**REF: NG/LCDFC/01/10/2019**

**MINUTES OF THE LANG’ATA NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND MEETING HELD ON 22ND OCTOBER 2019 AT LANG’ATA BOARD ROOM**

**Members present:**

**NAME CONTACT ID NO. POSITION**

1. DAVID MUCHAI 0724228975 9836476 Chairman
2. JOSPHAT G. OMWOYO 0710632533 29127769 Secretary
3. LYDIA A. OTIENO 0723016225 20867947 Member
4. DONNIE K. LANGAT 0726250120 20922261 Member
5. JOHNSTONE NGUNYI (FOR DCC) DO1
6. LINET KISOI 0724503639 28590036 Member
7. MICHAEL OMONDI 0712880514 4241727 Member
8. PHYLISS CHIBAYI 0722557112 22270211 F.A.M
9. KENETH S. GICHUKI 0726306104 10953721 Member
10. NOORIA ALI WARIO 0728570245 0070908 Member

**AGENDA**

1. Preliminaries
2. Previous minutes confirmation
3. Ward meeting outcome discussion
4. Zone Construction Limited vs Langata NG-CDFC
5. Co-funded projects
6. Lang’ata NG-CDF Projects Proposal for Financial Year 2019/2020
7. Approval of the 2019/2020 work-plan
8. Implementation of projects in Highrise ward
9. A.O.B

**PRELIMINARIES**

The Chairman called the meeting to order at 10.16am. This was followed by a word of prayer from Michael Omondi.

**MIN 01/01/10/2019. CONFIRMATION OF PREVIOUS MEETING MINUTES:**

The secretary read through the minutes of the previous meeting which were confirmed to be the true copy by Donnie Langat who was seconded by Nooria Wario.

**MIN 02/01/10/2019. WARD MEETING OUTCOME DISCUSSION:**

Members were applauded for the good work in as far as the ward meetings were concerned. It was noted that members of public were anxious for more development to go to the grassroots. Members of the public were heard and both views under the National Government and County Government were heard and reacted to by the committee members present.

**MIN 03/01/10/2019: ZONE CONSTRUCTION LIMITED VS LANGATA NG-CDFC LEGAL CASE**

The committee agreed to give a priority to the settlement of an arbitrator’s ruling involving Zone Construction Limited vs Langata NG-CDFC, which amounts to 5,689,675.60. This amount is an inclusion of the award and legal fee representation whereby as a law, the payment is to be made to Waruiru, Kariuki & Mwangale Advocates.

**MIN 04/01/10/2019: CO-FUNDED PROJECTS**

Members’ attention was drawn on this subject matter where in the 2019/2020 financial year, a consideration had been given for co-funding of projects.

* Langata High School had a project worth Kshs. 12,000,000.00 out of which Langata NG-CDF was requested to do the walling at an estimated cost of Kshs. 2,000,000.00
* Karen C Secondary school had acquired a loan of Kshs. 6,300,000.00 with KCB in the year 2016 to purchase a bus. This was done and parents had committed to clear the loan until there was a directive from the Ministry of Education barring parents from contributing towards such a school project. With that in mind, the school through its administration office sought help from Langata NG-CDF to help in repaying the loan remainder of Kshs. 3,200,000.00

**MIN 05/01/10/2019: LANGATA NG-CDF PROJECTS PROPOSAL BUDGET FOR FINANCIAL YEAR 2019/2020 :**

The Chairman briefed members that now that the results from the ward meetings were available, the committee was required to submit projects proposal for the financial year 2019/2020 in time to receive funds from the Board.

On this, the fund account manager told members that the NG- CDF Committee is supposed to submit projects proposals to the NG - CDF Board by the 31st October 2019.

The Fund Account Manager informed members that the constituency had been allocated a total of **Kshs. 137,367,724.14**

The Fund account manager briefed members on the guidelines for project proposal presentation, and emphasized on full support in order to beat the set deadline.

