



Kangundo National Government Constituency Development Fund
Behind Kangundo Sub County Office complex
P.O Box 1035-90115
Kangundo, Kenya
Cell No:0724 781 421
Email: cdfkangundo@ngcdf.go.ke | Website: www.ngcdf.go.ke

REF: KANG/NG-CDF/JAN 2023/NG CDFC MEETING

DATE: 11th Jan, 2023

Purpose: NG CDFC Meeting Minutes

TIME: 09.52 a.m. – 11.42 a.m.

VENUE: Boardroom

Members Present

1. Mr. Ahmed K. Mohamud
2. Mr. Wesley Kibet Ngeno
3. Mr. John K. Nzuki
4. Mrs. Mary Catherine Ngila
5. Ms. Jackline Katunge Kombo
6. Mr. Stephen W. Mutua
7. Mr. Julius M. Mwangangi
8. Mr. Patrick Kilungu Mweu
9. Mrs. Belita M. Mutie
10. Ms. Maureen Kanini Kivuva

AGENDA

1. Preliminaries
2. Reading and Confirmation of previous meeting minutes
3. Matters arising from the previous meeting minutes
4. Approval of FY 2022/23 Project Proposal.
5. Budget Approvals.
6. A.O.B and Adjournment

MIN NO. 001/11th Jan, 2023 PRELIMINARIES

- The meeting began at 09.52 a.m. with a word of prayer led by Mr. Patrick Mweu.

MIN NO. 002/11th Jan, 2023 READING AND CONFIRMATION OF THE PREVIOUS MEETING MINUTES

- The secretary was tasked to read previous meeting minutes. Meeting minutes were confirmed as a true reflection of what was deliberated.

Mss Jackline Kombo
Proposer

MS Maureen Kanini
Seconder

MIN NO. 003/11th Jan, 2023 MATTERS ARISING FROM THE PREVIOUS MEETING MINUTES:

There was no matters arising.



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11/01/2023

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MIN NO. 004/11th Jan, 2023; APPROVAL OF FY 2022/23 PROJECT PROPOSAL.

Through the contribution of the FAM, he informed the members that after successful Public participation that was well attended and many project proposal was submitted by the members of the public, a summarized tentative project names, activities and budget has be tabled in the meeting for members to scrutinize and come up with the prioritized projects to be considered in this financial year.

Members through the contribution of the Stephen Wambua, informed members about Kwa Mbaku, kikondeni and Kakuyuni Primary school that had for long been with dilapidated classrooms have been considered in this years allocation. He further, urged members to ensure that many Primary Schools benefit with Classrooms so that when the directive on CBC is fully communicated by Education Ministry, Kangundo would have done many rooms.

Madam Berita Mutie, indicated that the bursary be allocated the maximum allowable of 35% to cover for the Bursary needs of the public since last year the delay in the funding and the increased number of school terms affected many parents and were not able to clear their children school fees in time. She proposed that a maximum of Kes 45 million be allocated.

Through the contribution of Fund manager, he informed members that the project is evenly distributed in all the ward of Kangundo, Except central ward that had received seven (7) projects in FY 2021/22. the following is the distribution matrix.

No	Ward Name	Education-Primary	Education-Secondary	Security
1.	North Ward	3	1	0
2.	East Ward	2	1	1
3.	West ward	2	0	1
4.	Central Ward	0	1	0

Through contribution of Patrick Mweu, he informed members that funding the construction of two Security projects of Kivaani and Kakuyuni ACC Office complex that will host the ACC, Chief, Assistant Chief and other offices like Birth and registration, Ward Administration Police officers, and other National Government offices that offers service to the ward residents. Though the funding is in two phases, the projects will be of grate impact to the society.





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NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD
PROJECT PROPOSALS FOR KANGUNDO NATIONAL GOVERNMENT
CONSTITUENCY DEVELOPMENT FUND
FINANCIAL YEAR 2022/2023

