

REPUBLIC OF KENYA



KITUI EAST NG-CONSTITUENCY DEVELOPMENT FUND
P.O BOX 1199-90200 KITUI

MINUTES FOR KITUI EAST NG-CDFC MEETING HELD AT THE DCC OFFICE AT ZOMBE ON 25/09/2020

MEMBERS PRESENT

1. Edward I. Kitheka	Chairman
2. Reinhard N. Munyoto	Secretary
3. Mercy Wanjala	DCC
4. Rev. Bretta M. Simba	Member
5. Joyce M. Mumo	Member
6. Petronic M. Mutie	Member
7. Pauline Ngala	Member
8. Muia Mulatya	Member
9. Aron Kasele	Member
10. Patterson Munyao	FAM

AGENDA

1. Reading of previous minutes
2. Matters arising
3. Project proposal for 2020/2021
4. Appropriation in aid(A-I-A)
5. AOB

PREAMBLE

The Chairman called the meeting to order at 11:10am and requested Joyce Mueni to offer a word of prayer. The Chairman then said in a brief statement that the main agenda was discussion of project proposal that has timeline.

MIN 1/25/09/2020 READING AND CONFIRMATION OF PREVIOUS MINUTES

The previous minutes were read by the secretary. They were confirmed a true record of what transpired. Petronic Mwambi proposed and was seconded by Pauline Ngala

MIN 2/25/09/2020 MATTERS ARISING

There were no matters arising.

MIN 3/25/09/2020 PROJECT PROPOSAL FOR 2020/2021

The FAM read a circular on project proposal preparation from the NG-CDF Board which outlined guidelines for FY 2020/2021. Members decided to use the public baraza report developed earlier in the year as required by the NG-CDF act 2015(amended) 2016 and requests received from the various institutions. The public proposed their priorities and now the NG-CDFC has to also priorities for the constituency. The FAM reported that the constituency allocation was ksh 137,128,879.31 and that emergency was a constant figure allocated **ksh 7,192,206.90**.

Members agreed on statutory figures as follows:

Admin	6.00%	8,227,732.76
M&E	3.00%	4,113,866.38
Environment	2.00%	2,742,577.57
Sports	2.00%	2,742,577.57
Emergency	5.00%	7,192,206.90
Subtotal- statutory		25,018,961.18
Bursary		34,659,918.13
NHIF		
6,900,000.00		
Sub-totals		66,578,879.31

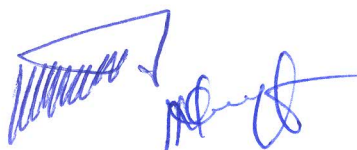
Balance for other projects is ksh **70,550,000.00** Members then prioritized the projects as follows:

Project Name	Estimated Cost	Cumulative Cost	Project Activity	Amount	Status
ADMINISTRATIO N					
Employees' Salaries	5,087,956.00	-	Payment of staff salaries and gratuity Salaries....5,086,996 Gratuity....960,000	5,087,956.00	On-going
			Split cost		

