

## MATHIOYA NG CDF

### MINUTES OF NG-CDF COMMITTEE MEETING HELD ON 30<sup>TH</sup> APRIL 2021 AT THE CDF OFFICE

#### MEMBERS PRESENT

1. Peter Itegi	Chair person	6. Serah Muhia	Member
2. Lucy Njoroge	Secretary	7. Mary Kyengo	FAM
3. NicholusKanyingi	Member	8. Emma Kibaara	DCC
4. Reuben Maina	Member	9. Mary Muchiri	Member
5. HarrysonWaimonde	Member	10. Yvonne Njoki	Member

#### IN ATTENDANCE

1. Hon. Peter Kimari	Patron	3. Eastus Kamau	Oversight
2. Joseph Mutero	Oversight	6. Haniel Njathi	Bursary com.
4. Eliud Karobia	Oversight	7. Joseph Kagunu	SCA
5. Washington Mwangi	Oversight		

#### AGENDA

- ✓ Preliminaries
- ✓ Funds Disbursement FY 2020/2021
- ✓ Bursary
- ✓ Project status
- ✓ Resubmission for FY 2020/2021
- ✓ Strategic plan Review
- ✓ Emergencies
- ✓ AOB

#### Min. 1 of 30/4/2021 Preliminaries

The meeting started at 11.30 a.m. with a word of prayer led by Lucy Njoroge. The chairman welcomed all members to the meeting.

#### Min. 2 of 30/4/2021 Reading/Confirmation of previous minutes



The secretary took members through the minutes of the last meeting. The minutes were confirmed by Nicholas Kanyingi seconded by Yvonne Njoki as a true copy of the proceedings of the last meeting.

**Min. 3 of 30/4/2021– Funds Disbursement FY 2020/2021**

Members were informed that the Board had released ksh.6, 000,000 and another KSh. 12,000,000 for FY 2020/2021. Members agreed to allocate these funds for bursary issuance. This would be in addition to the ksh.1.1 million earlier allocated to the bursary kitty.

**Min.4 of 30/4/2021 Bursary**

Members approved release of bursary as per the recommendations of the bursary committee. They approved release of KSh. 5,608,000 to those in secondary boarding, KSh. 690,000 to special needs students, KSh. 2,624,000 to those in colleges, KSh. 8,376,000 to those in universities and KSh. 3,109,500 to those in day schools as per the attached lists. Members agreed that cheques for universities, colleges, Sec. Boarding and special needs students be prepare and released immediately. Cheques for sec. Day scholars shall be released immediately the next disbursement is received as the funds currently available under bursary are not enough to cater for all the categories.

Members agreed to use postal courier facilities to deliver bulky cheques. Local institutions shall be called upon to collect their cheques. In cases where beneficiaries are few in particular institutions, contacts shall be made to those concerned to collect the cheques from the office.

At the same time, members noted that due to the disruption of the education calendar as a result of the pandemic, students were clearing and joining institutions at different times and some of the students had not applied for bursary during the January 2021 bursary applications. Members therefore agreed to consider these cases individually on a need to need basis and award them bursary as they come. Members therefore agreed to reserve some bursary for these very special and needy cases.

Members discussed and agreed that there was need to start the recruitment process of form one model students. They therefore agreed that the bursary committee should meet to discuss this matter as soon as possible. Members noted that other sponsors including wings to fly and local banks had



also secondary sponsorship programmes. They agreed to let these groups to first pick the needy cases, after which the NG CDF model program shall take up the rest.

**Min.5 of 30/4/2021 Project Status**

Members were informed that documents for the various projects that recently received funds were being prepared. Members agreed that procurement shall start immediately the documents are ready. Members agreed to utilise local contractors for projects of ksh.4, 000,000 and below. Members also agreed to utilise labour based contracting in some particular projects.

Members noted that there were challenges in flooring in various institutions due to the topography of the constituency. They therefore agreed to do floor tiling instead of cementing floor to curb this challenge. This will begin with all the projects that will be implemented as from this date.

