



## MINUTES FOR NGCDF KIPIPIRI MEETING

Date of Meeting:	22 <sup>nd</sup> February 2018	Location:	Foot Hills Board Room
Time:	11.30am		

### Present

	Name	Designation
1.	Francis Njuguna Karuiru	Chairman
2.	Joseph Kariuki Kamiri	Secretary
3.	Simon Kariuki Kaiba	Member
4.	Peris Munjiru Gathioro	Member
5.	Marcella Gathoni Njenga	Member
6.	Joseph Wanjohi Muthoni	Member
7.	Jane Wanjiku Muthanwa	Member
8.	Mutuku Mwenga	Deputy County Commissioner
9.	Eleanor Muthoni	Fund Account Manager
	<b>In attendance</b>	
10.	Hon. Amos Kimunya	Member of Parliament
11.	Maina Gakuo	Constituency Office Manager

### Agenda

1. Allocation of 2017/2018 Funds to Projects
2. Hand over
3. CDF Staff Recruitment
4. AOB.

### Proceedings of the Meeting

Meeting started at 11.30 am with a word of prayer from John Njoroge. The Chairman thanked the Host for their Hospitality. The allocation was done based on education and security themes:

No	Item	Discussion/Action Item	Responsible																																					
1.	Allocation of 2017/2018 Funds to Projects	<p>1) Allocation done in education under primary, secondary and special needs schools and security. Under schools, the main items were Classroom construction, Renovation, Toilets for staff and students, Buying Land, Fencing, Electrification, Staff Housing, Playing Grounds Leveling, laboratories and Dormitories.</p> <p>2) The Special needs schools to be considered later in the next year's allocation.</p> <p>3) The Office to facilitate the Constituency Manager to go round all primary and secondary schools and collect information.</p> <p>4) The total disbursement for financial year 2017/18 available for allocation is Kshs. <b>86,810,345</b> distributed as hereunder:</p> <table border="1" data-bbox="544 913 1385 1727"> <thead> <tr> <th>NAME OF PROJECT</th> <th>FUNDS ALLOCATED</th> </tr> </thead> <tbody> <tr> <td>Administration / Recurrent</td> <td>5,208,620</td> </tr> <tr> <td>Monitoring &amp; Evaluation and Capacity Building</td> <td>2,604,310</td> </tr> <tr> <td>Emergency Reserve</td> <td>4,568,966</td> </tr> <tr> <td>Renovation of CDFC/Constituency Offices</td> <td>300,000</td> </tr> <tr> <td>Bursary for secondary schools, colleges, universities and special schools</td> <td>16,079,008</td> </tr> <tr> <td>Primary Schools Projects</td> <td>30,400,000</td> </tr> <tr> <td>Secondary Schools Projects</td> <td>12,000,000</td> </tr> <tr> <td>Security Projects</td> <td>4,000,000</td> </tr> <tr> <td>Sports Projects</td> <td>1,736,207</td> </tr> <tr> <td>Environment</td> <td>1,736,207</td> </tr> <tr> <td>Strategic Plan</td> <td>3,500,000</td> </tr> <tr> <td>ICT Innovation Hub</td> <td>4,677,027</td> </tr> <tr> <td><b>Total</b></td> <td><b>86,810,345</b></td> </tr> </tbody> </table> <p>5) The broad detailed allocation report allocation as below and attached Annex 1:</p> <table border="1" data-bbox="544 1892 1385 2080"> <thead> <tr> <th>Education</th> <th>Unit Cost</th> <th>Funds Allocated</th> </tr> </thead> <tbody> <tr> <td><b>Primary Schools</b></td> <td></td> <td></td> </tr> <tr> <td>16 new classrooms construction</td> <td>700,000</td> <td>11,200,000</td> </tr> </tbody> </table>	NAME OF PROJECT	FUNDS ALLOCATED	Administration / Recurrent	5,208,620	Monitoring & Evaluation and Capacity Building	2,604,310	Emergency Reserve	4,568,966	Renovation of CDFC/Constituency Offices	300,000	Bursary for secondary schools, colleges, universities and special schools	16,079,008	Primary Schools Projects	30,400,000	Secondary Schools Projects	12,000,000	Security Projects	4,000,000	Sports Projects	1,736,207	Environment	1,736,207	Strategic Plan	3,500,000	ICT Innovation Hub	4,677,027	<b>Total</b>	<b>86,810,345</b>	Education	Unit Cost	Funds Allocated	<b>Primary Schools</b>			16 new classrooms construction	700,000	11,200,000	
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		250 classrooms Renovation (flooring)	50,000	12,500,000	
		8 Students Toilets (8 - door)	500,000	4,000,000	
		18 Staff toilets	150,000	2,700,000	
		<b>Secondary Schools</b>			
		12 new classroom construction	800,000	9,600,000	
		4 new toilets for students	600,000	2,400,000	
		<b>Security Projects</b>			
		4 Administration Police Offices	1,000,000	4,000,000	
		<b>Renovation of CDFC/Constituency Offices by painting and partitioning</b>	700,000	300,000	
<b>2</b>	Handing Over	<p>The handing over was discussions and the Committee directed the following:</p> <p>a) FAM to write to the former FAM advising her that she have been directed by the CDF committee to hand over within the next 14 days.</p> <p>b) The letter to be copied to the Regional Co coordinator, Chairman, Secretary and Member of Parliament.</p> <p>The letter to be done on 23<sup>rd</sup> February 2018 without fail.</p>			
<b>3</b>	CDF Staff Recruitment	1) Have received 43 applications. To do the shortlisting within 14 days to be followed by interviews thereafter			
<b>4</b>	AOB	There was no other Business.			