Project Name	Estimated Cost	Cumulative Cost	Project Activity	Amount	Status
Goods and Services	800,000.00	-	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	800,000.00	On-going
Committee Expenses	2,039,776.76	-	Payment of Committee sitting allowances, transport, conferences	2,039,776.76	On-going
NSSF	200,000.00	-	Payment of NG-CDFC staff NSSF	200,000.00	On-going
NHIF	100,000.00	-	Payment of NG-CDFC staff NHIF	100,000.00	On-going
			TOTAL	8,227,732.76	
M&E					
Goods and Services	1,000,000.00	-	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence.	1,000,000.00	On-going
Committee Expenses	1,000,000.00	-	Payment of Committee sitting allowances, transport, conferences	1,000,000.00	On-going
NG-CDFC/PMC Capacity Building	2,113,866.38	-	Undertake Training of the PMCs/NG-CDFCs and staff on NG-CDF related matters	2,113,866.38	On-going
			TOTAL	4,113,866.38	
EMERGENCY (5%)					
Emergency (5%)	7,192,206.90	-	To cater for any unforeseen occurrences in the constituency during the financial year	7,192,206.90	On-going
			Total	7,192,206.90	
BURSARY					
Bursary Secondary Schools	18,109,948.13	-	Payment of bursary to needy students	14,659,918.13	On-going
Bursary Tertiary Schools	20,000,000.00	-	Payment of bursary to needy students	20,000,000.00	On-going
NHIF Social Programme	6,900,000.00	-	NHIF Cover: Provision of NHIF cover to vulnerable people in the Constituency i.e 1,150 households	6,900,000.00	On-going
				41,559,918.13	
PRIMARY SCHOOLS					
Katitika Primary School	250,000.00	-	Purchase of Land 2 acres for expansion of the school to completion	250,000.00	New
Malembwa Primary School	350,000.00	-	Purchase of Land 2.5 acres for expansion of the school to completion	350,000.00	New
Mavulya Primary School	350,000.00	-	Purchase of Land 2.5 acres for expansion of the school to completion	350,000.00	New



Project Name	Estimated Cost	Cumulative Cost	Project Activity	Amount	Status
Kiini Primary School	2,000,000	-	Fencing of the school compound (2.5 acres) using concrete poles, barbed wire and chain-link	1,000,000.00	New
Ivinga Nzia Primary School	500,000	-	Purchase of Land 2 acres for expansion of the school to completion	500,000.00	New
Malatani Primary School	1,370,000	370,000	Piping of water from Malatani borehole to Malatani Primary School (3Km)	1,000,000.00	On-going
Manyoeni Primary School	800,000	300,000	Piping of water from Manyoeni water kiosk to Manyoeni Primary School. (2Km)	500,000.00	On-going
Musiva Primary School	300,000.00	-	Purchase of Land 2 acres for expansion of the school to completion	300,000.00	New
Kanguli Primary School	1,000,000.00	-	Construction of one classroom to completion.	1,000,000.00	New
Makongo Primary School	1,500,000.00	-	Renovation of three classrooms to completion: Reroofing, shutters, Plastering, Flooring, and Painting	1,500,000.00	New
Zombe Primary School	1,500,000.00	-	Renovation of three classrooms to completion: Reroofing, shutters, Plastering, Flooring, and Painting.	1,500,000.00	New
Kilanga Primary School	1,000,000.00	-	Completion of 50 pupils dormitory started by the parents: Shutters, plastering, roofing and painting	1,000,000.00	New
Kitivo Primary School	1,000,000.00	-	Renovation of two classrooms to completion: Reroofing, shutters, Plastering, Flooring, and Painting.	1,000,000.00	New
Kawala Primary School	1,000,000.00	-	Renovation of two classrooms to completion:: Reroofing, shutters, Plastering, Flooring, and Painting.	1,000,000.00	New
Kitakani Primary School	1,000,000.00	-	Renovation of two classrooms to completion; Reroofing, shutters, Plastering, Flooring, and Painting.	1,000,000.00	New
Masasini Primary School	1,500,000.00	-	Renovation of three classrooms to completion: Reroofing, shutters, Plastering, Flooring, and Painting.	1,500,000.00	New
Ituusya Primary School	1,000,000.00	-	Construction of one classroom to completion.	1,000,000.00	New
Nditime Primary School.	1,000,000.00	-	Renovation of two classrooms to completion: Reroofing, shutters, Plastering, Flooring, and	1,000,000.00	New