Members confirmed that the NG CDFC /community sensitization would take place on 7<sup>th</sup>, May, 2021 in Muranga. They approved a budget of KSh. 300,000 to be utilised for this capacity building event including catering services.

Members also approved a budget of KSh. 170,000 to be utilised for Ajira training as per the attached budget. This would highly assist in creating self-employment among the youths.

Members confirmed that Karunge Foot Bridge was completed and well done. They therefore agreed to release payment to the contractor, Marcjohyn Co. Ltd, his dues of ksh.284, 000 immediately.

**Min.6 of 30/4/2021 Resubmission for FY 2020/2021**

Members were informed that resubmissions for Njumbi police post ksh.1, 500,000 and Nyangiti police post ksh.310, 000 were pending approval awaiting NG CDFCs confirmation on construction of disability friendly toilets. Members therefore confirmed that the 2 door pit latrine being constructed in Njumbi police post and Nyangiti police post under the resubmissions for FY 2020/2021 will cater for the needs of persons living with disability.

**Min.7 of 30/4/2021 Strategic plan review**

Members finalised on the strategic plan and noted the following concerning project implementation:

1. All class eight had been equipped with standard lockers and chairs

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2. At least 70% of the schools have been provided with standard ablution blocks
3. Renovation works has been done to about 50%
4. A good number of the schools had standard gates and therefore only 15% was required and this has been done
5. Reroofing has been done up to 20%. However about 40% of the schools do not require reroofing
6. Landscaping has been done in schools where it was required which is about 15%
7. Majority of the schools had already water harvesting. Only 20 % was required and by now about 8% of this has been achieved.
8. All schools have now been connected to the national grid.
9. Need for accessibility in schools has been achieved 100%
10. Primary schools do not require dining hall. However for the secondary schools, 80% of dining hall construction has so far been achieved.

The constituency has also had other achievements which were not earlier in the strategic plan.

These include:

1. Provision of sanitary facilities/water/fencing in the security offices.
2. Provision of staff houses in secondary schools to improve on discipline and performance in schools.
3. Equipping WIFI centres and Ajira training programs that increases self-employment among the youth.
4. Provision of medical insurance program for the vulnerable
5. Increased number of bursary beneficiaries that has ensured high retention in schools thus improving the performance.
6. Education day programs where performing students and teachers are awarded and this has gone a long way in motivating learners and improving performance.
7. Sporting activities among the youth which has reduced idleness, drunk abuse and crime.
8. Increased tree planting in the constituency to help fight global warming.
9. Construction of two new schools to help increase the 100% transition.

Challenges that the fund has faced include:

1. Delayed release of funds
  2. Limited funds as compared to the needs in various institutions
  3. Inadequate security officers in addition to mobility challenges.
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Members concurred that if the above challenges are addressed, it will go a long way in increasing the efficiency of the fund.

**Min.8 of 30/4/2021 Emergencies**

Members received the following emergency requests.

1. Miro Sec. School – teachers toilet
2. Miro primary school – toilets
3. Kiriaini mixed sec. School - toilets
4. Ngechu primary school – Boys/ girls toilets
5. Kambara primary shool – Girls toilets
6. Warugara primary school - toilet
7. Mathioya DCCs office – Armoury
8. Foot bridges in Karunge, Merereini, Kirimiga and Kanorwe.

Members agreed to look into these emergencies once emergency funding is received.

**AOB**

Members noted that some primary schools had been given water tanks by TANA water but they were still not in use since the schools lacked funds to put up gutters and tank bases. Members agreed to consider emergency funding for tank bases and guttering to ensure these schools have adequate water and especially at this time of the pandemic.

Having no other business, the meeting ended at 1.45 p.m. with a word of grace from Lucy Njoroge.

NAME	SIGNATURE	DATE
<u>Peter Itegi</u>		<u>30/4/21</u>
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