**Annex 1: The complete list of proposed projects for F/Y 2017/2018 is as follows:**

Project Name	Project Activity	Amount Allocated	Current Status
Employees Salary	Payments of all benefits accruing to the NG-CDFC Staff	600,000.00	Ongoing
Goods and Services	Purchase of fuel, oil and lubricants ,printing, stationery, telephone expenses , office tea, office utilities, security services, bank charges and commissions, travel and subsistence and routine maintenance of vehicles and other transport equipment	2,548,620.30	Ongoing
NSSF	Payment of employers contribution to NSSF	30,000.00	Ongoing
NHIF	Payment of employees contribution to NHIF	30,000.00	Ongoing

Project Name	Project Activity	Amount Allocated	Current Status
Committee Expenses	Payment of committee sitting allowances and other allowances to NG-CDFC members	2,000,000.00	Ongoing
Goods and Services	Purchase of fuel, oil, lubricants, stationery, telephone expenses , vehicle hire, refreshments and other related goods and services	500,000	Ongoing
Committee Expenses	Payment of committee sitting allowances , other allowances to NG-CDFC members, transport, conference facilities	1,204,310	Ongoing
Capacity Building	Capacity building of NG-CDFC, NG-CDF staff and PMCs and publicising of NG-CDF	900,000	Ongoing
Emergency Reserve	Emergency reserve for urgent and unforeseen need for expenditure	4,568,965.52	Ongoing
Bursary - Secondary Schools	Fees payments for needy students in secondary schools	9,000,000	Ongoing
Bursary -Tertiary Institutions	Fees payments for needy students in tertiary institutions	5,000,000	Ongoing
Bursary -Special schools	Fees payments for needy students in special schools	2,079,008	Ongoing
Jura Primary School	Flooring of 3 classrooms	150,000	New
Githioro Primary School	<ul style="list-style-type: none"> <li>Flooring of 6 classrooms - Kshs. 300,000</li> <li>Construction of one 8-door toilet for pupils - Kshs. 500,000</li> </ul>	800,000	New
Migaa Primary School	<ul style="list-style-type: none"> <li>Flooring of 5 classrooms - Kshs. 250,000</li> <li>Construction of 2 new classrooms - Kshs. 1,400,000</li> </ul>	1,650,000	New
Njomo Primary School	Flooring of 6 classrooms	300,000	New
St. Peters Primary School	Flooring of 5 classrooms	250,000	New
Gathiriga Primary School	<ul style="list-style-type: none"> <li>Flooring of 4 classrooms - Kshs. 200,000</li> <li>Construction of 4 new classrooms - Kshs. 2,800,000</li> </ul>	3,000,000	New
Turasha Primary School	<ul style="list-style-type: none"> <li>Flooring of 6 classrooms - Kshs. 300,000</li> <li>Construction of one staff toilet - Kshs. 150,000</li> <li>Construction of one 8-door toilet for pupils - Kshs. 500,000</li> </ul>	950,000	New
Mumui Primary School	<ul style="list-style-type: none"> <li>Flooring of 5 classrooms - Kshs. 250,000</li> <li>Construction of 2 new classrooms -</li> </ul>	1,800,000	New

