



National Government Constituencies Development Fund
Ikolomani Constituency
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NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND COMMITTEE MEETING
NO. II OF 2019/2020 HELD ON 25/10/2019 AT IKOLOMANI NGCDF OFFICES-MALINYA

PRESENT

NO.	NAME OF COMMITTEE MEMBER	DESIGNATION
1.	Mr. David Muliru Lisamula	Chairman
2.	Ms. Phillis Malesi Muliro	Secretary
3.	Mr. William Murindatt	Deputy County Commissioner
4.	Mr. Tom Oriwa Ageng'a	Fund Account Manager
5.	Mr. Hillary Musinya Agoi	Member
6.	Mrs. Pasilisa Khatayi Shitsukane	Member
7.	Mr. Gideon Malukas Khasiani	Member
8.	Mr. Joseph Manyonyi Mwanjilwa	Member
9.	Mrs. Hellen Ingato Munzala	Member
10.	Mrs. Eurelia Lusichi	Member
11.	Mr. Sixtus Lameko	In Attendance (Constituency Office Mgr.)

AGENDA

1. Opening Remarks
2. Approval of Project Proposals for the Financial Year 2019/20
3. Approval of Payments
4. A.O.B

MIN. 01/10/2019: OPENING REMARKS.

The Chair called the meeting to order with a word of prayer from Mr. Joseph Mwanjilwa by 11.15 A.M. Thereafter the Chair welcomed members to the meeting and thanked them for finding time to attend the meeting. Further, the Chair made several remarks and the following points were noted;

1. The Chairman welcomed the New Deputy County Commissioner Mr. William Murindatt who was taking over from Ms. Elizabeth Atemi who had been transferred. He took the opportunity to welcome him to the meeting and opined that it was indeed good that he was coming in when the financial year was still new and a lot of the planned activities had not yet taken place. For the benefit of the DCC, the Chair gave members an opportunity for self-introduction.

Ageng'a
25/10/2019



2. The Chairman informed the meeting that due to his busy schedule Hon. Benard Shinal; the Member of Parliament for Ikolomani Constituency was not able to attend the meeting. However, he gave the committee his blessings and wished the committee well while they discuss and approve the project proposals for the financial year 2019/2020.
3. The Chair notified the meeting that the office had procured geometrical sets to be distributed to all candidates within Ikolomani Constituency primary schools. He, therefore, urged members to spare some time in order for them to participate in the exercise.
4. The Chair further reminded members that in future the office plans to institute reforms in the management of Project Management Committees (PMCs) whereby further responsibilities will be delegated to respective PMCs. Some of the areas where the changes will be affected include but are not limited to; The NGCDFC Chairman and Fund Account Manager will withdraw their signatures from the various PMCs accounts; The office will ensure control of expenditure within PMCs by preparing and authorising cheque confirmation schedules.

Agreement
25/10/2019

MIN. 02/10/2019: APPROVAL OF PROJECTS PROPOSAL FOR THE FINANCIAL YEAR 2019/20

The Chair informed the meeting about the guidelines that were issued by the NG-CDF Board to guide the committee in the preparation and submission of the project proposal for the financial year 2018/19. The following points were noted;

- a. Ikolomani Constituency was allocated a total of KShs 137,367,724.14 for the financial year 2019/20, this is the same amount allocated to all the 290 constituencies.
- b. Projects to be considered should be the ones that fall under the functions of the National Government in the constitution and that priority should be given to ongoing projects.
- c. The proposal should be reflective of the wards consultative report that had been conducted earlier and the constituency strategic plan.
- d. The committee is expected to adhere to statutory ceilings for certain types of projects which included; Administration & recurrent costs (6%), Emergency reserve (5%), Sports activities (2%), Environmental activities (2%), Monitoring & Evaluation (3%), Social Security programmes, education bursary Schemes, mock examinations and continuous assessment tests (35%).
- e. The proposal will later be submitted online via the NGCDFMIS program.
- f. Subsequently, the Chair tabled the report for ongoing projects from various wards proposing the projects to be funded for discussion by the committee.
- g. A total of KShs 52,967,724.14 was proposed to be set aside for the purpose of statutory allocations. This meant that a balance of KShs 84,400,000.00 was available for allocation to development projects.
- h. The committee further agreed that due to the fact that for the last two financial years, no new projects were funded they will need to factor in a limited number of new projects in this financial year.

