



National Government Constituencies Development Fund

Maragua Constituency

P.O Box 643-10205.

MARAGUA

MINUTES OF NG-CDFC MARAGUA MEETING HELD ON 23rd SEPTEMBER 2020 AT THE CDF OFFICE BOARDROOM

Members Present

- | | |
|------------------------------------|--------------------------------------|
| 1. Hon Mary Wamaua- M.P
Maragua | 7. Simon Karanja Kamande –
member |
| 2. Simon Kiragu Wachira-
Member | 8. Teresa Wanjiku Kariuki-
Member |
| 3. Purity Njeri – Member | 9. Caroline muthoni-member |
| 4. Alex Mwangi – F.A.M | 10. Zakayo waitthaka –
member. |
| 5. Simon Mbau Mwaura-
Member | |
| 6. Derek Kibe-Member | |

Absent with apology

1. Mawira Mungania-DCC muranga

Agenda

The Agenda for the meeting was adopted as shown below

1. Preliminaries and introduction.
2. Confirmation of previous minutes
3. Matters arising

4. Project proposal 2020/2021
5. Monitoring and evaluation of ongoing projects
6. Staff establishment.
7. Ward briefs/ A.O.B

MIN. 01/23/9/2020: PRELIMINARIES AND INTRODUCTION.

The meeting started with a word of prayer from Purity Njeri at 11.00 AM. Thereafter, the chairman called the meeting to order and welcomed the members, he further emphasized on the current COVID 19 precautions and preparedness.

The chairman took the other members through the agenda of the day and was unanimously agreed on.

MIN. 02/23/9/2020: CONFIRMATION OF PREVIOUS MINUTES.

The chairman requested the secretary to take the other members through minutes of 26th June 2020 where the minutes were proposed by Teresia Wanjiku and seconded by Derek Kibe.

MIN. 03/23/9/2020: MATTERS ARISING.

- Members were notified that there was a project funded by CDF in 2015 in Ichagaki ward that was intended for the street children rehabilitation program. The activity failed as it was devolved thus the building was not put in use. There was a proposal to convert the building into a chief's camp where members agreed to the proposal to be financed in the subsequent financial year via emergency 2020/2021.
- Members were notified that the exercise for the repainting of the old sign post was on-going where it was being done per ward starting with Nginda and Ichagaki ward.
- Members were notified of Nginda A.P Houses which lacked water supply therefore inhabitable by the administration police posted there and Kangangu assistant chief who has no office after long deliberations members approved Ksh 148,000 for the water installation at Nginda A.P houses and ksh 600,000 for the construction off Kangangu assistant chiefs office and a public toilet for the office to be operational from the emergency 2019/2020.
- Members also agreed that the NG-CDF will produce calendars showcasing projects per ward basis at the end of the year. This will have an impact on the NG-CDF image and publicity of the current and ongoing works and the impact to the community.





04/23/9/2020 PROJECT PROPOSAL 2020/2021.

Members were notified that as per the circular dated 10th AUGUST 2020, REF: NG-CDFB/CEO/BOARD CIRCULARS VOL II (024) Maragua NG-CDF was allocated Ksh 137,088,879.31 where the emergency was set as Ksh 7,192,206.90 for the financial year 2020/2021.

Members prioritized the projects proposed received from the 6 wards namely Makuyu, Nginda, Ichagaki, Kamahuha, Kimorori/wempa and Kambiti as follows:

Project Name	Project activity	Amount Allocated
Employees' Salaries	Payment of staff salaries and gratuity	2,400,000
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	2,465,333.21
NSSF	Payment of NSSF Deductions	80,000
NHIF	Payment of NHIF Deductions	80,000
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	3,200,000
Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence	1,100,000.00
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,662,666.38
CDFC/PMC Capacity Building	Undertake Training of the PMCs/CDFCs on CDF Related issues	1,350,000
Emergency	To cater for any unforeseen occurrences in the constituency during the financial year	7,192,206.90



