**MWINGI WEST NG-CDFC MEETING HELD ON 11/01/2018 AT CDF OFFICE BOARDROOM - MIGWANI.**

**Members Present**

1. Felix Omondi Ochido - Assistant County Commissioner
2. Japheth K. Musee - Fund Account Manager
3. Francis Nicholas Mutinda Munuve - NG-CDFC Chairman
4. Lilian Masaa Kitui - NG-CDFC Secretary
5. Agnes Mwinza Munyithya - Member
6. John Duncan Kavuwa - Member
7. Joseph Munyithya Musyoka - Member
8. Juliana Musyoka - Member
9. Samuel Mutemi George - Member

**Agenda**

1. Remarks from the NG-CDF chairman.
2. Reading/confirmation of previous minutes.
3. Matters arising.
4. Project proposals FY 2017/2018.
5. A.O.B.

The meeting started at 10.30 am with a word of prayer.

**MW/NGCDFC/MIN 1: 11/01/2018: Remarks from the CDF Chairman**

The CDFC chairman welcomed the members to the meeting. He also thanked them for finding time to accompany him together with the Member of Parliament during ward forums. The exercise was conducted in four consecutive days, i.e. 4/1/2018, 5/1/2018, 8/1/2018 & 9/1/2018, whereby the members of the public had the opportunity to come up with their development priorities for FY 2017/2018. The exercise was conducted in an open, participatory, fair and transparent manner, whereas all the ward opinion leaders and stakeholders were involved.

**MW/NGCDFC/MIN 2: 11/01/2018: Reading and confirmation of the previous minutes**

The secretary read the previous minutes, dated 15/12/2017 (hand/take over meeting) and was confirmed to be true deliberations of that day. The minutes had been proposed and seconded, hence adopted by the members.

**MW/NGCDFC/MIN 3: 11/01/2018: Matters arising**

There were no matters arising from the previous minutes and hence the members proceeded to the next agenda item.

**MW/NGCDFC/MIN 4: 11/01/2018: Projects proposal Financial Year 2017/2018**

The Fund Manager highlighted on the proposal requirements, timeline, constituency budget ceilings and mandatory provisions, as provided in the NG-CDF Board guidelines circular NG-CDFB/CIRCULAS/Vol. 1 (121), dated 25th July 2017 and subsequent clarification letter dated 8th January 2018. The statutory provisions amounted to Kshs **44,521,997.42** and the balance of Kshs **42,288,347.40** was budgeted for the priority projects for FY 2017/2018.The members agreed to allocate a standard funding of Kshs 900,000 for 1 classroom construction to completion, Kshs 500,000 for renovations and Kshs 450,000 in both where parents promised to supply local materials (Bricks and Sand). Dormitories and administration blocks to completion at Kshs 800,000, while toilets and bathrooms at Ksh 250,000 respectively.

The CDFC members analyzed, scrutinized and ranked the project proposals from the wards as per the community priorities/needs, ongoing projects taking first priority. Members resolved to fund the ongoing projects to up to the remaining works before starting new ones. As at the time of proposals, some of the pending ongoing projects by 30th June 2017 had been completed and therefore removed from the ongoing list. However, members approved the following projects for onward submission to the NG-CDF Board for further approval.

**List of project proposals financial year 2017/2018**

1. **Statutory Provisions**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **Category** | **Activity** | **Amount Allocated** | **Status** |
| 1 | 6% - Administration/Recurrent | To cater for office running costs | 5,208,620.70 | On going |
| 2 | 3% - Monitoring and Evaluation/ Capacity building | To cater for M&E | 2,604,310.30 | On going |
| 3 | 5% - Emergency Reserve | To cater for emergencies | 4,568,965.52 | On going |
| 4 | 2% - Sports Activities | To cater for sports equipments/tournaments. | 1,507,758.60 | On going |
| 5 | 2% - Environmental Projects | To cater for environment activities | 1,736,206.90 | On going |
| 6 | 25% - Bursaries/mocks/cats | To cater for fees of needy students. | 20,702,586.20 | On going |
| 7 | Strategic Plan | Preparation of five year strategic plan (2018-2022) | 2,500,000.00 | New |
| 8 | CDF Office Furniture /Equipment | Purchase chairs and Tables | 300,000.00 | New |
| 9 | CDF Office construction | Completion – Pavement, painting, water system, soak pit and drainage. | 716,522.00 | On going |
| 10 | CIH – Constituency Innovation Hub (ICT) – Telkom K. Ltd | To cater for the installation of CIH through Telkom K. Ltd | 4,677,027.20 | New |
|  | **Total** |  | **44,521,997.42** |  |

