

**MINUTES OF LIKUYANI NATIONAL GOVERNMENT CONSTITUENCY
DEVELOPMENT FUND COMMITTEE MEETING HELD ON 5TH
NOVEMBER, 2018 IN THE NG-CDFC BUILDING – KONGONI**

MEMBERS PRESENT

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| 1. Mrs. Fransisca N. Munyekenye | - | NG-CDFC Chairperson |
| 2. Mrs. Robai M. Kigalo | - | NG-CDFC Member |
| 3. Mr. Patrick M. Onzere | - | NG-CDFC Member |
| 4. Mr. Dickson S. Shirandi | - | NG-CDFC Member |
| 5. Mr. Joel K. Koech | - | NG-CDFC Member |
| 6. Mrs. Catherine N. Wangila | - | NG-CDFC Member |
| 7. Miss. Annette N. Simiyu | - | NG-CDFC Member |
| 8. Mr. Bonface Ngoma | - | NG-CDFC Member (ACC 1) |
| 9. Mr. Peter M. Wambulwa | - | NG-CDFC Secretary |
| 10. Mr. Sifuna Musuya | - | NG-CDFC (FAM) |

IN ATTENDANCE

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| 1. Hon Dr. Enock W. Kibunguchy | - | Area Member of Parliament (COC) |
| 2. Mr. Pascal S. Wamalwa | - | NG-COC Member |
| 3. Mr. Mathayo Ogutu | - | NG-COC Member |

AGENDA

1. Preliminaries
2. Reading and confirmation of the previous Meeting minutes
3. Matters arising from the previous Meeting minutes
4. Project Proposals for FY 2018/19
5. Annual work plan, procurement plans and Budget for administration/ recurrent and M&E vote
6. Payment of creditors and Disbursement of projects Funds
7. Monitoring and Evaluation Reports
8. Any other Business
9. Adjournment

MIN NO.579/ LKYN/NG-CDFC/11/2018 PRELIMINARIES

- The meeting began at 11.14.a.m with a prayer led by Mrs. Catherine Wangila.
- The chairperson reminded members to be brief and precise since the agenda for project proposal may take longer.

MIN NO.580/ LKYN/NG-CDFC/11/2018 READING AND CONFIRMATION OF THE PREVIOUS MEETING MINUTES

- The NG-CDFC Secretary led members in reading the minutes of the previous meeting.



- The minutes were confirmed as a true reflection of what was discussed through a proposal by Mr. Patrick Onzere seconded by Mrs. Robai Mmbone.

MIN NO.581/ LKYN/NG-CDFC/112018 MATTERS ARISING FROM THE PREVIOUS MEETING MINUTES

- It was reported that Likuyani Sub County leaders meeting that was held recently resolved that implementation of the DCC's Residential house be done on the proposed PI Plot at Nangili Cattle Dip. The chairperson was actioned to immediately form a PMC and open a bank account so that the funds can be disbursed to the PMC Bank account.
- Processing of title deed by Chief Banda Primary school- the ACC 1 was actioned to pick up the matter and report in the next meeting.
- Processing of title deed by Lukusi Primary School -Mr. Peter Wambulwa to follow up.
- Processing of title deed for Mapera Secondary School and Mwiba S.A Secondary Schools are succession cases. The respective NG-CDFC Members to give reports in the next meeting,
- Processing of the title deed at St. Joseph's Kipsangui ACK Primary School is also a succession case; a letter to be written to Mr. Njoroge Ngugi (the seller) to come and meet the DCC to discuss the way forward.
- St. Veronica Mirembe Girls Secondary School has processed the title deed and it is yet to be collected from the lands office.
- Other cases of succession include Mufungu Primary School, St. Francis Milima Dispensary and Binyenya Primary School. The PMC's to consult the DCC to be advised on the way forward.
- Members reported to the meeting that funds being allocated for construction of classrooms and toilets were inadequate as expressed by contractors and some contractors are shying away from applying bids for toilets projects. They cited the payment of VAT, inflation cost by VAT on fuel as some of the causes of increased costs. After lengthy deliberations with the input of AQS, members resolved that in future the allocation shall be as follows:-
 - 1) Construction of twin laboratory (Terrazzo Floor Screed)
Kshs. 4,060,000.00
 - 2) Construction of Library cum Computer room(tile floor Screed)
Kshs. 3,400,000.00
To include cost of refurbished desk tops, printer, plastic chairs and work tops.
 - 3) Construction of Medium Size Dining Hall(terrazzo floor screed)
Kshs. 3,250,000.00
 - 4) Construction of one classroom (granule floor screed)
Kshs. 750,000.00
 - 5) Construction of dormitory with capacity of 200 students (granule floor screed)
Kshs. 2,300,000.00
 - 6) Construction of administration Block Medium size (tile floor Screed)
Kshs. 2,300,000.00
 - 7) Construction of 4 door toilets
Kshs. 200,000.00
 - 8) Construction of 6 door toilets back to back
Kshs. 300,000.00
 - 9) Construction of 8 door toilets back to back
Kshs. 400,000.00



