



National Government Constituencies Development Fund  
Othaya Constituency  
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**MINUTES OF NG- CDF OTHAYA MEETING HELD ON TUESDAY 29<sup>TH</sup> SEPTEMBER 2021  
IN THE NG-CDF BOARDROOM AT 10.00 AM**

**MEMBERS PRESENT**

1. Mr. Muthoga Ngera	Chairman
2. Mrs. Hellen Wambui	Secretary
3. Mr. Michael Tallam	Deputy County Commissioner
4. Mr. Mburu Ngugi	Fund Account Manager
5. Mr. Harrison Kingori	Member
6. Mrs. Jacinta Njeri	Member
7. Mrs. Agnes Njambi	Member
8. Mr. Allan Mwai	Member
9. Mrs. Leah Wairimu	Member
10. Mr. Patrick Ndirangu	Member

**PREAMBLE**

The Chairman welcomed all members for the day's meeting and requested Allan Mwai to open with a word of prayer.

**AGENDA**

1. Confirmation of the previous minutes.
2. Matters arising.
3. Reports from the Fund Account Manager
4. Project proposals 2021/2022
5. Approval Payments
6. A.O.B.

Chairman  ..... Signature 

Secretary  ..... Signature 

**01/29/09/2021 CONFIRMATION OF PREVIOUS MINUTES**

The Secretary read the previous minutes to the Members and the same was proposed Mr. Patrick Ndirangu and seconded by Mrs. Agnes Njambi.

**02/29/09/2021 MATTERS ARISING.**

There were matters arising from the previous minutes.

**03/29/09/2021 REPORTS FROM THE FUND ACCOUNT MANAGER**

The fund manager tabled financial reports to the committee.

**04/29/09/2021 PROJECTS PROPOSALS 2021/2022**

The Fund Account Manager informed members that the constituency had been allocated a total of Kshs. 137,088,879 in the financial year 2020/21. The committee prioritized and approved the funding of the following 2021/2022 projects as tabulated below:-

PROJECT NAME	PROJECT ACTIVITY	AMOUNT ALLOCATED	CURRENT STATUS
OFFICE ADMINISTRATION & RECURRENT			
Employee gratuity	Payment of 6 staff gratuity	700,000.00	New
Employees Salaries	Payment of 6 staff salaries	2,500,000.00	New
Goods and Services	Purchase of fuel, Office/Vehicle repairs / advertisements and maintenance, printing, stationery, telephone, Electricity, travel and subsistence, office tea, etc.	1,685,332.74	New
NSSF	Payment of NSSF Deductions	140,000.00	New
NHIF	Payment of NHIF Deductions	200,000.00	New
Committee Allowances	Payment of NG-CDF Committee members sitting allowances	3,000,000.00	New

Chairman Muthiga Ngari Signature [Signature]


Secretary Lellen Mwangi Signature [Signature]

Emergency	Fund emergencies within the constituency	7,192,207.00	New
<b>MONITORING AND EVALUATION/CAPACITY BUILDING</b>			
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime and refreshments	412,666.37	New
Committee Allowances	Payment of Committee monitoring & evaluation allowances, transport	2,200,000.00	New
NG-CDFC/FMC Capacity Building	Undertake Training of the PMCs/NG-CDFCs on NG-CDF Related issues	1,500,000.00	New
<b>Environmental Activities</b>			
Wagura Primary School	Purchase of 1- 10,000 litres plastic tank- 100,000, construction of 1 tank bases- 50,000 and installation of gutters to 3 classrooms-60,905.96	210,905.96	New
Kagumo Primary School	Purchase of 1- 10,000 litres plastic tank- 100,000, construction of 1 tank bases- 50,000 and installation of gutters to 3 classrooms-60,905.96	210,905.96	New
Gituiga Primary School	Purchase of 1- 10,000 litres plastic tank- 100,000, construction of 1 tank bases- 50,000 and installation of gutters to 3 classrooms-60,905.96	210,905.96	New
Kiyu Primary School	Purchase of 1- 10,000 litres plastic tank- 100,000, construction of 1 tank bases- 50,000 and installation of gutters to 3 classrooms-60,905.96	210,905.96	New

Chairman Muttop Ngera Signature [Signature]

Secretary Hellen Mwangi Signature [Signature]

Kiaguthu Primary School	Purchase of 1- 10,000 litres plastic tank- 100,000, construction of 1 tank bases- 50,000 and installation of gutters to 3 classrooms-60,905.96	210,905.96	New
Mucharage Primary School	Purchase of 1- 10,000 litres plastic tank- 100,000, construction of 1 tank bases- 50,000 and installation of gutters to 3 classrooms-60,905.96	210,905.96	New
Muirungi Primary School	Purchase of 1- 10,000 litres plastic tank- 100,000, construction of 1 tank bases- 50,000 and installation of gutters to 3 classrooms-60,905.96	210,905.96	New
Gathera Secondary School	Purchase of 1- 10,000 litres plastic tank- 100,000, construction of 1 tank bases- 50,000 and installation of gutters to 3 classrooms-60,905.96	210,905.96	New
ST. Marys Karuthi Secondary School	Purchase of 1- 10,000 litres plastic tank- 100,000, construction of 1 tank bases- 50,000 and installation of gutters to 3 classrooms-60,905.96	210,905.96	New
Munyange Secondary School	Purchase of 1- 10,000 litres plastic tank- 100,000, construction of 1 tank bases- 50,000 and installation of gutters to 3 classrooms-60,905.96	210,905.96	New
Muirungi Secondary School	Purchase of 1- 10,000 litres plastic tank- 100,000, construction of 1 tank bases- 50,000 and installation of gutters to 3 classrooms-60,905.96	210,905.96	New
Kihome Assistant Chief's office	Purchase of 1- 10,000 litres plastic tank- 100,000, construction of 1 tank bases- 50,000 and installation of gutters to office-60,906.01	210,906.01	New

Chairman Muttya Ngea Signature 

Secretary Hellen Mwangi Signature 

Gichiche Primary School	Renovation of 5 classrooms to completion - reroofing, plastering, flooring, replacing of window panes and painting- 2,000,000. Renovation of administration block to completion; two offices, washroom and a staffroom- flooring painting- 870,000 and purchase of furniture- 330,000; 2 executive chairs- 60,000, 2 executive desk 90,000, 2 waiting bay benches- 40,000, 16 staffroom chairs- 80,000, 2 filing cabinet- 60,000	3,200,000.00	New
Ihuriririo Primary School	Renovation of 4 classrooms - reroofing, plastering, flooring, replacing of window panes and painting to completion.	1,600,000.00	New
Iria-ini Primary School	Construction of 16 door exhaustible modern toilets to completion; 8 for girls and 8 for boys with 2 cubicles for people living with disability.	1,700,000.00	New
Kagere Primary School	Construction of 4 door pit latrine staff toilets to completion with 1 disabled cubicle to completion- 500,000 Construction of 2 classrooms 40 pupils capacity to completion- 2,300,000	2,800,000.00	New
Kagonye Primary School	Construction to completion of a dining hall with 300 persons capacity, Foundation, Walling	3,000,000.00	New
Kairuthi Primary School	Completion of a three (3) offices administration block- Ceiling and Electrical installation.	500,000.00	Ongoing
Kamoko Primary school	Renovation of 4 classrooms - reroofing, plastering, flooring, replacing of window panes and painting to completion.	1,600,000.00	New

Chairman ..... *M. N. Njoroge* ..... Signature *M. N. Njoroge*

Secretary *Hellen Mwangi* ..... Signature *Hellen Mwangi*

Kariko Primary School	Construction of 16 door exhaustible modern toilets to completion; 8 for girls and 8 for boys with 2 cubicles for people living with disability.	1,700,000.00	New
Karuthi Primary School	Renovation of 4 classrooms - reroofing, plastering, flooring, replacing of window panes and painting to completion.	1,600,000.00	New
Kiangumba Primary School	Renovation of 4 classrooms - reroofing, plastering, flooring, replacing of window panes and painting to completion.	1,600,000.00	New
Kihuri Primary School	Renovation of 4 classrooms - reroofing, plastering, flooring, replacing of window panes and painting to completion.	1,600,000.00	New
Kiinu Primary School	Renovation of 1 classroom - plastering, flooring, replacing of window panes and painting to completion. Kshs.520,000 Construction of (1)-10,000 litres Tank base Kshs.50,000 & installation of gutters to 1 classroom Kshs.30,000	600,000.00	New
Kiriini Primary School	Renovation of 4 classrooms - reroofing, plastering, flooring, replacing of window panes and painting to completion.	1,600,000.00	New
Miirini Primary School	Construction of 8 door exhaustible boys toilet with 1 disabled person cubical to completion- 900,000, 4 door staff toilets with 1 disabled person cubical to completion- 600,000	1,500,000.00	New
Mucharage Primary School	Construction of 16 door exhaustible modern toilets to completion; 8 for girls and 8 for boys with 2 cubicles for people living with disability.	1,700,000.00	New

