

MINUTES OF MAKUENI NG-CDF COMMITTEE MEETING HELD ON 12TH NOVEMBER, 2018
AT KELVIAN HOTEL

Members present:

1. Titus K. Munuve – Chairman
2. Daniel M. Maluki – Fund Account Manager
3. Benedict M. Muange – Secretary
4. Alice M. Kivuva – Member
5. Justina M. Katiku – Member
6. Bernard M. Tivu – Member
7. Esther N. Levu – Member
8. Stella M. Mutuku – Member
9. Alphonse Wambua – Member

Absent with apology

1. Precious Dama – ACC

Preliminaries

The chairman called the meeting to order at 11:00 Am and requested for a word of prayer from Esther Levu.

Matters arising

The Secretary read out the minutes of the previous meeting which were confirmed by Stella Mutuku and seconded by Esther Levu as the true copy.

He tabled the meeting agenda as follows:

1. Confirmation of the additional projects FY 2017-2018
2. Funds balance received for FY 2017/2018
3. Sports
4. Strategic Plan report
5. NGCDF Bank account conditions
6. Staff development and motivation
7. Computerization of projects-NGCDFMIS
8. Fund allocation FY 2018/2019
9. Prioritization of projects- FY 2018/2019
10. AOB

Alphonse Wambua
Stella Mutuku
Benedict M. Muange



Min 1/12/11/2018: Confirmation of additional projects FY 2017/2018

The FAM informed the committee that the additional project proposal earlier submitted had been approved for implementation by the board.

Min 2/12/11/2018: Funds balance received for FY 2017/2018

The FAM informed the committee that the constituency had received the balance of funds for FY 2017/2018 amounting to Ksh.49,784,483 and that only Ksh.5,000,000 for motor vehicle purchase had not yet been received. The committee therefore agreed to implement the balance of projects as soon as possible. Regarding implementation of ICT projects, the FAM reported that the constituency was waiting for further direction from the board since the construction should be within an already established structure.

Min 3/12/11/2018: Sports

The committee deliberated on sports allocation and agreed to fund Kalamba Sports Festival for Ksh.200,000 PWDs, Ksh.60,000, purchase sports equipment for Ksh.1,000,000 and Ksh.700,000 to distribute equipment and other sports activities within the seven wards of the constituency.

Min 4/12/11/2018: Strategic plan report

The FAM reported that the strategic plan was prepared and paid as earlier budgeted and that the 2018/2019 FY projects should be in line with the strategic plan and the big four agenda.

Min 5/12/11/2018: NG-CDF Bank account new conditions

The FAM outlined the new conditions that had been laid down by Cooperative Bank regarding the constituency account. The committee deliberated on the same and found the conditions totally unbearable for smooth operations. For this reason, the committee agreed to transfer the account from Cooperative Bank to Equity Bank.

Min 6/12/11/2018: Staff development and motivation

The committee cited the need to motivate the staff and NG-CDFC. In this regard the committee agreed to provide the following to staff:

- Insurance cover with Britam
- Airtime for official communication
- Capacity building on various areas like procurement
- Assist those pursuing studies

Audulu



Audulu

Min 7/12/11/2018: Computerization of projects NGCDFMIS

The FAM informed the committee that all projects to be funded must be computerized before final submission to the board in order to ensure transparency. This is to be done by the FAM.

Min 8/12/11/2018: Total fund allocation FY 2018/2019

The FAM reported that the total allocation for the constituency was Ksh.109,040,875.52 and outlined the statutory ceiling guidelines which resulted to the following budget:

1. Administration/Recurrent: 6% of the fund – Ksh 6,542,452.53
2. Emergency: 5% of the fund -Ksh. 5,738,993.45
3. Sports Activities: 2% of the fund - Ksh. 2,180,817.51
4. Environmental Activities: 2% of the fund - Ksh. 2,180,817.51
5. Monitoring & Evaluation: 3% of the fund -Ksh. 3.271,226.27
6. Education bursary: 25% of the fund -Ksh.27,260,218.88
7. Other Projects: -Ksh.61,866,349.37

Ksh. 59,500,000 was distributed equally among the 7 wards such that each got Ksh. 8,500,000

Min 9/12/11/2018: Prioritization of Projects FY 2018/2019

Members short-listed the projects as forwarded from the public participation exercise. After lengthy discussion, the committee agreed to fund the following projects in all the seven wards of the constituency.

