

MINUTES OF THE FULL NG CDFC MEETING AT THE NG CDF OFFICE ON 2nd SEPTEMBER, 2021.

MEMBERS PRESENT

- | | |
|-----------------------|-------------|
| 1. Simon Ngugi | Chairperson |
| 2. Elizabeth Kagira | F.A.M |
| 3. Margaret Wangui | Secretary |
| 4. Fredrick Gichuru | Member |
| 5. John Njoroge | Member |
| 6. Rahab Rwinu | Member |
| 7. Ruth Wanjiku Henry | Member |
| 8. Peter Ng'ang'a | Member |

ABSENT

- | | |
|------------------|--------|
| 1. Susan Kagiri | Member |
| 2. Charles Korir | ADCC |

AGENDA

- Prayer
 - Quorum check
 - Apologies
 - Declaration of Interest
1. Review/Adoption/Confirmation of minutes of the previous meeting dated February 18,2021.
 2. Matters Arising.
 3. Bursary (secondary – Form ones)
 4. Procurement
 5. Projects proposal fy 2021/2022
 6. Administrative matters
 7. Change of Activity
 8. Report of projects per ward – Kikuyu Ward, Nachu Ward, Karai Ward, Sigona Ward and Kinoo Ward

A.O.B

MIN 1/02/09/2021 PRELIMINARIES

The meeting started with a word of prayer from Fredrick Gichuru. The chairman called the meeting to order and the secretary read through the previous meeting's minutes. The minutes were confirmed by Rahab Rwinu and seconded by Fredrick Gichuru.



MIN 2/02/09/2021 MATTERS ARISING

MIN4/01/07/2021 – The procured sports equipment is still at the office awaiting the covid 19 cases to go down so that it can be distributed since bringing crowds of people together is against MOH guidelines.

MIN5/01/07/2021 – The projects with ready BQs were successfully tendered except Mama Ngina Patrol Base since it has no PMCs. The contractors of the aforementioned projects were taken to site.

MIN10/01/07/2021 – the committee successfully went for monitoring and evaluation of projects in the constituency. This program was also coupled with proposal verification for the proposals presented at the public participation.

MIN 3/02/09/2021 BURSARY (SECONDARY-form ones)

The bursary form issuing process for students joining form one was successfully undertaken from 2nd to 13th August, 2021. The total applicants were 1517. The verification process is ongoing. Kinoo ward has a total of 214 verified applicants while Nachu ward has 316 verified applicants. Kikuyu, Karai and Sigona wards are still being verified.

The committee agreed that a period of 2 weeks is too much for bursary form issuance which encouraged people who are not genuine to apply. It was agreed that one week is enough. The members also agreed that in the next financial year before bursary form issuance the parents should be given a period of at least 2 weeks to enroll their children to school so as to ensure they have all the required documents for example admission letters.

After the verification process is complete the cheques will be written and issued to the successful applicants once the covid 19 cases go down in accordance to MOH guidelines.

MIN 4/02/09/2021 PROCUREMENT

There were 6 projects under procurement and below are the results of the procurement process;

- Gatune Police Post – Proposed construction of six staff houses– To be retendered as a result of insufficient funds
- Kandegwah Primary School – Proposed construction of two classrooms and renovation of two classrooms – Nathans Merchandise Limited – Kshs. 2,963,400
- Kamangu Secondary School – Proposed Renovation of six classrooms and excavation of parade ground – Eighteen Engineering Company Limited – Kshs. 2, 329,950
- Mama Ngina Primary School – Proposed construction of two storied classrooms – Chinspear Construction Limited – Kshs. 2,992,912
- Rengutti Primary School – Proposed renovation of school hall – Tiff East Africa Limited – Kshs. 2,879,850
- Riu Nderi Primary School – Proposed construction of exhaustible toilet block – No bids were submitted for this project

MIN 5/02/09/2021 PROJECTS PROPOSAL FY 2021/2022

The projects proposal for financial year 2021/2022 was presented to the committee and approved as follows;

