



**MINUTES OF THE NG-CDFC MEETING HELD ON 6<sup>TH</sup> OCTOBER 2020 AT THE NG-CDF NEW OFFICE BOARDROOM STARTING AT 10:30AM**

**MEMBERS PRESENT**

- |                          |   |           |
|--------------------------|---|-----------|
| 1. Sylvester M. Mumo     | - | Chairman  |
| 2. Paul Kariuki Mugwe    | - | FAM       |
| 3. Jacinta K. Mulwa      | - | Secretary |
| 4. Jackson N. Kilundo    | - | Member    |
| 5. Jacinta M. Nthenge    | - | Member    |
| 6. Nicholas K. Mulwa     | - | Member    |
| 7. Faith M. Musyoki      | - | Member    |
| 8. Abdalla Ndalukaria    | - | Member    |
| 9. Charles Kyalo Kimondi | - | Member    |

**ABSENT WITH APOLOGY**

- |                      |   |            |
|----------------------|---|------------|
| 1. Virginia Githumbi | - | DCC Kalama |
|----------------------|---|------------|

**AGENDA.**

1. Reading and confirmation of previous minutes
2. F/Y 2019/2020 P.C Evaluation and F/Y 2020/2021 P.C Signing
3. F/Y 2020/2021 Project proposals
4. A.O.B

**PRELIMINARIES**

The chairman called the meeting to order at exactly 10:30 am and Jacinta Mutete Nthenge assisted the committee with opening prayer. The chair went ahead to invite all members present and informed them the main business of the day is vetting for F/Y 2020/2021 projects as resolved from the previous meeting. The chair requested them to participate fully and make sound deliberations which will be beneficial to the whole constituency as far as development is concerned.



NG-CDF BOARD

Email: [cdfmachakostown@ngcdf.go.ke](mailto:cdfmachakostown@ngcdf.go.ke) / Website: [www.ngcdf.go.ke](http://www.ngcdf.go.ke)

**MIN.01/06/10/2020 READING AND CONFIRMATION OF PREVIOUS MINUTES**

The secretary took members through the previous minutes which were proposed as true record by Jacinta Mutete Nthenge and seconded by Nicholas Kitolo Mulwa and were unanimously confirmed.

**MIN. 02/06/09/2020 F/Y 2019/2020 P.C EVALUATION AND F/Y 2020/2021 P.C SIGNING**

The FAM informed the committee that the cited exercise took place at Mombasa from 14<sup>th</sup> to 18<sup>th</sup> September 2020 and it was carried on by the NG-CDF Chairman, F.A.M and the District Accountant and it was successfully concluded. Members registered concern on their rating and particularly funds absorption rate and requested the F.A.M to improve on this and assured him of their backup.

**MIN. 03/06/09/2020 F/Y 2020/2021 PROJECT PROPOSALS**

The NG-CDFC secretary tabled the project proposals raw data as it was collected from the wards in open public barazas. The committee perused all the proposals and resolved to fund the following projects (**APPENDIX 1**) and complete all the existing projects.

**A.O.B**

The chairman thanked members for their cooperation and understanding that we are operating with limited funds and all proposals cannot be done at once. The meeting ended at 3:30pm with prayers from Faith M. Musyoki.

**MINUTES PREPARED BY SECRETARY**

SIGN \_\_\_\_\_

**CONFIRMED BY CHAIRMAN**

SIGN \_\_\_\_\_

**APPENDIX 1**

**NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD  
PROJECT PROPOSALS FOR MACHAKOS TOWN NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND**

