



NG-CDF

National Government Constituencies Development Fund
KWANZA Constituency
 P.O Box 2015-30200.
 Kitale, Kenya.
 Tel | Cell: +254725732332.
 Email: cdfkwanza@cdf.go.ke | Website: www.kwanza.cdf.go.ke

**MINUTES OF KWANZA NATIONAL GOVERNMENT CONSTITUENCY
 DEVELOPMENT FUND COMMITTEE (NG-CDFC) MEETING HELD ON 23RD
 OCTOBER, 2019 AT NG-CDF BOARDROOM.**

MEMBERS PRESENT

- | | | |
|----------------------------|---|-------------|
| 1. MRS. NANCYIMALI KAZILI | - | CHAIRPERSON |
| 2. MRS. BRIGID N CHANGALWA | - | SECRETARY |
| 3. MR. CHARLES WEKESA | - | MEMBER |
| 4. MR. JOSEPHAT MASABA | - | MEMBER |
| 5. MR. JOHNSTONE SABUNI | - | MEMBER |
| 6. MR. DANIEL CHERWON | - | MEMBER |
| 7. MRS. MARTHA WAFULA | - | MEMBER |
| 8. MRS. JOYCE OBIKO | - | MEMBER |
| 9. MR. MATHEW TANUI | - | FAM |
| 10. MR. EMMANUEL MWACHIRO | - | DCC |

IN ATTENDANCE

- | | | |
|-----------------------|---|----------------------|
| 1. MR. BENARD MANGOLI | - | PA TO THE MP |
| 2. MR. JOSEPH KIBII | - | CONSTITUENCY MANAGER |

AGENDA

1. Preliminary
2. Reading and Confirmation of previous minutes
3. Matters arising
4. Project Implementation Status Reports from Area Representatives
5. Environment Funds Projects & Payment



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- 6. NG-CDFC Staff Welfare
- 7. Tabling of Ward Open Forum Public Meetings
- 8. Tabling and approval of Project Proposals for the financial year 2019/2020
- 9. A.O.B
- 10. Adjournment

KWANZA/NG-CDFC 23/10/2019 MIN.1 PRELIMINARY

The Chairperson called the meeting to order at 11.30 AM and requested Mr. Johnstone Sabuni to pray. She welcomed Members to the meeting and advised to have sober deliberations and invited DCC to say his remarks whereby, he did appreciate development done within the Sub- County of Kwanza by NG-CDF. Mr. Benard Mangoli introduced himself. Fund Account Manager echoed the Chairpersons views and welcomed members to the meeting. Constituency manager requested the committee to have team work while delivering their services to the Public.

KWANZA/NG-CDFC 23/10/2019 MIN.2 READING AND COMFIRMATION OF PREVIOUS MINUTES

The Secretary read the previous minutes, which were then proposed by Mr. Johnstone Sabuni and seconded by Josephat Masaba.

KWANZA/NG-CDFC 23/10/2018 MIN.3 MATTERS ARISING

Kapsitwet Chiefs office vandalization not rectified a report to be made to concerned authorities for action

Min.4. Benchmarking exercise done however dates changed from 18th September to 20th to 26th September 019 tranche disbursed, whereby some PMC are at tendering stage and others at implementation stage.

Min.5. Project Cheques on the Last Tranche funding F/Y 2018/2019 disbursed, whereby some PMC are at tendering stage and others at implementation stage.

Min.6. to be discussed in the agenda of the day

Min.7. differed to next meeting

Min.8 to be discussed at the meeting

Min.9. Repair of fence at NG-CDF office not done, Chairperson to follow up authorities concerned with survey to show right boundary



Min.10. Emergency funding not received

KWANZA/NG-CDFC 23/10/2019 MIN.4. PROJECT IMPLEMENTATION STATUS REPORTS FROM AREA REPRESENTATIVES

The Members were requested to submit written reports at next meeting on status of implementation in their various areas.

