



Kangundo National Government Constituency Development Fund
Behind Kangundo Sub County Office
P.O Box 1035-9011,
Kangundo, Kenya
Cell: 0724-781-42
Email: cdfkangundo@ngcdf.go.ke

MINUTES OF KANGUNDO NG-CDF COMMITTEE MEETING HELD ON 23RD SEPTEMBER 2021 AT THE NGCDFC BOARDROOM

Members Present:

1. John Nzuki Kituku- Chairperson
2. Catherine Mary Ngila- Secretary
3. Willis Mwenda- Fund account manager
4. Cosmas Kinguyu Kalavi- Member
5. Belita M. Mutie - Member
6. Cecilia Ndunge- Member
7. Stephen Mutunga- Member
8. James Kilonzo Kivondo- Member
9. Stephen Mutua- Member
10. Daniel M Kituku - ACC

Agenda

1. Confirmation of previous minutes
2. Proposal 2021-2022
3. Leave allowance
4. Field Allowance
5. Site Handover Allowances
6. Ward Report Allowances
7. Bursary
8. Approval of requested reallocations
9. Resubmission of Kikambuani Police Station
10. AOB



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KANG- CDFC MIN 01:23/9/2021 CONFIRMATION OF PREVIOUS MINUTES

The Chairperson called the meeting to order at 11.45 am and the chair invited James Kivondo to lead in a word of prayer. The FAM then read minutes of the previous meeting which were confirmed as a true copy. Cecilia Ndunge proposed and she was seconded by James Kivondo.

KANG-CDFC MIN 02: 23/9/2021 PROPOSAL 2021-2022

The FAM informed the committee that the constituency had been allocated an amount of Kshs 137,088,879.00 for the financial year 2021-2022. Having conducted a public participation, the committee deliberated and prioritized the following projects:

PROJECT NAME	G.F.S CODE	ORIGINAL COST	CUMULATIVE ALLOCATION	Current Project activity	Amount Allocated	STATUS
Administration						
Employees' Salaries and Gratuity	4-016-077-2110000-100-2021/22-001	3,823,379.00	3,823,379.00	Payment of staff salaries(Kshs 2,716,100) and gratuity(Kshs 1,107,279)	3,823,379.00	Ongoing
Goods and Services	4-016-077-2110000-100-2021/22-002	2,029,693.74	2,029,693.74	Purchase of Fuel, Office/Vehicle repairs and maintenance, printing, stationery, telephone, electricity, travel and subsistence, office tea	2,029,693.74	Ongoing
NSSF	4-016-077-2120101-100-2021/22-003	153,360.00	153,360.00	Payment of NSSF Deductions	153,360.00	Ongoing
NHIF	4-016-077-2120101-100-2021/22-003	18,900.00	18,900.00	Payment of NHIF Deduction	18,900.00	Ongoing



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Committee Expenses	4-016-077-2210802-100-2021/22-005	2,200,000.00	2,200,000.00	Payment of NG-CDF Committee members Expenses: Allowances, transport, conferences	2,200,000.00	Ongoing
				TOTAL	8,225,332.74	
Emergency Reserve						
Emergency	4-016-077-2640200-101-2021/22-001	7,192,207.00	7,192,207.00	To cater for any unforeseen occurrences in the constituency during the financial year	7,192,207.00	
Monitoring and Evaluation						
Goods and Services	4-016-077-2210000-111-2021/22-001	100,000.00	100,000.00	Purchase of Fuel, Office/Vehicle repairs and maintenance, printing, stationery, telephone, , travel and subsistence	100,000.00	Ongoing
Committee expenses	4-016-077-2210802-111-2021/22-002	2,712,666.37	2,712,666.37	Payment of NG-CDF Committee members Expenses: Allowances, transport, conferences	2,712,666.37	Ongoing
CDFC/PMC Capacity Building	4-016-077-2210700-111-2021/22-003	1,300,000.00	1,300,000.00	Undertaking Training of the PMCs/ NG CDCFs on NG CDF Related issues, benchmarking and other trainings	1,300,000.00	Ongoing
Sports				TOTAL	4,112,666.37	