**FINANCIAL YEAR 2020/2021**

Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount	Status
<b>6% ADMINISTRATION &amp; RECURRENT EXPENDITURE</b>					
Employee's salaries.	Payment of staff salaries 1,500,000 & Gratuity 500,000	2,000,000.00	-	2,000,000.00	Ongoing
Committee Expenses.	Payment of committee sitting allowances, transport, conferences	2,228,000.00	-	2,228,000.00	Ongoing
NSSF	Payment of NSSF Deductions	33,600.00	-	33,600.00	Ongoing
NHIF	Payment of NHIF Deductions	80,000.00	-	80,000.00	Ongoing
Goods and services.	Purchase of fuel, repair and maintenance, project branding, printing, telephone, travel and subsistence, office tea.	3,883,732.76	-	3,883,732.76	Ongoing
<b>3% MONITORING, EVALUATION AND CAPACITY BUILDING</b>					
Goods and services.	Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence	702,666.38	-	702,666.38	Ongoing
Committee Expenses.	Payment of committee sitting allowances, transport, conferences	1,560,000.00	-	1,560,000.00	Ongoing
NG-CDFC/PMC Capacity Building	Undertaking training of the PMCs/NG-CDFCs & Staff on NG-CDF related issues.	1,850,000.00	-	1,850,000.00	Ongoing
<b>5% EMERGENCY</b>					
EMERGENCY	To cater for any unforeseen occurrences in the constituency during the financial year	7,192,206.90	-	7,192,206.90	Ongoing
<b>35% BURSARY</b>					
Bursary (secondary schools)	Payment of Bursaries to needy students in Secondary Schools.	26,509,673.27	-	26,509,673.27	Ongoing
Bursary (Tertiary institutions)	Payment of Bursaries to needy students in Universities, Colleges and other Tertiary Institutions.	15,000,000.00	-	15,000,000.00	Ongoing
<b>2% ENVIRONMENT</b>					




**APPENDIX I**

**NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD  
PROJECT PROPOSALS FOR MACHAKOS TOWN NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND**

**FINANCIAL YEAR 2020/2021**

Project Name	Project Activity	Original Cost	Cumulative Allocation	Amount	Status
<b>6% ADMINISTRATION &amp; RECURRENT EXPENDITURE</b>					
Employee's salaries.	Payment of staff salaries 1,500,000 & Gratuity 500,000	2,000,000.00	-	2,000,000.00	Ongoing
Committee Expenses.	Payment of committee sitting allowances, transport, conferences	2,228,000.00	-	2,228,000.00	Ongoing
NSSF	Payment of NSSF Deductions	33,600.00	-	33,600.00	Ongoing
NHIF	Payment of NHIF Deductions	80,000.00	-	80,000.00	Ongoing
Goods and services.	Purchase of fuel, repair and maintenance, project branding, printing, telephone, travel and subsistence, office tea.	3,883,732.76	-	3,883,732.76	Ongoing
<b>3% MONITORING, EVALUATION AND CAPACITY BUILDING</b>					
Goods and services.	Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence	702,666.38	-	702,666.38	Ongoing
Committee Expenses.	Payment of committee sitting allowances, transport, conferences	1,560,000.00	-	1,560,000.00	Ongoing
NG-CDFC/PMC Capacity Building	Undertaking training of the PMCs/NG-CDFCs & Staff on NG-CDF related issues.	1,850,000.00	-	1,850,000.00	Ongoing
<b>5% EMERGENCY</b>					
EMEGENCY	To cater for any unforeseen occurrences in the constituency during the financial year	7,192,206.90	-	7,192,206.90	Ongoing
<b>35% BURSARY</b>					
Bursary (secondary schools)	Payment of Bursaries to needy students in Secondary Schools.	26,509,673.27	-	26,509,673.27	Ongoing
Bursary (Tertiary institutions)	Payment of Bursaries to needy students in Universities, Colleges and other Tertiary Institutions.	15,000,000.00	-	15,000,000.00	Ongoing
<b>2% ENVIRONMENT</b>					