Thereafter they were a lengthy deliberation on the matter and after considering the proposals tabled and putting into consideration a number of factors in mind the committee resolved to approve for funding the following projects;

**IKOLOMANI NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND
PROPOSED PROJECTS FOR THE FINANCIAL YEAR 2019/2020**

NO.	PROJECT NAME	PROPOSED ACTIVITY	AMOUNT	STATUS
1.	Employee Salaries	Payment of Basic salaries, House, Commuter, Leave, Extraneous allowances, stipends, gratuity and other emoluments to NG-CDFC Employees	2,792,880.00	New
2.	NHIF	Payment of employee's contribution to the National Hospital Insurance Fund	51,600.00	New
3.	NSSF	Payment of NGCDF Employee's and employer's contribution to the National Social Security Fund	155,520.00	New
4.	Goods and services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	2,519,482.76	New
5.	Committee Expenses	Payment of sitting allowances and other allowances to NG-CDFC members	2,500,000.00	New
6.	NGCDFC/PMC/STAFF Capacity Building	NGCDFC/PMC/STAFF Capacity Building	1,000,000.00	New
7.	Goods and services	Payment of fuel, stationery, refreshments, telephone expenses and vehicle hire for use in Monitoring and Evaluation.	1,200,000.00	New
8.	Committee Expenses	Payment of sitting allowances and other allowances to NG-CDFC members while conducting monitoring and evaluation	1,300,000.00	New
9.	Bursary to Secondary School	Payments of bursary to needy students in secondary schools	23,000,000.00	New
10.	Bursary to universities and colleges	Payments of bursary to needy students in universities and colleges	5,000,000.00	New
11.	Bursary to Special Schools	Payments of bursary to need students in Special Schools	1,000,000.00	New
12.	Emergency Fund	To cater for any unforeseen occurrences in the constituency during the financial year	7,198,241.38	New
13.	Environmental Activities-Provision of Tree Seedlings	Provision of 400 Tree seedlings per institution for development of a woodlot at 20 Selected institutions(Shiduha Sec, Shiamusinjiri Sec, Shichinji Pry, Imbale Pry, Mumbetsa Pry, Fr. Ortner Sec, Malinya Girls Sec, Ichina Pry, Shibuname Pry, Ibuka Pry, Shiveye Sec, Shisesia Sec, Bugute Pry, Masiyenze Pry, Naliava Pry, Iremele Sec, Lusiola Sec, Shianjetso Pry, Shijiko Pry, Ikhulili Pry) at a cost of KShs 20,000 each.	400,000.00	New
14.	Kakamega Forest Marathon	To pay for corporate sponsorship of Kakamega Forest Marathon	100,000	New



15.	Sports Activities	Carry out Constituency Sports tournament and the winning teams to be awarded trophies, balls, and games kits	2,250,000.00	New
16.	Burendwa Primary School	Construction of 8 Classrooms tuition block at an estimated total cost of Kshs 14,000,000. Phase one (1) consisting of four (4) classrooms up to the suspended Slab Level with co-funding from parents of KShs 1,000,000.00	3,000,000.00	New
17.	Busilwa Primary School	Completion of 9 No. Classrooms-Plastering and painting	350,000.00	Ongoing
18.	Ibuka Primary School	Renovations by fixing doors & windows, plastering, and painting of a 4 No. Classroom to completion	1,000,000.00	Ongoing
19.	Ighu Primary School	Completion of Staffroom-Plastering, painting and fixing the ceiling of an administration block consisting of Staffroom holding 25 teachers, Head Teacher, Deputy Head Teacher, Senior Teacher offices, waiting bay and veranda at a total cost of KShs 2,800,000 to completion.	1,300,000.00	Ongoing
20.	Imalaba Primary School	Casting the Suspended Slab, fixing doors & windows, of 8 No. classrooms, (Pending works to be funded in FY 2020/21 include, 1 st Floor Walling, Roofing, fixing ceiling, flooring, fixing window panes, wiring & painting)	3,000,000.00	Ongoing
21.	Imulama Primary School	Casting the Suspended Slab, fixing doors & windows, of 8 No. classrooms, (Pending works to be funded in FY 2020/21 include, 1 st Floor Walling, Roofing, fixing ceiling, flooring, fixing window panes, wiring & painting)	3,000,000.00	Ongoing
22.	Imulembo Primary School	Completion of 2 No. Classrooms-Plastering, flooring, and painting	150,000.00	Ongoing
23.	Ivole Primary School	Renovations by re-roofing, fixing doors & windows, plastering, and painting of a 5 No. Classroom to completion	2,000,000.00	Ongoing
24.	Kimingini Primary School	Construction of 8 Classrooms tuition block at an estimated total cost of KShs 14,000,000. Phase one (1) consisting of four (4) classrooms up to the suspended Slab Level	4,000,000.00	New
25.	Lirhembe Primary School	Roofing, fixing doors & windows, Plastering, of eight (8) Classrooms. (Pending works to be funded in FY 2020/21 include, fixing ceiling, flooring, fixing window panes, wiring & painting)	2,500,000.00	Ongoing
26.	Lusiola Primary School	Roofing, fixing doors & windows, Plastering, of eight (8) Classrooms. (Pending works to be funded in FY	3,000,000.00	Ongoing