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Sports	4-016-077-2640509-112-2020/21-001	2,741,777.58	2,741,777.58	Organizing constituency sports tournaments, where the participating and Winning teams will be awarded with trophies, Uniforms and balls.	2,741,777.58	Ongoing
Environment						
Kangundo DEB Secondary School	4-016-077-2640510-108-2021/22-001	342,722.20	342,722.20	Purchase and installation of 10,000 litres water tank(Ksh 90,000), masonry base construction(Kshs 150,000) and water gutters and pipes(Kshs 102,722.2) for four classrooms	342,722.20	New
Kathithymaa Secondary School	4-016-077-2640510-108-2021/22-002	342,722.20	342,722.20	Purchase and installation of 10,000 litres water tank(Ksh 90,000), masonry base construction(Kshs 150,000) and water gutters and pipes(Kshs 102,722.2) for four classrooms	342,722.20	New
Kikambuani Secondary School	4-016-077-2640510-108-2021/22-003	342,722.20	342,722.20	Purchase and installation of 10,000 litres water tank(Ksh 90,000), masonry base construction(Kshs 150,000) and water gutters and pipes(Kshs 102,722.2) for four classrooms	342,722.20	New
SA Kamanzi Primary School	4-016-077-2640510-108-2021/22-004	342,722.20	342,722.20	Purchase and installation of 10,000 litres water tank(Ksh 90,000), masonry base	342,722.20	New



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				construction(Kshs 150,000) and water gutters and pipes(Kshs 102,722.2) for four classrooms		
Kangundo Police Station Chapel	4-016-077-2640510-108-2021/22-005	342,722.20	342,722.20	Purchase and installation of 10,000 litres water tank(Ksh 90,000), masonry base construction(Kshs 150,000) and water gutters and pipes(Kshs 102,722.2) for the chapel	342,722.20	New
Kawauni Secondary School	4-016-077-2640510-108-2021/22-006	342,722.20	342,722.20	Purchase and installation of 10,000 litres water tank(Ksh 90,000), masonry base construction(Kshs 150,000) and water gutters and pipes(Kshs 102,722.2) for four classrooms	342,722.20	New
Manyatta Secondary School	4-016-077-2640510-108-2021/22-007	342,722.20	342,722.20	Purchase and installation of 10,000 litres water tank(Ksh 90,000), masonry base construction(Kshs 150,000) and water gutters and pipes(Kshs 102,722.2) for four classrooms	342,722.20	New
Manyatta Primary School	4-016-077-2640510-108-2021/22-008	342,722.20	342,722.20	Purchase and installation of 10,000 litres water tank(Ksh 90,000), masonry base construction(Kshs 150,000) and water gutters and pipes(Kshs 102,722.2) for four classrooms	342,722.20	New



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				TOTAL	2,741,777.58	
BURSARY						
Bursary for Secondary Schools	4-016-077-2640101-103-2020/21-001	29,868,441.28	29,868,441.28	Payment of Bursary to needy students	29,868,441.28	Ongoing
Bursary Tertiary Schools	4-016-077-2640102-103-2020/21-002	14,000,000.00	14,000,000.00	Payment of Bursary to needy students	14,000,000.00	Ongoing
				TOTAL	43,868,441.28	
PRIMARY SCHOOLS						
Kiomo Primary School	4-016-077-2630204-104-2021/22-001	3,600,000.00	3,600,000.00	Construction of 3 classes to completion	3,600,000.00	New
Kathome Primary School	4-016-077-2630204-104-2021/22-002	3,600,000.00	3,600,000.00	Construction of 3 classes to completion	3,600,000.00	New
Kwamwenze Primary School	4-016-077-2630204-104-2021/22-003	3,600,000.00	3,600,000.00	Construction of 3 classes to completion	3,600,000.00	New
Mususye Primary School	4-016-077-2630204-104-2021/22-004	2,400,000.00	2,400,000.00	Construction of 2 classes to completion	2,400,000.00	New
Kyaaka Primary	4-016-077-2630204-104-2021/22-005	1,650,000.00	1,650,000.00	Renovation of 3 classrooms to completion; new roof truss, new	1,650,000.00	New



