

## **SIKONGO TOWN COUNCIL**

### **MINUTES OF THE PROCEEDINGS OF THE TENTH (10<sup>TH</sup>) ORDINARY MEETING OF THE COUNCIL HELD IN THE CONFERENCE HALL, COUNCIL LODGE, SIKONGO ON FRIDAY 22<sup>ND</sup> DECEMBER, 2023 AT 10:00 HOURS.**

#### **COUNCILLORS PRESENT**

Cllr. Simushi Nasilele	Lubuta	Chairperson
Cllr. Kaoyi Sitali	Ng'umbele	Ward
Cllr. Maswabi Steady	Natalui	Ward
Cllr. Noanga Kabeto	Liumena	Ward
Cllr. Nyambe Kachana	Lwambi	Ward
Cllr. Mutti Mutti	Mwenyi	Ward
Cllr. Likezo Kanunga	Tuuwa	Ward
Cllr. Linowe Kakundu	Nengu	Ward
Cllr. Namasiku Kahilu	Mutala	Ward
Cllr. Namakando Linyunga	Maala	Ward
Cllr. Kahonge Mbanga	Lumbamba	Ward
Cllr. Sitali Simangolwa	Lueti	Ward
Cllr. Kakula Muunga	Licha	Ward
Cllr. Shwana Likomwiso	Malamo	Ward
Cllr. Namakando Simasiku	Chief Lwambo	
Cllr. Patrick Susiku Like	Chief Chumbula	

#### **APOLOGY**

Cllr. Kennedy Simbotwe	Chairperson
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#### **OFFICERS IN ATTENDANCE**

Mr. Katuka Julius	Council Secretary
Mr. Stephen Siamatimba	Deputy Council Secretary

Dr. Lilato Mwitha	Deputy Council Treasurer
Mr. Kalenga Iputu	Chief Human Resource Officer
Mr. Mwangala Kabanda	Chief Administrative Officer
Mr. Mutinta Steward	Internal Auditor
Mr. Muletwa Pumulo	Deputy Director of Works
Mr. Hangoma Obby	Water and Sanitation Coordinator
Mr. Mpolomoka Cleo	District Works Supervisor
Ms. Samulela Susan	Public Relations Officer
Mr. Mubanga Stanley	Immigration Officer
Mr. Robson Mabolyo	National Registration Officer
Mr. Michelo Mayambu	DLFEO
Mr. Lihusha Njapau	Road Works Foreman
Mr. Banda Andrew	Zambia Revenue Authority Officer
Mr. Siamusantu Phosten	District Marketing and Development Officer
Mr. Cholwe Masilani	District Planning Officer
Mr. Mwape Chola	Revenue Collector
Mr. Maximillian Siyuni	Committee Clerk

## **NATIONAL ANTHEM**

Prior to the commencement of the meeting, the national anthem was sung, and those present were led into prayer by Mr. Hangoma Obby, the Water Coordinator.

**STC/095/12/23**

## **NOTICE OF MEETING**

The notice convening the meeting was read out in accordance with section **15** third schedule section 2 (1) of the Local Government Act, No. 2 of 2019, Cap **281** of the Laws of Zambia as read with standing order no. **6** by the Council Secretary, Mr. Katuka Julius and the meeting was called to order at **10:45** hours.

**STC/096/12/23**

**THE CHAIRPERSON'S ANNOUNCEMENTS AND COMMUNICATIONS**

The office of the Chairperson did not issue any announcements and communication.

**STC/097/12/23**

**CONFIRMATION OF MINUTES OF THE NINETH (9<sup>TH</sup>) ORDINARY MEETING OF THE COUNCIL HELD IN THE CONFERENCE HALL, COUNCIL LODGE, SIKONGO ON FRIDAY 29<sup>TH</sup> SEPTEMBER, 2023 AT 10:00 HOURS**

On a proposal by Councillor Kahilu Namasiku and duly seconded by Councillor Noanga Kabeto It was;

**RESOLVED**

That the minutes of the Nineth Ordinary meeting of the Council held in the Conference hall, Council Lodge, Sikongo on Friday, 29<sup>th</sup> September, 2023 at 10:00 hours be received as true and correct record of the proceedings of the Nineth Ordinary meeting of Council.

After lengthy deliberations, on a proposal by Councillor Simangolwa Sitali and duly seconded by Councillor Mutti Mutti. It was;

**RESOLVED**

That the minutes of the ninth Ordinary meeting of the Council held in the Conference Hall, Council Lodge, Sikongo on Friday, 16<sup>th</sup> June, 2023 at 10:00 hours be confirmed as true and correct record of the proceedings of the Council subject to the following amendments;

On page 438 under officers in attendance, the name “Henry Mwanamwalye” to read as “Henry Mwalye”

**STC/098/12/23**

**MATTERS ARISING**

There were no matters arising recorded from the proceedings.

