**MINUTES FOR THE NG-CDFC MEETING HELD ON 17TH JANUARY, 2018 AT THE NG-CDF OFFICE BOARDROOM, NGONG**

**MEMBERS PRESENT**

1. Simon Gatheru - Chairman
2. Jedidah Marimbet - Secretary
3. Francis Komen - DCC
4. Lemein Kenneth Oltetia - FAM
5. Eunice Wanjiku Maina - Member
6. Julius Suiyanga - Member
7. Peter Muiruri Njoroge - Member
8. Sophia Katampoi - Member
9. Mohamed Elias - Member

**IN ATTENDANCE**

1. Joyce Njoki - Member, Constituency Oversight Committee

**AGENDA**

1. Opening Prayers & Introduction
2. Reading & Confirmation of previous minutes
3. Matters arising from previous minutes
4. Bursary 2017/18
5. Re-allocation of Top-Hill Funds
6. Project Proposals F/Y 2017/18
7. A.O.B.

**PRELIMINARIES**

The meeting was started at 10.30 am with a word of prayer by Eunice Maina.

**MIN 01/NGCDFC-KJDN/17/01/2018: INTRODUCTION**

The chairman welcomed all the members to the meeting and invited them for self-introductions.

**MIN 02/NGCDFC-KJDN/17/01/2018: READING & CONFIRMATION OF PREVIOUS MINUTES**

 The minutes of the previous meeting held on 8th January 2018 were read by the Secretary to the committee and confirmed to be a true copy of the previous proceedings.

 Proposed by Peter Muiruri Njoroge,

 And seconded by Julius Suyianka.

**MIN 03/NGCDFC- KJDN/17/01/2018: MATTERS ARISING**

There were no matters arising from the minutes of the inaugural NG-CDFC meeting.

**MIN 04/NGCDFC- KJDN/17/01/2018: BURSARY 2017/18**

The committee discussed the Bursary issue which was noted to be at a crisis level given that schools are already open for the first term and some students were still at home due to lack of school fees.

The committee agreed that there was need to start immediately, the formation of Locational & Sub-locational Bursary Sub-committees, in preparation for Bursary Applications & Vetting.

The committee agreed to continue with the existing policy by the NG-CDFC of offering Full & Partial Scholarships to needy students from the Constituency who have performed very well in their national examinations (KCPE) and are not able to continue with their studies due to lack of funds. This will apply to the already existing beneficiaries and new ones to be confirmed.

The committee also noted that there were some Bursary cheques that had NOT been collected by the respective beneficiaries or presented to the bank. It was decided that these were to be cancelled and re-allocated to other needy students as per the attached list.

**MIN 05/NGCDFC- KJDN/17/01/2018: REALLOCATION OF TOP-HILL FUNDS**

In the F/Y 2012/13, funds amounting to **Kshs: 2,000,000.00** were allocated to Top-Hill Bridge. **Kshs: 500,000.00** were utilized by the PMC before KENHA took over the construction of the bridge hence a balance of **Kshs 1,500,000.00** is still being held in the PMC’s accounts. The committee discussed and agreed that the said amount be re-allocated to **Olepolos AP Post**, which is within the same area, for the **Construction of 2No. AP Houses and an Ablution Block**

**and electrification.**

**MIN 06/NGCDFC- KJDN/17/01/2018:PROJECT PROPOSALS 2017/18**

The Fund Account Manager took the committee through the NG-CDFB Circular on preparation and submission of constituency project proposals for the 2017/18 financial year and subsequent Boards communication revising the Constituency National allocations to **Kshs: 86,810,344.82**

The Committee discussed extensively guided by the Wards reports and approved the projects as follows;

 **STATUTORY ALLOCATIONS:-**

* Emergency (5%) - 4,568,968.52
* Administration (6%) - 5,208.620.69
* M&E (3%) - 2,604,310.35
* SPORTS (2%) - 1,736,206.90
* ENVIRONMENT (2%) - 1,736,206.90
* BURSARY (25%) - 21,702,586.20

**CONSTITUENCY INNOVATION HUBS PROJECT (CIHS)**

The committee discussed and agreed to allocate funds @Kshs **1,169,256.80 each@** for three other CIHs Centres in the constituency (Ongata rongai, Embulbul, kiserian).

One CIH has already been allocated funds (**1,169,256.80)** in the re-submission of 2016/17 funds to be located in Ngong Town.

