

**MINUTES OF KIGUMO NATIONAL GOVERNMENT CDF COMMITTEE MEETING**

**HELD ON 24<sup>TH</sup> NOVEMBER 2021 AT KIGUMO NGCDF OFFICE BOARDROOM**

**PRESENT**

- |                                |                |
|--------------------------------|----------------|
| 1. Mr. Festus Mburu Nyanjui    | - Ag. Chairman |
| 2. Mr. Jamleck Gicharu Njoroge | - Secretary    |
| 3. Ms. Esther Njeri Methu      | - Member       |
| 4. Ms. Emmah Wanjiku Wamaitha  | - Member       |
| 5. Ms. Jane Njeri              | - Member       |
| 6. Mr. Joram Kiiru Mwangi      | - Member       |
| 7. Mr. Kennedy Kamau           | - FAM          |

**IN ATTENDANCE**

- |                     |       |
|---------------------|-------|
| 1. Mr. Hiram Mwangi | - CoC |
|---------------------|-------|

**AGENDA**

1. Preliminaries
2. Reading and confirmation of the previous minutes
3. Matters arising from the minutes
4. 2021/2022 financial year revised projects proposal
5. NG-CDFB roadshow
6. AOB

**KNGCDF MIN 01/24/11/2021: PRELIMINARIES**

The Chairman requested Ms. Emmah Wanjiku to open the meeting with prayers. The meeting started at 9.03 am after members were served with refreshments.

The Chairman welcomed the members present and appreciated them for availing themselves for the meeting which he stated was subject to restrictions imposed by the Government in the fight against spread of COVID-19. He reminded members to ensure they observe the new normal by not shaking hands, keeping 1.5m distance from each other as per the arrangement of the seats, sanitizing and putting on face masks.

A large, stylized handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

**KNGCDF MIN 02/24/11/2021: READING AND CONFIRMATION OF THE PREVIOUS MINUTES**

The Secretary read the minutes of the previous NGCDFC meeting held on 6<sup>th</sup> October 2021 which were proposed and seconded by Mr. Jorum Kiiru and Ms. Jane Njeri respectively.

**KNGCDF MIN 03/24/11/2021: MATTERS ARISING FROM THE MINUTES**

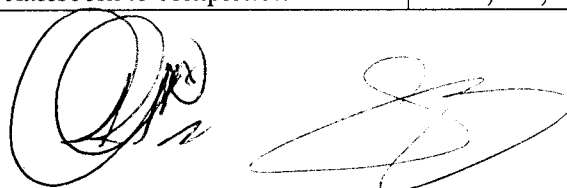
On deferment of the 2021/2022 financial year projects proposal by the NGCDFB, members agreed to address the matter by revising the proposal which was the day's main agenda.

**KNGCDF MIN 04/24/11/2021: 2021/2022 FINANCIAL YEAR REVISED PROJECTS PROPOSAL**

AS earlier communicated, the Secretary informed the members that the main reason the Board had deferred the 2021/2022 financial year proposal for the constituency was for the NG-CDFC to allocate sufficient funds to Mununga Secondary School for completion of dormitory started in 2014/2015 financial year currently at ring beam. The cumulative allocation for the school was Kshs. 3,000,000 against an estimated total cost of Kshs. 5,479,252 leaving a balance of Kshs. 2,479,252.

After deliberations, members resolved to drop Gikondi Primary School fencing, gate and gate house construction works following receipt of a letter in beginning of November 2021 ref. NG-CDF BOARD/KIGUMO/VOL. 2/76 on NGCDFB approval for re-allocation of Kshs. 2,175,000 for 2018/2019 financial year from environmental activities to Gikondi Primary School for fencing three acres land with treated poles and chain link and construction of gate and gate house to completion. The Kshs. 1,500,000 saving to go to Mununga Secondary School initially allocated Kshs. 1,000,000 bringing the total allocation to Mununga Secondary School to Kshs. 2,500,000 which would be sufficient for completion of the dormitory factoring the Kshs. 2,479,252 and PMC administrative costs. After the adjustments, members approved the revised 2021/2022 financial year projects proposal as below:-