After thorough discussions and deliberations, Langata NG-CDF committee agreed on the following priority projects to be funded under the Financial Year 2019/2020 in all the five Constituency wards: -

|  |  |  |
| --- | --- | --- |
| **Project Name** | **Project activity** | **Amount Allocated** |
| Employees’ Salaries | Payment of staff salaries, gratuities, PAYE and medical cover. | 4,598,863.00 |
| NHIF | Payment of NHIF deductions | 69,600.00 |
| NSSF | Payment of NSSF deductions | 33,600.00 |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea & refreshment, purchase of furniture and legal fee | 2,000,000.45 |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 1,540,000.00 |
| Goods and Services | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence. | 1,113,058.10 |
| Committee Expenses | Payment of Committee sitting allowances, transport, conferences | 1,100,000.00 |
| NG-CDFC, PMC & NG-CDFC Staff Capacity Building | Undertake Training of the NG-CDFC, PMCs & NG-CDFC Staff on NG-CDF Related issues | 1,907,973.60 |
| Bursary; Secondary Schools for needy students | Payment of bursary to needy students | 11,000,000.00 |
| Bursary; Tertiary institutions (colleges, universities and skills development) | Payment of bursary to needy students;   1. Universities and colleges @ (Kshs. 13,209,932.70) 2. Vocational Training institutes towards enhancement of skills in driving, beauty, hairdressing, tailoring, pastry, cake and bread baking @ (Kshs. 7,500,000.00) | 20,709,932.70 |
| NG-CDF Social Security Programme | Provision of NHIF Medical Cover to 400 vulnerable persons | 2,400,000.00 |
| Waruiru, Kariuki & Mwangale Advocates | To cater for the arbitrator's ruling, accrued interest and advocates fee in the case involving Zone construction limited Vs Langata NG-CDF since the year 2014. | 5,689,675.60 |
| Madaraka Primary School | 1. Renovation of six classrooms to completion; (roofing, tiling, interior and exterior walls painting, Replacement of windows and doors) @ Kshs. 3,000,000.00. 2. Purchase of 100 students’ lockers and chairs @ Kshs 500,000.00 | 3,500,000.00 |
| Karen C Primary School | Purchase of 100 students’ lockers and chairs | 500,000.00 |
| Langata West Primary School | 1. One-off purchase of 51-seater school bus without insurance @ Kshs. 7,000,000.00 2. Purchase of 100 students’ lockers and chairs @ Kshs. 500,000.00 | 7,500,000.00 |
| Ngei Primary School | 1. Purchase of 80 students’ lockers and chairs @ Kshs. 400,000.00 2. Fitting of students' water points on three buildings @ Kshs. 100,000.00 | 500,000.00 |
| Kongoni Primary School | 1. Upgrading of an access road within the school, parade area, parking area by fixing cabro to completion; (Excavation of black cotton soil, backfilling with red soil, compaction, handpacking, spreading quarry dust, laying of 50mm cabro & sanding on 1500m2 area) @ Kshs. 4,500,000.00 2. Renovation of 8-no. classrooms to completion; (floor tilling, ceiling repair, interior and exterior wall painting, replacement of window panes, replacement of wooden doors with steel doors) @ Kshs - 4,800,000.00 | 9,300,000.00 |
| Kongoni Primary School | 1. Purchase of 100 lockers and chairs (Kshs. 500,000.00). 2. Painting and tiling of the head teacher's office, deputy teacher's office and the reception area to completion @ Kshs. 226,779.31. | 726,779.31 |
| Ngong Forest Primary School | Purchase of students 100 lockers and chairs | 500,000.00 |
| Langata Barracks Primary School | Purchase of students 100 lockers and chairs | 500,000.00 |
| Uhuru Gardens Primary School | 1. Renovation of 8-no classrooms to completion; (Repair of leaking roof, floor tiling, replacement of windows and doors, exterior and interior walls painting) @ Kshs. 6,400,000.00 2. Purchase of 100 students’ lockers and chairs @ Kshs. 500,000.00 | 6,900,000.00 |
| Langata Road Primary School | 1. Construction of 2 classrooms to completion measuring (10x12)m with a slab for students with special needs; (Foundation, walling, tiling, plastering, painting, electrical and a ramp) @ Kshs. 3,500,000.00. 2. Construction to completion of 4-no. door toilets attached to the two classroom block to cater for pupils with special needs; (Foundation, walling, terrazzo floor, painting, ceiling, plumbing and electrical works) @ Kshs. 1,000,000.00 3. Purchase of 100 students’ lockers and chairs @ Kshs. 500,000.00 | 5,000,000.00 |
