



Kangundo National Government Constituency Development Fund
Behind Kangundo Sub County Office complex
P.O Box 1035-90115
Kangundo, Kenya
Cell No:0724 781 421
Email: cdfkangundo@ngcdf.go.ke | Website: www.ngcdf.go.ke

NG-CDF KANGUNDO

REF: KANG/NG-CDF/JAN 2023/NG CDFC MEETING

DATE: 11th Jan, 2023

Purpose: NG CDFC Meeting Minutes

TIME: 09.52 a.m. – 11.42 a.m.

VENUE: Boardroom

Members Present

1. Mr. Ahmed K. Mohamud
2. Mr. Wesley Kibet Ngeno
3. Mr. John K. Nzuki
4. Mrs. Mary Catherine Ngila
5. Ms. Jackline Katunge Kombo
6. Mr. Stephen W. Mutua
7. Mr. Julius M. Mwangangi
8. Mr. Patrick Kilungu Mweu
9. Mrs. Belita M. Mutie
10. Ms. Maureen Kanini Kivuva

AGENDA

1. Preliminaries
2. Reading and Confirmation of previous meeting minutes
3. Matters arising from the previous meeting minutes
4. Approval of FY 2022/23 Project Proposal.
5. Budget Approvals.
6. A.O.B and Adjournment

MIN NO. 001/11th Jan, 2023 PRELIMINARIES

- The meeting began at 09.52 a.m. with a word of prayer led by Mr. Patrick Mweu.

MIN NO. 002/11th Jan, 2023 READING AND CONFIRMATION OF THE PREVIOUS MEETING MINUTES

- The secretary was tasked to read previous meeting minutes. Meeting minutes were confirmed as a true reflection of what was deliberated.

Mss Jackline Kombo
Proposer

MS Maureen Kanini
Seconder

MIN NO. 003/11th Jan, 2023 MATTERS ARISING FROM THE PREVIOUS MEETING MINUTES:

There was no matters arising.

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MIN NO. 004/11th Jan, 2023; APPROVAL OF FY 2022/23 PROJECT PROPOSAL.

Through the contribution of the FAM, he informed the members that after successful Public participation that was well attended and many project proposal was submitted by the members of the public, a summarized tentative project names, activities and budget has be tabled in the meeting for members to scrutinize and come up with the prioritized projects to be considered in this financial year.

Members through the contribution of the Stephen Wambua, informed members about Kwa Mbaku, kikondeni and Kakuyuni Primary school that had for long been with dilapidated classrooms have been considered in this years allocation. He further, urged members to ensure that many Primary Schools benefit with Classrooms so that when the directive on CBC is fully communicated by Education Ministry, Kangundo would have done many rooms.

Madam Berita Mutie, indicated that the bursary be allocated the maximum allowable of 35% to cover for the Bursary needs of the public since last year the delay in the funding and the increased number of school terms affected many parents and were not able to clear their children school fees in time. She proposed that a maximum of Kes 45 million be allocated.

Through the contribution of Fund manager, he informed members that the project is evenly distributed in all the ward of Kangundo, Except central ward that had received seven (7) projects in FY 2021/22. the following is the distribution matrix.

No	Ward Name	Education-Primary	Education-Secondary	Security
1.	North Ward	3	1	0
2.	East Ward	2	1	1
3.	West ward	2	0	1
4.	Central Ward	0	1	0

Through contribution of Patrick Mweu, he informed members that funding the construction of two Security projects of Kivaani and Kakuyuni ACC Office complex that will host the ACC, Chief, Assistant Chief and other offices like Birth and registration, Ward Administration Police officers, and other National Government offices that offers service to the ward residents. Though the funding is in two phases, the projects will be of grate impact to the society.

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NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD				
PROJECT PROPOSALS FOR KANGUNDO NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND				
FINANCIAL YEAR 2022/2023				
NO	Project Name	Project Activity	Amount Allocated	Current Status
ADMINISTRATION AND RECURRENT EXPENDITURE				
1	Contractual Employees	Payment of salaries to seven NGCDF staff	2,164,870.00	On-going
2	Employees on Internship Programme (2)	Payment of staff Basic Wages of two Employees	240,000.00	On-going
3	House Allowance	Payment of House allowances to Seven NGCDF staff	351,000.00	On-going
4	Transport Allowance	Payment of Transport allowances to Seven NGCDF staff	310,000.00	On-going
5	Leave Allowance	Payment of Leave allowances to NGCDF staff	50,000.00	On-going
6	NSSF	Employer contribution of NSSF for seven NGCDF staffs each Ksh. 1080 per person	90,720.00	On-going
7	Gratuity-Contractual Employees	Payment of gratuity to seven NGCDF staff	805,331.64	On-going
8	Medical Insurance (NHIF)	Payment of Medical insurance to seven NG-CDF staff each Ksh. 1,014	85,176.00	On-going

