



National Government Constituencies Development Fund
MANYATTA CONSTITUENCY
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NG-CDF

MINUTES OF A MEETING OF NG-CDF MANYATTA HELD ON 21st OCTOBER 2020 AT NG-
CDF OFFICE BOARDROOM AT 10.00 AM

MEMBERS PRESENT


- 1) Evans Mbogo Chairman
- 2) Caroline Imaya..... DCC
- 3) Mary Kabuga FAM
- 4) Rehema Omar Secretary
- 5) Cyrus Njagi.....Member
- 6) Beatrice NjokiMember
- 7) Peterson Kinyua.....Member
- 8) Faith KarimiMember
- 9) Samuel Njururi.....Member
- 10) Rose Njeri Mugo.....Member

IN ATTENDANCE

Hon John Muchiri Nyaga.....COC

AGENDA

1. Preliminaries
2. Reading & Confirmation of previous minutes
3. Matters arising
4. Report and Recommendations on Projects monitored
5. Allocations for 2020/2021
6. Reallocation of Funds
7. AOB

Recorded By...  Confirmed By...  Endorsed By... 

MIN 1/21/10/2020 PRELIMINARIES

The meeting was called to order at 10.15 am and opening prayers were led by Rose Njeri Mugo. The Chairman welcomed and thanked the members for their punctuality, he acknowledged the presence of the Member of and gave him a chance to give his remarks.

MP's Remarks

He commended the members good work in CDF operations and their unity and teamwork. He cautioned them to avoid diving and as this could derail giving quality services to community.

He advised them to ensure that bursary vetting exercise to be conducted the following week was done with transparency.

He advised the members that they ensure that they identify the most urgent projects as it was not possible to fund all of them at a once. The projects that would not prioritize would be considered in the next financial year.

MIN 2/21/10/2020 READING AND CONFIRMATION OF PREVIOUS MEETING

Minutes o the meeting held on 2nd October, 2020 were read. They were confirmed to be true record of previous proceedings by Peterson Kinyua. This was seconded by Cyrus Njagi.

MIN 3/21/10/2020 MATTERS ARISING

There were no matters arising.

MIN 4/21/10/2020 REPORT AND RECOMMENDATIONS ON PROJECTS MONITORED

The Secretary read through the report of the projects that had been monitored in order to assess their needs and urgency.

These were;

It was noted that;

- 1) 95% of the Primary schools' classrooms were dilapidated and required a facelift through, floor repair, roofs replacement, plastering, fixing of windows and doors and painting.
- 2) 70% of the primary schools required extra toilets since most of the existing ones were dilapidated
- 3) 60% of the Primary schools had extra classrooms that were not in use due to decline in population
- 4) 25% of the Day Secondary Schools required classrooms.
- 5) 20%-day Secondary required Dining halls and Laboratories
- 6) 95% of the school required buses
- 7) 30% of the Chiefs and Assistant chiefs did not have offices.
- 8) Manyatta Technical institute could not run smoothly as there was no water, electricity and security




Members resolved that these works could not be finished within the financial year and therefore it could be spread within the remaining years of the office tenure.

With reference to the strategic plan developed in the Financial Year 2018/2019, they noted that most the projects identified had been listed in the implementation matrix.

Members noted that a review of the strategic plan was required so as to list the actual projects that needed to be implemented first.


MIN 5/21/10/2020 ALLOCATION OF 2020/2021 BUDGET OF KSHS 137,088,879.31

Statutory allocations were allocated as follows;

Recorded By..........Confirmed By..........Endorsed By..........

| Project Name | Activity | Amount |
|-----------------------------------|--|---------------|
| Employees' Salaries | To cater for the Employees' Salaries, and gratuity | 2,500,000 |
| Administration Committee Expenses | Payment of committee sitting allowances, transport, conferences & Subsistence | 2,500,000 |
| Administration Goods & services | Purchase of fuel, repairs and maintenance of vehicle and Office equipment, printing, stationery, telephone, travel and subsistence, office tea expenses | 2,825,332 |
| NSSF | Payment of NSSF Deductions | 200,000 |
| NHIF | Payment of NHIF Deductions | 200,000 |
| M&E Committee Expense | Payment of committee M&E allowances, transport Payment of committee M&E allowances, transport, & conferences, & conferences | 2,000,000 |
| Goods and services | To cater for purchase of fuel, repairs, & maintenance, printing, stationery, Airtime, Travel and subsistence | 812,666 |
| Capacity Building | Conduct capacity building for staffs, NG-CDFCs & PMC'S on NGCDF related issues | 1,300,000 |
| Emergency | Cater for any urgent and un-foreseen occurrences in the constituency | 7,192,206.90 |
| Bursary Secondary Schools | Award bursary to needy and deserving cases in Secondary Schools | 16,375,001 |
| Bursary Tertiary Schools | Award bursary to needy and deserving cases in tertiary institutions | 10,591,898 |
| Sports | Carry out Constituency Sports tournament and the winning teams/ to be awarded with trophies, balls, and games kits | 2,700,000.00 |
| Environment | Purchase and deliver 10,000 litres Water tanks(kshs.100,000), installation of Gutters(kshs.100,000) and construction of a water tank base(kshs.50,000) for various schools | 2,741,777 |
| | | 51,938,881.00 |