Project Name	Project Activity	Amount Allocated	Current Status
	Kshs. 1,400,000 <ul style="list-style-type: none"> <li>Construction of one staff toilet - Kshs.150,000</li> </ul>		
Ririchua Primary School	<ul style="list-style-type: none"> <li>Flooring of 8 classrooms - Kshs.400,000</li> <li>Construction of one staff toilet - Kshs. 150,000</li> <li>Construction of one 8-door toilet for pupils - Kshs. 500,000</li> </ul>	1,050,000	New
Mwangaza Primary School	Flooring of 5 classrooms	250,000	New
Kimbo Primary School	Flooring of 2 classrooms	100,000	New
Kariara Primary School	Flooring of 2 classrooms	100,000	New
Karuri Primary School	Flooring of 4 classrooms	200,000	New
Malewa Primary School	Flooring of 6 classrooms	300,000	New
Manunga Primary School	<ul style="list-style-type: none"> <li>Flooring of 1 class -Kshs. 50,000</li> <li>Construction of one staff toilet - Kshs.150,000</li> </ul>	200,000	New
Mahindu Primary School	Flooring of 7 classrooms	350,000	New
Mara Primary School	Flooring of 3 classrooms	150,000	New
Kabati Primary School	Flooring of 6 classrooms	300,000	New
Kamahia Primary School	Flooring of 6 classrooms	300,000	New
Bondeni Primary School	<ul style="list-style-type: none"> <li>Flooring of 1 classroom -Kshs. 50,000</li> <li>Construction of one staff toilet - Kshs.150,000</li> <li>Construction of one 8-door toilet for pupils - Kshs. 500,000</li> </ul>	700,000	New
Rutum Primary School	Flooring of 2 classrooms	100,000	New
Ihiga Primary School	Flooring of 2 classrooms	100,000	New
Gitwe Primary School	Flooring of 3 classrooms	150,000	New
Mahinga Primary School	Flooring of 3 classrooms	150,000	New
Kipipiri Primary School	Flooring of 2 classrooms	100,000	New
Kahiga Primary School	Flooring of 4 classrooms	200,000	New
Kanyua Primary School	Flooring of 4 classrooms	200,000	New

Project Name	Project Activity	Amount Allocated	Current Status
Machinery Primary School	<ul style="list-style-type: none"> <li>Flooring of 3 classrooms - Kshs. 150,000</li> <li>Construction of one staff toilet - Kshs. 150,000</li> </ul>	300,000	New
Wendani Primary School	<ul style="list-style-type: none"> <li>Flooring of 2 classrooms - Kshs.100,000</li> <li>Construction of one staff toilet - Kshs.150,000</li> </ul>	250,000	New
Forest One Primary School	Construction of one staff toilet	150,000	New
Munyuini Primary School	Flooring of 5 classrooms	250,000	New
Marimu Primary School	<ul style="list-style-type: none"> <li>Flooring of 6 classrooms - Kshs. 300,000</li> <li>Construction of one 8-door toilet for pupils - Kshs. 500,000</li> </ul>	800,000	New
Kiambogo Primary School	Flooring of 8 classrooms	400,000	New
Mikeu Primary School	Flooring of 6 classrooms	300,000	New
Kagongo Primary School	Flooring of 6 classrooms	300,000	New
Gathuthi Primary School	<ul style="list-style-type: none"> <li>Flooring of 8 classrooms -Kshs. 400,000</li> <li>Construction of one staff toilet - Kshs. 150,000</li> </ul>	550,000	New
Rutuba Primary School	<ul style="list-style-type: none"> <li>Flooring of 6 classrooms - Kshs. 300,000</li> <li>Construction of 3 new classrooms - Kshs. 2,100,000</li> </ul>	2,400,000	New
Kianjogu Primary School	<ul style="list-style-type: none"> <li>Flooring of 8 classrooms - Kshs. 400,000</li> <li>Construction of one 8-door toilet for pupils - Kshs. 500,000</li> </ul>	900,000	New
Kamagoko Primary School	<ul style="list-style-type: none"> <li>Flooring of 1 classroom - Kshs. 50,000</li> <li>Construction of 1 new class - Kshs.700,000</li> </ul>	750,000	New
Kariani Primary School	Flooring of 2 classrooms	100,000	New
Rumwe Primary School	<ul style="list-style-type: none"> <li>Flooring of 3 classrooms - Kshs.150,000</li> <li>Construction of one staff toilet - Kshs.150,000</li> </ul>	300,000	New
Mihato Primary School	<ul style="list-style-type: none"> <li>Flooring of 2 classrooms - Kshs.100,000</li> </ul>	250,000	New