KWANZA/NG-CDFC 23/10/2019 MIN.5 ENVIRONMENT FUNDS PROJECTS

Environment funds Projects similarly like the above Members to submit status report on tree seedling planted by PMC at next meeting. The suppliers were paid as earlier approved.

KWANZA/NG-CDFC 23/10/2019 MIN.6 STAFF WELFARE

The Members after lengthy deliberation agreed to differ this agenda to seek further consultation

KWANZA/NG-CDFC 23/10/2019 MIN.7. TABLING OF WARD OPEN FORUM PUBLIC MEETINGS

The Fund Account Manager tabled before the Member the open forum Public meetings reports. This follows open forum Public meeting which were conducted in every ward. Every Ward presented their priority Projects is in line with the requirement of section 27 (1) of the NG-CDF Act 2015.

The list of priority Projects together with signed minutes from the four Wards were tabled before the Members. After lengthy discussion the Members adopted the Ward Reports and approved for onward forwarding to the NG-CDF Board..

KWANZA/NG-CDFC 23/10/2019 MIN.8. TABLING AND APPROVAL OF PROJECT PROPOSALS FOR THE 2019/2020 FINANCIAL YEAR

The fund Account Manager read before the Members the NG-CDF Board circular dated 24th September, 2019 on preparation and online submission of Constituency Project Proposals for the 2019/2020 Financial year.

Members resolved to adhere to each and every requirements as stated on the circular.



The Constituency budget was also tabled before the Members as follows:-

- | | |
|-----------------------|----------------------------|
| (i) Emergency Reserve | Kshs.7,198,242.38 |
| (ii) Equal Share | <u>Kshs.130,169,482.76</u> |

Total Allocation for Constituency Kshs.137,367,724.14

Members further passed to focus on completion of ongoing Projects and Projects captured in the Constituency Performance Contract.

Members also discussed the need to increase the amount allocated for construction of one classroom from Kshs.600,000 to Kshs.800,000 on grounds with good soil composition and Kshs.1,200,000 composition of black cotton soil composition and water logged areas like Bidii Primary School. This was informed by the Public Works Bill of Quantities and the resolutions by the NG-CDFC to move from Labour based Contracts to Full Contracts in order to improve on quality of Projects.

After going through the Financial Year 2019/2020 Ward Reports and Project Management Committee Project requests/applications Members agreed and approved to adopt the following Projects to be funded by Kwanza NG-CDF in 2019/2020 financial year.

Further to NG-CDFC in pursuant to the provision of NG-CDF Act 2015 amended in 2016 Article 27 (2) which gives them powers to deliberate on project proposals from all the wards in the constituency and any other projects which the constituency committee considers beneficial to the constituency, some projects have been included in the project proposals which were not captured in the ward report e.g

- i) Bondeni Primary School- Construction of two Classrooms Kshs 1,600,000
- ii) Makunga Primary School- Renovation of four Classrooms Kshs 1,400,000

The amount allocated for the Purchase of 51 Seater School Bus at St. Maurice Lunyu Girls Secondary School is enough for one off payment and does not include the insurance cost and the NG-CDFC will not enter into Asset financing.

The amount allocated for the construction of the Twin Laboratories will be enough to construct one wing (phase) to completion. This will enable the beneficiary schools to use the complete wing as it awaits allocation of funds to complete the second wing in the subsequent financial year.



