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**RUNYENJES**

**IEBC NUMBER 064**

**NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND**

**PROJECT PROPOSAL**

**2023/2024 FINANCIAL YEAR**

**SUBMITTED**

**January 2024**

**MINUTES OF RUNYENJESNG-CDF COMMITTEE MEETING HELD ON 7TH JANUARY 2023 AT NG-CDFC OFFICE.**

**MEMBERS PRESENT**

|  |  |  |
| --- | --- | --- |
| **NO.** | **NAME** | **CATEGORY** |
|  | Mr Elly Karuguti | Chairperson |
|  | Ms Lilian Kagendo Mbogo | Secretary |
|  | Ms Jane Waruinge | DCC |
|  | Ms Charity Mwarangu | Fund Account Manager |
|  | Mr Patrick Kariuki Katheri | Member |
|  | Ms Beth Wawira Kimani | Member |
|  | Mr Moses Gitonga Njagi | Member |
|  | Mr Clements Njiru | Member |
|  | Ms Nancy Rwamba | Member |

**ABSENT WITH APOLOGY**

Ms Ruth Ruraa- Member

**IN ATTENDANCE**

1 Ms Florence M. Mwinzi-Sub-County Director of Education

2.Ms Wincate Wanja-Constituency Office liaison

**AGENDA**

1. Prayers, apologies and opening remarks
2. Declaration of conflict of interest
3. Review of previous minutes.
4. Matters Arising
5. JSSInfrastructure Development Projects
6. On-Going Projects
7. Review of funding proposal for 2023-2024
8. Monitoring & evaluation update
9. Sports
10. Administrative expenses
11. AOB

**MIN 71/118/7/11/2023: PRAYERS,APOLOGIES AND OPENING REMARKS**

The meeting started at 11:40 Am with a prayer by Ms Nancy Rwamba and thereafter the chairman forwarded the apology of Ms Ruth Ruraa.

**MIN 71/119/7/11/2023: DECLARATION OF CONFLICT OF INTEREST**

The chairman asked the members whether any of them needed to declare conflict of interest. None of the members needed to declare conflict of interest.

**MIN 71/120/7/11/2023: REVIEW OF THE PREVIOUS MINUTES**

The secretary read the minutes for the previous meeting and all members confirmed them. This was proposed by Mr Moses Gitonga and seconded by Mr Patrick Kariuki Katheri.

**MIN 71/121/7/11/2023: MATTERS ARISING**

1. Ugweri police post

Members were informed of the following proposal forwarded by Runyenjes OCPD;

* There is need for additional toilets
* Water issue will be resolved by renovating the existing water tank or buying a new one
* Fencing will be done for security purposes

The committee approved implementation of the project this was proposed by Ms. Beth Wawira Kimani and Seconded by Ms. Nancy Rwamba

1. Kawanjara Assistant Chief

Members agreed to look for a piece of land to construct the assistant chief’s office.

1. Runyenjes West chief

The county government gave authority for construction of the chief’s office but the NG-CDFC were still waiting for official communication from the county government

**MIN 71/122/7/11/2023:JSS INFRASTRUCTURE DEVELOPMENT PROJECTS**

The Fund Account Manager informed members that he had received a circular NG-CDFB-CEO/MOE/VOL 1 (046) Dated; 16th October, 2023 i.e. “A letter received by the board from the Principal Secretary State Department for Basic Education Ref No. MOE.HQS/3/7/27 (110) dated 3rd October 2023 communicating on the impending programme of the Ministry of Education on infrastructure development for junior secondary school. Which, the National Treasury had allocated funds in the Financial Year 2023/2024 for the construction of classrooms and integrated learning resource centres within selected junior secondary schools to be managed by the Ministry of Education and NG-CDF as a conditional grant.