- Members also resolved that in future we must design and undertake projects that are three in one i.e. Administration, Computer room and library.

MIN NO.582/ LKYN/NG-CDFC/11/2018 PROJECT PROPOSAL FOR FY 2018/19

- The FAM informed committee members that Kshs. 109,040,875.52 was allocated to Likuyani Constituency by the board in this Financial Year. He further said that emergency Reserve for each constituency is Kshs. 5,738,993.45.
- The committee was informed that the community members have appealed to NG-CDFC Likuyani to assist in rehabilitation of water springs that are drying up. Members therefore recommended rehabilitation of the following water springs out of Environment vote by carrying out the following activities in each water spring i.e. planting 100 indigenous tree seedlings @ Kshs. 100 cut of drain @ Kshs. 10,000, stone pitching @ Kshs. 20,000 each protection @ Kshs. 10,000.00 each. The proposed Water Springs were as follows:-

1. Nangili Water Spring	Kshs. 50,000.00
2. Luyekhe Water Spring	Kshs. 50,000.00
3. Soy Water Spring	Kshs. 50,000.00
4. Maloba Water Spring	Kshs. 50,000.00
5. Changarawe Water Spring	Kshs. 50,000.00
6. Binyenya Water Spring	Kshs. 50,000.00
7. Kadima Mudenyo Water Spring	Kshs. 50,000.00
8. Kidaha Water Spring	Kshs. 50,000.00
9. Bosco Soysambu Water Spring	Kshs. 50,000.00
10. Munialo Water Spring	Kshs. 50,000.00
Total	Kshs. 500,000.00

- They also recommended planting of seedlings in the following institutions under the environment vote:-

❖ Mukunga Primary School	Kshs. 25,000.00
❖ Kosoki Primary School	Kshs. 25,000.00
❖ Kisigame Secondary School	Kshs. 25,000.00
❖ St. Veronica Mirembe Girls Sec. Sch.	Kshs. 25,000.00
❖ Everglade Forest Primary School	Kshs. 25,000.00
❖ St. Monica Secondary School	Kshs. 25,000.00
❖ Arch Raphael Angel Special Sch.	Kshs. 25,000.00



❖ Ivugwi Secondary School	Kshs. 25,000.00
❖ Maua Primary School	Kshs. 25,000.00
❖ Changarawe Primary School	Kshs. 25,000.00
❖ Friends Secondary School Matisi	Kshs. 25,000.00
❖ St. Augustine Riverside Primary Sch	Kshs. 25,000.00
❖ Mwiba S.A Secondary School	Kshs. 25,000.00
❖ Fshiculu Girls Secondary School	Kshs. 25,000.00
❖ St. Charles Lwanga Primary School	Kshs. 25,000.00
❖ St. Peter's Moi's Bridge Girls Sec. Sch.	Kshs. 25,000.00
❖ Mapera Secondary School	Kshs. 25,000.00
❖ Mufungu Primary School	Kshs. 25,000.00
❖ St. Joseph's ACK Kipsangui Pry. Sch.	Kshs. 25,000.00
❖ St. Michael Nzoia Primary School	Kshs. 25,000.00

