

**NGCDFC SPECIAL MINUTES HELD AT ELEMENTAITA LODGE ON 8<sup>TH</sup> SEPTEMBER 2021**

**MEMBERS PRESENT**

<b>NO.</b>	<b>NAME</b>	<b>DESIGNATION</b>
1.	PAUL KINYANJUI GITAU	NG CDF CHAIRMAN
2.	ISABELLA N. MWANGI	FUND ACCOUNTS MANAGER/SECRETARY
3.	JANE M. NYOKO	MEMBER
4.	BENSON KAMAU	MEMBER
5.	ESTHER MWAURA	MEMBER
6.	EVANS BORO KIGOMO	MEMBER
7.	MIRIAM MUTHONI NJEHIA	MEMBER

**ABSENT WITH APOLOGIES**

Cynthia Muchiru

**AGENDA**

1. OPENING PRAYERS
2. APOLOGIES
3. READING & ADOPTION OF THE AGENDA
4. PROJECT PROPOSAL FOR THE F/Y 2021/2022
5. A.O.B
6. CLOSING PRAYERS

**OPENING REMARKS:**

The meeting was called to order at 8.05 a.m. with a word of prayer led by Evans Boro.

Thereafter members took time to highlight the challenges and successes that can be associated with NG CDF in their respective wards based on the public barazas held as follows:

<b>SUCCESS</b>	<b>CHALLENGES</b>
Construction of modern gates in all primary schools	Tilling not complete in Muguga, Nyathuna, Kahuho, Kanjeru, Kibichiku and Kibiku Primary Schools. Painting works not completed at Muguga Wa Gatonye Secondary school
Construction of a new Uthiru Day Secondary School	Project complete but not in use as the gate and landscaping is not yet done.
Enhancing of the security in the constituency by installation of security lights	Security lights have gone off within Gitaru, Kimungu-ini, Rungiri, Karia-ini area.



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Tarmac roads and improved roads has led to increased prices in the land	Create awareness between County Government & NG-CDF funded projects
Projects are well labelled and especially on the modern gates	Issue newsletter and magazine for publicity
Most projects are now implemented at 90%	Issue newsletter and magazine for publicity
Tarmacking of Zambezi, Ngecha, Kahuho Uhuru and Kanjeru roads have been appreciated in a huge way by the residents.	Short courses not taken up this in the FY 2019/2020 year and it assists many youths.
Official opening of the complete projects will improve publicity	More public barazas for publicizing the on going works
The many School buses will give priority for youth groups when they go for sporting activities.	Youths are complaining that youth projects are lagging behind
Driving licenses for the driving students are ready and picked	Environment-Delay in planting flowers where the flower beds were prepared
The many School buses provided by NG CDF will improve the learning in the education institutions	School Buses-Primary schools cannot manage the buses, needs parking for the buses. Invite BOM during the handing over of the project to address the issue of parking spots.
Refurbishment of the primary schools that had not been refurbished is now on going	Issue newsletter and magazine for publicity
	Need of Painting of security poles to identify them as NG CDF funded.
	Nyathuna Primary School gate is in a middle of the field, thus fencing off is needed to make it more appropriate.
	Kibiku Primary School is too small in size
	Kanyariri Police Station is in a deplorable state
	Lack of good chiefs/Assistance chiefs' office

**MINUTE 1: 08/09/2021-WANGIGE SECONDARY SCHOOL:**

The committee discussed the change of activity for the construction of the secondary school. In the original proposal, the members intended to construct 8 classrooms in a two storeyed block.

When an architect was taken to the ground he suggested a 3 storeyed block that would accommodate 9 classrooms and a two roomed administration block in the sloppy area of the land. This would ensure that the parcel of land is properly utilized.

After an open tender for the drawn block, the lowest evaluated tenderer gave a quote of **Ksh 20,478,490.00** thus the need to allocate more funds to the project for its completion.

Members tasked the FAM to communicate this change of activity to the NG CDF Board.

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The members also resolved that the **Kshs. 10,500,000.00** allocated in the Financial Year 2020/2021 be utilized to start the construction of the tuition block i.e. Putting up the sub structure, walling and putting up the super structure.

