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| **NG-CDF**  | **National Government Constituencies Development Fund** **Laikipia West Constituency****NG-CDF BUILDING****NEXT TO D.C.C NYAHURURU OFFICE****P.O Box 2084-20300****Nyahururu.****Tel: -** **Email: cdflaikipiawest@ngcdf.go.ke** |

**MINUTES OF LAIKIPIA WEST NG-CDFCMEETING HELD ON 21/10/2019 AT THE NGCDF OFFICE BOARDROOM AT 10:00AM.**

**MEMBERS PRESENT**

1. Patrick Muriithi:………………………………………………..Chairman
2. PriscahNjeri:…………………………………………………...Secretary
3. Erik Gitonga:……………………………………………………Member
4. Lucy Njeri:………………………………………………………Member
5. Paul Kiptarus :…………………………………………………...Member
6. Francis Njega:……………………………………………………Member
7. Winnie Wanjiku:……………….………………………………..Member
8. Samuel Mwangi:…………….….………………………………..FAM
9. Patrick Muli:…………………….……………………………….DCC

**AGENDA**

1. Prayers
2. Reading and confirmation of previous minutes
3. Matters arising
4. Projects proposal financial year 2019/20120
5. A.O.B

**MIN 1/NGCDFC 21/10/2019: PRAYERS**

The chairman called the meeting to order at 10:00 Am and requested PriscahNjeri to open the meeting with a word of prayer. He welcomed all members and thanked them for being punctual, and he urged members to give priorities to the needy cases in the constituency when considering the projects to be forwarded to the NGCDF Board. He thanked the members sincerely for their commitment during the ward meetings despite the fact that there were no funds for the exercise. He reiterated that the funds for this financial year will be used prudently to avoid the recurrence of last year’s situation and stressed that the budget for administration and M/E will be adhered to.

**MIN 2/NGCDFC 21/10/2019: READING AND CONFRIMATION OF PREVIOUS MINUTES**

The Secretary read through the minutes of the previous meeting. The minutes were confirmed to be the true copy of the deliberations by Erik Gitonga who was seconded by Winnie Wanjiku.

**MIN 3/NGCDFC 21/10/2019: MATTERS ARISING**

There were no matters arising from the previous minutes.

**MIN 4/NGCDFC 21/10/2019: PROJECTS PROPOSAL FINANCIAL YEAR 2019/2020**

In line with the Ward reports, Strategic plan and the NG-CDF Board circular referenced NG-CDFB/CEO/BOARD CIRCULARS Vol.II(104) dated 24th September,2019, the committee discussed the projects and this the final approved list as tabulated below:

**SUMMARY PER VOTES:**

|  |  |  |
| --- | --- | --- |
| **Serial**  | **Name of Project** | **Amount Allocated** |
| 163/AP1 | Administration/Recurrent | 8,242,303.45 |
| 163/AP2 | Monitoring and Evaluation/Capacity Building | 4,121,151.72 |
| 163/2640200 | Emergency Reserve | 7,198,241.38 |
| 163/2640100 | Bursary  | 30,342,931.04 |
| 163/2630204 | Primary School Projects | 46,700,000.00 |
| 163/2630205 | Secondary School projects | 22,450,000 |
| 163/2640509 | Sports Activities | 2,000, 000.00 |
| 163/2630206 | Tertiary Institution Projects | 1,000,000.00 |
| 163/2640507 | Security Projects | 12,250,000 |
| 163/3110504 | Environment activities | 667,096.55 |
| 163/3111403 | Other projects | 2,400,000.00 |
| **Total** |  **137,371,724.14** |

**ADMINISTRATION AND RECURRENT:**

The committee decided to allocate the maximum of six percent. This will allow the office to run smoothly during the financial year. The funds will be expensed as tabulated below:

|  |  |  |
| --- | --- | --- |
| **Project Name** | **Activity**  | **Amount** |
| Employees’ Salaries | Payment of staff salaries, NHIF and gratuity  | 4,000,000.00 |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, office equipment, computers, furniture, stationery, telephone, travel and subsistence, office tea.  | 2,582,303.45 |
| NSSF | Payment of NSSF Deductions | 60,000.00 |
| Committee Allowances | Payment of Committee sitting allowances | 1,600,000.00 |
| **Total** | **8,242,303.45** |
|  |

