**MINUTES OF OLJORO OROK NG-CDF COMMITTEE MEETING HELD ON 17TH  JANUARY 2018 AT THE OL JORO OROK CONSTITUENCY BOARDROOM AT 12.30 PM**

**MEMBERS PRESENT**

|  |  |  |
| --- | --- | --- |
| **NO** | **NAME** | **CATEGORY** |
| 1. | Simon Chege Wanjuki | Chairman |
| 2. | Francis Ngige Ndungu | Secretary |
| 3. | Ann Wacheke Mukora | Member |
| 4. | Mary Wairimu Murita | Member |
| 5. | Peter Ngugi Kinyanjui | Member |
| 6 | Charles Ndegwa Maina | Member |
| 7 | Simon Ngugi Mukuna | Member |
| 8 | Ruth Mumbi King’ori | Member |
| 9 | Werre Simiyu | Member/DCC |
| 10 | Eric Muange | FAM |
| 11 | Jesse Mbuthia | FAM |
|  |  |  |

**In attendance**

1. Josephine Ndiragu District Accountant

**AGENDA**

1. Confirmation Of Previous Meeting Minutes
2. CDF Projects Proposal For Financial Year 2017/2018 Revision
3. A.O.B

**MIN 01/01/2018**. **CONFIRMATION OF PREVIOUS MEETING MINUTES:**

The meeting was started with the word of prayer from Mary Murita and the Chairman welcomed all members and thanked them for being punctual, he urged members to contribute to the meeting agenda. The secretary read through the minutes of the previous meeting. The minutes were confirmed to be the true copy of the deliberations held by Charles Ndegwa who was seconded by Ann Wacheke.

**MIN 02/01/2018: CDF PROJECTS PROPOSAL BUDGET FOR FINANCIAL YEAR 2017/2018**

The Chairman briefed members that the committee had already submitted the proposals for the financial year 2017/2018 in time but there were changes in the allocation. The funds for each constituency had been scaled downwards to kshs. 86,810,344.83 From kshs. 101,416,090.34 With emergency at kshs. 4,568,965.52. Therefore, members were required to amend the project proposal downwards to comply with the changes.