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9	Electricity Charges	Payment of Electricity charges	60,000.00	On-going
10	Water and Sewerage Charges	Payment of Water and Sewerage Charges	48,000.00	On-going
11	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone Expenses	54,000.00	On-going
12	Internet Connections	Payment of Internet Connections Expenses	50,000.00	On-going
13	Courier and Postal Services	Payment of Courier and Postal Services	15,000.00	On-going
14	Travel Costs	Payment of Travel Costs; Airlines, Bus, Railway and Mileage Allowance	100,000.00	On-going
15	Accommodation - Domestic Travel	Payment of Accommodation allowances for Domestic Travel	40,000.00	On-going
16	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	100,000.00	On-going
17	Catering Services	Payment of catering Services: Receptions, Accommodation, Gifts, Food and Drinks	160,000.00	On-going
18	Other Committee Expenses	Payment of Other committee expenses	602,000.00	On-going
19	NGCDFC Allowance	Payment of NGCDFC allowances	1,128,000.00	On-going
20	Motor Vehicle Insurance	Payment of Motor Vehicle Insurance. TOYOTA HILUX DOUBLE CABIN PICK UP, GKA 915U YANSHEE MOTORCYCLE,	300,000.00	On-going

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		GKA 609X YANSHEE MOTORCYCLE, GKA 622X		
21	General Office Supplies	Purchase of General Office Supplies; papers, pencils, forms and small office equipment	230,000.00	On-going
22	Supplies and Accessories for Computers and Printers	Payment of Supplies and Accessories for Computers and Printers	385,000.00	On-going
23	Sanitary and Cleaning Materials, Supplies and Services	Payment of services and supplies of Sanitary and Cleaning Materials	150,000.00	On-going
24	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport	100,000.00	On-going
25	Other Fuels	Payment of Other Fuels; wood, charcoal and cooking gas	25,000.00	On-going
26	Bank Service Commission and Charges	Payment of Bank service commission and charges	25,000.00	On-going
27	Maintenance of Motor Vehicle Expenses	Payment of Maintenance of Motor Vehicles, Vehicles TOYOTA HILUX DOUBLE CABIN PICK UP, GKA 915U YANSHEE MOTORCYCLE, GKA 609X AND YANSHEE MOTORCYCLE, GKA 622X	246,724.00	On-going
	EMERGENCY			

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28	Emergency Projects	To cater for any unforeseen occurrences in the constituency during the financial year	7,636,190.00	New
	BURSARY			
29	Bursary - Secondary	Fees payments for needy students in secondary schools	28,300,000.00	New
30	Bursary -Tertiary	Fees payments for needy students in tertiary institutions	16,400,000.00	New
31	Bursary- Special Schools	Fees payments for needy students in special schools	300,000.00	New
MONITORING, EVALUATION AND CAPACITY BUILDING				
32	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone Expenses	20,000.00	On-going
33	Travel Allowance	Payment of Travel Allowance for NG-CDF Staff and NG-CDF Committee	220,000.00	On-going
34	Remuneration of Instructors and Contract Based Training Services	Remuneration of Instructors and Contract Based Training Services during NG-CDF Staff, NG-CDFC and PMCs Training Procurement, Public Finance management, Audit and Accountability, HIV and Drugs abuse, Project Management	150,000.00	On-going
35	Hire of Training Facilities and Equipment	Payment of Hire of Training Facilities and Equipment	280,000.00	On-going



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36	Accommodation Allowance	Payment of Accommodation Allowance for NG-CDF Staff and NG-CDFC	500,000.00	On-going
37	Catering Services	Payment of catering Services; Receptions, Accommodation, Gifts, Food and Drinks	64,625.00	On-going
38	Other Committee Expenses	Payment of Other committee expenses	416,451.00	On-going
39	NGCDFC Allowance	Payment of NGCDFC allowances	1,128,000.00	On-going
40	General Office Supplies	Purchase of General Office Supplies; papers, pencils, forms and small office equipments	100,000.00	On-going
41	Supplies and Accessories for Computers and Printers	Payment of Supplies and Accessories for Computers and Printers	160,000.00	On-going
42	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport	450,000.00	On-going
43	Maintenance Motor Vehicle Expenses	Payment of Maintenance of Motor Vehicles, NGCDFC Motor Vehicles TOYOTA HILUX DOUBLE CABIN PICK UP, GKA 915U YANSHEE MOTORCYCLE, GKA 609X YANSHEE MOTORCYCLE, GKA 622X	150,000.00	On-going
PRIMARY SCHOOL PROJECTS				

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44	Kwambalu Primary School	Construction to completion of 3 classrooms	4,800,000.00	New
45	Kitwii Girls Primary School	Renovation to completion of 6 classrooms; roofing, fixing of doors and windows, flooring with tiles for both verandah and classrooms, internal and external plastering, painting works and electrical installation	5,561,310.00	New
46	Kitwi boys Primary School	Construction to completion of 4 classrooms	5,635,000.00	New
47	Kikondeni Primary School	Renovation to completion of 5 classrooms; Painting, fixing of doors and windows, flooring with tiles for both verandah and classrooms, gable and eaves walling, internal and external plastering, painting works and electrical installation..	4,572,887.00	New
48	Kithuiani Primary School	Construction to completion of 3 classrooms	4,200,000.00	New
49	Manyatta Primary School	Renovation to completion of 6 classrooms; roofing, fixing doors and windows, flooring with tiles both verandah and classrooms, internal and external plastering, painting works and electrical installation	5,461,310.00	New
50	Kawethei SA Primary School	Renovation to completion of 5 classrooms; painting, fixing of doors and windows, flooring with tiles for both verandah and classrooms, gable and eaves walling, internal	4,572,887.36	New