The re-submission of security lights to Wangige Secondary School of **Kshs. 4,500,000.00** will be utilized for the roofing works.

The re-allocation of emergency funds **Kshs. 6,192,206.90** will be utilized for the internal and external finishes on the tuition block.

**MINUTE 1: 08/09/2021-PROJECT PROPOSAL FY 2021/2022**

FAM reported that the allocation table from the NG CDF Board has been received and the allocation to the constituency is **Ksh 137,088,879.00**.

After analyzing all success and challenges the committee resolved that the top priority will be to complete all the ongoing projects and undertake new projects which had been mentioned during the public baraza and also noted by members in their respective wards under the current financial year as follows:

Project Name	Project Number	Activity	Amount
Employees Salaries	4-022-119-2110000-100-2021/22-001	Payment of staff salaries @ KSHS. <b>1,740,000.00</b> for 5 staffs and gratuity @ kshs. <b>539,400.00</b>	2,279,400.00
Goods and Services	4-022-119-2210000-100-2021/22-002	Purchase of office equipment, repairs and maintenance, printing, stationery, telephone, travel and subsistence, publicity and office tea.	1,820,826.74
NSSF	4-022-119-2120101-100-2021/22-003	Payment of NSSF Deductions	125,280.00
NHIF	4-022-119-2120201-100-2021/22-004	Payment of NHIF Deductions	52,200.00
Committee Expenses	4-022-119-2210802-100-2021/22-005	Payment of Committee sitting allowances, transport, conferences	3,947,626.00
Goods and Services	4-022-119-2210000-111-2021/22-001	Repairs and maintenance, printing, stationery, Airtime, travel and subsistence	860,000.00
Committee Expenses	4-022-119-2210802-111-2021/22-002	Payment of Committee sitting allowances, transport, conferences	1,352,666.00
NG-CDFC/ staff/PMC Building	NG-CDFC Capacity 4-022-119-2210700-111-2021/22-003	Undertake Training of the PMCs/NG-CDFCs on NG-CDF Related issues	1,900,000.00
Bursary Schools	Secondary 4-022-119-2640101-103-2021/22-001	Payment of bursary to needy student	22,000,000.00

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Bursary Tertiary Institutions	4-022-119-2640102-103-2021/22-002	Payment of Bursary to needy student in university and colleges	15,708,888.65
Special Schools	4-022-119-2640105-103-2021/22-003	Payment of bursary to needy students in special schools	2,274,219.00
Social Security Programme	4-022-119-2640105-103-2021/22-004	Provision and Payment to NHIF for 1,333 beneficiaries each at <b>kshs. 6,000.00</b> for one year to poor older persons.	7,998,000.00
Emergency	4-022-119-2640200-101-2021/22-001	To cater for any unforeseen occurrences that may occur in the constituency during the financial year	<b>7,192,206.90</b>
St. Mary's Kaimba Primary School	4-022-119-2630204-104-2021/22-001	Renovation by Painting of 8 classrooms to completion @ <b>kshs. 600,000.00</b> & finishing up on making pathways @ <b>kshs. 400,000.00</b> , construction of a modern gate @ <b>kshs. 800,000.00</b> and fixing of 8 handwashing points @ <b>kshs. 200,000.00</b>	2,000,000.00
Gatuanabu Primary School	4-022-119-2630204-104-2021/22-002	Renovation by Painting of 11 classrooms to completion @ <b>kshs. 800,000.00</b> & finishing up on making pathways @ <b>kshs. 200,000.00</b> , construction of a modern gate @ <b>kshs. 800,000.00</b> and fixing of 8 handwashing points @ <b>kshs. 200,000.00</b>	2,000,000.00
Kamonjoni Primary School	4-022-119-2630204-104-2021/22-001	Renovation by Painting of 16 classrooms to completion @ <b>kshs. 1,000,000.00</b> , construction of a modern gate @ <b>kshs. 800,000.00</b> and fixing of 8 handwashing points @ <b>kshs. 200,000.00</b>	2,000,000.00
Rungiri Primary School	4-022-119-2630204-104-2021/22-004	Renovation by Painting of 16 classrooms to completion @ <b>kshs. 1,000,000.00</b> , construction of a modern gate @ <b>kshs. 800,000.00</b> and fixing of 8 handwashing points @ <b>kshs. 200,000.00</b>	2,000,000.00
Kanyariri Primary School	4-022-119-2630204-104-2021/22-005	Renovation by Painting of 16 classrooms to completion @ <b>kshs. 1,000,000.00</b> , construction of a modern gate @ <b>kshs. 800,000.00</b> and fixing of 8 handwashing points @ <b>kshs. 200,000.00</b>	2,000,000.00