Kakinduni Primary School	Purchase of 5,000L water tank @ 30,000 , construction of stand/base @ 15,000 and transport @ 5,000	50,000.00	-	50,000.00	New
Kamweleni Primary school	Purchase of 5,000L water tank @ 30,000 , construction of stand/base @ 15,000 and transport @ 5,000	50,000.00	-	50,000.00	New
Katelembo Boys Centre of excellence	Purchase of 5,000L water tank @ 30,000 , construction of stand/base @ 15,000 and transport @ 5,000	50,000.00	-	50,000.00	New
Kiatuni Secondary School	Purchase of 5,000L water tank @ 30,000 , construction of stand/base @ 15,000 and transport @ 5,000	50,000.00	-	50,000.00	New
Kivutini Primary School	Purchase of 5,000L water tank @ 30,000 , construction of stand/base @ 15,000 and transport @ 5,000	50,000.00	-	50,000.00	New
Machakos Baptist Secondary School	Purchase of 5,000L water tank @ 30,000 , construction of stand/base @ 15,000 and transport @ 5,000	50,000.00	-	50,000.00	New
Mikono Primary School	Purchase of 5,000L water tank @ 30,000 , construction of stand/base @ 15,000 and transport @ 5,000	50,000.00	-	50,000.00	New
Uiini Primary School	Purchase of 5,000L water tank @ 30,000 , construction of stand/base @ 15,000 and transport @ 5,000	50,000.00	-	50,000.00	New
Vota Primary School	Purchase of 5,000L water tank @ 30,000 , construction of stand/base @ 15,000 and transport @ 5,000	50,000.00	-	50,000.00	New
Yakamete Primary School	Purchase of 5,000L water tank @ 30,000 , construction of stand/base @ 15,000 and transport @ 5,000	50,000.00	-	50,000.00	New
<b>EDUCATION - SECONDARY SCHOOL PROJECTS</b>					
Ikokani Secondary School	Construction of 1 No classroom to completion	1,000,000.00	-	1,000,000.00	New
Ikokani Secondary School	Final payment towards purchase of 0.25HA land	1,200,000.00	700,000.00	500,000.00	On-going




Mumbuni Girls High School	Construction of a one storey dormitory in partnership with the school to accommodate 180 students. C.D.F will do (foundation slab 600,000 and walling 400,000/=) School will do first floor,roofing and internal completion.Project initiated by the school and will cost Ksh 13Million	1,000,000.00	-	1,000,000.00	New
Iluva Secondary school	Renovation of 4 No classrooms-(Roofing, plastering, flooring and painting) to completion	1,000,000.00	-	1,000,000.00	New
Kyeni Secondary School	Purchase of a new 51 seater school bus (one off and no insurance nor asset financing involved) and this within the government negotiated range and as such there is no extra cost involved	7,162,250.00	-	7,162,250.00	New
Kiseveni Secondary School	Construction of a 7 roomed Administration Block in partnership with the school comprising of the Principal's office, deputy principal's office, secretary's office, staffroom, bursar's office, senior teacher's office and H.O.D's office; (Roofing, plastering, and flooring to completion) School will do foundation,walling, painting amd electrical installations	1,000,000.00	-	1,000,000.00	New
Kithima Secondary School	Construction of Laboratory to accommodate 60 students (Foundation and Walling)	2,000,000.00	-	1,000,000.00	New
Kiteini Secondary School	Purchase of a new 51 seater school bus (one off and no insurance nor asset financing involved) and this within the government negotiated range and as such there is no extra cost involved	7,162,250.00	-	7,162,250.00	New
Mutituni S.A Secondary School	Construction of 8 door pit latrine and a parmanent septic tank to completion	500,000.00	-	500,000.00	New
Kamweleni Secondary School	Completion of a dormitory started by the school to accommodate 120 students; (Painting and tilling to completion)	1,000,000.00	-	1,000,000.00	On going
Katheka Kai Secondary School	Final Installment for school bus purchase (contribution from P.T.A Ksh 4,500,000)	7,000,000.00	2,000,000.00	500,000.00	On going
Katelembo Boys Centre of Excellence Secondary School	Final Installment for school bus purchase (contribution from P.T.A Ksh 3,400,000)	6,400,000.00	2,000,000.00	1,000,000.00	On going