| Joash Olum Highrise Primary School | 1. Construction of 3-no. classrooms on first floor to completion; (walling, plastering, painting, roofing, tiling, cabinets, ramp and electrical works)- @ Kshs. 5,100,000.00 2. Construction of a kitchen to completion; to hold two burners with a storage for a population of 450; (Excavation of black cotton soil, backfilling, foundation, walling, plastering, painting, electrical works ceiling and terrazzo)- @ Kshs. 3,400,000.00 3. Purchase of 100 students’ desks @ Kshs. 600,000.00 | 9,100,000.00 |
| Karen C Sec. School | 1. Construction of a 30-door bathroom block to completion fitted with showers to cater for 500 students; (Foundation, walling, electrical works, plumbing work, terrazzo, ceiling and roofing) @ Kshs. 3,400,000.00 2. Final payment for the purchase of a 51-seater bus; (Initial cost was Kshs. 6,300,000.00, which the PTA paid up to 3,100,000) @ Kshs. 1,200,000.00 3. Construction of a multipurpose hall with a kitchen and store to completion for 500 students; (Foundation, walling, plastering, ceiling, terrazzo floor, plumbing and electrical work, roofing) @ Kshs. 5,000,000.00 | 9,600,000.00 |
| Langata High School | Contribution towards a co-funded with PTA dormitory expansion to cater for 100 capacity students; (Total estimated cost is Kshs. 12,000,000.00 whereby Langata NG-CDF will contribute towards walling of the dormitory) @ Kshs. 2,000,000.00 | 2,000,000.00 |
| Langata Barracks Secondary School | 1. Completion of 4-no classrooms; (Brandering, Ceiling, plastering, painting, tiling, wiring, verandah works and fittings) @ Kshs. 900,000.00 2. Purchase of 100 students’ lockers and chairs @ Kshs. 500,000.00 | 4,100,000.00 |
| Kongoni Mixed Day Secondary School | Construction of 1st phase of one storey building of a new secondary school (Administration block with three offices, a 24-no. door ablution block and 13 no. classrooms) | 10,000,000.00 |
| Langata police station | Renovation to completion of an administration block (Sub-county police commander, OCS office, DCIO office, crime office, DTO officer), reporting desk and two cells block (male & female)to completion to cater for a population of 200; (Interior and exterior painting, floor tiling, repair of leaking roof and replacement of wooden doors and windows with steel) @ Kshs. 4,700,000.00 | 4,700,000.00 |
| Constituency Sports Tournament | Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits | 2,300,000.00 |
| Environment activities | 1. Landscaping of Kongoni Pry Sch Quadrangle; (Excavation of black cotton soil, backfilling with red soil and planting of Kikuyu grass) @ Kshs. 600,000.00 2. Purchase and installation of four Energy Saving Jikos for Karen C Secondary School and Joash Olum Highrise Pry Kitchens @ Kshs. 680,000.00 | 1,280,000.00 |
| Emergency | To cater for any unforeseen occurrences in the constituency during the financial year | 7,198,241.38 |
| **TOTAL** |  | **137,367,724.14** |

**MIN 06/01/10/2019: APPROVAL OF THE 2019/2020 WORK-PLAN**

The Fund Account Manager table the 2019/2020 Financial Year work plan. This document was approved and adopted by the members.

Other than this, the committee approved training and Monitoring and Evaluation plans for the office.

**MIN 07/01/10/2019: HIGH COST OF IMPLEMENTING PROJECTS IN HIGHRISE WARD**

It was noted that implementation of projects in Highrise ward was previously faced with challenges such as accessibility to the site when it comes to materials. This was due to the fact that the only public school in the area is in the middle of a slum and thus materials had to be ferried to the project site using human manpower. Other than that, there was hostility and soliciting of cash from rowdy community members who termed it their territory.

The committee therefore agreed to have such incidences taken care of by costing projects in Joash Olum Highrise Primary School higher than the market rate.

**MIN 08/01/10/2019: A.O.B**

There being no other business the meeting was adjourned at 1.00pm with a word of prayer from the Chairman.

Minutes Compiled by; Minutes Confirmed by;

Josphat Omwoyo David Muchai

Signature…………………………………. Signature………………..........

Date…………………………………………. Date……………….................