NO	NAME OF PROJECT	ACTIVITY	ALLOCATION	TOTAL
<b>PRIMARY SCHOOLS PROJECTS</b>				
1	Kiugu Primary School	Renovation of 8 classrooms by re-roofing, installation of steel doors and windows to replace wooden ones, plastering, floor screeding, glazing and painting to completion	2,000,000	
2	Gakarati Primary School	Fencing with concrete poles and chain link for three acres land Kshs.1,200,000, construction of gate and gate house (Kshs.300,000) to completion, renovation of 8 classrooms by re-roofing, installation of steel doors and windows to replace wooden ones, plastering, floor screeding, glazing and painting to completion (Kshs. 2,000,000)	3,500,000	
3	Kahariro Primary School	Renovation of 8 classrooms by installation of steel doors and windows to replace wooden ones, plastering, floor screeding, glazing, roof repairs and painting to completion	1,000,000	
4	Gakuyu Primary School	Construction of 1 classroom to completion	1,000,000	



5	Matandara Primary School	Renovation of 8 classrooms by re-roofing, installation of steel doors and windows to replace wooden ones, plastering, floor screeding, glazing and painting to completion	2,000,000	
6	Gachochi Primary School	Construction of 2 classrooms to completion	2,000,000	
7	Ndugamano Primary School	Fencing with treated poles for three acres land, construction of gate and gate house to completion	1,500,000	
8	Njoguini Primary School	Purchase of 0.052 ha parcel of land	1,200,000	
9	Kimotho Primary School	Construction of library - 30 users capacity to completion	1,000,000	
10	Gatitu DEB Primary School	Construction of 1 classroom to completion	1,000,000	
11	Gikigie Primary School	Renovation of 8 classrooms by installation of steel doors and windows to replace wooden ones, plastering, floor screeding, glazing, roof repairs and painting to completion	1,000,000	
12	Kirere Primary School	Renovation of 10 classrooms by installation of steel doors and windows to replace wooden ones, plastering, floor screeding, glazing and painting to completion	1,000,000	
13	Githima Primary School	Construction of one storey dispensary block with front office, waiting bay, dispensary/ dressing area, two rooms, kitchen and washrooms in ground floor, five rooms/ offices in the first floor to completion	10,000,000	
				28,200,000
	<b>SECONDARY SCHOOLS</b>			
1	Kigumo Girls Secondary School	Construction of dormitory - 80 bed capacity to completion	3,000,000	
2	Muthithi Secondary School	Completion of multipurpose hall 500 seater capacity by installation of steel doors & windows, plastering, flooring, glazing, exterior moldings/ keys and painting (started by parents)	2,000,000	
3	ACK Kahumbu Secondary School	Completion of science laboratory – 30 user capacity by electrical fittings, gas system piping, plumbing works, construction of concrete benches, plastering, flooring, glazing and painting (started by parents)	2,000,000	
4	Githima Secondary School	Construction of kitchen to completion (Kshs. 1,000,000), purchase of 25 dining hall tables size 8x4fts each with two benches @ Kshs. 20,000 (Kshs. 500,000), purchase of 46 seater school bus (Kshs. 8,000,000)	9,500,000	
5	Mununga Secondary School	Completion of dormitory - 80 bed capacity currently at ring beam by construction of gables, roofing, installation of doors and windows, plastering, flooring and finishes	2,500,000	
				19,000,000
	<b>TERTIARY INSTITUTIONS</b>			
1	Kenya Medical Training College - Kigumo	Construction of eight classrooms tuition block to completion	10,000,000	
				10,000,000
	<b>SECURITY PROJECTS</b>			
1	Iriguini Chief's Office	Renovation of three rooms chief's office block by plastering, floor screeding, wire brushing, replacement of broken window panes and painting to completion	345,600	
2	Kirere Police Post	Construction of three rooms police post block to completion	1,100,000	

