



**NG-CDF EMBAKASI
NORTH**

Embakasi North National Government Constituency Development Fund

Living Goods Building Outer Ring Road

P.O Box 66894 - 00200.

Nairobi, Kenya

Email. cdfembakasinorth@ngcdf.go.ke

**MINUTES OF THE NG-CDF COMMITTEE MEETING HELD AT SAWELA HOTEL -
NAIVASHA ON 7TH DECEMBER 2020 FROM 10.00AM**

MEMBERS PRESENT

1. Ms. Emmah Njeri - Chairperson
2. Mr. Agrippar Oduor - Secretary
3. Mr. Evans Machira - Fund Account Manager
4. Mr. John Wanjeru - Member
5. Mr. Josiah Njeru - Member
6. Mr. Eros Mukami - Member
7. Mrs. Purity Wanjiku - Member
8. Mrs. Margret Warunga - Member

IN ATTENDANCE

- 1 Hon. James Gakuya - M.P

AGENDA:

- Reading and Confirmation of Previous meeting minutes and matters arising.
- Reallocations Request Approvals.
- Approval of Financial Year 2020/21 Project Proposal
- A.O.B.

**MIN 01/07/12/20: READING AND CONFIRMATION OF PREVIOUS MEETING MINUTES
AND MATTERS ARISING**

The Chair called the meeting to order at 10:30 am after a word of prayer from Purity. Previous meeting minutes were presented and the following confirmed that it was true deliberation of the committee. There was matter arising from the previous meeting. The minutes were proposed by Eros Mukami and seconded by Josiah Njeru.

MIN 02/07/12/20: REALLOCATION REQUEST APPROVALS

The FAM informed the members that there was a need to request for approvals to utilize the emergency funds for the financial year 2019/2020 since it was now a requirement when the committee needs to use the funds in the subsequent year. They were urged to request for the approval of the whole amount of Kshs. 7,198,241.38 instead of having to request for part approvals.

After long deliberations the members agreed to have the emergency funds be utilized to have all public schools in the constituency be made to have hand washing areas to help in the fight against the spread of Corvid 19 pandemic.

The second project that was proposed for funding was a project amount balance that was the M.P informed the members that a contractor was owed 2.5 million from the previous financial year of 2018-2019 and that he was ready to defend this matter to the National Board for its consideration. The FAM informed the group that such kind of proposal would require lots of deliberations with the Board since the contractor who is said to be owed the money would have been required to end his/her works from the point which the available funds were supposed to get the project since it would be difficult to have it proposed as funding to a new project for it would raise an audit query in the future. The members agreed to have the Kshs. 2.5 million reallocated from the emergency fund of 2019-2020 and proposed to pay the owed contractor who did construction works at Dandora Girls Secondary School they however tasked the MP to go defend this himself since no one else had more information about the project.

PRIMARY SCHOOLS	PROPOSED ACTIVITIES	AMOUNT
Dandora Primary Sch	Construction of a hand washing area, 5 sink areas, tank and piping	333,000
Tom Mboya Primary School	Construction of a hand washing area, 5 sink areas, tank and piping	333,000
Marura Primary Sch	Construction of a hand washing area, 5 sink areas, tank and piping	333,000



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James Gichuru Primary Sch	Construction of a hand washing area, 5 sink areas, tank and piping	333,000
Kariobangi North Primary Sch	Construction of a hand washing area, 5 sink areas, tank and piping	333,000
Ronald Ngala Primary Sch	Construction of a hand washing area, 5 sink areas, tank and piping	333,000
Wangu Primary Primary Sch	Construction of a hand washing area, 5 sink areas, tank and piping	333,000
Ushirika Primary Sch	Construction of a hand washing area, 5 sink areas, tank and piping	333,000
Our Lady of Fatma Primary Sch	Construction of a hand washing area, 5 sink areas, tank and piping	333,000
		2,997,000
SECONDARY SCHOOLS	PROPOSED ACTIVITIES	AMOUNT
Ushirika Sec Sch	Construction of a hand washing area, 5 sink areas, tank and piping	400,000
Dandora Sec Sch	Construction of a hand washing area, 5 sink areas, tank and piping	400,000
Kariobangi North Girls Sec Sch	Construction of a hand washing area, 5 sink areas, tank and piping	400,000
Dandora Girls Sec Sch	Construction of a hand washing area, 5 sink areas, tank and piping	400,000
		1,600,000