Project Name	Project activity	Amount Allocated
Employee Salaries	NG-CDFC office 4 staff salaries	2,400,000.00
Employee Gratuity	NG-CDFC office 4 staff salaries	900,000
Goods and services	Repairs and maintenance purchase of computers, photocopier, printing, stationery, telephone, travel and subsistence, office tea	2,156,832.00
NSSF	Payment of NSSF deductions	51,840.00
NHIF	Payment of NHIF deductions	48,000.00
Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,000,000.00
M & E – Goods and Services	Purchase of fuel, publicity banners, newsletters, repairs and maintenance, printing, stationery, airtime, travel and subsistence.	1,000,000.00
M & E Committee Expenses	Payment of Committee sitting allowances, transport, conferences	1,000,000.00
M& E – NG-CDFC/ PMC/Staff capacity building	Undertake training of the NG-CDFC / PMC's and staff on NG-CDF related issues	840,000.00
Emergency	To cater for any unforeseen occurrences in the constituency during the financial year.	7,192,207.00
Sports Activities	Construction of Assembly ground Dias at Nachu TTI approximated area 230 square meters [substructure works, frame works, roofing works].	1,500,000.00
Lusigetti primary school	Construction of water tank base @ Kshs.25,000 , Purchase and fixing of gutters @ Kshs.21,000	46,000.00
Gathiru primary school	Construction of water tank base @ Kshs.25,000 , Purchase and fixing of gutters @ Kshs.21,000	46,000.00
Dagoretti police post	Construction of water tank base @ Kshs.25,000 , Purchase and fixing of gutters @ Kshs.21,000	46,000.00
Ndiguini primary school	Construction of water tank base @ Kshs.25,000 , Purchase and fixing of gutters @ Kshs.21,000 Purchase of 5000ltr tank @ Kshs 50,000	96,000.00
Kinoo police post	Construction of water tank base @ Kshs.25,000 , Purchase and fixing of gutters @ Kshs.21,000	46,000.00
Kerwa police post	Construction of water tank base @ Kshs.25,000 , Purchase and fixing of gutters @ Kshs.21,000	46,000.00
Kamangu police post	Construction of water tank base @ Kshs.25,000 , Purchase and fixing of gutters @ Kshs.21,000	46,000.00
Gatune primary school	Construction of 2 water tank bases @ Kshs.25,000 , Purchase and fixing of gutters @ Kshs.42,000 Purchase of 5000ltr tank @ Kshs.50,000	142,000.00
Mbomboini police post	Construction of water tank base @ Kshs.25,000 , Purchase and fixing of gutters @ Kshs.21,000	46,000.00
Nderi primary school	Construction of water tank base @ Kshs.25,000 , Purchase and fixing of gutters @ Kshs.21,000	46,000.00