Kyambuko Secondary School	Final Instalment for school bus purchase contribution from P. T. A. Ksh 2,400,000)	6,400,000.00	3,000,000.00	1,000,000.00	On going
Vota Secondary School	Purchase of a new 51 seater school bus (one off and no insurance nor asset financing involved) and this within the government negotiated range and as such there is no extra cost involved	7,162,250.00	-	7,162,250.00	New
<b>EDUCATION - PRIMARY SCHOOL PROJECTS</b>					
Kiangini Primary School	Renovation of 4 No classrooms-(Roofing, Flooring Plastering and Painting) to completion	1,000,000.00	-	1,000,000.00	New
Township Muslim Primary School	Renovation of 2 No classrooms (Flooring, plastering, Roofing & painting) to completion	500,000.00	-	500,000.00	New
Katoloni primary school	Renovation of 4 No classrooms-(Roofing, Flooring Plastering and Painting) to completion	1,000,000.00	-	1,000,000.00	New
Kivandini Primary School	Renovation of 3 No classrooms (Flooring, plastering, Roofing & painting) to completion	750,000.00	-	750,000.00	New
Kamuthanga Primary School	Renovation of 2 No classrooms (Flooring, plastering, Roofing & painting) to completion	500,000.00	-	500,000.00	New
Ngelani primary school	Renovation of 2 No classrooms (Flooring, plastering, Roofing & painting) to completion	500,000.00	-	500,000.00	New
Makyau Primary School	Renovation of 3 No classrooms (Flooring, plastering, Roofing & painting) to completion	750,000.00	-	750,000.00	New
Kyasila Primary School	Purchase of a new 51 seater school bus (one off and no insurance nor asset financing involved) and this within the government negotiated range and as such there is no extra cost involved	7,162,250.00	-	7,162,250.00	New
Uiini Primary School	Construction of 1 No classroom to completion.	750,000.00	-	750,000.00	New
Uiini Primary School	Construction of 8 door pit toilets and a permanent septic tank to completion.	500,000.00	-	500,000.00	New

Ianzoni Primary School	Renovation of 2 No classrooms (Flooring, plastering, Roofing & painting) to completion	500,000.00	-	500,000.00	New
Ilyuni Primary School	Renovation of 2 No classrooms (Flooring, plastering, Roofing & painting) to completion	500,000.00	-	500,000.00	New
Kiuu Primary School	Renovation of 2 No classrooms (Flooring, plastering, Roofing & painting) to completion	500,000.00	-	500,000.00	New
Mikono Primary School	Renovation of 3 No classrooms (Flooring, plastering, Roofing & painting) to completion	750,000.00	-	750,000.00	New
Katanga Primary School	Renovation of 3 No classrooms (Flooring, plastering, Roofing & painting) to completion	750,000.00	-	750,000.00	New.
Kamweleni Primary School	Renovation of 4 No classrooms (Flooring, plastering, Roofing & painting) to completion	1,000,000.00	-	1,000,000.00	New
Kyangala Township Primary School	Construction of 4 roomed Administration block comprising of headteacher, deputy headteacher, staffroom and senior teacher offices block to completion.	1,000,000.00	-	1,000,000.00	New
Iiani primary school	Renovation of 3 No classrooms (Flooring, plastering, Roofing & painting) to completion	750,000.00	-	750,000.00	New
Mumbuni Primary School-Kalama	Renovation of 2 No classrooms (Flooring, plastering, Roofing & painting) to completion	500,000.00	-	500,000.00	New
Kyandili Primary School	Renovation of 2 No classrooms (Flooring, plastering, Roofing & painting) to completion	500,000.00	-	500,000.00	New
Muthumo Primary School	Renovation of 3 No classrooms (Flooring, plastering, Roofing & painting) to completion.	600,000.00	-	600,000.00	New
Makaveti Primary School	Purchase and installation of water pipes for water distribution from Makaveti Catholic church water project to Makaveti primary school. (300Meters)	1,000,000.00	-	1,000,000.00	New