To enable the realization of the objectives of this programme, the NG-CDF Committees are required to incorporate in funding in the project proposals for the 2023/2024 financial year. **Runyenjes** constituency will allocate Kshs. **9,488,033**towards this while preparing the project proposal.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **JUNIOR SECONDARY SCHOOLS BY MOE** | | | | | | | |
| **S/No.** | **Project Number** | **Project Name** | | **Project Activity** | | **Amount Allocated** | |
|  | 4-0014-064-2630209-104-2023-2024-18 | Ngeniari Primary School | | Construction to completion of a 45 students capacity laboratory | | 4,000,000.00 | |
|  | 4-0014-064-2630209-104-2023-2024-19 | Gichera Primary School | | Construction to completion of a classroom.  ***The high cost is necessitated by raising of cost of materials. Accessibility to Water is a challenge thus raising construction cost.*** | | 1,400,000.00 | |
|  | 4-0014-064-2630209-104-2023-2024-20 | Irangi Primary School | | Construction to completion of a 45 students capacity laboratory | | 4,088,033.00 | |
|  | **Sub Total** | | | | | **9,488,033.00** | |
| **JUNIOR SECONDARY SCHOOL PROJECTS BY NG-CDF** | | | | | | | |
| **S/No.** | **Project Number** | | **Project Name** | | **Project Activity** | | **Amount Allocated** |
|  | 4-0014-064-2630209-104-2023-2024-12 | | Keruri primary school | | Construction to completion of a 45 students capacity laboratory | | 4,000,000.00 |
|  | 4-0014-064-2630209-104-2023-2024-13 | | Gikuuri Primary school | | Construction to completion of a classroom.  ***The high cost is necessitated by raising of cost of materials.*** | | 1,388,033.00 |
|  | 4-0014-064-2630209-104-2023-2024-14 | | Kiangungi primary school | | Construction to completion of a 50 students capacity laboratory | | 4,100,000.00 |
|  | **Sub Total** | | | | | | **9,488,033.00** |

**MIN 71/123/7/11/2023: ON-GOING PROJECTS**

The NG-CDF committee was prioritizing and allocating the funds for the projects, the FAM reminded the Committee to always give priority to any ongoing Projects. The ongoing project were as follows:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Project Name** | **Entire scope of work** | **Initial approved activities** | **Pending activities requiring funding** | **Contract sum/estimated cost (kshs) of the project** | **Amount allocated** | **Balance to complete** |
| Karundori Primary School | Construction to completion of storey building with administration block (i.e.staffroom, head teachers office, deputy head teachers office , account/secretaries office and two classroom on the first floor | Construction of astorey building comprising of an administration block with three offices and a staffroom on ground floor with the slab as the roof (phase 1). -**Full Codelist** | Completion of storey building with administration block (i.e. staffroom, head teachers office, deputy head teachers office, account/secretaries office and two classrooms on the first floor: superstructure walling, columns, roofing, electrical wiring and fittings, plastering and painting and construction of ramp for disability access  (Project was funded in F/Y 2022/2023 Ksh 4M). | 11,600,000 | 4,000,000 | 7,600,000 |
| St Phillip Makengi Primary School | Construction to completion of a storey building with administration block (I.e. staffroom, head teachers office, deputy head teachersoffice , account/secretaries office and two classroom on the first floor | Construction of storey building with two classrooms on the ground and administration block on the first floor ; first phase construction of 2 classrooms with slab as a roof.-Full codest-2020/21  Completion of storey building with administration block(three offices and a staffroom) and two classrooms- Walling,roofing,plastering,painting,metallic window casement (11),2 doors,flooring and tiling.-Full codelist-2022/23 | Completion of a storey building with administration block comprising of staffroom, head teachers office, deputy head teachers office, account/secretaries office and two classroom on the first floor:construction of ramp for disability access | 9,149,487.24 | 3,500,000 3,699,487  =7,199,487.24 | 1,950,000 |
| Karurumo Primary School | Drilling of 250 metres deep borehole equipped with hybrid submersible pump, solar panels and cold water storage tank. Construction of water fetching point for users, 300M piping for distribution of water in karurumo primary school and the neighboringkarurumosecondary school. | Drilling of 250 metres deep borehole equipped with hybrid submersible pump, solar panels and cold water storage tank. Construction of water fetching point for users, 300M piping for distribution of water in karurumo primary school and the neighboring karurumosecondary school. | Additional funds for drilling of 250 metres deep borehole equipped with hybrid submersible pump, solar panels and cold water storage tank. Construction of water fetching point for users, 300M piping for distribution of water in karurumo primary school and the neighboring karurumosecondary school. | 5,000,000 | 3,600,000 | 1,400,000 |
| Ugweri police post | Drilling of 250 metres deep borehole equipped with hybrid submersible pump, solar panels and cold water storage tank. Construction of water fetching point for users, 300M piping for distribution of water in karurumo primary school and the neighboringkarurumo secondary school. | Drilling of 250 metres deep borehole equipped with hybrid submersible pump, solar panels and cold water storage tank. Construction of water fetching point for users, 300M piping for distribution of water in karurumo primary school and the neighboringkarurumo secondary school. | Additional funds for drilling of 250 metres deep borehole equipped with hybrid submersible pump, solar panels and cold-water storage tank. Construction of water fetching point for users, 300M piping for distribution of water. | 5,100,000 | 3,600,000 | 1,500,000 |
| Runyenjes NG-CDF Motor Vehicle | Purchase of Toyota Hilux double cabin | Purchase of Toyota Hilux double cabin | Addition of funds for purchase of NG-CDF vehicle (Toyota hilux Double cabin) | 7,600,000 | 6,500,000 | 1,100,000 |
| Kanginga primary school | Construction of storey building with an administration block,staffroom,2 classrooms on the ground floor and four number of classrooms on first floor-walling, first floor slab, plastering of the ground floor, installation of windows and doors | Construction of storey building with an administration block,staffroom,2 classrooms on the ground floor and four number of classrooms on first floor-walling, first floor slab, plastering of the ground floor, installation of windows and doors | Additional funds for construction of storey building with an administration block, staffroom,2 classrooms on the ground floor and four number of classrooms on first floor-walling, first floor slab, plastering of the ground floor, installation of windows and doors(Project initiated in 22/23 Ksh 2.5M) | 26,850,000 | 2,500,000 | 24,350,000 |

