

# **KASEMPA TOWN COUNCIL**



## **MINUTES OF CONSTITUENCY DEVELOPMENT FUND COMMITTEE (CDFC) MEETING HELD IN THE COUNCIL CHAMBER, CIVIC CENTRE ON WEDNESDAY, 3<sup>RD</sup> JANUARY, 2024 AT 11:30 HOURS**

### **PRESENT**

REV. LEWIS MUSANSA (CHURCH REPRESENTATIVE)	-	CHAIRPERSON
MRS. ROBINA MAMBASASA (COMMUNITY REPRESENTATIVE)	-	V/CHAIRPERSON
HON. BRENDA TAMBATAMBA (MEMBER OF PARLIAMENT)	-	MEMBER
MS. CHARITY MALIKUKI (COMMUNITY REPRESENTATIVE)	-	MEMBER
PASTOR DOUGLAS NAMUKUKA (CHAMBER OF COMMERCE)	-	MEMBER
MR. SAVIOUR TONGATONGA (CHIEF INGWE REPRESENTATIVE)	-	MEMBER
MS. KAREN KAMANGA (SENIOR CHIEF KASEMPA REP)	-	MEMBER
MR. STARFFORD MUBAMBE (COUNCILLOR)	-	MEMBER
MR. TITUS NSAKANYA (COUNCILLOR)	-	MEMBER
MR. MUSHITALA MUKANDA (COUNCILLOR)	-	MEMBER
MR. CEPHAS SIMBEYE (COUNCIL TREASURER)	-	SECRETARIAT
MS. NAMATAMA MUBIANA (DISTRICT PLANNING OFFICER)	-	SECRETARIAT
MR. ITAYI CHINKULI (DEPUTY/DIRECTOR OF WORKS)	-	SECRETARIAT
MR. AMON KAWONGA (SOCIO-ECONOMIC PLANNER)	-	SECRETARIAT
MR CHANDA MUSONDA (DEPUTY COUNCIL REASURER)	-	SECRETARIAT

### **IN ATTENDANCE**

MR EPHRAIM MANDONA. (PROFESSIONAL ASSISTANT, NATIONAL ASSEMBLY OFFICE)  
MS. FLORENCE YUNGANA (ASS. COMMUNITY DEVELOPMENT OFFICER)

**OPENING PRAYER:** Prior to the commencement of the meeting, a prayer was offered by Pastor Douglas Namukuka.

**KTC/CDFC/01/01/24 NOTICE OF MEETING**

The meeting was called to order at 11:40 hours and thereafter, the notice convening the meeting was read by Ms. Namatama Mubiana, the Committee Secretariat.

**KTC/CDFC/02/01/24 ADOPTION OF AGENDA**

Below was the Agenda of the meeting presented before the meeting for discussion;

1. Notice of meeting
2. Adoption of Agenda
3. Apologies of absence (If any)
4. Chairperson opening remarks
5. Confirmation, adoption and matters arising from the CDFC meeting that was held on Friday 14<sup>th</sup> December, 2023.
6. Consideration of Secretariats report
7. Any Other Business (AOB)
8. Chairperson Closing Remarks

On a proposal by Hon. Brenda Tambatamba and duly seconded by Ms Karen Kamanga,

It was:-

**RESOLVED THAT**

The Agenda for the Constituency Development Committee, presented before the meeting be *adopted*.

**KTC/CDFC/03/01/24 APOLOGIES FOR ABSENCE**

No apologies were recorded.

**KTC/CDFC/04/01/24 CHAIRPERSON OPENING REMARKS**

The Chairperson welcomed all the members present to the meeting and in particular the Area Member of Parliament who was present for the first meeting in the new financial year. He

informed the August house that the meeting was called to approve Community Projects for the year 2024. He was pleased to announce that the CDF fund was indeed working in the District judging by the complete and on-going projects in the District. He was also glad to announce that Kasempa Constituency was fully funded for both 2022 and 2023 fiscal years respectively and that all 24 Wards in the District had benefited from the funds.

Lastly, he encouraged everyone present to participate and be brief and objective during the deliberations

With those few remarks, the meeting was declared open at 12:10 hours.

The above comments were *noted*.

