

**MINUTES OF THE NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT
COMMITTEE MEETING HELD ON 30th SEPTEMBER 2020 AT NG-CDF OFFICE -NJIRU**

Members Present

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| 1. Samuel Nyoike | Chairman |
| 2. Mariam Gatuma | Secretary |
| 3. Zahiya Jacob Haji | Member |
| 4. Virginia Irungu | Member |
| 5. Joseph Kamau | Member |
| 6. Shem Mwangi | Member |
| 7. James Chacha | Member |
| 8. Jane Kariuki | Fund Account Manager |

In attendance

- | | |
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| 1. Hon. Mercy Wanjiku | Member of Parliament |
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Agenda

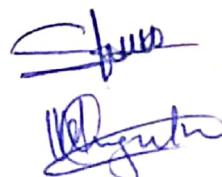
1. Preliminaries
2. Reading and confirmation of previous minutes
3. Matters arising from previous minutes
4. FY 020/021 proposal
5. Declined reallocation
6. A.O.B

MINUTE 1/30/09/20/NG-CDFC/ KASARANI: PRELIMINARIES

The meeting was called to order by the Chairman, Samuel Nyoike at 2.30pm. Shem Maina led the opening prayers.

**MINUTE 2/30/09/20/NG- CDFC/KASARANI: READING AND CONFIRMATION OF
MINUTES OF THE PREVIOUS MEETING.**

The Secretary took the members through the reading of minutes of the previous meeting. The members endorsed as a true copy of what was discussed. The minutes were proposed by Joseph Kamau and seconded by Virginia Irungu.



MINUTE 3/30/09/20/NG- CDFC/KASARANI: MATTERS ARISING FROM PREVIOUS MINUTES.

There were no matters arising from the previous minutes

MINUTE 4/30/09/20/NG- CDFC/KASARANI: PROPOSALS FOR FY 020/021

The members were reminded that the total allocation for the F/Y 019/020 is **Kshs. 137,131,879.31**. This amount is comprised of Kshs.43,000 realized from the sale of tender documents and Kshs. 137,088,879.31 being the FY 020/021 allocation. The Fund Account Manager also took the members through the Board circular ref.NG-CDFB/CEO/BOARD CIRCULARS VOL.11(024) dated 10th August 2020 which gives guideline on preparation and online submission of constituency project proposals for the FY 020/021. Priority was also given to ongoing projects while compiling the 020/021 proposals.

There was no amount allocated to NSSF since there is enough balance in the said vote head to cater for the financial year deductions. The balance as per 30th June 2020 was **Kshs. 212,280**

After a lengthy discussion the below projects were agreed upon.

Project Name	Activity	Original cost	Cumulative allocation	Amount allocated	Current status
ADMINISTRATION					
Employee salaries	Payment of staff salaries and gratuity- This amounts includes an amount of Kshs.652,860 gratuity payable to former staffs as per the committee commitment	3,000,000.00	Nil	3,000,000.00	Ongoing
Goods and services	Purchase of fuel, repairs and maintenance, printing, stationeries, telephone, travel and subsistence, office tea	1,707,912.00	Nil	1,707,912.00	Ongoing
NHIF	Payment of NHIF deductions	20,000.00	Nil	20,000.00	Ongoing
Committee expenses	Payment of committee allowances, transport & conferences expenses	3,500,000.00	Nil	3,500,000.00	Ongoing

Project Name	Activity	Original cost	Cumulative allocation	Amount allocated	Current status
M/E & TRAINING					
Committee expenses	Payment of committee allowances, transport & conferences expenses	1,800,000.00	Nil	1,800,000.00	Ongoing
Goods and services	Purchase of fuel, repairs and maintenance, printing, stationeries, telephone, travel and subsistence, office tea	813,956.00	Nil	813,956.00	Ongoing
Capacity building	Undertake training of the PMC,NG-CDFC and other relevant stake holders	1,500,000.00	Nil	1,500,000.00	Ongoing
EMERGENCY	To cater for any unforeseen occurrences during the financial year	7,192,206.90	Nil	7,192,206.90	New
BURSARY Secondary Schools	Payment of bursary to needy students	20,000,000	Nil	20,000,000	Ongoing
Bursary Tertiary Institutions	Payment of bursary to needy students	14,382,970	Nil	14,382,970	Ongoing
Sports	To carry out constituency sports tournament and purchase of trophies, balls and games kit to the participating teams	2,742,637	Nil	2,742,637	New
Environment					
Kasarani sub county headquarters	Landscaping of field at the new Kasarani Sub County Headquarters, an area of 11,200M2	2,742,197.41	Nil	2,742,197.41	New
EDUCATION- PRIMARY SCHOOLS					
Ruai Primary School	Construction of one storey building,16 classrooms @ 32,000,000, 20 doors ablution block @ 6,000,000 and administration block (Staff room, H/Teacher office,	48,000,000.00	Nil	43,000,000.00	New

