

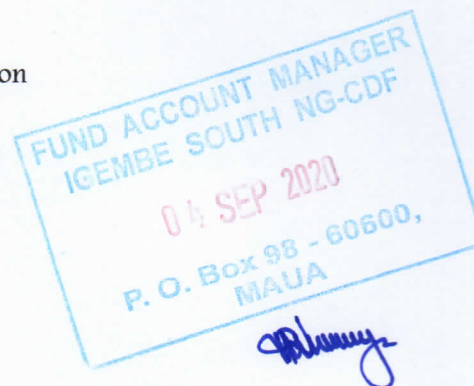
MINUTES OF IGEMBE SOUTH NG-CDF MEETING HELD ON 4TH SEPTEMBER 2020 AT 10.00 AM AT THE NG-CDF OFFICES BOARDROOM

MEMBERS PRESENT

- | | |
|---------------------------|-----------------------------------|
| 1. Hon. John Paul Mwirigi | -MNA |
| 2. Pauline Mwangi | - Igembe South FAM |
| 3. Isaac Mugambi Ciiri | - Igembe South NG-CDFC Secretary |
| 4. Lucy Nkoroi | - Igembe South NG-CDF Chairperson |
| 5. Henry Kobia | -Igembe South Ng-Cdfc Member |
| 6. Tabitha Mukethi | - Igembe South Ng-Cdfc Member |
| 7. Jeniffer Nkirote | - Igembe South Ng-Cdfc Member |
| 8. Fridah Mwikali | - Igembe South Ng-Cdfc Member |
| 9. Pius Kaimenyi | - Igembe South Ng-Cdfc Member |
| 10. Solomon Mufundi | - Igembe South Ng-Cdfc Member |
| 11. Morris Njilu | - C.O.M |

Agenda

1. Preliminaries: Prayers
: Introductory Remarks from the Chairperson
2. Projects Proposal for Financial Year 2020-2021
3. Office fumigation
4. Writing of project cheques
5. A.O.B



MIN. 1/04/09/2020: PRELIMINARIES

The meeting started at 10.00 am with a word of prayer led by Tabitha Mukethi. The Chairperson, Madam Lucy then welcomed and thanked the members for availing themselves for the meeting.

MIN. 2/04/09/2020: PROJECTS PROPOSAL FOR FY 2020-2021

The FAM informed the members that the NG-CDF Board had released the allocation table for the financial year 2020-2021 and the allocation for the year is Kshs. 137,088,879.31 but there was an Appropriation in Aid (AIA) of **Kshs. 30,000** for sale of tender translating the allocation **Kshs. 137,118,879.31**.

The secretary CDfC tabled all the ward proposals for thorough deliberation by the committee.

Before deliberating, the Fund Account Manager gave the committee guidance on how those proposals should appear in terms of sectors as they are from the National Government Constituency development Fund Board.

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She also presented percentages that should guide each budget especially for statutory allocations like administration, monitoring and evaluation, sports, environmental activities, emergency and bursary.

She informed members that the total allocation for this financial year is Kshs. 137,118,879.31 and the following are the statutory deductions;

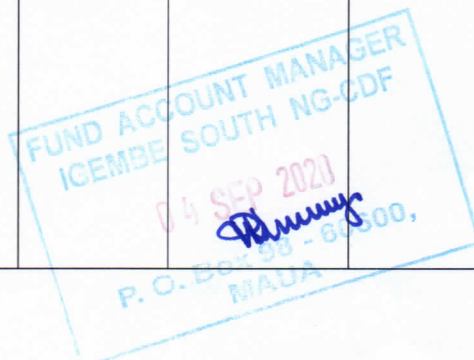
❖ Bursary 35%	Kshs. 47,991,607.76
❖ Administration 6%	Kshs. 8,227,132.76
❖ Monitoring and Evaluation/Capacity Building 3%	Kshs. 4,113,566.38
❖ Sports 2%	Kshs. 2,742,377.59
❖ Environment 2%	Kshs. 2,742,377.59
❖ Emergency 5%	Kshs. 7,192,206.90
❖ Total	Kshs. 73,009,268.98
❖ The balance to be shared among the 5 wards is:	Kshs. 64,109,610.33

The FAM advised the members on the need to share the balances fairly among the various administrative wards and also insisted on the need to prioritize the on-going projects.