**MIN 71/125/7/11/2023: REVIEW OF FUNDING PROPOSAL FOR 2023-2024**

The Fund Account Manager read to the committee the contents of the board circular NG-CDFB/CEO/NG-CDF CIRCULAR/VOL II (035) dated 4th January 2024 on realignment of the funding proposal with the NG-CDF(AMENDMENT)ACT2023.

The committee, after lengthy deliberations resolved to allocate the ksh **184,129,901.00** from the board and ksh**9,488,033** MOE funds totaling to ksh**193,617,934.00** as follows; This was proposed by Mr Patrick Kariuki and seconded by Ms Nancy Rwamba.

| **Project Name** | **Project Activity** | **Original Cost** | **Cumulative Allocation** | **Amount Allocated** | **Current Status** |
| --- | --- | --- | --- | --- | --- |
| **ADMINISTRATION AND RECURRENT EXPENDITURE**  **(***Please attach a separate annex of staff salary, gratuity and allowance payment as shown on the circular)* | | | | | |
| Casual labour and Internship | Payment of staff Basic Wages to 2 Casuals and 4 Interns | 150,000.00 |  | 150,000.00 | New |
| Contractual employees | Payment of Basic salaries to 6 NG-CDFC staff | 3,293,400.00 |  | 3,293,400.00 | New |
| Gratuity-contractual employees | Payment of gratuity to NGCDFC staff (6 staff on contractual terms) | 1,017,606.00 |  | 1,017,606.00 | New |
| NSSF | Employer contribution to NSSF for 6 NG-CDFC staff | 109,080.00 |  | 109,080.00 | New |
| Affordable housing development levy | Employer contribution to Affordable housing development levy for 6 NG-CDFC staff | 58,488.00 |  | 58,488.00 | New |
| House allowance | Payment of house allowance to 6 NG-CDFC staff | 347,400.00 |  | 347,400.00 | New |
| Transport allowance | Payment of transport allowance for 6 NG-CDFC staff | 288,000.00 |  | 288,000.00 | New |
| Leave allowance | Payment of leave allowance to 6 NG-CDFC staff | 75,000.00 |  | 75,000.00 | New |
| Accommodation - Domestic Travel | Payment of accommodation on domestic travel | 250,000.00 |  | 250,000.00 | New |
| Catering Services (receptions), Accommodation, Gifts, Food and Drinks | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks | 300,000.00 |  | 300,000.00 | New |
| Contracted Guards and Cleaning Services | Payment of Contracted Guards and Cleaning Services | 340,000.00 |  | 340,000.00 | New |
| Contracted Professional Services | Payment of Contracted Professional Services | 100,000.00 |  | 100,000.00 | New |
| Courier and Postal Services | Payment of Courier and Postal Services | 64,108.06 |  | 64,108.06 | New |
| Daily Subsistence Allowance | Payment of Daily Subsistence Allowance | 800,000.00 |  | 800,000.00 | New |
| General Office Supplies | Purchase of General Office Supplies; papers, pencils, forms and small office equipment | 400,000.00 |  | 400,000.00 | New |
| Hire of Training Facilities and Equipment | Hire of Training Facilities and Equipment | 50,000.00 |  | 50,000.00 | New |
| Hire of Transport | Payments for Vehicle Hire for Official NG-CDF Activities for NG-CDF related training | 50,000.00 |  | 50,000.00 | New |
| Internet Connections | Payment of Internet Connections | 50,000.00 |  | 50,000.00 | New |
| Maintenance Expenses - Motor Vehicles | Payment of Maintenance Expenses - NG-CDFC Motor Vehicle Toyota Hilux Single Cabin GKA 298U | 50,000.00 |  | 50,000.00 | New |
| Maintenance of Buildings and Stations -- Non-Residential | Payment of Maintenance of Buildings and Stations -- Non-Residential | 50,000.00 |  | 50,000.00 | New |
| Maintenance of Office Furniture and Equipment | Payment of Maintenance of Office Furniture and Equipment | 50,000.00 |  | 50,000.00 | New |
| Motor Vehicle Insurance | Payment of Motor Vehicle Insurance Toyota Hilux Single cabin GKA 298U | 50,000.00 |  | 50,000.00 | New |
| NG-CDFC allowance | Payment of NG-CDFC allowance charges | 1,501,512.00 |  | 1,501,512.00 | New |
| Other committee expenses | Payment of Other committee expenses | 150,000.00 |  | 150,000.00 | New |
| Refined Fuels and Lubricants for Transport | Purchase of Refined Fuels and Lubricants for Transport of GK vehicles | 800,000.00 |  | 800,000.00 | New |
| Sanitary and Cleaning Materials, Supplies and Services | Purchase of Sanitary and Cleaning Materials, Supplies and Services | 50,000.00 |  | 50,000.00 | New |
| Sundry Items | Payment of sundry items | 50,000.00 |  | 50,000.00 | New |
| Supplies and Accessories for Computers and Printers | Purchase of Supplies and Accessories for Computers and Printers | 300,000.00 |  | 300,000.00 | New |
| Telephone, Telex, Facsmile and Mobile Phone Service | Payment of Telephone, Telex, Facsmile and Mobile Phone Service | 148,200.00 |  | 148,200.00 | New |
| Travel Costs | Payment of Transport Expenses | 100,000.00 |  | 100,000.00 | New |
| Water & sewerage charges | Payment of Water & sewerage charges | 5,000.00 |  | 5,000.00 | New |
| **Sub-Total** | | **11,047,794.06** |  | **11,047,794.06** |  |
| **EDUCATION BURSARY AND SOCIAL SECURITY PROGRAMS** | | | | | |