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Sports	Coordinating Constituency Sports tournament @ ksh2,000,000 by transport of teams, field marking, and the winning teams/schools to be awarded with trophies ksh 200,000.	2,741,777.59
Environment	Planting trees in gathaiti primary school,nyagacugu primary school,P.k secondary school, Thaara primary school, kianjiru-ini school, gathunguri primary school, itara primary school, Kiambamba primary school, kambiti primary school, Mathengeta primary school, matanya primary school , snr chief gichohi secondary school, kiambaa primary school, maji kiboko primary school, kimorori primary school, kirimiri primary school, mihango primary school,irembu primary school, itaga primary ,maragua primary school,ichagaki primary, ihumbu primary,ichagaki secondary,nginda mixed secondary and makuyu primary school @ 109,671.10(1,500 seedling @ksh 30, manure and fertilizer @ksh 20,000,transport @ ksh 20,000 and labour @ ksh 24,671.10 each)	2,741,777.59
Bursary Secondary Schools	Payment of bursary to needy student	19,126,663.79
Bursary Tertiary Schools	Payment of bursary to needy student	13,000,000.00
Bursary Vocational institution	Training for Boda boda riders ksh 5,000,000 and taining on technical courses including mechanics , salon , welders , masons , carpentry, plumbers , barbers in Nita and other accredited Vocational institutions Ksh 4,000,000.	9,000,000.00
Kihara primary school	Drilling of bore hole,pump installation3 phase (4kwatts),electricity installation,piping within the school and purchase of 2, 10,000 litre water tanks at ksh 3,000,000 to completion.	3,000,000.00
P.K primary school	Construction of two storey classrooms to completion	2,800,000.00

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Gathaiti primary school	Construction of 3 no. Classrooms at ksh 2,500,000 to completion, 2 no.8 cubicle toilet block at ksh 500,000 each for both boys and girls and 1 no. Staff toilet at ksh 300,000 to completion.	3,800,000.00
Kiambamba primary school	construction of administration block 7 no office block by walling, roofing,plaster, floor, glazing, painting to completion.	3,500,000.00
mutithi primary school	Renovation of 5 no. Classrooms by roof repair plaster, flooring, glazing and painting to completion@1,500,000 and Construction of 1no. 8 cubicle toilet block at ksh 500,000	2,000,000.00
Kamakuri primary school	purchase of 1/4 acre land for the school expansion @2,500,000 and Fencing of the school compound (1/4 acre compound) by concrete poles and barbed wire at ksh 400,000	2,900,000.00
igikiro primary school	Construction of 2 no. 8 cubicle toilet block at ksh 500,000 each for both boys and girls to completion.	1,000,000.00
githanji primary school	Instalation of 3 phase electricity for the water pump to completion.	160,000.00
ndorome primary school	Renovation of 3 no. Classrooms by roof repair plaster, flooring, glazing and painting to completion.	1,000,000.00
nyagacugu primary school	Construction of 2 no. 8 cubicle toilet block at ksh 500,000 each for girls and boys to completion.	1,000,000.00
ihiga-ini primary school	Construction of 1 no. 8 cubicle toilet block for girls@ 500,000 and construction of 2 cubicle public toilet and urinal @ 300,000 to completion.	800,000.00

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gakoigo primary school	Construction of 1 no. 8 cubicle toilet block for girls@ 500,000 to completion.	500,000.00
ichagaki mixed secondary school	Purchase of 51 seater bus for the school	7,500,000.00
P.K secondary school	Purchase of 51 seater bus for the school	7,500,000.00
Saba Saba secondary school	Phase 1 construction of kitchen by sub structure, walling and roofing @ 2,000,0000 and construction of perimeter wall (150metres) and gate @ 1,000,000 to completion.	3,000,000.00
Karia-ini secondary school	Construction of 2 no. 8 cubicle toilet block@ ksh 500,000 each for girls and boys to completion.	1,000,000.00
snr chief gichohi secondary school	Construction of 60 capacity science laboratory block by sub-structure walling, roofing, plaster, floor, glazing, painting, gas connection, water connection and installation of 10 tables and 20 benches to completion.	4,500,000.00
Muchagara secondary school	phase 2 completion of 50 capacity science laboratory by plaster, floor, glazing, painting, gas connection, water connection and installation of tables and benches to completion.	2,500,000.00
Gikomora secondary school	phase 2 completion of 450 capacity dining hall by plaster, floor, glazing, painting to completion.	2,000,000.00