Project Name	Estimated Cost	Cumulative Cost	Project Activity	Amount	Status
			Painting.		
Kalalani Primary School	1,500,000.00	-	Renovation of three classrooms to completion: Reroofing, shutters, Plastering, Flooring, and Painting.	1,500,000.00	New
Kyaango Primary School	1,000,000.00	-	Renovation of two classrooms to completion: Reroofing, shutters, Plastering, Flooring, and Painting.	1,000,000.00	New
Kyamatu Primary School	1,500,000.00	-	Renovation of three classrooms to completion: Reroofing, shutters, Plastering, Flooring, and Painting.	1,500,000.00	New
Kalwa Primary School	1,000,000.00	-	Construction of one classroom to completion.	1,000,000.00	New
Ndooni Primary School	1,000,000.00	-	Renovation of two classrooms to completion: Reroofing, shutters, Plastering, Flooring, and Painting.	1,000,000.00	New
Kinzeni Primary School	1,000,000.00	-	Construction of one classroom to completion.	1,000,000.00	New
Kanguu Primary School	1,500,000.00	-	Renovation of three classrooms to completion; Reroofing, shutters, Plastering, Flooring, and Painting.	1,500,000.00	New
Mbangulo Primary School.	1,000,000.00	-	Construction of one classroom to completion.	1,000,000.00	New
Katumbu Primary School.	1,000,000.00	-	Renovation of two classrooms to completion; Reroofing, shutters, Plastering, Flooring, and Painting.	1,000,000.00	New
Kasunguni primary	2,000,000.00	-	Construction of 50 pupils dormitory to completion	2,000,000.00	New
Ngungi Primary School	2,000,000.00	-	Construction of 50 pupils dormitory to completion	2,000,000.00	New
				30,250,000	
SECONDARY SCHOOLS					
Ithangathi girls secondary school	3,500,000	1,000,000	Additional funds for Construction of 200 student's dormitory to completion.	2,500,000.00	Ongoing
Thua Secondary School	1,500,000	1,000,000	Completion of a staff house: Shutters, Plastering and Painting	500,000.00	Ongoing
Kanduti secondary school	1,500,000	1,000,000	Completion of a staff house: Shutters, Plastering and Painting	500,000.00	Ongoing
Kyanika Secondary School	6,500,000	-	Construction Dining Hall up to Lintel with a capacity of 300 students	1,000,000.00	New



Project Name	Estimated Cost	Cumulative Cost	Project Activity	Amount	Status
Kaliku boys secondary school	6,000,000	2,000,000	Additional funds for purchase of land 4 acres for school expansion to completion	4,000,000.00	On-going
Kathua secondary school	1,000,000.00	-	Construction of one classroom to completion	1,000,000.00	New
Mwitika boys secondary school	1,000,000	500,000	Additional funds for purchase of 3 acres land for school expansion to completion	500,000.00	On-going
Kathande secondary school	500,000.00	-	Purchase of 3 acres land for school expansion to completion	500,000.00	New
Kaumu secondary school	1,000,000.00	-	Renovation of two classrooms to completion; Reroofing, shutters, Plastering, Flooring, and Painting.	1,000,000.00	New
Manyoeni secondary school	2,000,000	1,000,000	Completion of 40 student laboratory: Shutters, plastering, flooring & painting	1,000,000.00	On-going
Kamwui secondary school	100,000	-	Completion of Purchase of 1 acre land for school expansion started by the school	100,000.00	New
Kyamatu sec school	7,500,000.00	-	Purchase of 51 seater school bus. The bus will be bought on a one-off basis and excludes asset financing	7,500,000.00	New
				20,100,000.00	
SECURITY					
Mutitu North Deputy County Commissioner office	2,000,000	-	Fencing of Deputy County Commissioner's office 2.5 acres using concrete poles, barbed wire and chain-link to completion @1,500,000.00 and Purchase of office furniture @ 500,000; 1 Executive table @120,000, 1 high back leather chair @ 105,000, 5 Visitors Chairs @ 75,000, 2 office tables @ 90,000, 2 office chairs @ 60,000, 1 Secretary table @15,000, 1 Secretary chair @ 15,000 and 1 office cabinet @ 20,000	2,000,000.00	New
Mutitu Assistant County Commissioner office	2,000,000	-	Renovation of Mutitu Assistant County Commissioner's Office : Reroofing, shutters, Plastering, Flooring, and Painting.(1	2,000,000.00	New



