



WARD REPORT ON ROYSAMBU NG-CDF STAKEHOLDERS' MEETING

VENUE: GARDEN ESTATE SECONDARY SCHOOL HALL

DATE: 24TH SEPTEMBER, 2021

EXECUTIVE SUMMARY

A stakeholder is defined as an individual or group that has an interest in any decision or activity of an organization. (Source: <https://simplystakeholders.com/what-does-stakeholder-mean/>)

Holding stake holder meetings is a not only a good governance practice, but also a constitutional requirement for government offices (such as NG-CDF) since it is a form of public participation.

Stakeholder meetings undoubtedly **improves project outcomes and results**. It keeps the client team informed while building trust and empowering them to help guide the project. Most importantly, it ensures the outcome for the organization and its stakeholders end up being exactly what they want.

In this regard Roysambu NG-CDF embarked on a Stakeholder Meeting held on 24th/09/2021 at Garden Estate Secondary school Hall.

The meeting was attended by various stakeholders mainly from Education sector, Security sector, NG-CDF committee, sub-county treasury and other opinion leaders in Roysambu constituency.

In summary most of the participants applauded Roysambu NG-CDF committee for delivering on its mandate very well. However, the participants elaborated on the gaps which are yet to be filled mainly; Construction of additional classrooms, Construction of ablution block, Construction of a modern Githurai Assistant County commissioner administration block- (located at Kahawa west ward), Installation of ICT infrastructure in schools, Renovation of classrooms, construction of perimeter walls in schools among many more are elaborated below.



INTRODUCTION

This minute report has been prepared to give an overview of a meeting held between Roysambu NG-CDF committee and other Stakeholders in the constituency. The meeting was held in the spirit of public participation and good governance practices in government projects. "**Public participation** is an action or a series of actions a person takes to involve themselves in affairs of government or community. These activities include voting, **attending meetings**, participating in public or private political discussion or debate on issues, signing a petition on a desired government action or policy, volunteering in community activities and contributing money to a political party or candidate of one's choice among other similar activities." (URAI TRUST)

OBJECTIVES

1. To get feedback in regard to the complete and ongoing projects in the constituency
 2. To identify needs in order of priorities in various institutions so as to enable the NG-CDF committee to make informed decisions while preparing project proposals
 3. To create awareness on:
 - The existence and roles of NG-CDF BOARD, NG-CDF committees, Project Management Committees
 - The importance of stakeholders' participation in the NG-CDF forums.
 - Roysambu NG-CDF achievements so far
 - The projects eligible and those not eligible for funding by NGCDF
 - The role of parliament (the oversight committee) and Treasury in the NG-CDF- (inspection role by the sub-county accountant office)
 - Community policing
 4. Exchange of knowledge
- Through a constructive dialogue the participants were expected to exchange knowledge on the best practices exercised during the implementation of NG-CDF projects in their institutions.
5. To track the progress of NG-CDF projects in the constituency

PARTICIPATING MEMBERS

The stakeholders involved mainly comprised of:

1. Roysambu NG-CDF committee
2. Head of learning institutions
3. Local administration and security leaders
4. Community policing representatives
5. Constituency oversight committee representatives
6. National Treasury: sub-county accountant
7. Head of government agencies; Youth Fund, Women Enterprise Fund, Uwezo Fund, Social Protection Fund-Inua Jamii
8. Opinion leaders
9. Other constituents

(Attendance Sheet-as attached below)

AGENDA OF THE MEETING

1. Introduction
2. Discussion and contributions from stake-holders
 - ❖ Head of learning institutions
 - ❖ Head Security agencies
 - ❖ Sub-county accountant
 - ❖ Community policing representative
 - ❖ Constituency oversight committee
 - ❖ Other stakeholders- (Uwezo Fund, Women Enterprise Fund, Youth Fund, opinion leaders)
 - ❖ Sub-county director of education
 - ❖ Assistant County Commissioner
3. Closing.



3

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AGENDA 1. INTRODUCTION

The meeting started at 10:00 am with a word of prayer by the Head teacher Muthaiga Primary School. Then introduction of all participants was done, where everyone got a chance to say his /her name and the institution he /she represented.

After a welcome note, MR. Mwangi (NG-CDF chairman) gave a general overview of the agenda of the day and a brief history of NG-CDF transition from CDF; he explained, the mandate of NG-CDF as per NG-CDF act 2015, amended 2016; Education, Security and by extension Environment and Sports.

AGENDA 2. DISCUSSION AND CONTRIBUTIONS FROM STAKE-HOLDERS

A) SUB-COUNTY ACCOUNTANT -M/S PRISCA

The sub-county accountant was grateful for the cooperation between her office and other stakeholders so far, however she encouraged the head of institutions to be participative during inspection of projects so as to increase the effectiveness of the process.

B) COMMUNITY POLICING HEAD-ROYSAMBU-MR. RICHARD OKOTH

Community Policing is an approach to policing that recognizes the independence and shared responsibility of the Police and the Community in ensuring a safe and secure environment for all citizens. It aims at establishing an active and equal partnership between the Police and the public through which crime and community safety issues can jointly be discussed and solutions determined and implemented. (Source: KENYA POLICE website)

The head of community policing in Roysambu constituency is Mr. Richard Okoth.

Mr. Okoth expressed his office satisfaction with how bursary and other NG-CDF projects, executed in Roysambu Constituency compared to the neighboring constituencies. He further explained the concept of community policing and its vital role in the society since its overall goal is to improve public safety and quality of life for all persons. Besides the forementioned, Mr. Okoth encouraged the participants to feel free to partner with his office in creation of awareness in matters "community policing"

C) CONSTITUENCY OVERSIGHT COMMITTEE

Through NG-CDF act 2015 there was an introduction of Constituency Oversight Committee (section 53 of NG-CDF Act)

The Act introduces an additional committee at the Constituency level, the Constituency Oversight Committee whose main function is to oversee the projects undertaken under the Act and to sensitise and receive feedback from members of the public during forums convened for the said purpose. (*SOURCE-copyright ©2003 - 2016 national government constituencies development fund board*)

The rationale is to provide for greater focus on oversight of the Fund by the citizenry.