		2020/21 include, fixing ceiling, flooring, fixing window panes, wiring & painting)		
27.	Madivini Primary School	Casting the Suspended Slab, fixing doors & windows, of 8 No. classrooms, (Pending works to be funded in FY 2020/21 include, 1 st Floor Walling, Roofing, fixing ceiling, flooring, fixing window panes, wiring & painting)	3,000,000.00	Ongoing
28.	Makhokho Primary School	Construction of 8 Classrooms tuition block at an estimated total cost of KShs 14,000,000. Phase one (1) consisting of four (4) classrooms up to the suspended Slab Level	4,000,000.00	New
29.	Malinya Primary School	Construction of 8 Classrooms tuition block at an estimated total cost of KShs 14,000,000. Phase one (1) consisting of four (4) classrooms up to the suspended Slab Level with co-funding from parents of KShs 2,000,000.00	2,000,000.00	New
30.	Matundu Primary School	1 st Floor Walling, Roofing, fixing doors & windows, of 8 No. classrooms (Pending works to be funded in FY 2020/21 include, fixing ceiling, flooring, fixing window panes, wiring & painting)	2,500,000.00	Ongoing
31.	Mukoyani Primary School	Renovations by re-fixing doors & windows, plastering, and painting of a 3 No. classroom to completion	1,000,000.00	New
32.	Musasa Primary School	Renovations by Plastering and painting of a 9 No. Classroom to completion	450,000.00	Ongoing
33.	Musoli Mixed Primary School	Renovations by re-roofing, re-fixing doors & windows, plastering, and painting of a 9No. Classroom to completion	2,850,000.00	Ongoing
34.	Naliava Primary School	Roofing, fixing doors & windows, Plastering, of eight (8) Classrooms. (Pending works to be funded in FY 2020/21 include, fixing ceiling, flooring, fixing window panes, wiring & painting)	3,000,000.00	Ongoing
35.	Sabane Secondary School	Construction of an administration block at an estimated cost of KShs 3,500,000 consisting of Staffroom, Principal & Deputy Principal, Bursar's offices, waiting bay and veranda up to the roofing level	2,000,000.00	New
36.	Shianjetso Primary School	Construction of 8 Classrooms tuition block at an estimated total cost of KShs 14,000,000. Phase one (1) consisting of four (4) classrooms up to the suspended Slab Level	4,000,000.00	New
37.	Shijiko Primary School	Renovations by re-roofing re-fixing doors & windows, plastering, and painting of a 3No. Classroom to completion	1,000,000.00	Ongoing

