



**GATUNDU SOUTH
NG-CDF**

National Government Constituency Development Fund Board
GATUNDU SOUTH NG-CDF
 GATUNDU CDF BUILDING
 P.O Box 213-01030
 GATUNDU
 TEL:0720-104-432
 Email:cdfgatundusouth@cdf.go.ke

No.	Project Name	Project activity	Amount	Status
1.	Employees' Salaries	Payment of staff salaries and gratuity	2,760,000.00	Ongoing
2.	Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc.	1,538,452.07	Ongoing
3.	NSSF	Payment of NSSF for the staff	100,000.00	Ongoing
4.	NHIF	Payment of NHIF for the staff	100,000.00	Ongoing
5.	Committee Expenses	Payment of Committee sitting allowances, transport, conferences	2,044,000.00	Ongoing
6.	Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence, etc.	771,226.00	Ongoing
7.	Committee Expenses	Payment of Committee sitting allowances, transport, conferences	800,000.00	Ongoing
8.	CDFC/PMC Capacity Building	Undertake Training of the PMCs/CDFCs on CDF Related issues	1,700,000.00	Ongoing
9.	Bursary Secondary Schools	Payment of bursary to needy student in secondary school	16,700,000.00	Ongoing
10.	Bursary Tertiary Schools	Payment of bursary to needy student in Universities and colleges	10,000,000.00	Ongoing
11.	Bursary Special Schools	Payment of bursary to needy student in special schools	560,219.00	Ongoing
12.	Emergency	To cater for any unforeseen occurrences in the constituency during the financial year	5,738,993.45	New
13.	Gakunju Memorial Primary	Purchase of 160 Pupils desks for 8 classrooms.	1,154,299.00	New
14.	Kimunyu Primary	Construction of One new classroom	1,000,000.00	New
15.	Gatundu Primary	Construction of One new classroom	1,000,000.00	New

Vision: Equitable social-economic development countryside

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16.	Kiamoria Primary	General Renovation of 16 classrooms, New Roof, wall plaster, painting, doors and windows and Tiles	5,000,000.00	New
17.	Githuya Sec School	Completion of 2 Classrooms at ground floor with tiles Kshs. 800,000, Construction of 2 new classrooms from slab Ksh. 3,000,000, with staircase and Staff office Kshs. 1,200,000.	5,000,000.00	New
18.	Gathage Sec School	Construction of boys Dormitory dorm 200 Pax	5,000,000.00	New
19.	Nd'und'u Sec School	Construction of Boys Dormitory up to first floor slab 150 Pax.	5,000,000.00	New
20.	kibiru Sec School	Construction of 2 classroom new Kshs. 2,400,000 and Construction of Dormitory dorm with Bathrooms Kshs. 6,512,052 (300 Pax) and Septik tank Kshs. 800,000	9,712,052.00	New
21.	Kiamwangi Sec School	Completion of story Building Admin Block from Ground Floor (Plaster, Flooring, Painting, Electrification ,fixing of windows and doors)Kshs. 1,000,000, Construction of First floor (Walling, Plastering, Slab , Plumbing, Doors and window & Gutter) Kshs. 2,500,000, and Construction of more office on second Floor Kshs. 1,500,000.	5,000,000.00	New
22.	Gatundu Kenya Medical training College	Construction of 8 Door Ladies Toilets.	1,000,000.00	New
23.	KMTC Gatundu – Mutunguru Training Site	Construction of story Building Dorm Ground Floor, First Floor, with Ramp and staircase, Toilet and Bathrooms, Septic Tank.	10,000,000.00	New
24.	KMTC Gatundu – Mutunguru Training Site	Construction of Resource Centre for the Telkom ICT Hub (See attached letter from the ministry).	5,000,000.00	New

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**MINUTES OF THE NG-CDFC MEETING HELD ON 13TH NOVEMBER 2018, IN THE
GATUNDU SOUTH NG-CDF BOARDROOM STARTING AT 9:10 AM.**

MEMBERS PRESENT.

- | | | |
|---------------------------|---|-----------|
| 1. Mr. James Kimani Nage | - | Chairman |
| 2. Ms. Alice Njoki | - | Secretary |
| 3. Mr. John Maina Kariuki | - | Member |
| 4. Ms. Cynthia Robi | - | FAM |
| 5. Mrs. Susan Ngina Thumi | - | Member |
| 6. Mr. John Mwangi Kiare | - | Member |
| 7. Mrs. Teresia Kanyonyo | - | Member |
| 8. Mr. Joseph Mericho | - | DCC |
| 9. Mrs. Salome Njeri | - | Member |

AGENDAS:

1. Preliminaries.
2. Reading and confirmation of previous minutes.
3. Matters Arising
4. Approval of Projects proposal for financial year FY 2018/2019
5. FY 2018/2019 PC Report.
6. A.O.B

MIN: 01/13/11/2018: Preliminaries.

