**MBEERE SOUTH NG-NG-CDFCOMMITTEE MEETING HELD ON 29/10/2019 AT CDF BOARDROOM STARTING AT 11:00 AM**

**MEMBERS PRESENT:**

1. Prof. Godfrey Nguru Chairman
2. Faith Kithaka Member
3. Dominic Munyi “
4. Dennis Musomba “
5. Josphine Mwengi ACC 1
6. John Ngatia FAM
7. Henry Murage Secretary

**AGENDA**

* Preliminaries
* Project F/Y 2019/2020
* Ongoing projects
* AOB

**PRELIMINARIES**

The meeting was opened with word of prayer by Faith Kithaka, and then the chairman welcomed committee members to the meeting. He expressed his gratitude to the members for turning up for the meeting in good time. The previous minute were read and confirmed

**NG- NG-CDFC 111/001/02/2019: PROJECT PROPOSAL F/Y 2019/2020**

The fund account manager informed member of committee that funds allocated to the constituency for financial year 2019/2020 amounted Kshs 137.367,724.14 The Fund account manager briefed members on the guidelines for project proposal presentation. He also informed members on the eligible projects. The manager informed members that all devolved functions are no longer eligible under the new NG-CDF act. He told the members that NG- CDFB regulations expect the committee to only pick projects among the list submitted to the committee by the ward residents in their initial activity.

The NG-NG-CDFC secretary read all the proposed projects by the community representatives during ward meetings for FY 2014-2020 and 2020-2021 and also projects which are from emanated from strategic plan. The fund account manager also reminded the NG-NG-CDFC that they should consider the ONGOING project which they had committed to fund in f/y 2019/2020 and 2020/2021. After lengthy scrutiny and deliberations of the proposed projects members agreed to fund the following projects.

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| --- | --- | --- |
| **SERIAL NO.** | **NAME OF PROJECT** | **AMOUNT ALLOCATED** |
| 065/AP1 | Administration/Recurrent | **8,242,063.45** |
| 065/AP2 | Monitoring and Evaluation/Capacity Building | **4,121,031.86** |
| 065/2640100 | Bursary | **34,421,678.40** |
| 065/2640200 | Emergency | **7,198,241.38** |
| 065/2630204 | Primary School Projects | **32,450,000.00** |
| 065/2630205 | Secondary School Projects | **33,140,000.00** |
| 065/2640509 | Sports Activities | **2,747,354.48** |
| 065/2640510 | Environmental Projects | **2,747,354.48** |
| 065/2640512 | Tertiary Institution | **1,100,000.00** |
| 065/2640507 | Security Projects | **8,200,000.00** |
| 065/2630206 | Youth empowerment | **3,000,000.00** |
| **TOTAL AMOUNT KSH.** | | **137,367,724.14** |

The committee then considered the projects proposals from the various locations within the constituency and resolved to distribute the financial year 2019/2020 Allocation equitably as follows:

**1. OFFICE ADMINISTRATION**

|  |  |  |
| --- | --- | --- |
| Employees’ Salaries | salaries to the NG-CDFC staff and payment of gratuity | 2,400,000.00 |
| Goods and services | Purchase of office stationeries, fuel ,vehicle repairs ,telephone expenses, staff tea ,electricity and water bills and payment of other utilities | 3,914,063.45 |
| NSSF | remittances of NSSF Deductions | 180,000.00 |
| NHIF | remittances of NHIF Deductions | 100,000.00 |
| Committee Expenses | payment of NG- NG-CDFC sitting allowances and other allowances payable to NG-NG-CDFC members | 1,248,000.00 |
| **TOTAL** |  | **8,242,063.45** |

**2. MONITORING AND EVALUATION**

|  |  |  |
| --- | --- | --- |
| NG-NG-CDFC/PMC Capacity building | Undertake training of the PMCs/NG-NG-CDFCs and other NG-NG-CDFC related issues. | 2,500,000.00 |
| Committee Expenses | Payment of committee expenses while undertaking monitoring activities. | 1,200,000.00 |
| Goods and services | Payment of conference facilities, accommodation during capacity building for PMC and NG-CDFC members. | 421,031.86 |
| **Total 4,121,031.86** | | |