Project Name	Activity	Original cost	Cumulative allocation	Amount allocated	Current status
	Deputy H/Teacher office, Secretary office, Accounts office and store) @ 5,000,000 (cost of admin block is 10m, 5m is from reallocation). The estimated cost is to completion for all of them, inclusive of the ramp				
Chieko primary schoool	Construction of ground floor administration block to completion- Staffroom, Head teacher, deputy Head teacher office, secretary and waiting bay.	5,000,000.00	Nil	5,000,000.00	New
Mwiki primary school	Construction of ground floor administration block to completion- Staffroom, Head teacher, deputy Head teacher office, secretary and waiting bay.	5,000,000.00	Nil	5,000,000.00	New
EDUCATION- SECONDARY SCHOOLS					
Gitumba Secondary School	Construction of ground floor administration block to completion- Staffroom, Head teacher office, deputy Head teacher office, secretary and waiting bay @ 5,000,000 and 10 doors ablution block construction to completion @ 3,000,000	8,000,000.00	Nil	8,000,000.00	New
Ruai Girls Secondary School	Perimeter wall construction 830 meters and gate installation.	16,730,000.00	Nil	16,730,000.00	New
	GRAND TOTAL	137,131,879.31		137,131,879.31	

MINUTE 5/30/09/20/NG- CDFC/KASARANI: DECLINED REALLOCATION

The Fund Account Manager tabled the declined reallocation for the members to discuss further.

FY 019/020 Projects

PROJECT NO.	AMOUNT ALLOCATED (KSH)
Nile Road Sec School-Construction of 8no. doors Ablution block	2,000,000.00
Mwiki see school- Construction of ramp in an already existing building up to 2nd floor	1,000,000.00
Kasarani Treeside Sec school for the deaf -Construction of 4 no. doors Ablution block	1,000,000.00
Clay City Secondary school- Construction of 4 no. doors Ablution block	1,000,000.00
Jehova Jirre sec school- Construction of 4 no. doors Ablution block	1,000,000.00
Muhuri Muchiri Sec School- Construction of 1 no. classroom	1,200,000.00
St Georges Athi sec School- Construction of 1 no. classroom	1,200,000.00
Drumvale Sec School- Construction of 4 no. doors Ablution block	1,000,000.00
Kasarani Pry School- Purchase of 52 sitter bus	7,200,000.00
St dominic primary School- Construction of 4 no. doors Ablution block	1,000,000.00
Athi primary school -4 no. classes renovation- Flooring and painting	1,000,000.00
Jehova Jirre Pry school- Perimeter wall construction- 75 meters	1,500,000.00
Gituamba pry school- Construction of 1 no. classroom	1,200,000.00
Ngundu Pry School -4 no. classes renovation- Flooring and painting	1,000,000.00



Conditional approval

Only reallocation from Kasarani primary school bus was recommended for conditional approval The NG-CDFC should confirm if the building is storey and also specify the actual activities to be undertaken with the allocation of Kshs.7.2m in Ruai Pry School

After discussion, the committee resolved to allocate only 5 million to Ruai primary administration block since the 5 million balance was catered for in the FY 020/021 proposals as shown above.