The meeting started at 9.10am and all members present were welcomed by Chairman. The meeting was opened with a word of prayer by Alice Kinyanjui.

The chairman confirmed the presence of members with an apology from one member.

MIN: 02/13/11/2018: Reading and confirmation of previous minutes

The secretary read the minute of the previous meeting. The minutes were proposed by John Maina and Seconded by Susan Ngina.

MIN: 03/13/11/2018: Matters Arising.

The Exchange program was successful and members acknowledged the Topics taken through to be of great benefit.

The Fund manager reported that the Financial Statement for the Year ended 30th June 2018 was submitted to the NGCDF board for the Auditing.

The chairman briefed the members about the staff status, one called Kevin Kogi, has been gazette as Uwezo Fund Committee member hence not eligible to be service in two capacity of the same office. His contract has been terminated on that ground in the Month of August 2018.

Elizabeth Waithera Admin Assistant has been terminated contract with 'effect from 1st November on the basis of Participating in Events of handing over NGCDF projects without the consent of the office,

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absent from duty without permission and not reporting the Fund Account Manager as the supervising manager.

The Members discussed the issues at length and approved to have the position vacant.

The Fund Account manager informed members about the position of the Driver where it has been long since we had a motor vehicle, she requested the committee to have the current driver retain on the position as the Security staff.

The members discussed at length and approved the John Mwangi to be in office as Security staff and not Driver.

The Chairman informed the members on the issues required to be addressed before dates written on the performance contract Agreement. The Service charter which through the Fund account manager has already been printed. The Newsletter or Brochures indicating our activities in the constituency. The members approved for the Brochures to be done, the acknowledged the banners being done smart.

The Chairman also informed members of the Current Two interns who have been in the office since October for two months training season. We are required by the act to pay each Kshs. 10,000 per month.

The Committee went through the circular deliberating the matter and approved to pay the candidates as the Act Require. Kshs. 10,000 per month per candidate.

MIN: 04/13/11/2018: Approval of Projects proposal for financial year FY 2018/2019

Members were informed that the National Government constituency development fund was allocated Funds as per the financial year 2018/2019 budget. The Funds distributed equally among the 290 constituencies with each getting **Kshs.109,040, 875.52**.

After a lengthy deliberation and in compliance of the NG-CDF Act 2015, having considered the needs at the wards level, the members approved the following projects to be funded in the current financial year.





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25.	Gatundu Technical Training Institute	Construction of school Gate Ksh.1,000,000, Construction of perimeter wall Kshs. 1,400,000 with 4Door Toilets Kshs. 600,000	3,000,000.00	New
26.	Kang'eng'a AP Post	Construction of the new Police post, (Office with , Holding Room'Cell'Ladies and gents- Kshs. 2,000,000, 3Unit House – Kshs. 1,800,000, 2 Door Public toilet with Urinal-Kshs. 400,000, & Fencing Kshs. 800,000	5,000,000.00	New
27.	Constituency Sports Tournament	Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls and games kit.	2,180,817.00	New
28.	Gatundu Technical Training Institute	Leveling and landscaping of the TTI Field. (half Acre size)	1,180,817.00	New
29.	Ndundu Secondary school	Leveling and landscaping of Ndundu secondary school Field. (Quarter Acre size)	1,000,000.00	New
	Total		109,040,875.52	

MIN: 05/13/11/2018: FY 2018/2019 PC Report.

The Fund Account Manager informed members of the report she had submitted to the board, which shall in later time be audited around November to January 2019. She farther informed the committee they had no pending payments or report not submitted to the board.

The quarter one reports for EACC, Asset register, MER and PIS have been submitted.

Through the chairman, members were informed of the Targets which were given on the PC workshop having been done, that is like Constituency Service charter in English and Swahili which have been placed at the office entrance for the public to see and understand our service to them.

MIN: 11/13/11/2018: AOB

The Fund account manager informed members of the Risk Management workshop which started in October, shall have Kiambu County scheduled to take place 18th to 24th November 2018, therefore we shall have the Fund Account Manager been away for one week.

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There being no other business the meeting ended at 11:45 pm with a word of prayer by Mr. John Mwangi

Minutes prepared by:

Ms. Alice Kinyanjui
SECRETARY.

Minutes confirmed by:

James Kimani Nage
CHAIRMAN.