MBALA MUNICIPAL COUNCIL

MINUTES OF THE CONSTITUENCY DEVELOPMENT FUND COMMITTEE (CDFC) MEETING HELD IN THE COUNCIL CHAMBER, CIVIC CENTRE, AK WILOMBE LANE, MBALA, FRIDAY 2ND JUNE, 2023 AT 09:00 HOURS.

IN ATTENDANCE:

NAME:	**POSITION / INSTITUTION:**
• GRANT SCHAEFER	: COMMITTEE CHAIRPERSON
• BURTON SIKAUMBWE	: COMMITTEE VICE CHAIRPERSON
• DESYIVA D. ZULU	: MP REPRESENTATIVE
• JACKSON SIMBEYE	: AREA COUNCILLOR (MWAMBA WAR)
• AMOS SIMFUKWE	: AREA COUNCILLOR (MWAMBEZI WARD)
• HAWKINS J. FWAMBO	: CHIEF'S REPRESENTATIVE
• STUART SIKAZWE	: COMMUNITY REPRESENTATIVE
• BRIGHT BANDA	: DIRECTOR OF ENGINEERING SERVICES
• JEREMIAH NG'UNI	: DIRECTOR OF FINANCE
• WINZA SIMBAYA	: DISTRICT PLANNING OFFICER
• DAISY K. MUKABAINGA	: SOCIAL ECONOMIC PLANNER

APOLOGIES:

• WILLIAM SINKAMBA	: AREA COUNCILLOR (INTALA WARD)
• BOTHA ROWLAND	: CIVIL ORGANISATION

BY INVITATION:

• ALEXANDER MWENYA	: HIGH WAYS OFFICER
• SAKALA STEVEN	: BUILDING INSPECTOR
• PAXINAH P. MBEWE	: OOP (SD)
• NATASHA NAMUKOKO	: TOWN PLANNER
• CHIKUMO M. JANET	:ASS COMMITTEE CLERK (**RECORDER**)

THE MEETING WAS CALLED TO ORDER AT 10:33 HOURS

AGENDA:

1. Opening prayer
2. Apologies
3. Self-introductions
4. Opening remarks by CDFC Chairperson
5. Reading (confirmation and Adoption) of pervious minutes held on 18th May, 2023
6. Matters arising
7. Finance update on 2022 expenditure
8. Review and Approval of 2023 Community Projects
9. Roads 2023
10. Chisafwa Water Borne Toilet
11. Kasulo Primary School Ablution Block
12. Skills Bursaries
13. Any Other Business
14. Closing remarks/prayer

PRAYER:

Prior to the commencement of the meeting, a prayer was given by **Mrs Desyiva D. Zulu**

NOTICE OF MEETING:

The Committee Chairperson read the Notice convening the meeting.

SELF-INTRODUCTIONS:

Self-introductions were given by the members in attendance.

WELCOMING REMARKS:

The Chairperson welcomed the members present for attending such an important meeting and urged them to participate fully on matters regarding the review and approval of 2023 Community Projects so that the Provincial Local Government Officer in Kasama can approve the Projects.

CDFC/26/06/23: ADOPTION OF THE AGENDA

The Agenda was read thereafter, a proposal was made by **Councillor Jackson Simbeya** and dully seconded by **Mr. Burton Sikaumbwe**, it was,

RESOLVED that;

The Agenda be adopted as presented.

CDFC/27/06/23: CONFIRMATION AND ADOPTION OF MINUTES OF COMMUNITY DEVELOPMENT FUND COMMITTEE MEETING HELD ON 18TH MAY, 2023

On a proposal by **Councillor Jackson Simbeya** dully seconded by **Mr. Burton Sikaumbwe** it was;

RESOLVED that;

The Minutes of the Community Development Fund Committee Meeting held on 18th May, 2023 be **CONFIRMED**

and **ADOPTED** as a true and correct record of the proceedings of the Committee with **corrections.**

CDFC/28/06/23: MATTERS ARISING

From the matters arising, the Director of Engineering and Services informed the house on the progress of the assessments of widening of the stretch, repairing the Shoulders and patching of the potholes of Mbulu (Presidential Avenue) road up to Police Station.

Thereafter, members had the following concern on how the road works would be done financially. The Director of Engineering and Services responded that due to Government acquiring the Police vehicle from the 2022 CDF projects it reduced the amount available for the Presidents Ave rehabilitation from ZK 1,200 000,00 to a ZK400, 000.00. He then explained that the ZK 400 000 would be used to repair potholes and the shoulders from roundabout to the MotoMoto road junction.