It was agreed to give priority to ongoing projects so as to complete them as follows;

Recorded By..........Confirmed By..........Endorsed By..........

| Project Name | Activity | Amount |
|--|---|-----------|
| Kiriari Day Secondary School | Completion of a storeyed twin laboratory through walling, roofing and plastering, gas and water system, 5 No Concrete benches, doors and windows and painting to accommodate 50 students per sitting | 3,500,000 |
| Rugumu Day Secondary School | Completion of a storeyed laboratory with 2 upper classrooms through putting up a slab, walling upper floor, plastering, roofing fixing doors and windows and painting | 3,500,000 |
| Urban Day Secondary School | Completion of a storeyed laboratory with 2 upper classrooms through putting up a slab, walling upper floor, plastering, roofing fixing doors and windows and painting | 3,500,000 |
| St Mary's Mukangu Day Secondary School | Completion of a dining hall through putting tiles, fixing doors and windows panes, painting and exterior finishes of keying and painting to accommodate 600 persons. | 1,900,000 |
| DEB Kangaru Day Secondary School | Completion of a storeyed classrooms with two classrooms per floor through roofing, plastering, flooring, fixing doors and windows and exterior finishes of keying and painting (co funded by parents) | 2,000,000 |
| St Christopher Day Secondary School | Construction of a hall through walling, roofing and plastering to accommodate 500 persons. | 3,000,000 |
| Nthambo Day Secondary School | Construction of a storeyed complex building, consisting of a hall to accommodate 400 persons and 3 classrooms through walling, plastering and roofing with is co-funded by parents | 2,000,000 |
| Dallas Primary School | Completion of 4 no storeyed classrooms through, plastering, fixing doors and windows and painting to completion | 1,800,000 |
| St Michael Day Secondary | Construction of 2 No. Classrooms to completion. | 1,400,000 |

Recorded By..........Confirmed By..........Endorsed By..........

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|--|--|---------------|
| Kenga Day secondary School | Completion of a laboratory through flooring, installation of 5 No. Concrete benches, water and gas system to accommodate 50 students per sitting | 1,000,000 |
| Kathakwa Day Secondary School | Completion of a laboratory through flooring, installation of 5 No. Concrete benches, water and gas system to accommodate 50 students per sitting | 1,000,000 |
| Kithegi Day Secondary School | Additional works for construction of a Ramp for the storeyed Administration block to completion to accommodate 20staffs (Administration block co- funded by parents) | 500,000 |
| St.Benedict Day Secondary School Kithimu | Renovation of 6 no class rooms through repairing floor by putting tiles, plastering and painting to completion | 3,000,000 |
| Gatunduri Day Secondary School | Completion of a dining hall through Construction of a verandah and painting the exteriors of the hall to accommodate 400 persons (co funded by parents) | 250,000 |
| Gatondo Primary school | Completion of renovation of 5 no. of class rooms through flooring, Plastering and painting | 300,000 |
| | | 32,650,000.00 |

Members resolved to allocate funds to new projects as follows;

| Project Name | Activity | Amount |
|---------------------------------------|---|------------|
| Manyatta Technical Training Institute | Installation of 2 steel water tanks 20,000 cubic metres capacity), water system, gutters and 2 water towers Kshs 6M and putting up stone perimeter wall for a 2 acre piece of Land and a gate Kshs 6M | 12,000,000 |
| Kiriari Day Secondary School | purchase of a 51-seater school Bus which is purchased on a one-off basis and not through asset financing. Amount allocated is exclusive of insurance premiums or any other recurrent cost | 6,900,000 |
| Iveche Primary School | purchase of a 51-seater school Bus which is purchased on a one-off basis | 6,900,000 |

