**MINUTES OF DAGORETTI NORTH NGCDF MEETING HELD ON 07/10/2019 AT KILELESHWA NG-CDF OFFICE AT 10 AM.**

**PRESENT**

1. Paul KipsangMagut - Funds Account Manager
2. Erick Nyandiko - Secretary
3. Bishop JoseckTsuma - Member
4. Doris Kanini Mule - Member
5. Rukia Abdi Haro - Member
6. James KiharaWaweru - Member
7. Leonard OchukaOdera Member
8. LeunidahNyota - Member

**ABSENT**

1. John Kisang-Acc

**INATTANDANCE**

1. Hon. Paul Simba Arati-Mp

**AGENDAS**

1. Reading and Confirmation of Previous Minutes.
2. Matters Arising
3. Project Proposals
4. Change Of Activity
5. Emergency
6. AOB

**PRELIMINARIES**

The meeting was called to order by the appointed Chairperson Bishop JoseckTsumaand then preceded with a word of prayer from him.

**MINUTENGCDF/DNORTH/071/2019 READING AND CONFIRMATION OF THE PREVIOUS MINUTES**

The minutes of the previous meeting (2nd October 2019) were read by the secretary, proposed by Doris Kaniniand seconded by Leonard Ochuka as the true copy of the discussion.

**MINUTENGCDF/DNORTH/072/2019: MATTERS ARISING**

There being no matters arising so the meeting proceeded as arranged.

**MINUTENGCDF/DNORTH/073/2019: Projects Proposals**

 On 16th October 2019 and 17th October 2019 the public participation exercise from every ward such as Kilimani ,Kileleshwa,Kawangware, Kabiro, and Gatina was undertaken.

The fund account manager presented all the project proposals that were presented to the committee during the public participation exercise from every ward as shown by the attached ward report

After long discussion members agreed and approved the following project proposals be submitted to the board for approval