In this ROYSAMBU NG-CDF stakeholders meeting, the oversight committee was represented by Mr. Boniface M. Mbuki who registered satisfaction of the oversight committee this far. He went ahead and congratulated ROYSAMBU NG-CDF committee for delivering quality projects, people oriented and in a timely manner. He also observed that the citizenry can indeed see the value for money in all the projects. Mr. Boniface M. Mbuki also encouraged all participants to contribute objectively so to ensure effective service delivery.

D) OTHER STAKEHOLDERS

• YOUTH FUND-ROYSAMBU CONSTITUENCY

Youth fund office -was represented by M/S Esther Gitau. Currently, Roysambu constituency youth fund office is located at Kasarani, making it difficult for constituents to access youth fund services with-ease.

In her submission M/S Gitau requested youth fund office to be hosted at newly constructed Roysambu NG-CDF Office Block for easy access by constituents.

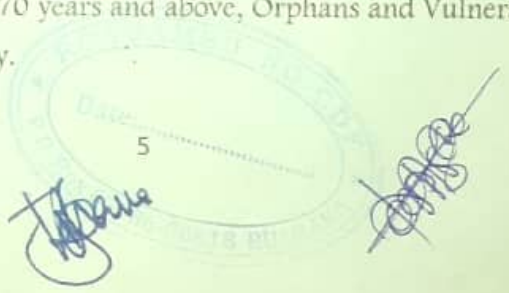
• INUA -JAMII-ROYSAMBU CONSTITUENCY

Inua Jamii Kenya is a programme in State Department for Social Protection under Ministry of Labour & Social Protection. Inua Jamii is a cash transfer programme running 3 projects which are:

- i. Older Persons Cash Transfer (OPCT)
- ii. Persons with Severe Disability Cash Transfer (PWSD)
- iii. Orphans & Vulnerable Children Cash Transfer (OVCT)

Its mandate is to facilitate the implementation and management of the Consolidate Cash Transfer to Older person of 70 years and above, Orphans and Vulnerable Children and Persons with severe disability.

5

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Mr. Josaphat Kaara-is the chairman to the committee responsible for Inua Jamii program in the constituency. In his submission Mr. Kaara requested the NG-CDF office to consider starting a social protection program by paying National Insurance premiums for the elderly so as to supplement the support they are getting from Inua Jamii program.

Mr. Kaara, as a Kahawa West ward resident observed that there is a need for a public toilet to be constructed at Assistant County Commissioner office (located at Kahawa west) for use by ACC office clients.

E) SUB-COUNTY DIRECTOR OF EDUCATION -KASARANI SUB-COUNTY

The current director of education in Kasarani sub-county is M/s Victoria Mbwika.

The following were her remarks during the stakeholders meeting:

1. She was very grateful for the new secondary schools that have been put up in the constituency through NG-CDF (i.e., Kiwanja, Garden Estate, Githurai and Zimmerman Sec Schools). Their impact has been witnessed in a big way, a case in point is Githurai secondary school -which is the recent secondary school to be constructed. It has an intake of over 500 students in a span of 2 years. She went ahead and said that in future she believed the level of insecurity and other vices in Githurai and Roysambu constituency at large would reduce significantly since “when you open a school door, you shut a prison door”. M/s Mbwika also said that, with the new secondary school in place smooth transition from primary schools to secondary schools has been enabled, in fact some of neighboring constituencies’ students are schooling in the new secondary schools.

2. Installation of I.C.T infrastructure in learning institutions (computer laboratories and screens)

The Sub County Director of Education, explained the importance of having ICT infrastructure in all levels of learning and encouraged Roysambu NG-CDF committee to consider installation of ICT infrastructure in learning institutions so that learners can match their skills with the current needs in the society.

3. Additional classrooms

She also observed that there is still a gap in regard to number of classrooms compared to number of students in the constituency, so she acknowledged that there has been a significant effort in the matter, but urged the NG-CDF committee to consider construction of more classrooms so as to accommodate the rising numbers of learners.

4. Secondary School in Njathairi Area:

She proposed that there be constructed a secondary school in Njathairi area to serve the growing population in the area.

5. Special Unit (persons with disability) Classrooms:

She drew attention to the NG-CDF committee to consider the construction of special unit classrooms in the existing learning institutions to cater for students who are abled differently in the society.

6. Project Inspection

In response to the sub-county accountant request that school heads be participative during projects inspection, Madam Bwika requested that there be formal communication through her office whenever the sub-county accountant wishes to inspect projects in schools for convenience.

F) CONTRIBUTIONS FROM HEAD OF EDUCATION INSTITUTIONS:

KAMITI PRIMARY SCHOOL

Kamiti Primary School contribution was done by Mr. James Rotich chairman board of management in the school. First, he expressed his appreciation for the desks that were supplied by NG-CDF office, additional classrooms and renovations of classrooms. MR. Rotich went ahead and requested for **additional classrooms** since the student population in Kamiti primary school has increased in a big way.

KAHAWA PRIMARY SCHOOL

Kahawa primary school was represented by Madam Racheal Kanyoko-the school headteacher.

These are the needs of Kahawa primary school for considerations by Roysambu-NG-CDF committee:



7

1. A Modern Ablution Block to improve on the current sanitation and hygiene standards. She also asked that the ablution facility should also take into consideration the students with special needs.

2. Special unit classrooms

3. Perimeter Wall

4. Employment of Security Staffs – (it was clarified that this isn't possible since NG-CDF does not fund recurrent expenditure)

MUTHAIGA PRY SCHOOL

Muthaiga Primary School one of public primary school in Roysambu constituency, probably with the highest number of students in the constituency.

Muthaiga primary was represented by Madam Josephine Opondo.