The NG-CDFC chairperson tabled all the projects one by one as derived from the list of priority projects at the ward level. All members were of the opinion that the list complied with what emanated from the wards and unanimously endorsed the projects to be forwarded to the NG-CDF Board as follows:

Project Name	Project Number	Original Cost(Kshs)	Cumulative Allocation(Kshs)	Project activity	Amount Allocated (Kshs)	Status
Administration/Recurrent						
Employees Salaries	4-012-051-2110000-100-2020/2021-001	3,077,400.00		Payment of staff salaries and gratuity	3,077,400.00	Continuous Exercise
Staff gratuity	4-012-051-2110000-100-2020/2021-002	632,400.00		Payment of staff Gratuity	632,400.00	Continuous Exercise
Goods and Services	4-012-051-2110000-100-2020/2021-003	2,432,732.76		Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea,	2,432,732.76	Continuous Exercise

				office utility bills		
NSSF	4-012-051-2120101-100-2020/2021-004	24,000.00		Payment of NG-CDFC employees NSSF Deductions	24,000.00	Continuous Exercise
NHIF	4-012-051-2120201-100-2020/2021-005	60,600.00		Payment of NG-CDFC employees NHIF Deductions	60,600.00	Continuous Exercise
Committee Expenses	4-012-051-2110000-100-2020/2021-004	2,000,000.00		Payment of Committee sitting allowances, transport, conferences	2,000,000.00	Continuous Exercise
Emergency Reserve	4-012-051-2640200-101-2020/2021-001	7,192,206.90		To cater for any unforeseen occurrences in the constituency during the financial year	7,192,206.90	Continuous Exercise
Sports Activities						
Igembe South Sports	4-012-051-2640509-112-2020/2021-001	2,742,377.59		Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits, support sports &	2,742,377.59	Continuous Exercise



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				culture events		
Environment Activities						
Tiira Primary School	4-012-051-2640510-110-2020/2021-001	2,742,377.59		Leveling of school ground(7 acres)	1,742,377.59	New
Monitoring and Evaluation/Capacity Building						
Goods and Services	4-012-051-2210700-111-2020/2021-001	1,113,566.38		Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, office utility bills	1,113,566.38	Continuous Exercise
Committee Expenses	4-012-051-2210700-111-2020/2021-002	1,000,000.00		Payment of Committee sitting allowances, transport, conferences	1,000,000.00	Continuous Exercise
NG-CDFC/PMC Capacity Building	4-012-051-2210700-111-2020/2021-003	2,000,000.00		Undertake Training of the PMCs/NG-CDFCs on NG-CDF Related issues	2,000,000.00	Continuous Exercise
Bursary Fund						
Bursary -Secondary Schools	4-012-051-2640101-103-2020/2021-001	14,000,000.00		Payment of bursary to needy secondary school students	14,000,000.00	Continuous Exercise
Bursary -Tertiary Institutions	4-012-051-2640101-103-2020/2021-002	20,401,218.09		Payment of bursary to needy students in tertiary institutions	20,401,218.09	Continuous Exercise