| Bursary Secondary Schools | Payment of bursary to needy students in secondary schools | 45,000,000.00 | . | 45,000,000.00 | New |
| Bursary Tertiary Institutions | Payment of bursary to needy students in tertiary institutions | 28,651,960.40 |  | 28,651,960.40 | New |
| **Sub-Total** | | **73,651,960.40** |  | **73,651,960.40** |  |
| **EMERGENCY RESERVE (5%)** | | | | | |
| Emergency Reserve | To cater for any unforeseen occurrences in the constituency during the financial year | 9,691,047.00 | - | 9,691,047.00 | New |
| **Sub Total** | | **9,691,047.00** |  | **9,691,047.00** |  |
| **MONITORING, EVALUATION AND CAPACITY BUILDING (3%)** | | | | | |
| Travel Costs | Payment of Transport Expenses | 500,000.00 |  | 500,000.00 | New |
| Accommodation - Domestic Travel | Payment of accommodation on domestic travel | 100,000.00 |  | 100,000.00 | New |
| Daily Subsistence Allowance | Payment of Daily Subsistence Allowance | 1,000,000.00 |  | 1,000,000.00 | New |
| Travel Allowance on training | Payment of Travel Allowance of NG-CDFC, National Government officers and PMC(NG-CDFC & PMC training) | 364,000.03 |  | 364,000.03 | New |
| Remuneration of Instructors and Contract Based Training Services | Payment of Instructors and Contract Based Training Services(NG-CDFC & PMC training) | 200,000.00 |  | 200,000.00 | New |
| Production and Printing of Training Materials | Payment of production and printing of training materials | 50,000.00 |  | 50,000.00 | New |
| Hire of Training Facilities and Equipment | Hire of Training Facilities and Equipment (NG-CDFC & PMC training) | 300,000.00 |  | 300,000.00 | New |
| Accommodation Allowance | Payment of Accommodation Allowance of NG-CDFC, National Government officers and PMC(NG-CDFC & PMC training) | 300,000.00 |  | 300,000.00 | New |
| Catering Services (receptions), Accommodation, Gifts, Food and Drinks | Payment of catering Services (receptions), Accommodation, Gifts, Food and Drinks | 200,000.00 |  | 200,000.00 | New |
| Other committee expenses | Payment of Other committee expenses | 208,000.00 |  | 208,000.00 | New |
| NG-CDFC allowance | Payment of NG-CDFC allowance | 1,356,000.00 |  | 1,356,000.00 | New |
| General Office Supplies | Purchase of General Office Supplies;papers, pencils, forms and small office equipment | 300,000.00 |  | 300,000.00 | New |
| Supplies and Accessories for Computers and Printers | Purchase of Supplies and Accessories for Computers and Printers | 45,897.00 |  | 45,897.00 | New |
| Refined Fuels and Lubricants for Transport | Purchase of Refined Fuels and Lubricants for Transport of GK vehicles for GKA 298U Toyota Hilux Single Cabin | 600,000.00 |  | 600,000.00 | New |
| **Sub-Total** | | **5,523,897.03** |  | **5,523,897.03** |  |
| **CLIMATE CHANGE AND MITIGATIGATION PROJECTS-*See the attached letters*** | | | | | |
| KarurumoPrimary School | Purchasing and planting of 100 tree seedlings | 80,000.00 |  | 80,000.00 | New |
| St. Jude KarurumoSecondary School | Purchasing and planting of 100 tree seedlings | 80,000.00 |  | 80,000.00 | New |
| St. Jerome UgweriSecondary School | Purchasing and planting of 100 tree seedlings | 80,000.00 |  | 80,000.00 | New |
| St. Catherine Keruri primary school | Purchasing and planting of 100 tree seedlings | 80,000.00 |  | 80,000.00 | New |
| EAPC KariruSecondary School | Purchasing and planting of 100 tree seedlings | 80,000.00 |  | 80,000.00 | New |
| **Sub-Total** | | **400,000.00** |  | **400,000.00** |  |
| **PRIMARY SCHOOL PROJECTS** | | | | | |
| Kagaari Primary School | Leveling to completion of playground, grassing and fixing of a goal post. (Approximate size 50m by 50m) | 1,200,000.00 |  | 1,200,000.00 | New |
| Kagaari Primary School | Renovation to completion of eleven classrooms: Re-roofing, tiling, plastering, painting, fixing of windows, doors and gutters. | 4,100,000.00 |  | 4,100,000.00 | New |
| Karurumo Primary School | Additional funds for drilling of 250 meters deep borehole equipped with hybrid submersible pump, solar panels and cold-water storage tank.300M piping for distribution of water in KarurumoPrimary School and the neighboring KarurumoSecondary school.  Provide BOQ making the changes  ***During project initiation a geological survey was conducted which informed on the increase in cost for drilling of the borehole.***  ***See the attached revised ongoing report***  Provide the initial hydrogeological survey report. | 5,000,000.00 | 3,600,000.00 | 1,400,000.00 | Ongoing |
| St Phillip Makengi Primary School | Completion of a storey building with administration block comprising of staffroom, head teacher’s office, deputy head teacher’s office, account/secretaries’ office and two classrooms on the first floor: construction of ramp for disability access.  *Project was initiated in 2021/2022 and it has received a total cost of Kshs. 7,199,487.24*  *The initial cost estimate was Kshs. 8,999,487.24then reviewed to Kshs. 9,149,487.24.*  The initial bill of quantity did not have the ramp as part of the project activity; the addition is due to inclusion of the ramp.  **Provide the revised BoQs** | 9,149,487.24 | 7,199,487.24 | 1,950,000.00 | Ongoing |