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Kathianioni Primary School	Renovation of 4 No classrooms (Flooring, plastering, Roofing & painting) to completion	1,000,000.00	-	1,000,000.00	New
Kitonyini Primary School	Renovation of 4 No classrooms (Flooring, plastering, Roofing & painting) to completion	1,000,000.00	-	1,000,000.00	New
Muumandu Primary School	Renovation of 2 No classrooms (Flooring, plastering, Roofing & painting) to completion	500,000.00		500,000.00	New
Kasinga Primary School	Purchase and installation of solar pump (300,000) inclusive of the whole system Borehole solar pump and installation of solar electricity in the entire school (700,000)	1,000,000.00	-	1,000,000.00	New
Kyeni Primary School	Renovation of 5 No classrooms (Roofing & painting) to completion	500,000.00	-	500,000.00	New
<b>TERTIARY PROJECTS</b>					
Kalama Technical Training Institute	Purchase of land 1.19 Ha piece of land for expansion at Ksh 590,000/= and construction of perimeter fence for the 1.19 Ha land using chainlink and concrete posts Ksh 610,000/= both activities to completion.	1,200,000.00	-	1,200,000.00	New
<b>SECURITY PROJECTS</b>					
Machakos County Police Headquarters	Renovation of County Police Headquarters Office 6 rooms comprising of county commander, deputy county commander, secretary, sub-county commander, archives and store offices ( Flooring and painting) to completion (Ksh 600,000/=) and construction of sentry and gate (Ksh 400,000/=)	1,000,000.00		1,000,000.00	New
Machakos Traffic Unit Offices	Construction of a 20M X 20M waiting bay to completion	700,000.00		700,000.00	New
Machakos Land registration office	Construction of a 20M X 20M waiting bay to completion	700,000.00		700,000.00	New

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	Ngelani Locational Chiefs Office	Renovation of 5 roomed chiefs office-(Flooring, painting and roofing) to completion comprising offices of the chief, secretary, armoury, mini-cell and corporals office	700,000.00		700,000.00	700,000.00	New
	Mutituni Division Assistant County Commissioners office	Completion of County Commissioners office - 3 Roomed (Plastering, flooring, Painting and finishes) comprising offices of the A.C.C, secretary and boardroom	3,500,000.00	1,500,000.00	2,000,000.00	2,000,000.00	On-going
	Vota Division - Assistant county Commissioners office	Completion of County Commissioners office - 5 Roomed (Plastering, flooring, Painting, roofing and finishes) comprising offices of the A.C.C, secretary, boardroom, accounts and registry	3,000,000.00	1,000,000.00	2,000,000.00	2,000,000.00	On-going
	Kyemutheke A.P Lines	Completion of 3 roomed Administration police quarters.(painting, tilling and external finishes)	1,700,000.00	900,000.00	800,000.00	800,000.00	On-going
	Kyaani Assistant Chiefs Office	Construction of Assistant Chiefs office to completion (2 roomed) comprising office of the chief and secretary	700,000.00	-	700,000.00	700,000.00	New
	Assistant County Commissioners office - Kalama Division Social Hall	Construction of a social hall 2,000 capacity to completion	2,000,000.00	-	2,000,000.00	2,000,000.00	New
	Machakos Central Chiefs office Social Hall	Construction of a social hall 2,000 capacity to completion	2,000,000.00	-	2,000,000.00	2,000,000.00	New
	<b>SPORTS</b>						
	Constituency sports tournament.	Carry out constituency sports tournament (1,000,000) and the winning teams/schools to be awarded with trophies, balls and games kits (500,000)	1,500,000.00	-	1,500,000.00	1,500,000.00	New
	<b>OTHERS</b>						

	New NG-CDFC Office Equipping	Purchase of office furniture-executive desks 4pcs@60,000=240,000, executive chairs 4pcs@40,000=160,000, reception counter 1.8M@56,000, reception bench 4 seater 5pcs@30,000=150,000, reception 3 seater sofa 4pcs@70,000=280,000, 1.2Meter office desks with 3 drawers 5pcs@30,000=150,000, office chairs 10pcs@20,000=200,000, visitor chairs 20pcs@5,000=100,000, metal cabinets 10pcs@35,000=350,000, boardroom conference table 3.2Meter 10seater=120,000, conference chairs 10pcs@5,000=50,000, conference hall table 3.2Meter 10 seater= 120,000, hall banquet chairs 100pcs@3,700=370,000,office files cabinet 5pcs@30,800=154,000	2,500,000.00	-	2,500,000.00	New
	NG-CDFC Office Electric fencing and CCTV installation	Installation of electric fence approx. 200M (KSH. 800,000 )and installation of 8 No. CCTV cameras (Ksh 200,000 )	1,000,000.00	-	1,000,000.00	New
	<b>GRAND TOTAL</b>				<b>137,088,879.31</b>	