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Education-Primary school projects						
Auki Primary School	4-012-051-2630204-104-2020/2021-001	1,200,000.00		Construction of a 40 pupils capacity classroom to completion (1,000,000) & purchase of 40 desks (200,000)	1,200,000.00	New
Itumbi primary school	4-012-051-2630204-104-2020/2021-002	1,200,000.00		Construction of a 40 pupils capacity classroom to completion (1,000,000) & purchase of 40 desks (200,000)	1,200,000.00	New
Athiru Gaiti Primary School	4-012-051-2630204-104-2020/2021-003	25,000,000.00		Construction of storied classrooms(3 on the ground floor and 3 on the 1st floor) to completion	10,000,000.00	New
Riigi primary school	4-012-051-2630204-104-2020/2021-004	1,000,000.00		construction of 10 door pit latrines to completion	1,000,000.00	New
Nkinja Primary School	4-012-051-2630204-104-2020/2021-005	1,000,000.00		construction of 10 door pit latrines to completion	1,000,000.00	New
Athi Special School	4-012-051-2630204-104-2020/2021-006	1,000,000.00		construction of 10 door pit latrines to completion	1,000,000.00	New
Kithetu Primary School	4-012-051-2630204-104-	1,000,000.00		construction of 10 door pit latrines to completion	1,000,000.00	New

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	2020/20 21-007					
Kathambi Primary School	4-012- 051- 2630204- 104- 2020/20 21-008	1,000,000.0 0		constructio n of 10 door pit latrines to completion	1,000,000.00	New
Athi Primary School	4-012- 051- 2630204- 104- 2020/20 21-009	1,000,000.0 0		guttering and purchase of 10,000 litres water tank	200,000.00	New
Education- Secondary school projects						
Riaki Day Secondary School	4-012- 051- 2630205- 104- 2020/20 21-001	15,000,000. 00		Constructio n of a storied administrati on block(6 Rooms) and library to completion(500 students)	10,000,000.00	New
Kithetu Kirimene Day Sec School	4-012- 051- 2630205- 104- 2020/20 21-002	13,000,000. 00	7,000,000.0 0	Completion of a kitchen/din ing hall(Roofing, Fixing doors & windows, plastering, ceiling, flooring and painting (150 students)	4,500,000.00	On- going
Antubochiu Day Sec School	4-012- 051- 2630205- 104- 2020/20 21-003	5,000,000.0 0	2,000,000.0 0	Completion of administrati on block(Roofi ng, Fixing doors & windows, plastering, ceiling, flooring and painting -8 offices	3,000,000.00	On- going

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Akui Day Sec School	4-012-051-2630205-104-2020/2021-005	6,000,000.00	2,200,000.00	Completion of administration block(Roofing, Fixing doors & windows, plastering, ceiling, flooring and painting - 10 offices	2,800,000.00	On-going
Auki Day Sec School	4-012-051-2630205-104-2020/2021-006	7,000,000.00	3,500,000.00	Completion of storied library block(Fixing doors & windows, plastering, ceiling, flooring and painting) - 500 students	2,500,000.00	On-going
Tiira Day Secondary School Drainage	4-012-051-2630205-104-2020/2021-007	5,000,000.00		Installation of gabions and floods control within the school compound	1,800,000.00	New
Ugoti Day Secondary School	4-012-051-2630205-104-2020/2021-008	2,000,000.00	1,000,000.00	Fencing of the school compound with concrete posts & chain link (2 acres) o completion	1,000,000.00	Ongoing
Education-Tertiary Institutions						
Maua KMTC	4-012-051-2630506-104-2020/2021-001	75,000,000.00	25,000,000.00	Constructio n of storied 6 no. lecture halls (600sq.m) Kshs. 13,740,620 , constructio n of a multipurpos e hall with	25,000,000.00	On-going