**RECEIPT AND ADOPTION OF MINUTES OF STANDING COMMITTEES**

**STC/099/12/23**

**MINUTES OF THE PROCEEDINGS OF PLANS, WORKS, DEVELOPMENT, REAL ESTATES AND SOCIAL SERVICES COMMITTEE MEETING HELD IN THE CONFERENCE HALL, COUNCIL LODGE, SIKONGO ON WEDNESDAY 6<sup>TH</sup> DECEMBER, 2023**

On a proposal by Councillor Namasiku Kahilu and duly seconded by Councillor Namakando Linyunga. It was;

**RECOMMENDED**

That the minutes of the meeting of the Plans, Works, Development, Real Estate and Social Services Committee held in the Conference Hall, Council Lodge, Sikongo on Wednesday 6<sup>th</sup> December, 2023 at 10:00 hours be received as true and correct record of the proceedings of the committee with amendments.

It was resolved that the names of the 15 applicants that did not pay their premium charges be availed to the Council and the list of names were availed to the Council as followed;

After lengthy deliberations on a proposal by Councillor Kahilu Namasiku and duly seconded by Councillor Kahonge Mbanga It was;

**RESOLVED**

That the minutes of the meeting of the Plans, Works, Development, Real Estate and Social Services Committee held in the Conference Hall, Council Lodge, Sikongo on Wednesday 6<sup>th</sup> December, 2023 at 10:00 hours be adopted as part of the proceedings of the Council with amendments.

**STC/100/12/23**

**MINUTES OF THE FINANCE, HUMAN RESOURCE AND GENERAL PURPOSES COMMITTEE MEETING HELD IN THE SIPOPA CONFERENCE HALL, KING LEWANIKA LODGE, SIKONGO ON FRIDAY 8<sup>TH</sup> DECEMBER, 2023 AT 10:00 HOURS**

On a proposal by Councillor Kakula Gift and duly seconded by Councillor Noanga Kabeto. It was;

**RECOMMENDED**

That the minutes of the meeting of the Finance, Human Resource and General Purposes Committee held in the Sipopa Conference Hall, King Lewanika Lodge, Sikongo on Tuesday 19<sup>th</sup> September, 2023 at 10:00 hours be received as true and correct record of the proceedings of the committee.

After lengthy deliberations, on a proposal by Councillor Kakula Muunga and duly seconded by Councillor Noanga Kabeto. It was;

## **RESOLVED**

That the minutes of the meeting of the Finance, Human Resource and General Purposes Committee held in the Sipopa Conference Hall, King Lewanika Lodge, Sikongo on Tuesday 19<sup>th</sup> September, 2023 at 10:00 hours be adopted as part of the proceedings of the Council with amendments.

**NOTE:** On page 564 under minute number **FHRGP/200/12/23** it was resolved that the list of names of schools receiving grants was not reflecting the true representation of schools in Sikongo, therefore the list was rejected.

**STC/101/12/23**

## **MINUTES OF THE PROCEEDINGS OF THE AUDIT COMMITTEE MEETING HELD IN THE SIPOPA CONFERENCE HALL, KING LEWANIKA LODGE, SIKONGO ON WEDNESDAY 13<sup>TH</sup> DECEMBER, 2023 AT 10:00 HOURS.**

On a proposal by Councillor Linowe Kakundu and duly seconded by Councillor Maswabi Steady. It was;

## **RECOMMENDED**

That the minutes of the meeting of the Audit Committee held in the Sipopa Conference Hall, King Lewanika Lodge, Sikongo on Wednesday 13<sup>th</sup> December, 2023 at 10:00 hours be received as true and correct record of the proceedings of the committee as presented.

After lengthy deliberations, on a proposal by Councillor Linowe Kakundu and duly seconded by Councillor Kanunga Likezo. It was;

## **RESOLVED**

That the minutes of the meeting of the Audit Committee meeting held in the Sipopa Conference Hall, King Lewanika Lodge, Sikongo, on Wednesday 13<sup>th</sup> December, 2023 at 10:00 hours be adopted as part of the proceedings of the Council.