38.	Shikhombelo Primary School	Casting the Suspended Slab, 1 st -floor walling, casting 1 st -floor lintel, of 8 No. classrooms (Pending works to be funded in FY 2020/21 include, Roofing, fixing ceiling, flooring, fixing window panes, wiring & painting)	3,000,000.00	Ongoing
39.	Shikokho Primary School	Completion of 9 No. classrooms-Plastering and painting of a 9 No. Classroom to completion	1,100,000.00	Ongoing
40.	Shikumu Primary School	Construction of 8 Classrooms tuition block at an estimated total cost of KShs 14,000,000. Phase one (1) consisting of four (4) classrooms up to the suspended Slab Level	4,000,000.00	New
41.	Shimanyiro Primary School	Roofing, fixing doors & windows, Plastering, of eight (8) Classrooms. (Pending works to be funded in FY 2020/21 include, fixing ceiling, flooring, fixing window panes, wiring & painting)	3,500,000.00	Ongoing
42.	Shiseno Primary School	Renovations by re-roofing, re-fixing doors & windows, plastering, and painting of a 5No. Classroom to completion	1,000,000.00	Ongoing
43.	St. Claire's Musoli Girls	Renovations by re-fixing doors & windows, plastering, and painting of Nine (9) classrooms to completion	1,300,000.00	Ongoing
44.	Lirhembe Friends High Sch	Casting of the Suspended Slab, 1 st Floor walling, of a library, holding 80 students, 2 classrooms and 4 offices. (Pending works to be funded in FY 2020/21 include, Roofing, fixing ceiling, flooring, fixing window panes, wiring & painting)	4,000,000.00	Ongoing
45.	Lusui Secondary School	Completion of a twin laboratory holding 50 students each -Plastering and painting	800,000.00	Ongoing
46.	Makhokho Secondary Sch	Roofing, Plastering, fixing of doors and windows of a dormitory holding 200 students (Pending works to be funded in FY 2020/21 include, fixing ceiling, flooring, fixing window panes, wiring & painting)	2,000,000.00	Ongoing
47.	Mutaho Girls Secondary School	Roofing, fixing doors & windows, Plastering, of eight (8) Classrooms (Pending works to be funded in FY 2020/21 include, fixing ceiling, flooring, fixing window panes, wiring & painting)	3,000,000.00	Ongoing
48.	Shichinji Secondary School	Plastering, flooring, fixing doors & windows of a Dining Hall holding 120 students, Kitchen, Library holding 40 students, 2 Offices and 2 No. stores. (Pending works to be funded in FY 2020/21 include, fixing ceiling, flooring, fixing window panes, wiring & painting)	3,000,000.00	Ongoing



49.	Shikokho Secondary School	Roofing, Plastering, fixing doors & windows of an administration block consisting of Computer Lab holding 50 students, Library holding 100 students, Staffroom, and nine offices. (Pending works to be funded in FY 2020/21 include, fixing ceiling, flooring, fixing window panes, wiring & painting)	3,700,000.00	Ongoing
50.	Shikokho Secondary School 2	Construction of a New 1No. Classroom to completion	900,000.00	New
51.	Shimanyiro Secondary School	Casting of the Suspended Slab of a Twin Laboratory holding 40 students each & 2No. Classrooms (Pending works to be funded in FY 2020/21 include, 1 st Floor Walling, Roofing, fixing ceiling, flooring, fixing window panes, wiring & painting)	2,000,000.00	Ongoing
52.	Shivagala Secondary School	Roofing, fixing doors & windows a dining hall holding 250 students. (Pending works to be funded in FY 2020/21 include, flooring, fixing window panes, wiring & painting) <i>25/10/2019</i>	1,000,000.00	Ongoing
53.	Iguhu Police Station	Construction of an office block at an estimated cost of KShs 6,000,000 consisting of six offices for a proposed Police Station up to the slab level	1,000,000.00	New
54.	Isulu Police Station	Construction of an office block at an estimated cost of KShs 6,000,000 consisting of six offices for a proposed Police Station up to the lintel level	2,500,000.00	New
GRAND TOTAL			137,367,724.14	

MIN. 03/10/2019: APPROVAL OF PAYMENTS

The Chair informed the meeting about payments that needs the approval of the committee. After a brief discussion on the matter the committee resolved to approve the following payments;

No.	Name of Payee	Purpose	Vote Head	Amount
1.	Tom Oriwa Ageng'a	Being payment of NG-CDFC Sitting Allowances and other claims	Administration	59,020.00
2.	Tom Oriwa Ageng'a	Facilitation of Geometrical sets distribution exercise to respective schools	Administration	145,000.00
3.	Genext Holdings Ltd	Being payment for the supply of 3,456 Geometrical sets for distribution to KCPE candidates within Ikolomani Constituency	Bursary	1,202,688.00

MIN. 04/10/2019: A.O.B

1. The New Deputy County Commissioner requested equity in the distribution of projects, especially within the security sector. He reminded members that CDF funds are mainly for education and security.
2. In addition, he appreciated the warm welcome he had received from his fellow members and promised to work together with the committee.

There was no other business to discuss the chairman adjourned the meeting after prayers were delivered by Mrs. Hellen Munzala by 12.45 P.M.

Approved for Circulation by;

Signed.....  Date..... 25/10/2019

Chairman

Signed.....  Date..... 25/10/2019

Secretary



Confirmed by:

Signed.....  Date..... 28/11/2019

Chairman

Signed.....  Date..... 28/11/2019

Secretary

Distribution;

1. The Chief Executive
National Government Constituencies Development Fund Board
Nairobi
2. The National Treasury Sub County Accountant,
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