NO	Project Name	Project Activity	Amount Allocated	Current Status
1	Contractual Employees	Payment of 7 staff Basic salaries	2,164,870.00	On-going
2	Casual Labour and Internship	Payment of staff Basic Wages	60,000.00	On-going
3	House Allowance	Payment of House allowances to Seven (7) NGCDFC staff	351,000.00	On-going
4	Transport Allowance	Payment of Transport allowances to Seven (7) NGCDFC staff	310,000.00	On-going
5	Leave Allowance	Payment of Leave allowances to NGCDFC staff	50,000.00	On-going
6	NSSF	Employer contribution to NSSF. for Seven (7) NG CDFC Staffs, each Kes 1080 per month Indicate.	153,360.00	On-going
7	Gratuity-Contractual Employees	Payment of gratuity to NGCDFC staff	1,504,948.00	On-going
8	Medical Insurance	payment of Medical insurance to NG-CDFC Seven (7) staff (NHIF) each Kes 1,014.	80,000.00	On-going
9	Committee allowances	Payment of committte allowances	942,150.00	On-going

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10	Accommodation - Domestic Travel	Payment of Accommodation - Domestic Travel	150,000.00	On-going
11	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	72,000.00	On-going
12	Publishing and Printing Services	Payment of Publishing and Printing Services	20,000.00	On-going
13	Advertising, Awareness and Publicity Campaigns	Payment of Advertising, Awareness and Publicity Campaigns	50,000.00	On-going
14	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone Expenses	48,000.00	On-going
15	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport	100,000.00	On-going
16	Electricity	Payment of Electricity charges	60,000.00	On-going
17	Water & Sewerage Charges	Payment of Water & Sewerage Charges	48,000.00	On-going
18	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone Expenses	54,000.00	On-going
19	Internet Connections	Payment of Internet Connections Expenses	50,000.00	On-going
20	Courier and Postal Services	Payment of Courier and Postal Services	15,000.00	On-going
21	Travel Costs (Airlines, Bus, Railway, Mileage)	Payment of Travel Costs	100,000.00	On-going

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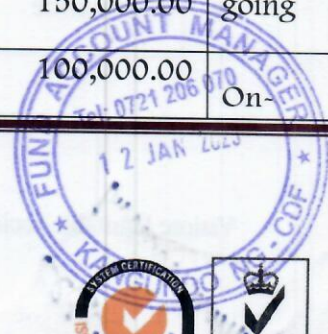




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	Allowances, etc.)			
22	Accommodation - Domestic Travel	Payment of Accommodation - Domestic Travel	40,000.00	On-going
23	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	100,000.00	On-going
24	Catering Services (Receptions), Accommodation, Gifts, Food and Drinks	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	160,000.00	On-going
25	Other Committee Expenses	Payment of Other committee expenses	602,000.00	On-going
26	NGCDFC Allowance	Payment of NGCDFC allowances	1,128,000.00	On-going
27	Motor Vehicle Insurance	Payment of Motor Vehicle Insurance	100,000.00	On-going
28	General Office Supplies (Papers, Pencils, Forms, Small Office Equipment etc.)	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	230,000.00	On-going
29	Supplies and Accessories for Computers and Printers	Payment of Supplies and Accessories for Computers and Printers	385,000.00	On-going
30	Sanitary and Cleaning Materials, Supplies and Services	Payment of Sanitary and Cleaning Materials, Supplies and Services	150,000.00	On-going
31	Refined Fuels and	Purchase of Refined Fuels and	100,000.00	On-

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	Lubricants for Transport	Lubricants for Transport		going
32	Other Fuels(wood, charcoal, cooking gas etc...)	Payment of Other Fuels(wood, charcoal, cooking gas etc...)	25,000.00	On-going
33	Bank Service Commission and Charges	Payment of Bank service commission and charges	25,000.00	On-going
34	Maintenance Expenses - Motor Vehicles	Payment of Maintenance Expenses - Motor Vehicles	246,724.00	On-going
35	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone Expenses	20,000.00	On-going
36	Travel Allowance	Payment of Travel Allowance for NG-CDF Staff & NG-CDFC	220,000.00	On-going
37	Remuneration of Instructors and Contract Based Training Services- Drug and HIV training are mandatory.	Remuneration of Instructors and Contract Based Training Services during NG-CDF Staff, NG-CDFC and PMCs Training-Procurement, Public Fund management, Audit and Accountability,	150,000.00	On-going
38	Hire of Training Facilities and Equipment	Payment of Hire of Training Facilities and Equipment	280,000.00	On-going
39	Accommodation Allowance	Payment of Accommodation Allowance for NG-CDF Staff & NG-CDFC	500,000.00	On-going