Nachu Secondary school	Construction of 2 water tank bases @ Kshs.25,000 , Purchase and fixing of gutters @ Kshs.42,000 Purchase of 5000ltr @ Kshs.50,000	142,000.00
Gathiru primary school	Construction of drainage @ Kshs 252,000.	252,000.00
Bursary -Secondary schools	Payment of bursary for needy students	23,000,000.00
Bursary –Tertiary Institutions	Payment of bursary for needy students	13,200,000.00
Bursary – Special Schools	Payment of bursary for needy students	1,000,000.00
Social security programmes	Providing of NHIF cover to poor families, older people and the venerable persons(Ksh.6,000 * 800)	4,800,000.00
Thogoto primary school	Renovation of 6 classrooms to completion [Roofing works, internal and external wall plastering and painting, doors and windows painting, floor finishes and electrical works]	3,000,000.00
Gitiba primary school	Construction of 2 classrooms on 1st floor; ground floor roof slabbing and 2nd floor roof slab, walling, fixing doors and windows, all finishes and electrical works	4,500,000.00
Nachu primary	Renovation of 10 classrooms [Terrazzo works]	2,000,000.00
Ndiguini primary	construction of two classroom to completion	2,000,000.00
Kanyanjara primary	Renovation of 7 classrooms to completion [Roofing works, internal and external finishes, doors and windows painting, floor finishes and electrical works].	3,500,000.00
Njumbi primary	Completion of 6 classrooms [Terazzo works]	1,000,000.00
Gatune primary school	construction of 4 roomed administration block to completion	2,000,000.00
Nguriunditu primary school	Renovation of a block of 5 classrooms and a 100 capacity hall to completion(Roofing works, internal and external finishes, doors and windows painting, floor finishes and electrical works).	4,000,000.00
Kanyiha primary school	Renovation of 5 classrooms to completion [Roofing works, internal and external finishes, doors and windows painting, floor finishes and electrical works].	2,500,000.00
Mama ngina primary school	Construction of two 1st floor classrooms and a staircase to completion.(frame works, walling, fixing doors and windows, all finishes, floor works and electrical works)	4,000,000.00
Riu nderi primary school	renovations by terrazzo works for 4 classrooms and a ramp, construct a stair case and column reinforcement of 2 classrooms Kshs 2,000,000.Paving slab on the 300 square metre parade ground Kshs 1,000,000	3,000,000.00
HGM Kinoo primary school	Renovation of 7 classrooms to completion @Kshs 3,000,000(Roofing works, internal and external wall plastering and painting, doors and windows painting, floor finishes and electrical works] Terrazzo and grills for the ramp. @ Kshs 500,000	3,500,000.00
Gicharani primary school	Renovation of 6 classrooms to completion. [Terrazzo works, roof replacement and paint works] @Kshs 2,500,000. Paving slab all round 16 classrooms @Kshs 1,500,000	4,000,000.00
Nderi primary school	Construction of school perimeter wall on 2 acres @ Kshs 1,000,000. Renovation of 4 classrooms @2,000,000 [Tiles and terrazzo for classrooms, roof replacement, and paint works] construction of 4 office admin block to completion Kshs 2,000,000	5,000,000.00
Rengutti primary school	Purchase of 50 pieces of student lockers and chairs @ Kshs. 5,500	275,000.00

Nderi primary school	Purchase of 100 pieces of student lockers and chairs@ Kshs.5,500	550,000.00
Kandengwa primary school	Purchase of 100 pieces of student lockers and chairs@ Kshs.5,500	550,000.00
Mama Ngina primary school	Purchase of 100 pieces of student lockers and chairs@ Kshs.5,500	550,000.00
Ndiguini primary school	Purchase of 100 pieces of student lockers and chairs@ Kshs.5,500	550,000.00
Karai Day Secondary school	Purchase of 50 pieces of student lockers and chairs@ Kshs.5,500	275,000
Kanyiha primary school	Purchase of 100 pieces of student lockers and chairs@ Kshs.5,500	550,000.00
Nduma primary school	Purchase of 100 pieces of student lockers and chairs@ Kshs. 5,500	550,000.00
Kanyanjara Secondary school	Purchase of 50 pieces of student lockers and chairs@ Kshs.5,500	275,000.00
Kanyanjara primary school	Purchase of 50 pieces of student lockers and chairs@ Kshs.5,500	275,000.00
Karai Day Secondary school	Purchase of 100 tables and benches for the hall@ Kshs. 5,500	550,000.00
Muhu secondary school	Purchase of 100 tables and benches @ Kshs. 5,500	550,000.00
Gichuru memorial secondary	Construction of two 2nd floor classrooms to completion and a ramp	3,000,000.00
Karai day secondary school	Construction of two 1st floor classrooms and a staircase to completion	4,000,000.00
Rengutti secondary school	Construction of three 2nd floor classrooms to completion	3,000,000.00
Moi girls secondary school	Construction of two 1st floor classrooms to completion	3,000,000.00
Kamangu secondary school	Conversion of a classroom to a 45 capacity laboratory [gas installation, laboratory sink and work tops]	1,000,000.00
Kanyanjara Secondary school	Construction of boys pit latrine to completion [2 door one for PLWD and a urinal] @Kshs 350,000,Girls pit latrine to completion [two door, one for PLWD]@Kshs300,000, staff pit latrine to completion[two door, one for PLWD and a urinal]@Kshs350,000, construction of one classroom to completion 1,000,000	2,000,000.00
kikuyu boys high school	school bus Purchase of a school bus@ Kshs7,500,000 [Isuzu52 Seater]	7,500,000.00
Kikuyu Youth resource center	One time charge to telcom as provision for internet connectivity and supply of 13 laptops of Kshs 1,100,000 purchase of Furniture; 90 workstation with chairs Kshs 900,000	3,000,000.00
TOTAL		137,088,879.00