**KWANZA NG-CDF LIST OF PROJECTS APPROVED FOR FUNDING 2019/2020
FINANCIAL YEAR**

ADMINISTRATION/RECURRENT

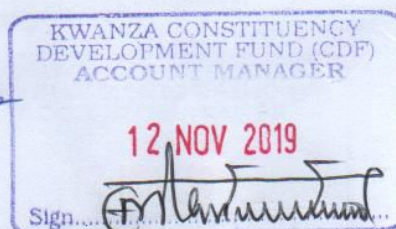
| Project Name | Project Number | Activity | Amount | Status |
|---------------------|-------------------------------------|---|---------------------|---------|
| Employees' Salaries | 4-026-136-2110000-100-2019/2020-001 | Payment of Staff Salaries and Gratuity | 2,800,000.00 | ongoing |
| Goods & Services | 4-026-136-2210000-100-2019/2020-002 | Purchas of fuel, repairs and Maintenance, Printing and Stationery | 2,182,063.04 | ongoing |
| NSSF | 4-026-136-2120101-100-2019/2020-003 | Payment of NSSF deductions | 300,000.00 | ongoing |
| NHIF | 4-026-136-2120201-100-2019/2020-004 | Payment of NHIF deductions | 160,000.00 | ongoing |
| Committee Allowance | 4-026-136-2210802-100-2019/2020-005 | Payment of Committee Sitting Allowances | 2,800,000.00 | ongoing |
| Total | | | 8,242,063.04 | |

MONITORING AND EVALUATION/CAPACITY BUILDING

| Project Name | Project Number | Activity | Amount | Status |
|-------------------------------|-------------------------------------|--|---------------------|----------|
| Goods and Services | 4-026-136-2210000-111-2019/2020-001 | Purchase of fuel, repairs and maintenance, Printing, Stationery, Airtime, Travel and Subsistence | 1,221,031.72 | on-going |
| Committee Allowance | 4-026-136-2210802-111-2019/2020-002 | Payment of Committee sitting allowances, Transport, Conferences | 1,600,000.00 | on-going |
| NG-CDFC/PMC Capacity Building | 4-026-136-2210700-111-2019/2020-003 | Undertaking training of the PMC/ NG-CDFC on NG-CDF Related issues | 1,300,000.00 | on-going |
| Total | | | 4,121,031.72 | |

EMERGENCY

| Project Name | Project Number | Activity | Amount | Status |
|--------------|-------------------------------------|---|---------------------|----------|
| Emergency | 4-026-136-2640200-101-2019/2020-001 | To cater for unforeseen occurrences in the Constituency during the financial year | 7,198,241.38 | On-going |
| TOTAL | | | 7,198,241.38 | |



SPORTS

| Project Name | Project Number | Activity | Amount | Status |
|---------------------|-------------------------------------|--|-------------------|----------|
| Constituency Sports | 4-026-001-2640509-112-2019/2020-001 | Carry out Constituency Sports Tournament and the winning teams/Schools to be awarded with trophies, balls and games kits | 606,388.00 | on-going |
| | TOTAL | | 606,388.00 | |

BURSARY/CATS/MOCKS

| Project Name | Project Number | Activity | Amount | Status |
|---------------------------|-------------------------------------|--------------------------------------|----------------------|----------|
| Bursary Secondary Schools | 4-026-136-2640101-103-2019/2020-001 | Payment of Bursary to needy students | 19,500,000.00 | On-going |
| Bursary Tertiary Schools | 4-026-136-2640101-103-2019/2020-002 | Payment of bursary to needy Students | 15,500,000.00 | On-going |
| | TOTAL | | 35,000,000.00 | |

PRIMARY SCHOOLS

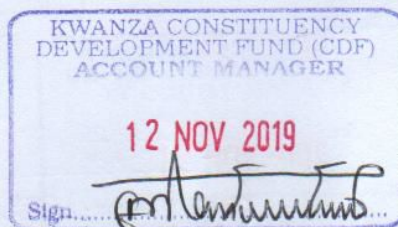
| Project Name | Project Number | Activity | Amount | Status |
|------------------------------|-------------------------------------|--|-----------|--------|
| Bondeni Primary School | 4-026-136-2630204-104-2019/2020-001 | Construction of two Classrooms to Completion | 1,600,000 | New |
| Lelkina Primary School | 4-026-136-2630204-104-2019/2020-002 | Construction of two Classrooms to Completion | 1,600,000 | New |
| Mutua Primary School | 4-026-136-2630204-104-2019/2020-003 | Construction of two Classrooms to Completion | 1,600,000 | New |
| FK1 Mandarara Primary School | 4-026-136-2630204-104-2019/2020-004 | Construction of one Classroom to Completion | 800,000 | New |
| Luuya Primary School | 4-026-136-2630204-104-2019/2020-005 | Renovation of 4 classrooms (Flooring, Plastering, Roofing and Painting) to completion. | 1,400,000 | New |
| Nasianda Primary School | 4-026-136-2630204-104-2019/2020-006 | Renovation of 4 classrooms (Flooring, Plastering, Roofing and Painting) to completion. | 1,400,000 | New |