After lengthy deliberations the NG - CDF committee agreed on the following projects to be funded in the Financial Year 2017 –2018 in all the four wards in the Constituency. Priority was given to the ongoing projects.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Project name** | **Project code** | **Allocation** | **Proposed activity** | **Status** |
| 1 | Goods and Services 3% | 4-018-092-2210000-111-2017/2018-001 | 887,241.11 | Purchase of fuel, repairs and maintenance, printing, stationery, Airtime, travel and subsistence, etc. | Ongoing |
| 2 | Committee Expenses 3% | 4-018-092-2210802-111-2017/2018-002 | 900,000.00 | Payment of Committee sitting allowances, transport, conferences | Ongoing |
| 3 | CDFC/PMC Capacity Building 3% | 4-018-092-2210700-111-2017/2018-003 | 680,000.00 | Undertake Training of the PMCs/CDFCs on CDF Related issues | Ongoing |
|  |  |  | **2,467,241.11** |  |  |
|  | **Admin-6%** |  |  |  |  |
| 1 | Employees’ Salaries-6% | 4-018-092-2110000-100-2017/2018-001 | 1,980,000.00 | Payment of staff salaries, PAYE and gratuity | Ongoing |
| 2 | Goods and Services-6% | 4-018-092-2210000-100-2017/2018-002 | 960,000.00 | Purchase of fuel, repairs and maintenance, printing, stationery, telephone, travel and subsistence, office tea, etc. | Ongoing |
| 3 | NSSF | 4-018-092-2120101-100-2017/2018-003 | 135,000.00 | Payment of NSSF Deductions | Ongoing |
| 4 | NHIF | 4-018-092-2120201-100-2017/2018-004 | 45,000.00 | Payment of NHIF Deductions | Ongoing |
| 5 | Committee Allowances -6% | 4-018-092-2210802-100-2017/2018-005 | 1,814,482.00 | Payment of Committee allowances | Ongoing |
|  |  |  | **4,934,482.00** |  |  |
|  | **NG CDF Office** |  |  |  |  |
| 1 | Oljoro orok NG CDF office | 4-018-092-3111000-108-2017/2018-001 | 3,800,000.00 | Purchase of office furniture & equipment i.e 3 executive tables @ksh 56,000, 3 executive chairs @ 56,000, 200 conference chairs @ ksh 8,500 (for NG-CDFC Hall),5 office tables @ ksh 30,000,4 computers @ ksh 90,000,3 printers @ ksh 50,000, 20 office chairs @ ksh 17,000, 5 metal cabinets @ ksh 25,000 (4-drawer),CCTV @ ksh100,000 , PABX installation @ksh 600,000, &14 window blinders @ ksh 22,000 | New |
| 2 | Oljoro Orok NG-CDF Office | 4-018-092-3110202-108-2017/2018-002 | 457,458.00 | Construction of parking sheds | New |
|  |  |  | **4,257,458.00** |  |  |
|  |  |  |  |  |  |
|  | Emergency | 4-018-092-2640200-101-2017/18-001 | **4,568,965.52** | To cater for any unforeseen occurrences in the constituency during the financial year | Ongoing |
|  | Constituency Sports Tournament | 4-018-092-2640508-112-2017/18-001 | **1,644,827.00** | Carry out Constituency Sports tournament and the winning teams/schools to be awarded with trophies, balls, and games kits | Ongoing |
|  | Environment | 4-240- 092-2640510-110-2017/2018-001 | **1,000,000.00** | Purchase and distribution of tree seedlings to various schools, Madaraka, Chakareli, Gatitu, Kianjata, Baraka and Bidii primary schools each at kshs. 166,667.00 | Ongoing |
| 1 | Bursary secondary schools | 4-018-092-2640101-103-2015/2016-001 | 16,460,344.00 | To cater for needy/&bright students in secondary schools | Ongoing |
| 2 | Bursary tertiary institutions (Colleges i.e KMTC,TTC & Universities) | 4-018-092-2640101-103-2015/2016-002 | 5,000,000.00 | To cater for needy/&bright students in, tertiary institutions & universities | Ongoing |
| 3 | Social security programme-NHIF | 4-018-092-2640103-103-2016/17-003 | 7,000,000.00 | Payment for NHIF targeting OVC, poor older persons, PWD's, poor widows & widowers & destitute families | New |
|  |  |  | **28,460,344.00** |  |  |
|  | **Security** |  |  |  |  |
| 1 | Charagita chief's office | 4-018-092-2640507-113-2017/2018-001 | 700,000.00 | Completion of chief's office, partially complete rooms need both internal and external finishes, plastering , flooring, keying & painting | Ongoing |
| 2 | karandi assistant chiefs office | 4-018-092-2640507-113-2017/2018-003 | 800,000.00 | Funds for completion, project done upto lintel level, i.e roofing, plastering, flooring, internal & external finishes | Ongoing |
| 3 | Sambugu chief's office | 4-018-092-2640507-113-2017/2018-004 | 700,000.00 | Completion of chief's office ;internal & external finishes, plastering , flooring & painting | Ongoing |
| 4 | Madaraka assistant chiefs office | 4-018-092-2640507-113-2017/2018-005 | 300,000.00 | partially complete two rooms need both internal and external finishes, painting, plastering & flooring | Ongoing |
| 5 | Riverside assistant chiefs office | 4-018-092-2640507-113-2017/2018-006 | 300,000.00 | partially two complete rooms need both internal and external finishes | Ongoing |
| 6 | Nyandarua prison | 4-018-092-2640507-113-2017/2018-007 | 3,000,000.00 | Completion of staff quarters: roofing ,internal & external finishes, plastering, keying, flooring & painting | Ongoing |
| 7 | Ol joro orok police station (OCPD/OCS HQ) | 4-018-092-2640507-113-2017/2018-008 | 6,000,000.00 | Completion of police station & OCPD headquarters i.e internal and external finishes plastering, ceiling, flooring, painting, keying, electrical & plumbing works | Ongoing |
| 8 | DCC's parking, Nyandarua West | 4-018-092-2640507-113-2017/2018-009 | 800,000.00 | Construction of parking sheds | New |