MIN 6/02/09/2021 AMINISTRATIVE MATTERS

The Fund Account Manager, Chairman of the CDF Committee and Sub County Accountant have been invited to the IPSAS Report Presentation at the Thika NG – CDF offices from 6th to 8th September, 2021.

The committee agreed to increase NG CDF Kikuyu staff member's salaries as of September 2021 as follows;

- Harun Kihuha – Kshs. 50,000 to Kshs.65,000
- Miriam Njeri – Kshs. 45,000 to Kshs.55,000
- Susan Njeri- Kshs.24,000 to Kshs.30,000

The committee also agreed to hire Faith Koria in the position of clerk of works as of October 2021 with a salary of Kshs.45,000.

MIN 7/02/09/2021 CHANGE OF ACTIVITY

In f/y 19/20 Thirime Primary was awarded Kshs 10 million for renovation 9 classrooms and construction of administration block and after tendering there was a balance of Kshs 1 million. The committee is seeking to reallocate that Kshs 1 million to laying of paving slabs for the parade ground.

In f/y 20/21 Gatune police post was awarded Kshs 4 million for construction of administration block and after tendering there was a balance of Kshs 1 million. The committee is seeking to reallocate that Kshs 1 million to construction of staff houses.

MIN 8/02/09/2021 REPORT OF PROJECTS PER WARD

Sigona Ward

- **Nderi Primary School**

The contractor has still not come back to site. The pit is still open and urgently needs to be covered as it is a danger to the students.

- **Kerwa Secondary School**

The renovation of classes is complete.

- **Nduma Primary School**

The administration has been completely renovated and the classes have also been renovated and all that is remaining are the floors.

- **Kanyanjara Secondary School**

The administration block needs to be branded and the gate also needs to be painted.



Karai Ward

- **Father Kevin Kelly High School**

The contractor is on site and making good progress. The walls of both classrooms are done. The slab has been done and they are giving it 21 days to dry.

- **Gichuru Memorial Secondary School**

The contractor is on site and doing a commendable job. The slab dried well and the windows and doors were installed. The internal walls are being plastered.

Kikuyu Ward

- **Thirime Primary School**

The contractor is on site and doing a commendable job. Construction of the four 1st and 2nd floor classes has started and there is good progress.

Renovation of the 8 classrooms is underway and they are currently working on plastering. The roof replacement has already been done.

Painting of the special classes block was also underway.

- **Kidfarmaco Patrol Base**

The latrine is complete and the base where the container is to be placed is also complete.

Kinoo Ward

- **H.G.M Kinoo High School**

The contractor is on site and doing superb work. Plastering is going on as they prepare to install windows.

The school has received a total of 100 lockers from NG-CDF Kikuyu.

- **Mama Ngina Senior**

The contractor is on site and has removed the roof. He has begun to construct the pillars to hold the first floor classes.

- **Kinoo Police Post**

The contractor had finished the work but needs to redo the toilet sinks as they were not correctly installed.



Nachu Ward

- **Kamangu Primary School**

The classes have been completed and are awaiting commissioning.

- **Rengutti High School**

Phase one of the classes is done but the classes were not painted.

- **Kamangu Police Post**

The water tank from NG-CDF Kikuyu was delivered.

- **Ndiguini Primary School**

The water tank from NG-CDF Kikuyu was delivered.

- **Gatune Primary School**

The water tank from NG-CDF Kikuyu was delivered.

- **Mbombo-ini Police post**

The water tank from NG-CDF Kikuyu was delivered.

- **Nachu High School**

Fencing of the school has started.

A.O.B

There being no other business the meeting ended with a word of prayer from pastor Peter Ng'ang'a.