The Director of Engineering and Services guided the house that Mbulu Bridge will be financed by Ministry of Local Government in conjunction with the Council.

Further, he said that the cost of tents were not yet fully inquired however, inquiries were only made on which tents would be suitable for Disasters and Funerals and he informed the house that a tent with 34 seater and metal stand would be much better for such occurrences.

Lastly, he informed the house that ZESCO was yet to issue the Council with the Quotation that was needed regarding Mayanga Electrification.

The Director of Finance was also requested to give the full details why the Council had an overshoot in the Administrative Component of the 2022 CDF. He responded that, it was due to officers undertaking the Monitoring of CDF Projects within the District and officers also made movements outside the District which were compelled by the New Dawn Government to use the said funds. The Chair then requested Director Finance to come up with a list and cost of all movements that were requested by the Government.

CDFC/29/06/23: FINANCE UPDATE ON 2022 EXPENDITURE

The Director of Finance reported for the information to the Committee on the Finance update on 2022 utilisation of CDF Funds. And he explained how the utilization of those funds were

distributed on the Community Projects, Disaster, Youth and Women Empowerments and also Administrative Component.

The Committee **NOTED** the report.

Find attached the financial statements for CDF Funds Expenditure for 2022 as **Appendix 1.**

CDFC/30/06/23: **REVIEW AND APPROVAL OF 2023 COMMUNITY PROJECTS**

The Director of Development Planning reported for consideration to the Committee that the 2023 Community Projects needed to review them because of the Pronouncements which were made by the Republican President Mr. Hakainde Hichilema.

Therefore, he guided the house that on each project description, there was need to give justifications to why the Committee wanted to undertake that and should give a resolution.

THE FOLLOWING WERE THE CDF PROJECTS FOR 2023;

1. GRADER TOP UP – K700, 000.00

The Grader was needed to rehabilitate the roads which were in a deplorable state within the District.

On a proposal by **Mrs. Desyiva D. Zulu** duly seconded by **Mr. Stuart Sikazwe**, it was,

RESOLVED that;

The Grader top up of K700, 000.00 be approved by the Committee.

2. TLB - K1,700,000.00

The TLB is important to the drainage and culverts with regard the roads works within the District.

On a proposal by **Mr. Stuart Sikazwe** dully seconded by **Councillor Jackson Simbeya**, it was,

RESOLVED that;

The Committee approves the K1, 700,000.00 for TLB

3. TIPPER (ONE) - K1, 300,000.00

Procurement of one Tipper would be used for gravel and also Waste Management (Garbage collection) within the District.

On a proposal by **Councillor Jackson Simbeya,** dully seconded by **Mr. Stuart Sikazwe**, it was,

RESOLVED that;

The procurement of one Tipper at the sum of K1, 300, 000.00 be approved.

4. MAINTENANCE Of COMPACTOR - K30,000.00

The Compactor was critical when repairing gravel roads as our roads needed compaction due to the high rainfall.

On a proposal by **Mr. Burton Sikaumbwe**, dully seconded by **Mr. Stuart Sikazwe**, it was,

RESOLVED That;

The K30, 000.00 for the Compactor be approved.

5. DESKS – K1,546,147.55

The Committee resolved to be procuring Desks for Schools in the District from all the savings under Community Projects because it was a Presidential Decree and very much needed.

On a proposal by **Councillor Jackson Simbeya**, dully seconded by **Councillor Amos Simfukwe**, it was,

RESOLVED that;

The Committee put the item in to consideration**.**

6. MWAMBEZI CHILINO COMMUNITY SCHOOL COMPLETION - K450, 000.00

The K450, 000.00 was needed to complete the School because it was a directive which came from the Audit Query from CDF 2020.

On a proposal by **Councillor Jackson Simbeya**, dully seconded by **Councillor Amos Simfukwe**, it was,

RESOLVED that;

Mwambezi Chilino Community School be completed and approved.

7. CHISENGA HEALTH POST STAFF HOUSE CONSTRUCTION OF A THREE BEDROOMED - K550,000.00

The Committee resolved to construct the staff house because it was an Audit Query from 2020 CDF and came as a directive.

On a proposal by **Mr. Stuart Sikazwe**, dully seconded by **Mr. Burton Sikaumbwe**, it was,

RESOLVED That;

The Construction of the Staff House at Chisenga Health Post be approved.