Project name	Activity	Amount allocated
Employee Salaries	Payment of staff salaries and gratuity	2,499,354.69
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	2,670,057.84
NSSF	Payment of NSSF Deductions	33,600
NHIF	Payment of NHIF Deductions	139,440
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,200,000
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence	671,226.27

Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,200,000
NG-CDFC/PMC Capacity Building	Undertake Training of the PMCs/NG-CDFCs on NG-CDF Related issues	1,400,000
Emergency	To cater for any Unforeseen occurrences in the constituency during the financial year	5,738,993.45
Sports	Carry out Constituency Sports tournament and purchase of sports equipment	2,180,817.51
Kwa Kiilu Sand Dam	Construction of Sand dam to control floods	545,205.51
Kwa Kioko Sand dam	Construction of Sand dam to control floods	345,204
Kwa Kithokoi Sand Dam	Construction of Sand dam to control floods	545,204
Kwa Kyuvi sand dam	Construction of Sand dam to control floods	200,000
Kwa Voki Sand dam	Construction of Sand dam to control floods	545,204
Bursary Secondary Schools	Payment of bursary to needy students	17,000,000
Bursary Tertiary Schools	Payment of bursary to needy students	10,260,218.88
AIC Mandoi Day And Boarding Primary School	Construction of dormitory - walling and roofing	800,000
Athiani Primary School	Building of gullies and manual reshaping from Kwa Kithome to Athiani Primary school - 500m	400,000
Iiani Primary School - Mavindini	Completion of 1 classroom - Plastering, flooring and painting	500,000
Ilumani Primary School	Renovation of 3 classes roofing plastering and fitting	600,000
Itaa Primary for the Mentally Handcapped	Completion of dormitory (plastering, flooring and painting)	1,000,000
Kamuithi Primary School	Purchase, transport and installation of one 10,000- litre water tank	100,000
Kanzokeani Primary School	Equipping of dormitory- 100 beds @ 3,000 per bed	300,000
Kathonzweni AIC Boarding Primary School	Construction of a dormitory - foundation, walling & roofing	800,000

Kawala Primary School	Plastering, Flooring & Painting 1 classroom	500,000
Kiangini Day/ Boarding Primary School	Completion of 3 classrooms- Painting, flooring and windowing	700,000
Kimuumo Primary School	Construction of three-door toilets to completion	300,000
Kingutheni Primary School	Roofing, plastering, flooring and painting 2 classroom	400,000
Kithaayoni Primary School	Construction of 1 classroom (walling, roofing and plastering)	395,057.32
Kithaayoni Primary School	Building of gullies at Kwa Muthiani (between Kithaayoni Primary school and Kwa Muthiani-500m)	500,000
Kithatha Primary School	Renovation of 2 classrooms (roofing, plastering and flooring)	400,000
Kitumbai Primary School	Purchase, transport and installation of one 10,000- litre water tank	100,000
Kiumoni Primary School	Renovation of 2 classrooms -roofing and flooring	400,000
Kiunduani Primary School	Construction of 1 classroom to completion	500,000
Kivandini Primary School	Roofing, plastering and painting 3 classrooms	500,000
Kwa Kilomo Primary School	Renovation of 3 classroom (roofing, flooring, plastering and painting)	600,000
Kwa Mbiti Primary School	Plastering, flooring and painting of 3 classrooms	700,000
Kwa Mutumia Primary School	Roofing, plastering, flooring and painting 2 classrooms	400,000
Kwa Waema Primary School	Construction of 1 classroom to completion	700,000
Kwakalui Primary School	Renovation (roofing, plastering ,flooring and painting 2 classrooms)	400,000
Malooi Primary School	Roofing, plastering and painting 3 classrooms	500,000
Matulani Primary School	Renovation of 2 classrooms (roofing)	400,000
Maviaume Primary School	Completion of 3 classrooms- Plastering, flooring and painting	600,000
Mayuu Primary School	Renovation of 2 classrooms -roofing, plastering, flooring and painting	500,000