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School						
				roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.		
Kawethei HGM Primary School	4-016-077-2630204-104-2021/22-006	1,650,000.00	1,650,000.00	Renovation of 3 classrooms to completion; new roof truss, new roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.	1,650,000.00	New
Kikalu Primary School	4-016-077-2630204-104-2021/22-007	2,400,000.00	2,400,000.00	Construction of 2 classes to completion	2,400,000.00	New
Kithuiani Primary School	4-016-077-2630204-104-2021/22-008	2,400,000.00	2,400,000.00	Construction of 2 classes to completion	2,400,000.00	New
Kikondeni Primary School	4-016-077-2630204-104-2021/22-009	1,625,000.00	1,625,000.00	Renovation of 3 classrooms to completion; new roof truss, new roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.	1,625,000.00	New



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Kawauni Primary School	4-016-077-2630204-104-2021/22-010	1,625,000.00	1,625,000.00	Renovation of 3 classrooms to completion; new roof truss, new roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.	1,625,000.00	New
Mbondoni Primary School	4-016-077-2630204-104-2021/22-011	2,100,000.00	2,100,000.00	Renovation of 4 classrooms to completion; new roof truss, new roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.	2,100,000.00	New
Kavilinguni Primary School	4-016-077-2630204-104-2021/22-012	2,100,000.00	2,100,000.00	Renovation of 4 classrooms to completion; new roof truss, new roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.	2,100,000.00	New



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Kilindiloni Primary School	4-016-077-2630204-104-2021/22-013	1,650,000.00	1,650,000.00	Renovation of 4 classrooms to completion; new roof truss, new roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.	1,650,000.00	New
Matungulu Primary School	4-016-077-2630204-104-2021/22-014	1,100,000.00	1,100,000.00	Renovation of 2 classrooms to completion; new roof truss, new roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.	1,100,000.00	New
Iia Itune Primary School	4-016-077-2630204-104-2021/22-015	3,600,000.00	3,600,000.00	Construction of 3 classes to completion	3,600,000.00	New
Unyuani Primary School	4-016-077-2630204-104-2021/22-016	2,200,000.00	2,200,000.00	Renovation of 4 classrooms to completion; new roof truss, new roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.	2,200,000.00	New



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Miu Primary School	4-016-077-2630204-104-2021/22-017	1,650,000.00	1,650,000.00	Renovation of 3 classrooms to completion; new roof truss, new roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.	1,650,000.00	New
Kwandi Primary School	4-016-077-2630204-104-2021/22-018	2,400,000.00	2,400,000.00	Construction of 2 classes to completion	2,400,000.00	New
Masewani Primary School	4-016-077-2630204-104-2021/22-019	1,000,000.00	1,000,000.00	Renovation of 2 classrooms to completion; new roof truss, new roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.	1,000,000.00	New
Kathaana Primary School	4-016-077-2630204-104-2021/22-020	1,000,000.00	1,000,000.00	Construction of a 8-door pit latrine toilet to completion	1,000,000.00	New
Mukuyuni Primary School	4-016-077-2630204-104-2021/22-021	2,000,000.00	2,000,000.00	Drilling and equipping of a Borehole to completion	2,000,000.00	New
Malatani Primary School	4-016-077-2630204-104-2021/22-022	3,000,000.00	500,000.00	Purchase of a 2 acre piece of land for school expansion	1,000,000.00	Ongoing



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Kinyungu Primary School	4-016-077-2630204-104-2021/22-023	1,050,000.00	1,050,000.00	Renovation of 2 classrooms to completion; new roof truss, new roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.	1,050,000.00	New
Proposed Kyaandu Primary School	4-016-077-2630204-104-2021/22-024	1,500,000.00	1,500,000.00	Purchase of 2 acres of land for proposed Kyaandu Primary School	1,500,000.00	New
Syanthi SA Primary School	4-016-077-2630204-104-2021/22-025	2,156,676.45	2,156,676.45	Renovation of 2 classrooms to completion; new roof truss, new roof covering, flooring (ceramic tiles), windows, doors, new verandah, internal and external plaster, internal and external painting and electrical wiring.	2,156,676.45	New
				TOTAL	51,056,676.45	
SECONDARY SCHOOLS						
Unyuani Secondary School	4-016-077-2630205-104-2021/22-001	2,400,000.00	2,400,000.00	Construction of 2 classes to completion	2,400,000.00	New
Kawethei Girls Secondary	4-016-077-2630205-104-2021/22-002	18,130,000.00	9,830,000.00	Construction of Administration Block(Completion of Library on	1,950,000.00	Ongoing