8. KAKOZYA PRIMARY SCHOOL COMPLETION - K333,681.45

It was an Audit Query from CDF 2020 that Kakozya Primary School be completed and came as a directive.

On a proposal by **Mr. Hawkins J. Fwambo**, dully seconded by **Councillor Jackson Simbeya**, it was,

RESOLVED That;

Completion of the School be approved.

9. SECURITY LIGHTS AT MARKETS – K320,000.00

The Committee saw it of paramount importance to put Security Flood Lights at Mbulu, Kasenga, Town, Mbala/Mpulungu Markets for Security purposes.

On a proposal by **Mr. Hawkins J. Fwambo**, dully seconded by **Councillor Jackson Simbeya**, it was,

RESOLVED That;

The Security Flood Lights at all the Markets in Mbala District be approved.

10. MODERN MARKET AT MBULU MARKET – K1,800,000.00

There was need to construct a Modern Market at Mbulu Market because its population increase was absolutely necessary.

On a proposal by **Mr. Councillor Amos Simfukwe**, dully seconded by **Councillor Jackson Simbeya**, it was,

RESOLVED That;

The construction of the Modern Market be approved.

11. AMBULANCE MINISTRY OF HEALTH, MBALA. – K1,000,000.00

The Ambulance was needed because it was a Presidential Decree.

On a proposal by Mr. Stuart Sikazwe, dully seconded by **Mrs. Desyiva D. Zulu**, it was,

RESOLVED That;

The Ambulance be approved by the Committee.

12. UNINGI HEALTH POST MECHANIZED WATER – K250, 000.00

It was a Presidential Decree that all Health Post to have piped clean safe drinking water.

On a proposal by **Mrs. Desyiva D. Zulu**, dully seconded by **Mr. Burton Sikaumbwe**, it was,

RESOLVED That;

The Mechanized water at Uningi be approved.

13. UNINGI HEALTH POST WATER BORNE ABLUTIONS- K350, 000.00

It was a Presidential Decree for every Health Post to have an ablution block**.**

On a proposal by **Councillor Jackson Simbeya**, dully seconded by Mr. Stuart Sikazwe, it was,

RESOLVED That;

The construction of the water borne ablutions be approved.

14. KAKA HEALTH POST MATURNITY ANNEX – K900, 000.00

It was a Presidential Decree to construct Health Posts

On a proposal by **Councillor Jackson Simbeya**, dully seconded by **Mr. Stuart Sikazwe**, it was,

RESOLVED That;
The Ablution block at Uningi be approved.

15. KAKA HEALTH POST MECHANIZED WATER – K250, 000.00

It was a Presidential Decree to put up piped clean safe drinking water at all Health Post.

On a proposal by **Mr. Stuart Sikazwe**, dully seconded by **Councillor Jackson Simbeya,** it was,

RESOLVED That;
The Mechanized water at Kaka Health Post be approved.

16. REPAIR OF FRONT END LOADER- K205,000.00

It was needed to repair and maintain the gravel roads in the Constituency as it was critical in loading much needed gravel into the Tipper.

On a proposal by **Councillor Jackson Simbeya**, dully seconded by **Mr. Burton Sikaumbwe**, it was,

RESOLVED That;
The K205, 000.00 meant for repairing the Front End Loader be approved.

17. FIVE TENTS FOR EMERGENCY 5% DISASTER COMPONENT

The Committee saw it fit to procure 05 tents meant for emergencies especially for disasters and funerals in the district under 5% Disaster Component.

On a proposal by **Councillor Jackson Simbeya**, dully seconded by **Mr. Burton Sikaumbwe**, it was,

RESOLVED That;
The procurement of 05 tents for emergencies be approved.

Find attached list of 2023 Community Projects as **Appendix 2**

CDFC/31/06/23: ROADS - 2023

Mr. Alexander C. Mwenya reported for information to the Committee on how their section under Engineering would execute the road works in terms of rehabilitating (Repairing).

The following table below shows the budget the roads to undertake.

S/N	NAME OF ROAD	KILO METERS	TOTAL SUM
1.	CHULUNGOMA ROAD	4.6 KM	K197, 000.00
2.	LUNGU AVENUE ROAD	400 M	K120, 440.00
3.	CAIRO ROAD	3 KM	K216, 730.00
4.	CHIPOKA-CHISAFWA TO KAKA	23 KM	K402, 250.00
5.	ITOKOTO ROAD	13 KM	K351,570.00

He also informed the house that, the Committee was to expedite the procurement of TLB and the repair of the Front End Loader because it was urgently needed as it was the first equipment to be used in repairing the roads.

