

**MINUTES OF KIGUMO NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND**  
**COMMITTEE MEETING HELD ON 7<sup>TH</sup> MAY 2021 AT THE KIGUMO NG-CDF OFFICE**

**PRESENT**

- |                                |             |
|--------------------------------|-------------|
| 1. Mr. Benson Njoroge Njogu    | - Chairman  |
| 2. Mr. Jamleck Gicharu Njoroge | - Secretary |
| 3. M/s. Esther Njeri Methu     | - Member    |
| 4. Mr. Festus Mburu Nyanjui    | - Member    |
| 5. M/s. Emmah Wanjiku Wamaitha | - Member    |
| 6. M/s. Jane Njeri             | - Member    |
| 7. Mr. Hiram Mwangi            | - Member    |
| 8. Mr. Kennedy Kamau           | - FAM       |

**ABSENT WITH APOLOGY**

- |                         |          |
|-------------------------|----------|
| 1. Mr. Chacha Robi, DCC | - Member |
|-------------------------|----------|

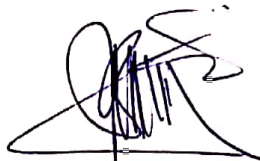
**AGENDA**

1. Preliminaries
2. Re-allocation of funds
3. Re-submissions
4. Emergencies
5. Change of projects activities
6. New staff deployment
7. AOB

**MIN 01/07/05/2021: PRELIMINARIES**

The Chairman welcomed the members present and appreciated them for availing themselves for the meeting and reminded them to adhere to the COVID-19 protocols in the wake of the third wave of the pandemic by avoiding shaking hands, keeping 1.5m distance from each other, sanitizing and putting on face masks appropriately.

The chairman then requested M/s. Jane Njeri to lead opening prayer. The meeting started at 9.18 am after members were served with refreshments.



**MIN 02/07/05/2021: RE-ALLOCATION OF FUNDS**

After deliberations, members approved re-allocation of funds as below:-

PROJECT NAME	F/Y	AMOUNT (KSHS)	APPROVED ACTIVITY	RE-ALLOCATED TO:-
Environmental Projects	2018/19	2,175,000	Purchase, transportation and planting of 4,000 tree seedlings Kshs. 100,000, manure and fertilizer Kshs. 20,000, transport Kshs. 15,000 and labour Kshs. 10,000, total – Kshs. 145,000 for 15 primary schools: Kandani, Ndonga, Mbogoini, Kiahiti, Wamahiga, Gikondi, Kariaini, Marumi, TuruTuru, Gatiaini, Mairi, Ikumbi, Gatumbi, Gacoco and Karinga	<b>Gikondi Primary School</b> <b>Activity:</b> Fencing with treated poles and chain link for three acre land, construction of gate and gate house to completion <b>Reason for re-allocation:</b> Project no longer viable with the survival rate for trees planted previously being less than 10%
Environmental Projects	2019/20	2,747,354.48	Planting trees in karinga primary school, ndonga primary school, gatia-ini primary school, kamukabi primary school, kiahiti primary school, marumi primary school, gatumbi primary school, turu turu primary school, gacoco primary school and kandani primary school @ 274,735.45( 6,000 seedling @ksh 30, manure and fertilizer @ksh 50,000,transport @ ksh 20,000 and labour @ ksh 24,735.45 each)(breakdown per school)	<b>Githima Primary School</b> <b>Activity:</b> Renovation of existing dormitory by re-roofing, installation of steel doors and windows, plastering, flooring, glazing, painting to completion (Kshs. 1,500,000) Fencing with treated poles and chain link for half acre land around the existing dormitory area/ construction of mini gate to dormitory (Kshs. 1,247,354.48) <b>Reason for re-allocation:</b> Project no longer viable with the survival rate for trees planted previously being less than 10%

**MIN 03/07/05/2021: RE-SUBMISSIONS**

The Chairman informed members that the Board had declined to approve projects totaling to Kshs. 7,400,000 for 2020/2021 financial year as as below:-

	PROJECT NAME	ACTIVITY	AMOUNT
1	KIGUMO NGCDF PROJECTS SIGNAGE	Fabrication of 100 @ Kshs. 10,000 sign boards 4x4fts with 10ftsx2" square tube stands, sign writing and erection at Kigumo NG-CDF funded projects	1,000,000
2	KIGUMO PRI & SEC SCHOOLS FACE MASKS PROJECT	Purchase of 80,000 face masks @ Kshs. 50 for Kigumo Primary and Secondary Schools	4,000,000
3	KIGUMO SCHOOLS WATER TANKS PROJECT	Purchase of 240x1,000L water tanks @ Kshs. 10,000 for Kigumo Primary and Secondary Schools	2,400,000
TOTAL			7,400,000