1. **Ward Project Needs/Priorities**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S/N** | **Location** | **Project Name** | **Activity** | **Amount Allocated** | **Status** |
| 1. **Kiomo/Kyethani ward** | | | | | |
| 1. | Kairungu | Itiliku Primary School | Renovation of 2 classrooms – Re-roofing, plastering/flooring/painting. | 1,000,000.00 | New |
| 2. | Kyethani | Kamandiko Primary School | Construction of 1 classroom to Completion | 900,000.00 | New |
| 3. | Kyethani | Karura Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 4. | Kyethani | Wikithuki Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 5. | Kyethani | Wimbondo Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 6. | Kyethani | Itendeu Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 7. | Kiomo | Nzilani Primary School | Construction of 1 classroom to Completion | 900,000.00 | New |
| 8. | Kairungu | Makuti Primary School | Completion of 1 classroom – Plastering/flooring and Construction of 1 classroom to completion. | 1,000,000.00 | On going |
| 9. | Kairungu | Kairungu Secondary School | Construction of a Dormitory to completion | 1,000,000.00 | New |
| 10. | Kairungu | Musonoke Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 11. | Kairungu | Kianziani Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 12. | Kairungu | Ngemini Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 13. | Kairungu | Itong’olani Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 14. | Kiomo | Kwamunyanzu Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 15. | Kairungu | Malatani Primary School | Construction of 1 classroom to completion (Bricks/sand to be supplied by the parents) | 450,000.00 | New |
| 16. | Kavuvwani | Precious Blood Secondary School - Tyaa | Complete Dining hall - roofing, plastering, windows/doors flooring and painting. | 1,000,000.00 | On going |
| 17. | Kiomo | Kiomo Secondary School | Phase two of dormitory Completion – Roofing, plastering/flooring. | 1,000,000.00 | On going |
| 18. | Kavuvwani | Misai secondary School | Completion of 2 Classrooms - Roofing, plastering/flooring/painting. | 500,000.00 | On going |
|  | |  |  | **12,250,000.00** |  |
| 1. **Kyome Thaana Nzau Ward** | | | | | |
| 19. | Winzyeei | Kamutekeo primary school | Construction of 1 classroom to completion (Bricks/sand to be supplied by the parents) | 450,000.00 | New |
| 20. | Winzyeei | Wikivuvwa primary school | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 21. | Winzyeei | Kyusyani Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 22. | Winzyeei | Mavui Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 23. | Winzyeei | Yenzuva Secondary School | Completion of D/Hall –plastering/flooring/window and doors/painting. | 500,000.00 | On going |
| 24. | Winzyeei | Ithenze Primary School | Construction of Administration Block to completion | 900,000.00 | New |
| 25. | Thitani | Masaani Primary School | Construction of 1 classroom to Completion | 900,000.00 | New |
| 26. | Thokoa | Thokoa Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 27. | Thokoa | Muukuni Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 28. | Thokoa | Kyangungi Primary School | Construction of 1 classroom to completion (Bricks/sand to be supplied by the parents) | 400,000.00 | New |
| 29. | Thokoa | Kitumbi Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 30. | Kyome | Kyome Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 31. | Kanyaa | Kanyaa Primary School (Boarding) | Completion of girls dormitory – Walling,roofing, plastering/flooring/painting. | 700,000.00 | On going |
| 32. | Thitani | Thitani Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 33. | Thitani | Kavaini secondary School | Completion of administration Block - roofing, plastering, flooring and painting. | 1,000,000.00 | On going |
| 34. | Thokoa | Thokoa Secondary School | Completion of the administration block and classes ground floor - plastering, windows/doors flooring and painting. | 688,347.40 | On going |
| 35. | Kyome | Mbau secondary School | Completion of 1 Classroom – Roofing/flooring/painting | 200,000.00 | On going |
| 36. | Thitani | Uiini Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| **Total** | |  |  | **10,238,347.40** |  |
| 1. **Migwani ward** | | | | | |