**MONITORING AND EVALUATION:**

A maximum of three percent was set aside to enable the committee do thorough monitoring of projects, train the committee, staff and the project management committee.

|  |  |  |
| --- | --- | --- |
| **Project Name** | **Activity** | **Amount** |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence. | 600,000.00 |
| Committee Allowances | Payment of Committee sitting allowances | 2,000,000.00 |
| NG-CDFC/PMC Capacity Building | Undertake Training of the PMCs/NG-CDFCs on NG-CDF Related issues | 1,521,151.72 |
| **TOTAL** | **4,121,151.72** |

**EMERGENCY:**

As allocated in the circular, the committee will use it as per the NG-CDF Act.

|  |  |  |
| --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount Allocated** |
| Emergency | To cater for any unforeseen occurrences in the constituency during the financial year | 7,198,241.38 |
| **Total** |  | **7,198,241.38** |

**BURSARY:**

The committee allocated a minimum of twenty five percent to cater for bursaries to needy students in the constituency.

|  |  |  |
| --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount Allocated** |
| Bursary Secondary Schools | Payment of bursary to needy student | 16,000,000.00 |
| Bursary Tertiary Schools | Payment of bursary to needy student | 14,342,931.04 |
| **TOTAL** | **30,342,931.04** |

**SPORTS:**

The committee allocated a minimum of two percent Carry out sports tournament within the constituency and the winning teams/ Schools to be awarded trophies, balls and games kits.

| **Project Name** | **Project Activity** | **Amount Allocated** |
| --- | --- | --- |
| Constituency tournament | Carry out sports tournament within the constituency and the winning teams/ Schools to be awarded trophies, balls and games kits | 2,000,000.00  |
| **Total**  | **2,000,000.00** |

**ENVIRONMENT:**

The committee allocated a minimum of two percent Carry out environment activities within the constituency.

| **Project Name** | **Project Activity** | **Amount Allocated** |
| --- | --- | --- |
| Environment activities | Water harvesting and purchase of 10,000 ltr tank Ngumo Sec sch, ksh 200, 000,( gutters and concrete base. Ndurumo pry sch ksh 200,000 (gutters and concrete base) and Bustani pry sch @267,096.55. ( gutters , concrete bases and two tanks)  | **667,096.55** |
| **Total**  | **667,096.55** |

**EDUCATION:**

**A) PRIMARY SCHOOLS**

The committee has noted that there are over 200 primary schools in the constituency and it will be hard to meet all the infrastructural needs. The committee noted the dire need of the constituency and found it wise to increase the allocation per class depending on the distance from the nearest source of materials. The committee was concerned by the project at Gatero Pry School since the class was constructed at a marshy ground hence needs more money to complete. The committee noted the ksh 500,000 allocated to start the construction was not enough to complete it and the same was confirmed by the Works officer. On the same the committee considered all the wards as tabulated below:

| **Project Name** | **Project Activity** | **Amount Allocated** |
| --- | --- | --- |
| Ndurumo Primary School | Completion of one classroom (plastering, flooring, window panes and painting). | 200,000.00 |
| Anaipmoi Primary School | Completion of toilets (roofing, plastering, flooring and painting). | 200,000.00 |
| Gatero Primary School | Completion of one classroom (super structure walling, roofing, plastering, flooring, window panes and painting). | 1,100,000.00 |
| Chereta Primary School | Completions of a eight roomed administration block (super structure walling, roofing, flooring, and painting). | 1,500,000.00 |
| Maina Primary School | Completion of toilets (roofing, plastering, doors and painting). | 250,000.00 |
| Salama Primary School | Completion of toilets (roofing, plastering, doors and painting). | 250,000.00 |
| Thama Primary School | Completion of toilets (roofing, plastering, doors and painting). | 250,000.00 |
| Mathira Primary School | Completion of one classroom(flooring , external finishes and painting | 100,000.00 |
| Silale Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Starehe Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Muthengera Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Karangi Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Nyahururu DEB Primary School | Construction of multipurpose hall 20 X 9 Metres to hold 200 pupils. | 2,000,000.00 |
| 91 Municipality Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Mt Angels Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Rugongo Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Kabati Primary School | Construction of one classroom to completion | 1,150,000.00 |
| Kaharati Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Laikipia ranching Primary School | Construction of one classroom to completion | 1,200,000.00 |
| Lariak Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Naiborom Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Marura Primary School | Construction of one classroom to completion | 1,500,000.00 |
| Muruku Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Nguu Primary School | Construction of one classroom to completion | 1,200,000.00 |
| Rhoda Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Kapkures Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Machunguru Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Mutamaiyu Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Gatitu Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Karaba Primary School | Completion of a six room admin block (super structure walling, roofing, flooring, and painting). | 1,100,000.00 |
| Kirima Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Kundarilla primary school  | Construction of one classroom to completion | 1,100,000.00 |
| Lelematesho Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Lembus Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Ndagara Primary School | Construction of one classroom to completion | 1,100,000.00 |
| OlJabet Primary School | Completion of eight room admin block (super structure walling, roofing, flooring, and painting). | 2,000,000.00 |
| OlNgarua Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Thigio Primary School | Construction of one classroom to completion | 1,100,000.00 |
| G.G Kinamba Primary School | Purchase of 200 lockers and chairs( set @ 5,000) i.e chair and the locker | 1,000,000.00 |
| Ng,eresha Primary School | Renovation of three classrooms (concrete slab, window frames, panes and plastering). | 1,200,000.00 |
| Kariani Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Nyakiambi Primary School | Construction of one classroom to completion | 1,100,000.00 |
| Tandare Primary School | Renovation of six classrooms (concrete slab, window frames, panes and plastering). | 3,000,000.00 |
| **Total** | **46,700,000** |

**B) SECONDARY SCHOOLS:**

The committee has noted that there are over 150secondary schools in the constituency and it will be hard to meet all the infrastructural needs. The committee noted the dire need of the constituency and found it wise to increase the allocation per class depending on the distance from the nearest source of materials. On the same the committee considered all the wards as tabulated below:

| **Project Name** | **Project Activity** | **Amount Allocated** |
| --- | --- | --- |
| Njorua Secondary School | completion of one classroom(flooring, window panes, facial board and painting) | 100,000.00 |
| Dr Wachira Kiamariga Secondary School | completion of eight classrooms and a six room admin block (landscaping, painting, window panes, and flooring) | 500,000.00 |
| Muruku Secondary School | completion of a multipurpose hall( super structure walling , roofing , plastering and finishes) | 4,000,000.00 |
| Karandi day Secondary School | completion of toilets(sewer line, plastering ,flooring , window panes and painting) | 250,000.00 |
| Huhoini day Secondary School | Construction of one classroom to completion | 1,100,000.00 |
| UasoNarok day Secondary School | Construction of one classroom to completion | 1,100,000.00 |
| Igwamiti Secondary School | Construction of one classroom to completion | 1,100,000.00 |
| Ndururi Secondary School | Laboratory Construction to hold 50 students per lesson up to roofing. | 1,500,000.00 |
| Sipili Secondary School | Construction of one classroom to completion | 1,100,000.00 |
| Pesi day Secondary School | Laboratory installation (benches, stools, gas piping and plumbing work). To hold 50 students per lesson, and 15 benches. | 1,000,000.00 |
| OlArinyiro day secondary school | Construction of one classroom to completion | 1,100,000.00 |
| Brethren day Secondary School | Laboratory Construction to hold 50 students per lesson up to roofing. | 1,500,000.00 |
| Kundarilla day Secondary School | Construction of one classroom to completion | 1,100,000.00 |
| Majani Secondary School | Construction of one classroom to completion | 1,100,000.00 |
| Muhotetu girls secondary sch | construction of a eight room admin block up to roofing. | 1,500,000.00 |
| Mung'etho Secondary School | Construction of one classroom to completion | 1,100,000.00 |
| Ng’arachi day secondary sch | Construction of one classroom to completion | 1,100,000.00 |
| Kiwanja day Secondary School | Construction of laboratory 8.3 X 11.5 Metres with a capacity of 50 students per lesson | 1,100,000.00 |
| Umoja day secondary | Construction of one classroom to completion | 1,100,000.00 |
| **Total** | **22,450,000** |