The other balance of 2.2 million was allocated to completion of Ruai primary 8 classes construction and ablution block (storey) and Gituamba Secondary 8 classes construction(storey). It was noted that after the tendering process of the five projects was finalized, the following deficit/surplus was realized

Project	Contract sum	PMC Expenses	Available	Deficit/Surplus
Ruai pry	18,599,075.00	200,000.00	17,500,000.00	(1,299,075.00)
Chieko 8 classes	15,694,098.00	200,000.00	16,100,000.00	205,902.00
Mwiki 8 classes	14,832,690.00	200,000.00	16,100,000.00	1,067,310.00
Gituamba sec. 8 classes	15,210,000.00	200,000.00	14,500,000.00	(910,000.00)
Kasarani DCC wall	7,297,250.00	200,000.00	8,000,000.00	502,750.00

Not recommended for approval

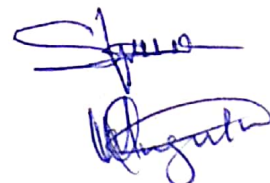
The NG-CDFC has not demonstrated that the funds are no longer required by the schools

NG-CDFC is advised to allocate funds to the proposed schools in 2020/21 financial year.

The members resolved to retain the amount to the initial proposed projects as more funds for the expansion of Ruai primary school has been allocated in the current financial year as shown above.

FY 2018/2019 PROJECTS

FROM		TO		
Ruai Pry Sch- Purchase of 62 seater bus	12,000,000	1. <i>NG-CDFC Office Motor Vehicle Kshs.7,585,000- Purchase of motor vehicle; Toyota Fortuner Gun156R SNTLHN</i>	It was noted that the schools have challenges with the sustainability of the vehicles hence the reallocation	<i>Not recommended for approval</i> NG-CDFC to allocate the funds realized from the reallocation to education projects NG-CDFC to allocate funds to the NG-CDFC's vehicle in 2020/2021 Financial year
Murema Pry Sch- Purchase of 52 seater bus	7,100,000	2. Ruai Pry Sch Kshs.800,000- Additional funds for completion of multipurpose hall. The project has already received Kshs.12.2 million 3. Njiru Pry Sch Kshs.203,000- Additional funds for completion of 3		Recommended for conditional approval NG-CDFC to specify the actual activities to be undertaken at Ruai Pry and Njiru Pry Schools



		classrooms. The project was allocated Kshs.4.677 million 4. Chieko Pry Sch Kshs.5,256,000- Construction of 15 door ablution block 5. Mwiki Pry Sch Kshs.5,256,000- Construction of 15 door ablution block		
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Recommended for conditional approval

The Board gave conditional approval for some projects which required more clarification and the Fund Account Manager was mandated to follow up and give clarity on any information requested.

Not recommended for approval

The amount allocated to the NG-CDF Vehicle was recommended to be allocated to Ruai secondary purchase of school bus

Conclusion

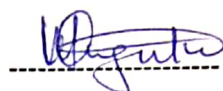
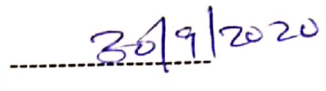
The recommended reallocation was therefore as shown below

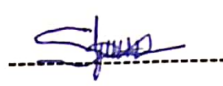
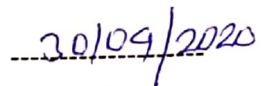
	FROM- Intial project	Declined reallocation	TO- Proposed projects
1	Ruai primary school purchase of 62 seater bus (FY 018/019) balance 7,585,000	NG-CDF VEHICLE- Ksh. 7,585,000 (declined)	Ruai Girls Sec bus- Isuzu FRR90N JAPAN Kshs.7,452,250
2	Kasarani Pry school bus- Kshs.7,200,000 (FY 019/020)	Ruai primary school admin. and ablution block (conditional approval)	Ruai pry Completion of 8 storey classrooms and 10 doors ablution block- ceiling finishes-(Timber work, Celotex ceiling and painting-1,290,000

			Gituamba Secondary 910,000 Completion of 8 storey classrooms- Internal and external wall finishes and floor finishes (terrazzo)
			Ruai Primary 6 roomed admin. block construction-5,000,000

MINUTE 6/30/09/19/NG- CDFC/KASARANI: A.O.B

There being no other business the meeting ended at 4:30pm with a word of prayer from Jane Kariuki

Minutes compiled by: Marriam Gatuma  
Secretary Signature Date

Minutes confirmed by: Samuel Nyoike  
Chairperson Signature Date