The needs that were identified are:

1. Renovation of classrooms -especially replacement of asbestos roofing with the modern roofing.
2. Additional classrooms

MARURUI PRIMARY SCHOOL

Marurui primary school was represented by Madam Susan Esther Wambui; the head of the institution. Madam Esther stated that their biggest challenge Marurui primary school is facing is lack of enough classrooms that is; the lower classes happens to have more classrooms than the upper classes hence creating a big challenge in handling the transition from one class to the other .In pursuit of solving the problem, Madam Susan presented a request letter in regard to the need for **additional classrooms** to Roysambu NG-CDF committee through the Chairman who promised his committee would put the matter in consideration .

MAHIGA PRIMARY SCHOOL

Mahiga primary school was represented by Mr. Ochieng Apollo.

When Mr. Apollo was given a chance to make his contributions, he was very grateful for the support the NG-CDF office has given his institution through supply of desks and additional classrooms. He, however made the following requests to Roysambu NG-CDF Committee;

1. Renovation of all old classrooms -being the first priority.
2. A modern ablution blocks
3. A Perimeter walls

G.S.U PRIMARY SCHOOL



"G.S.U Primary School is a mixed day boarding school, located in Roysambu ward in Roysambu Constituency within Nairobi County and is a Public Primary School with a population of 740 pupils which is an increase from a population of 520 a year ago". Madam Catherine Ndwiga - the school head, requested the NG-CDFC to consider;

- 1.The supply of desks to cater for the growing student population seeing that as at now some have to share making learning difficult.
2. Connecting the school to water lines to cater for increased school population and the needs of boarding pupils.
3. Consider renovating 15 NO. Classrooms which are in a very bad state.

KAHAWA GARRISON PRIMARY SCHOOL

Kahawa Garrison Primary School is a Public Primary School, located at Kahawa Barracks along Thika Rd, in Roysambu Constituency in Nairobi County. During Roysambu NG-CDF and stakeholders meeting, the school was represented by Mr. Mbuthia F. Mwangi-the Head-Teacher.

In his contributions Mr. Mbuthia Mwangi- first clarified that despite the school being located in an army Barracks, it is not fully sponsored by Kenya Army as it could have been perceived by many. He made the following requests to be considered:

 9 

1. Renovations of classrooms
2. Additional classrooms
3. A school hall and kitchen
4. Ablution block
5. A library

GITHURAI PRIMARY SCHOOL

Githurai primary school is a public school located at Githurai 45 Round about next to Nairobi County Government Stone Market along Ngumba Road off Thika super high way.

This school was represented by their deputy Head Teacher, Madam Mary Ngigi expressed a lot of gratitude to Roysambu NG-CDF office, for erecting a boundary wall between Githurai playground and the school, the wall has been of great benefit to the school for it has enhanced security as well as controlling student movements in and out of school.

She however, requested the Roysambu NG-CDF Committee to consider connecting the school teachers' ablution block to a sewer line or alternatively consider constructing a new one.

ROYSAMBU PRIMARY SCHOOL

Roysambu Primary School is a public school located at Zimmerman ward, along Kamiti road off Thika super high way.

Ms. Nelly the head of institution made the following submissions;

1. She was very grateful for the construction of new classrooms in her school and construction of a new secondary school which are fully funded by Roysambu NG-CDF.
2. She also appreciated the NG-CDF office for carrying it businesses in a transparent manner and wished them to carry on.
3. By extension she also thanked Kenya rural roads authority (KERRA) officials who were present for making Roysambu Primary School accessible by improving the road connecting it to Kamiti road to Cabro standards.
4. She also reported that the existence of the above-mentioned infrastructure school standard and performance has improved to the extent of attracting guest who come to benchmark with the school.

5. In her conclusion, Madam Nelly requested the NG-CDF committee to consider the following:

- a) Installation of CCTV Cameras to enhance security in the school.
- b) Renovation of classrooms - the classrooms are already forty years old hence dilapidated
- c) Installation of cabro in front of classroom block.

KU PRIMARY SCHOOL

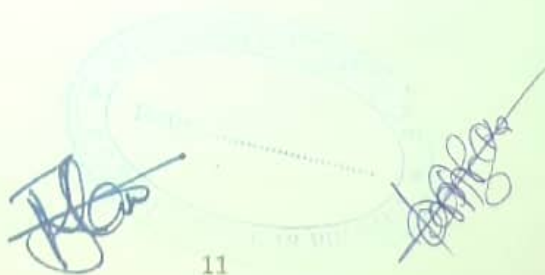
Kenyatta University Primary School is a public school located inside Kenyatta University grounds, which is along Thika Super Highway. Mr. Charles Kamande the school headteacher made the following oral submissions for consideration by Roysambu NG-CDFC;

1. Additional classrooms
2. Improvement of school drive way

GARDEN ESTATE PRIMARY SCHOOL

Garden estate primary school is a public school located in Garden Estate, which is off Thika road. Mr. Miano; the school headteacher highlighted the following as needs for ROYSAMBU NG-CDFC to consider:

1. Renovation of existing ablution block to meet the growing student population hence maintain proper hygiene standards.
2. 5 NO. New classrooms to accommodate increase in number of students; the school was started in 1962 and since then no classrooms has been added despite the increase in number of learners over the years.
3. Connection of the school to a sewer line
4. A water tower to hold water storage tanks for school use.



11

KAMITI SECONDARY SCHOOL

Kamiti Secondary School is a public secondary school located inside Kamiti maximum prison compound, serving the prison wardens families and neighboring general public.

The institution was represented by Mr. Kimani L. Githaiga -the school principal.

The following were Mr. Kimani. L. Githaiga submissions;

1. Additional classrooms-to cater for increased number of students; this being the first priority
2. Graveling of the school drive way-since the drive way is usually very muddy during rainy seasons making the school inaccessible as well as dirty.

KIWANJA PRIMARY SCHOOL

Kiwanja primary school is a public institution located next to Kenyatta University Nyayo Hostels on Kiwanja Rd. off Kahawa rd. after Farmer's choice factory.