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40	Catering Services (Receptions), Accommodation, Gifts, Food and Drinks	Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks	60,445.00	On-going
41	Other Committee Expenses	Payment of Other committee expenses	416,451.00	On-going
42	NGCDFC Allowance	Payment of NGCDFC allowances	1,180,000.00	On-going
43	General Office Supplies (Papers, Pencils, Forms, Small Office Equipment etc.)	Purchase of General Office Supplies (papers, pencils, forms, small office equipment)	100,000.00	On-going
44	Supplies and Accessories for Computers and Printers	Payment of Supplies and Accessories for Computers and Printers	140,000.00	On-going
45	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport	450,000.00	On-going
46	Maintenance Expenses- Motor Vehicles	Payment of Maintenance Expenses- Motor Vehicles-NGCDFC Motor Vehicles	150,000.00	On-going
47	Kwambalu Primary School	Construction of 3 No. classrooms to completion: Construction of standard size classrooms with Rough textured Tiled floor finish (tile size 600x600mm) for both verandah & classroom floors and branding, Cream yellow Internal Paints.	4,800,000.00	New

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	-Acces roads to the school are very poor resulting to challeges for material transport,site topography is very steep hence the foundation must go up to atleast 2.1m.this has attracted extra cut and fill works,construction materials and labour.		
48	<p>Kitwii Girls Primary School</p> <p><u>Renovation of 6 No. Classrooms to completion: Demolition and alterations .</u> <u>Removal of the existing roof,windows & doors,demolish existing damaged floor, gable walls and eaves walls,hacking damaged plastered surfaces and cart away debris,</u> <u>New builders work .</u> <u>Roofing Pre-painted blue box profile Iron sheets,ring beam,windows,doors ,150mm slab with tiled floor finish (tile size 600x600mm) for both verandah & classroom,gable and eaves walling, plastering walls both internal(Gream Yellow Piants) and external,chalkboard,painting all the rendered surfaces ,electrical installation , branding.</u></p>	5,561,310.00	New
49	<p>Kitwi boys Primary School</p> <p>Construction of 4 Classrooms block: Demolition of the existing 2 old classrooms at kes 35,000 . Construction of 4no standard size classrooms with Tiled floor finish (tile size 600x600mm) for both</p>	5,635,000.00	New

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	<p>verandah & classroom floors,electrical installation and branding. ROOFING-Pre-painted blue box profile Iron sheets PAINT-Cream yellow paint internally and externally.</p>		
50	<p>Kikondeni Primary School</p> <p>Renovation of 5No. Classrooms to completion: <u>Demolition and alterations</u> . Removal of the existing roof,windows & doors,demolish existing damaged floor, gable walls and eaves walls,hacking damaged plastered surfaces and cart away debris, <u>New builders work</u> . Prepainted blue Iron sheet,ring beam,windows,doors ,150mm slab with tiled floor (tile size 600x600mm) finish for both verandah & classroom,gable and eaves walling, plastering walls both internal and external,chalkboard,painting all the rendered surfaces ,electrical installation , branding</p>	4,601,380.00	New
51	<p>Kithuiani Primary School</p> <p>Construction of 3 No. classrooms: Construction of standard size classrooms with Tiled (tile size 600x600mm) floor finish for both verandah & classroom floors,Electrical installation and branding ROOFING- Pre-painted blue box profile Iron sheets</p>	4,200,000.00	New



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		PAINT-Cream yellow paint internally and externally		
52	Manyatta Primary School	<p>Renovation of 6 No. Classrooms to completion: Demolition and alterations . Removal of the existing roof,windows & doors,demolish existing damaged floor, gable walls and eaves walls,hacking damaged plastered surfaces and cart away debris, New builders work . Roofing,pre-painted blue ironsheets,ring beam,windows,doors ,150mm slab with tiled (tile size 600x600mm) floor finish for both verandah & classroom,gable and eaves walling, plastering walls both internal and external,chalkboard,painting all the rendered(Cream yellow paint internally and externally) surfaces ,electrical installation , branding</p>	5,561,310.00	New
53	Kawethei SA Primary School	<p>Renovation of 5 No. Classrooms to completion: Demolition and alterations . Removal of the existing roof,windows & doors,demolish existing damaged floor, gable walls and eaves walls,hacking damaged plastered surfaces and cart away debris, New builders work . Roofing -Pre-painted blue box profile Iron sheets</p>	4,634,425.00	New