| Karundori Primary School | Second phase of construction of a staffroom in a storey building comprising of an administration block with three offices and a staffroom on the ground Floor-Construction of slab, columns, roofing, fixing of doors &windows, flooring and electrical wiring.  *Project was initiated in 2022/2023 at a cost Ksh 4M*  *The initial cost estimate was Kshs.8M then reviewed to Kshs. 11,247,754.40.*  *NG-CDFC has submitted unsigned revised bill of quantities as reviewed by the public works department to Ksh*(*11,247,754.40)*  *We have revised the original cost with the consultation of the public works officer in order to include the new aspect of accessibility ramp to ease accessibility by persons living with disability that was not in the original BQ of works*  *Please submit a signed document*  *Please allocate full amount to completion*  The NGCDFC will allocate the remainder of the funds in financial year 24/25.The public works officer will approve the document this week and confirm the document. | 11,247,754.40 | 4,000,000.00 | 5,000,000.00 | Ongoing |
| Kanginga primary school | Additional funds for construction of storey building with an administration block, staffroom,2 classrooms on the ground floor and four number of classrooms on first floor-walling, first floor slab, plastering of the ground floor, installation of windows and doors.  *See the revised ongoing project report*  *(Project initiated in 22/23 Ksh 2.5M)*  *NG-CDFC to provide a reason why the project activity was changed from construction of 2 classrooms to a storey building.*  *Did you request for the change of project activity and was it approved by the board?*  *Please provide the BQ for the whole project and how you are going to fund remaining activities to completion.*  The project will be funded to completion in the next financial year 24/25.  Runyenjes NG-CDF has applied for change of activity. The public works officer is confirming the current rates and will provide approval.  After advice from the public works the office noted that the two classrooms would occupy space that would be better utilized with a story building that could host the administration block along with more classrooms and the school would be left with more space for other structures. | 26,850,000.00 | 2,500,000..00 | 14,000,000.00 | Ongoing |
| Nthagaiya primary school | Renovation to completion of seven classrooms;Re-roofing,tiling,painting,fixing of windows and doors,fixing of gutters.(why are you using the same amount to do different no. of classrooms i.e. 11 and 7)  The bill of quantity will be approved by the public works and submit it. | 4,000,000.00 |  | 4,000,000.00 | New |
| Kithare primary school | First phase of construction of a staffroom in a storey building comprising of an administration block with three offices and a staffroom on ground floor with the slab as the roof.  *(The NGCDFC will fund the project balance Ksh 6,987,428.51 in F/Y24/25*)  **Submit certified drawings and BoQs** | 12,000,000.00 |  | 5,012,571.49 | New |
| Kathugu primary school | Construction to completion of administration blockwith 3 offices and a staff room. | 3,200,000.00 |  | 3,200,000.00 | New |
| St Joseph Kevote primary school | Construction to completion of 10 cubic meter water tank. | 600,000.00 |  | 600,000.00 | New |
| ST Phillip Makengi | Mass excavation,ground leveling,stone pitching-100 square metres. | 600,000.00 |  | 600,000.00 | New |
| St. Catherine Keruri primary school | Construction to completion of five door pit latrine and urinal with two chambers reserved for persons with disability. | 1,000,000.00 |  | 1,000,000.00 | New |
| **Sub-Total** | | **78,947,241.64** |  | **42,062,571.49** |  |
| **SECONDARY SCHOOL PROJECTS** | | | | | |
| St Marks Ena Secondary School | Purchase of ISUZU FTR 90N bus, 51-seater school bus. Is purchased on a one-off basis and not through asset financing, amount allocated is exclusive of insurance premiums or any other recurrent cost and with fittings to cater for Persons with Disabilities.  *See the attached proforma invoice amounting to Kshs. 11,482,000* | 11,482,000.00 |  | 11,482,000.00 | New |
| Kianjokoma day Secondary School | Construction to completion of administration blockwith 5 offices and a staff room | 4,200,000.00 |  | 4,200,000.00 | New |
| Kanja Secondary School | Construction to completion of modern exhaustible ablution block with three door latrines **for girls** and construction to completion of two door latrine and urinal **for boys** with two chambers to cater for persons with disability and a septic tank(3.0m deep by 6.5m long and 3.5m wide, Approximate capacity 50,000 litres) | 2,200,000.00 |  | 2,200,000.00 | New |