During the stakeholders meeting it was represented by Madam Mwangi who made the following oral submissions;

1. She appreciated ROYSAMBU NG-CDF OFFICE for the ongoing renovation of classrooms which for a very long time they had been dilapidated hindering effective learning.
2. She also appreciated the NG-CDF office for suppling desks in the institution, the desks have gone a long way in creating a good studying environment.
3. As she concluded, she requested the NG-CDF office to consider construction of a special unit classroom to cater for students who are abled differently in the school. Madam Mwangi also observed that Kahawa West at large requires a social hall for use by members of public in social endeavors

GITHURAI SECONDARY SCHOOL

Githurai Secondary School is located at Githurai 45 Round about next to Nairobi County Government Stone Market along Ngumba Road off Thika Super High Way.

The school was represented by Madam Omari; the school principal who expressed her gratitude for the immense support her school has received from Roysambu NG-CDF office.

The following were her submissions;

1. Additional classrooms to cater for the increasing enrolment rate
2. An ablution block in the second and third floors.
3. A Modern Laboratory
4. A drainage system to drive flood water away from school compound.

KAHAWA GARRISON SECONDARY SCHOOL:

Kahawa Garrison secondary School is a Public – Primary School, located at Kahawa Barracks along Thika Rd, in Roysambu Constituency in Nairobi County.

It was represented by their Head Teacher Mrs Mugo.

Like many other schools their urgent needs were

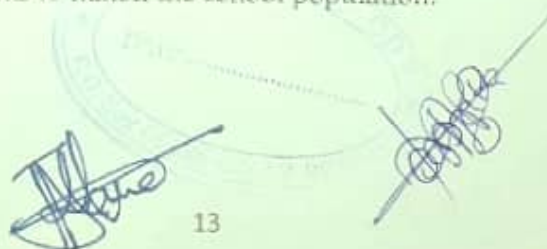
- Construction of additional classrooms to cater for the rising population and renovation of existing classrooms.

GARDEN ESTATE SECONDARY SCHOOL

Garden Estate Secondary School is a Public, Sub County level, Mixed Day Secondary School located along Garden Estate Road, off Thika road.

The school was represented by Mr. Patrick W. Gikungu; the school principal who made the following oral submissions;

1. A 52 seater school bus to ease on the student's daily commute to and from school.
2. There is a need for a modern kitchen to match the standard of the school and increase in student population.
3. Additional ablution blocks to match the school population.



13

KIWANIA SECONDARY SCHOOL

The principal expressed the gratitude towards the continuous support and collaboration Roysambu NG-CDF office has shown towards the school. She requested for;

1. Additional classrooms to facilitate the growing student population, enabling a good teacher to student ratio per class hence improving overall performance.
2. A school bus to help with the student's movement and help them get to school and at home on time.
3. Additional ablution block in the subsequent floors (1st, 2nd & 3rd) to avoid crowding in the ground floor as well avoid students coming from these other floors creating disturbance during the lessons.

G.) CONTRIBUTIONS FROM SECURITY SECTOR / ADMINISTRATION REPRESENTATIVES

GITHURAI LOCATION- CHIEF GEORGE O. MUGA

Chief George O. Muga thanked the NG-CDFC for construction of modern office, furnishing it and construction of boundary wall along his office. However, he stated that, there is an urgent need for a public toilet to be built outside his office so as to serve a large number of clients who usually seek for services in his office since Githurai is a highly populated location.

Besides the above, Chief George commented for a need of a spacious modern office for assistant county commissioner (located at Kahawa West). Currently, the area assistant county commissioner is sharing a small office with other security agencies, making it difficult to serve members of public effectively.

ROYSAMBU LOCATION-CHIEF MOSE

The chief of Roysambu location Mr. Mose was grateful to the NG-CDFC for the continued support. He however stated the following needs;

- A temporary structure as a Roysambu chief's office
- Njathai-ini Police Post infrastructure
- Requested teachers to always report and support cases of drug abuse

He went on to appeal to the heads of public institutions to consider private-public partnerships for development purposes.

He urged People to collect their Huduma cards at DCC office or liaise with their chiefs on how to collect them and always observe Ministry Of Health guidelines in regard to COVID 19 pandemic.

ASSISTANT COUNTY COMMISSIONER-GITHURAI

Joseph G Mwangi, the ACC Githurai, applauded the good work of the school heads for the 100% primary to secondary school transition in Roysambu Constituency.

In support of what the Githurai and Roysambu chiefs had alluded he confirmed the dire need of a modern administration block for Githurai ACC office. Currently the ACC is sharing a small under furnished office with the area officer commanding station (OCS) making their service delivery difficult.

CLOSING REMARKS

In conclusion Roysambu NG-CDFC chairman Mr. Mwangi-thanked everyone for their valuable participation and promised that, the NG-CDF committee would look into all the requests made, put them in order of priority and compliance with NG-CDF act.

The meeting, ended around 1400hrs with a word of prayer from Mr. Hari-an NG-CDF committee member.

Joseph Kamau

Deputy County Commissioner

Kasarani Sub County

Sign.....

Date.....

26/09/2021

Mary Wanyika

Fund Account Manager

Roysambu NG-CDF

Sign.....

Date.....

26/09/2021



NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND
ROYSAMBU CONSTITUENCY
P.O BOX 65086-00618
RUARAKA
Email: cdfroysambu@ngcdf.go.ke

ROYSAMBU NG-CDFC MEETING HELD ON 28TH SEPTEMBER, 2021 AT 10.00AM AT THE ROYSAMBU NG-CDFC BOARDROOM

MEMBERS PRESENT

David Mwangi	NG-CDFC Chairman
Jamila Wangui	NG-CDFC Secretary
Lucy Nyambura	NG-CDFC Member
Peter Kimani	NG-CDFC Member
Stanley Hari	NG-CDFC Member
Eunice Wanjiru	NG-CDFC Member
Laurence Inyangala	NG-CDFC Member
Kevin Kiptanui	NG-CDFC Member
Mary Wanyika	FAM
Stephen Kaloki	Assistant County Commissioner I

AGENDA

1. Opening Remarks
2. Reading and Confirmation of previous minutes
3. Matters Arising
4. Project Progress Update
5. Submission of Proposal Budget FY 2021-2022
6. NG-CDF Staff Contract
7. Any Other Business






MIN 03/01/28/09/2021: OPENING REMARKS

The meeting started at 10.00A.M with a word of prayer from Lawrence Mangula. The Chairman called the meeting to order and welcomed all members present.