FUND ACCOUNT MANAGER
NG-CONSTRUCTION DEV. FUND
MAKUENTI

22 NOV 2018

P. O. Box 409-90300,
MAKUENTI

Mwaka

Mikauni Primary School	Renovation of 2 classrooms (roofing, plastering, flooring and painting)	500,000
Mikisi Primary School	Purchase, transport and installation of one 10,000- litre water tank	100,000
Miseke Primary Sch	Completion of 2 classrooms-Roofing, plastering, flooring and painting	500,000
Mukameni Primary School	Renovation of 2 classrooms (roofing, plastering, flooring and painting)	400,000
Mumbeeni Primary School	Renovation of 5 classes roofing plastering and flooring	600,000
Muryuni Primary School	Roofing, plastering, flooring and painting 5 classroom	700,000
Muthwani Primary School	Construction of gabions and manual reshaping from Kwa Mutie to Muthwani Primary School - 400m	400,000
Muambani Primary School	Roofing, plastering and painting 3 classrooms	500,000
Ndovea Primary School	roofing, plastering, flooring and painting 2 classrooms	400,000
Ngosini Primary School	Construction of three-door toilets to completion	300,000
Senda Primary School	Renovation of 3 classrooms(plastering, flooring and painting)	400,000
St.Johns Malivani Primary School	Renovation-Roofing, plastering and painting 3 classrooms	423,764.20
Ukokolani Primary School	Construction of 1 classroom (walling, roofing and plastering)	400,000
Ungatani Primary School	Purchase, transport and installation of one 10,000- litre water tank	100,000
Unoa Primary School	Renovation of 3 classrooms- Roofing, plastering and painting	600,000
Utithini Primary School	Renovation of 3 classrooms- Roofing, plastering and painting	400,000
Waimu Primary School	Construction of 1 classroom (walling, roofing and plastering)	400,000

Anwaluke

FUND ACCOUNTING UNIT
 NG-CONSTITUENCY DEVELOPMENT
 MAKUENI

[Signature]

22 NOV 2018

P.O. Box 400, 40000

Yiuma Primary School	Renovation-Roofing, plastering, flooring and painting administration block	500,000
Yoani Primary School	Construction of 1 classroom to completion	500,000
ACK Kiteei Secondary School	Completion of Science laboratory-Plastering and painting	300,000
Kaasya Secondary School	Completion of laboratory (plastering, flooring and painting)	500,000
Kalaani Secondary School	Completion of dining hall(plastering, flooring and painting)	500,000
Kalamba Secondary School	Fencing of school compound (chain link wire)-2000mtrs perimeter)	400,000
Kaliini Mixed Day And Boarding Secondary School	Completion of dormitory-Plastering, flooring and painting	1,000,000
Kambi Boys High School	Construction of laboratory(walling and roofing)	500,000
Kanhiitu Secondary School	Plastering and painting of science laboratory	500,000
Katangini Secondary School	Completion of dormitory(plastering, flooring and painting)	500,000
Kathamboni Secondary School	plastering, flooring and painting a dormitory	500,000
Kathonzweni Girls Secondary School	Completion of 2 classrooms-Painting, flooring and windowing	500,000
Katithi Secondary School	Construction of dining hall (foundation, walling and roofing)	1,000,000
Kavuthu Secondary School	Roofing, flooring and painting 1 classroom	500,000
Kiangini Girls Secondary School	Constructing of a dining hall (walling and roofing)	647,527.85
Kimuumo Secondary School	Completion of dining hall(plastering, flooring and painting)	1,000,000
Kithoni Secondary School	Construction of laboratory (walling and roofing)	500,000
Kitiise Secondary School	Construction of computer laboratory	1,200,000