Signed,



Simon Ngugi

NG CDF Chairperson



NG-CDF KIKUYU WARD REPORT

PUBLIC PARTICIPATION ON PROJECTS IDENTIFICATION AROUND KIKUYU CONSTITUENCY FOR FY 2021/2022

NACHU WARD

1. LUSIGETTI SHOPPING CENTRE 19TH JULY 2021

The Fund Account manager introduced the functions of NGCDF to the residents

RESIDENTS' REQUESTS/COMMENTS

- Construction of classrooms at Renguti secondary school
- Construction of more classrooms at Ndiguini primary school
- Construction of Administration block, staff toilet and school gate at Nachu secondary
- Renovation of classrooms at Kamangu primary school
- Construction of administration block at Gatune primary school
- Construction of 2 classrooms at Moi Girls secondary school
- Construction of more classrooms at Kanyiha primary school
- Construction of classrooms at Karai Day secondary
- Construction of laboratory at Kamangu secondary school
- Construction of ablution block and terrazzo for classrooms at Nachu primary school

RESPONSES

- Ndiguini primary will be allocated Ksh.2m for construction of 2 classes and be allocated 100 lockers and chairs
- Nachu primary school will be allocated Ks.2m for renovation of 10 classroom(terrazzo)
- Njumbi primary school will be allocated Ks.1m for renovation of 6 classroom(terrazzo)
- Gatune primary school will be allocated Ks.2m construction of administration block and a water tank
- Kanyiha primary school will be allocated Ksh.2.5m for renovation of 5 classrooms and 100 students chairs and lockers
- Karai Day secondary school will be allocated Ksh.4m for construction of 2 1st floor classrooms and staircase,50 student chairs and lockers, 100 benches and tables
- Renguti secondary school will be allocated Ksh.4m for construction of 3 2nd floor classrooms
- Moi Girls secondary will be allocated Ksh.3m for construction of 2 1st floor classrooms
- Kamangu secondary school will be allocated Ksh.1m for conversion of classroom into a laboratory
- Nachu secondary will get a water tank
- Renguti primary will get 50 student chairs and lockers

2. KARAI WARD 20TH JULY 2021
GIKAMBURA SHOPPING CENTRE

The Fund Account manager introduced the functions of NGCDF to the residents

RESIDENTS' REQUESTS/COMMENTS

- Gichuru memorial secondary request for completion of 2 classes and school hall
- Riu Nderi primary request for cabro, terrazzo for classroom & ramp, staircase
- Mai-a-ihii primary school request for cabros nd girls & boys' ablution block
- Rquest for renovation of classrooms, cabros and student's lockers at Gicharani primary school
- Request for casting slab for 2 classes at Fr. Kevin Kelly high school
- Gitiba primary school requested for boys and girl's ablution block
- Gikambura chief's office request for administration block

RESPONESES

- Gichuru memorial will be allocated Ksh.3m for construction of 2 2nd floor classroom.
- Riu Nderi primary school will be allocated Ksh.3m for renovation of 4 classrooms, ramp and a staircase
- Fr. Kevin Kelly will be allocated Ksh. 2m for construction of slab for 2 classrooms
- Gicharani primary school will be allocated Ksh.4m for renovation of 6 classrooms
- Gitiba primary school will be allocated Ksh.4.5m for renovation of 6 classrooms

3. KIKUYU WARD 21ST JULY 2021
THOGOTO SHOPPING CENTRE

The Fund Account Manger gave a brief explanation of NGCDF functions

RESIDENTS' REQUESTS/COMMENTS

- Thogoto primary requested for renovation of classrooms and construction of kitchen
- Thirime primary school requested for construction of kitchen and fixing cabros in the school compound and gate
- Kikuyu Day secondary requested for construction of second floor dormitory and toilets
- A request was made for construction of community social hall near the Thogoto police post
- Muhu secondary school requested for construction of first floor laboratory
- Gichungo, Baraniki areas need security light
- A police post is needed at Baraniki area, a community social hall, a health centre and a school
- Kikuyu Administration police requested for furniture and office equipment