| Kariru Secondary School | Supply and installation of solar panels to power the borehole(Sun inverter 3 controller with DC PV Disconnect, Dayliff 330 watts Solar Panel 12V DC, earth cable, armored cable,core cable,change over switch and mounting structure) | 1,600,000.00 |  | 1,600,000.00 | New |
| Mugui Secondary School | Construction to completion of one door modern exhaustible ablution block reserved for persons with disability. | 200,000.00 |  | 200,000.00 | New |
| **Sub-Total** | | **19,682,000.00** |  | **19,682,000.00** |  |
| **SECURITY PROJECTS** | | | | | |
| Kathari assistant chief | Construction to completion of 3 roomed assistant chief's office. | 1,500,000.00 |  | 1,500,000.00 | New |
| Ugweri police post | Additional funds for drilling of 250 meters deep borehole equipped with hybrid submersible pump, solar panels and cold-water storage tank,piping for distribution of water to police post offices and staff houses.  Submit BOQ making the changes to the cost  ***During project initiation a geological survey was conducted which informed on the increase in cost for drilling of the borehole***.  ***See the attached revised ongoing report***  Provide the initial hydrogeological survey report | 5,100,000.00 | 3,600,000.00 | 1,500,000.00 | Ongoing |
| Ugweri police post  Existing | Renovation to completion of a seven roomed police post; Fencing to completion of 200m with steel angle line and chain link and installing of a metallic main gate of 6.0M long gate wall with 2 columns to anchor gate-ksh 1,000,000.  Installation of 10,000 litre water tank @ Ksh 110,000 with base @ Ksh 40,000 and fixing of gutters @ Ksh 100,000.  **So where are the renovation activities?**  **Provide correct description** | 2,200,000.00 |  | 2,200,000.00 | New |
| Maranga assistant chief | Purchase of 1/4 acre of land and administrative expenses for processing of the title deed  *See the attached valuation report.*  Provide the copies of the title deed and land search certificate.  NGCDF Runyenjes has provided a title deed. | 400,000.00 |  | 400,000.00 | New |
| Nthagaiyachief’s office | Leveling of chief’s compound to completion by Mass excavation,ground leveling,stone pitching of 50m2Kshs. 100,000 and fixing of a 20m gutters on a 3 roomed office for water collection Kshs. 50,000 and **fencing of 100m at Ksh 350,000.00(steel angle line with barbed wire)**  **What kind of fence?** | 500,000.00 |  | 500,000.00 | New |
| Karurumo assistant chief's office | Construction to completion of two door pit latrine with one door reserved for persons with disability and urinal. | 382,598.02 |  | 382,598.02 | New |
| **Sub-Total** | | **10,082,598.02** |  | **6,482,598.02** |  |
| **OTHER PROJECTS** | | | | | |
| Rural Electrification and Renewable Energy Corporation Electricity connection | Contribution of matching facility funding for installation of transformers and electricity connectivity in the following areas; Kirenyi village Kagaari South ward  Attach the concurrence letter from REREC  REREC is currently preparing the concurrence letter. | 5,000,000.00 | - | 5,000,000.00 | New |
| Runyenjes NG-CDF Motor Vehicle | Additional funds for purchase of NG-CDF vehicle (Toyota hilux Double cabin)  Await approval first  *See the attached proforma invoice amounting to Kshs.7.6M and also the amended ongoing project report.*  *NG-CDFC had already submitted documents for disposal of the old motor vehicle and awaiting approval from the Board* | 7,600,000.00 | 6,500,000.00 | 1,100,000.00 | Ongoing |
| **Sub-Total** | | **12,600,000.00** |  | **6,100,000.00** |  |
| **JUNIOR SECONDARY SCHOOLS BY NGCDF** | | | | | |
| St. Catherine Keruri primary school | Construction to completion of a 45 students capacity laboratory | 4,000,000.00 | - | 4,000,000.00 | New |
| Gikuuri Primary school | Construction to completion of a classroom. | 1,388,033.00 | - | 1,388,033.00 | New |
| Kiangungi primary school | Construction to completion of a **45** students capacity laboratory  **Labs should be either 45 or 90 student’s capacity** | 4,100,000.00 | - | 4,100,000.00 | New |
| **Sub-Total** | | **9,488,033.00** |  | **9,488,033.00** |  |
| **TOTAL ALLOCATION** | | **233,673,362.51** | **20,200,000** | **193,617,934** |  |
| **JUNIOR SECONDARY SCHOOL PROJECTS BY MOE** | | | | | |
| Ngeniari primary school | Construction to completion of a 45 students capacity laboratory | 4,000,000.00 |  | 4,000,000.00 | New |
| Gichera Primary School | Construction to completion of a classroom | 1,400,000.00 |  | 1,400,000.00 | New |
| Irangi Primary School | Construction to completion of a 45 students capacity laboratory | 4,088,033.00 |  | 4,088,033.00 | New |
| **Sub-Total** | | **9,488,033.00** |  | **9,488,033.00** |  |
| **NGCDFB ALLOCATION** | | |  | **184,129,901** |  |
| **JSS MOE ALLOCATION** | | |  | **9,488,033** |  |
| **GRAND ALLOCATION** | | |  | **193,617,934** |  |