Project Name	Estimated Cost	Cumulative Cost	Project Activity	Amount	Status
			boardroom, reception and 6 offices)		
Zombe Police Station Office	1,000,000	-	Fencing of Zombe Police Station Office (2 acres) using concrete poles, barbed wire and Chain-Link	500,000.00	New
Twambui Police Post	1,000,000	500,000	Completion of police post comprising of 3 rooms: Walling, roofing, shutters, flooring and Painting	500,000.00	ongoing
Matia Police Post	1,750,000	750,000	Additional funds for purchase of 5 acre land for expansion of police post to completion	1,000,000.00	On-going
Ithumula Police post	1,000,000.00	-	Construction of Report Office to completion: Two rooms to completion	1,000,000.00	New
Imuumba Police Post	200,000.00	-	Purchase of 1 acre land for expansion to completion	200,000.00	New
Ililuni Police Post	1,000,000.00	-	Completion of police post started by the community comprising of 3 rooms: Walling, Roofing, Shutters, Plastering, Flooring & Painting	1,000,000.00	New
Waani Assistant Chiefs Office	500,000.00	-	Renovation of Assistant Chief's Office comprising of 2 rooms to completion: Walling, Reroofing, Shutters, Plastering, Flooring & Painting	500,000.00	New
Voo Assistant County Commissioner Office	2,000,000.00	-	Construction of Assistant County Commissioner office to completion comprising of a reception and 3 offices	2,000,000.00	New
Zombe chiefs office	3,000,000.00	-	Purchase of Land 2 Acres @ 1,000,000 to completion and Construction of Chiefs office to completion comprising of a reception and 3 offices @2,000,000 to completion	3,000,000.00	New
Mutitu Deputy County Commissioner Office	13,000,000	6,500,000	Completion of Mutitu Deputy County Commissioner office	6,500,000.00	On-going
				20,200,000.00	
Sports					
Constituency Sports Tournament	2,742,577.57	-	Carry out Constituency Football Sports tournament and the winning teams/schools to awarded with trophies, balls, goal, nets and games kits	2,742,577.57	New



Project Name	Estimated Cost	Cumulative Cost	Project Activity	Amount	Status
				2,742,577.57	
ENVIRONMENT					
Kiongwe Mixed Sec School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Kimangau Mixed Sec School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Ngaaka Yakwa Mixed Sec School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Kabati Mixed Sec School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Kyululu Mixed Sec School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Mwitika Boys Sec School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Kaliku Boys Sec School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Kaumu Mixed Sec School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Kyuukuni Mixed Sec School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Malatani Mixed Sec School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Yiuku Secondary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Kawala Secondary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Matia Police Post	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Malatani Primary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Kathamba Primary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Kitanga Primary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Mwitika Primary school	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Kyululu Primary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Katikoni Primary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Matia Primary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Kathande Secondary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Ngungi Secondary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Nzilani Primary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New



Project Name	Estimated Cost	Cumulative Cost	Project Activity	Amount	Status
Nzookoni Primary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Ngumbwa Primary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Ngaaka Yakwa Primary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Mang'ola Primary School	100,000.00	-	Supply and planting of 500 seedlings: 1 seedling @ 200	100,000.00	New
Ngungi chiefs office	42,577.57	-	Supply and planting of 212 seedlings:1 seedling @200	42,577.57	New
				2,700,000.00	
GRAND TOTAL				137,128,879.31	

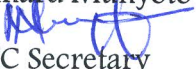
MIN 4/25/09/2020 Appropriation in aid (A-I-A)

It was noted that Kitui East NG-CDF raised 207 000 as A-IN-A during the financial year 2018/19. The members agreed the amount to be used to purchase a photocopier and the rest to purchase an office camera. It was agreed that the Fund Accounts Manager to do a follow on the approval of the same from the board.

MIN 5/25/09/2020 AOB

There being no any other business the meeting was adjourned at 1500hrs with a word of prayer from Rev. Brettah Simba.

Prepared by;

Reinhard Munyoto

 CDFC Secretary

Confirmed by;


 Edward Kitheka
 CDFC Chairman