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				double volume wall (359 sq.m) Kshs. 11,604,158		
Security projects						
Maua Chief's Office	4-012-051-2640507-113-2020/2021-001	2,000,000.00		Constructio n of a 4 roomed chief's camp (sub structure, walling up to lintel level)	1,000,000.00	New
Kabuline Chief's Office	4-012-051-2640507-113-2020/2021-002	2,000,000.00		Constructio n of a 4 roomed chief's camp (sub structure, walling up to lintel level)	1,000,000.00	New
Thaicu Assistant Chief's Office	4-012-051-2640507-113-2020/2021-003	2,000,000.00		Constructio n of a 4roomed Assistant chief's camp (sub structure, walling up to lintel level)	1,000,000.00	New
Itumi Assistant Chief's Office	4-012-051-2640507-113-2020/2021-004	2,000,000.00		Constructio n of a 4 roomed Assistant chief's camp (sub structure, walling up to lintel level)	1,000,000.00	New
Antubakiru Assistant Chief's Office	4-012-051-2640507-113-2020/2021-005	2,000,000.00		Constructio n of a 4 roomed Assistant chief's camp (sub structure, walling up	1,000,000.00	New

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				to lintel level)		
Akachiu Chief's Office	4-012-051-2640507-113-2020/2021-006	2,000,000.00		Construction of a 4 roomed chief's camp(sub structure, walling up to lintel level)	1,000,000.00	New
Maua Law Court	4-012-051-2640507-113-2020/2021-007	1,500,000.00		Construction of an ablution block to completion (2 blocks of 5 doors latrines)	1,500,000.00	New
NG-CDFC OFFICE						
Igembe South NG-CDF office Compound	4-012-051-2630506-104-2020/2021-001	5,000,000.00		Cabro pavings(Kshs. 2,000,000), renovation of perimeter wall and gates, construction of a security house(Kshs. 500,000), construction of a septic & soak pit (Kshs.500,000)	3,000,000.00	New
Total					137,118,879.31	


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MIN. 3/04/09/2020: OFFICE FUMIGATION

Due to Covid 19 outbreak that has led to the closure of many businesses and offices the fund manager had to take necessary measures to counter the spread of the disease including the fumigation of the entire office and its surroundings. The tender committee advertised the tender for the fumigation of office, opened the tenders and awarded to **Strong Towers**

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who was the lowest bidder with **Kshs. 20,000**. The members authorized the payment of Kshs. 300,000 for the 15 weeks already fumigated since Covid-19.

MIN. 4/04/09/2020: FUNDS FROM THE NG-CDF BOARD FOR FIN YR. 2019/2020

The FAM informed the members that the NG-CDF Board had released Kshs. 1,600,000 AIE NO. B. 096863- DEP 07/2016/981 for the financial year 2016/2017 which was previously meant for Rural Electrification Authority but was resubmitted to Kathambi Primary School and Igembe Boys Secondary School as follows;

Project Name	Activity	Amount(Kshs)
Igembe Boys Secondary School	Construction of a classroom to completion(Flooring, walling, roofing and internal finishings)	1,000,000.00
Kathambi Primary School	Renovation of 3 classes(Flooring of the classes)	600,000.00
Total		1,600,000.00

The FAM informed the members that the NG-CDFB has also disbursed Kshs. 16M AIE No. B 104603 for the financial year 2019/2020, the members deliberated on the projects to give priority as follows;

ACCOUNT NO.	SECTOR	AMOUNT(Kshs)
4-012-051-2630205-104-2019/2020-007	Education-Secondary Schools	4,000,000.00
4-012-051-2630204-104-2019/2020-001	Education-Primary Schools	1,300,000.00
4-012-051-2630506-104-2019/2020-001	Kmtc Igembe South	5,000,000.00
4-012-051-2630506-104-2019/2020-001	NG-CDF offices	840,000.00
4-012-051-2640101-103-2019/2020-002	Bursary Tertiary Institution	4,860,000.00
	Total	16,000,000.00

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There being no other business, the meeting ended at 3.30PM with a word of prayer led by Henry Kobia.

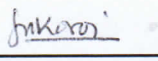
Minute Written By:

Secretary: Isaac Mugambi Ciiri

SIGN 

Minutes Confirmed By:

Chairperson: Lucy Nkoroi Mwirabua

SIGN 

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IGEMBE SOUTH NG-CDF
04 SEP 2020

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