| 9 | Weru chiefs office | 4-018-092-2640507-113-2017/2018-010 | 800,000.00 | Two rooms done remaining is extension of a hall ,foundation ,walling, roofing, plastering ,internal & external finishes & painting, foundation ,walling, roofing, plastering ,internal & external finishes & painting | Ongoing |
| 10 | kichaka chiefs office | 4-018-092-2640507-113-2017/2018-011 | 600,000.00 | Completion of chiefs office internal and external finishes, plastering, flooring , & painting | Ongoing |
|  |  |  | **14,000,000.00** |  |  |
|  | **CIH** |  |  |  |  |
| 1 | Constituency innovation Hub(CIH) at Weru | 4-018-092-2211311-111-2017/2018- 001 | 1,169,256.80 | Installation of Satelite antenna, Router, Digital access kit, Digital ruggedized Tablet, WI-FI with outdoor wireless device complete with 12U cabinet with installation accessories by Telkom Kenya ltd | New |
| 2 | Constituency innovation Hub(CIH) at Gatimu | 4-018-092-2211311-111-2017/2018- 002 | 1,169,256.80 | Installation of Satelite antenna, Router, Digital access kit, Digital ruggedized Tablet, WI-FI with outdoor wireless device complete with 12U cabinet with installation accessories by Telkom Kenya ltd | New |
| 3 | Constituency innovation Hub (CIH)at Gathanji | 4-018-092-2211311-111-2017/2018- 003 | 1,169,256.80 | Installation of Satelite antenna, Router, Digital access kit, Digital ruggedized Tablet, WI-FI with outdoor wireless device complete with 12U cabinet with installation accessories by Telkom Kenya ltd | New |
| 4 | Constituency innovation Hub (CIH)at Charagita | 4-018-092-2211311-111-2017/2018- 004 | 1,169,256.80 | Installation of Satelite antenna, Router, Digital access kit, Digital ruggedized Tablet, WI-FI with outdoor wireless device complete with 12U cabinet with installation accessories by Telkom Kenya ltd | New |
|  |  |  | **4,677,027.20** |  |  |
|  | **Primary** |  |  |  |  |
| 1 | Uhuru Primary School | 4-018-092-2630204-104-2017/2018-001 | 1,200,000.00 | Completion of administration block; Roofing done, funds to complete , plastering , flooring internal & external finishes to include painting & branding | Ongoing |
| 2 | Ruiru primary school | 4-018-092-2630204-104-2017/2018-002 | 300,000.00 | Renovation of two old classrooms: flooring , external & internal finishes | New |
| 3 | Kagema primary school | 4-018-092-2630204-104-2017/2018-003 | 900,000.00 | construction of one classroom | New |
| 4 | Kimathi primary school | 4-018-092-2630204-104-2017/2018-004 | 900,000.00 | construction of one classroom | New |
| 6 | Bidii primary school | 4- 018-092-2630204-104-2017/2018-006 | 900,000.00 | construction of one classroom | New |
| 6 | Gatimu primary school(special unit) | 4-018-092-2630204-104-2017/2018-007 | 700,000.00 | Completion of dormitory block, Plastering ,internal & external finishes i.e, flooring & painting | Ongoing |
| 7 | Kamukunji primary school | 4-018-092-2630204-104-2017/2018-008 | 300,000.00 | Renovation of two old classrooms: flooring , external & internal finishes & painting | New |
| 8 | Gatumbiro primary school | 4-018-092-2630204-104-2017/2018-009 | 900,000.00 | construction of one classroom | New |
| 9 | Kamaina Primary school | 4-018-092-2630204-104-2017/2018-010 | 900,000.00 | Construction of one classroom | New |
| 10 | Mahua primary school | 4-018-092-2630204-104-2017/2018-011 | 900,000.00 | construction of one classroom | New |
|  |  |  | **7,900,000.00** |  |  |
|  | **Secondary** |  |  |  |  |
| 1 | Ngano Secondary school | 4-018-092-2630205-104-2017/2018-001 | 900,000.00 | construction of one classroom | New |
| 2 | Ngatha secondary school | 4-018-092-2630205-104-2017/2018-002 | 900,000.00 | construction of one classroom | New |
| 3 | Kiheo secondary school | 4-018-092-2630205-104-2017/2018-003 | 1,500,000.00 | Completion of multi storey administration block: roofing ,plastering, flooring, external & internal finishes & painting | Ongoing |
| 4 | Kabati secondary school | 4-018-092-2630204-104-2017/2018-004 | 1,500,000.00 | construction of two classrooms(first floor) | New |
| 5 | Igwamiti secondary school | 4-018-092-2630205-104-2017/2018-005 | 900,000.00 | construction of one classroom | New |
| 6 | Hospital Hill Secondary school | 4-018-092-2630205-104-2017/2018-006 | 1,600,000.00 | Completion of dining hall, Done upto roofing, funds for plastering, window fixing, flooring ,internal, external finishes & keying | Ongoing |
| 7 | Riverside secondary school | 4-018-092-2630205-104-2017/2018-007 | 1,600,000.00 | Construction of two multi-storey classrooms at kshs. 1450,000.00 & purchase of 30 lockers at kshs. 150,000.00 | New |
| 8 | Matindiri secondary school | 4-018-092-2630205-104-2017/2018-008 | 500,000.00 | Completion of administration block, roofing | Ongoing |
|  |  |  | **9,400,000.00** |  |  |
| 1 | Strategic plan | 4-018-092-2211310-111-2017/2018- 001 | 3,500,000.00 | Implementation of Constituency Strategic plan | New |
|  |  | **Total** | **86,810,344.83** |  |  |

The committee members requested the Fund Account Manager to expedite the necessary documentation for project proposal for approval by NG-CDF Board. The committee also requested the Area MP to follow up with the board for speedy approval of the proposal.

**MIN 03/01/2018 A.O.B.**

There being no other business the meeting was adjourned at 4:30p.m. With a word of prayer from Mary Murita.

Minutes Compiled by; Minutes Confirmed by;

(The Secretary- Francis Ngige Ndungu) (The Chairman – Simon Chege)

Signature…………………………………. Signature………………..........

Date: **17th January, 2018** Date: **17th January, 2018**