After further deliberations members proposed the following projects:-

1. Matunda S.A Secondary School – Completion of first floor Tuition Block Harambee co-funded	Kshs. 4,500,000.00
2. Ivugwi Secondary School- Purchase of School Bus	Kshs. 3,000,000.00
3. Constituency Strategic Plan completion	Kshs. 1,500,000.00
4. Emergency Reserve	Kshs. 5,738,993.45
5. Administration/ Recurrent	Kshs. 6,542,452.00
6. Monitoring and Evaluation	Kshs. 3,271,226.00
7. Environmental Activities	Kshs. 1,000,000.00
8. Sports Activities	Kshs. 1,000,000.00
9. Education Bursary	Kshs. 27,260,219.00
10. Social Security Programmes	Kshs. 3,000,000.00

LIKUYANI WARD PROJECTS

11. Mary Lusweti Secondary School – Completion Twin Lab	Kshs. 2,200,000.00
12. Ivugwi Secondary School- Completion Twin Lab	Kshs. 1,300,000.00
13. Ivugwi Secondary School- Purchase of School Bus	Kshs. 3,000,000.00
14. St. Michael Kilimani Sec. School – Completion Library	Kshs. 1,000,000.00
15. St. Jude Seregeya Sec. School – Completion of Library	Kshs. 800,000.00
16. St. Elizabeth Likuyani Girls – Completion of Twin Lab	Kshs. 700,000.00
17. St. Elizabeth Likuyani Girls – Completion of 2 classrooms	Kshs. 700,000.00
18. Aligula Secondary School - Completion of Administration	Kshs. 600,000.00
19. St. John the Baptist Sec. School – completion of Dormitory	Kshs. 500,000.00



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| 20. St. Joseph's Lumino Sec. School – Completion of 2 classrooms | Kshs. 300,000.00 |
| 21. Everglade Forest Primary School – Construction of 2 classrooms | Kshs. 1,000,000.00 |
| 22. Kambi Mawe Abeka Primary School-Completion of 2 classrooms | Kshs. 500,000.00 |
| 23. Chief Banda Primary School – Completion of 2 classrooms | Kshs. 500,000.00 |
| 24. St. Monica Primary School – Completion of 2 classrooms | Kshs. 500,000.00 |

Sub Total

Kshs. 10,700,000.00

SANGO WARD PROJECTS

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| 25. Mapera Secondary School- Completion of twin lab | Kshs. 2,200,000.00 |
| 26. Mapera Secondary School – Completion of 3 classrooms | Kshs. 300,000.00 |
| 27. St. Joseph's Kogo Secondary School- Completion of School Bus | Kshs. 2,000,000.00 |
| 28. St. Benedict's Lugulu - completion of Dining Hall/ Kitchen | Kshs. 1,300,000.00 |
| 29. Holy Cross Sango Girls – Renovation of Dining Hall | Kshs. 800,000.00 |
| 30. St. Augustine Soysambu Sec. School- Completion of 2 classrooms | Kshs. 200,000.00 |
| 31. Mufungu Primary School – Completion of 2 classrooms | Kshs. 564,615.00 |
| 32. St. Joseph's Kipsangui Primary School – Completion 2 classrooms | Kshs. 650,000.00 |
| 33. St. Michael Nzoia Primary School- Completion 2 classrooms | Kshs. 500,000.00 |
| 34. Dr. Nganga Primary School – Completion 2 classrooms | Kshs. 500,000.00 |
| 35. Mapera Primary School – Completion of 2 classrooms | Kshs. 500,000.00 |
| 36. Sango Primary School – Completion of 2 classrooms | Kshs. 500,000.00 |