| | | | | |
|------------------------------|-------------------------------------|---|-------------------|-----|
| Namanjalala Primary School | 4-026-136-2630204-104-2019/2020-007 | Renovation of 4 classrooms (Flooring, Plastering, Roofing and Painting) to completion. | 1,400,000 | New |
| Zea Primary School | 4-026-136-2630204-104-2019/2020-008 | Renovation of 4 classrooms (Flooring, Plastering, Roofing and Painting) to completion. | 1,400,000 | New |
| Makunga Primary School | 4-026-136-2630204-104-2019/2020-009 | Renovation of 4 classrooms (Flooring, Plastering, Roofing and Painting) to completion. | 1,400,000 | New |
| Liyavo Primary School | 4-026-136-2630204-104-2019/2020-010 | Renovation of 4 classrooms (Flooring, Plastering, Roofing and Painting) to completion. | 1,400,000 | New |
| Kapkai Primary School | 4-026-136-2630204-104-2019/2020-011 | Renovation of 4 classrooms (Flooring, Plastering, Roofing and Painting) to completion. | 1,400,000 | New |
| Bidii Primary School | 4-026-136-2630204-104-2019/2020-012 | Construction of one Classroom to Completion. | 1,200,000 | New |
| Kambi Nairobi Primary School | 4-026-136-2630204-104-2019/2020-013 | Construction of one Classroom to Completion. | 800,000 | New |
| Pengi Primary School | 4-026-136-2630204-104-2019/2020-014 | Renovation of 3 classrooms (Flooring, Plastering and Painting) to completion. | 800,000 | New |
| Total | | | 18,200,000 | |

SECONDARY SCHOOLS

| Project Name | Project Number | Activity | Amount | Status |
|-------------------------------|-------------------------------------|--|-----------|----------|
| Namanjalala Secondary School | 4-026-136-2630205-104-2019/2020-001 | Additional funds for Construction of 1,500 student capacity Multipurpose Hall (Plastering, flooring, Wiring/Piping, fitting of Window Panes and Painting). | 2,000,000 | Ongoing |
| Kwanza Girls Secondary School | 4-026-136-2630205-104-2019/2020-002 | Additional funds for Construction of a 1,000 students capacity Modern Kitchen/ Dining Hall (building of dining hall section from foundation to ring beam) | 1,400,000 | On-going |