**3. BURSARY**

|  |  |  |
| --- | --- | --- |
| Education Bursary to secondary school | `Bursary to needy students in secondary schools | **20,421,678.40** |
| Education bursary to tertiary institution | Bursary to assist bodaboda training 3,000,000.00,000.00  Bursary to needy in tertiary institutions 11,000,000 | **14,000,000.00** |
| TOTAL |  | **34,421,678.4** |

4 **EMERGENCIES**

|  |  |  |
| --- | --- | --- |
| Emergency | Money for Emergencies | **7,198,241.38** |

**5. ENVIRONMENT**

|  |  |  |
| --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount allocated** |
| Gacabari sec school | Purchase of two 10,000 ltr water tanks each 90,000, base construction at 40,000 each, guttering of the school and piping at 40,000.00 ( transportation is inclusive) | 300,000.00 |
| Gikiiro pri school | Purchase of two 10,000 ltr water tanks each 90,000, base construction at 40,000 each, guttering of the school and piping at 40,000.00 ( transportation is inclusive) | 300,000.00 |
| Karuiro pri school | Purchase of two 10,000 ltr water tanks each 90,000, base construction at 40,000 each, guttering of the school and piping at 40,000.00 ( transportation is inclusive) | 300,000.00 |
| Kaweru pri school | Purchase of two 10,000 ltr water tanks each 90,000, base construction at 40,000 each, guttering of the school and piping at 40,000.00 ( transportation is inclusive) | 300,000.00 |
| St Claire sec school | Purchase of two 10,000 ltr water tanks each 90,000, base construction at 40,000 each, guttering of the school and piping at 40,000.00 ( transportation is inclusive) | 300,000.00 |
| kamunyagia primary school | Purchase of two 10,000 ltr water tanks each 90,000, base construction at 40,000 each, guttering of the school and piping at 40,000.00 ( transportation is inclusive) | 300,000.00 |
| Mbonzuki sec school | Purchase of two 10,000 ltr water tanks each 90,000, base construction at 40,000 each, guttering of the school and piping at 40,000.00 ( transportation is inclusive) | 300,000.00 |
| Makawani pri school | Purchase of two 10,000 ltr water tanks each 90,000, base construction at 40,000 each, guttering of the school and piping at 40,000.00 ( transportation is inclusive) | 300,000.00 |
| Mbita chiefs office | Purchase of one 10,000 ltr water tank at 90,000, base construction at 40,000. and guttering at 20,000. | 150,000.00 |
| Ngcdf mbeere south | Planting of 400 trees at 77,354.48 and procurement of 8,000 ltr water tank at 60,000 guttering and piping at 20,000 and base construction at 40,000.00 | 247,354.48 |
| **Total** |  | **2,747,354.48** |

**6. SPORTS**

|  |  |  |
| --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount allocated** |
| Sports Activities | Facilitation of and organizing football and volleyball tournament by buying boots, uniforms and trophies | 2,747,354.48 |
| **TOTAL 2,747,354.48** | | |

**7.YOUTH EMPOWERMENT**

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| --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount allocated** |
| Youth empowerment center | Construction of youth empowerment center at Mbeere south ng-cdf compound | 3,000,000.00 |
| **TOTAL 3,000,000.00** | | |

**8. TERTIARY ISTITUTION PROJECTS**

|  |  |  |
| --- | --- | --- |
| **Project Name** | **Project Activity** | **Amount allocated** |
| Jeremiah Nyaga technical institute | Acquisition of a new mango juice preparation plant machine (palber) | 1,100,000.00 |
| **TOTAL 1,100,000.00** | | |