KTC/CDFC/05/01/24

**MEMBER OF PARLIAMENT REMARKS**

The Member of Parliament expressed her excitement at been present in the meeting. She informed the house that there is meaning in the term CDF and it is for this reason that people should understand that the Constituency needs to develop so that the aspirations of the Government are fulfilled.

Lastly, Hon. Brenda Tambatamba also reminded the Committee that its members of this structure were appointed for the purpose of responding to the needs of the people. She emphasised the importance of delivering quality projects to return value for money even as we implemented CDF projects.

KTC/CDFC/06/01/24

**REVIEW AND CONFIRMATION OF PREVIOUS MINUTES OF CDFC MEETING HELD ON 14<sup>th</sup> DECEMBER, 2023**

On a proposal by Councillor Mushitala Mukanda and duly seconded by Councillor Titus Nsakanya.



It was,

**RESOLVED THAT:**

The minutes of the CDC meeting held on 14<sup>th</sup> December, 2023 be confirmed as a correct record of the proceedings of the meeting with the following corrections made.

1. **Page 1- 2024 instead of 2023.**
2. **Page - Apologies received from Pastor Lewis Musansa and Mr. Ephraim Mandona be included.**

**KTC/CDFC/07/01/24**

**MATTERS ARISING FROM PREVIOUS CDFC  
MEEETING HELD ON THE 10<sup>TH</sup> FEBRUARY, 2023**

1. Hon Brenda Tambatamba guided the house that applications for Youth and Women Empowerment Grants and loans applications should be indexed when reporting back to the Committee easy review.
2. The approved list was deferred to pave way for field appraisal which was not undertaken before considering the application. This is in line with the 2022 CDF Giuidelines.

**KTC/CDFC/08/01/24:**

**2022/ 2023 CDF FINANCIAL REPORTS**

Secretariat reported for information by the Committee on the CDF financial reports for the year ended 2022 and 2023 respectively.

The details are highlighted in the tables below;

**KASEMPA TOWN COUNCIL**  
**IS ON 2022 CONSTITUENCY DEVELOPMENT FUND (CDF) ALLOCATION**  
**Table 1. Financial Performance Report**

COMPONENT	TOTAL APPROVED ALLOCATION (ZMK)	TOTAL DISBURSED BY MLGRD (ZMK)	TOTAL APPROVED VARIATION (ZMK)	TOTAL PAID (ZMK)	TOTAL BALANCE AS AT CHASH BOOK (ZMK)	TOTAL PENDING DISBURSEMENT	COMMENTS
Community Projects	13,938,162	11,449,103	2,186,890	11,270,904.44	178,198.54	0	1200,000 was for edf monitoring Vechicle while K800,000 was for Police Vechile The variation funds was un spent funds under bursaries component for 2022
Secondary School & Skills Dev Bursaries	4,890,583	4,890,583	451,042	1,510,702	3,379,881	-	
Empowerment grants	1,956,233	1,956,233		1,956,233	(0)	-	
Empowerment Loans	2,934,350	2,934,350	-	2,874,350	60,000	-	Muselepete Tuvwangane and Bukumo Multi Purpose were not funded. Both groups applied for Poultry projects at K30,000 each respectively.
Disaster Contingency	733,587	710,838	-	-	710,838	-	Awaiting approval from PLGO for 7 projects to be funded under 2022 disaster mitigation fund

**KASEMPA TOWN COUNCIL**  
**IS ON 2023 CONSTITUENCY DEVELOPMENT FUND (CDF) ALLOCATION**  
**Table 1. Financial Performance Report**

**APPENDIX (B)**

COMPONENT	TOTAL APPROVED ALLOCATION (ZMK)	TOTAL DISBURSED BY MLGRD (ZMK)	TOTAL APPROVED VARIATION (ZMK)	TOTAL PAID (ZMK)	TOTAL BALANCE AS AT CHASH BOOK (ZMK)	TOTAL PENDING DISBURSEMENT	COMMENTS
Community Projects	15,331,978	13,331,978	-	8,056,544	5,275,434		Two Million deducted from source for REA and Chiefs Palace
Secondary School & Skills Dev Bursaries	5,379,641	5,379,641	-	4,364,422	1,015,219		
Empowerment grants	2,151,856	2,151,856	-	2,151,856	0		
Empowerment Loans	3,227,785	3,227,785	-	3,067,785	160,000		Wood wide exp merchants lid were not funded. They applied for K160,000 for a tractor
Disaster Contingency	806,946	806,946	-		806,946		Awaiting approval from PLGO for 5 projects to be funded under 2023 disaster mitigation fund