RESPONESES



- Thogoto primary school will be allocated Ksh.3m for renovation of classes
- Speed bumps along Thogoto Mutarakwa road will be done near shopping centers and schools
- Thirime primary school gate will be done
- Muhu secondary will get 100 benches and tables
- All shopping centers and schools will get street lights
- Water connections across the main road and drainage/flood mitigation will be prioritized
- Kikuyu town sewer system will be done together with 6 boreholes
- Kenya power will resume last mile power connections phase II
- Kikuyu youth resource center will be allocated Ksh.2m for internet connectivity

4. KINOO WARD 22ND JULY 2021

KINOO POLICE POST GROUNDS

The Fund Account Manger gave a brief explanation of NGCDF functions

RESIDENTS' REQUESTS/COMMENTS

- Request for 2classes at Mama Ngina primary school, chairs and lockers
- Request for renovation of and tiles for administration block
- Request for Mama Ngina senior school classrooms and a laboratory
- Gaitumbi residents want security light at the borehole to reduce insecurity and police post
- Kariango residents want police post and borehole
- Last mile power connections at Kinoo ward stalled
- Feeder roads need maintenance
- Mama Ngina Muhuri road need security light
- Kiaheho residents need borehole
- Wamakima Wambaa road need security light
- Kinoo residents want water connection from Ondiri completed
- HGM Kinoo and Mama Ngina primary need borehole

RESPONESES

- HGM Kinoo primary school will be allocated Ksh.3.5m for renovation of 7 classrooms and a ramp.
- Mama Ngina primary school will be allocated Ksh. 4,000,000 for construction of 2 1st floor classrooms and staircase and get 100 student chairs and lockers
- Gaitumbi water management will connect water to homes once they clear a pending power bill
- Kenya will continue with power connections phase 2
- Nairobi- Nakuru highway compensation will be done once land valuation is done by National Land commission

- World bank funds will be used to tarmac Wambaa-wamakima road
- Kinoo shopping centers and schools will get street lighting
- Security masts are under county government function
- Uthiru-87 and 87 Kanyariri Ndumboine road to be tarmac as part of western bypass construction

5. SIGONA WARD 23RD JULY 2021

KERWA SHOPPING CENTRE

NGCDF Manager explained NGCDF functions the members of the public

RESIDENTS' REQUESTS/COMMENTS

- There was a request for fencing the Kerwa market and toilet
- Request for Kerwa Assistant Chief's office
- Need for medicine to fight jiggers in the area
- A request for public library for children to do studies
- Request for Maintenance of Kanyanjara feeder roads
- Request for expansion of Thamanda police post
- Request for a police post at Nduma/ Kanyanjara area
- Request for labour for fencing, reconstruction of administration block and exhaustible toilets at Nderi primary
- Request to renovate classes at Kerwa secondary school
- Request for renovation of classrooms and construction of school hall at Nguriunditu primary

RESPONSES

- Kikuyu Boys high school will be allocated Ksh.7.5m for purchase of a school bus
- Nairobi Nakuru highway compensation waiting proper land valuation by NLC
- Las mile power connections will resume phase 2
- Kerwa police post will be fenced
- Kenya power will do street lighting at Kerwa shopping centre
- Market fencing, toilet and library construction are under County government functions
- Boda Boda riders to apply for bursary to train for driving license
- Dustin bins and tree planting will be done in shopping centers and in schools
- Kanyanjara primary will be allocated ksh.3.5m for renovation of 7 classrooms and 50 students chairs and lockers.
- Kanyanjara secondary school will be allocated Ks.2m for construction of boys' toilet 50 students chairs and lockers.
- Nguriunditu primary school will be allocated Ks.4m for renovation of 5 classrooms and a hall
- Nderi primary school will be allocated Ksh.5m for fencing, renovation of classrooms and reconstruction administration block and get 100 student chairs and lockers

- Kandengwa primary will get 100 student chairs and lockers
- Nduma primary will get 100 student chairs and lockers

Signed KIKUYU CONSTITUENT
DEVELOPMENT FUND COMMITTEE
02 SEP 2011
Simon Ngugi
P.O. Box 167 - 00900
KIKUYU.
NG-CDF Chairperson