**NG-CDF KIBWEZI EAST CONSTITUENCY**

**COMMITTEE MEETING HELD ON FRIDAY 20/DECEMBER /2018 AT THE NG-CDF OFFICE – KAMBU**

**PRESENT**

1. Esther Munyao - chairperson.
2. Samuel Mutisya B.- FAM
3. Harrison Mwaniki - Secretary
4. Japheth Muia - Member
5. Winston Mulili - member
6. Jonanthan Nzola - member
7. Annah Wasya - Member
8. Catherine Kakui - member

**Absent with Apology**

1. Patrick Murira DCC

**ITEMS OF AGENDA**

1. Preliminaries/introduction
2. Reading of the previous meeting minutes
3. Matters arising.
4. Responses on Issues raised by the NG-CDF Board on various project proposals
5. Project proposals for 2018/2019
6. Ongoing projects- implementation and Funding
7. Disposal of Movable assets- Broken down
8. ICT Hubs
9. A.O.B
10. Adjournment

**NG-CDF KBZ.E /MIN 01/20/12/2018 PRELIMINARIES**

**OPENING PRAYER**

The meeting was opened with a word of prayer by Japheth Muia.

The chairperson welcomed members to the meeting after which she them through the agenda of the day reminding them the deliberations required their undivided attention, participation and commitment.

The Chairperson called the meeting to order and invited the Secretary to take members through the minutes of the previous meeting.

**NG-CDF KBZ.E/MIN 02/20/12/2018 READING OF PREVIOUS MEETING MINUTES**

The secretary, took members through the minutes of the previous minutes of the 30th November, 2018 and they were confirmed as true record of the day’s deliberations.

They were proposed by Annah Wasya and seconded by Wiston Mulili as a true record .

**NG-CDF KBZ.E/MIN 03/20/12/2018 MATTERS ARISING**

There were no matters arising from the previous meeting minutes.

**NG-CDF KBZ.E/MIN 04/20/12/2018 Responses on Issues raised by the NG-CDF Board on various project proposals**

The FAM informed the members that there were some communications from the Board that required urgent attention and responses. The issues concerned previously submitted project proposals that were either rejected or given conditional approval.

The members discussed the issues raised and agreed to come up with more conclusive resolutions in the next meeting after consultations with relevant stakeholders.

**NG-CDF KBZ.E/MIN 05/20/12/2018 PROJECT PROPOSALS FOR 2018/2019**

As a requirement of the CDF Act 2015, every two years the NG-CDFC committee should carry out public participation to collect views from the public to inform the process of developing project proposals.

For the financial year 2018/19, the reports collected and collated in the previous year 2017/18 would be used to form the basis of the proposals for the 2018/19. The report of all the views as received from the ground were tabled by the secretary after which the members were invited to contribute. Members were guided on the Factors to consider during the deliberations.

Considering budget allocations, after sharing the statutory allocations, members went through all the lists received from individuals and the ward reports and after lengthy and fruitful deliberations, prioritized the projects proposals as follows;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Kibwezi East NG-CDF 2018/19= Total Allocation** | | **Ksh 109,040,875.52** |  |
| **A** | **STATUTORY** | **%age** | **Amount** |  |
| 1 | Emergency | 5% | 5,738,993.45 |  |
| 2 | Administration | 6% | 6,542,452.53 |  |
| 3 | Sports Activities | 2% | 1,000,000.00 |  |
| 4 | Environmental Activities | 2% | 1,000,000.00 |  |
| 5 | M&E | 3% | 3,271,226.27 |  |
| 6 | Bursary | 25% | 27,260,218.88 |  |

**B. Other Projects**

After agreeing on the allocation for the statutory Votes as above, the final list of the other projects was agreed as follows;

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Kibwezi East NG-CDF Office | Completion of the NG-CDF Office. Walling of 1st Floor, roofing, plastering, tilling, shutters , painting and fittings and finishes of remaining works as per the BQ | **7,500,000.00** |

