



**NG-CDF**

National Government Constituencies Development Fund  
Ikolomani Constituency  
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**NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND COMMITTEE MEETING  
NO. II OF 2018/2019 HELD ON 19/11/2018 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. Tom Oriwa Ageng'a	Fund Account Manager
4.	Mr. Hillary Musinya Agoi	Member
5.	Mrs. Pasilisa Khatayi Shitsukane	Member
6.	Mr. Gideon Malukas Khasiani	Member
7.	Mr. Joseph Manyonyi Mwanjilwa	Member
8.	Mrs. Hellen Ingato Munzala	Member
9.	Mr. Sixtus Lameko	In Attendance

**ABSENT WITH APOLOGY**

1.	Ms. Elizabeth Atemi	Deputy County Commissioner
2.	Mrs. Eurelia Lusichi	Member

**AGENDA**

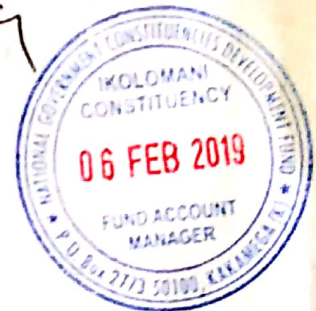
1. Opening Remarks
2. Confirmation of Previous Meeting minutes
3. Matters Arising
4. Approval of Project Proposals for the Financial Year 2018-19
5. Approval of Payments
6. A.O.B

**MIN. 01/11/2018: OPENING REMARKS**

The Chair called the meeting to order with a word of prayer from Mrs. Hellen Munzala at 10.26 A.M. Thereafter he welcomed the members to the meeting and thanked them for keeping time. The Chair made several remarks and the following points were noted;

1. The Chair informed the meeting that the NGCDF Board had released the Constituency allocation table and that all the constituencies had been allocated an equal amount of KShs 109,040,875.52 for the financial year 2018/19 as per the NGCDF Act, 2015.
2. The Chair also informed the meeting that he was aware of the outstanding claims by members and urged the Fund Account Manager to dispose of the matter as soon as its

*Ageng'a*  
06/02/2019



possible. In addition, the Chair also informed the committee that the current Sub County Accountant Mr. Eric Okoth Ochuka had been transferred and that we are awaiting for his replacement.

**MIN. 02/11/2018: CONFIRMATION OF PREVIOUS MEETING MINUTES**

The Secretary took the meeting through the previous meeting minutes held on 14<sup>th</sup> August, 2018. Thereafter the minutes were confirmed as that day's deliberation after it was proposed by Mr. Hillary Agoi and seconded by Mrs. Hellen Munzala.

**MIN. 03/11/2018: MATTERS ARISING**

*Vide Min 03/August/2018:* The Chair informed the meeting that the intended visit by the CEO-NGCDF Board never materialized due to the ongoing National Examinations exercise.

*Vide Min 6/August/2018:* The Fund Account Manager informed the meeting that Lusui AP Camp project had been constructed, however the police officers cannot be posted to the camp since they were no a readily available source of water for their domestic use.

*Vide Min 8/August/2018:* The Chair informed the meeting that the Contract renewal for Mr. Chrisantus Abakala- The Clerk of Works had been made as resolved.

**MIN. 04/11/2018: APPROVAL OF PROJECT PROPOSALS FOR THE FY 2018/19**

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

- a. Ikolomani Constituency was allocated a total of KShs 109,040,875.52 for the financial year 2018/19, 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.
- 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. Constituencies are advised to set aside funds to facilitate preparation of the constituency strategic plan.

Subsequently the Fund Account Manager tabled the report for ongoing projects from various wards proposing the projects to be funded for discussion by the committee. Thereafter they were a lengthy deliberation on the same and the following points were noted;

- a. A total of KShs 45,050,875.52 was proposed to be set aside for the purpose of statutory allocations. This meant that a balance of KShs 63,990,000.00 was available for allocation to development projects.
- b. The committee further agreed that no new projects will be funded a part from the development of a constituency strategic plan, this was to ensure that all ongoing projects are funded adequately for their completion.