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NO.** | **ITEM/PROJECT** | **GFS CODES** | **ACTIVITY** | **AMOUNT** | **STATUS** |
| **STATUTORY ALLOCATIONS** |
| 1. | Office Administration/Rec. 6% | 4-047-275-2110000-100-2019/2020-001 | Payment of staff salaries and gratuities  | 3,947,496.00 | Ongoing  |
| 4-047-275-2120201-100-2019/2020-002 | Payment of NHIF |  120,000.00  | Ongoing  |
| 4-047-275-2120101-100-2019/2020-003 | Payment of NSSF |  48,000.00  | Ongoing  |
| 4-047-275-2210000-100-2019/2020-004 | Funds for purchase of fuel, repairs and maintenance, printing, photocopies, internet services stationery, travel and subsistence. | 2,221,700.00 | Ongoing  |
| 4-047-275- 2210802-100-2019/2020-005 | Payment of Committee sitting allowances, transport, conferences | 1,906,787.45 | Ongoing  |
| 2. | Bursary 25% | 4-047-275-2640101-103-2019/2020-001 | Funds for payment of bursary to needy students in secondary schools. | 16,596,868.30 | Ongoing  |
| 4-047-275-2640102-103-2019/2020-002 | Funds for payment of bursary to needy students in tertiary institutions. | 17,794,793.76 | Ongoing  |
| 3. | Monitoring and Evaluation 3% | 4-047-275-2210000-111-2019/2020-001 | Purchase of fuel, repairs and maintenance, Printing, stationery, Airtime, travel and subsistence. | 676,991.73  | Ongoing  |
| 4-047-275- 2210802-111-2019/2020-002 | Funds for payment of Committee sitting allowances, transport, conferences |  975,000.00  | Ongoing  |
| 4-047-275- 2210700-111-2019/2020-003 | Undertake Training of the PMCs/NGCDFCs on CDF Related issues |  2,470,000.00  | Ongoing  |
| 4. | Sports Activities 2% | 4-047-275 – 2640509-112-2019/2020-001 | Funds to Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits. |  2,747,994.48 | Ongoing  |
| 5. | Emergency Reserve  | 4-047-275-2640200-101-2019/2020-001 | Funds to cater for any unforeseen occurrences in the constituency during the financial year  | 7,198,241.38 | Ongoing  |
| 6. | Environmental Activities 2%1. State House girls High School
2. St. Georges Girls Secondary School
3. Kileleshwa Primary School
4. Jacarandah special school
5. Dagoretti Mixed Secondary school
 | 4-047-275-2640510-110-2019/2020-0014-047-275-2640510-110-2019/2020-0024-047-275-2640510-110-2019/2020-0034-047-275-2640510-110-2019/2020-0044-047-275-2640510-110-2019/2020-005 | purchase of two 1,000 litre water tanks@ Kshs 90,000, construction of two reinforced concrete tank bases 4\*4m square, installation of gutters -200m long for water collection- and plumbing works to kitchen and ablution block.  -Construction of a water tower for existing borehole-(Foundation with 4\*4 m square reinforced concrete base, reinforced pillars, reinforced 2 concrete slabs, plumbing works for installation of 2, 10,000l water tanks) - Repair of 2 energy saving Jikos;(replace outer worn out aluminum chambers, repair worn out Jiko holding bases and installation of new chimneys for the two Jikos-   - Purchase and installation of two energy saving Jikos-  - Purchase and installation of three energy saving Jikos-  |    600,000.00  1,000,000.00 197,994.48   380,000.00  570,000.00 **2,747,994.48** | NewNewNew New |
| **EDUCATION PROJECTS- PRIMARY SCHOOLS** |
| 1. | Kawangware Primary School | 4-047-275-2630204-104-2019/2020-001 | i)Renovation of 4 Classrooms (screeding,tiling of floors,window& door repairs and painting) - Ksh. 2,000,000.00 ii) Electrification of 3 classrooms(conduiting, fixing separate meters, switches and sockets )-(Ksh. 200,000.00) iii)Rehabilitation of play field Size 90m \*70m (Removal of concrete slab at the field, removal of cotton soil, applying red soil, leveling and planting of grass)-Ksh.2,000,000.00 |  4,200,000.00  | New  |
| 2. | Dagoretti Muslim Primary School | 4-047-275-2630204-104-2019/2020-002 | i)Renovation of four classrooms (screeding, tiling of floors , fixing of windows & doors and painting)- Ksh.2,500,000.00 and ii)Purchase of 80 Lockers and chairs - Ksh. 500,000.00 |  3,000,000.00  | New |
| 3. | Riruta HGM Primary School | 4-047-275-2630204-104-2019/2020-003 | i)Renovation of four classrooms (screeding,tiling of floors, fixing windows & doors and painting)- Ksh. 2,500,000.00 ii)Renovation of assembly ground-60\*50m square(clearing of debris, levelling, laying of cabro paving slabs and drainage works around the assembly) Ksh. 1,947,856.56 iii) Purchase of 80 Lockers and chairs -Ksh. 500,000.00 |   4,947,856.56  | New |