REPORT-VARIATION OF ESTIMATES UNDER THE CONSTITUENCY DEVELOPMENT FUND (CDF PROGRAMME)						
Local Authority: Kasempa Town Council						
Programme: Constituency Development Fund						
Code	Sub-Programme	Approved Estimates ZMW (a)	Variation of Estimates ZMW (b)	Total Authorised ZMW C=(a+b) or (a+b)	Expenditure (d)	Variation e=(c-d)
1501	Community Projects		-	-		-
1502	Secondary school Boarding and Skills Development Bursaries	1,953,200.00	2,807,397.00	4,760,597.00	477,932.00	4,282,665.00
1503	Empowerment (Grants and Loans)		-	-		-
1504	Administrative Costs		-	-		-
1505	Contingency		-	-		-
	<b>Totals -ZMW</b>	<b>1,953,200</b>	<b>2,807,397</b>	<b>4,760,597.00</b>	<b>477,932.00</b>	<b>4,282,665.00</b>

The above was NOTED

KTC/CDFC/09/01/24

**2022/ 2023 CDF COMMUNITY PROJECTS PROGRESS REPORT**

Secretariat reported for information by the Committee on the CDF Community projects progress reports for the year ended 2022 and 2023 respectively.

The details are highlighted in the tables below;



**Detailed Performance/Progress Report- Community Projects**

						APPENDIX(C)
NAME OF PROJECT	WARD	CONTRACTOR	PROJECT AMOUNT	TOTAL BALANCE AS PER PROJECT LEDGER	AMOUNT PAID	PHYSICAL STATUS
Construction of 1*2 Classroom block at Kakombe Primary School	Mpingu	Shiba Hardware	449,609.00	22,480.80	427,128.20	Completed
Construction of 1*2 Classroom block at Shikulukila Primary School	Kikonkome	Krel Mining	449,609.00	116,613.50	332,995.50	Completed awaiting hand over
Completion of Ablution Block at Kasempa Boys Secondary School	Kamusongo	Moruno Innovations	253,130.00	120,260.50	132,869.50	70% Completion with possible termination
Construction of Police Post	Mukema	Dynamic and United Youth	443,586.80	78,930.82	364,655.98	70% Completion with possible termination
Rehabilitation of 1*3 classroom Block at Nyoka Primary	Nyoka	Elinah Construction	260,386.00	13,019.50	247,366.50	Completed
Maintenance of Feeder Roads -Kabisonga Kavuku Clinic	Nkenyauna	ZNS	270,000.00	-	270,000.00	Completed
Rehabilitation of Kankolenkolo Police Post	Ingwe	Prolific Ventures	140,690.00	7,035.00	133,655.00	Completed
Construction of a Staff House at Shishamba Pri School	Mukunashi	Tumas Farms	300,000.00	15,000.00	285,000.00	Completed
Construction of 1*3 classroom Block at Njenga Day See School	Njenga	Honiwa Hardware	889,002.00	44,448.65	844,553.35	Completed under defect liability
Lambatamba Bridge	Kikonkome	ZNS	300,000.00	-	300,000.00	Completed
Completion of 2 Double VIP Toilets	Kamusongo lwa	Elinah Construction	95,000.00	4,180.00	90,820.00	Completed
Construction of Health post at Kamakunka Primary	Kaimbwe	Moruno Innovations	419,866.50	253,602.67	166,263.83	70% Completion possible termination
Construction of 2 Staff Housess at Lubofu See School	Lubofu	Almon	579,226.00	141,023.07	438,202.93	85% Completion
Construction of 1*3 Classroom block at Lunga East Sec School	Mukinda	Lexline Enterprises	895,592.00	265,066.00	630,526.00	70% Completion
Construction of 1*3 Classroom block at Kalusha Day See School	Kalombe	Kakwasha Enterprise	895,475.00	44,773.75	850,701.25	98% Completion
Construction of 1*3 Classroom block at Nselauke Day See School	Nselauke	Shapron Contruction	879,848.74	43,992.44	835,856.30	Completed
Procurement of 721 Desks-Lot 1	Kasempa Di	Kakus	612,850.00	30,642.50	582,207.50	Completed
Procurement of 722 Desks-Lot 2	Kasempa Di	Pasal General Ltd	537,890.00	26,894.50	510,995.50	Completed
Construction of 1*3 Classroom block at Dengwe Day See School	Dengwe	Pevid Enterprises	842,171.00	42,108.55	800,062.45	Completed
Construction of a Staff House at Kanongo Health Post	Kanongo	Kakwasha Enterprise	298,231.00	14,911.55	283,319.45	Completed
Drilling of Boreholes Lot 1 in 20 Wards	Various Wards	Laxmi Srinivasa	1,231,000.00	61,550.00	1,169,450.00	Completed under defect liability
Drilling of Boreholes Lot 2 in 20 Wards	Various Wards	ML Drilling	1,240,500.00	62,025.00	1,178,475.00	Completed under defect liability
<b>TOTAL</b>			<b>12,283,663.04</b>	<b>1,408,558.80</b>	<b>10,875,104.24</b>	