Sub Total

Kshs. 10,000,000.00

KONGONI WARD PROJECTS

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| 37. St. Teresa's Mukunga Sec. Sch. – Completion twin lab | Kshs. 2,200,000.00 |
| 38. St. Teresa's Mukunga Sec. Sch.- Completion 2 classrooms | Kshs. 300,000.00 |
| 39. Kisigame Secondary School- Completion of twin lab | Kshs. 2,200,000.00 |
| 40. Nasianda Secondary School- Completion of twin Lab | Kshs. 1,400,000.00 |
| 41. Moi Girls High School, Nangili- Completion Library/ Computer | Kshs. 900,000.00 |
| 42. Friends Secondary School, Kongoni – Completion of Library/Computer | Kshs. 800,000.00 |
| 43. St. Veronica Mirembe Sec. School- Completion of twin Lab | Kshs. 700,000.00 |
| 44. Mukunga Primary School- Completion 3 classrooms | Kshs. 750,000.00 |
| 45. Mirembe Primary School – Completion of 2 classrooms | Kshs. 500,000.00 |
| 46. St. Teresa's Primary School – Completion 1 classroom | Kshs. 250,000.00 |

Sub Total

Kshs. 10,000,000



NZOIA WARD PROJECTS

47. St. John's Mtoni Sec. School – Completion of Tuition Block	Kshs. 2,000,000.00
48. Friends Secondary School Masisi- Completion Twin Lab	Kshs. 763,370.00
49. St. Anne's Nzoia Girls Sec. School – Completion of staff houses	Kshs. 600,000.00
50. Friends Secondary Binyenya – Completion 2 classrooms	Kshs. 600,000.00
51. St. Stephen's Lwanda Sec. School – Completion Twin lab	Kshs. 400,000.00
52. St. Stephen's Lwanda Sec. School- Completion of Adm. Block	Kshs. 300,000.00
53. St. Joseph's Nyorotis Sec. School – Construction Twin Lab	Kshs. 1,350,000.00
54. Muruli Primary School Construction of 2 classrooms	Kshs. 1,000,000.00
55. Mana Primary School – Construction of 2 classrooms	Kshs. 1,000,000.00
56. Changarawe Primary School- Completion of 2 classrooms	Kshs. 500,000.00
57. Ngao PAG Primary School – Completion of 2 classrooms	Kshs. 500,000.00
58. St. Augustine R/Side Primary School- Completion 2 classrooms	Kshs. 500,000.00
59. Binyenya Primary Sch.- Completion 2 classrooms	Kshs. 500,000.00
60. Kona Primary School – Completion of 2 classrooms	Kshs. 500,000.00
61. Godown Primary School- Completion of 2 classrooms	Kshs. 500,000.00
62. Chepkaka Primary School – Completion of 2 classrooms	Kshs. 500,000.00

Sub Total

Kshs. 11,513,370.00

SINOKO WARD PROJECTS

63. St. Peter's Moi's Bridge Girls – Completion twin lab	Kshs. 2,200,000.00
64. Eshikulu Girls Sec. School – Completion twin lab	Kshs. 2,200,000.00
65. Eshikulu Boys Sec. Sch. – Renovation of twin lab	Kshs. 700,000.00
66. St. Peter's Moi's Bridge Boys Sec. Sch.-Completion of DII	Kshs. 700,000.00
67. Mwiba S.A Sec. School – Purchase of ½ Acres	Kshs. 500,000.00
68. Sirende Blessing Primary Sch.- Completion 3 classrooms	Kshs. 700,000.00
69. Mandila Primary School – Completion 2 classrooms	Kshs. 500,000.00
70. Namunyiri Primary School – Completion of 2 classrooms	Kshs. 500,000.00
71. Dr. Wakube Primary School- Completion of 2 classrooms	Kshs. 500,000.00
72. Gimaiyo Primary School- Completion of 2 classrooms	Kshs. 500,000.00
73. Lurende Primary School – Completion of 2 classrooms	Kshs. 500,000.00
74. St. Charles Lwanga Primary School- Completion 2 classrooms	Kshs. 500,000.00

Sub Total

Kshs. 10,000,000.00

- The committee further recommended the following projects out of funds received through A.I.A and declared to the board as at 30th June, 2018.