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		and external plastering, painting works and electrical installation.		
SECONDARY SCHOOL PROJECTS				
51	Mukuyuni Secondary School	Construction to completion of an administration block comprising of; Principals, staff room, deputy HT office, Boardroom, Secretary office, Store, Bursar office, principal toilet, Deen Office with tiled floor (tile size 600x600 mm) finish, electrical installation and ceiling. Construction and installation of elevated 3,000 liters water tank and all Plumbing works at 350,000.	4,739,000.00	New
52	ABC Katithyamaa Secondary School	Purchase of a 51 seater School bus Isuzu Model School Bus	9,800,000.00	New
53	Mulingana Secondary School	Purchase of a 51 seater School bus Isuzu Model School Bus	9,800,000.00	New
SECURITY PROJECTS				
54	Kakuyuni Assistant County Commissioner	Construction of office of an administration block consisting of Assistant county Commissioner phase 1; Chief, Assistant Chief, ID card office, Boardroom, Reception, store, 2 door toilets with tiled floor (tile size 600x600 mm) finish for all areas, ceiling electrical installation and branding, Kshs. 4,008,625 construction and installation of elevated 3000 liters water tank and	4,358,625.00	New

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		all plumbing works at Kshs. 350,000 externally.		
55	Kivaani Assistant County Commissioner	Construction of office of an administration block consisting of; Assistant county Commissioner phase 1 Chief, Assistant Chief, ID card office, Boardroom, Reception, store, 2 door toilets with tiled floor (tile size 600x600 mm) finish for all areas, ceiling electrical installation and branding, Kshs. 4,008,625 construction and installation of elevated 3000 liters water tank and all plumbing works at Kshs. 350,000 externally.	4,358,625.00	New
	SPORTS			
56	Sports	Carry out Constituency Sports tournament and the winning teams, schools to be awarded with trophies, balls, and games kits	2,264,301.00	On-going
57	Regional Sports Tournament	Facilitate regional sport tournament in partnership with other Constituencies within the Region.	500,000	New
	KANGUNDO NGCDF STRATEGIC PLAN			
58	Kangundo NG-CDF Strategic Plan	To facilitate in preparation, facts collection designing, typesetting and printing of Kangundo NG-CDF Strategic plan for the period between 2023-2027	2,000,000.00	New
	CONSTITUENCY OVERSIGHT COMMITTEE			

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59	Committee allowances	Payment of committee allowances	600,000.00	On-going
60	Accommodation - Domestic Travel	Payment of Accommodation - Domestic Travel	130,000.00	On-going
61	Travel allowances- Domestic.	Payment of Travel allowance - Domestic Travel	200,000.00	On-going
62	Daily Subsistence Allowance	Payment of Daily Subsistence Allowance	120,000.00	On-going
63	Publishing and Printing Services	Payment of Publishing and Printing Services	30,000.00	On-going
64	Advertising, Awareness and Publicity Campaigns	Payment of Advertising, Awareness and Publicity Campaigns	160,000.00	On-going
65	Telephone, Telex, Facsimile and Mobile Phone Service	Payment of Telephone Expenses	60,000.00	On-going
66	Refined Fuels and Lubricants for Transport	Purchase of Refined Fuels and Lubricants for Transport	100,000.00	On-going
GRAND TOTAL IN KES			138,215,033.00	

Members Resolution

After lengthy deliberation, members approved the above proposed projects to be funded by Kangundo NG CDFC Allocation. Further, members approved Ward Report tabled in the meeting as the true presentation of Kangundo Residents.

MR. Patrick Mweu

Proposer

Ms. Jackline Kombo

Secunder

MIN NO. 005/11th Jan, 2023; BUDGET APPROVALS

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a) NG CDFC Meeting 11th Jan, 2023

NO:	Item name	Pax	Qty	Amount in Kes
1.	NG CDFC Members Allow	9	5	45,000.00
2.	NG CDFC Chair Allow	1	1	7,000.00
3.	Lunches and Refreshments			10,000.00
				62,000.00

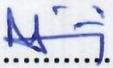
MIN NO. 006/11th Jan, 2023: ANY OTHER BUSINESS AND ADJOURNMENT

- There being no other business to transact the meeting adjourned at 11:45 a.m. with prayers led by Mrs. Berita Mutie Mutike

Prepared by;

Name: Catherine Mary Ngila

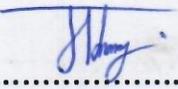
(NG CDFC Secretary)

Sign  Date 31/1/2023

Signed for circulation & Approvals by;

Name: John K. Kituku

(NG CDFC Chairperson)

Sign  Date 31 Jan 2023

Signed for confirmation by;

Name: Wesley Kibet Ng'eno

(Fund Account Manager)

Sign  Date 31/01/2023