The members also discussed on the progress of Dandora Primary School construction of the perimeter fence and metal gate and the Chairperson informed the meeting that the school administration had changed their mind in constructing the wall since they did not want to be blocked away from the playground of the secondary school. This negotiations had continued for a long time but nothing was yielding so far. After long deliberations the members decided to have a change of activity for Dandora Primary School for the construction of 2 No. of classrooms.



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The Activities involved are: Proposed Change of activity from Proposed Construction of 156 metre Perimeter Wall and Metallic Gate from Dandora Primary School to construction of 2 No. of classrooms at the cost of Kshs. 3,049,800 in the same school.

MEMBER'S RESOLUTIONS

Members approved the re-allocations of Kshs. 7,198,241.38 of FY 2020/21 proposed emergency funds as per the list above. Proposed change of proposed activity of construction of 156M perimeter wall and metallic gate from Dandora primary school to construction of 2No. of classrooms to the same school at the cost of Kshs. 3,049,800. The FAM agreed to prepare the reallocation request the soonest possible but tasked the MP to go present the Dandora Girls Secondary School project balance of Kshs. 2.5 Million before he adds it to the reallocation documents.

Name of Project	Activity in the Codelist	Proposed Change of Activity	Amount
Dandora Primary Sch	Construction of 156 metre Perimeter Wall and Metallic Gate	Construction of 2 No. of classrooms	3,049,800



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MIN 03/07/12/20: APPROVAL OF FY 2020/21 PROJECT PROPOSAL

Members having gone through the projects proposal and confirmed that it was in line with the proposals and views collected during the ward meeting held on 30th October and 31st October 2020 and Ward report is attached.

NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD APPROVED PROJECTS CODE LIST				
CODE: 283		CONSTITUENCY: EMBAKASI NORTH		FINANCIAL YEAR: 2020-2021
S.No	Project Code	Name Of Project	Activities	Amount Requested
ADMINISTRATION AND RECURRENT EXPENDITURE				
1	4-0047-283-2110000-100-2020-2021-1	Employees' Salaries	Payment of staff salaries and gratuity - Kshs. 1,586,760 Gratuity - Kshs. 680,040	2,266,800.00
2	4-0047-283-2210000-100-2020-2021-2	Goods and Services	Rent, Printing, stationery, telephone, Electricity, travel, subsistence, office tea and office equipment repairs and maintenance	4,065,418.00
3	4-0047-283-2120101-100-2020-2021-3	NSSF	Payment of NSSF Deductions	129,600.00
4	4-0047-283-2120201-100-2020-2021-4	NHIF	Payment of NHIF Deductions	65,000.00
5	4-0047-283-2210802-100-2020-2021-5	Committee Allowances	Payment of Committee Sitting allowance, transport and Conferences	1,700,000.00
MONITORING, EVALUATION & CAPACITY BUILDING				
6	4-0047-283-2210000-111-2020-2021-1	Goods and Services	Printing, stationery, Airtime and refreshments	421,000.00
7	4-0047-283-2210802-111-2020-2021-2	Committee Allowances	Payment of Committee monitoring and evaluation allowances, transport and subsistence	2,192,866.38