**9. PRIMARY SCHOOL PROJECTS**

|  |  |  |
| --- | --- | --- |
| Kaninwanthiga primary school | Completion of administration blocks by plastering, flooring, roofing, fixing of windows and doors | 1,250,000.00 |
| AIC Beram gachuriri pri school | Construction of administration block to window level including two offices | 750,000.00 |
| Minuri pri school | Construction of one classroom to completion. | 900,000.00 |
| Mutugu pri school | Construction of a modern classroom up to ground floor | 2,800,000.00 |
| Rianguu pri school | Construction of one classroom to completion. | 900,000.00 |
| Rianjeru pri school | Construction of a 180 pupils dormitory to lintel level | 1,000,000.00 |
| Yoder karwigi pri sshool | Construction of one classroom to completion. | 900,000.00 |
| Kiamwimbi pri school | Completion of two classroom by plastering and flooring | 550,000.00 |
| Karuki pri school | Completion of administration blocks by plastering, flooring and painting | 300,000.00 |
| Nyangwa pri school | Construction of a 180 pupils dormitory to lintel level | 900,000.00 |
| Mayori pri school | Renovation of three classroom by plastering, flooring and roofing | 500,000.00 |
| Karuiro pri school | Construction of one classroom to completion. | 900,000.00 |
| Mutus pri school | Construction of 8 door pit latrines to completion. | 500,000.00 |
| Gikiiro pri school | Construction of 8 door pit latrines to completion. | 500,000.00 |
| Kathuri pri school | Purchase of two 10,000 ltr water tanks each 90,000, base construction at 40,000 each, guttering of the school and piping at 40,000.00 ( transportation is inclusive) | 300,000.00 |
| Ngiori pri school | Purchase of two 10,000 ltr water tanks each 90,000, base construction at 40,000 each, guttering of the school and piping at 40,000.00 ( transportation is inclusive) | 300,000.00 |
| Gatumbiri pri school | Construction of one classroom to completion. | 900,000.00 |
| Riakanau pri school | Construction of 8 door pit latrines to completion | 500,000.00 |
| Gategi pri school | Construction of one classroom to completion. | 900,000.00 |
| Maviani pri school | Construction of administration block to lintel level including two offices | 1,050,000.00 |
| Karaba consolata pri school | Construction of one classroom to completion. | 900,000.00 |
| Karuku pri school | Construction of 8 door pit latrines to completion | 500,000.00 |
| Wakalia pri school | Construction of one classroom to completion. | 900,000.00 |
| Iria itune pri school | Construction of one classroom to completion. | 900,000.00 |
| Unywani pri school | Construction of administration block to lintel level including two offices | 1,000,000.00 |
| Karura pri school | Completion of a toilet by flooring and plastering | 100,000.00 |
| Gwakarigu pri school | Completion of a classroom by flooring and painting | 150,000.00 |
| Kiria pri school | Construction of one classroom to completion. | 900,000.00 |
| Kariguri pri school | Construction of 8 door pit latrines to completion. | 500,000.00 |
| Kamaunju pri school | Construction of one classroom to completion. | 900,000.00 |
| Kianyaga pri school | Construction of one classroom to completion. | 900,000.00 |
| Kiruriri pri school | Construction of 8 door pit latrines to completion | 500,000.00 |
| Ngeca pri school | Construction of administration block, head teacher and deputy head teacher offices to completion. | 1,800,000.00 |
| Kakawa pri school | Construction of administration block, head teacher and deputy head teacher offices to completion. | 1,800,000.00 |
| Kamunyagia pri school | Construction of administration block, head teacher and deputy head teacher offices to completion. | 1,800,000.00 |
| Kikulani pri school | Construction of one classroom to completion. | 900,000.00 |
| Mwanyani pri school | Construction of one classroom to completion. | 900,000.00 |
| Njeru pri school | Construction of 8 door pit latrines to completion | 500,000.00 |
| **TOTAL 32,450,000.00** | | |