MIN 03/02/28/09/2021: READING AND CONFIRMATION OF PREVIOUS MINUTES

The secretary took the members through the minutes of the last meeting. The minutes were proposed as the true records of the deliberations by Eunice Gema and seconded by Stanley Hari.

MIN 03/03/28/09/2021: MATTERS ARISING

PMC training: The PMC training is scheduled to take from 30th September, 2021 at Roysambu Primary School. Due to the COVID-19 restrictions in the country, finding at 9A.M.

Bench-marking in Kibra Constituency: This activity set to be a joint exercise between Kasarani and Roysambu constituency has not yet taken place. This has been occasioned by the programs at hand that need urgent attention. The FAM asked the members to be a little bit patient as they conclude on the preparations from all the parties.

Migration to new NG-CDF office block: The FAM notified the landlord and all the rent payments were done. However, due to the challenges experience in supply of items for floor works from the suppliers, the completion and handover timelines were affected. The NG-CDFC was requested to consider an extension of one month as the contractor concludes the remained part. It was thus agreed that one month rent for the month of October be paid in favor of **Joyce Kinuthia at Kshs, 278,600**

MIN 03/04/28/09/2021: PROJECT PROGRESS UPDATE

The Chairman reported that several projects are ongoing and the progress is good. The technical team has been on site for technical guidance hence moving on well. The projects in subject include:

Githurai Secondary School-	Construction of 4NO. Classrooms	- Complete
Njathaini Primary School -	Construction of 2NO. Classrooms	-Complete
Roysambu NG-CDF Office-	Construction of NG-CDF office block	-Ongoing
Kiwanja Secondary School-	Construction of a Borehole	-Stalled



As it was planned earlier, the NG-CDF Committee joined the respective PMC in a meeting to arbitrate between the two parties to chart the way forward. The contractor remained adamant but a suggestion to engage an independent hydro geologist was agreed upon from both parties. The independent reports will guide the NG-CDFC on the way forward

MIN 03/05/28/09/2021: SUBMISSION OF PROPOSAL BUDGET FY 2021-2022

NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD							
CONSTITUENCY: ROYSAMBU						FINANCIAL YEAR: 2021/2022	
S/NO	PROJECT CODE	NAME OF THE PROJECT	PROJECT ACTIVITIES	ORIGINAL COST	CUMULATIVE ALLOCATION	AMOUNT ALLOCATED	STATUS
ADMINISTRATION AND RECURRENT EXPENDITURE							
1	4-0047-279-2110000-100-2021-2022-1	Employee Salaries	Payment of staff salaries	3,231,132.00	3,231,132.00	3,231,132.00	New
2	4-0047-279-2120101-100-2021-2022-2	NSSF	Payment of NSSF deductions	38,400.00	38,400.00	38,400.00	New
3	4-0047-279-2120101-100-2021-2022-3	NHIF	Payment of NHIF deductions	88,200.00	88,200.00	88,200.00	New
4	4-0047-279-2210802-100-2021-2022-4	Committee Expenses	Payment of Committee sitting Allowances, transport & Conferences	1,248,000.00	1,248,000.00	1,248,000.00	New
5	4-0047-279-2210000-100-2021-2022-5	Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence,	3,619,600.74	3,619,600.74	3,619,600.74	New

W. Ugechi

[Signature]

[Signature]

			office tea				
MONITORING, EVALUATION AND CAPACITY BUILDING							
6	4-0047-279-2210802-111-2021-2022-1	Committee Expenses	Payment of Committee sitting Allowances, transport & Conferences.	884,000.00	884,000.00	884,000.00	New
7	4-0047-279-2210000-111-2021-2022-2	Goods and Services	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	2,028,666.37	2,028,666.37	2,028,666.37	New
8	4-0047-279-2210700-111-2021-2022-3	NG-CDFC/PMC/ Staff Capacity Building	Undertake training of the NG-CDFCs/PMC and staff on NG-CDFC related issues	1,200,000.00	1,200,000.00	1,200,000.00	New
EMERGENCY RESERVE							
9	4-0047-279-2640200-111-2021-2022-1	Emergency	To cater for any unforeseen occurrences in the constituency during the financial year under review	7,192,206.90	7,192,206.90	7,192,206.90	New
BURSARY							
10	4-0047-279-2640101-103-2021-2022-1	Bursary to Secondary Schools	Payment of bursary to the bright and needy students within the constituency	27,000,000.00	27,000,000.00	27,000,000.00	New
	4-0047-279-2640102-103-2021-2022-2	Bursary to Tertiary Institutions	Payment of bursary to the bright and needy students within the constituency	20,000,000.00	20,000,000.00	20,000,000.00	New
SPORTS ACTIVITIES							

Wangeci



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11	4-0047-279-2640509-112-2021-2022-1	Constituency Sports Tournament	Organize Constituency tournament for the categories of games within the constituency. Award the winning teams with sports kits gears, balls and trophies	2,741,777.58	2,741,777.58	2,741,777.58	New
PRIMARY SCHOOL PROJECTS							
12	4-0047-279-2640204-104-2021-2022-1	Garden Estate Primary School	Renovation of an ablution block with 10NO. Boys water closets and urinal and 9NO. Girls water closets and convert 4NO. Units into 2NO. FWDs. Renovation works include: Removal of existing doors and windows, water systems and replace with new ones. Terrazzo flooring, internal and external finishes with painting, water proof slab and installation of a water tower with 5000litres water tank for water supply and relevant piping to the toilets	4,500,000.00	-	4,500,000.00	New
13	4-0047-279-2640204-104-2021-2022-2	GSI Primary School	Supply and delivery of 274NO. 3-seater desks with a metallic stand @Kshs. 6,600	1,808,400.00	-	1,808,400.00	New
14	4-0047-279-2640204-104-2021-2022-3	Kahawa Primary School	Construction of an Ablution block (4NO. waterclosets for Boys and Urinal and 5NO. Water closets for Girls with 2NO. Water closets for disabled children to completion	5,829,692.00	-	5,829,692.00	New
SECONDARY SCHOOL PROJECTS							

