Primary School |  Rehabilitation of school (7 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 29 | Mutukya Primary School |  Rehabilitation of school (7 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 30 | AIC Miambani Secondary School |  Construction of a science laboratory to completion  |  2,400,000  |
| 32 | Kiviu Primary School |  Rehabilitation of school (5 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 33 | Mwatuni Primary School |  Rehabilitation of school (6 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,200,000  |
| 34 | Nzaaya Assistant Chief's Office |  Construction of Assistant chief's office & Toilet to completion  |  1,000,000  |
|   | **Township Ward** |   |   |
| 35 | Muslim Secondary School |  Construction of two classrooms to completion  |  1,700,000  |
| 36 | Mutendea Primary School |  Rehabilitation of school (4 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  800,000  |
| 37 | Mutulukuni Sec School |  Construction of a dormitory to completion.  |  1,700,000  |
| 38 | Katyethoka Primary School |  Rehabilitation of school (4 Classrooms- Roofing, Shutters, plastering, painting of classrooms, and 9 classrooms Flooring)  |  1,200,000  |
| 39 | Muslim Primary School |  Rehabilitation of school (8 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 40 | Central Primary School |  Rehabilitation of school (7 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 41 | Central Primary School |  Construction of one Dormitory to completion (for the visually impaired) |  1,500,000  |
|   | **Mulango Ward** |   |   |
| 42 | Kathungu Primary School |  Rehabilitation of school (6 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 43 | Nzunguni Primary School |  Rehabilitation of school (4 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 44 | Nzukini Primary School |  Rehabilitation of school (5 Classrooms and 2 offices) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 45 | Kikumini Primary School |  Rehabilitation of school (7 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 46 | Wii Secondary School | Construction of one dormitory to completion |  1,500,000  |
| 47 | Kangundo Primary School |  Rehabilitation of school (6 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,200,000  |
| 48 | Kyambiti Primary School |  Rehabilitation of school (6 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 49 | Kangalu Primary School |  Rehabilitation of school (5 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 50 | Mulango Primary School |  Rehabilitation of school (6 Classrooms and store) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 51 | Kilukuya Primary School |  Rehabilitation of school (8 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,500,000  |
| 52 | Kathukini Primary School |  Rehabilitation of school (5 Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  1,000,000  |
| 53 | Kathungi Primary School |  Rehabilitation of school (4Classrooms) Roofing, Shutters, plastering, painting of classrooms, Flooring)  |  600,000  |
| 54 | Katulani DCC Residence  | Completion of DCC residential house(plastering,plumpingworks,floor,painting,doors and windows |  500,000  |
|   | **Others** |   |  |
| 55 | Kitui Central NGCDF Office Fencing | Completion of a masonry perimeter wall round the NGCDF offices compound (fixing of high tensile ribbed bars,plastering,fixing of steel trowels,walling,.  |  3,000,000  |
| 56 | Kitui Central NGCDF Office Renovation | Re-roofing,painting,fitting of window rods ,office curtains,soak pit | 2,411,680.14 |
|   |  |  **Total**  |  |
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**Environment Projects**

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| --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount Allocated** |
| Musavi River Sand Dam | Construction of a sand dam to prevent floods | 497,354.00 |
| Nzeeu River Sand Dam | Construction of a sand dam to prevent floods | 450,000.00 |
| Kalawa Primary school | Purchase of tree seedlings and Planting  | 150,000.00 |
| MusevePrimarySchool | Purchase of tree seedlings and Planting | 150,000.00 |
| Mutune Girls primary school | Purchase of 10,000 litres plastic tank , installation of the tank and gutters to collect rain water.  | 150,000.00 |
| Sooma Primary School | Purchase of 10,000 litres plastic tank , installation of the tank and gutters to collect rain water | 150,000.00 |
| Mwanyani Primary School | Purchase of 10,000 litres plastic tank , installation of the tank and gutters to collect rain water | 150,000.00 |
| Miambani Primary Scholl | Purchase of 10,000 litres plastic tank , installation of the tank and gutters to collect rain water | 150,000.00 |
| Nzaaya Primary School | Purchase of 10,000 litres plastic tank , installation of the tank and gutters to collect rain water | 150,000.00 |
| KwaMukasa Primary School | Purchase of 10,000 litres plastic tank , installation of the tank and gutters to collect rain water | 150,000.00 |
| Kyangunga Primary School | Purchase of 10,000 litres plastic tank , installation of the tank and gutters to collect rain water | 150,000.00 |
| Mithongo Primary School | Purchase of 10,000 litres plastic tank , installation of the tank and gutters to collect rain water | 150,000.00 |
| Ngumbwa Primary School | Purchase of tree seedlings and Planting  | 100,000.00 |
| Kangau Primary School | Purchase of tree seedlings and Planting | 100,000.00 |
| Mwamba Primary School | Purchase of tree seedlings and Planting | 100,000.00 |
| **TOTAL**  |  | 2,747,354 |

**MIN 07/19/09/ 2019: EMERGERCIES**

Various emergency cases were presented and all the members unanimously agreed the following to be taken care of:-

 **Project Details Kshs**

* St Mary’s Miambani Sec SchooL - Toilet 500,000/-
* Katia Primary School - Toilet 500,000/-
* Mwamba Primary School - Roofing of classrooms 300,000/-

 Blown away by wind

* Kakuuni Primary School - Toilet 500,000/-
* Kyalilini Assistant Chief’s Office - Toilet 100,000/-
* KwaNgindu Assistant Chief’s Office - Toilet 100,000/-
* Nduumoni Assistant Chief’s Office - Toilet 100,000/-
* Mbusyani Assistant Chief’s Office - Toilet 100,000/-
* Kyangunga Assistant Chief’s Office - Toilet 100,000/-
* Kaumba Assistant Chief’s Office - Toilet 100,000/-
* Kavuta Assistant Chief’s Office - Toilet 100,000/-
* Kamandio Assistant Chief’s Office - Toilet 100,000/-

**MIN 08/19/09/2019 : CONFLICT OF INTEREST**

After the meeting the Chairperson requested members to declare their interest in any of the above deliberations. Members expressed lack of interest in any of the deliberations.

**MIN 09/19/09/2019 : A.O.B.**

* The Chairperson Mr Bonny Kithita 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 4.28pm.

Minutes signed by:-

**Signature : Signature :**

**Name : Bonny Kithita Name : Rose Mbula**

**Position : Chairperson Position : Secretary**