| 4. | Gatina Primary School | 4-047-275-2630204-104-2019/2020-004 | i)Renovation of four classrooms (screeding,tiling of floors ,fixing windows & doors and painting)- Ksh.2,500,000.00 ii)Renovation of boys and Girls Ablution Blocks 12 doors(hacking, screeding, tiling of floors, fixing doors &windows and painting) -Ksh. 1,500,000.00 |  4,000,000.00  | New |
| 5. | Lavington Primary School | 4-047-275-2630204-104-2019/2020-005 | Infrastructure facelift(painting of school 12 no. classrooms-internal and external )- Ksh. 2,000,000.00 ii) Purchase of dining hall wooden chairs(100) @ Ksh. 2,500.00 and tables(25) @ 10,000.00- Ksh.500,000.00 |  2,500,000.00  | New |
| 6. | State House Primary School | 4-047-275-2630204-104-2019/2020-006 | i)Renovation of 6 classrooms (hacking the floor, screeding,laying tiles and painting)- Ksh. 2,000,000.00 ii) Purchase of 80 Lockers and Chairs - Ksh. 500,000.00 |  2,500,000.00  | New |
| 7. | St. Georges Primary school | 4-047-275-2630204-104-2019/2020-007 | Purchase of 80 lockers and Chairs  |  500,000.00  | New |
| 8. | Muthangari Primary School  | 4-047-275-2630204-104-2019/2020-008 | Renovation of 4 classrooms (Hacking, screeding, tiling of floors, Roof repair, fixing of licking roofs, Electrical Works , fixing windows& doors, and painting) |  2,500,000.00  | New |
| 9. | Kileleshwa Primary School | 4-047-275-2630204-104-2019/2020-009 | i)Purchase of 80 lower primary lockers and chairs- Ksh.500,000.00 ii) Rehabilitation of the field phase2-( 60\*70m square ) ( clearing of the bushes, Removing of cotton soil, drainage work on the ground, leveling applying red soil, planting of grass and marking of the field)-Ksh.2,000,000.00 |  2,500,000.00  | Ongoing |
|  | **EDUCATION PROJECTS- SECONDARY SCHOOLS** |  |
| 1. | Nairobi Milimani Secondary school | 4-047-275-2630205-104-2019/2020-001 | Additional funds for construction of 3 storey Dormitory to completion; (walling, slabbing, painting, tiling plumbing works, electrical works, roofing, fixing windows and doors) |  21,000,000.00  | Ongoing |
| 2. | Lavington Secondary School | 4-047-275-2630205-104-2019/2020-002 | Construction of 2 Classrooms on 1st floor; (walling, slabbing, keying of external walls, painting, tiling of floor, electrical works )- Ksh.4,500,000.00 ii) Completion of Science Laboratory- 80 square metres (internal & external painting, electrical works and plumbing works) -Ksh. 500,000.00 |  5,000,000.00  | Ongoing  |
| 3. | Precious Blood Secondary School | 4-047-275-2630205-104-2019/2020-003 | Painting of the school (15 classrooms and the administration block- roof, external and internal walls). |  2,000,000.00  | New |
| 4. | State House Girls Sec School | 4-047-275-2630205-104-2019/2020-004 | Construction of Perimeter wall 200M( clearing the bush, removing cotton soil, excavation & removal of **underlying rocks**, foundation works, walling, keying and capping) |  4,500,000.00  | New |
| 5. | Dagoretti Mixed secondary School | 4-047-275-2630205-104-2019/2020-005 | Construction of a kitchen( clearing the bush, removing cotton soil, foundation, walling, roofing, keying, plumbing works, electrical works, fixing windows and doors and painting)- Ksh. 4,500,000.00 and Construction of two Classrooms on first floor (walling, roofing, painting, tiling, fixing of doors and windows)- Ksh.4,500,000.00 |  9,000,000.00  | New |
|  | **SECURITY PROJECTS** |  |
| 1. | Muslim Assistant Chief’s Office | 4-047-275-2640507-113-2019/2020-001 | Electrification of three offices |  200,000.00  | New |
| 2. | Muthangari Police Station  | 4-047-275-2640507-113-2019/2020-002 | Construction of 200M Perimeter wall( clearing the bush, removing cotton soil, excavation of trenches, walling, keying and capping) |  4,000,000.00  | New |
| 3. | Kawangware Assistant County Commissioner’s Office | 4-047-275-2640507-113-2019/2020-003 | Rehabilitation of Ablution Block 5 doors(Tiling of floor, replace doors, plumbing works and painting)-Ksh. 500,000.00 and Purchase and installation of a metalic gate- Ksh.100,000.00 |  600,000.00  | New |
|  | **OTHER PROJECTS** |  |
| 1. | Dagoretti North NGCDF Office | 4-047-275-3110202-108-2019/2020-001 | Additional funds for Construction of NG CDF Dagoretti North Office (clearing the bush, removing cotton soil, foundation works, walling, keying, fixing doors & windows, electrical works, plumbing works, painting and roofing) | 5,000,000.00 | New |
|  |  |  | **SUB-TOTAL** | **137,399,724.14** |  |