| | | | | |
|---|-------------------------------------|--|-----------|----------|
| St Michael Liyavo Girls Secondary School | 4-026-136-2630205-104-2019/2020-003 | Completion of a 90 students capacity Twin Laboratory (Installation of Gas & Water systems, construction of Benches & Work Tops, Wiring and Piping on the 2nd Wing) | 1,500,000 | Ongoing |
| St Francis Kolongolo Boys Secondary School | 4-026-136-2630205-104-2019/2020-004 | Completion of a 2,500 student capacity Multipurpose Hall (Fixing of Terrazzo, inside Plastering, Fixing of Window panes, Electrical Fittings and Painting) | 1,800,000 | On-going |
| Millimani Secondary School | 4-026-136-2630205-104-2019/2020-005 | Completion of a 90 students capacity Twin Laboratory (Installation of Gas & Water systems, construction of Benches & Work Tops, Wiring and Piping on the 2nd Wing) | 1,500,000 | On-going |
| St Francis Kolongolo Girls Secondary School | 4-026-136-2630205-104-2019/2020-006 | Completion of a 90 students capacity Twin Laboratory (Fixing of Terrazzo, Electrical fittings, Fixing of tiles of Work tops and Painting) | 1,000,000 | On-going |
| St Martin Makhonge Secondary School 15/16 | 4-026-136-2630205-104-2019/2020-007 | Completion of a 90 students capacity Twin Laboratory (Fixing of Terrazzo, Electrical fittings, Fixing of tiles of Work tops and Painting) | 1,000,000 | On-going |
| AIC Kobos Girls Secondary School | 4-026-136-2630205-104-2019/2020-008 | Completion of a 90 students capacity Twin Laboratory; Fixing of Terrazzo , electrical fixing, fixing of tiles on worktops and Painting | 1,000,000 | On-going |
| AIC Kobos Boys Secondary School | 4-026-136-2630205-104-2019/2020-009 | Completion of a 1,500 student Dining Hall/ Kitchen (Roofing, Flooring, Plastering, pain ting, Wiring & Piping of Kitchen section). | 2,800,000 | On-going |
| Kapkoi Girls Secondary School | 4-026-136-2630205-104-2019/2020-010 | Completion of a 90 students capacity Twin Laboratory (Plastering, Terrazzo fixing, installation of Gas & Water systems, construction of side benches & worktops, wiring and piping and Painting) | 2,900,000 | On-going |
| St Michael Liyavo Girls Secondary School | 4-026-136-2630205-104-2019/2020-011 | Construction of one Classroom to completion | 800,000 | New |
| Namandala Secondary School | 4-026-136-2630205-104-2019/2020-012 | Construction of two Classrooms to Completion | 1,600,000 | New |
| St Augustine Maziwa Secondary School | 4-026-136-2630205-104-2019/2020-013 | Construction of Septic Tank and Sock Pit to Completion | 500,000 | New |



Belle



| | | | | |
|--|-------------------------------------|---|-----------|-----|
| St Murice Lunyu Girls Secondary School | 4-026-136-2630205-104-2019/2020-014 | Construction of Septic Tank and Sock Pit to Completion | 500,000 | New |
| St Philip Kipsoen Secondary School | 4-026-136-2630205-104-2019/2020-015 | Construction of two Classrooms to Completion | 1,600,000 | New |
| AIC Lessos Secondary | 4-026-136-2630205-104-2019/2020-016 | Construction of one Classrooms to Completion | 800,000 | New |
| St Maurice Lunyu Girls Secondary | 4-026-136-2630205-104-2019/2020-017 | Purchase of 51 Seater School Bus (One off payment). | 6,500,000 | New |
| Goseta Secodary School | 4-026-136-2630205-104-2019/2020-018 | Purchase and Installation of one Lightening Arrestor covering a radius of 600 square meters | 2,000,000 | New |
| Maridadi Secondary School | 4-026-136-2630205-104-2019/2020-019 | Construction of a Storey Tuition Block of 8 number Classrooms (Ground Floor of 4 Classrooms to be completed and Casting of 1 st floor slab including columns, beams and ring beam to await roof cover.) | 9,000,000 | New |
| Kapkoii Girls Secondary School | 4-026-136-2630205-104-2019/2020-020 | Construction of a Storey Tuition Block of 8 number Classrooms (Ground Floor of 4 Classrooms to be completed and Casting of 1 st floor slab including columns, beams and ring beam to await roof cover.) | 9,000,000 | New |
| Namanjalala Secondary School | 4-026-136-2630205-104-2019/2020-021 | Construction of a 90 students capacity Twin Laboratory (One wing constructed to completion). | 2,300,000 | New |
| St Thomas Amuka Secondary School | 4-026-136-2630205-104-2019/2020-022 | Construction of a 90 students capacity Twin Laboratory (One wing constructed to completion) | 2,200,000 | New |
| Miteitei Secondary School | 4-026-136-2630205-104-2019/2020-023 | Construction of a 90 students capacity Twin Laboratory (One wing constructed to completion) | 2,200,000 | New |
| Karaus Secondary School | 4-026-136-2630205-104-2019/2020-024 | Construction of a 90 students capacity Twin Laboratory (One wing constructed to completion) | 2,200,000 | New |
| AIC Kiptuimet Secondary School | 4-026-136-2630205-104-2019/2020-025 | Construction of a 90 students capacity Twin Laboratory (One wing constructed to completion) | 2,200,000 | New |
| St Augustine Maziwa Secondary School | 4-026-136-2630205-104-2019/2020-026 | Construction of 2 Classrooms to completion | 1,600,000 | New |
| Luuya Secondary School | 4-026-136-2630205-104-2019/2020-027 | Renovation of 2 Classrooms (Flooring, Plastering, Roofing and Painting) to completion. | 700,000 | New |



