

MINUTES OF MBOONI NG-CDF MEETING HELD ON 17/10/2019 AT THE NG-CDF BOARDROOM AT MBUMBUNI

MEMBERS PRESENT

1. Joshua Mbondo	~	Chairman
2. Paul Kimilu	~	FAM
3. Benson Mutuku	~	CDFC Secretary
4. Richard Ogwoka	~	DCC
5. Peter Sila	~	Member
6. Rebecca Muli	~	Member
7. Virginia Munyao	~	Member
8. Samson mbithuka	~	Member
9. Peter Maingi	~	Member
10. Winfred Mutungi	~	Member

AGENDA.

1. Preliminaries
2. Remarks from the chairman
3. Bursary
4. Boda Boda Training
5. Constituency Sports Tournament
6. NG-CDF Committee Performance Contract (PC)
7. Project Proposal FY: 2019/2020
8. A.O.B

MIN.24/17/10/2019: PRELIMINARIES

The meeting started with a word of prayer from Madam Rebecca Muli at 11:30 am.

MIN.25/17/10/2019: REMARKS FROM THE CHAIRMAN

The chairman called the meeting into order and asked the members to participate freely in the days agenda.

The Secretary Mr. Benson Mutuku read the minutes of the previous meeting. The minutes were proposed to be a true copy of the meeting proceedings by Mr. Peter Sila and Seconded by Mr. Samson Mbithuka



MIN.26/17/9/2019:BURSARY

Members had been mandated to do an exercise of identifying potential beneficiaries of Ksh. 1,000,000 which has been set aside to clear KCSE certificates that had been held in schools due to fees balances. Members confirmed that the exercise was successful. Mr. Samson Mbithuka reported that Ngiluni Location did not meet the required number of students with balances.

Bursary sub-committee was mandated to sit and finalize all wards reports. The FAM notified members that there were some stale bursary cheques that were not presented to the bank. Members mandated fund manager to liaise with the Sub-county Accountant and know the exact amount of the unpresented cheques to disburse to other needy beneficiaries.

MIN.27/17/9/2019: BODA BODA TRAINING

The Chairman informed members that the exercise and process of selection of trainees was on. The members for Kako/Waia, Kithungo/Kitundu, Mbooni, Kisau/Kiteta wards had met. Members for Kalawa and Tulimani were yet to meet. Training stations were agreed as follows;

1. Kalawa and Kako/Waia - Kalawa
2. Kisau/Kiteta and Tulimani - Tawa
3. Mbooni and Kithungo/Kitundu - Kikima

Training is scheduled to take a duration of one month. Members agreed to hand over the list of names of trainees by Wednesday 23/10/2019 to the Fund manager.

MIN.28/17/9/2019: CONSTITUENCY SPORTS TOURNAMENT

The constituency sports tournament was going on well. All wards were reported to be ready for the constituency level. The constituency finals will be held on 26/27, October 2019 at Nduluku playgrounds. The preparations on the same are going on and everything will be ready before the due date. Members of the NG-CDF Committee are invited to grace the occasion together with the Member of National Assembly Mbooni Constituency.

MIN.29/17/9/2019: NG-CDF COMMITTEE PERFORMANCE CONTRACT (PC).

The Chairman, Fund Manager and the National Sub-County Accountant had attended the signing of the performance contract at Mombasa. Members approved the review of the Constituency Service Charter and mandated the Fund Manager to implement and ensure it is ready by 30th November, 2019.

Members also agreed to review the constitution and operationalization of the complaints committee. The following members were elected to sit in the complaints committee.

1. Peter Sila Chairman
2. Peter Maingi Secretary
3. Virginia Munyao Member

MIN.30/17/9/2019: PROJECT PROPOSAL FY: 2019/2020

Fund Manager informed members that, the total allocation for FY: 2019/2020 was Ksh. 137,367,724.14. Members were taken through the tentative budget of the proposal as follows:-

Statutory:

1. Administration and recurrent	-	6%	-	Ksh.	8,242,063.45
Employee Salaries				Ksh.	3,454,603.40
Goods & Services				Ksh.	3,472,260.05
NSSF				Ksh.	38,400.00
NHIF				Ksh.	76,800.00
Committee Expenses				Ksh.	1,200,000.00
2. M&E/Capacity Building	-	3%	-	Ksh.	4,121,031.72
Goods & Services				Ksh.	1,300,000.00
Committee Expenses				Ksh.	1,300,000.00
NG-CDFC/STAFF/ PMC Capacity Building				Ksh.	1,521,031.72
3. Emergency reserve	-	5%	-	Ksh.	7,198,241.38
4. Bursary	-	25%	-	Ksh.	34,341,931.04
Bursary Secondary School				Ksh.	19,000,000.00
Bursary Tertiary Institutions				Ksh.	15,341,931.04
5. Sports	-	2%	-	Ksh.	2,390,199.75
6. Environmental Activities	-	2%	-	Ksh.	2,635,000.00

Balance for projects:

Fund Manager informed members that the total for statutory was Ksh.58,928,467.34 and the balance of Ksh.78,439,256.80 was left for projects. He further guided members to deliberate and come up with priority projects to be funded. He also advised them to be guided by the following:-

- 1) Circular from the NG-CDF Board
- 2) Public participation report FY:2019/2020
- 3) Strategic plan





After lengthy deliberations and discussions member came up with the following summary proposal:-

- | | | | |
|---------------------------------------|---|---|-------------------------|
| 1. Primary School Projects | - | - | Ksh. 46,920,000.00 |
| 2. Secondary School Projects | - | - | Ksh. 14,950,000.00 |
| 3. Security Projects | - | - | Ksh. 5,100,000.00 |
| 4. Social Halls | - | - | Ksh. 2,800,000.00 |
| 5. Tertiary | - | - | Ksh. 3,000,000.00 |
| 6. Constituency Innovation Hubs - ICT | - | - | Ksh. 1,169,256.80 |
| 7. NG-CDF Office | - | - | <u>Ksh.4,500,000.00</u> |

Total-Ksh:78,439,256.80

GRAND TOTAL:KSH:. 137,367,724.14.

Members agreed and came up with the following proposed projects for funding in the FY: 2019/2020.

S/N	PROJECT NAME	ACTIVITY	AMOUNT	STATUS	LOCATION
1.	Kyamithenge Secondary school	Construction of 1 classroom to completion.	850,000.00	New	Tulimani
2.	Kitithini Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	Ongoing	Tulimani
3.	Uvaani Secondary School	Completion of Laboratory-1 st floor-walling,roofing	1,000,000.00	Ongoing	Kalawani
4.	Kinyuani Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kalawani
5.	Musau Imale Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	Ongoing	Kalawani
6.	Yandue Chiefs Office	Construction of Office-Foundation,walling	1,000,000.00	New	Yandue

7.	Muthwani Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Yandue
8.	Mulooni Secondary School	Construction of 1 classroom to completion	850,000.00	New	Yandue
9.	Itetani AP Line	Completion of AP Line- plaster, floor, doors, window panes & paint	1,500,000.00	Ongoing	Itetani
10.	Itetani Boys Secondary School	Completion of Laboratory- Electricity connection, Paint, benches and gas installation.	1,000,000.00	Ongoing	Itetani
11.	Dr. Mbiti Wambuli Technical and Vocational College	Construction of Gate, Fencing (Concrete posts and chain link) & Landscaping (Area 5125 sm)	3,000,000.00	New	Itetani
12	Kyanguswi Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.000	Ongoing	Wanzauni
13	Tulimani Primary School	Construction of 1 classroom to completion	850,000.00	New	Wanzauni
14	Wanzauni Chiefs Office Social Hall	Completion of Social Hall- Plaster, doors, windows & paint	1,000,000.00	Ongoing	Wanzauni
15	Kwaiti Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Mavindu
16	Ithemboni Boys Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Mbooni
17	Yatwa Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	Ongoing	Mbooni
18	Mukasi Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Mbooni

