



## PETAUKE TOWN COUNCIL

MINUTES OF THE 4<sup>TH</sup> ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, CIVIC CENTRE  
ALONG D138 BOMA ROAD ON TUESDAY 19<sup>TH</sup> JUNE, 2022 AT 11:40 HOURS

<b>COUNCILLORS:</b>	Banda Edward	-	Council Chairman
	Lameck Tembo	-	Msumbazi Ward - Vice Council Chairperson
	Aaron Tembo	-	Manjazi Ward
	Christina J Banda	-	Chieftness Mwanjawanthu
	Christopher Sakala	-	Manyane Ward
	Francis Mwanza	-	Ongolwe Ward
	Isaac Phiri	-	Chilimanyama Ward
	Lovemore Daka	-	Kovyane Ward
	Everson Mumba	-	Senior Chief Kalindawalo
	Misheck Phiri	-	Lusinde Ward
	Salome Ndlovu	-	Kaumbwe Ward
	Samson J. Mumba	-	Kanyanga Ward
	Sign Mumba	-	Minga Ward
	Tedson Lungu	-	Mbala Ward
	Wina Namakando	-	Nsimbo Ward
	Peterkin Tembo	-	Chief Mumbi

<b>ON SUSPENSION</b>	Kelvin Phiri	-	Nyika Ward
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<b>IN ATTENDANCE:</b>	Pastor Teddy Mundia	-	Council Chaplin
	Vincent Chibuye	-	District Administrative Officer

<b>OFFICERS PRESENT:</b>	Bupe Mutanya	-	Council Secretary
	Sibeso Muimui	-	District Planning Officer
	Arnold Mwanabunga	-	Director of Works
	Margret Mulubwa	-	Chief Human Resource Officer
	Mwaaba Lubasi	-	District Agric. Coordinator
	Kangwa Nonde	-	Division Fire Officer
	Martin Matanda	-	Town Planner
	Jenard Sakala	-	Assistant Town Planner
	Mathews Chibwe	-	Deputy Director of Works
	Veronica Sakala	-	Chiefs Affairs Officer
	James Sikombe	-	Senior Building Officer
	Alick Mtonga	-	Senior Committee Clerk
	Ian Ngandwe	-	Assistant Internal Auditor
	Corrine Mwanza	-	Public Relations Officer
	Regina Musonda	-	Assistant Commercial Manager
	Lydia Bwalya	-	Community Development Officer
	Fridah Kakungu	-	Senior Health Inspector

Daphan Mwanza	-	Intern (Human Resource)
Dalitso Zulu	-	Water Coordinator
James Zimba	-	DWS –DPI
Mapopa Banda	-	Environmental Technician (MoH)
Sonia Kundolo	-	District Accountant
Fredrick Kasama	-	Committee Clerk
Monica Mumba	-	Council Police (On Attachment)

### **CALL OF ORDER**

The meeting was called to order at 11:40 hours.

### **NATIONAL ANTHEM/PRAYER**

The National Anthem was sung followed by a prayer by the Council Chaplain Pastor Teddy Mundia.

**PTC/OC/193/07/22:**

### **COUNCIL CHAIRMAN'S COMMUNICATION**

In his communication, the Council Chairperson recognise the presence of his Royal Highness Senior Chief Kalindawalo, Her Royal Highness Chieftainess Mwanjawanthu and His Royal Highness Chief Mumbi and welcomed them to the meeting.

He went on to acknowledge the presence of our District Administrative Officer, Councillors, Council Secretary, Council Management, representative from various department and the general public at large.

He encouraged the Councillors and Officers to fully participate in the deliberations and also to observe the 5 golden rules in preventing the spread of the Covid-19.

He went on to formally introduce the incoming Council Secretary Mr. Bupe Mutanya who reported for duty on the 30<sup>th</sup> May, 2022 taking over office from Bishop Venture Kafula.

He requested the house to welcome Mr. Bupe Mutanya.

He also introduced Mr. Arnold Mwanabunga the incoming Director of works taking over from Mr. Moffat Mtonga who was transferred to Sinazongwe Town Council.

He then appreciate the outgoing Council Secretary and Director of Works on their commitment and innovation during their tenure of office at Petauke Town Council.

He further applauded Management and the Council for the Job well done on the new face lift of the Civic Centre view that in itself pushed the agenda for a Clean and Green Petauke.

#### *Item 1: Communication*

1. *On 10th May 2022, the Deputy Permanent Secretary, Ms. Beauty Undi paid courtesy to the Council Chairman's office.*

2. On 12<sup>th</sup> May 2022, the Provincial Local Government Officer, Mr. Alex Bwalya came to monitor the progress on Capital and CDF projects for the year 2021 to 2022.
3. On 24<sup>th</sup> of June 2022, the Council Chairman in company of the Council Secretary and Deputy Council Secretary attended the Eastern Chapter meeting in Mambwe District.
4. On 8<sup>th</sup> July 2022, Mr. Pias Bwalya from the Road Development Agency -Lusaka paid courtesy on the Council Secretary.
5. On 11<sup>th</sup> July 2022, Ms. Josephine Kapunga from the Local Government Association visited the institution.