1. Kongoni Sub County HQ-Construction of Public Toilets Kshs. 300,000.00
2. St. Veronica Mirembe Girls -Completion of purchase of land Kshs. 100,000.00
3. Kisigame Secondary School – Renovation of two classrooms Kshs. 269,950.00

Sub Total

Kshs. 669,950.00

MIN NO.584/LKYN/NG-CDFC/11/2018 ANUAL WORK PLANS, PROSUREMENT PLANS AND BUSDGET FOR ADMINISTRATION RECURRENT EXPENSES AND MONTERING AND EVALUATION/CAPACITY BUILDING

- The FAM tabled the annual work plan, the procurement plan and budget for both administration/ Recurrent expenses and monitoring, Evaluation and capacity building
- After deliberations by members, they approved the above activities without alterations.

MIN NO.585/LKYN/NG-CDFC/11/2018 PAYMENT OF CREDIROTS AND DISBURSEMENT OF FUNDS

- The Fund Account Manager informed the meeting that the contractor of constituency Strategic Plan has brought an invoice demanding for payment of Kshs. 1,400,000.00 being 40% of the contract price.
- Members actioned the FAM to inform the supplier to avail the draft copy of the strategic Plan and have a session with NG-CDFC Members for deliberations and if they are satisfied with the progress of the work, they will approve the 40% payment.
- Also the committee approved payments to suppliers of St. Peter Moi's Bridge Boys Secondary School whose funds had been locked by the bank due to a court case as follows:-
 - 1) Elephant Electrical Hardware Kshs. 157,996.00
 - 2) Samuel Akweyu Kshs. 20,000.00
- The chairperson was actioned to immediately form a PMC for DCC residential house project and open a Bank Account at KCB Moi's Bridge to enable disbursement of Kshs. 2,000,000.00 to the PMC. The committee therefore approved funds for disbursement to construct the DCC's Residential house.

MIN NO.586/LKYN/NG-CDFC/11/2018 MONITORING AND EVALUATION REPORTS

- Members discussed the observations made during the Monitoring and Evaluation carried out from 17th October, 2018 to 23rd October, 2018.
The committee recommended the following:-
- NG-CDFC Members to help the NG-CDFC Secretariat to generate two files, one file to be kept by the PMC and the second file with original documents to be kept at the NG-CDFC office.
- Members requested the committee to buy for them tablets so that they are able to take photographs of projects at every stage. This was unanimously approved.



- Members noted that contractors who have been awarded more than one project are lagging behind and therefore in future not more than two projects shall be awarded to contractors at ago.
- NG-CDFC members were advised to continuously monitor projects and report to the secretariat for any issues arising from project implementation.
- The chairperson, FAM and respective NG-CDFC members to arrange for a meeting with the contractor of St. John's the Baptist Secondary School (Construction of a dormitory) and St. Michael Kilimani secondary School (Construction of a library cum computer laboratory). The respective principals should be involved.

MIN NO.587/LKYN/NG-CDFC/11/2018 ANY OTHER BUSINESS

- It was reported that the title to the PI Plot that houses the constituency office has now been reverted back.
- Kongoni TTI requires installation of a 3 phase power and a water source before it is opened. The chairperson and FAM to visit the site and confirm the progress of works.
- It was reported that the National Government may fund construction of hostels at the KTTI.

MIN NO.588/LKYN/NG-CDFC/11/2018 ADJOURNMENT

There being no other business the meeting adjourned at 5.15p.m with a word of prayer from Mrs. Catherine Wangila.

Prepared by: PETER WAMBOLWA Sign Peter
 (Secretary)



Signed for circulation by: FRANCISCA NAKHAYO Sign She
 (Chairperson)



Signed for confirmation by: FRANCISCA NAKHAYO Sign She
 (Chairperson)