**MIN 71/126/7/11/2023: MONITORING& EVALUATION UPDATE**

The committee members visited their respective wards different and gave the following updates;

1. Gaturi North

* St Philips Makengi- Construction of a class room administration block – complete
* St Micheal Kivote- Construction of a dining hall – complete
* St Marks Primary – Construction of a class room - complete

1. Kagaari North

* Area Education Office – renovation –complete
* Mbuinjeru Primary – Construction of a pit latrine

Avocado tree growing which are doing very well

* Mugui Primary – Renovation of Classroom – complete
* Mugui Secondary construction of a ablution block – ongoing project

1. Kagaari South

* Nthagaya primary –renovation of classrooms –complete
* Chief’s office renovation complete
* Ngandori primary –renovation complete
* Matururi primary – renovation complete

1. Central Ward

* Gatinda primary -renovation of classrooms –complete
* Mwenendega primary -renovation of classrooms –complete

1. Kyeni North

* Kyeni West Chief’s office renovation –complete
* Karundori primary – landscaping

Purchase of land

* Njeruri Assistants chief’ office – construction of the office and pit latrine

1. Kyeni south

* ACC office Kathanjuri – control of erosion around the compound
* Nyagari Assistant chief office - construction of office- complete
* Kathunguri primary - renovation of classrooms –complete
* Ciamanda primary – construction of pit latrine -complete
* Mukuria assistant chief ‘office – construction of the office – complete
* Kasafari assistant chief ‘office- under construction

**MIN 71/127/7/11/2023: SPORTS**

The sports sub-committee presented the following report;

The following were the highlights from the meeting;

The committee agreed to hold a tournament for all football teams across the constituency. The members agreed to hold a consultative breakfast meeting with the Runyenjes subcounty FKF officials and all football captains on 4thNov 2023 at Camp David Hall at 10:00am.