## **REPORT OF THE COUNCIL SECRETARY TO THE NINETH ORDINARY COUNCIL MEETING HELD IN THE SIPOPA CONFERENCE HALL, KING LEWANIKA LODGE, SIKONGO ON FRIDAY 22<sup>ND</sup> DECEMBER, 2023.**

**STC/102/12/23**

## **DISTRIBUTION OF DESKS AS AT 22<sup>ND</sup> DECEMBER, 2023.**

The Council Secretary reported that following the Presidential directive of providing desks to all schools, the Council engaged suppliers to supply 5850 desks under 2022/2023 CDF allocations. It was reported that the first consignment was 750 desks of which 500 desks were successfully supplied while the 250 desks procured from Western Solutions Limited Company whose contract was terminated due failure to supply and the recovery process and rewarding of the remaining desks was underway. It was also reported that the Council gave contracts to 17 suppliers who were each given 150 desks to supply, it was reported that the council had received 1184 from the 2550. It was also reviewed that from the received number of desks, the Council had so far distributed 1153 to schools and the process was ongoing. Furthermore, it was reported that another batch of 2550 was awarded to 17 suppliers who

signed their contracts fortnights ago and suppliers were already delivering desks that would be redistributed before the schools reopened for the 2024 term 1 school learning term.

The matter was **NOTED**

**STC/103/12/23**

**COMPLETION OF A 1X3 SEMI-DETACHED HOUSING UNIT FLAT (2023)**

The Council Secretary reported that construction of a 1x3 semi-detached flat at the Council guest house was nearing completion. It was reported that the contractor was on site and works progressed well at roof level. It was reported that the project was awarded first to the contractor who failed and the contract was terminated and re-advertised. It was reported that due to the duration taken and factoring some external works and other components were removed due to price escalations caused by inflation. It was therefore, realised that the older structure was designed for a hidden roof that had some bad leakages, for that reason, the new design was changed to heaped roof. For that reason, management proposed for variation to the contract sum of Kwacha One Hundred Sixty Thousand Three Hundred Thirty One Eighty Ngwee (K160,331.80) for remaining works that included the roofing and all external works and sundries. After lengthy deliberations, on a proposal by Councillor Kakula Gift and duly seconded by Councillor Mutti Mutti. It was;

**RESOLVED**



That the variation of funds to complete the structure be approved.

The Matter was **NOTED**

**STC/104/12/23**

**EXTENSION OF THE CIVIC CENTRE OFFICE BLOCK**

The Council Secretary reported that the contractor for the extension of the office block mobilized on site and works were progressing well. However, it was realized that an omission of self- contained ablutions for the office of the Council Chairperson and Council Secretary for the purposes of privacy to the above offices was a serious omission. It was reported that the structure was reviewed and redesigned to accommodate for the same, therefore, due to the variations management proposed for the additional cost of Kwacha Three Hundred Thousand to cater for the alterations.

After lengthy deliberation on a proposal by Councillor Kahonge Mbanga and duly seconded by Councillor Kanunga Likezo. It was;

**RESOLVED**

That the extension of the civic centre office block be approved.

**STC/105/12/23**

**CALENDAR OF MEETING**

The Council Secretary presented the calendar of meeting for the standing committees and Council for the ensuing year 2024. It was reported that conducting meetings of the Council under limited resources had always been a

challenge, however, Sikongo Town Council managed to conduct all the scheduled councils for 2023. Therefore, the Council Secretary presented the calendar of meeting for the ensuing year 2024 for consideration.

After deliberations, on a proposal by Councillor Maswabi Steady and duly seconded by Councillor Simangolwa Sitali. It was;

**RESOLVED**

That the calendar of meeting for the ensuing year 2024 be approved.

**STC/106/12/23**

**FESTIVE SEASONS**

The Council Secretary extended his gratitude to the Council, heads of department, government employees and the general public who supported and cooperated well with the local authority to bring the much needed development to the community of Sikongo District. He reiterated that despite the numerous challenges the district was faced with, both the community of Sikongo constituency and the workforce had shown reliance and determination hence the numerous achievements the government had recorded during the year under review.

The Council Secretary reminded those present that the festive season was a family time to be together, celebrate life and appreciate God's grace, therefore, wished everyone a merry Christmas and a prosperous new year. Since Sikongo was a rice farming community, the Council Secretary permitted for the recess of the Council for the period of January to allow for the Councillors ample time

to focus on their cultivations thereafter resume activities as was indicated on the calendar of meetings.

The matter was **NOTED**

There not being any other business to transact, the meeting was declared closed at 14:31 hour with the National Anthem and a prayer led by Councillor Patrick Susiku Like, Chief Chumbula.

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**Council Chairperson**.....

**Date**.....

Councillor Simushi Nasilele (Sikongo District)