Chairman Mutiga Njoroge Signature 

Secretary Hellen Njoroge Signature 

Mumbuini Primary School	Renovation of 1 classrooms - plastering, flooring, replacing of window panes and painting to completion.	400,000.00	New
Wagura Primary School	Construction of 4 door exhaustible modern staff toilets to completion with 1 person with disability cubicle	500,000.00	New
Witima Primary School	Renovation of 4 classrooms - reroofing [2 classroom], plastering, flooring, doors, electrical installation, painting to completion - 1,640,000. Installation of gutters to six classrooms- 120,000, construction of 2- 10,000 ltrs tank base- 100,000, purchase of 1- 10,000 liters plastic tank- 90,000	1,950,000.00	New
<b>SECONDARY SCHOOL PROJECTS</b>			
Gathera Secondary School	Completion of basketball court- Partial paving, marking, board and team bench area	625,117.73	Ongoing
Gathumbi Secondary School	Completion of administration block(5 offices and washrooms);Construction of septic tank to completion; septic tank- 300,000, soak pit- 50,000, plumbing works and manholes- 100,000 - project initiated in 2019-2020	450,000.00	Ongoing
Gitundu Secondary School	Construction of 8 door exhaustible modern toilets to completion; 7 girls cubicles and 1 cubicles for people living with disabilities	800,000.00	New

Chairman Muliga Ng'ora Signature [Signature]

Secretary [Signature] Signature [Signature]

Ihuririo Secondary School	Completion of Construction of administration block comprising of 3 roomed offices and 1 staffroom-roofing, external and internal finishes to completion	3,500,000.00	Ongoing
Irindi Secondary School	Completion of computer lab (60 pupils) and administration block(8 offices) – internal finishes Kshs.1,000,000 and landscaping-leveling to completion Kshs.500,000 (When was project initiated)	1,500,000.00	Ongoing
Kabebero Secondary School	Construction of a dining hall 300 persons capacity-roofing, external and internal finishes (to completion)	3,500,000.00	Ongoing
Kagonye Secondary School	Purchase of 25Kva complete automatic Turn over generator	1,000,000.00	New
Karuthi Secondary School	Renovation of 4 classrooms - reroofing, plastering, flooring, replacing of window panes and painting to completion.	1,600,000.00	New
Kiaguthu Secondary School	Construction of gate- 300,000, fencing with chainlink and concrete post 40 meters- 150,000, purchase of 2- 10,000 liters plastic tanks- 180,000, construction of 2 tank bases- 100,000 and installation of gutters to 6 classrooms-120,000	850,000.00	New
Kiamuya Secondary School	Underpinning of 1 existing classroom and Construction of 1 storied classroom to completion (underpinning-reinforcing of an existing building foundation and putting columns to enable storey building)	2,500,000.00	New
Kihuri Secondary School	Construction of administration block comprising of 3 roomed offices and 1 staffroom-	5,500,000.00	New

Chairman Mutiga Nger Signature [Signature]

Secretary [Signature] Signature [Signature]



	Foundation, walling & Roofing [to completion]		
Mahiga Girls Secondary School	Construction of 16 door modern ablution block to completion with 2 cubicles for people living with disabilities	2,000,000.00	New
Mucharage Secondary School	Renovation of 21 toilets 28 Bathrooms in 3 dormitories ( 300 pupils) capacity -floor, tiling & painting to completion	2,500,000.00	New
Mumbuini Secondary School	Completion of Dining hall (450 pupils Purchase of dining hall furniture; 70 benches-455,000, 35 tables-700,000 & Installation of gutters to hall- 200,000, purchase of 1-10,000ltrs tank-90,000, construction of 1-10,000 ltrs tank base-55,000 (The dinning hall was initiated by NG-CDF)	1,500,000.00	New
<b>SECURITY</b>			
Deputy County Commissioner's Office - Nyeri South	Renovation works at Nyeri South District Headquarters 10 roomed offices -Water proofing roof slab, painting, internal and external 6 door washrooms repairs to completion	2,000,000.00	New
Ihuririo Assistant Chief's Office	Construction of external 2 door pit latrine, and 1 internal cubicle for people living with disabilities	400,000.00	New
Iteme-ini Assistant Chiefs Office Hall	Completion of 300 capacity hall basement offices and 3 offices; hall, walling, roofing, doors and windows not to completion. The project was initiated in 2016-2017	3,000,000.00	Ongoing