|  |  |  |  |
| --- | --- | --- | --- |
| 2 | Mtito Andei Primary School | Renovations: Reroofing of four (4) classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering , flooring and Painting | 1,600,000.00 |
| 3 | Kalimani Primary School | Renovations: Reroofing of three (3 ) classrooms; replacement of iron sheets and timber and facial boards , Shutters( doors and windows), plastering, flooring and Painting | 1,200,000.00 |
| 4 | Nthunguni Primary School | Renovations: Reroofing of four ( 4) classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,600,000.00 |
| 5 | Misuuni Primary School | Renovations: Reroofing of four (4 ) classrooms; replacement of iron sheets and timber and facial boards , Shutters( doors and windows), plastering, flooring and Painting | 1,600,000.00 |
| 6 | Kambu Primary School | Renovations: Reroofing of two (2) classrooms; replacement of iron sheets and timber and facial boards , Shutters( doors and windows), plastering, flooring and Painting | 800,000.00 |
| 7 | Kambili Primary School | Renovations: Reroofing of four (4) classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,600,000.00 |
| 8 | Yindundu Primary School | Renovations: Reroofing of 4 classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,600,000.00 |
| 9 | Ndauni Primary School | Bore hole: Drilling and Equipping of a Bore hole at Ndauni Primary school | 3,000,000.00 |
| 10 | Masimbani Primary School | Renovations: Reroofing of 2 classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 800,000.00 |
| 11 | Kathiiani Primary School | Construction of Admin Block to completion | 1,900,000.00 |
| 12 | Nguuni Primary School | Renovations: Reroofing of three ( 3) classrooms; replacement of iron sheets and timber and facial boards , Shutters( doors and windows), plastering, flooring and Painting | 1,200,000.00 |
| 13 | Kyusyani Primary School | Renovations: Reroofing of four ( 4) classrooms; replacement of iron sheets and timber and facial boards , Shutters( doors and windows), plastering, flooring and Painting | 1,600,000.00 |
| 14 | Yikitaa Primary School | Renovations: Reroofing of four (4) classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,600,000.00 |
| 15 | Kalima Koi Primary School | Renovations: Reroofing of THREE (3) classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,200,000.00 |
| 16 | Tisya Primary School | Renovations: Reroofing of 3 classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,200,000.00 |
| 17 | Athi Salama Primary School | Renovations: Reroofing of 3 classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,200,000.00 |
| 18 | Ulilinzi Primary School | Construction of a Boys Dormitory to completion | 1,900,000.00 |
| 19 | Maikuu Primary School | Renovations: Reroofing of 4 classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,600,000.00 |
| 20 | Machinery Primary School | Construction of two (2No) classrooms to completion | 2,000,000.00 |
| 21 | Kithasyu Primary School | Renovations: Reroofing of four (4 ) classrooms; replacement of iron sheets and timber and facial boards , Shutters doors and windows), plastering, flooring and Painting | 1,600,000.00 |
| 22 | Muthungue Primary School | Renovations: Reroofing of two (2) classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 900,000.00 |
| 23 | Ithaayoni Primary School | Leveling/ Murraming of School field 200msq | 3,000,000.00 |
| 24 | Muthingiini Primary School | Renovations: Reroofing of Three (3) classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,200,000.00 |
| 25 | Mbukoni Primary School | Leveling/ Murraming school field 200M Sq | 3,000,000.00 |
| 26 | Mbotela Primary School | Renovations: Reroofing of two (2) classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,000,000.00 |
| 27 | Mwitasyano Primary School | Renovations: Reroofing of three (3) classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,200,000.00 |
| 28 | Nooka Primary School | Renovations: Reroofing of 4 classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,600,000.00 |
| 29 | Komboyoo Primary School | Renovations: Reroofing of three (3) classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 1,200,000.00 |
| 30 | Nzambani Primary School | Renovations: Reroofing of 2 classrooms; replacement of iron sheets and timber and facial boards , Shutters (doors and windows), plastering, flooring and Painting | 800,000.00 |
| 31 | Kwa Malai Primary School | Construction of One Classroom to Completion | 800,000.00 |
| 32 | Kiteng'ei Sec School | Completion of Sch. Lab; Equipping the laboratory by constructing benches, installing water and gas pipes, and plumbing | 800,000.00 |
| 33 | St. Marys Girls Sec School | Construction of An Administration Block to completion. | 2,100,000.00 |
| 34 | Masongaleni Sec School | Construction of one Classroom to Completion | 1,000,000.00 |
| 35 | Kilungu Sec School | Construction of an Administration Block to completion | 2,100,000.00 |
| 36 | Mwitasyano Sec School | Completion of Girls Dormitory; Fixing doors and windows/ glasses , plastering, flooring and Painting | 1,700,000.00 |
| 37 | Lukenya – Subati - Police Post | Construction of a Police Post Office Block to Completion | 1,227,984.39 |
| 38 | Maikuu A.P Camp | Construction of an AP Post Office Block to completion | 900,000.00 |
| 39 | Nzambani Chiefs Office | Completion of Chiefs Office ; Roofing, plastering, flooring, shuttering and painting | 600,000.00 |
| 40 | Kambu Police Post | Completion of the Police Post Administration Block; Erection of a waiting bay, Flooring , Shutters and Painting | 800,000.00 |

With the above summary, members embarked on a lengthy deliberation process of coming up with the Final list of Projects for 2018/19 financial year.