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Ndongoro Primary School	4-022-119-2630204-104-2021/22-006	Renovation by Painting of 16 classrooms to completion @ <b>kshs. 1,000,000.00</b> , construction of a modern gate @ <b>kshs. 800,000.00</b> and fixing of 8 handwashing points @ <b>kshs. 200,000.00</b>	2,000,000.00
Cura Primary School	4-022-119-2630204-104-2021/22-007	Renovation by Painting of 8 classrooms to completion @ <b>kshs. 600,000.00</b> & finishing up on making pathways @ <b>kshs. 400,000.00</b> , construction of a modern gate @ <b>kshs. 800,000.00</b> and fixing of 8 handwashing points @ <b>kshs. 200,000.00</b>	2,000,000.00
Nyathuna Primary School	4-022-119-2630204-104-2021/22-008	Renovation by tiling of 7 classrooms to completion @ <b>kshs. 700,000.00</b> and making pathways @ <b>kshs. 300,000.00</b>	1,000,000.00
Muguga Primary School	4-022-119-2630204-104-2021/22-010	Renovation by Tiling of 13 classrooms to completion	1,000,000.00
Gataara Primary School	4-022-119-2630204-104-2021/22-009	Construction of 4 classrooms in a storeyed block of 1 floors i.e Sub structure, Super structure , roofing works, internal & external finishes to completion.	6,500,000.00
Cura Secondary School	4-022-119-2630205-104-2021/22-001	Additional funds towards completion of construction of 4 no. storeyed classrooms block originally started by the Ministry Of Education i.e Plastering, electrification, fixing of windows & doors and painting to completion.	500,000.00
Nyathuna Secondary School	4-022-119-2630205-104-2021/22-002	Additional funds towards completion of construction of 4 no. storeyed classrooms block originary started by the Ministry Of Education i.e Plastering, electrification, painting ( internal & external) to completion.	3,000,000.00
Kibichiku Secondary School	4-022-119-2630205-104-2021/22-003	Additional funds towards completion of construction of 4 no. storeyed classrooms block originary started by the Ministry Of Education i.e plastering, painting (internal & external) to completion.	500,000.00

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Kahuho Uhuru High School	4-022-119-2630205-104-2021/22-004	Construction of 2 classrooms to completion ie. Foundation, walling roofing internal finishes including tiling and external finishes @ kshs. 1,200,000 per classroom and purchase of 150 lockers @ kshs. 4,000.00 each	3,000,000.00
Wangige Secondary School	4-022-119-2630205-104-2021/22-007	Construction of a 7 doors exhaustible ablution block with a urinal to completion including 1 PLWD toilet @ Kshs. 1,500,000.00 and construction of a modern gate at Kshs. 800,000.00 and fencing of 1/2 acre plot with chain link and concrete poles @kshs. 200,000.00	2,500,000.00
Uthiru Day Secondary School	4-022-119-2630205-104-2021/22-008	Landscaping of the school compound of 3/4 acre ie. Making (concreting) pathways, parking lot and parade ground to completion.	1,000,000.00
Rungiri High School	4-022-119-2630205-104-2021/22-009	construction of two classrooms ie vertical extension on an existing block i.e removing an existing roof , walling roofing , internal & external finishes to completion @ kshs. 1,200,000.00 per classroom and purchase of 150 lockers @ kshs. 4,000.00 each.	3,000,000.00
Muguga Wa Gatonye Secondary School	4-022-119-2630205-104-2021/22-010	Painting of 800 students capacity dining hall to completion. Kshs. 750,000 in f/y 2017/2018 & kshs.218,965.00 re-allocation from emergency for f/y 2017-2018	500,000.00
Uthiru Chiefs Office	4-022-119-2640507-113-2021/22-001	Renovation of 1 block chiefs office with 4 rooms i.e plastering, painting & tiling to completion.	1,000,000.00
Kanyariri Chiefs Office	4-022-119-2640507-113-2021/22-002	Renovation of 1 existing block chiefs office with 4 rooms i.e plastering, painting & tiling to completion	1,000,000.00
Kanjeru Chiefs Office	4-022-119-2640507-113-2021/22-003	Renovation of 1 block chiefs office with 4 rooms i.e plastering, painting & tiling to completion.	1,000,000.00