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		<p><u>ring beam,windows,doors ,150mm slab with tiled floor (tile size 600x600mm) finish for both verandah & classroom,gable and eaves walling, plastering walls both internal and external,chalkboard,painting all the rendered surfaces-(Cream yellow paint internally and externally),electrical installation , branding</u></p>		
54	Mukuyuni Secondary School	<p>Construction of Administration block to completion: Contruction of administration office to contain:- Principal's, Staff room, Deputy HT office, Boardroom, Secretary office, Store, Bursar office, Principal Toilet's, Deen Office with tiled floor (tile size 600x600mm) finish,electrical installation and a ceiling. Construction and installation of elevated 3,000 liters water tank and all plumping works at 350,000. ROOFING-Pre-painted blue box profile Iron sheets . PAINT -Cream yellow paint internally and externally.</p>	4,739,000.00	New
55	ABC Katithyamaa Secondary School	<p>Purchase of a 51 seater School bus: Isuzu Model School Bus</p>	9,800,000.00	New
56	Mulingana Secondary School	<p>Purchase of a 51 seater School bus: Isuzu Model School Bus</p>	9,800,000.00	New
57	Bursary - Secondary	<p>Fees payments for needy students in</p>	28,300,000.00	New

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		secondary schools		
58	Bursary -Tertiary	Fees payments for needy students in tertiary institutions	16,400,000.00	New
59	Bursary- Special Schools	Fees payments for needy students in special schools	300,000.00	New
60	Emergency Projects	To cater for any unforeseen occurrences in the constituency during the financial year	7,636,190.00	New
61	Kakuyuni ACC's/Chief's Office	Construction of Office: Construction of office block to host :- Acc ,Chief, Asst chief, ID card office, Boardroom, Reception, Store, Toilets with tiled floor (tile size 600x600mm) finish for all areas ,ceiling ,electrical installation and branding.Construction and installation of elevated 3000 liters water tank and all plumbing works at KES 350,000 ROOFING -Pre-painted blue box profile Iron sheets . PAINTS -Cream yellow paint internally and externally.	4,055,084.50	New
62	Kivaani ACC's/Chief's Office	Completion of the office: Demolition of existing old Acc's office at kes 30,000 .Construction of office block to host :- Acc ,Chief, Asst chief, ID card office, Boardroom, Reception, Store, Toilets with tiled floor (tile size 600x600mm) finish for all areas ,ceiling electrical installation and branding.Construction and installation of elevated 3000liters	4,085,084.50	New

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		water tank and all plumping works at 350,000 ROOFING -Pre-painted blue box profile Iron sheets . PAINTS -Cream yellow paint internally and externally.		
63	Sports	Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits	2,264,301.00	On-going
64	Regional Sports	facilitate regional sport tournament in partnership with other Constituencies within the Region.	500,000	New
65	Kangundo NG-CDF Strategic Plan	To facilitate in preparation, facts collection designing, typesetting and printing of Kangundo Constituency Strategic plan for the period between 2023-2027	2,000,000.00	New
GRAND TOTAL IN KES			138,215,033.00	

Members Resolution

After lengthy deliberation, members approved the above proposed projects to be funded by Kangundo NG CDFC Allocation. Further, members approved Ward Report tabled in the meeting as the true presentation of Kangundo Residents.

MR. Patrick Mweu
 Proposer

Ms. Jackline Kombo
 Secunder

MIN NO. 005/11th Jan, 2023; BUDGET APPROVALS

a) NG CDFC Meeting 11th Jan, 2023

<u>NO:</u>	<u>Item name</u>	<u>Pax</u>	<u>Qty</u>	<u>Amount in Kes</u>
1.	NG CDFC Members Allow	9	5	45,000.00

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2.	NG CDFC Chair Allow	1	1	7,000.00
3.	Lunches and Refreshments			10,000.00
				62,000.00

MIN NO. 006/11th Jan, 2023: ANY OTHER BUSINESS AND ADJOURNMENT

- There being no other business to transact the meeting adjourned at 11:45 a.m. with prayers led by Mrs. Berita Mutie Mutike

Prepared by;

Name: Catherine Mary Ngila
(NG CDFC Secretary)

Sign  Date 12/01/2023

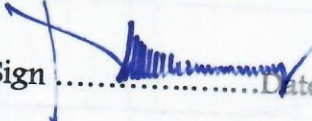
Signed for circulation & Approvals by;

Name: John K. Kituku
(NG CDFC Chairperson)

Sign  Date 12/01/2023

Signed for confirmation by;

Name: Wesley Kibet Ng'eno
(Fund Account Manager)

Sign  Date 12 Jan 2023