Ball



| | | | | |
|--------------------------------------|-------------------------------------|--|-------------------|-----|
| St Augustine Maziwa Secondary School | 4-026-136-2630205-104-2019/2020-026 | Construction of 2 Classrooms to completion | 1,600,000 | New |
| Luuya Secondary School | 4-026-136-2630205-104-2019/2020-027 | Renovation of 2 Classrooms (Flooring, Plastering, Roofing and Painting) to completion. | 700,000 | New |
| Total | | | 62,600,000 | |

SECURITY PROJECTS

| Project Name | Project Number | Activity | Amount | Status |
|---|-------------------------------------|---|----------------|----------|
| Mali Saba Assistant County Commissioners Office | 4-026-136-2640507-113-2019/2020-001 | Completion of Assistant County Commissioner's 3 bedroomed Residential House (Plastering, Flooring and Painting) | 300,000 | On-going |
| Misanga Assistant Chiefs Office | 4-026-136-2640507-113-2019/2020-002 | Completion of Assistant Chief's 3 roomed Office (Plastering and Painting) | 200,000 | On-going |
| Total | | | 500,000 | |

ENVIRONMENT

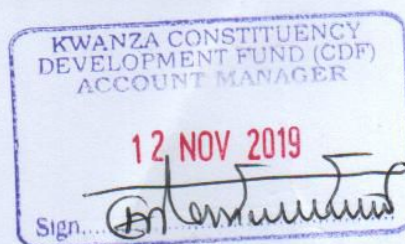
| Project Name | Project Number | Activity | Amount | Status |
|-------------------------|-------------------------------------|--|-----------------------|--------|
| Muongano Primary School | 4-026-136-2640510-110-2019/2020-001 | Construction of 4 Door Pit Latrine to Completion | 300,000 | New |
| Ainnast Primary School | 4-026-136-2640510-110-2019/2020-002 | Construction of 4 Door Pit Latrine to Completion | 300,000 | New |
| Meza Primary School | 4-026-136-2640510-110-2019/2020-003 | Construction of 4 Door Pit Latrine to Completion | 300,000 | New |
| Total | | | 900,000 | |
| GRAND TOTAL | | | 137,367,724.14 | |

KWANZA/NG-CDFC 23/10/2019 MIN.9 A.O.B

- Meza Primary – collapsed toilets
- Korosiot Secondary Bursary issue to be revisited
- Appreciation to all Members
- Cultivate culture of teamwork

KWANZA/NG-CDFC 23/10/2019 MIN.10. ADJOURNMENT

Bebe



There being no other business the meeting adjourned at 4.30pm with closing prayer by Mr. Josephat Masaba.

Prepared by Bruno Chigelo Date 12/11/2019 Signature [Signature]
Secretary

Confirmed by Nancy Muli Date 12/11/2019 Signature [Signature]
Chairperson