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 2018/2019			
No.	ITEM/PROJECT	ACTIVITY TO BE UNDERTAKEN	AMOUNT
1.	Employee Salaries	Payment of salaries, Other allowances, NHIF, PAYE and gratuity to NG-CDFC Employees	3,000,000.00
2.	Goods and services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	1,501,882.07
3.	Committee Expenses	Payment of sitting allowances and other allowances to NG-CDFC members	2,000,000.00
4.	Social Security Benefits	Payment of employer's contribution to NSSF	40,000.00
5.	CDFC/PMC/STAFF Capacity Building & Benchmarking Tours	CDFC/PMC/STAFF Capacity Building & Benchmarking Tours	1,000,000.00
6.	Goods and services	Payment of fuel, stationery, refreshments, telephone expenses and vehicle hire for use in Monitoring and Evaluation.	1,070,000.00
7.	Committee Expenses	Payment of sitting allowances and other allowances to NG-CDFC members while conducting monitoring and evaluation	1,200,000.00
8.	Bursary to Secondary School	Payments of bursary to need students in secondary schools	18,000,000.00
9.	Bursary to universities and colleges	Payments of bursary to need students in universities and colleges	9,300,000.00
10.	Social Security Programmes	To finance social security programmes in the constituency	700,000.00
11.	Emergency Fund	To cater for any unforeseen occurrences in the constituency during the financial year	5,738,993.45
12.	Environmental Activities	Provision of Tree seedlings for development of a woodlot at Mukoyani Pry Sch, Ivonda Pry Sch, Ikhulili Pry Sch, Imulama Pry Sch, Itulubini Pry Sch, Ibuka Pry Sch, Shiseno Pry Sch and Shichinjiri Pry Sch at a cost of KShs 25,000 each.	200,000.00
13.	Kakamega Forest Marathon	To pay for corporate sponsorship of Kakamega Forest Marathon	100,000.00
14.	Environmental Education Day	To finance environmental education day, by paying for tents & chairs, Public Address System, fare reimbursement to facilitators and any other incidental cost	200,000.00
15.	Sports Activities	Carry out Constituency Sports tournament and the winning teams to be awarded with trophies, balls, and games kits	1,000,000.00
16.	Constituency Strategic Plan	Additional funds for the development of constituency Strategic plan	1,000,000.00
17.	Bugute Primary School	Fixing doors & windows, plastering, flooring and painting of 2 No. classrooms	700,000.00
18.	Busilwa Primary School	Roofing, fixing doors & windows, plastering and painting of an 8 No. classroom	1,100,000.00
19.	Ibuka Primary School	Fixing doors & windows, plastering, flooring and painting of 4 No. classrooms	1,000,000.00



20.	Ighu Primary School	Roofing, fixing of doors and windows to an administrative block	1,000,000.00
21.	Imalaba Primary School	Casting & walling of the reinforced concrete floor of 8 No. classrooms	1,500,000.00
22.	Imulama Primary School	Casting & walling of the reinforced concrete floor of 8 No. classrooms	1,500,000.00
23.	Imulembo Primary School	Roofing, Fixing doors & windows, plastering, flooring and painting of 2 No. classrooms	1,200,000.00
24.	Irechelo Primary School	Fixing doors & windows, plastering, flooring and painting of 2 No. classrooms	670,000.00
25.	Ishianji Primary School	Fixing doors & windows, plastering, flooring and painting of 2 No. classrooms	600,000.00
26.	Ishieywe Primary School	Fixing window panes and painting of a 9 No. classroom	300,000.00
27.	Ivole Primary School	Flooring, Fixing window panes and painting of an 8 No. classroom	500,000.00
28.	Kasavai Primary School	Fixing doors & windows, plastering, flooring and painting of 2 No. classrooms	800,000.00
29.	Lirhembe Primary School	Roofing, Fixing doors & windows, of 8 No. classrooms	2,000,000.00
30.	Lusiola Primary School	Roofing, Fixing doors & windows, of 8 No. classrooms	2,000,000.00
31.	Lusui Primary School	Plastering, flooring and painting of an administration block	550,000.00
32.	Lwanaswa Primary School	Fixing window panes and painting of a 9 No. classroom	200,000.00
33.	Madivini Primary School	Casting of the floor slab and walling of 8 No. classrooms	2,500,000.00
34.	Matundu Primary School	Roofing, Fixing doors & windows, of 8 No. classrooms	2,000,000.00
35.	Milimani Primary School	Fixing window panes and painting of an 8 No. classroom	500,000.00
36.	Mukango Primary School	Fixing doors & windows, plastering, flooring and painting of 2 No. classrooms	800,000.00
37.	Munyanza Primary School	Fixing doors & windows, plastering, flooring and painting of 2 No. classrooms	670,000.00
38.	Musasa Primary School	Fixing doors & windows, plastering and painting of a 9 No. classroom	1,500,000.00
39.	Naliava Primary School	Roofing, Fixing doors & windows, of 8 No. classrooms	2,000,000.00
40.	Shiamusinjiri Primary School	Fixing doors & windows, plastering, flooring and painting of an administration block	650,000.00
41.	Shiavihiga Primary School	Roofing, Fixing doors & windows, plastering, flooring and painting of 8 No. classrooms	5,700,000.00
42.	Shihalia Primary School	Flooring, Fixing Ceiling, fixing window panes and painting of an 8 No. classroom	850,000.00
43.	Shijiko Primary School	Re-Roofing, fixing doors & windows, plastering and painting of a 9 No. classroom	1,200,000.00
44.	Shikhombelo Primary School	Casting & walling of the reinforced concrete floor of 8 No. classrooms	1,500,000.00
45.	Shikokho Primary School	Roofing, fixing doors & windows, plastering and painting of a 9 No. classroom	1,000,000.00
46.	Shimanyiro Primary School	Roofing, Fixing doors & windows, of 8 No. classrooms	2,000,000.00
47.	Shiseno Primary School	Re-Roofing, fixing doors & windows, plastering and painting of an 8 No. classroom	1,000,000.00