Project Name	Project Activity	Amount Allocated	Current Status
	<ul style="list-style-type: none"> <li>Construction of one staff toilet - Kshs.150,000</li> </ul>		
Ngatho Primary School	Construction of one staff toilet	150,000	New
Satima Primary School	Flooring of 2 classrooms	100,000	New
Wanjohi Primary School	<ul style="list-style-type: none"> <li>Flooring of 9 classrooms - Kshs. 450,000</li> <li>Construction of one staff toilet - Kshs. 150,000</li> <li>Construction of one 8-door toilet for pupils - Kshs. 500,000</li> </ul>	1,100,000	New
Rayetta Primary School	Flooring of 6 classrooms	300,000	New
Ndemi Primary School	Flooring of 5 classrooms	250,000	New
Kimuru Primary School	Flooring of 4 classrooms	200,000	New
Mureranjau Primary School	Flooring of 5 classrooms	250,000	New
Ngarua Rironi Primary School	<ul style="list-style-type: none"> <li>Flooring of 1 classroom - Kshs.50,000</li> <li>Construction of one staff toilet - Kshs. 150,000</li> </ul>	200,000	New
Gatondo Primary School	Flooring of 6 classrooms	300,000	New
Gitei Primary School	Flooring of 2 classrooms	100,000	New
Mubao Primary School	Flooring of 6 classrooms	300,000	New
Miti Itano Primary School	<ul style="list-style-type: none"> <li>Flooring of 2 classrooms - Kshs.100,000</li> <li>Construction of one staff toilet - Kshs.150,000</li> </ul>	250,000	New
Ndiara Primary School	Flooring of 3 classrooms	150,000	New
Kiburuti Primary School	<ul style="list-style-type: none"> <li>Flooring of 1 classroom - Kshs. 50,000</li> <li>Construction of one 8-door toilet for pupils -Kshs.500,000</li> </ul>	550,000	New
Mwireri Primary School	Flooring of 2 classrooms	100,000	New
Magomano Primary School	<ul style="list-style-type: none"> <li>Flooring of 4 classrooms - Kshs. 200,000</li> <li>Construction of 2 new classrooms - Kshs. 1,400,000</li> </ul>	1,600,000	New
Karima Primary School	Flooring of 5 classrooms	250,000	New

Project Name	Project Activity	Amount Allocated	Current Status
Kigogo Primary School	Flooring of 1 classroom	50,000	New
Gichigirira Primary School	Flooring of 1 classroom	50,000	New
Huhirio Primary School	<ul style="list-style-type: none"> <li>Flooring of 4 classrooms - Kshs. 200,000</li> <li>Construction of one staff toilet - Kshs. 150,000</li> </ul>	350,000	New
Michore Primary School	<ul style="list-style-type: none"> <li>Flooring of 1 class - Kshs.50,000</li> <li>Construction of one staff toilet - Kshs.150,000</li> </ul>	200,000	New
Kiamboga Primary School	<ul style="list-style-type: none"> <li>Flooring of 3 classrooms - Kshs.150,000</li> <li>Construction of 2 new classrooms - Kshs.1,400,000</li> <li>Construction of one staff toilet - Kshs.150,000</li> </ul>	1,700,000	New
Jura Secondary School	Construction of 8-door tiled toilets with wash basins and urinals.	600,000	New
St. Peter's Mawingo Secondary School	Construction of one new classroom	800,000	New
Mawingo Secondary School	Construction of one new classroom	800,000	New
Mumui Secondary School	Construction of one new classroom	800,000	New
Mahindu Secondary School	Construction of one new classroom	800,000	New
Malewa Secondary School	Construction of two new classroom	1,600,000	New
Lereshwa Secondary School	Construction of 8-door tiled toilets with wash basins and urinals.	600,000	New
Gathuthi Secondary School	Construction of two new classrooms	1,600,000	New
Geta Secondary School	Construction of 8-door tiled toilets with wash basins and urinals.	600,000	New
Kagongo Secondary School	Construction of one new classroom	800,000	New
Gatondo Secondary School	Construction of one new classroom	800,000	New
Kimuru Secondary School	Construction of one new classroom	800,000	New
Wanjohi Mixed Secondary School	<ul style="list-style-type: none"> <li>Construction of one new classroom - Kshs. 800,000</li> <li>Construction of 8-door tiled toilets with wash basins and urinals - Kshs. 600,000</li> </ul>	1,400,000	New