| 37. | Nzatani | Nzatani Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 38. | Kisovo | Mathuma Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 450,000.00 | New |
| 39. | Kisovo | Kisovo Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 40. | Kisovo | Kilulu Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 41. | Katalwa | Mutwaathi Primary School | Construction of 2-door pit latrine to completion. | 250,000.00 | New |
| 42. | Katalwa | Nguluma Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 43. | Mumbuni | Mumbuni Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 44. | Nzeluni | Muthunzuu Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 45. | Ilalambyu | Mwanzenge Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 46. | Itoloni | Kavalyani Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 47. | Migwani | Itumbi Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 48. | Migwani | Kalembwa Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 49. | Migwani | Migwani ACC’s Residential House | Construction of Migwani ACC’s 2 Bed room residential house. | 500,000.00 | New |
| 50. | Kisovo | Ikena Mwaki Primary School | Completion of 1 classroom – roofing, flooring and painting | 300,000.00 | On going |
| 51. | Katalwa | Nzalae Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 350,000.00 | New |
| 52. | Katalwa | Katalwa Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 400,000.00 | New |
| 53. | Katalwa | Katalwa Secondary School | Purchase of furniture – 45 Lockers | 150,000.00 | New |
| 54. | Katalwa | Mutwaathi Secondary School | Construction of 1 classroom to Completion | 900,000.00 | New |
| 55. | Nzeluni | Kilungu Secondary School | Completion of science laboratory – installation of gas and water systems | 500,000.00 | On going |
| **Total** | |  |  | **8,800,000.00** |  |
| 1. **Nguutani ward** | | | | | |
| 56. | Nguutani | Katuyu Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 57. | Nguutani | Nguutani Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 58. | Ngongoni | Kwa Kisenga Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 59. | Nzawa | Muthioni Primary School (Boarding) | Construction of 4-door bathrooms for the pupils to completion. | 250,000.00 | New |
| 60. | Nzawa | Thimu Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 61. | Nzawa | Katoteni Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 62. | Nzawa | Kathita Nzau Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 63. | Nzawa | Syongoni Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 64. | Ngongoni | Kiumoni Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 65. | Nzauni | Kivulu Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 66. | Ngongoni | Ngongoni Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 67. | Nzauni | Kea Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 68. | Nzauni | Kyumbu Primary School | Construction of 1 classroom to Completion | 700,000.00 | New |
| 69. | Ngongoni | Kavoloi Primary School | Renovation of 1 classroom – Re-roofing, plastering/flooring/painting. | 500,000.00 | New |
| 70. | Nzauni | Kavililo Secondary School | Construction of a Science Laboratory to completion | 800,000.00 | New |
| 71. | Nzawa | Nzawa Secondary School | Construction of a Science Laboratory to completion | 800,000.00 | New |
| 72. | Nzauni | Nzauni AP Line | Construction of AP Line – one unit of 4 rooms | 500,000.00 | New |
| 73. | Nzawa | Nzawa AP Line | Purchase of 1/8 acre land (Kshs 450,000.00) and construction of one unit of 4 rooms (Kshs 300,000.00) | 750,000.00 | New |
| 74. | Nguutani | Nzalae AP Line | Completion of AP Line – 2 rooms - Plastering, flooring and painting | 200,000.00 | On going |
| 75. | Nguutani | Nguutani ACC’s Office | Completion – ACC’s Office – Roofing, flooring, painting. | 500,000.00 | On going |
| 76. | Nguutani | Kalongola Chiefs Office | To complete walling and  Lay 1st floor slab of the chief’s office. | 500,000.00 | On going |
| **Total** | |  |  | **11,000,000.00** |  |
| **Grand Total** | |  |  | **42,288,347.40** |  |

**MW/NGCDFC/MIN 5: 11/01/2018 A.O.B**

There being no other business to transact, the meeting ended at 5.30 pm with a word of prayer.

Minutes prepared by: Lilian M. Kitui Signature …………………… Date……………

Minutes confirmed by: Francis N. Mutinda Munuve Signature……………………..Date …………