Wagati



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15	4-0047-279-2630205 - 104-2021-2022-1	Githurai Secondary School	Construction of third floor 4No. Classrooms in a 3-Storey building. The activities include first floor works, superstructure walling, fixing windows and doors, internal and external finishes, electrification, terrazzo flooring with staircase, and slab roofing to completion (Phase II)	7,600,000.00	-	7,600,000.00	New
16	4-0047-279-2630205 - 104-2021-2022-2	Githurai Secondary School	Construction of an ablution block (12NO. Boys water closets, and 3NO. Urinal and 15NO. Girls water closets and 6NO. PWDs on the First, Second & Third floor with all the fittings as required in the BQ.	7,600,000.00	-	7,600,000.00	New
18	4-0047-279-2630205 - 104-2021-2022-4	Kiwanja Secondary School	Construction of an ablution block 12NO. Boys water closets and 3NO. Urinal and 16NO. Girls water closets and 6NO. PWDs on the First, Second & Third floor with all the fittings as required in the BQ.	7,600,000.00	-	7,600,000.00	New
19	4-0047-279-2630205 - 104-2021-2022-5	Kiwanja Secondary School	Construction of first floor 4No. Classrooms in a 3-Storey building with a strong foundation to support 3-floors. The activities include first floor works, superstructure walling, fixing windows and doors, internal and external finishes, electrification, terrazzo flooring with staircase, and slab roofing to completion (Phase II)	7,694,399.41	-	7,694,399.41	New





204-0047-279-2630203-104-2021-2022-6	Kwanja Secondary School	Purchase of 31 Seater bus school bus	9,277,000.00	-	9,277,000.00	New
214-0047-279-2630203-104-2021-2022-7	Garden Estate Secondary School	Purchase of 31 Seater bus school bus	9,277,000.00	-	9,277,000.00	New
224-0047-279-2630203-104-2021-2022-8	Zimmerman Secondary School	Purchase and Supply of lockable 300NO. lockers and chairs with metallic stand at Kshs.6,000 for each set	1,800,000.00	-	1,800,000.00	New
OTHERS						
234-0047-279-3110202-108-2021-2022-1	Roysambu NG-CDF Office	Purchase of furniture in the new Roysambu NG-CDF office: 2NO. Executive boardroom table (Kshs. 134,600), 15NO: executive boardroom chairs (Kshs. 487,500), 1.8mtrs executive office table (Kshs. 67,000), 1NO. Executive office chair (Kshs. 30,780) 8NO. Work station tables' (Kshs. 230,240) 1NO. Photocopier Machine (Kshs. 220,500), 1NO.24ft Desktop HP Dell Core i78GB (Kshs.127, 850), 1NO. Orthopedic Secretarial Chair (Kshs. 35,990), 1NO. 3seater Sofa Set (Kshs. 70,000) for the Fund Account	3,500,000.00	-	3,500,000.00	New

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			Manager's office and an executive coffee table (Kshs. 27,000), Curtains and sheer for 11NO. Offices and Boardroom (Kshs. 400,000), 1NO. Executive Computer table with tis accessories (Kshs. 27,000), 1NO. 4drawer fire proof lockable safe (Kshs. 250,000), Biometric Registration System (Kshs. 250,000), and 16Channel DVR CCTV installation and an operational server and other related accessories in and outside the entire building (Kshs. 1,141,540).				
244-0047-279-8110202-108-2021-2022-2	Roysambu NG-CDF Office	Completion of extra works for construction of Roysambu NG-CDF one-storey building: Comprising of Excavation of the foundation in a swampy area, extension of the poly carbonate canopy and fixing of tiles in 11NO. Offices, Kitchen and 6NO. washrooms and terrazzo flooring at the reception area and staircase	27,269,167.00	27,269,167.00	1,330,404.00	On-going	
GRAND TOTAL							137,088,879

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MIN 03/06/28/09/2021: NG-CDF STAFF CONTRACT

The NG-CDFC discussed the NG-CDF staff welfare after they had reviewed their salaries by considering commuter allowance and house allowance. This had not been included in the previous contract due to the fact that the office was spending on office rent expenses as well as other related administrative expenditure. On July, 2021, the NG-CDFC entered into a new contract, increasing the wage bill against the available budget hence did not commit into any gratuity for the six months since their contract expires in January 2022. However, for the one and half years, that is, January 2020-June 2021, gratuity was provided and hence approved for payment. They will however be engaged on casual basis from January 2022 to June 2022 with strict compliance of the guidelines provided in the law.

MIN 03/07/28/08/2021: ANY OTHER BUSINESS

There being no other business, the meeting was adjourned at exactly 1425hrs with a closing prayer led by Peter Nyambura.

BY:

NG-CDFC SECRETARY

Jamila Wangi

CONFIRMED BY

NG-CDFC CHAIRMAN

David Mwangi

SIGN. 

SIGN. 