Project Name	Project Activity	Amount Allocated	Current Status
Mawingu AP Camp	Construction of Administration Police offices.	1,000,000	New
Ndemi AP Camp	Construction of Administration Police offices.	1,000,000	New
Makumbi AP Camp	Construction of Administration Police offices.	1,000,000	New
Assistant County Commissioner 1 Offices	Rehabilitation of building to house the Assistant County Commissioner 1 offices.	1,000,000	New
Sports tournaments	Holding five tournaments in the constituency. Four of the preliminary tournaments will be held in the four wards of Geta, Wanjohi, Githioro and Kipipiri and one final of the whole constituency.	1,736,207	New
St. Peters Primary School	Tree planting activities and landscaping.	100,000	New
Gathiriga Primary School	Tree planting activities and landscaping.	100,000	New
Mwangaza Primary School	Tree planting activities and landscaping.	100,000	New
Malewa Primary School	Tree planting activities and landscaping.	100,000	New
Kamahia Primary School	Tree planting activities and landscaping.	100,000	New
Mahinga Primary School	Tree planting activities and landscaping.	100,000	New
Kipipiri Primary School	Tree planting activities and landscaping.	100,000	New
Wendani Primary School	Tree planting activities and landscaping.	100,000	New
Kamagoko Primary School	Tree planting activities and landscaping.	100,000	New
Kariani Primary School	Tree planting activities and landscaping.	100,000	New
Mihato Primary School	Tree planting activities and landscaping.	100,000	New
Satima Primary School	Tree planting activities and landscaping.	100,000	New
Ndemi Primary School	Tree planting activities and landscaping.	100,000	New
Kimuru Primary School	Tree planting activities and landscaping.	100,000	New
Gatondo Primary School	Tree planting activities and landscaping.	100,000	New
Huhirio Primary School	Tree planting activities and landscaping.	100,000	New
Michore Primary School	Tree planting activities and landscaping.	100,000	New

Project Name	Project Activity	Amount Allocated	Current Status
Kipipiri NGCDF Office	Tree planting activities and landscaping.	36,207	New
Strategic Plan	Development of the constituency Strategic Plan	3,500,000	New
Miharati Youth Centre	Installation of satellite antenna, router, digital access kit, digital ruggedized tablets, Wi-Fi with outdoor wireless devise complete with 12U cabinets with installation accessories	1,169,259	New
Turasha New Chief's Office	Installation of satellite antenna, router, digital access kit, digital ruggedized tablets, Wi-Fi with outdoor wireless devise complete with 12U cabinets with installation accessories	1,169,256	New
Wanjohi Multipurpose Hall	Installation of satellite antenna, router, digital access kit, digital ruggedized tablets, Wi-Fi with outdoor wireless devise complete with 12U cabinets with installation accessories	1,169,256	New
Geta Social Hall	Installation of satellite antenna, router, digital access kit, digital ruggedized tablets, Wi-Fi with outdoor wireless devise complete with 12U cabinets with installation accessories	1,169,256	New
Renovation of NGCDF Offices	Painting and refurbishing of Kipipiri NGCDF offices.	300,000	New
<b>Total</b>		<b>86,810,345</b>	

There being no matter to discuss further, the meeting adjourned at 5pm, with the meeting closing with a word of prayer by Joseph Kamiri.

**Signed:**

Secretary \_\_\_\_\_ date \_\_\_\_\_

Chairman \_\_\_\_\_ date \_\_\_\_\_