**NG-CDF KS/ MIN 06/20/12/2018 Ongoing projects- as submitted to the Board**

Members deliberated on the projects submitted to the NG-CDF Board earlier as ongoing and incomplete and requiring more funding for completion. Considering most of the projects in the report were initiated in previous years , a thorough audit was recommended before more funds are committed to the projects because some might have been completed through parents initiatives and other donors.

They discussed each project and came up with the following resolutions:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Project name** | **Approved Activities** | **Pending Activities** | **Estimated Cost (Kshs.)** | **Allocation/ Approved Amount (Ksh)** | **Remarks** |
| Prf Kaloki Mutungue Sec Schiool | Construction of Science Laboratory | equipping of the Science Laboratory/mechanical work | 3,600,000 | 2,000,000 | Carry out a thorough audit to establish the Current status and actual Funds needed. To Fund in 2019/20 if More funds needed |
| Kamulalani Secondary School | Construction of Science Laboratory | equipping of the Science Laboratory/mechanical work | 3,600,000 | 2,000,000 | Carry out a thorough audit to establish the Current status and actual Funds needed. To Fund in 2019/20 if More funds needed |
| Yikitaa Secondary School | Construction of Science Laboratory | equipping of the Science Laboratory/mechanical work | 3,600,000 | 2,000,000 | Carry out a thorough audit to establish the Current status and actual Funds needed. To Fund in 2019/20 if More funds needed |
| Nzoila Secondary School | Construction of Science Laboratory | equipping of the Science Laboratory/mechanical work | 3,600,000 | 2,000,000 | Carry out a thorough audit to establish the Current status and actual Funds needed. To Fund in 2019/20 if More funds needed |
| Kitengei Secondary School | Construction of Science Laboratory | equipping of the Science Laboratory/mechanical work | 3,600,000 | 2,000,000 | Project status audit done. Allocated Ksh800,000.00 in 2018/19, expected to complete the remaining works. |
| Silanga Secondary School | Construction of Science Laboratory | equipping of the Science Laboratory/mechanical work | 3,600,000 | 2,000,000 | Carry out a thorough audit to establish the Current status and actual Funds needed. To Fund in 2019/20 if More funds needed |
| Mwita Syano Secondary School | Construction of Science Laboratory | equipping of the Science Laboratory/mechanical work | 3,600,000 | 2,000,000 | Carry out a thorough audit to establish the Current status and actual Funds needed. To Fund in 2019/20 if More funds needed |
| Kyumani Secondary School | Construction of Science Laboratory | equipping of the Science Laboratory/mechanical work | 3,600,000 | 2,000,000 | Carry out a thorough audit to establish the Current status and actual Funds needed. To Fund in 2019/20 if More funds needed |
| Ititi Secondary School | Construction of Science Laboratory | equipping of the Science Laboratory/mechanical work | 3,600,000 | 2,000,000 | Carry out a thorough audit to establish the Current status and actual Funds needed. To Fund in 2019/20 if More funds needed |
| Tsavo Secondary School | Construction of Science Laboratory | equipping of the Science Laboratory/mechanical work | 3,600,000 | 2,000,000 | Carry out a thorough audit to establish the Current status and actual Funds needed. To Fund in 2019/20 if More funds needed |
| Kibwezi East Cdf Office | Proposed erection and completion of two storeyed office block | second storeyed not started. | 16,685,975 | 9,400,000 | Project status audit done. Allocated Ksh7,500,000.00 in 2018/19, expected to complete the remaining works. |

**NG-CDF KS/MIN 07/20/12/2018 Disposal of Broken Down Movable assets**

Members agreed the movable assets should be disposed and purchase new efficient machinery especially the NG-CDF vehicle that is heavily needed during project monitoring and evaluation. The machine for road works has lied idle for so long and further members resolved it should be disposed off with the funds realized put into other viable projects. The committee urged the FAM to prepare the necessary documentation to start off and expedite the process.

**NG-CDF KS/MIN 08/20/12/2018 ICT Hubs**

Kibwezi East NG-CDF was to fund ICT Hubs in four sites across the constituency at a Cost of over Ksh4.6M. Consultations are still ongoing but currently two sites with buildings have been identified at Thange and Mtito Andei. If a suitable site is not identified for the other two the committee may be left with no option but Re-allocate the Funds to other projects within the respective regions.

**NG-CDF KS/MIN 09/20/12/2018 AOB**

* The FAM thanked the members for support and cooperation and their continued warm support and he promised to work hard to achieve the objectives of the NG-CDF as a team.
* The chairperson urged the members to remain committed to their duties including reporting on the projects progress in their localities.

**ADJOURNMENT**

There being no other business the meeting ended in a word of prayer from Esther Munyao.

**MINUTES TAKEN BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CONFIRMED BY:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SIGNATURE : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SIGNATURE :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**