19	Kikima Social Hall Innovation Hub- ICT	Installation of satellite antenna, Router, digital access kit, digital ruggedized tablet, Wi-Fi with outdoor wireless device complete with 12U cabinet with installation accessories by Telkom Kenya Ltd.	1,169,256.80	New	Mbooni
20	Kyamunya Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.000	New	Kyuu
21	Mary Gorreti Primary school	Construction of 1 classroom to completion	850,000.00	Ongoing	Kyuu
22	Kyuu Secondary School	Construction of Laboratory- Foundation, walling	1,000,000.00	New	Kyuu
23	Kyai Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.000	New	Nzeveni
24	Nzeveni Secondary School	Construction of 1 classroom to completion	850,000.00	New	Nzeveni
25	Kathemboni Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kithungo
26	Kaliani Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kithungo
27	Kithungo Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	Ongoing	Kithungo
28	Utangwa AIC Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Utangwa
29	Imandini Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Utangwa
30	Utangwa Secondary school	Completion of Dormitory- paint, septic tank and sewer system	1,000,000.00	Ongoing	Utangwa

31	Muvuti Primary School	Completion of 4 classrooms Renovations- Windows,doors,paint	320,000.00	Ongoing	Utangwa
32	Kavumbu Primary School	Completion of 1 classroom construction -50,000 and Construction of 1 classroom to completion-	900,000.00	Ongoing	Utangwa
33	Utwiini Primary School	Renovation of 3 classrooms-Roofing, plaster, floor, windows, doors & paint	900,000.00	Ongoing	Utangwa
34	Kyamuata Primary School	Renovation of 3 classrooms-Roofing, plaster, floor, windows, doors & paint	900,000.00	Ongoing	Utangwa
35	Nthaani Primary school	Renovation of 3 classrooms-Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kitundu
36	Syathani Secondary School	Construction of Laboratory- Foundation, walling	1,000,000.00	New	Kitundu
37	Mwenyeani Primary school	Renovation of 3 classrooms-Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kitundu
38	Kitundu Chiefs Office Social Hall	Completion of Social Hall- Plaster, doors, windows & paint	1,000,000.00	Ongoing	Kitundu
39	Woyani Primary school	Renovation of 3 classrooms-Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kilyungi
40	Kinyaasye Assistant Chiefs Office	Construction of Office- Foundation, walling	800,000.00	New	Kilyungi
41	Kaseki Primary School	Renovation of 3 classrooms-Roofing, plaster, floor, windows, doors & paint	900,000.00	Ongoing	Mataa
42	Mataa Assistant. Chiefs Office	Construction of Office- Foundation, walling	800,000.00	New	Mataa
43	Kyang'onde Secondary School	Construction of Dinning Hall & Kitchen-Foundation, walling,(Capacity 1,000 students)	1,000,000.00	New	Waia
44	Wambiti Primary School	Renovation of 3 classrooms-Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Waia

45	King'aathuni Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	Ongoing	Waia
46	Nduluku Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	Ongoing	Nduluku
47	Itulu Primary school (Nduluku)	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Nduluku
48	Kandulyu Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kako
49	Nduluku Social Hall	Completion of Social Hall- Plaster, paint, fencing (concrete post, chain link) & gate	800,000.00	Ongoing	Kako
50	Kyaluma Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kako
51	Kyaume Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Mbimbini
52	Ndumbi Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kisau
53	Kitondo Primary school	Construction of 1 classroom to completion	850,000.00	Ongoing	Kisau
54	Kivani Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kalimani
55	Mukimwani Secondary School	Construction of staff quarters- foundation, walling, roofing, plaster, doors, windows and paint	1,500,000.00	New	Kalimani
56	Kimandi Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	Ongoing	Kalimani

57	Musunguu Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kiteta
58	Tawa Mixed Secondary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kiteta
59	Katuma Primary School	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kiteta
60	Tawa Police Station	Construction of Police Station- Foundation, walling	1,000,000.00	New	Kiteta
61	Utuneni Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Ngiluni
62	Nгаа Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	Ongoing	Ngiluni
63	Tulya Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Ngiluni
64	Mutini Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	Ongoing	Ngiluni
65	Ngiluni Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kalawa
66	Kyanguyu Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kalawa
67	Kalawa Boys Secondary school	Construction of Dormitory- foundation, walling	1,000,000.00	New	Makinya
68	Mbukoni Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Makinya
69	Kamutonye Primary school	Renovation of 3 classrooms- Roofing, plaster, floor, windows, doors & paint	900,000.00	New	Kathulumbi