**TERTIARY INSTITUTIONS:**

The committee approved a new class for KMTC Nyahururu to ensure that they have enough classrooms and in line with the big 4 agenda

| **Project Name** | **Project Activity** | **Amount Allocated** |
| --- | --- | --- |
| Kenya Medical Training College Nyahururu | Construction of one classroom to completion  | 1,000,000.00  |
| **Total**  | **1,000,000.00** |

**OTHER PROJECTS:**

The committee considered a proposal put forth by the ministry of education to put up an office to serve also the teachers service commission offices. The committee also noted that the NG-CDFC offices ceiling are falling off hence need for renovation. They also considered a tank to harvest the water.

| **Project Name** | **Project Activity** | **Amount Allocated** |
| --- | --- | --- |
| MINISTRY OF EDUCATION OFFICE RUMURUTI | Construction of Ministry of a seven room Education Office block at Laikipia West Sub county. | **2,000,000.00** |
| NGCDF OFFICE | Renovation of office ceiling @ ksh 300,000 & purchase and installation of 10,000 ltr plastic water tank @ ksh 100,000. | 400,000.00 |
| **Total** |  | **2,400,000.00** |

**SECURITY PROJECTS:**

The committee deliberated on the security projects and noted by the end of this financial year nearly all the chiefs will be having an office**.** The following security projects were considered for funding:

| **Project Name** | **Activity** | **Amount** |
| --- | --- | --- |
| Maina chiefs office | Completion of chiefs office(ceiling, plastering, window panes and keying) | 250,000.00 |
| Site police post | construction perimeter wall size 100 x 100 ft @ ksh 400,000 & office ceiling @ ksh 100,000 | 500,000.00 |
| Miteta police post | Completion of police (six rooms) staff houses and armory (plastering, window panes and flooring). | 2,000,000.00 |
| 18 police post | Completion of police staff houses (six rooms) and armory (plastering, window panes and flooring). | 400,000.00 |
| Nyahururu police station | cells roof renovation(replacement of rusty iron sheets) | 500,000.00 |
| Salama chiefs office | Construction of a three roomed Salama chiefs office to completion | 1,200,000.00 |
| Thome chiefs office | Construction of a three roomed Thome chiefs office to completion | 1,200,000.00 |
| Lorian chief office | Construction of a three roomed Lorian chiefs office to completion | 1,100,000.00 |
| Ndurumo chiefs office | Construction of a three roomed Ndurumo chiefs office to completion | 1,100,000.00 |
| Gatirima chiefs office | construction of Gatirima a three roomed chiefs office to completion | 1,100,000.00 |
| Kieni police post | Construction of a three room Kieni police office to completion | 1,100,000.00 |
| Matwiku chiefs office | Construction of Matwiku a three roomed chiefs office to completion | 1,100,000.00 |
| Nyahururu Deputy County Commissioner’s Office | Renovation of Deputy County Commissioner’s office ( four rooms)( painting, floor tiles, fixing of doors( ksh 500,000) and purchase of office furniture( ksh 200,000)  | 700,000.00 |
| **Total** | **12,250,000** |

**MIN 5/NGCDFC/21/10/2019: A.O.B**

There being no other business the meeting was adjourned at 1:00p.m with a word of prayer from Mrs. Lucy Kanyira.

**MINUTES CONFIRMED BY:**

Chairman NGCDFC: Patrick Muriithi Signature …………………………….

Secretary NGCDFC: PriscahNjeri Signature ……………………………