Detailed Performance Report- 2023 Community Projects					
CONTRACTOR	PROJECT NAME	TOTAL CONTRACT SUM	TOTAL AMOUNT PAID	TOTAL BALANCE AS PER PROJECT LEDGER	PROJECT PHYSICAL STATUS
Shapron Construction & Logistics	Supply And Delivery of 350 Desks (Lot 1)	K399, 000	399,000.00	-	Completed
Kakus Building Contractors Ltd	Supply And Delivery of 350 Desks (Lot 1)	K385,000	189,755.00	195,245.00	80 desks delivered
Plasma Services Limited	Supply And Delivery of 300 Desks (Lot 3)	K306, 000	125,480.00	180,520.00	230 desks Delivered
Srujala Tech Limited	Drilling And Installation Of 15 Boreholes (Lot 1)	K1, 051,500	841,200.00	210,300.00	Completed
Srujala Tech Limited	Drilling And Installation Of 15 Boreholes (Lot 2)	K1,070,000	325,450.00	744,550.00	In Progress
Aqueous Investment Ltd	Supply And Delivery Of One (1) 25 Ton Tipper Truck	K1, 320,000	1,320,000.00	-	Delivered
Accuracy Holding Zambia Ltd	Construction Of A 1x3 Classroom Block At Jifumpa Primary School	K730, 269.60	182,567.40	547,702.20	at Foundation Walls
Khuzengolar Zambia Ltd	Construction Staff House At Ngoma Primary School	K346, 632.50	86,658.13	259,974.37	Sub Structure Level
Sarcos Investment Ltd	Construction Of 1x2 Classroom Block At Kabote Community Primary School	K507, 593.50	126,898.25	380,695.25	Super Structure Level
Pasal General Suppliers Ltd	Construction Of 1x3 Classroom Block At Kansono Community School	K739, 511.50	453,005.52	286,505.98	Super Structure Level
Irrigation World Ltd	Construction Of 1x2 Classroom Block At Kapenele	K375,585.00	300,585.00	75,000.00	85% Done
Jikemba Engineering & General Dealers	Construction Of 1x3 Classroom Block At Nkenyauna Day Secondary School	K493, 125	293,008.18	200,116.82	Plastering works
Tumas Farms Input Ltd & Wimz Traders Ltd	Construction Of 1x3 Classroom Block At Nkenyauna Day Secondary School	K714, 579.20	301,926.00	412,653.20	Super Structure
Jehu Construction Engineering Ltd	Construction Of 1x2 Classroom Block At Nkenyauna Day Secondary School	K524,101.50	393,137.75	130,963.75	Plastering works
Elinah Contractors & Suppliers Ltd	Construction Of 1x2 Science Lab/Computer Lab At Nkenyauna Day Secondary School	K1,256,301	1,005,040.80	251,260.20	Finishing Works
Invest CORP Zambia Limited	Construction Of 1x3 Classroom Block At Shibende Primary School	K730, 671.50	182,667.88	548,003.62	Super Structure Level
AGS Pneumatic Services Ltd	Service Or Earth Moving Equipment (Grader And Front-End Loader)	K1,000,000	900,000.00	100,000.00	Done
<b>TOTAL</b>			<b>7,426,379.90</b>	<b>4,523,490.39</b>	

The above was NOTED



**CDF APPLICATIONS UNDER COMMUNITY  
PROJECTS COMPONENT - 16, 589, 200.00**

Secretariat reported for Consideration by the Committee on the CDF applications received under the Community projects component from the Ward Development Committees (WDC's) to be funded under the 2024 funding.