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School				the First Floor (Internal Plastering, Flooring-Ceramic Tiles, Windows, Grills on Stairs, Electricity Installation))		
Matetani Secondary School	4-016-077-2630205-104-2021/22-003	2,400,000.00	2,400,000.00	Construction of 2 classes to completion	2,400,000.00	New
Kathaana Secondary School	4-016-077-2630205-104-2021/22-004	2,400,000.00	2,400,000.00	Construction of 2 classes to completion	2,400,000.00	New
Proposed Mikoikoni Secondary School	4-016-077-2630205-104-2021/22-005	1,100,000.00	1,100,000.00	Purchase of 1 acre of land for proposed Mikoikoni Primary School	1,100,000.00	New
Kangundo DEB Secondary School	4-016-077-2630205-104-2021/22-006	2,400,000.00	2,400,000.00	Construction of 2 classes to completion	2,400,000.00	New
				TOTAL	12,650,000.00	
SECURITY						
Kangundo ACC, Chief & Ass Chief Office	4-016-077-2630507-101-2021/22-001	3,000,000.00	3,000,000.00	Construction of a five-roomed office with a boardroom to completion	3,000,000.00	New



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Ngumuti Assistant Chief Office	4-016-077-2630507-101-2021/22-002	900,000.00	900,000.00	Completion of Assistant Chief's Office (Ring beam, roofing, internal and external plaster, flooring (red oxide), electrical installation, painting)	900,000.00	New
Kawauni Assistant Chief Office	4-016-077-2630507-101-2021/22-003	300,000.00	300,000.00	Construction of a 2-door pit latrine toilet to completion	300,000.00	New
Kivi Assistant Chief Office	4-016-077-2630507-101-2021/22-004	300,000.00	300,000.00	Construction of a 2-door pit latrine toilet to completion	300,000.00	New
				TOTAL	4,500,000.00	
GRAND TOTAL					137,088,879.00	

KANG- CDFC MIN 03:23/9/2021 LEAVE ALLOWANCE

The committee approved payment of leave allowance to Ann Mumbua, Matthew Mutinda and John Mutinda staff who wanted to go on leave unfortunately they don't have any replacements hence they are to be paid a leave allowance. Ann Mumbua, Matthew Mutinda and John Mutinda are to be paid Ksh 16,390, Kshs 16,390 and Kshs 18,020 respectively as leave allowance.

KANG- CDFC MIN 04:23/9/2021 FIELD ALLOWANCE

The FAM highlighted to the committee that the clerk of works and driver had requested for some facilitation when they go for field exercises. The committee deliberated and approved a field allowance of Kshs 500 per day for the clerk of work and Kshs 400 per day for the driver to be



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when they go to the field, but capped to a maximum of three days per week. The allowance is to be tabulated monthly and added to their salary hence taxable.

KANG- CDFC MIN 5:23/9/2021 SITE HANDOVER ALLOWANCES

The committee approved payment of allowances for site handover activities that took place on 6th September, 14th September and 15th September at Kamwanyani Primary, Kwakathule Secondary, Katheini Secondary, Muisuni Secondary, Miu ABC Secondary, Matetani Secondary, Mukuru Secondary, Masewani Primary and Kanzokea Primary. The budget for the activities is as follows:

Site Handover(3 days)	Kshs
Allowance for 1 chair @ Kshs 7000	21,000
Allowance for 9 members @Kshs 5000 each	135,000
Allowance for 2 staff for 3 days	10,500
Lunch for 12 persons	24,000
Total	190,500

KANG- CDFC MIN 6:23/9/2021 WARD REPORT ALLOWANCES

The committee approved payment of allowances for the activity of public participation that took place on 8th to 9th September at Kikamboni Chief's Office, Kathome Redeemed Church, Maiuni Assistant Chief's Office & Kathaana Assistant Chief's Office. The budget for the activity follows:

Ward report(2 days)	Kshs
Allowance for 1 chair @ Kshs 7000	14,000



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Allowance for 9 members @Kshs 5000 each	90,000
Allowance for 2 staff for two days	7,000
Lunch for 12 persons	24,000
Total	135,000