Chairman Muthiga Ng'aa Signature [Signature]

Secretary [Signature] Signature [Signature]

Kagicha Assistant Chiefs Office	Renovation of Office - 1,000,000 flooring,walling, ceiling, roofing Furniture- 500,000. 2 executive desk 90,000, 2 executive 60,000, 25 conference chairs 182,000, 2 filing cabinets-60,000, 6 window curtains with rods- 48,000, 1 boardroom table- 20,000.	1,500,000.00	New
Karuthi AP Post	Construction of AP post office, armory and cells-Roofing external and internal finishes to completion	2,000,000.00	ongoing
Kihome chiefs office	Completion of 2 offices, store, washroom and a boardroom; Electricity connection- 100,000, water connection- 50,000, Rain water harvesting,purchase of 10,000litre -100,000, construction of tank base Kshs.50,000 and fixing of gutters to the office -50,000 and landscaping; levelling -100,000 (The project was initiated by NG-CDF	450,000.00	New
Muchange Assistant Chief's Office	Renovation of 2 offices and a board room; flooring, painting, reroofing, keying to completion	900,000.00	new
Othaya sub county police commander residence	Renovation of a 2 bedroom house-Paving and internal fittings & fencing to completion	500,000.00	Ongoing
Runguti Chief's Office	Construction of a 30 capacity boardroom -Roofing external and internal finishes to completion. Not inclusive of furniture- 500,000	500,000.00	Ongoing
<b>OTHERS</b>			
Mahiga ICT Hub	Purchase of 40 workstations- 400,000, 40 seats- 160,000 cabling- 280,000 & strongroom- 60,000	900,000.00	New

Chairman ..... *M. Njiru* ..... Signature *M. Njiru*

Secretary ..... *Hellen* ..... *MWIS.org* ..... Signature *Hellen*

Othaya Law Courts	Installation of ICT equipment- Cabling-300,000, 1 Executive Conference desk-130,000, 5 extra padded arms- 130,000, Video conferencing kits- 340,000& purchase 1 Desktop 100,000	1,000,000.00	New
Witima ICT Hub	Purchase of 40 workstations- 400,000, 40 seats- 160,000 cabling- 280,000 & strongroom- 60,000	900,000.00	New
		<b>157,088,879.00</b>	

**05/29/09/2021 APPROVAL OF PAYMENTS**

The committee approved the payment of the following:-

ITEM	AMOUNT
<b>COMMITTEE ALLOWANCES – 2210802</b>	
NG-CDFC Committee Meeting Allowances	
NG-CDFC 10 x 5,000/= + 2,000 Chairperson X 2 Sittings	104,000
Bursary Sub-Committee Allowances	
5 x 5,000/= x 1 Day	25,000
<b>Sub Total</b>	<b>129,000</b>
<b>GOODS &amp; SERVICES – 2210000</b>	
Meeting Refreshments	5,000
Office Expenses	10,000
Office calling cards/airtime for the Month of October 2021	5,000
Meeting Refreshments	5,000
Office Tea/Refreshments for the Month of October 2021	10,000
<b>Sub Total</b>	<b>35,000</b>
	<b>164,000</b>

The committee also approved the payment of pending allowances, servicing of the NG-CDF vehicle, fuel, office electricity bills, post office box, water bills, Internet bill, detergents, office repairs, stationery, bank charges and other expenses as per invoiced amounts.

**06/29/09/2021 A.O.B**

There being no other business the meeting ended at 1.00 p.m with a word of prayer from Leah Weru.

Chairman Mutiga ..... Signature Mutiga

Secretary Helen ..... Signature Helen

Minutes Compiled By,

Helen Wambui

HELEN WAMBUI,

SECRETARY

Dated: 29/07/2021

Minutes Approved By,

Muthoga Ngera

MUTHOGA NGERA,

CHAIRMAN

Dated: 30/07/2021

Chairman Muthoga Ngera Signature [Signature]

Secretary ..... Signature .....