Recorded By..........Confirmed By..........Endorsed By.....

| | | |
|------------------------------|--|-----------|
| | and not through asset financing. Amount allocated is exclusive of insurance premiums or any other recurrent cost | |
| Gatoori Day Secondary School | Construction of an administration block through constructing a slab for foundation, walling, roofing, to accommodate 20 staffs | 4,000,000 |
| Gakinduriri Primary School | Purchase of 1 Acre piece of Land | 6,000,000 |
| Gatwe Primary School | Purchase of ½ piece of Land | 2,600,000 |
| Kithegi Primary School | Renovation of 6no. Classrooms through change of leaking roofs, plastering, flooring and painting to completion (Kshs 1,200,000) and Construction of 4 doors pit latrines to completion (Kshs300,000) | 1,500,000 |
| Gicherori Primary School | Renovation of 6no. Classrooms through change of leaking roofs, plastering, flooring and painting to completion (Kshs 1,200,000) and repair of 8 doors pit latrines through change of roofs (Kshs300,000) | 1,500,000 |
| Itabua Primary School | Renovation of 6no. Classrooms through change of leaking roofs, plastering, flooring and painting to completion (Kshs 1,200,000) construction of 4 doors pit latrines to completion (Kshs300,000) | 1,500,000 |
| Nembure Primary School | Renovation of 6 Classrooms through change of leaking roofs, plastering, flooring and painting to completion | 1,000,000 |
| Gituri Primary School | Renovation of 6 Classrooms through change of leaking roofs, plastering, flooring and painting to completion | 1,000,000 |
| Gaciigi Primary School | Construction of 2 Classrooms to Completion | 1,600,000 |
| Muvandori Primary School | Renovation of 3 Classrooms through change of leaking | 500,000 |

Recorded By..........Confirmed By..........Endorsed By.....

| | | |
|--|--|-----------|
| | roofs, Plastering, flooring and painting to completion | |
| Kathuniri Primary School | Renovation of 4 Classrooms through change of leaking roofs, Plastering, flooring and painting to completion | 600,000 |
| Ngimari Primary school | Renovation of 3 classrooms through Change of leaking roofs, plastering, flooring, fixing doors and windows and painting (Kshs 600,000) and construction of 4 doors exhaustible toilets to completion (400,000) | 1,000,000 |
| St Monica Special School | Renovation of a dormitory through change of roofs, Flooring, plastering, and painting to completion with a capacity of 50 students. | 600,000 |
| Teachers Advisory Centre Hall | Renovation of a hall owned by Ministry of education and Managed by TSC officers through fixing windows and doors panes, plastering and painting to completion to accommodate 150 persons | 1,000,000 |
| Manyatta Assistant Chief | Balance for Land Purchase of 1/8 of Kshs 500,000 and Construction of Assistant Chief Office with 2 rooms to completion (Kshs 800,000) and 2 door pit latrines to completion (Kshs 200,000) | 1,500,000 |
| Municipality East Assistant Chief Office | Construction of assistant chief Office with 2 rooms to completion (Kshs 800,000) and 2 door pit latrines to completion (Kshs 200,000) | 1,000,000 |
| Kithimu Assistant Chief Office | Construction of assistant chief Office with 2 rooms to completion (Kshs 800,000) and 2 door pit latrines to completion (Kshs 200,000) | 1,000,000 |
| Nthambo Assistant Chief Office | Construction of assistant chief Office with 2 rooms to completion (Kshs 800,000) and 2 door pit latrines to completion (Kshs 200,000) | 1,000,000 |
| Kamiu Administration Police Line | Finishing of 6 rooms doors AP Line through fixing ceiling, doors, windows and painting | 500,000 |
| Kathangariri Administration Police Line | Top up for land purchase of 1/8 piece of Land | 500,000 |

Recorded By.......... Confirmed By.......... Endorsed By.....