70	Kathulumbi Primary school	Renovation of 3 classrooms-Roofing, plaster, floor, windows, doors &	900,000.00	New	Kathulumbi
71	ChemChemiSecondary School	Construction of Laboratory-foundation, walling	1,000,000.00	New	Ndauni
72	Syokilati Primary school	Renovation of 3 classrooms-Roofing, plaster, floor, windows, doors &	900,000.00	Ongoing	Ndauni
73	Nganwa Secondary School	Construction of Laboratory-foundation, walling	1,000,000.00	New	Athi
74	Kinze Primary school	Construction of 1 classroom to completion	850,000.00	New	Athi
75	ST. Barnabas Thwake Secondary School	Construction of Laboratory-foundation, walling	1,000,000.00	New	Katangini
76	Mililuni Primary School	Renovation of 3 classrooms-Roofing, plaster, floor, windows, doors &	900,000.00	Ongoing	Katangini
77	Mbooni NG-CDF Office	Landscaping-Excavation and Earthworks, Terrace Back Sloping, 50mm thick Mazeras Stone Finish (Area 5590 SM)-874,000.00, Cabros fitting (Area 1060 SM) -	4,500,000.00	New	Constituency

Members also proposed to fund Environmental activities of Ksh. 2,635,000.00. Members agreed to fund water harvesting in the constituency. This funding will go towards purchase of one 10,000ltrs water tank for one school in every location. This will improve hygiene and availability of water to the pupils. The following schools were proposed from the 28 locations.

S/N	PROJECT NAME	ACTIVITY	AMOUNT	STATUS	LOCATION
1.	Mbooni NG-CDF Office	Purchase of 2 No. 10,000Ltrs water tanks	170,000.00	New	Constituency
2.	Mbooni East Deputy County Commissioner's residence	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Constituency
3.	Mukuku Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Nduluku

4	Kaseveni Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Waia
5	Kitongu Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Kako
6	Mbimbini Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Mbimbini
7	Iviani Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Kalimani
8	Kyome Primary School (Kisau)	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Kisau
9	Kyala Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Kiteta
10	Ngiluni Primary School (kiteta)	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Ngiluni
11	Mutula Nguu Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Nzeveni
12	Mukaatini Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Mbooni
13	Kisesini Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Kyuu
14	Mweleli Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Kalawa
15	Muukuni Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Makinya
16	Kathongo Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Ndauni
17	Ititu Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Katangini
18	Kitoto Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Kathulumbi
19	Mbavani Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Athi
20	Wanzauni Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Wanzauni
21	Kyamithenge Primary school	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Tulimani
22	Wambuli Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Itetani
23	Mavindu Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Mavindu
24	Uvaani Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Kalawani
25	Utumoni Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Yandue
26	Uma Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Kilyungi
27	Nzueni Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Mataa
28	Muvaa Primary School	Purchase of 1 No 10,000Ltrs water tank	85,000.00	New	Kithungo

29	Kyanzuki Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Kitundu
30	Utangwa HGM Primary School	Purchase of 1 No. 10,000Ltrs water tank	85,000.00	New	Utangwa

MIN.31/17/9/2019: ON GOING PROJECTS

Members deliberated on the matter and observed that Ongoing projects were estimated at Ksh. 58,838,299.75. The committee noted that during public participation the community came up with very needy and priority cases. Some of these cases include renovation of old dilapidated primary school classrooms that were endangering the lives of the pupils. For the committee to be able to accommodate this wanting cases, they were able to fund ongoing projects totaling to Ksh. 21,000,000. The funding of the ongoing projects and other needy projects was fairly distributed within the six wards of Mbooni constituency. Due to constraints of funds all the ongoing projects could not be funded within this financial Year.

However Mbooni NG-CDF Committee is committed to fund the remaining on going projects in the next Financial Years as follows; FY: 2020/21 Ksh.23,838,309.75 and FY: 2021/22 Ksh. 13,999,990.00

Members unanimously approved all the above projects and mandated the Fund manager to prepare the Proposal FY: 2019/2020 for onward submission to the NG-CDF Board.

MIN.32/17/9/2019: A.O.B

There being no other business the meeting ended at 3.15 pm with a word of prayer from Mrs. Rebecca Muli.

Benson Mutuku:..........Date 21/10/2019.....

MBOONI NG-CDFC SECRETARY.

Minutes Confirmed by:
Joshua Mbondo:..........Date 21.10.2019......

MBOONI NG-CDFC CHAIRMAN.