He further guided the house that, the justification of repairing those roads was that, the above roads were in a deplorable state and needed urgent attention since rains had stopped.

He further said that it was not possible to do all roads in the Constituency at once because of funds that were allocated to roads in CDF 2023 and the other reason would be the Presidential Decree on certain Projects. The rest of the roads would be catered for in the next year CDF allocation.

Therefore, he said there was need to balance up what the Presidential Directive was and what the people needed in their Wards.

After deliberations on the matter, there was a proposal from **Mr. Burton Sikaumbwe** dully seconded by **Councillor Amos Simfukwe, it was,**

RESOLVED that;

The rehabilitation (repairing) of the above roads be approved**.**

CDFC/31/06/23: CHISAFWA WATER BORNE TOILET INCLUDING MECHANISED WATER

The Director of Engineering reported for the consideration of the Committee that there was need to change the VIP toilet at Chisafwa to water borne toilet using the remaining 5% Disaster Component of 2022 CDF allocation to the value of **ZK 143,227.52** and mechanized water at **K250,000.00**.

Upon discussion on the matter, there was a proposal from **Mr. Burton Sikaumbwe** dully seconded by **Mr. Stuart Sikazwe,** it was;

RESOLVED that;

The changing of the VIP toilet to Water borne and Mechanized Water at Chisafwa Primary School be approved.

CDFC/32/06/23: KASULO PRIMARY SCHOOL ABLUTION BLOCK

The Director of Engineering reported for the consideration of the Committee that Kasulo Primary School needed an ablution block for it was then a Presidential Decree to do so at every School. This will be funded from the remaining 2020 Community Project Component to the value of **ZK 206,000.00**

After deliberation on the matter, there was a proposal from **Councillor Amos Simfukwe** dully second by **Mr. Stuart Sikazwe,** it was;

RESOLVED that;

The ablution block for Kasulo Primary School be approved.

CDFC/33/06/23: SKILLS BURSARIES

The Planning Unit reported for the consideration that they only received one applicant who applied for Skills bursaries by the name of Leviticus Simulunga from Mwambezi Ward.

Upon deliberations, the Committee decided to **Approve** the applicant.

Find attached **Appendix 3**

CDFC/34/06/23: ANY OTHER BUSINESS

The Committee agreed to prioritize procuring of 90 Desks for Kawimbe day Secondary School in Kawimbe Ward from the 2023 Desk projects.

The Director of Engineering informed the house that the Grader would be in on 20th June 2023 and that it would be branded at no cost to the Council. Thereafter, he said that Commissioning of the Projects by the MP awaits the coming of the Grader.

It was also requested by the Chair to the Director Engineering to draw up a report on the solar streetlights that were installed under 2021 CDF and a proposal forward regarding these lights/

UPDATE ON LOANS

The vice Chairperson informed the house that 40 applicants would be analyzed by the Bank the coming week if they had no outstanding loans with other lending Institutions.

CLOSING REMARKS BY THE COMMITTEE CHAIRPERSON

The Constituency Development Fund Committee Chairperson thanked the members for attending such an important meeting to review and approve the 2023 Community Projects in line with the Presidential Pronouncements made.

With those few remarks he declared the meeting officially closed at 12:17 hours and followed by a prayer from the **Vice Chairperson.**

THE MEETING ENDED AT 12:17 HOURS

CERTIFIED AS A TRUE COPY OF THE CONSTITUENCY DEVELOPMENT FUND COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, CIVIC CENTER, AK WILLOMBE LANE, MBALA, ON FRIDAY 2ND JUNE, 2023.

COMMITTEE CHAIRPERSON
GRANT SCHAEFER

Date ……

SECRETARY
DAISY K. MUKABAINGA

Date ……

ACTION PLAN

S/N	DESCRIPTION	OFFICER RESPONSIBLE	TIMELINE
1.	BREAKDOWN OF ADMINISTRATION COMPONENT FOR 2021.	DF	Next Meeting
2.	PRICE OF TENTS	DE	Next Meeting
3.	WHAT OTHER ROADS NEEDS URGENT ATTENTION	DE	Next Meeting
4.	ZESCO QUOTATION REGARDS TO MAYANGA ELECTRIFICATION	DE	Next Meeting
5.	REPORT ON SOLAR STREETLIGHTS FOR 2021	DE	Next Meeting