**THIRD SCHEDULE(ss. 25(6),(11) and 29(1))
CONSTITUENCY PROJECTS SUBMISSION FORM**

CONSTITUENCY NO. 279

CONSTITUENCY NAME: ROYSAMBU

FINANCIAL YEAR: 2021-2022

SERIAL	NAME OF PROJECT	AMOUNT ALLOCATED (KSHS)
279/AP1	Administration/Recurrent	8,225,332.74
279/AP2	Monitoring and evaluation/Capacity Building	4,112,666.37
279/2640100	Bursary/Mocks/Cats	47,000,000.00
279/2640200	Emergency Projects	7,192,206.90
279/2630204	Primary School Projects	12,138,092.00
279/2630205	Secondary School Projects	50,848,399.41
279/2640509	Sports Activities	2,741,777.58
279/3110202	CDFC offices	4,830,404.00
TOTAL		137,088,879.00

David Mwangi

Chairman



Signature

22, 10, 21

Date

Mary Wanyika

Fund Manager

[Handwritten Signature]

Signature

22, 10, 21

Date

**FOURTH SCHEDULE (s. 30)
PROJECT DESCRIPTION FORM**

Constituency No 279
 Constituency Name ROYSAMBU County Nairobi
 Project Number AP1
 Project Title Administration/Recurrent
 Sector Administration & Recurrent

Status of projects

Brief statement on project status at time of submission

Financial year 2021-07-01 to 2022-06-30

Original Cost Estimates, in Ksh 8,225,332.74 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Goods and Services	4-0047-279-2210000-100-2021-2022-1	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	New Project	3,619,600.74
Committee Expenses	4-0047-279-2210802-100-2021-2022-2	Payment of Committee sitting Allowances, transport & Conferences	New Project	1,248,000.00
NHIF	4-0047-279-2120201-100-2021-2022-3	Payment of NHIF deductions	New Project	88,200.00
NSSF	4-0047-279-2120101-100-2021-2022-4	Payment of NSSF deductions	New Project	38,400.00
Employee Salaries	4-0047-279-2110000-100-2021-2022-5	Payment of staff salaries	New Project	3,231,132.00
TOTAL:				8,225,332.74

Person completing form

SIGNATURE:



DATE:

22, 10, 21

NAME:

Mary Wanyika

POSITION:

FAM

**FOURTH SCHEDULE (s. 30)
PROJECT DESCRIPTION FORM**

Constituency No 279
 Constituency Name ROYSAMBU County Nairobi
 Project Number AP1
 Project Title Monitoring and Evaluation
 Sector Monitoring & Evaluation

Status of projects

Brief statement on project status at time of submission

Financial year 2021-07-01 to 2022-06-30

Original Cost Estimates, in Ksh 4,112,666.37 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
NG-CDFC/PMC/ Staff Capacity Building	4-0047-279-2210700-111-2021-2022-1	Undertake training of the NG-CDFCs/PMC and staff on NG-CDFC. related issues	New Project	1,200,000.00
Goods and Services	4-0047-279-2210000-111-2021-2022-2	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea	New Project	2,028,666.37
Committee Expenses	4-0047-279-2210802-111-2021-2022-3	Payment of Committee sitting Allowances, transport & Conferences.	New Project	884,000.00
TOTAL:				4,112,666.37

Person completing form

SIGNATURE: _____

DATE: _____

NAME: _____

POSITION: _____

(Handwritten signature and date)
 _____ 22, 10, 21
(Handwritten name and position)
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**FOURTH SCHEDULE (s. 30)
PROJECT DESCRIPTION FORM**

Constituency No 279
Constituency Name ROYSAMBU County Nairobi
Project Number 2640200
Project Title Emergency projects
Sector Emergency

Status of projects

Brief statement on project status at time of submission

Financial year 2021-07-01 to 2022-06-30

Original Cost Estimates, in Ksh 7,192,206.90 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Emergency	4-0047-279-2640200-101-2021-2022-1	To cater for any unforeseen occurrences in the constituency during the financial year under review	New Project	7,192,206.90
TOTAL:				7,192,206.90

Person completing form

SIGNATURE:

DATE:

NAME:

POSITION:



22, 10, 21

Mary Wanyiko

FAM

**FOURTH SCHEDULE (s. 30)
PROJECT DESCRIPTION FORM**

Constituency No 279
Constituency Name ROYSAMBU County Nairobi
Project Number 2640101
Project Title Bursary Secondary Schools
Sector Bursary
Status of projects

Brief statement on project status at time of submission

Financial year 2021-07-01 to 2022-06-30
Original Cost Estimates, in Ksh 27,000,000.00 dated
Amount allocated last financial year dated
Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Bursary to Secondary Schools	4-0047-279-2640101-103-2021-2022-1	Payment of bursary to the bright and needy students within the constituency	New Project	27,000,000.00
TOTAL:				27,000,000.00

Person completing form

SIGNATURE:



DATE:

22, 10, 21

NAME:

Mary Kianyiko

POSITION:

FAM

FOURTH SCHEDULE (s. 30) PROJECT DESCRIPTION FORM

Constituency No 279
Constituency Name ROYSAMBU County Nairobi
Project Number 2640102
Project Title Bursary Tertiary Schools
Sector Bursary

Status of projects

Brief statement on project status at time of submission

Financial year 2021-07-01 to 2022-06-30

Original Cost Estimates, in Ksh 20,000,000.00 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Bursary to Tertiary Institutions	4-0047-279-2640102-103-2021-2022-2	Payment of bursary to the bright and needy students within the constituency	New Project	20,000,000.00
TOTAL:				20,000,000.00

Person completing form

SIGNATURE: _____

DATE: _____

NAME: _____

POSITION: _____

FOURTH SCHEDULE (s. 30) PROJECT DESCRIPTION FORM

Constituency No 279

Constituency Name ROYSAMBU

County Nairobi

Project Number 2630204

Project Title Primary School Projects

Sector Education

Status of projects

Brief statement on project status at time of submission

Financial year 2021-07-01 to 2022-06-30

Original Cost Estimates, in Ksh 12,138,092.00 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Kahawa Primary School	4-0047-279-2630204-104-2021-2022-1	Construction of an Ablution block (4NO. water closets for Boys and Unnal and 5NO. Water closets for Girls with 2NO. Water closets for disabled children to completion	New Project	5,829,692.00
GSU Primary School	4-0047-279-2630204-104-2021-2022-2	Supply and delivery of 274NO. 3-seater desks with a metallic stand @Kshs. 6,600	New Project	1,808,400.00
Garden Estate Primary School	4-0047-279-2630204-104-2021-2022-3	Renovation of an ablution block with 10NO. Boys water closets and unrial and 9NO. Girls water closets and convert 4NO. Units into 2NO. PWDs. Renovation works include Removal of existing doors and windows, water systems and replace with new ones. Terrazzo flooring, internal and external finishes with painting, water proof slab and installation of a water tower with 5000litres water tank for water supply and relevant piping to the toilets.	New Project	4,500,000.00
TOTAL:				12,138,092.00