In addition, the committee agreed to meet with all the referees from Runyenjes constituency on 11th Nov 2023 at Camp David hotel hall at 10:00am. This will be in line with the request by FKF referee representatives as they needed a meeting to update themselves on current FKF rules and also draft the rules for Runyenjes NG CDF tournaments.

**The budget for the meeting is as follows;**

1. **Budget for captains meeting.**
2. 79 captains @1000 =ksh79,000
3. Hall ksh 4000
4. Breakfast- ksh 15,000
5. 3 fkf officials @ 2000= ksh 6000
6. 5 committee members @2000=ksh 10,000
7. 4 members of staff @2000=ksh 8000
8. 2 stakeholders from sub county treasury office@2000=ksh 4000

TOTAL AMOUNT 126,000

1. **Budget for referees meeting**
2. 26 referees @1000=ksh 26,000
3. 2 members of staff @2000= ksh 4000
4. Breakfast and hall ksh 10,000

TOTAL AMOUNT 40,000

**TOTAL AMOUNT FOR THE TWO MEETINGS-KSH 166,000**

**Sports tournament**

NG-CDF sports adhoc committee presented the program and budget for the sports tournament. The budget and program is as shown below;

**MEN WARD LEVEL COMPETITIONS**

|  |  |
| --- | --- |
| DATE | WARD |
| 18TH& 19TH NOV 2023 | CENTRAL  KAGAARI SOUTH |
| 26TH&27TH NOV 2023 | GATURI NORTH  KAGAARI NORTH |
| 2ND&3RD DEC 2023 | KYENI NORTH  KYENI SOUTH |

**LADIES WARD LEVEL COMPETITION**

|  |  |
| --- | --- |
| DATE | WARD |
| 9TH DEC 2023 | GATURI NORTH  KYENI SOUTH  KYENI NORTH  CENTRAL |
| 10TH DEC 2023 | KAGAARI SOUTH  KAGAARI NORTH |

**CONSTITUENCY LEVEL COMPETITION**

|  |  |
| --- | --- |
| DATE | MATCHES |
| 16TH DEC 2023 | GROUP STAGE MATCHES |
| 17TH DEC 2023 | QUARTER FINALS & SEMI FINALS |
| 23RD DEC 2023 | PLAYOFF MATCHES |
| 24TH DEC 2023 | FINAL MATCHES |

Saturday 18th& Sunday 19th tournament-Ksh 165,700

Saturday 25th& Sunday 26th tournament-Ksh 153,400

Saturday 2nd& Sunday 3rd tournament-Ksh 143,400

Saturday 25th& Sunday 26th tournament- Ksh 296,800

Saturday 19th& Sunday 20th tournament-Ksh 151,200

Saturday 16th& Sunday 17th tournament-Ksh 188,800

Saturday 23rd& Sunday 24th tournament-Ksh 172,000

The budget was set to cater for facilitation of the tournament and ensure it run smoothly.

**Sports Equipment**

The NG-CDFC Sports adhoc committee presented the list of equipment to the main committee. The sports committee budgeted to purchase;

Football-150

Football nets-3 pairs

First Aid kit-8

Cone-7 sets

Goalkeeper gloves-85 pairs

Bibs-70 sets

The committee approved the sports budget and program as organized by sports committee. The committee informed the sports chair Mr. Patrick Katheri to ensure that all the coordinators were aware of their duties and the FKF were involved wholly to ensure smooth running of the tournament and all rules and regulations were followed.

The program and budget was approved by the committee this was proposed by MS Nancy Rwamba and seconded by Ms Beth Wawira.

**MIN 71/128/7/11/2023: ADMINISTRATION EXPENSES**

The Fund Account Manager presented the list of expenses for the NG-CDF Office:

Purchase of computer accessories: The FAM informed the committee that the procurement for the computer accessories was to begin;

The office had budgeted for purchase of:

Purchase of laptop, printer, CPU, photocopier, laptop battery and power invertor

Purchase of stationery: The FAM informed the committee that the office had run out stationery and required to purchase stationery and computer accessories(toners)

Commitment of fuel

Payment for safaricom internet

Expenses incurred by staff during follow up with KRA over amendment of returns

Motor vehicle repair

**MIN 71/129/7/11/2023: A.O.B**

Members were concerned about security issue in their areas and the matter was presented to Madam DCC who promised to follow up with her administrative officers in the sub county.

**ADJOURNMENT**

There being no other business the meeting ended at 02:30pm with a prayer by Ms Nancy Rwamba, the next meeting was scheduled for 4th Dec 2023.

CHAIRPERSON…. Elly M Karuguti……. SIGNATURE…………………. DATE…7/11/2023

SECRETARY…Lilian M Kagendo..........SIGNATURE …………………. DATE …7/11/2023