48.	St. Claire's Musoli Girls Boarding Primary School	Roofing, fixing doors & windows, plastering and painting of a 9 No. classroom	1,100,000.00
49.	Imbale Secondary School	Fixing doors & windows, plastering, flooring, plumbing works, Electrical works and painting of a Dormitory	3,200,000.00
50.	Imusali Secondary School	Plastering, flooring and painting of an administration block	900,000.00
51.	Ivonda Secondary School	Fixing window panes and painting of a 3 No. classroom	800,000.00
52.	Lirhembe Friends High Sch	Casting of a reinforced Concrete floor and walling of a Library, Classrooms and Office	2,000,000.00
53.	Lirhembe Girls Secondary Sch	Additional funds for the complete Purchase of a school bus	1,500,000.00
54.	Lusui Secondary School	Plastering, fixing doors and windows, painting and installation of fittings of a Twin Lab	1,500,000.00
55.	Makhokho Secondary Sch	Roofing, fixing doors and windows and Plastering of a Dormitory	1,500,000.00
56.	Mutaho Girls Secondary School	Roofing, Fixing doors & windows, of an administration & tuition block	2,500,000.00
57.	Shichinji Secondary School	Roofing, Fixing doors & windows, of a Dining Hall, Kitchen, Library & Office	2,000,000.00
58.	Shikokho Secondary School	Roofing, Fixing doors & windows of an Administration Block	2,000,000.00
59.	Shimanyiro Secondary School	Casting of a reinforced Concrete floor and walling of a Twin Lab And 2 No Classrooms	1,500,000.00
60.	Shiveye Secondary School	Additional funds for the complete Purchase of a school bus	3,000,000.00
<b>GRAND TOTAL</b>			<b>109,040,875.52</b>

MIN. 05/11/2018: APPROVAL OF PAYMENTS

*Agumang*

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 approval the following payments;

02/02/2019

No.	Name of Payee	Purpose	Vote Head	Amount
1.	Fund Account Manager	Being payment for reimbursing Sitting Allowances to NG-CDFC Members and other meeting expenses	Administration	63,960.00
2.	Lusui AP Camp	Purchase and installation of a water tank	Emergency	60,000.00
3.	Fund Account Manager	Payment of various office expenses and personal claims	Administration	50,000.00


MIN. 06/11/2018: A.O.B

There being no any other business to discuss the chairman adjourned the meeting after prayers were delivered by Mrs. Hellen Munzala by 02.05 P.M.

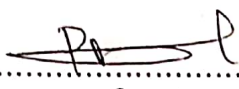


Approved for Circulation by;

Signed.....  ..... Date..... 6/02/2019.....  
Chairman

Signed.....  ..... Date..... 6/2/2019.....  
Secretary

Confirmed by:  
Signed.....  ..... Date..... 6/02/2019.....  
Chairman

Signed.....  ..... Date..... 6/2/2019.....  
Secretary

Distribution;

1. The Chief Executive  
National Government Constituencies Development Fund Board  
Nairobi