**PTC/ OC/194/07/22: ADOPTION OF THE AGENDA**

On a proposal by Councillor Wina Namakando duly seconded by Councillor Tedson Lungu, it was;

**RESOLVED THAT:** *the agenda for the meeting be adopted as presented.*

**PTC/OC/195/07/22: CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETINGS HELD ON 29<sup>TH</sup> MARCH, 2022**

On proposal by Councillor Lovemore Daka duly seconded by Councillor Misheck Phiri, it was;

**RESOLVED THAT:** *The Minutes of the Ordinary Council meetings held on 29<sup>th</sup> March, 2022 numbered from PTC/OC/133/03/22 to PTC/OC/149/03/22 be Taken as read and confirmed as true record of the proceedings of the Council.*

**PTC/ OC/196/07/22: MATTERS ARISING FROM THE MINUTES OF THE ORDINARY COUNCIL MEETINGS HELD ON 29<sup>TH</sup> MARCH, 2022**

Members were referred to the action sheet.it was;

**RESOLVED THAT:** the action taken report be **NOTED**.

**PTC/OC/197/07/22: ADOPTION OF MINUTES OF HEALTH, COMMUNITY DEVELOPMENT AND SOCIAL SERVICES COMMITTEE MEETING HELD ON 19<sup>TH</sup> MAY 2022.**

On proposal by Councillor Misheck Phiri duly seconded by Councillor Christopher Sakala, it was;

**RESOLVED THAT:** *Minute of Health, Community Development and Social Services Committee meeting held on 19<sup>th</sup> May, 2022 numbered from CDSS/162/05/22 to CDSS/170/05/22 be received and adopted as part of the proceeding of the Council.*

**PTC/OC/198/07/22: MATERS ARISING THREOF:**

Under Minute No. **CDSS/167/05/22: 4.0 THE PUBLIC WELFARE ASSISTANCE SCHEME; 4.1 Education Support;**

*The Council observed that some girls that were receiving the funds under the **Keeping Girls in School (KGS) Programme** were no longer in Schools and that funds were NOT used as intended by Government. It was;*

**RESOLVED THAT:** Social Welfare Department should scrutinize the beneficiaries with the help of all stake holders including Area Ward Councillors in order for the funds to benefit the needy pupils.

**PTC/OC/199/07/22: ADOPTION OF THE MINUTES OF AUDIT COMMITTEE MEETING HELD ON 26<sup>TH</sup> MAY, 2022**

On proposal by Councillor Wina Namakando duly seconded by Councillor Phiri Isaac, it was;

**RESOLVED THAT:** i) *The Minutes of the Audit Committee Meeting held on 26<sup>th</sup> May, 2022 Numbered from AUD/171/05/22 to AUD / 177/05/22 be received and adopted as part of the proceedings of the Council except to item No.AC/ 173/05/22: **Missing Laptops.***

ii) *Item No.AC/ 173/05/22: **Missing Laptops.** be referred back to the Committee for consideration.*

**PTC/OC/200/07/22: ADOPTION OF MINUTES OF PLANS, ENGINEERING AND INFRASTRUCTURE COMMITTEE MEETINGS HELD ON 1<sup>ST</sup> FEBRUARY, 2022.**

On proposal by Councillor Lovemore Daka duly seconded by Councillor Aaron Tembo, it was;

**RESOLVED THAT:** *Minutes of the Plans, Engineering and Infrastructure Committee meeting held on 1<sup>st</sup> February, 2022 numbered from PEIC 178/06/22 to PEIC 192/06/22 be received and adopted as part of the Proceedings of the Council.*

**PTC/ OC/201/07/22: EVOCATION OF COUNCIL STANDING ORDER NO.14 – EXCLUSION OF MEMBERS OF PUBLIC**

On a proposal by Councilor Mwanza Francis duly seconded by Councillor Ndhlovu Salome it was,

**RESOLVED THAT:** *Due to the confidentiality in nature of the business to be Presented, the members of the public be excluded from the meeting.*

**PTC/ OC/202/07/22: ADOPTION OF THE MINUTES OF FINANCE, HUMAN RESOURCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 22<sup>ND</sup> APRIL, 2022.**

On proposal by Councillor Mwanza Francis duly seconded by Councillor Ndhlovu Salome, it was;

**RESOLVED THAT:** *The Minutes of Finance, Human Resource and General Purposes Committee Meeting held on 22<sup>nd</sup> April, 2022 Numbered From FHRGP/150/04/22 to FHRGP/ 161/04/22 be received and adopted as part of the proceedings of the Council.*

**PTC/OC/203/07/22: RECEIPT AND CONSIDERATION OF MOTION IN ACCORDANCE WITH STANDING No.26.**

No motions were received.