**10. SECONDARY SCHOOL PROJECTS**

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| **PROJECT NAME** | **Project Activity** | **AMOUNT** |
| Ngenge sec school | Completion of a dormitory by plastering, flooring and painting | 1,000,000.00 |
| Kirima sec school | Construction of administration block to lintel level including two offices | 1,500,000.00 |
| Kiamuringa sec school | Fencing of school 2 acres compound by concrete post and chain link. | 590,000.00 |
| Kabururi sec school | Construction of a 45 students capacity laboratory up to lintel level | 1,000,000.00 |
| Igomori sec school | Completion of dormitory by flooring, plastering and painting. | 1,500,000.00 |
| Gikiiro sec school | Completion of a dining hall by roofing, plastering ,flooring, window and door fixing | 1,000,000.00 |
| Nyangwa Boys sec school | Construction of a storey dormitory up to first floor with capacity of 160 students | 6,000,000.00 |
| St. Mary’s Nyangwa Girls sec school | Construction of a classroom to window level | 400,000.00 |
| Rugogwe sec school | Construction of dining hall up to lintel level with capacity of 100 students. | 900,000.00 |
| Mutus sec school | Construction of school kitchen to completion including service area | 750,000.00 |
| Kabuguri sec school | Construction of one classroom to completion | 900,000.00 |
| Gataka sec school | Construction of administration block to window level including two office | 800,000.00 |
| SA Gategi sec school | Construction of a modern classroom up to ground floor | 2,000,000.00 |
| Nthingini sec school | Construction of one classroom to completion. | 900,000.00 |
| Gategi girls sec school | Construction of one classroom to completion. | 900,000.00 |
| Gacabari pri school | Construction of a 45 students capacity laboratory to window level | 1,000,000.00 |
| Mbonzuki sec school | Construction of administration block to lintel level including two office | 1,000,000.00 |
| Karaba boys sec school | Digging borehole, pump accessories and installation | 700,000.00 |
| Iria itune sec school | Construction of a 45 students capacity laboratory up to lintel level | 1,500,000.00 |
| Gitaraka girl sec school | Renovation of dormitory by roofing and flooring | 1,000,000.00 |
| Kiambere sec school | First installment for school bus ISUZU 51 seater total cost 6,700,000.00 | 3,000,000.00 |
| Karura sec school | Construction of one classroom to completion. | 900,000.00 |
| Mutuobare sec school | Completion of laboratory by plastering ,flooring, window and door fixing | 1,000,000.00 |
| Kanyonga sec school | Completion of a dining hall by roofing, plastering ,flooring, window and door fixing | 1,000,000.00 |
| AIC ndune sec school | Construction of one classroom to completion | 900,000.00 |
| Mbondoni sec school | renovation of a dormitory by plastering ,flooring, window and door fixing | 1,000,000.00 |
| **Total** |  | **33,140,000.00** |

**11. SECURITY PROJECTS**

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| **Project Name** | **Project Activity** | **Amount allocated** |
| Kiamuringa assistant chief. | Construction of office at 300,000 ,toilet at 270,000 and Banda 30,000.00 | 600,000.00 |
| Kirima assistant chief | Purchase of chairs and office cabinet | 100,000.00 |
| Gachoka assistant chief | Completion of chiefs office by plastering and flooring | 300,000.00 |
| Mbeti south chiefs office | Construction of office to completion | 900,000.00 |
| Gachoka ACC office | Renovation of ACC office by flooring, plastering and painting | 900,000.00 |
| Gacegethiuri assistant chief | Construction of office at 500,000, a toilet at 270,000.00and Banda at 30,000 | 800,000.00 |
| Mavuria assistant chief | Construction of office at 500,000, a toilet at 270,000.00and Banda at 30,000 | 800,000.00 |
| Gategi assistant chief | Construction of office at 500,000, a toilet at 270,000.00and Banda at 30,000 | 800,000.00 |
| Mwea ACC office | Renovation of ACC office by flooring, plastering and painting | 500,000.00 |
| Gacabari assistant chief | Construction of office at 500,000, a toilet at 270,000.00and Banda at 30,000 | 800,000.00 |
| Kindaruma assistant chief | Construction of office at 500,000, a toilet at 270,000.00and Banda at 30,000 | 800,000.00 |
| Makima ACC office | Fencing 2 acres compound by concrete post and chain link | 600,000.00 |
| Makima chiefs office | Construction of 4 pit latrine to completion. | 300,000.00 |
| **Total** |  | **8,200,000.00** |

**NG-CDFC 111/001/02/2019: ONGOING PROJECTS**

NG-NG-CDFC discussed the ongoing project and the commitment they had made previous year concerning the above matter. They unanimously agreed with the report below. Members are looking forward the NGNG-CDFC Board will settle many of their issues which are pending with the mostly reallocation of projects.