After deliberations, members resolved to resubmit to the NG-CDF Board the following projects for funding under 2020/2021 financial year:-

	PROJECT NAME	ACTIVITY	AMOUNT
1	MAKOMBOKI SECONDARY SCHOOL	Additional funds for purchase of 46 seater school bus initially allocated Kshs. 7,000,000 following price increment	700,000.00
2	NDUGAMANO SECONDARY SCHOOL	Additional funds for purchase of 46 seater school bus initially allocated Kshs. 7,000,000 following price increment	700,000.00
3	IKUMBI SECONDARY SCHOOL	Additional funds for construction of two hundred user capacity dormitory by roofing, installation of doors and windows, plastering, flooring, glazing, exterior finishes, ceiling, and painting with exemption of electrical and plumbing works/ septic tank	1,500,000
4	GATUMBI SECONDARY SCHOOL	Additional funds for walling and concrete super structure for 500 user capacity dining hall to ring beam and gambles level	1,500,000
5	KARINGA SECONDARY SCHOOL	Additional funds for walling and concrete super structure for 500 user capacity dining hall to ring beam and gambles level	1,500,000
6	KIUGU SECONDARY SCHOOL	Additional funds for walling and concrete super structure for 500 user capacity dining hall to ring beam and gambles level	1,500,000
<b>TOTAL</b>			<b>7,400,000</b>

**MIN 04/07/05/2021: EMERGENCIES**

Members deliberated on various projects in urgent need for funding and approved funding to various projects as below which in the opinion of the committee could not be delayed until the next financial year without harming the public interest of the constituents:-

	PROJECT NAME	ACTIVITY	AMOUNT
1	Gatia-Ini Primary School	Additional funds for completion of administration block with three offices and staffroom by roofing, installation of doors and windows, plastering, flooring, glazing, exterior finishes, ceiling, electrical works and painting	1,100,000.00
2	Kigumo Social Hall	Funds for settling claim by Maragua Fair Price Ltd and Thames Traders Auctioneers as granted via court order	733,550.00
<b>TOTAL</b>			<b>1,833,550.00</b>

### MIN 05/07/05/2021: CHANGE OF PROJECTS ACTIVITIES

After deliberations, members approved change of project activities as requested by PMCs as below:-

PROJECT NAME	F/Y	AMOUNT (KSHS)	APPROVED ACTIVITY	CHANGE OF ACTIVITY TO:-
Gakeu Primary School	2020/21	1,000,000	Renovation of six classrooms by plastering, flooring, glazing, painting to completion	<b>Activity:</b> Fencing with treated poles and chain link for two acre land/ construction of gate <b>Reason for change of activity:</b> Renovation of classrooms already undertaken by the school BOM
Kairitu Primary School	2020/21	1,000,000	Renovation of six classrooms by plastering, flooring, glazing, painting to completion	<b>Activity:</b> Construction of one classroom to completion <b>Reason for change of activity:</b> Renovation of classrooms already undertaken by the school BOM
Ikumbi Secondary School	2020/21	1,500,000	Construction of 500 user capacity dining hall to floor slab level	<b>Activity:</b> Construction of two hundred user capacity girls dormitory to gables level <b>Reason for change of activity:</b> Construction of dining hall already undertaken by the school BOM

### MIN 06/07/05/2021: NEW STAFF DEPLOYMENT

The Chairman reported to members that the Sub - Committee mandated to conduct the recruitment process for new staff had concluded with advertisement, shortlisting and interviews.

After deliberations, members adopted the report of the recruitment panel and approved employment of the three new members of staff on one and a half year contracts effective 1<sup>st</sup> May 2021 as below:- See revised staff schedule attached (Annex 1).

### MIN 07/07/05/2021: AOB

Having no any other business to transact, the Chairman requested Festus Nyanjui to close the meeting with prayers. The meeting adjourned at 3.23 P.M.

Minutes Written By;



Sign

NG-CDFC Secretary

Minutes Confirmed By; *Kerson Njogu*



Sign

NG-CDFC Chairman