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**COUNCIL SECRETARY'S REPORT**

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**PTC/OC/203/07/22: APPLICATION FOR REMISSION OF RATES FOR 2022 – CHIMWEMWE HOTEL LTD.**

It was reported that the Finance Human Resource and General Purposes Committee meeting of 22<sup>nd</sup> April, 2022 among other things RESOLVED to reject the application for remission of rates and that a Technical Committee be constituted to assess the performance of Chimwemwe Hotel operations in the past three (3) years with a view to ascertain their capability to pay property Rates for the year 2022.

It was further reported that Financial and Bank Statements for the Hotel were availed to the Technical Committee for the period August to December, 2021 and January to May 2022 which showed that Chimwemwe Hotel were capable of paying annual property Rates amounting to K212,097.60

A detailed report from the Technical Committee was presented to the Council. It was;

**RESOLVED THAT:** the Resolution of the Finance Human Resource and General Purposes Committee meeting of 22<sup>nd</sup> April, 2022 to REJECT the application for remission of the 2022 Property Rates by Chimwemwe Hotel be upheld.

**PTC/OC/204/07/22: LEASE OF NYIKA MOTEL ROOM ON MONTHLY BASIS TO THE COUNCIL SECRETARY**

It was reported Management was seeking authority and approval of the decision of the Motel Management to allow the Council Secretary, Mr. Bupe Mutanya who was recently transferred from Ndola City Council to stay at Nyika Motel at a fee to be decided by the Council.

After presenting the report to the Council, the Council Secretary Mr. Bupe Mutanya declared interest and was given leave from the meeting. After a debate, it was;

**RESOLVED THAT:** Management of Nyika Motel be granted authority to lease the room to the Council Secretary Mr. Mutanya at **K1, 500.00** per month.

**PTC/OC/205/07/22: CHAIRMAN'S CLOSING REMARKS**

The Council Chairperson appreciated the Hon Chiefs for their contributions. He thanked Management and Councillors. He also thanked the District Agriculture Coordinator for his commitment in attending the Council meeting. He further expressed his displeasure at the devolved heads of department who were in the habit of delegating junior officers to attend Council and Committee meetings instead of themselves.

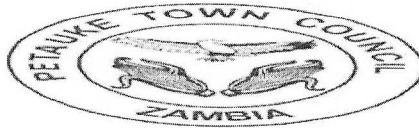
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**There being no business to transact the meeting was declared close at 15:50 hours after a prayer by Council Chaplain Pastor Teddy Mundia.**

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Confirmed this 30<sup>th</sup> Day of SEP 2022





**PETAUKE TOWN COUNCIL**  
**ACTION SHEET OF THE ORDINARY COUNCIL MEETING OF 19<sup>TH</sup> JUNE, 2022**

Minute No.	Title	Resolution	Responsible Officer	Action Taken
PTC/OC/198/07/22	The Public Welfare Assistance Scheme; 4.1 Education Support;	Social Welfare Department should scrutinize the beneficiaries with the help of all stake holders including Area Ward Councillors in order for the funds to benefit the needy pupils	District Social Welfare Officer	Done
PTC/OC/199/07/22	Item No.AC/ 173/05/22: <b>Missing Laptops.</b>	Item No.AC/ 173/05/22: <b>Missing Laptops.</b> be referred back to the Committee for consideration.	Council Secretary	Letter written to the Administrator and response was awaited
PTC/OC/203/07/22	Application for Remission of Rates For 2022 – Chimwemwe Hotel Ltd.	the Resolution of the Finance Human Resource and General Purposes Committee meeting of 22 <sup>nd</sup> April, 2022 to REJECT the application for remission of the 2022 Property Rates by Chimwemwe Hotel be upheld	Council Secretary	Chimwemwe Hotel informed accordingly
PTC/OC/204/07/22	Lease of Nyika Motel room on monthly basis to the Council Secretary	Management of Nyika Motel be grated authority to lease the room to the Council Secretary Mr. Mutanya at <b>K1, 500.00</b> per month.	District Treasurer	Done
PTC/OC/205/07/22	Attendance of Council Meeting by Devolved heads of Department	The Council Chairman uploaded the District Agriculture Coordinator for his commitment in attending the Council meeting. He further expressed his displeasure at the devolved heads of department who were in the habit delegating junior officers to attend Council and Committee meetings instead of themselves	Council Secretary	Devolved heads of Department informed accordingly