**Ongoing project report.**

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| --- |
| **A.I.C Wango Primary School:**  The NG-NG-CDFC made a proposal to construct an administration block for AIC Wango primary school. Before the funding was received the said school got some supports from an international donor (Japanese Embassy) to construct 5 classrooms, and Administration block and 9 door pit latrine. It is apparent that with this kind of support from other quarters it was found not necessary to give this institution further support. In any event the Administration the NG-CDFC intended to carry on had since been funded from elsewhere. It’s noted that these projects are at the final stages of completion.  In this regard the NG-CDFC has since proposed to relocate this project to AIC Wango secondary but this time support the secondary with a classroom and not an administration block. Both institution s are in the same neighborhood and hence will end up supporting the same community. |
| **Kamweli Primary School:**  This school was funded to have renovations done and this work is complete. It was funded in year 2017/18. |
| **Kangeta Primary School:**  The beneficiaries of this project made a request to change this project. Note that this project was proposed in 2016/17 budget and by the time the disbursement was released the school management had since made a decision that they do not want to have a dormitory. The boarding schools are no longer feasible in the area due to the 100% transition. The Proposal was to do renovations and as such the project activity cannot be deemed to be on going. Kindly refer to minute no **MIN. 224/NG-NG-CDFC/MBEERE SOUTH 2017/2018 - WAY FORWARD ON PENDING PROJECTS dated 5th December 2018 forwarded to board concerning change of activity** |
| **Machang'a Primary School**  We were doing a classroom and an 8-Door toilet at Machang’a primary school. Both projects have since been completed and as such there should be no ongoing project as at now. |
| **Makutano Primary School:**  This school was supported in to do a dormitory in 2017/18 budget proposal and the project took off in the year 2018. The project was further allocated Kes 1.1 Million in the 2018/19 budget to complete the project. This means that this project does not require any further funding. The current project status is that the contractor is doing plastering and it’s expected to be complete within the next three weeks. |
| **S.A Gategi Primary School**  This school was funded to construct an 8 door toilet at an initial cost of Kes 400,000 out of the total project value of Kes 500,000. The extra allocation of Kes 100,000 was factored in the 2018/19 budget. Apparently when the code list for 2018/19 was released the came under S.A Gategi secondary school instead of the Primary. We have since requested that this Kes 100,000 be moved from the secondary to primary It’s important to note that we have not had a project in the primary and hence the Kes 100,000 allocation in the secondary does not apply. |
| **St. Mary Gataka secondary school**  The school received funding for construction of an 8-door toilet at a cost of Kes 350,000 in the budget proposals for 2016/17 financial year. Due to delayed disbursement the school had raised money to do a toilet and hence the need for the toilet was no longer necessary. There was a proposal made to reallocate this money to completion of a classroom since the NG-CDFC members felt that the money should not be moved to another institution yet the school needed support. Apparently the request was submitted in the name of St Mary Gataka primary school. We still feel that this is not an ongoing project and we still request the board to approve the reallocation. The initial feedback on this request was that the request was not in the 2016/17 financial year. We suspect this was because the discrepancy in the project title which should read St. Mary Gataka secondary school. Refer to minute **MIN. 155/NG-NG-CDFC/MBEERE SOUTH 2017/2018 -MATTERS ARISING FROM THE MINUTES dated 11th August 2018** |
| **Stephen Kisilu secondary school:**  The data available for this project is that the school was funded to do two dormitories and an initial disbursement was made of Kes 8,000,000. The school management and the PMC decided to start only one dormitory to completion instead of having two ongoing projects. It is noted that one of the dormitories was completed and the second one started with the little funding that remained in the initial disbursement. Further analysis reveal that this school does not need a second dormitory as at now. |
| **Gatuanyaga Primary School**  We were doing a classroom at Gatuanyaga primary school. This classroom has since been completed and as such there should be no ongoing project as at now. There may be need to check the proposals but from our records no ongoing project since the classroom is complete and handed over. |
| **Mutus secondary school**  This school was funded to construct a classroom at an initial cost of Kes 750,000 out of the total project value of Kes 900,000. The extra allocation of Kes 150,000 was factored in the 2018/19 budget. Apparently when the code list was released the came under Mutus primary school instead of the secondary. We have since requested that this Kes 150,000 be moved from the primary to secondary. It’s important to note that we have not had a project in the primary and hence the Kes 150,000 allocation in the primary does not apply. |
| **Karaba AP Lines**  In the AP lines we were expected to do a toilet at a cost of Kes 250,000. This project has since been done to completion and hence it’s not an ongoing project. No further funding is expected on this project. |

**NG-NG-CDFC 111/003/01/2019: AOB**

Members expressed hope that the NG-CDF Board will be able to disburse funds in good time so as they can implement the proposed projects without delay. It was also agreed that printing and preparation of bursary forms to be started immediately in readiness for bursary disbursement.

Members asked the monitoring and evaluation team to closely monitor project management committees and ensure that project implementation is not delayed to pave way for release of more funds.

There being no other business, the meeting was closed with a word of prayer by Josephine Mwengi.

**Minute Compiled by**:

Henry murage: NG-NG-CDFC Secretary

signature………………………Date………………….

**Confirmed by:**

Prof. Godfrey Nguru : NG-NG-CDFC Chairperson

signature………………………. Date………………….

John Ngatia: Fund Account Manager Signature………………Date………………