

Members were further informed that the Council was up to date in complying with submission of LGEF Expenditure Returns to the ministry.

The report was NOTED

FGP/700/09/24 CONSTITUENCY DEVELOPMENT FUND RECEIVED FROM THE GOVERNMENT

It was brought to the attention of the Committee that **Zimba Town Council** had not received any funds as 2024 CDF allocation for **Mapatizya** Constituency from Central Government in the **Second quarter of 2024**.

It was further stated that these funds were meant to cater for Secondary Boarding Schools and Skills Development Bursary, Youth, Women and Community Empowerment, Community Projects and Administrative Costs.

The report was NOTED

FGP/701/09/24 ACCOUNTS RECEIVABLES AS AT 30TH JUNE 2024

It was reported that during the period under review, the Council was owed a total of **K 122,956.12** by various individuals and organizations.

Details were as per attached *Appendix A*

The report was **NOTED**

FGP/702/09/24 ACCOUNTS PAYABLE AS AT 30TH JUNE 2024

It was brought to the attention of Committee that the Council owed institutions and individuals a sum of **K 9,642,104.18**. The said amounts were in relation to the supply of goods and services as well as staff dues and statutory obligations.

The Council Chairperson expressed concern on the increasing number of officers being employed by the Local Government Service Commission against the limited amount of the Local Government Equalization Fund received each month.

Management was therefore urged to find a lasting solution possibly engaging her office with the aim of lobbying for an increase of the local government equalization fund.

Details were as per attached *Appendix B*

The report was **NOTED**

FGP/703/09/24 RECEIPTS AND PAYMENTS 2ND QUARTER 2024

A. RECEIPTS

It was revealed that a sum of **K3, 734,777.95** had been received during the Three (3) months period from April to June,2024. This amount constituted several revenue vaults with some of the most notable revenues being National Support **K 3,224,621.84**, Fees and Charges **K 210,295.00**, Permits **K 99,093.00** and Local Taxes **K53,502.03**.

It was further stated that the total revenue translated into a collection efficiency of **24.75 %** against the quarterly budget.

B. PAYMENTS

It was further reported that in the three (3) Months period from April to June 2024, the Council spent a sum of **K6,459,212.00** on various items of the budget giving a cumulative performance of **42.8 %** against the quarterly budget.

See details of receipts and payments on attached *Appendix C*.

The report was **NOTED**

FGP/704/09/24 ADJUSTMENTS TO FEES AND CHARGES

Members were informed that the Ministry of Finance and National Planning (MOFNP) issued a Treasury Management and Finance circular No. 12 of 2024 directing all Government institutions to take necessary adjustments to the charges under their jurisdiction with immediate effect and in accordance with statutory instrument No 25 of 2024. The Council was yet to write to the business community in the district informing them about the same.

The report was **NOTED**

FGP/705/09/24 EXTENSION OF THE MAIN VALUATION ROLL OF 2019

It was brought to the attention of the Committee that the Ministry of Local Government and Rural Development (MLGRD) had approved the Council's request to extend the usage of the joint main valuation roll pursuant to the rating act No. 21 of 2018 of the Laws of Zambia.

It was further reported that the authority granted would be for the period between 1st January to 31st December 2025, and the Local Authority had been advised to expedite the process of updating of the main valuation roll to avoid using an outdated one.

The report was **NOTED**

FGP/706/09/24 CHANGE OF BANK SIGNATORY

Following the transfer of Council Secretary Christopher Siasinyanga, who was a bank signatory for Zimba Town Council financial accounts, the local government service commission had transferred Mr. Collins Simoonga to be the new council secretary for Zimba town council. Management therefore recommends that Mr. Collins Simoonga, should replace Mr. Christopher Siasinyanga Council Secretary

Details are as indicated below;

1. Mr. Christopher Siasinyanga - Council Secretary (outgoing)
2. Mr. Collins Simoonga - Council Secretary (incoming)

The report was **NOTED**

FGP/707/09/24 DEBT WRITE OFF

It was reported that according to the Public Finance Management act, debts which are unrecovered for more than one year accounting period have to be written off. According to our records, debts for rentals and business levy have been outstanding since 2016. Management therefore recommended that the debts below be written off for the following reasons as in the table below:

No	CLIENT NAME	DESCRIP TION	AMOUNT	REASON
1	Benny Simpasha	Rentals	4,700.00	The bill has been outstanding, the client has been evicted but has since been posted out to a different district. The Council has further engaged Zambia Police headquarters for the payment. The Council will take legal action against the client.
2	Kirby K. Sishwashwa	Rentals	49,500.00	The client is deceased, and family was evicted from the house. Several engagements have been made to the administrator. Legal action against the client will be taken.
3	United Bus Company (Z) Ltd	Business Levy	15,000.00	The company has no trading space
3	Kelvin Sacholi	Rentals	4,200.00	The bill has been outstanding, and the client has been evicted

			but has since been posted out to a different district. Legal action will be taken.
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After a lengthy deliberation and upon a proposal by Councillor Anne Mutunda duly seconded by Councillor Maunga Douglas, it was;

RECOMMENDED That;

- i. The debts write off for Benny Simpasha, Kirby K. Sishwashwa and Kelvin Sacholi be approved
- ii. The dept write off for United Bus Company be disapproved as the Company had no trading space, hence no need for them to pay business levy.

There being no other business, the meeting was declared closed at 11:42 hours followed by a prayer from the Chief Administrative and Committee Officer.

CONFIRMED THIS.....DAY OF.....2024.

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EDGAR MELEKI
COMMITTEE CHAIRPERSON