**MINUTE NGCDF/DNORTH/ 074/2019: Resubmission of Project Proposal**

Members discussed on the matter brought forward by Gatina ward representative on matters based on the construction of a perimeter wall and agreed on the following.

The previous proposed construction of a retainer wall by the members in 2015/2016 financial year was not approved by the board secretariat as was proposed to DagorettiMixed Secondary school retainer wall at the cost of kshs 10,000,000.00 ( Kshs ten million). After discussion the members agreed to resubmit the project proposal to Gatina primary school (270m)and Dagoretti mixed secondary school (*230m)* perimeter wall at the same cost.

Thus it was mandated to the fund manager to write resubmission project proposal in second and third schedules to the NG-CDF Board Secretariat and report the progress of the same in the next meeting.

**MINUTENGCDF/DNORTH/075/2019: Reallocation of funds for 2014/2015FY**

During financial year 2014/2015 the member had proposed to allocate funds to Jacaranda Special School, (CODE NO. 4-047-275-2630204-104-2014/15-013) for the purchase of school bus at the cost of KSHS 4,400,000.00 and Milimani Primary School, (CODE NO. 4-047-275- 2630204-104-2014/2015-005) for renovation of 3 classes-roofing at the cost of kshs 600,000.00

The above funds were received on 29th march 2019 through AIE NUMBER B042699 after 6 years. The above projects have been overtaken by events. Thus the members, after deliberation agreed to request to reallocate kshs 4,400,000.00 meant for Jacaranda special school to Nairobi Primary School for the construction of phase 3 of 250m perimeter wall on the lower side of the school.

**MINUTENGCDF/DNORTH/076/2019: Emergency**

The 2018/2019 financial year came to an end on 30th June 2019 without any emergency in the constituencyand emergency vote funds (kshs7, 145, 890.45) were not utilized. These amounts of kshs 7, 145, 890.45 comprised to emergency funds of previous year funds of kshs 1,406,897.00 and last financial year funds of kshs 5,738,993.45. After lengthy discussion members agreed that the above amount is proposed to be allocated to the following projects.

1. Kileleshwa police office
2. Jacaranda special school roofing

The breakdowns of the activities in the above proposed projects are;

|  |  |  |  |
| --- | --- | --- | --- |
| **Proposed project** | **sector** | **Activity to be done** | **Amount** |
| Kileleshwa police station | security | Renovation of OCS house | 2,200,000.00 |
| Kileleshwa police station | security | Renovation of staff houses  | 1,445,890.45 |
| Kileleshwa police station | security | Renovation of staff ablution block  | 2,500,000.00 |
| Jacaranda special school roofing  | education | Renovation of 4 classroom roof | 1,000,000.00 |

**MINUTENGCDF/DNORTH/076/2019: Payments Approvals**

The following payments were discussed, agreed and passed by members.

1. NG-CDF meeting held on 23rd Oct. 2019…………………………….. 40, 000. 00
2. M&E exercise held on 24th Oct. 2019……………………………………..40, 000.00

**Total …………………………………………………………………130,000.00**

**MINUTENGCDF/DNORTH/077/2019: AOB**

M&E exercise was agreed to be conducted the following day since schools were to start national examinations which could have hindered the exercise as planned earlier.

**Adjournment**

There being no other business be discussed the meeting ended with a word of prayer from Bishop JoseckTsumaat 16:00 pm

**Minutes Complied by: Minutes confirmed by:**

Nyandiko Erick Dr. Bishop JoseckTsuma

Signature……………………............... Signature: ………………….

Date…………………………………... Date…………………………