Additionally, the Ministry of Local Government and Rural Development guided on the utilization of CDF in line with Government policy.

Furthermore, the District Technical Team conducted a field appraisal based on the recommendation from the CDFC meeting that was conducted on the 12<sup>th</sup> December, 2023 and had since drafted Engineers estimates for consideration. 42 projects were appraised from 132 applications received from the WDCs.

After a long deliberation and critical scrutiny on the matter, on a proposal from Mrs Charity Malikuki and duly seconded by Ms Karen Kamakanga.,

It was,

**RESOLVED THAT**

The under listed project proposals be considered and be submitted to the District technical team for desk and field appraisal at total cost of **Sixteen Million Five Hundred Eighty Nine Thousand Two Hundred Kwacha (16, 589, 200.00).**

S/N	PROJECT DESCRIPTION	SECTOR	WARD	ENGINEER PROJECT ESTIMATES (ZMK)
1.	Mobilisation for the Construction of Lunga and Kafue Bridges respectively along Mumbwa Road by Ministry of Infrastructure, Housing and Urban Development	Infrastructure Transport	All Wards	5, 000, 000.00
2.	Procurement of Ambulance	Health	All Wards	2, 700, 000.00
3.	Construction of Chiefs Palace	Tradition Affairs	All Wards	1, 000, 000.00
4.	Procurement of 2 Chief Retainers Motor Bikes	Tradition Affairs	All Wards	150, 000
5.	Procurement of Desks	Education	All Wards	1, 343, 602.00
6.	Construction of a Rural health facility at Kateete Community with VIP toilets	Health	Dengwe	610,000.00
7.	Construction of a Staff house at Khiziba Primary School	Education	Ingwe	430,000.00
8.	Construction of a Staff house at Kankolonkolo Police Post	Home Affairs	Ingwe	430,000.00
9.	Construction of Maternity Annex at Jifumpa Rural Health Center	Health	Jifumpa	560,000.00
10.	Construction of Maternity Annex at Kamakechi Rural Health Center	Health	Kamakechi	550,000.00
11.	Construction of 1x3 CRB at 35 Section Community School	Education	Kanongo	850,000.00
12.	Drilling of borehole	Water and sanitation	Kelongwa	75,600.00
13.	Construction of 1x3 CRB Lwamisamba Community School	Education	Kelongwa	860,000.00
14.	Construction of a Rural health facility at Mpungu Community with VIP toilets	Health	Mpungu	610,000.00
15.	Construction of 1x3 CRB at Mukunashi Primary School	Education	Mukunashi	860,000.00
16.	Construction of a Maternity annex at Mufwashi Health post	Health	Nyoka	560,000.00
<b>TOTAL</b>				<b>16, 589, 200.00</b>



**CHAIRPERSON CLOSING REMARKS**

The Chairperson thanked members present for coming to the meeting and also appreciated the Member of Parliament for the contribution and guidance during the proceedings. He mentioned that members were there to work and serve the people in the entire District and therefore the tireless effort was greatly appreciated.

**CLOSING PRAYER**

After a prayer from Mr Itayi Chinkuli the meeting was declared closed at 17:30 Hours.

***CERTIFIED TRUE COPY OF THE MINUTE OF THE CONSTITUENCY DEVELOPMENT COMMITTEE (CDC) MEETING HELD IN THE COUNCIL CHAMBER, CIVIC CENTRE ON MONDAY 3<sup>th</sup> JANUARY, 2024 AT 11:30 HOURS.***



Signed this ..... Day of JANUARY 2024

.....  
**CDFC CHAIRPERSON**



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**CDFC SECRETARY**