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Gikuni Chiefs Office	4-022-119-2640507-113-2021/22-004	Tiling of 1 roomed chiefs office @ <b>kshs. 200,000.00</b> , construction of an ablution block with 2 doors and 1 unit for PLWDs toilet @ <b>kshs. 200,000.00</b> and replacement of asbestos roof on the 4 police staff houses at <b>kshs. 600,000.00</b> to completion	1,000,000.00
Kiahuria Chiefs Office	4-022-119-2640507-113-2021/22-005	Renovation of 1 block chiefs office with 4 rooms i.e plastering, painting & tiling to completion.	1,000,000.00
Constituency Sports Activities	4-022-119-2640509-112-2020/21-001	To carry out a constituency sports tournament where the winning teams will be awarded with trophies, balls, uniforms and games kits where facilitation of tournaments at <b>kshs. 700, 000.00</b> and purchase of trophies, balls, uniforms and games kits at <b>kshs. 2,041,777.00</b> .	<b>2,741,777.58</b>
Gathiga Secondary School	4-022-119-2640510-110-2021/22-001	Water harvesting i.e fixing 50 pieces of gutters at administration block @ <b>kshs. 150,000.00</b> , purchase of 5000 litres water tank @ <b>shs. 50,000 &amp; 50,000.00</b> to construct the tank base	<b>250,000.00</b>
Kibiku Secondary School	4-022-119-2640510-110-2021/22-001	Water harvesting i.e fixing 50 pieces of gutters at classrooms @ <b>kshs. 150,000.00</b> , purchase of 5000 litres water tank @ <b>shs. 50,000 &amp; 50,000.00</b> to construct the tank base	<b>250,000.00</b>
Muguga Wa Gatonye Secondary School	4-022-119-2640510-110-2021/22-001	Water harvesting i.e fixing 50 pieces of gutters at classrooms @ <b>kshs. 150,000.00</b> , purchase of 5000 litres water tank @ <b>shs. 50,000 &amp; 50,000.00</b> to construct the tank base	<b>250,000.00</b>
Kabete High School	4-022-119-2640510-110-2021/22-001	Water harvesting i.e fixing 50 pieces of gutters at classrooms @ <b>kshs. 150,000.00</b> , purchase of 5000 litres water tank @ <b>shs. 50,000.00 &amp; 50,000.00</b> to construct the tank base	<b>250,000.00</b>
Gikuni Secondary School	4-022-119-2640510-110-2021/22-001	Water harvesting i.e fixing 100 pieces of gutters at dining hall @ <b>kshs. 200,000.00</b> , purchase of 10,000 litres water tank @ <b>shs. 100,000.00 &amp; 85,788.00</b> to construct the tank base.	<b>335,788.03</b>
NG-CDF offices	4-022-119-2630205-110-2021/22-001	Construction (Phase 2) of 3 storeyed office block i.e ground floor consisting of MP offices,	24,000,000.00

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		Social Hall & Boardroom, 1st floor consisting of 2 NG CDF offices, Boardroom, ICT Hub & Library, 2nd Floor consisting of 3 offices & conference hall and 3rd floor consisting of 3 offices & conference hall and washrooms in every floor	
			<b>137,088,879.00.</b>

There being no other businesses the meeting was closed with a word of prayers by a word of prayers by Jane Nyoko.

Minutes signed by  FUND ACCOUNTS MANAGER  
 KATE NG-CDF  
 P.O. Box 515-00614, WANGIGE

Secretary..... 03 SEP 2021 ..... Date..... 8/09/2021

Chairman..... 0722 297 710 ..... Date..... 8/09/2021