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|--|---|---------------|
| Gicherori Assistant Chief | Top up for Land Purchase for an 1/8 piece of Land | 500,000 |
| Kangaru Assistant County commissioners | Completion of 1 no. Flash toilet (100,000) and Fencing with chain link kshs 200,000 | 300,000 |
| | | 52,500,000.00 |

Members agreed to allocate funds for environment to supply tanks and fix gutters in various school as follows;

| Project | Activity | Amount |
|------------------------------------|---|---------|
| St Michael Day Secondary School | Purchase and delivering 10,000 litres Water tank(kshs.100,000), installation of Gutters(kshs.100,000) and construction of a water tank base(kshs.50,000) | 250,000 |
| Gituri Day Secondary School | Purchase and delivering 10,000 litres Water tank(kshs.100,000), installation of Gutters(kshs.100,000) and construction of a water tank base(kshs.50,000) | 250,000 |
| St Joseph M-tetu Secondary School | Purchase and delivering 10,000 litres Water tank(kshs.100,000), installation of Gutters(kshs.100,000) and construction of a water tank base(kshs.50,000) | 250,000 |
| St Therasas Girls Secondary School | Purchase and delivering 10,000 litres Water tank(kshs.100,000), installation of Gutters(kshs.100,000) and construction of a water tank base(kshs.50,000) | 250,000 |
| St Joseph Allamano Primary School | Purchase and delivering 10,000 litres Water tank(kshs.100,000), installation of Gutters(kshs.100,000) and construction of a water tank base(kshs.50,000) | 250,000 |
| Mbukori Primary School | Purchase and delivering 10,000 litres Water tank(kshs.100,000), installation of Gutters(kshs.100,000) and construction of a water tank base(kshs.50,000) | 250,000 |
| St Francis Primary School | Purchase and delivering 10,000 litres Water tank(kshs.100,000), installation of Gutters(kshs.100,000) and construction of a water tank base(kshs.50,000) | 250,000 |
| Kirigi Primary School | Purchase and delivering 10,000 litres Water tank(kshs.100,000), installation of Gutters(kshs.100,000) and construction of a water tank base(kshs.50,000) | 250,000 |
| County Primary School | Purchase and delivering 10,000 litres Water tank(kshs.100,000), installation of Gutters(kshs.100,000) and construction of a water tank base(kshs.50,000) | 250,000 |
| Gakinduriri Primary School | Purchase and delivering 10,000 litres Water tank(kshs.100,000), installation of Gutters(kshs.100,000) and construction of a water tank base(kshs.50,000) | 250,000 |
| Ngimari Primary School | Purchase and delivering 10,000 litres Water tank(kshs.100,000), installation of Gutters(kshs.100,000) and construction of a water tank base (kshs.50,000) | 241,777 |

Recorded By..........Confirmed By..........Endorsed By.....

MIN 6/21/10/2020 RE ALLOCATION OF FUNDS

Members agreed to reallocate;

1. Kshs227,586 funds for St Benedict Karau Secondary Allocated in the financial year 2017/18 additional funds allocations for purchase and installation of tank to be allocated to St Benedict Karau Primary School since the school was allocated again in the Financial year 2019/20. This is because there are so many schools that are in dire need of tanks urgently to ensure there is water for hand washing to curb the Covid -19 pandemic. The Fund was to be re-allocated to Karau Primary School.

2. Kshs 700,000 allocated for Manyatta TTI was too little and was not adequate to construct a water tower, 2 tanks and gutters. Members have since allocated enough funds since the available allocated funds could barely do anything. Member felt the need to re-allocate the funds first to 3 Schools that urgently required tanks to adhere to Covid- 19 measures of having adequate water for hand washing. The funds were to be re-allocated as follows;

1. Gatunduri Primary School- Kshs 250,000
2. Kiriari Primary School-Kshs 250,000
3. Gaciigi Primary School- Kshs 200,000

The Funds would be used for Purchase and delivering 10,000 litres Water tank(kshs 100,000), installation of Gutters(kshs.100,000) and construction of a water tank base (kshs.50,000).

3.Members also noted that St Michael Day Secondary School was allocated its own land which was hived from St Michael Primary School. They therefore required to Construct new classrooms since the classes they were using were to remain with the Primary school. Members therefore resolved to change the activities of kshs 1,000,000 allocated to St Michael day Secondary in the Year 2019/2020 to construct 1 classroom to completion at Kshs 800,000 and Kshs 200,000 to start another class up to foundation level.

MIN 6/21/10/2019 AOB

There being no other business, the meeting was adjourned at 3.00pm with a word of prayer led by Beatrice Njoki.

Members approved payment of Motor vehicle Service Charge amounting to kshs 76,845.00 to Thika Motor dealers.

Minutes Recorded By
Secretary:-Rehema Omar



Date..... 16/11/2020

Minutes Confirmed By
Chairman :-Evans Mbogo



Date..... 16/11/2020

Minutes Endorsed By
F.A.M :- Mary Kabuga



Date..... 16/11/2020

Recorded By..........Confirmed By..........Endorsed By.....