3	Kigumo Police Station	Construction of storeyed offices block - first floor with nine offices, kitchen, lobby and four interior toilets with one unit adjusted for use by PLWDs	5,000,000	
				6,445,600
	<b>OTHER PROJECTS</b>			
1	Constituency Revision Books Project	Purchase of revision books for 62 primary schools and 37 secondary schools	3,434,400	3,434,400
	<b>STATUTORIES</b>			
1	EMERGENCY 5%	To cater for urgent, unforeseen need for expenditure in the constituency within the financial year	7,192,207	7,192,207
2	ADMINISTRATION 6%			
	Employees' Salaries	Payment of staff salaries (Kshs. 2,445,348) and provision for gratuity (Kshs. 758,058)	3,203,406	
	Goods and Services	Purchase of office furniture, computers and equipment, repairs and maintenance, printing, stationery, telephone, travel and subsistence, fuel, hospitality, office tea	2,078,666	
	NSSF	Payment of NSSF Deductions	130,000	
	NHIF	Payment of NHIF Deductions	60,000	
	Committee Expenses	Payment of Committee sitting allowances, transport, conferences	2,748,440	8,220,512
3	M&E 3%			
	Goods and Services	Printing, stationery, telephone, travel and subsistence, fuel, hospitality	1,012,640	
	Committee Expenses	Payment of allowances, transport, conferences	1,600,000	
	NGCDFC/PMC/Staff Capacity Building	Undertake training of NGCDFC, PMCs and staff	1,500,000	4,112,640
4	Sports 2%	To conduct Constituency Sports tournament and the participating/ winning teams to be issued with trophies, balls and games kits	2,741,760	2,741,760
5	Environment 2%	Purchase of 400 seedlings @ Kshs. 150 (Kshs. 60,000), labor for digging holes and planting trees (Kshs. 31,392) at thirty schools Karia-Ini, Karega, Gakoe-Ini, Marumi, Irigu-Ini, Kigumo, Mathare-Ini, Muthithi, Kiugu, Gakeu, Gikondi, Irigiro, Kairitu, Mwarano, Kahuti, Gatitu DEB, Gatimu, Gatia-Ini, Kamung'ang'a, Gatumbi, Kiangai, Gakarati, Gakuyu, Mumbu & Ndonga Primary Schools Thamara, Kiugu, Ikumbi, Githembe and Gatumbi Secondary Schools	2,741,760	2,741,760
6	Bursary 35%			
	Bursary Secondary schools	Award of bursary to bright needy students in secondary schools	20,000,000	
	Bursary Tertiary Institutions	Award of bursary to bright needy students in tertiary institutions pursuing degree/ diploma courses	15,000,000	
	Bursary Vocational Institutions	Award of bursary to students in vocational institutions pursuing certificate/ short courses/ driving	10,000,000	45,000,000
	<b>SUB TOTAL STATUTORIES</b>			70,008,879
	<b>GRAND TOTAL</b>			137,088,879

**KNGCDF MIN 05/24/11/2021: NG-CDFB ROADSHOW**

Members deliberated on the notification by the Secretary as forwarded to NG-CDFC members via whatsapp regarding road show by the NG-CDFB team that would be in the constituency on Friday, 26<sup>th</sup> November 2021 scheduled to make stop overs at Kaharati, Muthithi and Kirere beginning 10.00 a.m. After deliberations, members resolved to avail themselves for the road show and utilize the forum to sensitize the public on KNGCDF functions, NG-CDF structure and how implementation is done via PMCs, key achievements on projects implemented by Kigumo NG-CDFC, bursary application, vetting and award process, NG-CDF sport league among other.

Members resolved that function would be like a capacity building exercise and members would thereby be facilitated at the normal rates of Kshs. 5,000 for members and Kshs. 7,000 for the Chairman.

Members tasked the Chairman to organize for facilitation of transport during the material day alongside members' allowances for the road show as well as the day's meeting and the outstanding two NG-CDFC meetings.

**KNGCDF MIN 06/24/11/2021: AOB**

Members resolved to hold the next meeting by mid-December 2021.

There being no other business, the meeting adjourned at 12.46 pm with closing prayer led by Ms. Jane Njeri.

**MINUTES PREPARED BY:**

  
.....  
**SECRETARY**

**MINUTES CONFIRMED BY:**

  
.....  
**Ag. CHAIRMAN**