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Ichangai police post	construction of 4 no. A.P housing units by substructure walling,roofing,plaster,windows,doors floor, glazing, painting to completion @ 2,200,000 , construction of administration office 4 no.office block to completion @ 1,500,000 by substructure walling,roofing,plaster,windows,doors floor, glazing, painting and electricity connection. fencing using concrete poles and barbed wire to completion @ 500,000.	4,200,000.00
Muranga south DCC Hall	phase 1 construction of 1000 capacity hall by substructure, walling, roofing and installation of doors and windows@ 4,000,000 and construction of 4 cubicle toilet block and urinal staff toilet @ 500,000 to completion.	4,500,000.00
Kenol police station	construction of office block comprising of traffic department offices 5 no. office block by substructure walling,roofing,plaster,windows,doors floor, glazing, painting to completion@1,500,000 and construction of cells for both male and female section by substructure walling,roofing,plaster,windows,doors floor, glazing, painting to completion@2,000,000	3,500,000.00
Iganjo assistant chiefs office	construction 2 cubicle 2 door public toilet and urinal to completion at ksh 230,000 and Installation of electricity at ksh 70,000 for the office.	300,000.00
Mutithi assistant chiefs office	purchase of office furniture tables 2 no., chair 2 no. and visitors seats 4 no. and 1 no. cabinet.	75,000.00
itaaga assistant chiefs office	purchase of office furniture tables 2 no., chair 2 no. and visitors seats 4 no. and 1 no. cabinet.	75,000.00

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maragua national library	phase 2 completion of library by plaster, floor, glazing, painting to completion.	938,454.00
saba saba education hall.	construction of zonal education hall (first floor) by walling, roofing, plaster, floor, glazing, painting and stairs to completion.	3,700,000.00
muranga technical training institute(maragua)	Drilling of bore hole, pump installation 3 phase (4kwatts),electricity installation, piping within the school @ ksh 3,000,000 to completion and purchase of 2, 10,000 litre water tanks at 200,000	3,200,000.00

137,088,879.31

MIN. 05/23/9/2020 monitoring and evaluation of ongoing projects 2019/2020.

The fund manager briefed the members on the various projects ongoing for the financial year 2019/2020 and their current status. However, members adopted the following 2 day monitoring program that was dated 25th and 28th September 2020 as follows:

MONITORING OF ONGOING PROJECTS FY 2019/2020		
	FRIDAY	25/9/2020
DATE	PROJECT NAME	TIME
25/9/2020	ihumbu primary school(renovation)	9.00am
	maragua technical training institute(borehole)	10.00am
	kawamanda secondary school(classrooms and toilets)	11.00am
	nyati primary school(renovations)	12.00pm
	muhooyo primary school (renovations and staff toilets)	1.00 pm
	kinoo primary school (renovations)	2.30pm

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	MONDAY	28/9/2020
28/9/2020	kenol police station(police station)	9.00am
	huho-ini secondary school (storey classroom)	10.00am
	marema primary school (renovations)	11.00am
	kambiti secondary school (classroom)	12.00pm
	kiambamba primary school (admin block)	1.00pm
	maranjau secondary school(classroom)	2.00pm

MIN. 06/23/9/2020: STAFF ESTABLISHMENTS.

Members were notified by the fund account manager of a letter of resignation from the clerk of works dated 3rd of August 2020 where he sighted personal and family issues beyond his control as the reason. Members deliberated on the issue and made an observation that prior to the letter members had observed that he had been absconding duty on a number of days. Therefore, Members accepted the resignation letter.

Members also re-looked on the current staff establishment and after long deliberations and considering the current economic status, performance appraisal and the period each has served the NG-CDF Maragua, members recommended the following staff increment as follows:

NAME	CURRENT SALARY	INCREMENT	RECOMMENDED PAY
PETER NGIGI	22,526	7,474	30,000
MARGRET NJERI	20,344	5,021	25,365
JANE WAIRIMU	22,326	5,221	27,547
MARTIN WANDERI	20,344	5,021	25,365
FAITHWANJIRU NDUNG'U	16,713	3,287	20,000
TOTAL	102,253	26,024	128,277

Members also reminded the staff on the confidentiality of information and good customer care to the constituents visiting the office for any enquiry.

AOB/WARD BRIEFS

- Members insisted on the revival of NG-CDF member's welfare that had stalled at some point.

- Members were also notified of a proposal from Snr Chief Gichohi primary school and Saba Saba primary school for the renovation of classes. Nyati primary school also required toilet block as the toilets were reported to be in deplorable state.
- Members were also notified of a proposal from Mihango secondary school renovation of classes, Mathengeta primary school renovation of classes and Kiugu primary school drilling of borehole.
- Members were also notified of a proposal from Thangira primary school for the renovation of classes, Maragua primary school, Ikundu primary school and Kianjiru-ini secondary school for the renovation of classes.

The chairman thanked the members for attending the meeting in time and wished them all the best as they continue to take precautions regarding COVID 19.

There being no other business, the meeting ended at 3.08 p.m. Prayers led by Hon. M.P.

CONFIRMED BY:

CHAIRMAN  DATE 25/9/2020
SECRETARY DATE 25/9/2020

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