

**NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND *KIAMBAA CONSTITUENCY***

**MINUTES OF NG-CDFC MEETING HELD AT NG-CDF BOARDROOM AT KARURI ON 21/11/2018 AT 9:00 AM.**

**Members Present**

1. Geoffrey Mukora Chairperson
2. Roselyne Kinuthia Secretary
3. Peter Gicheha DCC
4. Elvirah Kebaya FAM
5. James Njangiru Njenga Member
6. MaryAnn Wanjuhi Member
7. Mary Njeri Member
8. John Wamwiri Member
9. Mark B Kahugu Member
10. Anne Kariuki Member

**IN ATTENDANCE**

* None

**ABSENT WITH APOLOGY**

* None

**AGENDA**

1. Opening prayer and remarks;
2. Note apologies;
3. Confirm minutes of the previous meeting and discuss matters arising;
4. Proposal F/Y 2018/19;
5. Resubmission F/Y 2017/18;
6. Change of activity F/Y 2017/18 – Kiambaa Chief Office
7. Sports Activity F/Y 2017/18;
8. Enviroment Programme F/Y 2018/19;
9. Change of Bank;
10. A.O.B/Adjournment;

**PREAMBLE**

The meeting started with a word of prayer at 10:30 a.m. led by Mary Njeri. The Chairperson welcomed the Members.

**MIN: KMBNG-CDF MIN 01/21/11/2018 CONFIRMATION OF PREVIOUS MINUTES AND DISCUSS MATTERS ARISING:**

The secretary read the minutes of the previous meeting. The Minutes were confirmed as a true record of proceedings after being proposed by Anne Kariuki and seconded by Mark B. Kihungu.

**MATTERS ARISING**

**MIN: KMBNG-CDF MIN 02/21/11/2018 PROPOSALS F/Y 2018/2019**

The Members were taken through the circulars from the NG-CDF Board, Ref. NG-CDFB/Circulars Vol. II(008) dated 30th October 2018 on preparation and submission of constituency project proposals for the F/Y 2018/19 and Ref. NG-CDFB/Circulars Vol. II(009) on Additional guidelines on preparation and submission of constituency project proposals for the F/Y 2018/19. The Members noted that the allocation for F/Y 2018/19 was Kshs. 10,040,875.00. The Members deliberated and discussed on the ward reports from the previous year and also the list of requests from various institutions during the year. The Members agreed as follows:

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| --- | --- | --- | --- |
| **Project Name**  | **Project activity**  | **Amount Allocated** | **Current Status**  |
| **ADMINISTRATION** |   |   |   |
| Employee Expenses | Staff Salary and Gratuity | 2,645,910.00 | Ongoing |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 2,500,000.00 | Ongoing |
| Goods and Services | Purchase of office equipment (Shredder, desk top computer, printer, safe, shelves, partitions at reception, TV, projector) fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc.  | 1,396,542.07 | Ongoing |
| **M&E** | Purchase of office equipment (Shredder, desk top computer, printer, safe, shelves, partitions at reception, TV, projector) fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc.  |   |   |
| Goods and Services | Purchase of office equipment (Shredder, desk top computer, printer, safe, shelves, partitions at reception, TV, projector) fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc.  | 671,226.00 | Ongoing |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 800,000.00 | Ongoing |
| NG-CDFC/PMC Capacity Building | Undertake Training of the PMCs/NG-CDFCs on NG-CDF Related issues | 1,800,000.00 | Ongoing |
| **BURSARY** |   |   |   |
| Bursary Secondary Schools | Payment of bursary to needy student | 11,941,804.00 | On-going  |
| Bursary Tertiary Schools | Payment of bursary to needy student | 9,000,000.00 | On-going  |
|   |   |   |   |
| **SPORTS** |   |   |   |
| Kiambaa Sports Programme | Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls and games kit. | 2,000,000.00 | New |
| **ENVIRONMENT** |   |   |   |
| Kiambaa Enviromet Programme | Purchase of incinerators for waste burning for all the 20 public schools in the constituency | 1,500,000.00 | New |
| **EDUCATION PRIMARY** |   |   |   |
| Gatatha Primary School | Completion of 14 aqua toilet- Sanding, Terrazo, Painting, Plumbing, Tiling, slab - Kshs. 500,000. Completion of renovation of 17 no. classrooms- terrazo floors, painting, root replacement - Kshs. 1,200,000 | 1,700,000.00 | Ongoing |
| Karuri Primary School | Completion of construction of playing field 400m length perimeter wall Kshs. 1,808,000 (50 Meters remaining). Construction of 3 no. changing rooms, sitting terraces in the playing field - Kshs. 7,000,000, Assessment tools for special needs students to assist in learning and equip the assessment room - Kshs. 150,000 | 8,958,000.00 | Ongoing |
| Thimbigua Primary School | Completion of 100 meter length perimeter wall (30 Meters) | 790,000.00 | Ongoing |
| Gatono Primary School | Completion of 3 door toilets, fittings and finishing - Kshs. 300,000 Construction of 2 no. Classrooms - Kshs. 3,000,000 | 3,300,000.00 | Ongoing |
| Muchatha Primary School | Construction of 14 doors aqua toilets for Boys and Girls | 2,000,000.00 | New |
| Kawaida Primary School | Construction of 14 doors aqua toilets for Boys and Girls | 2,000,000.00 | New |
| Lower Kihara Primary School | Construction of 14 doors aqua toilets for Boys and Girls | 2,000,000.00 | New |
| Waguthu Primary School | Construction special needs toilet - Kshs. 500,000, 14 doors aqua toilets for Girls - Kshs. 1,500,000 | 2,000,000.00 | New |
| Wangunyu Primary School | Renovation of floor with terrazo, roofing, platering walls, painting of 12 no. classrooms | 3,000,000.00 | New |
| Upper Kihara Primary School | Renovation of floor with terrazo, plastering of walls, painting for 12 no. classrooms - Kshs. 2,700,000 landscaping/Murraming of the compound - Kshs. 300,000 | 3,000,000.00 | New |
| Njenga Karume Primary School | Renovation of floor with terrazo, roofing, platering walls, painting of 10 no. classrooms | 3,000,000.00 | New |
| Karura Primary School | Renovation of floor with terrazo, plastering of walls, painting for 12 no. classrooms - Kshs. 2,700,000 landscaping/Murraming of the compound - Kshs. 300,000 | 3,000,000.00 | New |
| Kamuiru Primary School | Construction of 14 doors aqua toilets for Boys  | 2,000,000.00 | New |
| Muongoiya Primary School | Wiring of 16 no. classes - Kshs. 500,000, Land scapping/murraming of compound - Kshs. 500,000, Repair and Terazzo of floors of 6 classes - 1,000,000 | 2,000,000.00 | New |
| **EDUCATION SECONDARY** |   |   |   |
| Muchatha Secondary school | Completion of 14 aqua toilets, fittings and finishing - suspended slab, plumbing, water connection | 132,000.00  | Ongoing |
| Muthurwa Secondary school | Construction of 2 classrooms - Kshs. 2,500,000 Renovation of dining hall floor with terrazo - Kshs. 1,500,000 | 4,000,000.00  | New |
| St. Angela Secondary school | Construction of 2nd phase of dormitory, (foundation already done) ground floor upto slab 150 students capacity per floor | 5,000,000.00  | New |
| Karura Secondary school | Construction of 14 doors aqua toilets  | 2,000,000.00  | New |
| ACK St Andrews NdenderuSecondary School | Furnishing, Fitting and equipping laboratory | 266,400.00 | New |
| **TERTIARY INSTITUTIONS** |   |   |   |
| Karuri KMTC | Completion of 17 toilets, fittings and finishing, biodigester, walling, plumbing | 600,000.00  | Ongoing |
| **SECURITY** |   |   |   |
| Karuri Police Post | Completion of storey office, roofing and internal fittings and finishing | 6,000,000.00  | Ongoing |
| Kiambaa Chief Office | Construction of Multipurpose hall | 6,100,000.00  | Ongoing |
| Moungoiya Police Post | Purchase of land – 0.04 ha (50\*80 ft) | 500,000.00  | New |
| Street Lighting | Installation of street lights on strategic areasin the 5 wards (Kihara, Muchatha, ndenderu, Cianda & Karuri) within the constituency  | 4,000,000.00  | New |
| **EMERGENCY** |    |   |   |
| Emergency | To cater for any emergency within the constituency during the financial year | 5,738,993.45 | Ongoing |
| Kiambaa Constituency Strategic Plan | Stakeholders forums, drafting, printing and launching of 5 year strategic plan | 1,700,000.00  | Ongoing |
| **TOTALS** |   | **109,040,875.52** |   |

**MIN: KMBNG-CDF MIN 03/21/11/2018 RESUBMISSIONS F/Y 2017/2018**

The Members deliberated and agreed that the Kshs. 733,600 that was declined in F/Y 2017/18 under the additional funds proposal be allocated to ACK St Andrews Ndenderu for furnishing, fitting and equipping the laboratory. The funds had been allocated under the additional funds of Kshs. 11,379,310.34 as below:

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| --- | --- | --- |
| Kiambaa Annual Teachers Workshop-  Kshs.633,600 – To hold Workshop for teachers in the constituency to enhance quality education The project was declined since it entails activities that are recurrent in nature hence against the NG-CDF, Act, 2015 | To hold Workshop for teachers in the constituency to enhance quality education | ***Declined*** Capacity building of Teachers to enhance quality education is beyond the mandate of the NG-CDF |
| Kingothua Primary School – Acquiring a refurbished strong room  for safe keeping of the School books – Kshs 100,000 |  | ***Deferred*** NG-CDFC to provide more information on the project |

 The School was not able to provide more information to the NG-CDF on the project. The NG-CDFC therefore decided to allocate the funds as above.

**MIN: KMBNG-CDF MIN 04/21/11/2018 KIAMBAA CHIEF OFFICE MULTIPURPOSE HALL**

The Members were informed on the progress of the project. A change of activity had been sent to the NG-CDF Board and was awaiting the approval. The approval was pegged on the Ministry of Interior and Coordination of National Government on policy document of police staff housing.

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| --- | --- | --- | --- |
| Kiambaa chief office - Construction of office and resource centre to completion – 2016/2017 – Kshs. 4,000,000 | Kiambaa chief office – Construction of 4 units self-contained police residential houses | Urgent need for accommodation for police officers | **Deferred** NG-CDF Board management to follow up with the Ministry of Interior and Coordination of National Government on policy document of police staff housing |
| Kiambaa chief office - Construction of 4 unit self contained police residential houses @Kshs.5,000,000 and completion of resource hall plastering and painting @ Kshs. 1,000,000 / F/Y 2017/18 | Kiambaa chief office, Kshs.6,000,000 – Construction of a multipurpose hall, Kshs.5,000,000 and additional funds for construction of 4 units self-contained police residential houses |  | **Approved**apart from construction of police residential houses which was deferred subject to the management following up with the Ministry of Interior and Coordination of National Government on policy document of police staff housing |

**MIN: KMBNG-CDF MIN 05//21/11/ 2018 SPORTS ACTIVITY F/Y 2017/18**

The sports department will provide 1 ball and cones each team. Also they will

 Provide uniforms for children and girls teams. However the committee is awaiting

The area MP to launch the tournaments.

**MIN: KMBNG-CDF MIN 06//21/11/ 2018 ENVIROMENT PROGRAMME F/Y 2017/18**

On environment, it was agreed that after putting up the incinerators, the balance to

Be used for paying the youths that will be involved in the tree planting exercise.

**MIN: KMBNG-CDF MIN 07//21/11/ 2018 CHANGE OF BANK**

It has been observed that the Co-operative bank has not given the office an easy time

In the day to day transactions. The committee has therefore decided that we sought

other banks and especially. The Members decided that we visit Equity bank, Family

bank and KCB among the banks with branches in Ruaka.

**MIN: KMBNG-CDF MIN 08//21/11/ 2018 A.O.B**

Ann Kariuki suggested that there is need for ward meetings.

**MIN:KMBNG-CDF MIN 09/21/11/ 2018 ADJOURNMENT AND CLOSING**

There being no any other business, the meeting was adjourned at 1:53 p.m. with a word of prayer from Mary Ann Gitau.

The next meeting was to be communicated.

***Signed:***

Geoffrey Mukora Signature………………… Date……………...

***NG-CDF Chairperson***

Roselyne Kinuthia Signature………………… Date……………...

***NG-CDF Secretary***