KANG- CDFC MIN 7:23/9/2021 BURSARY SECONDARY

The committee approved payment of bursary to students in secondary school. The committee approved payment of bursary to 266 students at 3000 each. The committee also approved payment of bursary to 20 needy students at Kshs 20,000 each. The total budget approved is 1,200,000

KANG- CDFC MIN 8:23/9/2021 APPROVAL OF REALLOCATIONS

The FAM informed the committee that the reallocations that the committee had sought approval from the board had been approved and approval letter received. Consequently, the committee approved transfer of funds to the approved projects:

1. Kilalani Primary School- Construction of a kitchen to completion- Kshs 1,000,000
2. Kitongi Primary School- Construction of a kitchen to completion- Kshs 1,000,000
3. Matithini Primary School- Construction of an 4-door pit latrine to completion with one door catering for PWDS- Kshs 480,000
4. Mukunike Secondary School- Purchase and installation of 10,000 litres water tank(Ksh 90,000), masonry base construction(150,000) and water gutters and pipes(Kshs 103,000) for the office- Kshs 343,000
5. Malatani Primary School- Construction of a 4-door pit latrine to completion with one door catering for PWDs- Kshs 480,000
6. Kwambalu Primary School- Construction of 2 classrooms to completion- Kshs 2,400,000



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7. Kangundo NGCDF Office-Completion of Kangundo NGCDF 15 roomed office block project(Heavy PVC ceiling panels, ceramic floor metal grills for staircase, balconies and ramp, window grills, architrave) - Kshs 535,895(Kshs 44,000 from emergency 2020-2021 Kshs 491,895 from emergency 2019-2020)
8. Miu Assistant Chief's Office- Purchase of Office Furniture(Office table, 3 Office Chairs, Office Cabinet)- Kshs 70,000
9. Matetani Assistant Chief's Office- Purchase of Office Furniture(Office table, 3 Office Chairs, Office Cabinet)- Kshs 70,000
10. Kathaana Assistant Chief's Office- Purchase of Office Furniture(Office table, 3 Office Chairs)- Kshs 45,206.9

KANG- CDFC MIN 9:23/9/2021 RESUBMISSION OF KIKAMBUANI POLICE STATION

The committee deliberated and proposed the resubmission of the project of Purchase of land for the proposed construction of Kikambuani Police Station. This is because the value of the land available as valued by the government valuer (Kshs 800,000 per acre) has a large variation compared to the amount the seller is asking for (Kshs 3,500,000 per acre). The committee resolved to take the money Kshs 3,000,000 to

1. Kawauni Assistant Chief's Office- Construction of a two-roomed office with a boardroom- Kshs 1,600,000
2. Kivi Assistant Chief's Office- Construction of a two-roomed office with a boardroom- Kshs 1,400,000

The FAM is to write to the board to seek the resubmission.

KANG- CDFC MIN 10:23/9/2021 AOB

The committee approved payment of the following funds:

1. Kshs 62,000 for the allowances of the day's meeting and lunch:
 - 9 members @ Kshs 5,000 each- Kshs 45,000
 - 1 chair @ Kshs 7000- Kshs 7,000
 - Lunch and refreshments for 10 members- Kshs 10,000



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2. Airtime for the Chair, FAM and Secretary for the month of September @Kshs 5000 each-Kshs 15,000. Fare for the Chairperson Secretary when they come to sign minutes @ Kshs 3000 each- Kshs 6,000
3. Allowances and daily subsistence allowance for the Chairperson, Fund Account Manager and Sub-county Accountant for the IPSAS review of 5 days that was held at Machakos NGCDFC Offices from 13th to 17th September. The budget being as follows:

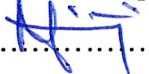
Machakos IPSAS Review(Five Days)	
Chair Allowance for 5 days @Kshs 7,000	35,000
Sub-County Accountant Per Diem for 5 days @Kshs 8,400	42,000
FAM Per Diem for 5 days@Kshs 8,400	42,000
Fare for three persons for two days @Kshs 2,000 each	12,000
Total	131,000

There being no other business, the meeting closed with a word of prayer from James Kivondo at 2pm.



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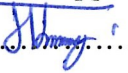
Minutes complied by:


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Catherine Mary Ngila

Secretary

Minutes approved by


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John Nzuki Kituku

Chairperson

Minutes confirmed by


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Willis Mwenda Mbabu

Fund Account Manager