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8	4-0047-283-2210700-111-2020-2021-3	NG CDFC/NG CDFC Staff /PMC Capacity Building	Undertake Training of the PMCs/NG CDFCs on NG CDFC Related issues	1,500,000.00
EMERGENCY RESERVE				
9	4-0047-283-2640200-101-2020-2021-1	Emergency Reserves	Cater for any unforeseen occurrences in the constituency during the financial year	4,800,000.00
BURSARY				
10	4-0047-283-2640101-103-2020-2021-1	Bursary Secondary Schools	To award bursary for needy students in the constituency	32,700,000.00
11	4-0047-283-2640102-103-2020-2021-2	Bursary Tertiary Schools	To award bursary for needy students of various training institutions in the constituency	15,100,000.00
PRIMARY SCHOOLS				
12	4-0047-283-2630204-104-2020-2021-1	Marura Primary Sch	Construction of 255metres perimeter wall at Kshs. 4,000,000 Renovations of 3 number classrooms (repairing of leaking roofs)at Kshs. 500,000	4,500,000.00
13	4-0047-283-2630204-104-2020-2021-2	Tom Mboya Primary School	Renovations of 20 No. of classrooms - ceiling works	4,800,000.00
SECONDARY SCHOOLS				
14	4-0047-283-2630205-104-2020-2021-1	Tom Mboya Secondary School	Construction of First Phase of Tom Mboya Secondary School, 8 No. rooms bungalow Administration Block at 7M with , 8 No. one storey Classrooms at Kshs. 18M (4 No. classrooms ground floor and 4 No. classrooms first floor)	25,000,000.00
15	4-0047-283-2630205-104-2020-2021-2	Ushirika Secondary Sch	Construction of 150metres perimeter wall	1,500,000.00
16	4-0047-283-2630205-104-2020-2021-3	Kariobangi Girls Secondary Sch	Construction of a science laboratory	5,000,000.00
17	4-0047-283-2630205-104-2020-2021-4	James Gichuru Sec Sch	Construction of one storey classrooms 2 No. of classes ground floor and 2 No. of classes first floor with staircase and ramp	8,500,000.00

Vision: To be a leading public institution in the effective and efficient management of devolved funds



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	OTHERS					
18	4-0047-283-2211310-108-2020-2021-1	Ronald Ngala TTI	Construction of Technical Training Institute			11,000,000.00
19	4-0047-283-2211310-108-2020-2021-2	Dandora Phase 3	Construction of a 4 storey Youth Empowerment Centre - consisting of a social hall for hire, commercial music recording studio, book library, one office and 5 No. toilets.			7,500,000.00
	ENVIRONMENT					
20	4-0047-283-2640510-110-2020-2021-1	Environment Fund	<p>Installation of gutters and purchase of 10,000litrs water catchment tanks for 13 (4 Sec Sch. and 9 Primary) public schools and 5 local administration offices at Kshs. 145,468 each</p> <ol style="list-style-type: none"> 1. Dandora Girls Sec Sch 2. Kariobangi North Girls Sec Sch 3. Dandora Sec Sch 4. Ushirika Sec Sch 5. Tom Mboya Primary Sch 6. Dandora Primary Sch 7. Ushirika Primary Sch 8. Wangu Primary School 9. Ronald Ngara Primary Sch 10. Kariobangi North Primary Sch 11. Our Lady of Fatima Primary Sch 12. James Gichuru Primary Sch 13. Marura Primary Sch 14. Kariobangi Chief's Camp 15. Dandora Phase 1 Chief's Camp 16. Dandora Phase 2 Chief's Camp 17. Dandora Phase 3 Asst. Chief's Office 18. Dandora Phase 4 Asst. Chief's Camp 		2,618,424.00	
	SPORTS					



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21	4-0047-283-2640509-112-2020-2021-1	Sports funds	Organizing constituency sports tournaments, where the Winning teams will be awarded Trophies, Uniforms and Balls.	1,769,770.93
TOTALS:				137,128,879.31



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MIN 04/07/12/20: A.O.B

The members tasked the FAM to request for the remaining amount of Kshs. 68 Million from the National Board. The FAM informed the meeting that he could only do that if the bank balance is below Kshs. 10 million which at the moment the bank balance was above Kshs. 12 million which most of it was being held up by the bursary cheques that the committee had given out to parents in November but had never been presented to the schools since most of the parents were waiting to present them in January 2021 when most schools resume.

The Chairperson thanked the members for keeping time during meeting and requested the same spirit to be exercised in future. There being no other business the meeting ended at 01.00 p.m. next meeting to be communicated.

Minutes Compiled By;

AGRIPPAR ODUOR

Dated: -----
SECRETARY

Minutes Approved By;

EMMAH NJERI

Dated: -----
CHAIRMAN

Minutes Confirmed By;

EVANS MACHIRA

Dated: -----
FUND ACCOUNT MANAGER