8 BUND ACCOUNTING MANAGER
NG-CONSTRUCTION FUND

22 NOV 2018

Mwaka

2018 NOV 22

Kyangwasi Secondary School	Completion of 1 classroom plastering, flooring doors and windows	300,000
Kyumbuni Secondary School	Completion of dormitory -walling, roofing, plastering and flooring)	700,000
Mandoi Secondary school	Completion of Dining hall-Plastering, flooring and painting	500,000
Manooni Secondary School	Completion of Dining hall-Plastering, flooring and painting	500,000
Matha Secondary School	Completion of 2 storey classrooms@500,000 and administration block @500,000 - plastering, flooring and painting	1,000,000
Maumba Secondary School	Construction of 1 classroom to completion	700,000
Mavindini Girls Secondary School	Construction of administration block to completion	1,000,000
Mbeletu Secondary School	Construction of dormitory-foundation, walling and roofing	1,600,000
Mbuthani secondary school	completion of Dining hall-Plastering, flooring and painting	700,000
Muambani Secondary School	Completion of dining hall -roofing, plastering, painting and fitting	1,500,000
Mukameni Boys Secondary School	Completion of dormitory - plastering, flooring and painting)	500,000
Munathi Secondary School	Completion of dormitory-plastering, flooring and painting	500,000
Muthyoi Secondary School	Construction of 1 classroom to completion	1,000,000
Muusini Secondary School	Completion of dining hall- plastering, wiring, flooring and painting	1,000,000
Mwaani Boys sec sch	Completion of 2 classrooms-Roofing, flooring and painting 1 classroom	900,000
Mwaani Girls High School	Completion of 4 classrooms-Roofing	1,000,000
Nduumoni Secondary School	Construction of laboratory to completion	1,000,000
Ngoto Boys Secondary School	Completion of dormitory-Roofing, plastering, flooring and painting	1,000,000

Nithangu Mixed Secondary school	Completion of dining hall-Plastering, flooring and painting	1,000,000
Senda Secondary School	Completion of dormitory-roofing, plastering and painting	1,000,000
Serena Williams Matooni Secondary School	Construction of 1 classroom to completion	900,000
Serena Williams Wee Sec Sch	Completion of laboratory-plastering, flooring and painting	700,000
St. Francis Manzani Secondary School	Completion of science laboratory-flooring, painting and installation of gas system	700,000
St. Joseph Ikaasu Secondary School	Plastering, flooring and painting of dormitory	500,000
St. Jude Girls Secondary School	Plastering ,Flooring & Painting science laboratory	500,000
St. Peter Athiani Secondary School	Completion of Science laboratory-Plastering, flooring and painting	500,000
St. Peter Claver's Secondary School – Kithuki	Plastering ,Flooring & Painting 1 classroom	500,000
St. Theresa Secondary School – Muuani	Plastering, flooring and painting two storey classrooms	500,000
Kenya Medical Training College-Makueni	Construction of 2 lecture rooms to completion	2,500,000
Assistant Chiefs Office Kikumini	Completion of administration block-plastering and flooring 4 rooms	400,000
Assistant Chiefs Office Yeekanga	Construction of assistant chief office to completion	600,000
Chiefs Office Mavindini	Construction of 3 door latrine to completion	300,000
Kathonzweni Deputy County Commissioner Office	Fencing of compound and fitting of gate	500,000
Kathonzweni Divisional Police Head Quarters	Plastering, flooring and painting 3 offices	500,000
Kithuki Chiefs Office	Completion of Assistant County Commissioners staff quarters-plastering, flooring and electrification	500,000

Kwa Kathoka Police Post	Completion of 2 staff houses- electrification and wiring	300,000
Makueni Police Station	Compound fencing and fitting of gate	500,000
Makueni remand	Fencing of compound and fitting of gate	500,000
Mumbuni Ap Line	Electrification of 6 rooms	300,000
Mungyani Chiefs Office	Construction of office block to completion	600,000
	Grand total	109,040,875.52

Min 10/12/11/2018: AOB

The representative for Wote ward reported a case in Makueni Police Station where men and women were sharing one cell. The committee agreed and authorized the FAM to honor the station's request of Ksh 200,000 to build a new cell.

There being no other business the meeting ended at 7.30p.m with word of prayer from Stella Mutuku.

Minutes Compiled by:

(The Secretary)

Signature: *Benedict*.....

Minutes Confirmed by:

(The chairman)

Signature: *Stella*.....

Date: 12th / 11 / 2018.....

Date: 12th / 11 / 2018.....