National Government Constituencies Development Fund
Fourth Schedule Report

Person completing form

SIGNATURE:



DATE:

22, 10, 21

NAME:

Mary Wanyika

POSITION:

FAM

FOURTH SCHEDULE (s. 30) PROJECT DESCRIPTION FORM

Constituency No 279

Constituency Name ROYSAMBU County Nairobi

Project Number 2630205

Project Title Secondary School Projects

Sector Education

Status of projects

Brief statement on project status at time of submission

Financial year 2021-07-01 to 2022-06-30

Original Cost Estimates, in Ksh 50,848,399.41 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Zimmerman Secondary School	4-0047-279-2630205-104-2021-2022-1	Purchase and Supply of lockable 300NO. lockers and chairs with metallic stand at Kshs. 6,000 for each set	New Project	1,800,000.00
Kiwanja Secondary School	4-0047-279-2630205-104-2021-2022-2	Purchase of 51 Seater School Bus	New Project	9,277,000.00
Garden Estate Secondary School	4-0047-279-2630205-104-2021-2022-3	Purchase of a 51 Seater School Bus	New Project	9,277,000.00
Kiwanja Secondary School	4-0047-279-2630205-104-2021-2022-4	Construction of first floor 4No. Classrooms in a 3-Storey building with a strong foundation to support 3-floors. The activities include include first floor works, superstructure walling, fixing windows and doors, internal and external finishes, electrification, terrazo flooring with staircase, and slab roofing to completion (Phase II)	New Project	7,694,399.41
Kiwanja Secondary School	4-0047-279-2630205-104-2021-2022-5	Construction of an ablution block 12NO. Boys water closets and 3NO. Urinal and 16NO. Girls water closets and 6NO. PWDs on the First, Second & Third floor with all the fittings as required in the BQ.	New Project	7,600,000.00
Githurai	4-0047-279-2630205-104-2021-2022-6	Construction of an ablution block	New Project	7,600,000.00

National Government Constituencies Development Fund
Fourth Schedule Report

Secondary School		(12NO. Boys water closets, and 3NO. Urinal and 15NO. Girls water closets and 6NO. PWDs on the First, Second & Third floor with all the fittings as required in the BQ.		
Githurai Secondary School	4-0047-279-2630205-104-2021-2022-7	Construction of third floor 4No. Classrooms in a 3-Storey building. The activities include first floor works, superstructure walling, fixing windows and doors, internal and external finishes, electrification, terrazzo flooring with staircase, and slab roofing to completion (Phase II)	New Project	7,600,000.00
TOTAL:				50,848,399.41

Person completing form

SIGNATURE:



DATE:

22, 10, 21

NAME:

Mary Wanyika

POSITION:

FAM

**FOURTH SCHEDULE (s. 30)
PROJECT DESCRIPTION FORM**

Constituency No 279
 Constituency Name ROYSAMBU County Nairobi
 Project Number 2640509
 Project Title Sports Activities
 Sector Sports

Status of projects

Brief statement on project status at time of submission

Financial year 2021-07-01 to 2022-06-30

Original Cost Estimates, in Ksh 2,741,777.58 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Constituency Sports Tournament	4-0047-279-2640509-112-2021-2022-1	Organize Constituency tournament for the categories of games within the constituency. Award the winning teams with sports kits gears, balls and trophies	New Project	2,741,777.58
			TOTAL:	2,741,777.58

Person completing form

SIGNATURE:



DATE:

22, 10, 21

NAME:

Mary Wanyika

POSITION:

FAM

FOURTH SCHEDULE (s. 30) PROJECT DESCRIPTION FORM

Constituency No 279

Constituency Name ROYSAMBU County Nairobi

Project Number 3110202

Project Title CDFC offices

Sector Others

Status of projects

Brief statement on project status at time of submission

Financial year 2021-07-01 to 2022-06-30

Original Cost Estimates, in Ksh 4,830,404.00 dated

Amount allocated last financial year dated

Sub projects

Project Name	Project Code	Activity	Original Status	Amount (Ksh)
Roysambu NG-CDF Office	4-0047-279-3110202-108-2021-2022-1	Purchase of furniture in the new Roysambu NG- CDF office 2NO. Executive boardroom table (Kshs. 134,600), 15NO executive boardroom chairs (Kshs. 487,500), 1.8mtrs executive office table (Kshs. 67,000), 1NO. Executive office chair (Kshs. 30,780) 8NO. Work station tables (Kshs. 230,240) 1NO. Photocopier Machine (Kshs. 220,500), 1NO 24ft Desktop HP Dell Core i7 8GB (Kshs.127, 850), 1NO. Orthopedic Secretarial Chair (Kshs. 35,990), 1NO. 3seater Sofa Set (Kshs. 70,000) for the Fund Account Managers office and an executive coffee table (Kshs. 27,000), Curtains and sheer for 11NO. Offices and Boardroom (Kshs. 400,000), 1NO. Executive Computer table with its accessories (Kshs. 27,000), 1NO. 4drawer fire proof lockable safe (Kshs. 250,000), Biometric Registration System (Kshs. 250,000), and 16Channel DVR CCTV installation and an operational server and other related accessories in and	New Project	3,500,000.00

National Government Constituencies Development Fund
Fourth Schedule Report

		outside the entire building (Kshs.1, 141,540).		
Roysambu NG-CDF Office	4-0047-279-3110202-108-2021-2022-2	Completion of extra works for construction of Roysambu NG-CDF one-storey building Comprising of Excavation of the foundation in a swampy area, extension of the poly carbonate canopy and fixing of tiles in 11NO. Offices, Kitchen and 8NO. washrooms and terrazzo flooring at the reception area and staircase	Ongoing Project	1,330,404.00
TOTAL:				4,830,404.00

Person completing form

SIGNATURE:

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DATE:

22, 10, 21

NAME:

Mary Wangika

POSITION:

FAM