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| --- | --- | --- | --- |
| **NAME OF PROJECT** | **ACTIVITY** | **LOCATION/WARD**  | **AMOUNT** |
| **SECURITY SECTOR** |  |  |   |
| Matasia Police Post | 1. Purchase of Furniture (desks, tables and cabinets Kshs 400,000.00) 2. Additional funds for construction of matasia police post with a suspended floor slab (painting, supply and installation of electricity, ramp, internal and external finishes Kshs 600,000.00)
 | Matasia/Olkeri | 1,000,000.00  |
| Lekuruki Ap Camp | Construction of 4no. Houses in the AP Post | Lekurruki/Olkeri | 1,000,000.00 |
| Olkeri Ap Camp  | Construction of 4no. Ap Houses in the AP Post | Olkeri/Olkeri | 1,000,000.00 |
| Kware Chief’s Camp  | Construction of Chief's Office  | Kware/Nkaimurunya | 1,000,000.00 |
| Kandisi Ap Camp | Construction of 3no Rooms in the Ap post | Kandisi/Nkaimurunya | 500,000.00 |
| Olekasasi Police Post |  Construction of Olekasasi police post from the Foundation slab and with suspended slab | Olekasasi/Ongata Rongai | 5,500,000.00 |
| Olekasasi Chief’s Camp | Construction of 4no. AP Houses(Kshs 1,000,000.00)  | Olekasasi/Ongata Rongai | 1,000,000.00 |
| **EDUCATION SECTOR SECONDARY SCHOOLS** |  |  |  |
| Kerarapon Secondary School | Additional Funds For Construction Of 2no. Classrooms with a Suspended Slab (Fixing Of Windows And Doors, Plastering Painting, Internal and External Finishes)  | Kerarapon/ Oloolua | 1,900,000.00 |
| Empakase Secondary School | Construction of 3no. classroom on existing suspended floor slab | Empakase/Nkaimurunya | 2,500,000.00 |
| Embulbul Mixed Day Secondary School | 1. Construction of 2 No. Classrooms with A Suspended Floor Slab
 | Embulbul/Oloolua | 2,500,000.00 |
| Oloolua Secondary School | Additional funds for construction of a dining hall (excavation for column pillars, ground beam, backfilling and laying of ground slab)  | Oloolua/Oloolua | 2,000,000.00 |
| Catholic Diocese Of Ngong | Construction Of 3 No Classrooms with a Suspended Slab and Stair Case | Ngong/Ngong | 5,000,000.00 |
| PCEA Ngong Hills Secondary School | Additional funds for 2no. classrooms with suspended slab (glazing, plastering, fixing of doors and windows, internal and external finishes) | Ngong/Ngong | 1,600,000.00 |
| Enoomatasiani Girls Secondary School | Additional funds for construction of a dormitory with a suspended floor slab ( form work to support the suspended floor slab, fixing of doors and windows, plastering and floor works) | Matasia/Olkeri | 5,841,420.00 |
| Enoomatasiani Mixed Day Secondary School | Construction of 2no. Classrooms with a Suspended Floor Slab | Matasia/Olkeri | 2,500,000.00 |
| PCEA Upper Matasia Sec school  | Construction of 2no.classroom on existing suspended floor slab | Lekurruki/Olkeri | 1,600,000.00 |
|  | **PRIMARY SCHOOLS** |  |  |
| Nalepo Primary School | Fencing the School Compound  | Lekurruki/Olkeri | 1,000,000.00 |
| Nakeel Primary School | Renovation of 3no. classrooms (internal and external finishes, plastering, painting, fixing of broken window panes and floor works) | Nkaimurunya | 1,200,000.00 |
| Ongata Ronkai Primary School | Renovation Of 3no. Classrooms (Internal and External Finishes, Plastering, Painting, Fixing of Broken Window Panes and Floor Works) | Kware/Nkaimurunya | 1,200,000.00  |
| Embulbul Primary School | Renovation Of 3no. Classrooms (Re-Roofing, Plastering, Fixing of Windows and doors Glazing)  | Embulbul/Oloolua | 1,200,000.00 |
| Olkeri Primary School | Renovation of 3no. classrooms (re-roofing, plastering, internal and external finishes, floor works and glazing)  | Olkeri/Olkeri | 1,200,000.00 |
|  | **STRATEGIC PLAN** |  |  |
| Constituency Strategic plan | Development of a constituency development plan | Constituency | 3,500,000.00 |
|  | **NG-CDF OFFICE** |  |  |
| Kajiado North NG-CDF Office | Renovation of the NG-CDF Office(repainting, fixing the windows,ceiling,electricity and cabling and curtains rails and the main gate) | constituency | 872,358.32 |
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**MIN 07/NGCDFC- KJDN/17/01/2018: A.O.B**

The committee discussed and agreed to relocate two10, 000lts Water Tanks purchased in the year 2012/13 from Olcherolepo Water project as they are unused to the following:-

* Olekasasi Police Station
* Olekasasi Chief’s Camp

 There being no other business, the meeting ended at 5.30pm with a word of prayer by Mohamed Elias.

**MINUTES CONFIRMED BY THE SECRETARY:**

NAME:

SIGNATURE:

DATE:

**CONFIRMED BY THE CHAIRMAN:**

NAME:

SIGNATURE:

DATE: