



Republic of Zambia

**REPORT OF THE AUDITOR GENERAL
ON THE
CONSTITUENCY DEVELOPMENT FUND
FOR THE
FINANCIAL YEAR ENDED 31st DECEMBER 2023**





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OFFICE OF THE AUDITOR GENERAL

VISION: An independent and credible audit institution promoting transparency and accountability in the management of public resources for the well-being of the citizenry

MISSION: To provide timely quality audit services to promote transparency and accountability in the management of public resources

CORE VALUES: Integrity
Objectivity
Excellence
Teamwork
Confidentiality
Professionalism

PREFACE

It is my honour and privilege to submit the Report of the Auditor General on the audit of Constituency Development Fund (CDF) for the Financial Year ended 31st December 2023 in accordance with the Provisions of Article 250 of the Constitution of Zambia (Amendment) Act No. 2 of 2016 and Section 13 (3) of the CDF Act No. 11 of 2018.

The main function of my Office is to audit the accounts of State organs, State Institutions, Provincial Administration, Local Authorities, the CDF and institutions financed from public funds. In this regard, the Report covers audit findings on the management of the CDF in all the 156 constituencies for the financial year ended 31st December 2023.

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs) which are the standards relevant for the audit of Public Sector entities.

The Audit Findings mentioned in this Report are those which were not resolved during the audit process.

I wish to take this opportunity to thank the Ministry of Local Government and Rural Development and the Local Authorities for the support rendered to my office during the audits.

A handwritten signature in black ink, appearing to read 'Ron M. Mwambwa', with a horizontal line extending to the right.

Dr Ron M. Mwambwa, FCMA, FZICA, CGMA, CFE

ACTING AUDITOR GENERAL

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EXECUTIVE SUMMARY

The Report has been produced in accordance with the provisions of Article 250 of the Constitution of Zambia (Amendment) Act No. 2 of 2016 and Section 13(3) of the Constituency Development Fund Act No. 11 of 2018.

Article 147 of the Constitution of Zambia establishes two levels of government being at national and local level. The Ministry of Local Government and Rural Development, through the National Decentralisation Policy, envisions a citizen driven local government system with a unitary state to achieve sustainable development. The policy aims to devolve functions from the Central Government to Local Authorities, along with matching resources, to enhance citizens' participation in local government and development. Objective 6 of the policy emphasizes prudent financial management and accountability in Local Authorities as a means of improving service delivery.

During the audit process, there were various levels at which the Office interacted and communicated with the Controlling Officer in the Ministry of Local Government and Rural Development and Principal Officers of Local Authorities. The purpose of the interaction was to provide an opportunity to the Controlling Officer and Principal Officers to clarify and take corrective action on the findings of the audits.

This report highlights critical weaknesses in the management and utilization of the Constituency Development Fund (CDF). These weaknesses are undermining the fund's objective of delivering essential social and economic services to the Zambian population.

General Governance Weaknesses

The report highlights a general non-enforcement of the CDF guidelines, and this is demonstrated through the various findings that have been raised in the report where there was non-compliance with the guidelines.

Most notably, the following were observed:

1. Budget Utilization and Fund Management

There is generally ineffective monitoring which has led to funds remaining unspent at the end of the financial year.

2. Implementation of Community Projects

The report has highlighted weak monitoring and accountability mechanisms which have resulted in the implementation of projects being delayed which is culminating into project backlogs as a substantial number of projects which should have been implemented in 2022 had to be brought forward to 2023 and some of the projects in 2023 have had to be carried forward for implementation in 2024.

The report further highlights aspects of poor contract management, lack of due diligence, and weak enforcement of penalties that has led to projects being abandoned after contractors had been paid advance payments.

3. Youth and Women Empowerment Grants

There are various instances where recipients of empowerment grants have, without authorization, diverted the funds towards other activities which is a reflection of weak governance and poor enforcement of compliance measures.

Further, there were weaknesses by the grant recipients in the provision and retention of accounting documents in that there were missing expenditure records which raise concerns about transparency and potential misuse of funds.

4. Soft Loan Management

The report has highlighted ineffective loan recovery processes and weak enforcement of penalty provisions which have resulted in significant outstanding balances, indicating poor credit control.

5. Bursary Management

The report has highlighted instances where learners were not reporting to the learning institutions after the Local Authorities had paid for their bursaries which could be an indication of inadequate pre-disbursement verification and post-disbursement monitoring.

There were also, instances where the local authorities were paying bursaries for non-skills courses in contradiction with the CDF guidelines which ultimately undermines the purpose of the bursary program under the CDF.

6. Procurement and Asset Management

The report also highlights delayed delivery of desks which can be attributed to poor contract management and lack of follow-up by the local authorities that are the procuring entities. Further, there were instances where sub-standard desks were supplied which is an indication of weak quality control processes which have resulted in the acceptance of defective desks, ultimately compromising the value for money.

Recommendations

To strengthen the management, disbursement, and utilization of CDF funds and ensure adherence to the CDF Act No. 11 of 2018, the following actions are recommended:

- **Budget Utilization:** Enhance monitoring mechanisms, conduct periodic reviews, and train staff on financial management.
- **Project Implementation:** Introduce robust tracking systems, enforce contractor accountability, and implement formal follow-up mechanisms.
- **Empowerment Grants:** Conduct regular audits, mandate proper documentation, and provide training on financial compliance.
- **Loan Recovery:** Establish dedicated loan recovery function, enforce penalties for defaults, and implement creditworthiness assessments.
- **Bursary Management:** Strengthen verification processes, introduce post-disbursement monitoring, and ensure alignment with program objectives.
- **Procurement and Asset Management:** Strengthen contract management, conduct quality inspections, and perform regular supplier audits.
- **Governance:** Enforce compliance through training and audits, digitize record-keeping, and conduct regular internal audits to address gaps in internal control implementation.

Conclusion

Addressing these weaknesses is vital to improving the management of the CDF, promoting transparency, and ensuring that funds achieve their intended purpose of delivering impactful social and economic benefits to communities across Zambia.

PART I

PREAMBLE

1 Introduction

Article 147 of the Constitution of Zambia establishes two levels of government being at national and local level. The Ministry of Local Government and Rural Development, through the National Decentralization Policy, envisions a citizen driven local government system with a unitary state to achieve sustainable development. The policy aims to devolve functions from the Central Government to Local Authorities, along with matching resources, to enhance citizens' participation in local government and development. Objective 6 of the policy emphasizes prudent financial management and accountability in Local Authorities as a means of improving service delivery.

This Report contains findings on the management of the Constituency Development Fund (CDF) for the financial year ended 31st December 2023. Section 13 (3) of the CDF Act No. 11 of 2018 require my Office to audit the CDF. The Constituency Development Fund Act No. 11 of 2018 provides for the management, disbursement, utilisation and accountability of the Constituency Development Fund established under the Constitution.

The Fund is being implemented in all the 156 constituencies and the Local Authorities are responsible for the project planning, budgeting, implementation and monitoring and evaluation.

The CDF is part of the Government initiatives to operationalize the National Decentralization Policy.

The local authorities are at the centre stage in the implementation of the National Decentralisation Policy which is premised on Zambia's aspiration to attain the status of a prosperous middle-income nation by 2030. Through this Policy, the Government envisions "citizen-driven local governance within a unitary State for sustainable development". This is founded on Government's firm conviction of citizen and community participation in local governance.

The policy prioritises community engagement, citizen-driven local development and inclusiveness in the implementation of programmes. Further, the Policy empowers the citizens to hold their representatives accountable for service delivery and local developments, a key pillar for our country's socio-economic transformation agenda.

The operationalization of the CDF is guided by the Constituency Development Fund Guidelines of 2022. The Guidelines were developed to ensure effective coordination among stakeholders during the implementation of CDF programmes. The stakeholders include Constituency Development Fund Committees, Members of Parliament, Local Authorities, Cooperating Partners and members of the communities.

I am required to issue an opinion on the consolidated financial statements of the Constituency Development Fund at national level for the financial year ended 31st December 2023. Therefore, this report covers the audit findings of the 156 constituencies.

2 Background

In the Estimates of Revenue and Expenditure for the financial year ending 31st December 2023, a total provision of K4,415,774,988 was made to cater for various Constituency Development Fund (CDF) activities across the 156 constituencies in the country. In this regard, the Ministry of Local Government and Rural Development was funded amounts totalling K4,268,049,089 from which it disbursed K4,120,323,190 to the 116 councils. The remaining balance of K147,725,899 was retained by the Ministry to support the construction of Chiefs' palaces and the insurance of motor vehicles procured under the CDF. The details are as shown in Appendix 1.

With regards to the amounts totalling K147,725,899 which were retained by the Ministry, K82,543,985 was for the construction of Chiefs' palaces and the Ministry engaged the Zambia Correctional Service for the works. The status on the projects is as reported in the Report of the Auditor General on the Accounts of the Republic for the financial year ended 31st December 2023. Further, there were no material findings with respect to the funds that were retained for the insurance of motor vehicles. The details are shown in Appendix 1.1.

According to the CDF Guidelines of February 2022, the total allocation of the CDF per constituency was to be distributed among three (3) major components out of which 5% was for Administrative Cost as provided by the CDF Act. The remaining 95% was to be allocated as tabulated in table 1 below.

Table 1: CDF Allocation

No	Component	Percentage %
1	Community Projects • 5% Disaster Contingency	60%
2	Youth, Women & Community Empowerment • 40% Grants • 60% Soft Loans	20%
3	Secondary Boarding & Skills Development	20%
	Total	100%

CROSS-CUTTING ISSUES

Cross-cutting audit observations pertain to findings that are commonly identified across multiple councils, highlighting recurring internal control deficiencies and instances of non-compliance with various legal provisions. The cross-cutting observations have been classified in line with the three (3) main components of the CDF and other areas that affect all the components under the CDF being misappropriation of funds; misapplication of funds. The following are the details on the cross-cutting audit observations:

a. Unspent Funds

During the period under review, the 116 local authorities received amounts totalling K4,382,601,395 from the Ministry of Local Government and Rural Development as CDF. In addition, amounts totalling K3,095,772,525 were brought forward from 2022 and interest and loan recoveries totalling K51,922,032 were received bringing the total funds available to K7,530,295,951. See table below.

CDF Component	Balance B/f	Interest Earned	Amount Received K	Amount Spent K	Unspent Funds K	Appendix
Balance B/F	3,095,772,525	51,922,032	-	1,469,171,467	1,678,523,090	2
Community Projects			2,408,781,762	1,010,228,030	1,398,553,732	2.1
Empowerment Grants			333,448,110	320,754,460	12,693,650	2.2
Soft Loans			539,259,360	480,463,303	58,796,057	2.3
Bursaries			881,501,869	491,594,218	389,907,651	2.4
Administrative Expenses			219,610,294	215,589,577	4,020,717	2.4
	3,095,772,525	51,922,032	4,382,601,395	3,987,801,055	3,542,494,897	

As at 31st December 2023, amounts totalling K3,987,801,055 had been spent leaving a balance of K3,542,494,897. See Appendix 2 for details.

The utilisation of the funds across the 116 local authorities with respect to the various components of the CDF was as follows:

- Community Projects - there was a low absorption rate on this component in that K1,010,228,030 was spent from the allocation of K2,408,781,762 representing a 42% utilisation rate against the allocated amount.
- Youth and Women Empowerment - Grants - there was a high absorption rate on this component in that a total amount of K320,754,460 was spent from the allocation of K333,448,110 representing 96% utilization rate against the allocated amount.
- Youth and Women Empowerment - Soft Loans - there was a high absorption rate on this component in that a total amount of K480,463,303 was spent from the allocation of K539,259,360 representing 89% utilisation rate against the allocated amount.

- Secondary School (Boarding) and Skills Development Bursaries - there was a low absorption rate on this component in that a total of K491,594,218 was spent from the allocation of K881,501,869 representing 56% utilization rate against the allocated amount.
- The Administrative Costs - there was a high absorption rate on this component in that a total amount of K215,589,577 was spent from the allocation of K219,610,294 representing 98% utilisation rate against the allocated amount.

b. Community Projects

i. Analysis of Performance - Community Projects

- **2022**

There were 3,266 projects that were not implemented in 2022 and brought forward for implementation in 2023.

As at 31st December 2023, a total of 2,404 projects had been implemented, 719 were work in progress and 143 had not been implemented.

Among the key projects that remained outstanding were electrification, construction of culverts, water reticulation systems, classroom blocks and completion of health posts among others. The details are as shown in Appendix 3.

- **2023**

There were 2,793 projects that were approved for implementation in 2023 across all the 156 constituencies in the country. As at 31st December 2023, a total of 1,109 projects had been implemented, 767 were work in progress and 917 had not been implemented.

Among the key projects that remained outstanding were electrification, procurement of ambulances, medical equipment and desks, construction of chief's palaces, health posts, classroom blocks and roads among others. The details are as shown in Appendix 4.

c. Youth and Women Empowerment – Grants, Analysis of Performance

During the period under review, amounts totalling K348,738,034 were allocated to cater for empowerment grants for youths and women across the 153 constituencies. Of the 25,655 cooperative applications received, 14,735 were approved,

representing an approval rate of 57%. The grants were meant to facilitate the implementation of various projects which included poultry, fish farming.

As at 31st December 2023, amounts totalling K319,039,932 had been disbursed to the 14,735 successful applicants. In addition, there were 1,841 applicants whose applications were approved in 2022 who were paid grants in amounts totaling K48,755,447 in 2023 bringing the total disbursements to K367,914,946. See details in Appendix 5.

The following observations were made regarding the disbursements that were made to the cooperatives:

i. Change of Projects without Approval

Section 4 (c) of the Constituency Development Fund Act No. 11 of 2018 states that “the Minister is responsible for receipt, review and approval of project lists from Committees.”

In addition, Section 5.2.2 (a) of the CDF Guidelines of 2022 provides that cooperatives, clubs, associations, and organized groups are required to apply for grants through the WDCs, to be used as seed money to establish a revolving fund to support their Members. The CDFC reviews applications submitted by the WDCs and forwards a consolidated list to the Minister for approval.

In line with this provision, the Council submitted the reviewed and consolidated list of grant applications to the Minister, who subsequently approved it.

Contrary to the guidelines, 544 cooperatives, clubs, associations, and organized groups that received grants totalling K9,441,537 diverted the funds from the approved activities to other uses without obtaining approval. See details in Appendix 6.

ii. Failure to Account for Funds

A review of accounting records and a physical inspection of the premises for 513 cooperatives that received grants totalling K8,344,145 in forty-three (43) constituencies revealed that documentation, such as expenditure details or sales records, were not availed for audit. It was therefore not possible to ascertain

how the grants were utilized and whether the implemented projects were achieving the intended objectives of the grant. See details in Appendix 7.

d. Failure to Recover Loans - Youth and Women Empowerment - Soft Loan Analysis of Performance

In 2023, an allocation of K539,259,359 was made for disbursement as soft loans. During the period under review, there were 10,679 applications for soft loans, of which 5,170 were approved, representing an approval rate of 48%. As at 31st December 2023, the approved applicants had received a total of K480,463,303 leaving a balance of K59,462,165 from the allocated amount.

In addition, amounts totalling K409,460,365 from the 2022 allocation were disbursed as soft loans to 5,190 beneficiaries, bringing the total disbursement of soft loans to K889,923,668 as of 31st December 2023. See details in Appendix 8.

Appendix F (b) (i) to (iv) of the Constituency Development Fund Guideline of 2022 states, “the first payment shall be 60 days from the date of getting the loan; the subsequent instalments shall be paid at the end of the month; delayed payments shall not exceed 5 days after the end of the month; and payments made after 5 days shall attract a charge of 2% of the instalment amount.”

During the period under review, 6,664 recipients in 147 constituencies were issued soft loans amounting to K570,887,190. The councils were expected to recover a total of K254,000,285, including principal and interest, from these recipients. However, as of 31st October 2024, only K26,848,925 had been repaid. The details are as provided for in Appendix 9.

In addition, contrary to the guidelines requiring councils to impose penalties for delayed repayments, no penalties had been charged as of 31st October 2024.

e. Secondary Boarding and Skills Development – Bursaries, Analysis of Performance

The Bursaries was meant to be used to provide for vulnerable learners with access Secondary Boarding Schools and Skills Training Institutions offering technical education, vocational and entrepreneurship programmes. The aim of the bursary was to enhance human development and drive the entrepreneurship agenda at the local level.

During the period under review, amounts totalling K870,494,767 were allocated for bursaries under the Secondary Boarding and Skills Development (Bursaries) component of the CDF.

During the period under review, 91,043 individuals applied for the bursaries, with 64,496 applications for skills training and 26,547 for boarding schools. As at 31st December 2023, there were 23,770 pupils who were sponsored in boarding schools and 54,970 students were sponsored for skills training at a total cost of K514,555,952. See details in Appendix 10.

As at 31st December 2023, there were 3,140 pupils and 29,962 students that had graduated from the boarding schools and skills training centers respectively. See details in Appendix 10.

The following was observed:

i. Learners who did not report

A total of fifty-six (56) pupils and 461 students from fourteen (14) constituencies were approved for bursary support. However, despite payments totaling K1,801,846 being made by the Council to the boarding schools and skills training centers, fifty-six (56) pupils and 461 students did not report to their respective schools or skills training centers.

As of 31st October 2024, these pupils and students had neither been replaced nor had the schools and training centers refunded the amounts paid toward the bursaries. See details in Appendix 11.

ii. Students Pursuing Non-Skills Courses

Contrary to the objectives of the bursaries, 122 students sponsored by the Council, with amounts totaling K1,270,490 paid to various skills training centers, were found to be pursuing non-skills training courses such as Teaching Methodology, Business Administration, Secretarial and Office Management instead of the intended skills training programs. See details in Appendix 12.

f. Performance on Procurement of Desks

During the period under review, the Council allocated and approved an amount of K493,999,599 for the procurement of 371,341 desks to be distributed across various schools in the 116 constituencies.

As of 31st December 2023, despite the availability of funds, the procurement target of 371,341 desks had not been achieved. Only 258,006 desks were procured at a cost of K331,142,142 leaving a shortfall of 113,335 desks across the constituencies. See details in Appendix 13.

In addition, the following was observed:

i. Delayed Delivery of Desks

During the period under review, there were various contractors that were engaged for the supply of 371,341 desks at a total cost of K493,999,599. Although the contracts provided for varying dates of delivery, all the desks were required to be delivered not later than 31st December 2023.

However, as at 31st October 2024, 113,335 desks valued at K161,709,373 had not been delivered. See details in Appendix 13.

ii. Delivery of Substandard Desks

It was observed that of the desks that were procured and delivered to various schools during the period under review, a total of 2,982 desks supplied to schools in twenty-two constituencies were found to be substandard.

Inspections conducted during the audit revealed that these desks had started to separate, break, and bend. Further details are provided in Appendix 14.

iii. Failure to Monitor Projects

Guideline No. 3.3.7 (d) of the CDF Guidelines confers on the Local Authorities the responsibility to implement, manage, monitor and evaluate the CDF projects.

During the period under review, 1,657 cooperatives and groups across nineteen (19) constituencies received empowerment grants in amounts totalling K53,754,166. However, the Local Authorities, responsible for monitoring these projects, did not conduct any oversight of their

implementation, despite having funds allocated specifically for monitoring activities. See details in Appendix 15.

iv. Failure to Disburse Funds

Section 15(5) of the Constituency Development Act No.11 of 2018 states that “a project that is approved by the Minister shall be funded and the implementation of the approved project shall be conducted within the agreed contractual period.”

During the period under review, a total of K16,788,282 was approved for allocation to 389 cooperatives and groups across twelve (12) constituencies. Of this amount, K14,566,854 was disbursed to (283) cooperatives and groups in six (6) constituencies, leaving a balance of K 2,221,428 which had not been disbursed as of 31st December 2023. See details in Appendix 16.

v. Misappropriation of Grants

During the period under review, fourteen (14) local authorities disbursed empowerment grants in amounts totalling K37,945,734 to seventy one (71) clubs, cooperatives and groups to undertake various projects. It was however observed that, out of the disbursed funds, amounts totalling K2,569,002 were instead redirected to personal activities resulting in misappropriation of funds. See details in Appendix 17.

SPECIFIC ISSUES

CENTRAL PROVINCE

3 Chibombo Town Council

3.1 Katuba Constituency

a. Grants - Empowerment

During the period under review, empowerment grants in amounts totalling K2,151,857 were allocated and amounts totalling K2,139,788 were disbursed to 128 selected applicants to undertake various projects such as poultry farming and goat rearing leaving a balance of K12,069. See table 1 below.

Table 1: Grants - Empowerment

Details	Number	Amount K
Total number of applicants and amounts involved	128	2,139,788
Total number of grants approved and amounts	128	2,139,788
Total number of grants approved but not implemented	2	39,903
Total number of grant projects completed and amounts		
Amount allocated		2,151,857
Total amount used as at 31st December, 2023		2,139,788
Amount unutilized		12,069

However, a physical verification of selected groups conducted in September 2024 revealed that two (2) cooperatives which were paid amounts totalling K39,903 for poultry farming had not implemented the approved projects. See table 2 below.

Table 2: Projects Funded but Not Implemented

Name of Cooperative	Constituency	Ward	Amount Applied For K	Amount Paid K	Date Paid	Type of Business	Remarks
Lutiya MPC	Katuba	Kamaila	40,000	19,213		Poultry Farming	Not implemented - Grant diverted to village banking - However, records count not be verified at time of audit.
Mukamonswe Cooperative	Katuba	Kabile	40,000	20,690		Poultry Farming	Not implemented - Grant diverted to goat rearing and however, the goats could not be availed for verification.
Total			80,000	39,903			

In response to the interim management letter dated 12th October 2024, management stated that grant beneficiaries diverted the funds due to the reduction of the applied

amounts by CDFC as they could not fulfil the requirement of their business plan. However, the beneficiaries were instructed to request for change of projects.

As at 16th October 2024, the projects paid for had not been implemented.

3.2 Keembe Constituency

a. Unimplemented Projects

During the period under review twelve (12) out of sixty (60) projects with an allocated amount of K5,292,863 approved for implementation in 2023 and ten (10) projects with an allocated amount of K6,500,175 from 2022 had not been implemented as at 31st December 2023. Inquiries made with management in August 2024 revealed that the contracts had since been signed and the projects were in progress. However, as at 31st October 2024, the projects had not been completed despite being approved and funded in 2023. See table 3 below.

Table 3: Unimplemented Projects as at 31st December 2023

No.	Project Name	Contract / Approved Amount K	Start Date	End Date	Outstanding Works
1	Procurement of 230 desks	323,077	5/22/2024	7/22/2024	supply of 230 double seater school desks
2	Procurement of 230 desks	310,500	5/20/2024	7/20/2024	supply of 230 double seater school desks
3	Procurement of 230 desks	323,077	5/16/2024	7/16/2024	supply of 230 double seater school desks
4	Procurement of 230 desks	322,000	5/15/2024	7/15/2024	supply of 230 double seater school desks
5	Procurement of 230 desks	323,077	5/17/2024	7/17/2024	supply of 230 double seater school desks
6	Procurement of 230 desks	319,700	5/15/2024	7/15/2024	supply of 230 double seater school desks
7	Procurement of 230 desks	319,700	5/20/2024	7/20/2024	supply of 230 double seater school desks
8	Procurement of 230 desks	287,500	5/24/2024	7/24/2024	supply of 230 double seater school desks
9	Procurement of 230 desks	314,870	5/14/2024	7/14/2024	supply of 230 double seater school desks
10	Fuels and servicing of earth moving equipment's	255,450	5/8/2024	30/09/2024	Road Formation
11	Procurement of equipment for the Nkana District Community Radio Station (NOTE: Funding from variation of funds for component of Fuels and Servicing of Earth Moving Equipment under Keembe 2023 CDF)	849,912	4/25/2024	7/25/2024	installation of Recording, Broadcasting and Transmission Equipment
12	Procurement of a Tipper truck	1,344,000	7/26/2023	9/22/2023	Delivery of tipper truck
	Total	5,292,863			

In addition, three (3) projects approved for implementation in 2023 with an allocated amount of K1,078,526 had not been implemented as at 31st October 2024. See table 4 below.

Table 4: Unimplemented Projects

Name of Project	Ward	Total Allocation
Procurement of Desks	Ipongo	323,076
Procurement of grader engine	All Wards	500,000
Procurement of fuel & Requisites	All Wards	255,450
Total		1,078,526

As at 31st October 2024, the projects had not commenced.

A physical inspection of selected community projects carried out on 14th October 2024 revealed the following:

i. Delayed Commissioning of School Laboratory

The Council allocated and approved an amount of K700,000 for the construction of a school laboratory at Malambanyama Secondary School. On 19th June 2023, the Council entered into a contract with Techno Limited at a contract sum of K696,221 with a completion period of four (4) months commencing on 10th July 2023 and ending on 11th October 2023.

The scope of works included excavation/foundation, construction of substructure, construction of superstructure, painting, electrical wiring and roofing.

As at 28th August 2024, the Council had spent amounts totalling K661,410 leaving balance of K34,811.

However, although the contractor had completed the works, the school laboratory had not been commissioned and was not in use as at 18th September 2024.

ii. Delayed Completion of Chinyongola School Dormitories

The Council allocated and approved an amount of K2,000,000 for the construction of boys' and girls' dormitories at Chinyongola Secondary School in Kafushi ward.

On 19th June 2023, the Council engaged J Mwingila Construction and Y Mwandwe General Trading for the construction of boys and girls dormitories at contract sums of K981,991 and K976,937 respectively. See table 5 below.

Table 5: Contracts for Construction of Dormitories

No.	Contractor	Start Date	End Date	Contract Sum K
1	J Mwiinga Construction	19.06.2023	18.09.2023	981,991
2	Y Mwandwe General Trading	19.06.2023	18.09.2023	976,937
	Total			1,958,928

The scope of works included excavation/foundation, substructure, superstructure, painting, electrical wiring, roofing and erecting of bunker beds.

As at 18th June 2024, the Council had spent amounts totalling K1,528,430 leaving balance of K430,498.

A physical inspection carried out on 14th October 2024 revealed that the erection of bunker beds had not been completed for a delayed period of thirteen (13) months.

b. Soft Loans

A physical inspection of selected beneficiaries carried out in September 2024 revealed that the funds disbursed to three (3) beneficiaries were not applied on the approved projects. See table 6 below.

Table 6: Selected Loans Disbursements

No.	Name of Cooperative	Constituency	Ward	Amount Applied For K	Amount Paid K	Date Paid	Type of Business	Remarks
1	Moobelo Multi Purpose	Keembe	Malambanyama	100,000	100,000	03.05.2023	Cooking oil Processing Machine	Diverted funds on 16th September 2024 - An interview revealed that the group diverted funds to procure a hammermill. No quotation was availed prior to and after receiving funds to prove escalation of prices for oil processing machines.
2	Vinisto General Dealers	Keembe	Keembe	190,000	56,000	03.05.2023	Gardening	Not implemented - A physical verification conducted on 16th September 2024 revealed that the beneficiary diverted to agro business. The said project had neither been implemented nor the receipts for procurement of stock availed.
3	Chisalite Multi Purpose	Keembe	Malambanyama	200,000	150,000	03.05.2023	Oil Processing Machine	Diverted Funds - A physical verification conducted on 16th September 2024 revealed that the client had diverted to garden and poultry
Total				490,000	306,000			

Guideline (b) of the Constituency Development Fund Guidelines of 2022 states, (i) “The first payment shall be 60 days from the date of getting the loan; (ii) the subsequent instalments shall be paid at the end of the month; (iii) delayed payments shall not exceed 5 days after the end of the month; and (iv) payments made after 5 days shall attract a charge of 2% of the instalment amount.”

A review of the Zambia National Commercial bank loan statement revealed that loans in amounts totalling K4,774,750 were issued to forty-six (46) beneficiaries in 2023. However, thirty-six (36) beneficiaries had not made any loan repayments while ten (10) were in arrears for periods ranging from 1 to 8 months.

As at 30th August 2024, the total outstanding loan repayments including the 2% penalty for delayed payments amounted to K527,113.

In response to the interim management letter dated 12th October 2024, management stated that the following actions were taken:

- A meeting was held with the defaulters to understand the challenges they faced.
- Wrote warning letters to all defaulters on legal action to be taken against them if they continued defaulting.

As at 31st August 2024, the situation remained the same.

4 Chisamba Town Council

a. Delayed Completion of Maintenance and Spot Gravelling of Feeder Roads

The Council allocated amounts totalling K4,381,978 for maintenance and spot gravelling of various feeder roads in the twelve (12) wards of Chisamba Constituency. The gravelling was to be done by the Council.

A review of records and physical inspection carried out in September 2024 revealed that only three (3) feeder roads stretching 64.9 km (Chankamba - 19 km, Kasosolo - 36 km and Mulungushi Rd - Lombwa School - 9.9 km) were worked on at a total cost of K1,887,677 leaving a balance of 148.1 km at a total cost of K2,494,301 unspent for nine (9) wards. See table 1 below.

Table 1: Gravelling of Feeder Roads

No.	Ward	Name of Road	Distance (km)	Distance Worked on (km)	Outstanding Distance (Km)	Status
1	Liteta	Chankumba-Nalufwi	19	19	0	Completed
2	Muswishi	Kabwe-Kasosolo	36	36	0	Completed
3	Mulungushi	Mulungushi-Lombwa School	12	9.9	2.1	Road Bed Formation done(9.9km done)
4	Chikonkomene	Kabanga-Matubila Rd	12	0	12	Unimplemented
5	Mutenga	Chikonkomene-Lukoshi	13	0	13	Unimplemented
6	Mwantaya	Chipembi-Ngunghula village	23	0	23	Unimplemented
7	Chamuka	Chipembi-Kaputi (After 4ways)	16	0	16	Unimplemented
8	Mwapula	Chipilepile-Kanakantampa	8	0	8	Unimplemented
9	Kamano	Fisher-Kamano	16	0	16	Unimplemented
10	Chisamba	Chisamba-Fisher	16	0	16	Unimplemented
11	Miswa	Gart-Chisamba Ranch Shool	22	0	22	Unimplemented
12	Monang'ombe	Sichombola Stream-Kalwelwe Sch	20	0	20	Unimplemented
			213	64.9	148.1	

b. Failure to Register Heavy Duty Earth Moving Equipment

Section 67 (1) (a) of the Road Traffic Act No.11 of 2002 states, “the registered owner shall, within fourteen days, inform the licensing officer of the district in which the vehicle or trailer is registered in writing of the name and address of the new owner, and of the date of the change of ownership of the motor vehicle or trailer and shall deliver his motor vehicle or trailer registration book and license to the new owner.”

Contrary to the Act, the Council did not register four (4) heavy duty earth moving equipment valued at K11,456,596 that were procured in May 2023 under the constituency development fund. See picture below.



Unregistered Earth Moving Equipment

In response to the interim management letter dated 14th May 2024, management stated that the delays in registering the earth moving equipment was attributable to the delays by the supplier of the equipment, to facilitate the registration of the equipment.

As at 30th September 2024, the earth moving equipment had not been registered.

5 Chitambo Town Council

a. Empowerment Grants - Failure to Implement Approved Project

Section 15 (5) of the Constituency Development Fund Act No. 11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

On 27th and 28th December 2023, the Council disbursed K40,000 to Chalilo Multi-purpose Cooperative for the purpose of gardening and K40,000 to Katonga Women's Club for village banking respectively.

A physical inspection conducted to the two (2) cooperatives on 19th March 2024 revealed that despite the cooperatives having been paid amounts totalling K80,000 for gardening and village banking, the businesses had not been implemented contrary to Act.

6 Kabwe Municipal Council

6.1 Kabwe Central Constituency

a. Failure to Provide Loan Application Forms for Successful Applicants

Guideline 5.2.7(c) of the CDF Guidelines of 2022 states that where an applicant succeeds, they shall be required to sign a grant or loan agreement. The agreement shall be made between the Local Authority, or an identified Financial Institution and the applicant as may be applicable.

Contrary to the Act, the Council did not avail application forms for the fifty three (53) successful loan applicants (twenty eight (28) paid from 2022 funding and twenty five (25) paid from 2023 funding) who were paid amounts totalling K5,981,150.

6.2 Bwacha Constituency

a. Non-functional Zambezi Modern Market

A total amount of K649,126.00 was approved (K603,000 from 2022 funding and K46,126 from 2023 funding) for the completion of Zambezi Modern Market Shelter.

On 30th September 2022, the Council engaged C.J.G Construction for the Completion of the Market Shelter at a contract price of K540,123.

As at 30th September 2024, amounts totalling K540,123 had been spent on the project. A physical inspection conducted in May 2024 revealed that although the works were completed, the market was not in use. Further, the project had been

vandalized in that out of the eight (8) mild steel grill gate costing K12,000 installed, four (4) had been damaged while the other four (4) had been stolen. See pictures below.



Completed market not in use



Vandalised Grill gates

b. Management of Soft Loans - Failure to Provide Loan Application Forms for Successful Applicants

Guideline 5.2.7(c) of the CDF Guidelines of 2022 states that where an applicant succeeds, they shall be required to sign a grant or loan agreement. The agreement shall be made between the Local Authority, or an identified Financial Institution and the applicant as may be applicable.

Contrary to the Guidelines, the Council did not avail application forms for fifty-five (55) successful loan applicants (27 paid from 2022 funding amounting to K2,923,350 and 28 paid from 2023 funding amounting to K922,103) who were paid amounts totalling K3,856,453.

c. Management of Youth, Women and Community Empowerment - Failure to Implement Funded Activities

i. Cement Selling (Victory Women's Club - Kawama)

Section 12 of the Constituency Development Fund Act No. 11 of 2018 states, “the fund shall not be used for any purposes other than disbursements to constituency account to meet cost of approved projects.”

On 27th April 2022, Victory Women's Club applied for K40,000 grant for the purpose of selling cement. On 13th October 2023, the Council approved and disbursed amounts totalling K30,000 to the club.

A visit to the club and an interview with the club members revealed that the club spent funds amounting to K20,000 on village banking savings at 10% interest and bought 120 chicks amounting to K10,000. At the time of verification, the cooperative had an amount of K2,310 as cash on hand while all the other money was with members that borrowed from the savings group and the other was with customers who got chickens on credit. The club did not have records of the funds expected from sales.

The club stated that they could not start the cement selling business as the money they applied for was not enough for the intended purpose. Further, there was no proof of authority to vary usage of the funds.

ii. Garbage Collection (Chimanimani Chimwemwe Women’s Club)

Section 12 of the Constituency Development Fund Act No. 11 of 2018 states, “the fund shall not be used for any purposes other than disbursements to constituency account to meet cost of approved projects.”

On 20th April 2022, Chimanimani Chimwemwe Women’s Club applied for a K39,600 grant for the purpose of garbage collection. An amount of K35,000 was approved and disbursed to the club on 13th October 2023. A visit to the club and an interview with the club members revealed that the club spent funds amounting K35,000 on village banking savings at 5% interest. At the time of verification in May 2024, the club did not have a proper record of the funds that were given to members as loans making it difficult to verify how much had been raised from the loan scheme.

Inquiries made revealed that the club could not start the garbage collection business as the money they applied for was not enough for the intended purpose.

Further, there was no authority to vary usage of the funds.

7 Kapiri Mposhi Town Council

a. Delayed Completion of a Health Post at Mimbulu in Lusemfwa ward

On 16th January 2023, the Council engaged Imperial contracts and supplies limited for the construction of a health post at Mimbulu in Lunsemfwa ward at a contract price of K910,766. The contract period was sixty (60) working days commencing on 1st February 2023 and ending on 30th April 2023.

As at 31st December 2023, an amount of K461,390 was paid to the contractor leaving a balance of K449,376.

The scope of works included footing and substructure, super structure and ring beam, roofing, carpentry, finishes, joinery, ironmongery, metal work, windows, glazing, painting decorating and external works block, roofing, metal and carpentry works, window glazing, painting, finishes.

A physical verification conducted on 21st March 2024 revealed that the works were at 75% completion and the outstanding works included Flooring, Metal works (fitting of window, door frames and burglar bars), Carpentry works and Finishes (glazing and painting)

The project had delayed by ten (10) months and the contractor was not on site at the time of inspection. See picture below.



Mimbulu Health Post

b. Poor Workmanship - Construction of a 1x2 Classroom Block at Luanshimba Primary School under Lukanga Ward

During the period under review, Kapiri-Mposhi Town Council entered into a labour-based contract to complete the construction of a 1x2 classroom block at Luanshimba Primary School under Lukanga Ward with an approved amount of K528,159. As of March 2024, a total amount of K401,645 had been spent on purchases of various building materials leaving a balance of K126,514.

However, it was observed that, there were no bill of quantities for the construction works, contract for the labour-based works and stage completion certificates. In the absence of the above the basis of expenditure incurred was questionable.

A physical inspection conducted on 13th March 2024 revealed that the 1x2 classroom block had not been completed and the outstanding works included grazing, painting and plastering, among others.

The partially completed works were of poor quality in that the paver bricks were separating as cement was cracking and popping out and the plastered areas behind the classroom blocks were peeling off. See pictures below.



Separating paver bricks



Peeling off plaster

The outstanding works included, glazing, fitting of window stays and painting among others.

c. Failure to Commission a Health Post at Kabowa Chibwelelo Ward

On 16th January 2023, the Council awarded a contract for the Construction of a clinic at Kabowa in Chibwelelo Ward to Carlyle North Ltd at a contract sum of K920,000.

The scope of works included:

- **Health Post;**

Substructure, superstructure roofing, plastering, painting, external works

- **Staff House;**

Substructure, superstructure, roofing, solar installations and external works

- **VIP Toilets;**

Substructure, concrete work, brickwork and block work, roofing, plumbing and installation, floor and wall finishing's, painting and decorating.

As at 14th March 2024, the contractor had been paid a total amount of K828,000 leaving a balance of K92,000. The project was completed and the site handed over on 27th November 2023.

A physical inspection carried out on 14th March 2024 revealed that both Health Post and a staff house were not in use four (4) months after the contractor had handed over the project. See pictures below.



Staff House and a Health Post at Kabowa in Chibwelelo ward

d. Failure to Follow Constituency Development Fund Guidelines - Skills Development

Guideline 5.3.3.2 of the CDF Guidelines requires the following application procedures for Skills Development Bursary.

- The Bursary application forms (Appendix I) Part 1
- Application forms shall be typed or filled in a clear handwriting;
- Applications to the CDFC shall be accompanied by the following documents:
 - Signed Minutes of the Ward Development Executive Committee Meeting

- A signed application form by the Ward Development Committee Chairperson. Where the Chairperson is not available, the Vice Chairperson shall sign and where the Vice Chairperson is not available, the Committee shall nominate a member amongst themselves who shall sign the applications.

Contrary to the guidelines, 709 application forms were not signed or stamped by the CDFC chairperson.

Further, the Bursary appraisal checklist (Appendix J) of the Community Development Fund Guidelines was not attached making it difficult to ascertain whether the due process was followed in the selection criteria.

e. Youth, Women and Community

i. Empowerment Grants - Implementation of Unapproved Project

During the period under review, grants in amounts totalling K2,142,000 were disbursed to seventy (70) clubs and cooperatives to support the execution of designated activities and projects outlined in respective grant agreements.

However, thirteen (13) groups and cooperatives deviated funds amounting to K436,000 from the approved projects without securing the approval thereby breaching the terms of the grant agreement. See table 1 below.

Table 1: Unapproved Projects

No.	Name of Group	Ward	Project Applied and Approved	Current Project Implemented	Amount Approved by PLGO K
1	Kawama Victors MPCS	Lukanga	Goat Rearing	Shared the funds	40,000
2	Sinalimbamba MPCS	Lukanga	Goat Rearing	Unknown Use	40,000
3	Kabanda MPC	Munga	Fish Farming	Goat Rearing	40,000
4	Tiyende Pamodzi Area Association	Kampumba	Village Banking	Gardening	18,000
5	Nakoko Lima Womens MPC	Kasanta	Bee Keeping	Village Banking	40,000
6	Kosenipo Womens MPC	Kasanta	Solar Incubation Machine	Chicken Rearing	40,000
7	Tulipamo Kabwale women's club	Kabwale	Oil Expeller	Buying and Selling Fertilizer	40,000
8	Lua- Board Multi-Purpose Cooperative	Nchembwe	Welding and Block Making	Shared the funds	40,000
9	Twasheko KGP Youth Club	Kashitu	Poultry	Shared the funds	25,000
10	Tubombele pamo Women's Club	Kashitu	Poultry	Shared the funds	25,000
11	Twiza Tambalale Youth Agriculture MPCS	Central	Crop Farming	Shared the funds	30,000
12	Kakabalika Matilyo Club	Central	Tailoring	Butchery	40,000
13	Walusungu Women's Club	Central	Savings	Bar Business	18,000
	Total				436,000

ii. Procurement of Goods and Services - Activity Reports

Regulation No. 95 (3) of the Public Finance Management (General) (Amendment) Regulations, 2023 stipulates that an officer who travels within the

Republic on duty shall be paid subsistence allowance as a direct payment received by an activity report by that officer.

Contrary to the Regulation, activity reports in relation to payment of subsistence allowances and fuel allowances in amounts totalling K91,900 involving thirty-two (28) transactions paid to twenty-five (25) officers to undertake various activities in the administration of 2023 CDF were not availed for audit verification.

iii. Management of Assets - Failure to Inscribe Assets

Regulation 154 of the Public Stores Regulations states, “all furniture and equipment belonging to public institutions must be clearly marked with distinguishing letters in an inconspicuous part of the asset to identify it as a government property.”

Contrary to the Regulation, as at 31st October 2024, assets costing K424,245 procured during the period under review had not been inscribed with identification marks. It was further observed that eighty-two (82) procured school desks at a total cost of K140,000 for Changondo primary school were not inscribed with identification marks.

8 Luano Town Council

a. Delayed Completion of a 1x3 CRB at Katetaula Primary School

On 5th September 2022, the Ministry of Local Government and Rural Development approved the Construction of a 1x3 CRB at Katetaula Primary School at a cost K400,000 and the project was to be implemented in two (2) phases.

On 6th February 2024, the Council engaged Westech Systems for the construction of the 1x3 CRB as phase one under 2022 funding at a contract sum of K342,414 with a completion period of eight (8) weeks commencing on 15th February 2024 and ending on 16th April 2024.

The scope of works included footing, building box, backfilling, compacting and slab foundation, construction of superstructure.

The completed works from the Phase One contract included footing, building the box, backfilling and compacting, and the slab foundation.

As at 5th September 2024, the contractor had been paid amounts totalling K268, 801 leaving a balance of K73, 613.

A physical inspection carried out on 5th September 2024 and inquiries made with management revealed that the works were not completed for a delayed period of four (4) months. The outstanding works included construction of superstructure. See picture below.



Incomplete 1x3 CRB

In addition, it was observed that the Council had not contracted the works for phase two (2) which were to commence on 19th September 2024 and ending on 28th November 2024. The works include window and door frames, roofing, carpentry and joinery, ironmongery, electrical fittings, flooring, plastering, painting and decoration, construction of ramp and spoon drain. There has been a delay of twenty four (24) months from the time the project was approved.

b. Stalled Projects - Completion of 1x2 CRB at Kashibulwa Primary School

On 9th May 2023 the Council engaged Kitov Investments Limited on a labour-based contract to construct a 1x2 Classroom Block at Kanshibulwa Community School in Munda Ward at a contract price of K20,000. The contract period was eight (8) weeks from the start date. The contractor moved on site on 12th May 2023, and the project was expected to be completed by 17th July 2023.

The scope of works included site clearing and setting out of works, fitting of window and door frames, plastering of internal and external walls, flooring, glazing, construction of ramp, apron spoon drain, beam filling, installation of main chalk

board and notice board, painting of internal/external walls and clearing of site after completion.

The approved amount for the project was K100,000, which was fully disbursed to the Council. As of 31st December 2023, a total of K49,700 had been spent, leaving a remaining balance of K50,300.

A physical inspection carried out in September 2024 revealed that the following works had been completed: concrete works, masonry, roofing and steel roof structure, carpentry, joinery and ironmongery, metal work, and plastering. However, the following works remained outstanding: electrical installation, flooring, wall and ceiling finishes, decoration, and external works.

As at 31st October 2024, the project had not been completed. See pictures below.



1x2 CRB at Kanshibulwa

c. Failure to Utilise School Desks – Kamushanga Primary School

On 27th December 2023, 169 desks, costing K224,000, were delivered and received at Kamushanga Primary School. A physical inspection carried out in May 2024 revealed that although the desks had been received at the school, they were not being utilised as the school had no classrooms to fit them in. As a result, 109 desks were kept in an incomplete classroom while the balance of sixty (60) desks from the total supplied were kept at a house for a community volunteer. Further, the desks were not inscribed. See pictures below.



Desks at community volunteer house



Desks in an open classroom block

9 Mkushi Town Council

a. Delayed Completion of Approved Projects

During the year under review, the Constituency had thirty two (32) approved projects with a total allocation of K34,856,768 out of which four (4) with an allocation of K13,852,350, which included the supply and delivery of 6,602 double sitter school desks at a cost of K9,375,730, were still in progress as at 31st December 2023. In addition, two (2) projects had been in progress from as far back as July 2022. See table 1 below.

Table 1: Incomplete Projects from 2022

2022 Projects				
No.	Project Name	Approved Amount K	Year Funded	Approved Date
1	Construction of 1x3 CRB at Chibefwe Secondary School	644,917	2022	18/7/2022
2	Construction of Health Post at Mboboli	282,574	2022	18/7/2022
3	Construction of Chief Chitina's Palace	3,549,128	2023	3/4/2023
	Total	4,476,619		

A review of documents and physical inspections of selected projects conducted in June 2024 revealed the following:

b. Delayed Completion - Construction of 1x3 CRB at Chibefwe Secondary School

On 23rd January 2023 the Council engaged Tepmark General Suppliers and Construction Limited to construct a 1x3 CRB at Chibefwe Secondary School at a contract sum of K644,917 with a completion period of 10 weeks commencing on 20th May 2023 and ending on 31st July 2023.

The scope of works included construction of sub and superstructures, roofing, metal work, carpentry, glazing, painting, plumbing and electrical works.

As at 6th September 2024, amounts totalling K638,031 were paid leaving a balance of K6,886.

A physical inspection carried out on 6th September 2024 revealed that the works had not been completed for a delayed period of thirteen (13) months and the contractor was on site. The outstanding works included roofing, carpentry, ironmongery, painting and electrical wiring. Consequently, one (1) classroom was overcrowded with approximately 128 learners instead of the recommended forty five (45). See the pictures below.



Overcrowded Class at Chibefwe school



Uncompleted 1x3CRB

c. Construction of Chief Chitina’s Palace

During the period under review, the Ministry retained K1,052,432 from the CDF allocation of 28,313,902.

On 21st November 2023, the Ministry engaged the Zambia Correctional Service to construct Chief Chitina’s Palace at a contract sum of K3,549,128 with a completion period of nine (9) months commencing on 28th November 2023 and ending on 30th August 2024.

The scope of works included construction of a four (4) bedroomed high-cost house for the chief, 2 x2 bedroomed low-cost houses for retainers and a meeting room.

As at 6th September 2024, amounts totalling K1,807,008 were paid leaving a balance of K1,724,120.

A physical inspection conducted on 6th September 2024 revealed that the works had not been completed for a delayed period of seven (7) days. The outstanding works

included fitting of ceiling, metal work, carpentry, glazing, painting, plumbing and electrical works. See pictures below.



Incomplete 1x3 CRB

d. Poor Workmanship of Completed Projects – Construction of Fibanga Health Post

On 23rd January 2023, the Council engaged Torch World Technology limited for the construction of a health post at Fibanga in Munsakamba ward at a contract sum of K290,000 with a completion period of sixty (60) working days commencing on 23rd January 2023 and ending on 24th March 2023.

The scope of works included construction of substructure, superstructure, roofing, metal work, carpentry work, glazing and construction of a double VIP toilet.

As at 30th June 2024, amounts totalling K268,546 were paid to the contractor leaving a balance of K21,454.

A physical inspection carried out on 6th September 2024 revealed that although all the works had been completed, the structure was not in use as it had not been handed over.

In addition, the floor inside the health post was poorly constructed, in that it had developed some cracks, five (5) windows could not open as they were stuck to the window frames, eight (8) windows could not close tightly (flashing) and left some gaps and one (1) door had been exposed to termites. See pictures below.



Cracked Floor



Door Exposed to Termites

e. Partial Delivery of Requested for Desks - Chalata Secondary School

In 2022, the school requested the District Education Board Office in Mkushi to provide four hundred (400) desks for use in the existing thirteen (13) classrooms at Chalata Secondary School. However, only thirty (30) desks were delivered in May 2024.

A physical inspection carried out on 4th June 2024 revealed that the pupil population stood at 605 and four classrooms had some learners sitting on improvised desks, while others remained standing during lessons.

Although the Council stated that the DEBS issued a different list for the secondary schools, only 392 single seater desks were allocated. As at the time of audit verification on 6th September 2024, only thirty (30) desks had been delivered leaving a balance of 362 desks undelivered. See pictures below.



Learners using Improvised Desks and Standing during Lessons at Chalata Secondary School

10 Mumbwa Town Council

a. Incomplete Installation of Boreholes – 2023

On 22nd December 2023 the Council engaged Cashmo Contractors and General dealers Limited to drill fourteen (14) boreholes with Indian Mark11 hand pumps at a contract sum of K634,180 with a completion period of six (6) weeks.

The project sites were in Mumba (6), Shimbizhi (4) and Kalwanyemba (5) wards of Mumbwa Central Constituency under the 2023 CDF funds. The scope of works included siting, drilling, pump testing, superstructure construction, hand pump installation and civil works.

As at 31st December 2023, amounts totalling K463,106 had been paid to the contractor leaving a balance of K171,074. A review of the progress reports and a physical inspection of projects carried out on 30th May 2024 revealed the following:

- Siting and drilling of fourteen (14) boreholes had been completed.
- Installation of eight (8) hand pumps was completed, leaving six (6) outstanding.
- Completed 8No. of civil works leaving six (6) outstanding.

A physical inspection of a borehole sunk in Mainza Village conducted in August 2024 revealed that the hand pump installation and civil works had not been done at the time of the audit. In response to the management letter dated 23rd August 2024, management stated that the contractor had been unresponsive and the contract had been recommended for termination. See Picture below.



Borehole with installed hand pump and civil work

b. Secondary School and Skills Development Bursaries

During the period under review, 158 students were sponsored to be trained in various courses at Vavika Training Academy and amounts totalling K1,193,000 were paid as

training fees. As at 30th June 2023, 126 students who were doing short term courses had graduated leaving thirty two (32) who continued with the studies.

However, on the 21st August 2023, the Constituency Development Fund Committee resolved to withdraw thirty-two (32) students from the college due to the poor sanitary environment and inconsistency in providing lessons. A review of accounting records revealed that the Council had not recovered the tuition fees in amounts totalling K321,500 for the withdrawn students thereby rendering the expenditure wasteful.

It was further observed that out of the thirty-two (32) students withdrawn, five (5) had been re-enrolled to other institutions while the remaining twenty-seven (27) students had discontinued their studies.

c. Empowerment Grants – Failure to Implement Projects - Cooperatives

During the period under review, ninety-eighty (98) applicants applied to undertake various projects such as poultry farming, goat rearing and other entrepreneurial activities in amounts totalling K3,666,334 out of which eighty-five (85) applicants were successfully selected with an allocation of amounts totalling K2,151,857. As at 31st December 2023, amounts totalling K484,234 had been disbursed.

Four (4) cooperatives that were paid empowerment grants in amounts totalling K93,383 in order to facilitate the implementation of various projects which included poultry and goat rearing businesses had not implemented the approved projects and used the funds on other activities. See table 1 below.

Table 1: Projects Paid for But Not Implemented

No.	Name of Cooperative	Constituency	Ward	Amount Applied For K	Amount Paid K	Date Paid	Type of Business	Remarks
1	Twikatene Markteers Womens Club	Mumbwa	Muona	70,000	23,346	09.02.202	Chicken Rearing	Not implemented-The group used the money for village banking
2	Emerald Multi-Purpose Co-operative	Mumbwa	Muona	40,000	23,346	09.02.202	Goat Keeping	Not implemented-The group used the money for village banking
3	Shishemo Womens Club	Mumbwa	Muona	23,345	23,346	22.05.202	Chicken Rearing	Not implemented-The group used the money for village banking
4	Mukunda Womens Club	Mumbwa	Muona	23,345	23,346	22.05.202	Chicken Rearing	Not implemented-The group used the money for village banking.growing tomatoes cabbages and maize
Total				156,690	93,383			

d. Management of Community Projects - 2023

As at 31st December 2023, various projects which included Construction of a staff house, double VIP Toilet, Drilling and installation of solar powered borehole, and the Drilling and Installation of boreholes were still in progress. See table 2 below.

Table 2: Projects in Progress

No.	Project Name	Ward	Start Date	End Date	Number of Days	Contractor/Supplier	Amount Allocated K	Amount Spent K	Balance K	Physical Progress	Project Status	Outstanding Works
1	Drilling of Boreholes	Chisalu & Myooye	05/17/24	07/17/24	61	5.3 Generic Investments Limited-17No. Boreholes (LOT 2-24)	934,821	617,198	317,622	25%	Full siting completed	installation of hand pumps and civil works
		Choma & Nalubanda	05/14/24	05/28/24	14	5.4 Y.Mwande General Trading-16No. Boreholes (LOT6-24)	879,022	616,566	262,457	25%	Full siting completed	installation of hand pumps and civil works
		Nangoma & Chisalu	05/17/24	07/17/24	61	5.5 Swipe wire Investment Limited-17No. Boreholes (LOT 1-24)	933,740	386,698	547,043	25%	Full siting completed	installation of hand pumps and civil works
		Keezwa & Choma	05/14/24	07/17/24	14	5.6 Built It For Africa Contractors-17No. Boreholes (LOT 5-24)	840,015	389,107	450,908	25%	Full siting completed	installation of hand pumps and civil works
2	Construction of 1No. Staff house, double VIP Toilet, Drilling and installation of solar powered borehole, and procurement of health post furniture at Malende Clinic	Nangoma	03/12/24	06/12/24		6.1 Techcon Investment Limited-Construction of Staff House (LOT7)	420,000	105,000	315,000	60%	Superstructure complete, Roofing ongoing	steel works, plastering and finishes
		Nangoma			0	6.2 TBA-Construction of double VIP Toilet, Drilling & installation of solar powered borehole, and procurement of health post furniture	530,000	-	530,000	10%	Advertised on EGP (under evaluation)	full construction
3	Construction of Chiefs Palace				0	ZCS	1,000,000	-	-	N/A	ZCS	In Progress
TOTAL							5,537,599	2,114,569	2,423,030			

e. Empowerment Grants – Failure to Implement Projects - Cooperatives

During the period under review, Empowerment Grants in amounts totalling K2,151,856 were issued to seventy two (72) selected applicants to undertake various projects such as goat and chicken rearing.

It was however, observed that two (2) cooperatives which were awarded empowerment grants in amounts totalling K59,772 had not implemented the projects as at 30th September 2024. See table 3 below.

Table 3: Failure to Implement Approved Projects

No.	Name of Cooperative	Constituency	Ward	Amount Applied for	Amount Paid K	Date Paid	Type of Business	Remarks
1	Atuzumanane Livestock Coperative	Nangoma	Matale	40,000	29,886.00		Purchase of Hammermill	Not Implemented as the money was not enough to buy the hammermill
2	Uplified Malende Youth Club	Nangoma	Malende	40000	29,886.00		Purchase of Oil Expeller	Estimated cost was K50,000. Diverted to goat rearing and Purchased Fifteen but only collected Five(5) goats
Total				80,000	59,772.00			

11 Ngabwe Town Council

a. Delayed Completion of a Staff House at Bwembelelo Primary school

On 16th January 2023, the Council engaged Hench Enterprises Limited to construct a Staff House at Bwembelelo Primary School at a contract sum of K493,395 with a completion period of nine (9) weeks commencing on 20th January 2023 and ending on 24th March 2023.

The scope of works included excavation and earthworks, substructure, reinforcement, brick and blockwork, roofing, carpentry and joinery, ironmongery, plumbing and mechanical installation, metal work, floor and wall finishes, glazing, painting and decorations.

As at 31st December 2023, the contractor had been paid amounts totalling K146,559 leaving a balance of K346,836.

A physical verification carried out on 11th May 2024 revealed that the contractor had constructed the structure up to slab level. However, the Council terminated the contract on 24th March 2023 due to delayed works.

On 20th December 2023, the Council engaged N.Y Engineering Limited to complete the staff house at a contract sum of K352,643 with a completion period of six (6) weeks commencing on 21st December 2023 and ending on 18th January 2024.

The scope of works included concrete work, brick and block work, roofing, carpentry and joinery, ironmongery, structural steel works, metal works, floor and wall finished, glazing, painting and decorations.

As at 7th September 2024, the contractor had been paid amounts totalling K234,720 leaving a balance of K117,923. A physical inspection carried out in September 2024 revealed that the Superstructure had been constructed and completed. However, there were outstanding works which included metal works, glazing, tiling in all the rooms, fitting nine (9) doors in all the rooms, fitting thirteen (13) bulb holders in all the rooms, electrical installations, painting and decorating, plumbing installations, digging of septic tank and soak away, construction of spoon drain, fitting of peg stays on all windows and firefighting and external works that had been delayed for period of thirteen (13) weeks. See pictures below.



Incomplete staff house

In addition, it was observed that the project had stalled and the contractor was not on site. The Council in a correspondence dated 24th March 2023 indicated that they were in the process of terminating the contract.

b. Management of Empowerment Grants - Failure to Utilise Grants on Approved Projects

In 2023 amounts totalling K2,151,857 were allocated towards empowerment grants. In this regard, fifty-three (53) applicants were selected to undertake poultry farming, goat rearing and other entrepreneurial activities.

During the period under review, empowerment grants in amounts totalling K160,000 were paid to four (4) out of the fifty-three (53) selected applicants to undertake winter maize growing and vegetable production, purchase of hammer mills, purchase of block making machines and dairy cattle rearing.

The Council disbursed amounts totalling K80,000 as grants to Nkange Multi-Purpose Cooperative Society to purchase a hammer mill and Kalobansofu Multi-purpose Co-operative for piggery and goat rearing.

A physical inspection carried out in September 2024 revealed that the Cooperatives had not implemented the approved projects but used the funds on other projects. See table 2 below.

Table 2: Failure to Utilise Grants on Approved Projects

No.	Name	Approved Project	Ward	Amounts Received K	Observations/ Status of Projects
1	Nkange Multi purpose Cooperative Society	Purchase of Hammer Mill	Chisangwa	40,000	A member indicated that they purchased cattle, sheep and goats . However, no evidence was availed for audit verification.
2	Kalobansofu Multi-purpose cooperative	Piggery and Goat rearing	Lwamala	40,000	Bought Weed killer. However, no evidence of recouping their capital was availed for audit.
	Total			80,000	

12 Serenje Town Council

12.1 Serenje Central Constituency

a. Delayed Implementation of Approved Projects

Section 15 (5) of the Constituency Development Fund Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

On 29th June 2023, the Ministry approved thirty (30) community projects at a total cost of K16,124,000 which included construction and completion of classroom blocks, electrification of schools and health centers and procurement of furniture, medical equipment and earth moving equipment among others.

Contrary to the Guidelines, three (3) projects approved in 2023 and one (1) project brought forward from 2022, with a total allocation of K2,031,000 had not been implemented by the Council as at 19th September 2024 despite being funded. See table 1 below.

Table 1: Failure to Implement Projects

No.	Ward	Project Name	Allocation K	Payment K	Balance K	Project Status as at 19/09/2024
2023 Approved Projects						
1	Chisangwa, Muchinda and Musangashi	Electrification of Schools(Lumpampa, Ndabala, Kabeta) and Health Centre Police Post, Churches and Residence.	1,000,000	-	1,000,000	MOU signed with REA
2	Kabamba	Demolition of the blown off building and construction of a 1x3 classroom block	350,000	-	350,000	At procurement stage
3	All Wards	Procurement of office furniture	200,000	-	200,000	At procurement stage
Total			1,550,000	-	1,550,000	
2022 Brought forward Project						
1	Milenje	Construction of Mfwanta 1x 3 CRB	481,000		481,000	Terminated
Total			481,000	-	481,000	
Grand Total			2,031,000	-	2,031,000	

b. Delayed Completion of Mfwanta Community School in Milenje Ward

On 29th August 2023, the Council engaged Dove Engineering and Construction Ltd for the construction of a 1x3 classroom block at Mfwanta Community School at a contract price of K728,960 with a completion period of twelve (12) weeks commencing on 29th August 2023 and ending on 29th October 2023.

As at 23rd August 2024, amounts totalling K462,233 had been paid to the contractor leaving a balance of K266,727.

The scope of works included footing and substructure, super structure and ring beam, roofing, carpentry, finishes, joinery, ironmongery, metal work, glazing, painting, floor, wall and ceiling finishes, electrical installations, decorating and external works.

A physical verification carried out on 23rd August 2024 revealed that the project not been completed for a delayed period of ten (10) months. The outstanding works included the following:

- Electrical installations;
- Supply and installation of off grid solar power system;

- Fitting of door to the strong room; and
- Fitting of ceiling board.

In addition, the contractor was not on site as at 30th September 2024. See picture below.



Strong Room Door and Ceiling Board not Fitted

c. Completion of a 1x2 Classroom Block at Teta Primary School

On 31st January 2024, the Council engaged Warmzee Investment for the completion of a 1x2 classroom block at Teta primary school in Kabamba ward at a contract price of K179,227 with a completion period of eight (8) weeks commencing on 31st January 2024 and ending on 31st March 2024.

The scope of works included roofing, plastering, painting, fitting of door frames and window frames, fitting of doors, glazing, carpentry, finishes and decorations.

As at 23rd August 2024, amounts totalling K151,224 had been paid to the contractor leaving a balance of K28,003.

A physical inspection carried out on 23rd August 2024 revealed that the works had been completed and the classroom block had been handed over. However, the classroom block had not been commissioned. It was also observed that the contractor used soft wood doors and not the hardwood doors specified in the Bill of Quantities (BOQ). In addition, some cracks had developed on the floor inside the classroom. See pictures below.



Cracked Soft Wood Door



Cracked Floor in the Classroom

d. Non - Delivery of Desks

On 20th December 2023, the Council engaged three (3) contractors to supply 1,346 school desks to various schools in Serenje Central Constituency at a contract sum of K1,958,000 with a delivery period of eight (8) weeks ending on 21st February 2024.

As at 21st August 2024, the contractors had been paid amounts totalling K439,180 leaving a balance of K1,518,820.

However, as at 17th September 2024, the suppliers had delivered 300 desks leaving a balance of 1,046 undelivered for a delayed period of seven (7) months. See table 2 below.

Table 2: Undelivered School Desks

No.	Date	Delivered Period	Contractor	Details	Contract Sum K	Payment K	No. of Desks Delivered	No. of Desks Undelivered
1	20.12.14	8weeks(21.12.23 to 21.02.24)	Vetro Mining and Construction Ltd	Supply and Delivery of 530 School Desks	742,000	185,500	150	380
2	20.12.15	8weeks(21.12.23 to 21.02.24)	Datum-Line Enterprise Ltd	Supply and Delivery of 400 School Desks	592,000	97,680	50	350
3	20.12.16	8weeks(21.12.23 to 21.02.24)	Pacific Solutions	Supply and Delivery of 416 School Desks	624,000	156,000	100	316
Total					1,958,000	439,180	300	1,046

e. Management of Youth, Women and Community Empowerment Grants - Underpayment of Empowerment Grants to Cooperatives and Clubs

During the period under review, an amount of K2,151,856 was allocated for Youth, Women and Community Empowerment Grants however the Council approved amounts totalling K2,150,857 for payment of empowerment grants to 133 selected applicants out of a total of 170 applications to undertake empowerment projects such as poultry farming, goat rearing and other entrepreneurial activities.

A review of loan application and disbursement documents, a physical inspection and interviews with members of selected Cooperatives revealed that 126 applicants who had applied for grants in amounts totalling K5,013,790 were awarded grants amounting to K1,870,800. Consequently, the Cooperatives could not implement the intended projects due to the reduction in the grants awarded.

12.2 Muchinga Constituency

a. Delayed Implementation of Approved Community Projects

Section 15 (5) of the Constituency Development Fund Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

On 29th June 2023, the Ministry of Local Government and Rural Development approved twenty-nine (29) community projects at a total cost of K16,231,000 which included construction and completion of classroom blocks, electrification of schools and health centers, procurement of furniture and medical equipment and drilling of bores.

Contrary to the Guidelines, three (3) projects approved in 2023 and one (1) project approved and brought forward from 2022, with a total allocation of K2,156,550 had not been implemented by the Council as at 30th October 2024 despite being approved and funded. See table 3 below.

Table 3: Unimplemented Projects

No.	Ward	Project Name	Allocation K	Balance K	Project Status as at 19/09/2024
2023 Approved Projects					
1	Three wards	Electrification of Schools(Kalera, Kunda Luwansha,Miswema) and Miswema and Kalera Health Posts.	1,000,000	1,000,000	MoU signed with REA
2	Lushibashi, Serenje and Kabwe Kupela	Procurement of Solar packages	356,550	356,550	At procurement stage
3	Serenje	Construction of Fumbeshi Bridge	600,000	600,000	At design stage
		Total	1,956,550	1,956,550	
2022 Brought forward Project					
1	Kabansa	Extension of Water Reticulation System To Have Piped Water In Kabansa Community (By 5 Km Into Kabansa Community)	200,000	200,000	Project terminated
		Total	200,000	200,000	
		Grand Total	2,156,550	2,156,550	

b. Failure to Operationalise Commissioned Project - Koffi Kunda Health Post

On 12th February 2024, the Council engaged Chewen Solutions Ltd for the completion of Koffi Kunda Health Post in Masaninga Ward at a contract price of K249,066 with a completion period of twelve (12) weeks commencing on 12th February 2024 and ending on 11th April 2024.

The scope of works included construction of an incinerator, VIP Latrine and rehabilitation of a staff house and health post.

As at 24th August 2024, the contractor had been paid amounts totalling K235,020 leaving a balance of K14,046 as retention. The project was completed and handed over on 13th May 2024.

Although the project was commissioned on 17th July 2024, the health post and staff house had not been operationalized two (2) months after being commissioned.

c. Non-Delivery of Desks

On 19th December 2023, the Council engaged Lesa Mukulu Hardware and General Dealers to supply 500 school desks to various schools in Muchinga Constituency at a contract price of K700,000 with a delivery period of eight (8) weeks ending on 20th February 2024.

As at 21st August 2024, the contractor had been paid amounts totalling K175,000 leaving a balance of K525,000.

Physical inspections carried out on 13th September 2024 revealed that the supplier had supplied 253 desks leaving a balance of 247 undelivered for a delayed period of (7) months.

d. Other Irregularities

i. Failure to Register Specialised Movable Equipment

Section 11 (1) (2) of The Road Traffic Act No. 11 of 2002, Part III stipulates that no person shall use a motor vehicle or trailer unless such vehicle or trailer is registered in accordance with the provisions of the Act.

Contrary to the Act, the Council did not register a specialised movable equipment (Grader) Engine No. BF6M1013EC valued at K1,440,000 with the Road Transport

and Safety Agency (RTSA) as at 31st October 2024. Consequently, the Grader did not have ownership records.

ii. Failure to Deliver Medical Equipment and Furniture to Commissioned Health Posts

During the period under review, the Council engaged various suppliers to supply and deliver furniture and medical equipment costing K1,414,422. The suppliers delivered the medical equipment and furniture to the Council on 6th December 2023.

A review of records availed for audit and a physical inspection carried out on 31st October 2024 revealed that the Council had not distributed furniture and medical equipment costing K627,698 to three (3) Health facilities (Koffi Kunda Health Post, Kapeshi Health post and Nakalengula Health Post) in Muchinga constituency.

In addition, the furniture and medical equipment were not properly secured in that some were kept at the District Health Office and others were piled in a classroom at Malcom Moffat College of Education, ten (10) months after delivery. See table 4 and pictures below.



Table 4: Undelivered Furniture and Equipment

No.	Name of Facility	No. of Equipment	Amount K	GRN
1	Koffi Kunda Health Post	69	145,652	2310/2011/2012/2013
2	Kapeshi Health Post	68	197,658	2322/2323/2324
3	Nakalengule Health Post	69	284,388	2014/2015/2316/2017
	Total	206	627,698	

13 Shibuyunji Town Council

a. Delayed Construction of Lutondo Rural Health Clinic

On 1st September 2023, the Council engaged Nicho Investment Limited for the Construction of a Rural Health Clinic at Lutondo at a contract sum of K1,130,955 with a completion period of four (4) months commencing on 7th December 2023 and ending on 7th April 2024. On 7th June 2024, the Council extended the contract period to 31st August 2024.

The scope of works included construction of sub and superstructures, concrete works, block and brickwork, roofing, carpentry and joinery, ironmongery, metal work, plumbing installation, electrical works, floor and wall finishes, glazing, painting, decorating internally and externally.

The approved amount for the project was K1,976,470 (K1,104,859 from 2022 funding and K871,611 from 2023 funding) and the whole amount had been disbursed to the Council.

As at 31st December 2023, amounts totalling K334,944 had been paid to the contractor leaving a balance of K796,011.

A physical inspection carried out on 26th August 2024 revealed that works had not been completed for a delayed period of five (5) weeks. The outstanding works included plastering internal, flooring, ceiling installation, doors fitting, electrical installation, glazing, and painting and decorating. The contractor was on site. See the pictures below.



Incomplete Rural Health Post

In response to the interim management letter dated 30th September 2024, management stated that the contract expired on 31st August 2024 and the Council had since commenced charging liquidated damages as per contract agreement.

As at 31st October 2024, the project had not been completed and the contractor has since been replaced.

b. Delayed Construction of Hostel and Ablution Block - Mukalaikwa Secondary School

On 26th October 2023, the Council engaged Gulu and Rare Worx Investment Limited JV to construct a Hostel and Ablution Block at Mukalaikwa Secondary School at a contract sum of K997,454 with a completion period of four (4) months commencing on 30th October 2023 and ending on 9th February 2024.

The scope of works included substructure, superstructure, concrete work, brick and blockwork, roofing, metal work, carpentry and joinery, iron mongery, flooring, wall and ceiling finishes, painting and decorations, external works, electrical installation, plumbing installation, septic tank and soakaway.

As at 31st December 2023, an amount of K750,585 had been paid to the contractor leaving a balance of K246,869.

A physical verification carried out on 26th August 2024 revealed that the works had not been completed for a delayed period of thirty-eight (38) weeks. The outstanding works included fitting of window handles, installation of bunker beds, electrical fittings (installation of fluorescent tubes) and fitting a door.

In addition, the contractor was not on site at the time of verification. See pictures below.



Installation of Bunker Beds not done



No Window Handles

In response to the interim management letter dated 30th September 2024, management stated that the contract had expired on 25th February 2024 and the Council had since commenced charging liquidated damages in accordance with GCC 45.1 of the contract. Further, the contractor has since been replaced.

c. Delayed Completion of a Culvert Bridge - Mukalikwa Ward

On 20th October 2023, the Council engaged Sundusk Investment Limited to construct a Culvert Bridge in Mukalaikwa Ward at a contract price of K511,938 with a completion period of three (3) months commencing on 20th October 2023 and ending on 9th February 2024.

The scope of works included demolition works, excavation and earthworks, concrete works, superstructure, and portal frame culverts.

The contractor moved on site on 20th October 2023. However, on 6th June 2024, the Council terminated the contract with Sundusk Investment Limited, thirty three (33) weeks after the contract was signed. The outstanding works included concrete works and installation of Culverts.

As at 31st December 2023, amounts totalling K384,034 had been paid to the contractor leaving a balance of K127,904 and liquidated damages amounting to K74,742.89 were charged.

On 16th August 2024, the Council engaged another contractor, Lyansa Contractors and Hardware Suppliers at a contract sum of K160,000 with a completion period of six (6) weeks commencing on 28th August 2024 and ending on 9th October 2024.

The contractor moved on site on 28th August 2024. The scope of works included wing walls, headwalls and gravelling.

A physical inspection carried out on 9th October 2024 revealed that the contractor had moved on site and works were in progress. The outstanding works included wing walls, headwalls and gravelling.

COPPERBELT PROVINCE

14 Chililabombwe Municipal Council

a. Failure to Operationalize Health Post - James Phiri Ward

Section 15 (5) of the Constituency Development Fund Act No.11 of 2018 states “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

On 11th April 2023, Chililabombwe Municipal Council engaged Zoomtech Investments to construct a Health Post at a contract sum of K1,253,688 with a completion period of twelve (12) weeks commencing on 16th April 2023 and ending on 4th July 2023.

The scope of works included substructure, concrete work, brick and blockwork, roofing, carpentry and joinery, ironmongery, metal work, floor and wall finishes, glazing, painting and decorating, structural steel work and electrical works.

As at 31st December 2023, the contractor had been paid in full.

A physical inspection carried out on 7th October 2024, revealed that the Health Post had not been operationalized despite the project being completed on 8th January 2024 and being commissioned on 24th February 2024.

b. Unsupported Grant Payments - Youth, Women and Community Empowerment Grants

On 13th April 2023, the Ministry approved empowerment grants in amounts totalling K1,880,000 to 101 successful applicants to undertake various projects such as block making, village banking, fish farming, gardening, chicken and pig rearing, retail business, tailoring, and farming.

In addition, eleven (11) applications for empowerment grants in amounts totalling K274,857 were approved by the Ministry on 17th October 2023 for disbursement in 2023 bringing the total number of applicants to 112.

As at 31st December 2023, the Council had received amounts totalling K2,151,857 and paid amounts totalling K2,133,857 to 111 beneficiary groups leaving a balance of K18,000.

Guidelines 5.2.3.1 and 5.2.6 (a) (d) of the Constituency Development Fund Guidelines of 2022 states, “Empowerment Applications for grants to the CDFC shall be accompanied by signed application forms by the Ward Development Committee Chairperson. Where the Chairperson is not available, the Vice Chairperson shall sign and where the Vice Chairperson is not available, the Committee shall nominate a member amongst themselves who shall sign the applications; Accompanying documents for empowerment fund applications shall include: a copy of a valid certificate of company, organization, group, cooperative, enterprise or club registered with PACRA, Registrar of NGOs, Zambia Agency for Persons with Disabilities, Registrar of Cooperatives, Local Authority, National Construction Council (NCC), National Youth Development Council (NYDC) and other Registration Bodies, and proof of a bank account or mobile wallet registered for the group.

Contrary to the Guidelines, twenty three (23) co-operatives were issued grants in amounts totalling K483,480 without completing the required application forms.

In addition, thirty-six (36) cooperatives, clubs, associations and organized groups were paid amounts totalling K725,000 without supporting documents such as bank account details, certificate of incorporation and proposals among others.

c. Bursaries – Secondary School and Skills Development

i. Failure to Replace Excluded Skills Bursaries Beneficiaries

A review of a conveyance notification under the skills development and secondary boarding school bursaries dated 24th February 2023 revealed that the Provincial Local Government Officer recommended the exclusion of twenty-five (25) beneficiaries with allocated amounts of K148,035 on account of being above the age limit of thirty five (35) years and the study programs not qualifying as skills in accordance with the guidance from the Ministry.

However, as at 31st October 2024, the Council had not replaced the excluded beneficiaries.

ii. Irregular Approval of Applicants Above Age Limit

Guidelines 5.3.4.2 (d) of the Constituency Development Fund Guidelines of 2022 states, “The following eligibility criteria shall apply for Skills Development: the applicant must be aged between 16 and below 35 years.”

Contrary to the Guidelines, one (1) applicant aged thirty-eight (38) years was sponsored to Luanshya Technical and Business College at the total cost of K12,210.

iii. Duplicate NRC Numbers

A review of the approved list for 585 skills bursaries beneficiaries revealed that eight (8) NRC numbers were appearing twice with different programs of study, different wards, different institutions and different names rendering the approved list of beneficiaries questionable.

iv. Failure to Spend Bursaries-Secondary School and Skills Development

As at 31st December 2023, the Council spent amounts totalling K4,519,860 on bursaries out of a total allocation of K7,675,031 leaving a balance of K3,155,171 unspent despite the applications being approved by the Minister.

15 Chingola Municipal Council

15.1 Nchanga Constituency

a. Failure to Recover Advance Payment on Terminated Contracts

i. Kefra Investment Limited

On 6th September 2023, the Council engaged Kefra Investment Limited to chip and spray selected roads in Nchanga Constituency at a contract price of K5,252,708 with a contract period of twenty four (24) weeks starting from 20th September 2023 to 4th April 2024.

Section VIII, of the special contract conditions (SCC) of the contract states that the client may make advance payment to the contractor which shall not exceed 25% of the total contract price subject to a bank guarantee of an equivalent amount.

In this regard, on 2nd October 2023, the Council paid an advance payment of K1,313,177 to the contractor. However, on 24th January 2024 the Council terminated the contract, 140 calendar weeks after contract signing date in line with General Conditions of Contract (GCC) clause 15.2 9(c) (i) due to failure by the contractor to mobilize and commence works.

The conditions under the advance payment bond provide that after the termination of the contract, the council should claim the advance payment made to the contractor. However, it was observed that the Council had not recovered or claimed the advance payment of K1,313,177 made to Kefra Investment limited as at 31st October 2024.

ii. Gilgal Engineering Limited

On 6th September 2023 the Council engaged Gilgal Engineering Limited for rehabilitation (plumbing works) of Nchanga General Hospital in Nchanga Constituency at a contract sum of K438,824 for a contract period of twenty (20) calendar weeks starting from 20th September 2023 to 4th April 2024.

Section VIII, of the special contract conditions (SCC) of the contract states that the client may make an advance payment to the contractor which shall not exceed 25% of the total contract price subject to a bank guarantee of an equivalent amount. In this regard on 25th September 2023 the council paid an advance payment of K109,706. However, on 24th January 2024 the council terminated the contract, 140 calendar weeks after contract signing date in line with General Conditions of Contract (GCC) clause 15.2 9(c) (i) due to failure by the contractor to mobilize and commence works.

The conditions under the advance payment bond provide that after the termination of the contract, the council should claim the advance payment made to the contractor. However, it was observed that the council had not recovered or claimed the advance payment of K109,706.06 made to Gilgal Engineering limited as at 31st October 2024.

b. Failure to Spend - Management of Youth, Women and Empowerment Grants

On 8th May 2023 and 30th August 2023, the Ministry approved empowerment grants in amounts totalling K1,875,700 in respect of 216 applicants.

As at 31st December 2023, a total amount of K1,875,700 was paid to 216 beneficiaries to undertake various projects such as general trading, village banking, poultry, pig rearing, carpentry, farming, among others. See table 1 below.

Table 1: Analysis of Approved grants

Date	Approved Number of Cooperatives	Approved Amount K
08.05.2023	62	603,000
30.08.2023	154	1,272,700
Total	216	1,875,700

A total of seven (7) cooperatives were brought forward from 2022 with a total allocated amount of K42,000. The grants were disbursed and the projects were implemented in 2023.

Guideline 6.3.2. of the CDF Guidelines of 2022 states, (h) “Payments for empowerment funds shall be made within fourteen (14) working days after receipt of funds”

A review of expenditure details revealed that as at 31st December 2023, the Council had not disbursed grants in amounts totalling K276,000 to twenty four (24) cooperatives and clubs despite the Council receiving funding for the component.

c. Secondary School Boarding and Skills Development - Bursaries

During the period under review, the Council approved amounts totalling K5,378,750 as bursaries for 1,134 applicants (14 pupils - K68,750 and 1,120 students - K5,310,000) for boarding Schools and skill development. See table 2 below.

Table 2: 2023 Approved Bursaries.

Approval Date	No.School pupils	No.Students Skills	Total Students	Approved Amount K
13.06.23	11	1081	1092	5,350,000
18.09.23	3	39	42	28,750
Total	14	1120	1134	5,378,750

In addition, amounts totalling K2,446,386 were brought forward from 2022 bringing the total funds available to K7,825,136.

The following observations were made:

i. Failure to Appraise and Approve Applicants

The skills development bursary application form makes it mandatory that the Constituency Development Fund Committee Chairperson approve or reject each bursary application. A review of the application forms revealed that 1,117

applications had not been given the required approval or rejection from the Chairperson. Additionally, an examination of the skills bursary appraisal checklist forms indicated that no appraisals were conducted for any applicants, making it not possible to establish the criteria used for their selection.

ii. Failure to Claim Funds - Skills Development Bursaries

A review of files and records for institutions that received CDF Skills Development Bursaries revealed that the Council disbursed an amount of K45,120 to Friends Driving School in respect of sixteen (16) students who had not reported for training.

As of 31st October 2024, the Council had neither requested a refund nor replaced the students.

15.2 Chingola Constituency

a. Incomplete Works – 1x3 Admission Block at Kasombe Clinic – 2023 Allocation

On 31st October 2023, the Council engaged Morumu Innovation Limited to construct a 1x3 Admission Block at Kasombe Clinic at a contract price of K1,466,957 with a contract period of twenty-four (24) week starting from 4th November 2023 to 27th April 2024.

The scope of works included substructure, superstructure, roofing, carpentry and joinery, metals works, plumbing, floor and wall finishes, electrical installations, painting and decorating and external works.

As at 5th March 2024, the contractor had been paid amounts totalling K700,039 leaving a balance of K766,918.

A physical inspection carried out on 7th October 2024 revealed that the project had stalled and was at wall plate level.

Inquiries with management revealed that the contract was terminated due to slow implementation of works. See picture below.



b. Drilling and Equipping of Borehole at UCZ in Lulamba – 2023 Allocation

Section 5.1.4 (b) of the 2022 CDF Guidelines specifies that CDF project assessments must ensure that projects are identified and prioritized by the local community and serve the wider public.

In 2023, an amount of K225,000 was allocated to drill and equip a borehole at Chigayo Primary School. However, minutes for a meeting of CDFC meeting that was held on 5th June 2024 revealed that the site had been changed to the United Church of Zambia (UCZ) grounds in Lulamba. Subsequently, in June and July 2024, the Council procured materials and hired labour, totalling K170,174 to complete the borehole.

A physical inspection carried out on 5th October 2024 showed that the borehole was functional, however, contrary to the guidelines, it supplied water solely to the church’s Reverend’s residence rather than to the broader community.

c. Failure to Implement Funded Grant Projects - Management of Youth, Women and Community Empowerment Grants

On 10th July 2023, The Ministry approved empowerment grants in amounts totalling K1,800,000 in respect of ninety (90) applicants.

As at 31st December 2023, the council paid amounts totalling K1,800,000 to the ninety (90) beneficiaries to undertake various projects such as gardening, chicken rearing, pig rearing, village banking and farming among others.

A total of sixteen (16) cooperatives were brought forward from the previous year with a total allocated amount of K166,000. The grants were disbursed, and the projects were implemented in 2023.

Section 15(5) of the Constituency Development Act No.11 of 2018 states “a project

that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Contrary to the Act, on 1st September 2023, the Council paid two (2) grants in amounts totalling K40,000 to carry out chicken rearing.

A physical inspection carried out on 4th October 2024 revealed that two (2) Cooperatives had not implemented the projects.

Further, Mpanda Mano Twatasha Club distributed an amount of K5,000 among its members for personal use.

d. Secondary School Boarding and Skills Development Bursaries

i. Failure to Appraise and Approve Applicants

The skills development bursary application form makes it mandatory that the Constituency Development Fund Committee Chairperson approves or rejects each bursary application. A review of the application forms revealed that 1,115 applications for skills development bursaries had not been approved or rejected by the Chairperson.

Further, a review of the skills bursary appraisal checklist forms revealed that all the applicants were not appraised, making it difficult to ascertain the eligibility of the applicants.

ii. Failure to Replace Students

During the period under review, twenty-three (23) students were not approved due to failure to meet the set criteria.

However, as at 31st December 2023, the students had not been replaced.

iii. Failure to Claim Refund- Skills Development Bursaries

A review of selected files and other records for Institutions that benefited from the CDF Skills Development Bursaries revealed that the Council had paid Friends Driving School amounts totalling K143,820 in respect of fifty-one (51) students that had not reported for school.

As of 31st October 2024, the Council had neither requested a refund nor replaced the students.

15.3 Kalulushi Municipal Council

a. Delayed Implementation of 2023 Approved Projects

Section 15 (5) of the Constituency Development Act No.11 of 2018 states “a project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

On 14th April 2023, Ministry of Local Government and Rural Development approved a total of fourteen (14) community projects at a total cost of K15,274,800 which included procurement of desks, construction of classroom blocks and construction of maternity wings for implementation in 2023.

However, two (2) projects namely construction of a 1x4 Classroom Block for special needs at Kalulushi Secondary School and construction of an Ablution Block at Chembe Primary School with a total allocated amount of K1,981,746 and a total contract sum of K1,956,498 were implemented in January 2024, nine (9) months after the date of approval.

In addition, ten (10) projects with a total allocation of K8,080,000 were brought forward from 2022 and were all implemented in 2023.

Abandoned Community Projects - 2022

A physical inspection of community projects carried out on 9th September 2024, revealed that three (3) projects with a total allocated amount of K2,630,000 and a total contract sum of K2,455,056 had been abandoned by the contractors at different stages of construction. According to the Council’s progress reports, the projects were at completion stages ranging from 60% to 95%.

As at 30th September 2024 the Council had paid the contractors amounts totalling K1,554,501. See table 3 and the pictures below.

Table 3: Abandoned Projects

Project	Contract Date	Amount Allocated K	Contract Sum K	Amount Paid K	Balance K	Completion %
1 x 3 CRB Chati Secondary School	04.01.23	850,000	718,374	632,906	85,468	95
1 x 3 Science Lab Lukoshi Combined Primary School	10.01.23	950,000	937,203	632,605	304,598	75
1 x 4 CRB Chibuluma Primary School	24.01.23	830,000	799,479	288,990	510,489	60
Total		2,630,000	2,455,056	1,554,501		



Chati Secondary School 1 x 3 Classroom Block abandoned at 95% Completion

b. Youth, Women Empowerment Grants

On 29th April 2023 the Ministry of Local Government and Rural Development approved empowerment grants in amounts totalling K2,151,856 to seventy-eight (78) successful applicants to undertake various projects such as bee keeping, village banking, fish farming, gardening, goat and pig rearing, dog breeding, carpentry and farming.

As at 31st December 2023, amounts totalling K2,120,810 had been paid to seventy-six (76) beneficiary groups leaving a balance of K31,046 meant for two (2) cooperatives namely Chankalamo Women Club and Natwange Women club. The two (2) clubs rejected the funds because they were insufficient to carry out the intended projects.

16 Kitwe City Council

16.1 Nkana Constituency

a. Construction of 1 x 3 Classroom Block at Parklands Secondary School

On 14th February 2023, the Council engaged Koptech Investments Limited for the construction of a 1 x 3 classroom block at Parklands Secondary School at a contract price of K860,243 with a completion period of twelve (12) weeks commencing on 14th February 2023 and ending on 12th May 2023.

The scope of works included substructure, superstructure, three (3) black boards, roofing, structural steel, metal work, carpentry and joinery, ironmongery, electrical installation, glazing, floor, wall and ceiling finishes, painting and decoration and supply of desks.

As at 31st December 2023, the contractor had been paid amounts totalling K576,505 leaving a balance of K283,738.

A physical inspection carried out on 17th July 2024 and inquiries made with management revealed that the works were completed on 13th June 2024. However, the project had not been handed over. Further, it was observed that cracks had developed on the floor in the classroom and verandah.

In addition, it was observed that out of forty five (45) desks that were supplied, thirteen (13) had started cracking and shaking.

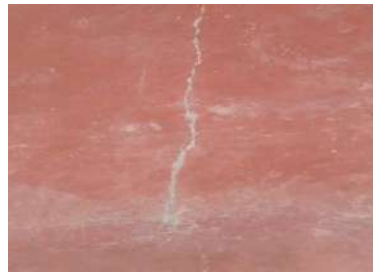
b. Poor Workmanship - Completion of 1x 3 Classroom Block at Mindolo Secondary School

On 4th January 2023, the Council engaged C.C Production Limited for the completion of a 1x3 Classroom Block at Mindolo Secondary School at a contract price of K194,327 with a completion period of ten (10) weeks commencing on 4th January and ending on 10th March 2023.

The scope of works included substructure (construction of an apron slab and spoon drain), superstructure, carpentry and joinery, ironmongery, electrical installation, floor, wall and ceiling finishes, painting and decoration.

As at 31st December 2023, the contractor had been paid amounts totalling K174,894 leaving a balance of K19,433.

A physical inspection carried out on 17th July 2024 revealed that the project had been completed. However, it was observed that there was poor workmanship in that the paint was peeling off and the floor had developed cracks. See pictures below.



Cracked Floor



Paint peeling off

c. Poor Workmanship - Completion of 1x3 Classroom Block at Mukuba /Kandabwe Primary School

On 4th January 2023, the Council engaged Platinex Limited for the completion of a 1x3 Classroom Block at Mukuba Primary School at a contract sum of K874,000 with a completion period of twelve (12) weeks commencing on 14th February 2023 and ending on 12th May 2023.

The scope of works included substructure, superstructure, carpentry and joinery, ironmongery, electrical installation, floor, wall and ceiling finishes, glazing, painting and decoration and the supply of forty five (45) desks.

As at 31st December 2023, the contractor had been paid amounts totalling K786,600 leaving a balance of K87,400.

A physical inspection carried out on 17th July 2024 revealed that the project had been completed. However, it was observed that out of the forty five (45) desks that had been supplied by the contractor, thirty (30) had developed cracks and one (1) was broken. See pictures below.



Broken Desk



Cracked Desk

d. Delayed Completion of Project – Construction of 1 x 5 Classroom Block at Kamakonde Primary School.

Section 15 (5) of the CDF Act No. 11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

On 4th January 2023, the Council engaged Dunpar Industries Limited for the construction of a 1x5 classroom block at Kamakonde Primary School at a contract sum of K972,888 with a completion period of twelve (12) weeks commencing on 4th January 2023 and ending on 24th March 2023.

The scope of works included excavation and earth works, substructure, superstructure, roof covering and spoon drain, metal works, carpentry and joinery, signage, ironmongery, glazing, electrical installation, access flooring and wall finishes, painting and decorating, external works and supply of sixty (60) desks.

As at 31st December 2023, the contractor had been paid amounts totalling K531,648 leaving a balance of K441,240.

A physical inspection carried out on 17th March 2024, revealed that the works had not been completed for a delayed period of twelve (12) months. However, liquidated damages in amounts totalling K97,289 were not charged.

The outstanding works included supply of desks, roof covering and spoon drain metalwork, ironmongery and signage, electrical installation, external works, painting and decorating. See pictures below.



Incomplete 1x5 classroom block at Kamakonde Primary School

16.2 Kwacha Constituency

a. Failure to Commission Market Shelter in Mwaizeni Overspill

On 21st April 2023, the Council engaged RMK Engineering Limited for the construction of a market shelter at Mwaizeni Overspill at a contract sum of K906,355

with a completion period of twelve (12) weeks commencing on 28th April 2023 and ending on 21st July 2023.

The scope of works included substructure, concrete works, block and brickwork, roofing, structural steel works, electrical installation, interior and exterior finishes, painting and decorating and construction of spoon drain and ramps.

As at 31st December 2023, the contractor had been paid amounts totalling K577,995 leaving a balance of K328,360.

A physical verification carried out on 17th July 2024 revealed that the market had been completed. However, it had not been commissioned by the Council.

b. Delayed Completion - Construction of an Ablution Block at Mwaiseni Overspill Market

On 4th August 2023, the Council engaged Trans -Tich Limited for the construction of an ablution block at Mwaiseni Overspill market at a contract sum of K284,929 with a completion period of 14 weeks commencing on 15th August 2023 and ending on 21st November 2023.

The scope of works included substructure, brick and block work, roofing, metal work, carpentry and joinery, ironmongery, plumbing installations, electrical installations, floor, wall and ceiling finishes, glazing, painting and decorating, and external works.

As at 31st December 2023, the contractor had been paid amounts totalling K110,955 leaving a balance of K173,974.

A physical inspection carried out on 17th July 2024 revealed that the project had not been completed for a delayed period of eight (8) months and the contract had not been extended. The outstanding works included plumbing and water connection.

c. Failure to Connect Water - Construction of Ablution Block at Bulangililo Market

On 21st April 2023, the Council engaged Wincyril Enterprises Limited for the construction of an ablution block at Bulangililo market at a contract sum of K475,000 with a completion period of twelve (12) weeks commencing on 7th May 2023 and ending on 30th July 2023.

The scope of works included substructure, superstructure, roofing, installation of door and window frames, plumbing, electrical installations, interior and exterior finishes,

installation of doors, glazing, painting and decorating, and construction of spoon drainage and ramp.

As at 31st December 2023 amounts totalling K122,419 had been paid to the contractor leaving a balance of K352,581

A physical verification carried out on 17th July 2024 revealed that the construction of the ablution block had been completed. However, it was not in use as water had not been connected for a delayed period of twelve (12) months.

16.3 Chimwemwe Constituency

a. Unutilised Market Shelter – 722 Market

On 23rd January 2023, the Council engaged Karatech Suppliers and Contractors Limited for the construction of a shelter at 722 market at a contract sum of K466,522 with a contract period of twelve (12) weeks commencing on 23rd January 2023 and ending on 17th April 2023.

The scope of works included substructure, concrete work, block and brickwork, roofing, steel structure, electrical installation, interior and exterior finishes, painting and decorating, and construction of spoon drainage and ramps.

As at 31st December 2023, the contractor had been paid amounts totalling K419,870 leaving a balance of K46,652.

A physical inspection carried out on the 17th July 2024 revealed that the project had been completed. However, the market shelter was not in use. It was further observed that the structure had developed cracks on the walls.

b. Delayed Completion– Construction of a Police Post at Kamilulu Community

On 21st April 2023, the Council engaged Mwaspa Enterprises Limited for the construction of a police post at a contract sum of K654,690 with a completion period of sixteen (16) weeks commencing on 21st April 2023 and ending on 18th August 2023.

The scope of works included blockworks to superstructure, roofing, fixing of doors and window frames, electrical installations, water connections, interior and exterior finishes, fitting of wooden doors, painting and decorating, and construction of spoon drainage.

A physical verification carried out on 16th July 2024 revealed that the project had not been completed in that water and power had not been connected to the police post for a delayed period of forty-seven (47) weeks.

In addition, it was observed that some gutters were damaged. See picture below.



Sagging gutters

c. Delayed Completion of Project – Construction of wall fence at Mama Monty-2023

On 1st November 2023, the Council engaged Suzie Gates General Dealers Limited for the construction of a fence at Mama Monty Combined School at a contract sum of K484,557 with a completion period of twelve (12) weeks commencing on 1st November 2023 and ending on 24th January 2024.

The scope of works included demolition and alterations (remove steel bars fence), excavation, concrete works, footing, and brickwork.

As at 31st December 2023, the contractor had been paid amounts totalling K135,454 leaving a balance of K349,103.

A physical inspection carried out on 17th July 2024 revealed that the works had not been completed for a delayed period of six (6) weeks. The outstanding works included removal of steel bars, concrete works, construction of foundation and brickwork.

d. Failure to Implement Project - Management of Youth, Women and Community Empowerment Grants

On 28th April 2023, the Ministry approved empowerment grants in amounts totalling K2,159,856 in respect of 116 applicants for implementation of various projects in 2023.

As at 31st December 2023, the whole amount was disbursed to the 116 beneficiaries to undertake various projects such as farming, block making, rock breaking, metal fabrication and poultry farming, among others.

Guideline 5.2.2.a of the CDF Guidelines of 2022 states, “Cooperatives, Clubs, Associations and Organised Groups shall apply for grants to the WDCs to be used as seed money to establish a revolving fund to support their Members.”

However, a physical verification carried out on 17th July 2024 revealed that one (1) group (God Help us Women’s Club) which was awarded grants in amounts K18,619 on 8th August 2023 had not implemented the project for a delayed period of twelve (12) months.

16.4 Management of Community Projects - Kamfinsa Constituency

a. Poor Workmanship - Construction of 1 x 3 Classroom Block at Mulenga Primary School

On 19th July 2022, the Council engaged Hag Zambia Limited for the construction of a 1x3 classroom block at a contract sum of K403,650 with a completion period of eight (8) weeks commencing on 19th July 2023 and ending on 16th September 2023.

The scope of works included concrete work, brick and blockwork, steel structure, roofing, carpentry and joinery, ironmongery, metal work, electrical installations, floor, wall and ceiling finishes, painting and decoration, and external works.

As at 31st December 2023, amounts totalling K395,364 had been paid to the contractor leaving a balance of K8,286.

A physical verification carried out on 17th July 2024 revealed that the project had been completed. However, it was observed that there was poor workmanship in that the floor in the corridor had developed cracks and the plaster on the pillars had started peeling off. See pictures below.



Floor cracks and poorly plastered pillar

b. Poor Workmanship - Construction of Kamfinsa Market

On 4th of February 2023, the Council engaged Moslaw Investments Limited for the construction of a market shelter including associated external works at a contract sum of K535,829 with a completion period of ten (10) weeks commencing on 14th February 2023 and ending on 28th April 2023.

The scope of works included demolition and down takings, substructure, concrete work, brick and blockwork, roofing, structural steel, plumbing installations, electrical installations, floor and wall finishes, painting and external works.

As at 31st December 2023, amounts totalling K481,620 had been paid to the contractor leaving a balance of K54,209.

A physical verification carried out on 17th July 2024 revealed that the works had been completed. However, there was poor workmanship in that the floor had developed cracks and the plaster on the table stands had started peeling off. See pictures below.



Cracked Floor

c. Delayed Completion of Construction of a Mortuary Block and Failure to Provide Equipment at Zamtan Clinic

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

On 14th February 2023, the Council engaged King’s Wear Imports and Contractors Limited for the construction of a standard health mortuary block including the provision of six (6) cadaver mortuary cabinets on wheels with refrigeration equipment, six (6) stainless steel body trays at a contract sum of K793,904 with a completion period of ten (10) weeks commencing on 14th February 2023 and ending on 28th April 2023.

The scope of works included substructure, concrete works, brick and blockwork, roofing, metal work, carpentry and joinery, ironmongery, plumbing installations,

electrical installations, mechanical installations, floor, wall and ceiling finishes, painting and decorating, glazing and external works.

As at 31st December 2023, amounts totalling K569,947 had been paid to the contractor leaving a balance of K223,957.

A physical inspection carried out on 16th March 2024 revealed that the project had not been completed for a delayed period of ten (10) months.

The outstanding works included supply of six (6) cadaver mortuary cabinets on wheels with refrigeration equipment and six (6) stainless steel body trays. In addition, liquidated damages of K79,390 had not been charged.

d. Rehabilitation and Construction Works at Kamfinsa Primary School

On 14th of February 2023, the Council engaged Coprem Suppliers Company Limited to rehabilitate classroom blocks and an ablution block at a contract sum of K661,120 with a completion period of twelve (12) weeks commencing on 14th February 2023 and ending on 12th May 2023.

The scope of works included removals, brick and blockwork, roofing, replacing glass panes, metal work, carpentry and joinery, ironmongery, plumbing installations, electrical installations, floor, wall and ceiling finishes painting and decorating, glazing and external works.

As at 31st December 2023, amounts totalling K632,670 had been paid to the contractor leaving a balance of K28,450.

A physical verification carried out on 17th July 2024 revealed that the works had not been completed for a delayed period of fourteen (14) months.

The outstanding works included fitting of ninety (90) window stays, eight (8) window handles, a door, and replacement of two (2) windowpanes one of which had a crack and the other had fallen off. See pictures below.



Door frame without a door Cracked window

e. Delayed Completion of Construction of a 1x2 Classroom at Masuzyo Community Market

On 14th February 2023, the Council engaged Hag Zambia Limited to construct a 1x2 classroom block at a contract sum of K898,200 with a completion period of twelve (12) weeks commencing on 14th February 2023 and ending on 12th May 2023.

The scope of works included substructure, concrete works, structural steel, roofing, carpentry and joinery, ironmongery, metalwork, electrical installations, floor, wall and ceiling finishes, painting and decoration, and external works.

As at 31st December 2023, amounts totalling K395,364 had been paid to the contractor leaving a balance of K502,836.

A physical verification carried out on 16th July 2024 revealed that the project had not been completed for a delayed period of fourteen (14) months. The outstanding works included installation of twenty two (22) shelves, fixing of 300mm wide x 18mm thick black boards in all rooms and constructing a strong room.

In addition, it was observed that there was poor workmanship in that the floor in the classrooms had developed cracks. See pictures below.



Cracked floor

16.5 Wusakile Constituency

a. Completion of a 1x4 Classroom Block at Kapula Zone

On 4th August 2023, the Council engaged Build West Construction Limited for the completion of a 1x4 classroom block at a contract sum of K478,704 with a completion period of four (4) weeks commencing on 4th August 2023 and ending on 8th September 2023.

The scope of works included laying of sand blinding and damp-proof membrane (DPM), casting of apron slab and spoon drain, blockwork, concrete works, beam filling and final block walling, fabrication and installation of steel roof structure,

erection of steel hollow posts, laying of IBR roofing sheets, installation of doors, window frames and glass panes, electrical wiring, and finishes such as floor screed, plaster and painting.

As at 31st December 2023, the contractor had been paid amounts totalling K439,689 leaving a balance of K39,015.

The following were observed:

i. Delayed Completion of Works

A physical inspection carried out on 17th July 2024 revealed that the works had not been completed for a delayed period of ten (10) months. The outstanding works included installation of the distribution box, light supply points, light fittings, light switches, rubber door stops and power points.

ii. Poor Workmanship

It was also observed that the spoon drain and floor had developed cracks and termite holes. In addition, the plastering used for skirting was not smooth and had started crumbling, and the floor screed was not smooth. See pictures below.



Skirting crumbling

Rough floor screed

iii. Failure to Implement Project According to the BOQ specifications

The BOQ specified the use of seven (7) 40 mm Rosewood panel doors (825 mm x 1960 mm), 3 lever mortice locks, and applying one undercoat and two finishing coats of PVA to the walls.

However, it was observed that the doors had developed cracks, 2 lever mortice locks instead of 3 lever mortice locks were used, and one coat of PVA was applied to the walls instead of two (2) finishing coats. See picture below.



Hard wood door with cracks

b. Delayed Completion of 2 Bedroomed Semi-Detached House at Kakolo Clinic

On 4th August 2023, the Council engaged Mulanzi Enterprises Limited for the completion of a two-bedroomed semi-detached house at Kakolo clinic at a contract sum of K200,074 with a completion period of nine (9) weeks commencing on 4th August 2023 and ending on 6th October 2023.

The scope of works included electrical installations, plumbing and fire service installations, glazing, ceiling, painting and decorating.

As of 31st December 2023, the contractor had been paid amounts totalling K95,551 leaving a balance of K104,523.

A physical inspection carried out on 17th July 2024, revealed that the works had not been completed for a delayed period of nine (9) months. The outstanding works included fitting of 4mm thick obscure glasses, painting and decorating.

c. Delayed Completion of Construction of Chamboli Market Shelter

On 21st April 2023, the Council engaged Hench Investments Limited for the construction of Chamboli market shelter at a contract sum of K778,999 with a contract period of sixteen (16) weeks commencing on 21st April 2023 and ending on 11th August 2023.

The scope of works included substructure, roofing, structural steel and carpentry and joinery, and ironmongery.

As at 31st December 2023, the contractor had been paid amounts totalling K335,994 leaving a balance K443,005.

A physical inspection carried out on 17th July 2024 revealed that roofing works had not been completed for a delayed period of eleven months. See pictures below.



Incomplete Market Shelter

d. Failure to implement Projects - Management of Youth, Women and Community Empowerment Grants

On 28th April 2023, the Ministry approved empowerment grants in amounts totalling K2,305,000 in respect of 111 beneficiaries to undertake various projects such as village banking, farming and chicken rearing.

During the period under review, amounts totalling K880,000 were disbursed to forty one (41) groups to carry out various projects such as village banking, tailoring and chicken rearing among others.

A physical inspection carried out on 18th July 2024 revealed that out of the forty-one (41) projects, fourteen (14) had been implemented while twenty seven (27) valued at K585,000 had not been implemented for a delayed period of fourteen (14) months.

17 Luanshya Municipal Council

17.1 Luanshya Constituency

a. Delayed Completion of Projects – 2022 projects

A review of documents and a physical inspection of the projects carried out on 22nd August 2024, revealed that out of twenty-six (26) projects, four (4) projects with amounts totalling K1,013,981 had not been completed and had been delayed for periods ranging from seven (7) to thirty-nine (39) weeks.

The following were observed:

i. Electrification of 1x3 Classroom Block – Elohim Primary School

On 24th January 2023, the Council engaged Hexagon Engineering Limited for the electrification of a 1 x 3 classroom block at Elohim Primary School at a

contract price of K75,610 with a completion period of three (3) weeks commencing on 24th January 2023 and ending on 15th February 2023.

The scope of works included wiring of the classroom block and connecting of ZESCO power supply to the classroom block.

As at 31st December 2023, amounts totalling K57,676 had been paid to the contractor leaving a balance of K17,934.

A physical inspection carried out on 30th September 2024 revealed that although wiring was completed, power had not been connected by ZESCO.

ii. Rehabilitation and Completion of Walale Market Shelter

On 13th January 2023, the Council engaged Kontao General Dealers for the rehabilitation and completion of Walale market shelter at a contract price of K314,796 with a completion period of twelve (12) weeks commencing on 13th January 2023 and ending on 7th April 2023.

The scope of works included substructure, construction of market counters, roofing, carpentry and structural steel, electrical installations, supply and installation of copper plate and ZESCO power connection, floor and wall finishes, painting and decoration.

As at 31st December 2023, amounts totalling K230,581 had been paid to the contractor leaving a balance of K84,215.

A physical inspection carried out on 30th September 2024, revealed that the works were not complete forty-one (41) weeks after the expected completion date. The outstanding works included electrical installations and ZESCO power connection.

iii. Rehabilitation and Completion of Chitwi Market Shelter

On 13th January 2023, the Council engaged Kontao General Dealers for the rehabilitation and completion of a Market shelter at Chitwi at a contract price of K305,575 with a completion period of twelve (12) weeks commencing on 13th January 2023 and ending on 7th April 2023.

The scope of works included substructure, construction of market counters, roofing, carpentry and structural steel, electrical installations, ZESCO power connection, floor and wall finishes, painting and decoration.

As at 31st December 2023, the contractor had been paid amounts totalling K230,581 leaving a balance of K74,994.

A physical inspection carried out on 30th September 2024, revealed that the works were not complete twenty (20) weeks after the expected completion date. The outstanding works included electrical installations and ZESCO power connection.

iv. Electrification of Kasongo Primary School

On 6th January 2023, the Council engaged Nochi Supplies and contractors Limited for the electrification of Kasongo Primary School at a contract price of K318,000 with a completion period of twelve (12) weeks commencing on 24th January 2023 and ending on 9th April 2023.

The scope of works included supplying, installing and commissioning all electrical items, ZESCO power connection and fitting of security lights.

As at 31st December 2023, the contractor had been paid amounts totalling K281,026 leaving a balance of K36,974.

A physical inspection carried out on 22nd August 2024, revealed that the works were not complete with fitting of security lights still outstanding.

17.2 Community Projects - Roan Constituency

a. Delayed Completion – Rehabilitation of Classroom blocks and Ablution blocks at Kansumbi Primary School (2022)

On 22nd June 2023, the Council engaged Ebsa Investment Limited for the rehabilitation of classroom blocks and ablution blocks at Kansumbi Primary School at a contract price of K1,333,688 with a completion period of 12 weeks commencing on 29th June 2023 and ending on 22nd September 2023.

The scope of works included the following:

i. Classroom Blocks

Demolition and down takings, metal work, carpentry and joinery, ironmongery, electrical installations, wall and floor finishes glazing, painting and decorations.

ii. Ablution Block

Demolition and down takings, metal work, carpentry and joinery, ironmongery, electrical installations, wall and floor finishes, glazing, painting and decorations and water reticulation.

As at 31st December 2023, amounts totalling K266,738 had been paid to the contractor leaving a balance of K1,066,950

A physical verification conducted on 22nd August 2024 revealed that the works were incomplete eleven (11) months after the expected completion date. The outstanding works included:

- **Classrooms Blocks**

Electrical installations in six (6) classroom blocks and the head teacher's office and fitting of black boards

- **Ablution Block**

Metal work, carpentry and joinery, ironmongery, electrical installations, wall and floor finishes, glazing, painting and decorations and water reticulation.

Further, the Council did not charge liquidated damages. See pictures below.



Head teacher's office



Classroom without black board



Ablution Block

b. Failure to Commission-Rehabilitation of Roan Police Station

On 6th January 2023, the Council engaged Fungala Investment Limited for the Rehabilitation of Roan Police Station at a contract price of K606,956 with a

completion period of 12 weeks commencing on 13th January 2023 and ending on 30th March 2023.

The scope of works included demolition and down takings, metal work, carpentry and joinery, ironmongery, plumbing installations, electrical installations, wall and floor finishes, glazing, painting and decorating

As at 31st December 2023, a total amount of K121,391 had been paid to the contractor leaving a balance of K485,565.

A physical inspection conducted on 22nd August,2024 revealed that the works were complete, and furniture had been delivered to the station. However, the police station was not in use sixteen (16) months after completion. See pictures below.



Rehabilitated Police station

18 Lufwanyama Town Council

a. Delayed Completion - Construction of Semi-Detached Staff House and Water Reticulation at Milulu Health Post

On 20th September 2023, the Council engaged KSG Contractors limited to construct a semi-detached staff house and water reticulation at Milulu Health Post at a contract price of K949,498. The duration of the contract was twelve (12) weeks starting from 20th September 2023 to 13th December 2023.

The scope of works included substructure, concrete work, brickwork and blockwork, roofing, carpentry, joinery and ironmongery, metalwork, floor and wall finishes, glazing, painting and decoration, plumbing works, solar installation works, supply and installation

of 5000 litres PVC tank and tank stand, septic tank and soak away and waterborne ablution block.

As at 31st December 2023, the contractor had been paid amounts totalling K237,374 leaving a balance of K712,123.

A physical inspection of the project carried out on 8th June 2024 revealed that the works had not been completed as only the substructure, concrete work, brickwork and blockwork, and roofing had been done. The remainder of the works were outstanding, five (5) months after the expected completion date. See pictures below.



Incomplete semi-detached house at Milulu

b. Secondary Boarding and Skills Development

i. Failure to Allocate Received Funds for Bursaries and Boarding Schools

During the period under review, the Council received amounts totalling K5,179,679 for Secondary Schools and Skills Training Bursaries. However, as at 31st December 2023, amounts totalling K4,839,188 had been approved leaving a balance K340,491 unallocated.

ii. Sponsorship of Over Aged Students

Guideline No. 5.3.4.2 of the Constituency Development Fund stipulates that only individuals with ages ranging from 16 years to 35 years are eligible to be considered for sponsorship under the skills development program.

Contrary to the Guideline, three (3) individuals whose ages were 36 years and above were sponsored to Libati Driving and Grand Training Company Ltd at a total cost of K17,950.

iii. Late Submission of Skills Development Bursary Applications for Approval

Part 5.4 of the CDF Guidelines states, “the CDFC shall submit to the Minister proposed applications and the estimated costs of bursaries before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the Guidelines, the proposed applications and estimated costs were submitted to the Minister in April 2023, one (1) month after the prescribed period.

19 Masaiti Town Council

19.1 Kafulafuta Constituency

a. Failure to Equip Borehole - Lupiya Primary School

On 29th April 2023, the Council engaged Sashi Drilling Company Limited for the drilling of a borehole at Lupiya Primary School at a contract sum of K45,000 with a completion period of twelve (12) weeks commencing on 8th May 2023 and ending on 8th June 2023.

The scope of works included borehole drilling from 0 to 50 meters, siting of borehole using divine method, mobilising of equipment, installation of plain/ perforated casing pipes from 0 to 50 meters using 4.5 inches pvc pipes, gravel packing, borehole development and blow yield test and supply and installation of hand pump (30metres).

As at 5th May 2024, the contractor had been paid amounts totalling K11,125 leaving a balance of K33,875

A physical inspection carried out on 5th May 2024 revealed that the borehole had been drilled. However, it was not equipped with a hand pump.

b. Wasteful Expenditure – Non-Functional Solar System

On 3rd April 2023, the Council engaged Manchila Engineering Limited for the construction of a 1 x 2 classroom block at Kalamba Community School at a contract sum of K417,177 with a completion period of eleven (11) weeks commencing on 13th April 2023 and ending on 30th June 2023.

The scope of works included roofing and steel roof structure, carpentry and joinery,

ironmongery, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decoration, external works and the supply, delivery and installation of solar power system.

As at 5th May 2024, the contractor had been paid amounts totalling K388,510 leaving a balance of K28,667.

A physical inspection carried out on 5th May 2024 revealed that the project was complete and in use. However, it was observed that the solar system was non-functional, thereby rendering the expenditure wasteful.

19.2 Masaiti Constituency

a. Poor Workmanship - Construction of 1 x 3 Classroom Block at Nkulumashiba Secondary School (2022)

On 17th April 2023, the Council engaged Henina Engineering and Contractors Ltd to construct a 1 x 3 classroom block at a contract sum of K907,972 with a completion period of twelve (12) weeks commencing on 17th April 2023 and ending on 10th July 2023.

The scope of works included sub and superstructure, concrete works, masonry works, roofing and steel roof structure, carpentry and joinery, ironmongery, metal work, plumbing installation, electrical installations, floor, wall and ceiling finishes, external works, painting and decoration.

As at 30th April 2024, the contractor had been paid amounts totalling K848,795 leaving a balance of K59,177.

A physical inspection carried out on 4th May 2024, revealed that the project had been completed. However, it was observed that the installation of five (5) 3800 x 1000mm pin boards, 8A daylight switch photocell and five (5) out of twenty-six (26) 1 x 36w 1200mm ceiling mounted fluorescent fittings with cool white tubes had not been done.

In addition, there was poor workmanship in that the plaster on the ant guard was peeling off, there were cracks on the outer wall and the concrete padstone had developed cracks. See picture below.



Cracked Concrete Padstone

b. Poor Workmanship - Construction of a 1 x 3 Classroom Block at Chankute Secondary School (2022)

On 10th May 2023, the Council engaged Apal Construction Campany Ltd to construct a 1 x 3 classroom blocks at a contract price of K873,685 with a completion period of twelve (12) weeks commencing on 10th May 2023 and ending on 29th August 2023.

The scope of works included sub and superstructure, concrete works, masonry works, roofing and steel roof structure, carpentry and joinery, ironmongery, metal work, plumbing installation, electrical installations, floor, wall and ceiling finishes, external works, painting and decoration.

As at 30th April 2024, the contractor had been paid amounts totalling K806,308 leaving a balance of K67,337.

A physical inspection carried out on 4th May 2024 revealed that the project had been completed. However, it was observed that the concrete padstone and spoon drain had developed cracks, three (3) windows had cracked putty, and one (1) window did not have window stays and handles. In addition, the classroom walls were not painted after the contractor addressed some defects. See pictures below.



Crack on Concrete Pad



Crack on Spoon Drain

c. Drilling and Installation of Hand Pump Boreholes in Kashitu and Shimibanga Ward

On 29th March 2023, the Council engaged Shashi Drilling Company Limited to drill sixteen (16) boreholes at a contract price of K712,000 with a completion period of sixteen (16) weeks commencing on 5th April 2023 and ending on 5th August 2023.

The scope of works included siting, drilling and installation of sixteen (16) hand pump boreholes.

As at 30th April 2024, the contractor had been paid amounts totalling K471,200 leaving a balance of K240,800.

A physical inspection carried out on 5th May 2024 revealed that the project had been completed. However, the following were observed.

i. Non-Functional Borehole – Kalweo Primary School Water Point

The borehole water point was nonfunctional.

ii. Poor Workmanship – Apron

Six (6) water points had damaged aprons at Kalweo Primary School, Bokoya, Fumbaika, Kalyelye, Kashitu Market and Baptist Church.

iii. Water Overflowing out of the Soak Pit

Six (6) soak pits at Kebamba, Koma, Chimpufi Village, Mpumpule, Seventh Day and Chilese Market water point were poorly constructed as water was overflowing out of the soak pits for Kebamba, Koma, Chimpufi-

d. Questionable Payment – Road Opening from Kafulafuta River to Mupapa Bridge

An analysis of a project completion certificate, cash books, bank statements and project ledgers for the financial year 2022 revealed that the Council allocated K30,375 towards the opening of the road from Kafulafuta river to Mupapa bridge in Chikundwe Kaunga Zone.

The scope of works included road siting, road marking and road clearing.

As at 5th April 2024, the Council had paid Chio Electrical a sum of K30,150 towards labour cost for the completion of opening up the road.

However, as at 5th April 2024 no contract between the Council and Chio Electrical Contractors was availed for audit.

In addition, a physical inspection could not be carried out as the council did not know the location of the project site, thereby rendering the payment of K30,150 questionable.

e. Management of Soft Loans - Failure to Utilise the Interest Earned on the Revolving Account

Regulation 4.3.2 (d) of the Constituency Development Fund Guidelines of 2022 states, “The interest earned on the Revolving Bank Account shall be retained and used as part of the Revolving Fund.”

Contrary to the Guideline, a review of bank statements revealed that the Council had earned interest in amounts totalling K54,275 which was not utilised as part of the revolving fund as at 31st December 2023.

f. Other Observations – Administrative Expenses

i. Unsupported Payments

Regulation No. 72 (1) of the Public Finance Management (General) Regulations, 2020 states, “A payment voucher with supporting documents, and any other forms which support a charge entered in the accounts, shall be filed, secured against loss, and be readily available for audit.”

Contrary to the Regulation, three (3) payments in amounts totalling K34,460 made during the period under review were not supported with relevant documentation such as cash receipts, invoices and authority letters.

ii. Unaccounted for Stores

Regulation 4 (1) (a) (i) of the Public Finance Management (General) Regulations of 2020 states, “Subject to the direction of a controlling body, the functions of an accounting authority are to— provide for the proper financial management and expenditure of public monies under a state-owned enterprise or local authority relating to public monies collected, received or disbursed.”

Contrary to the Regulation, there were no receipt and disposal details in respect of stores items costing K147,095 involving four (4) transactions procured during

the period under review.

iii. Failure to Maintain Asset Register

Guideline 6.4 (a) of the Constituency Development Fund Guidelines of 2022 states, “A local authority shall maintain a register of assets and stores for each ward and constituency.”

Contrary to the Guideline, the Council did not maintain a separate register of assets for each ward and constituency.

In this regard, assets costing K98,290 such as a filing cabinet, desktop computer and projector procured during the period under were not recorded.

20 Mpongwe Town Council

a. Poor Workmanship

During the period under review, the Council engaged eleven (11) companies to undertake thirteen (13) projects in the constituency. The projects included the construction of a 1 x 3 classroom block, construction of a bridge to construction of an ablution block at a total contract sum of K9,481,890.

As at 31st December 2023, the contractors had been paid amounts totalling K8,089,470 leaving a balance of K1,392,420.

The following were observed:

i. Construction of a 1x3 Classroom Block at Bwandaila Community School (2022)

On 6th January 2023, the Council engaged Nkanga Building contractors to construct a 1x3 classroom block at Bwandaila community school at a contract sum of K800,000 with a contract period of twelve (12) weeks commencing on 6th January 2023 and ending on 31st March 2023.

The scope of works included substructure, superstructure, concrete works, block works, carpentry, steel works, roofing and external works.

As at 30th September 2024, the contractor had been paid amounts totalling K755,686 leaving a balance of K44,314.

A physical inspection carried out on 10th June 2024 revealed that although the project had been completed and handed over, the works done were of poor quality in that a mortice was broken, the door frame was curving, the anti-guard and the rough cast on columns were not properly finished. See pictures below.



Broken mortice lock



Poorly fabricated door frame

Further, it was observed that beam filling in the storerooms was not done.

ii. Construction of a Staff House at Luswishi Health Centre (2022)

On 11th January 2023 the council engaged Moslaw Investments Limited to construct a staff house at Luswishi Health Centre at a contract price of K522,405 with a contract period of twelve (12) weeks commencing on 11th January 2023 and ending on 5th April 2023.

The scope of works included substructure, concrete works, superstructure, block works, carpentry, steel works, roofing and external works.

As at 31st May 2024, the contractor had been paid amounts totalling K491,291 leaving a balance of K31,114.

A physical inspection carried out on 28th August 2024 revealed that although the staff house was completed, there was poor workmanship in that there were signs of leakages in the kitchen, cover strips for the ceiling were not properly fixed, shower pipe had detached from the wall, termites were not treated and the back filling of the soak away and septic tank was not completed.

b. Delayed Completion of Projects (2022)

During the period under review, the Council engaged eleven (11) contractors to undertake various projects in the district such as the construction of 1 x 3 classroom block, a bridge, ablution block, staff houses, health centre among others for contract periods not exceeding twelve (12) weeks at a contract sum of K5,214,675.

As at 31st December 2023, the contractors had been paid amounts totalling K4,664,876 leaving a balance of K549,799.

A physical inspection of the projects and a scrutiny of the taking over certificates and completion certificates carried out on 6th June 2024, revealed that the works had been completed, However, the completion of seven (7) projects were delayed for periods ranging from eight (8) to twenty five (25) weeks after the expected extension periods.

Further, contrary to the provisions of the contracts, the Council did not claim liquidated damages totalling K521,467.

c. Other Observations

i. Failure to Maintain an Assets Register

Section 6.4 (a) of the Constituency Development Fund Guidelines of 2022 states, “A Local Authority shall maintain a register of Assets and Stores for each Ward and Constituency.”

Contrary to the Guidelines, the Council did not maintain a separate register of assets for each ward and constituency. In this regard, five (5) laptops costing K94,995 procured on 8th December 2023 were not recorded in the asset register and had not been inscribed as at 31st August 2024.

ii. Failure to Avail Activity Reports

Regulation 95(3) of the Public Finance Management (General) (Amendment) Regulations of 2023 provides that an officer who travels within the Republic on duty shall be paid subsistence allowance as a direct payment receipted by an activity report by that officer.

During the period under review, nine (9) officers were paid subsistence allowances and travel expenses in amounts totalling K184,180 to undertake the monitoring and inspection of projects. However, as at 30th September 2023, the allowances had not been receipted by activity reports.

21 Mufulira Municipal Council

21.1 Mufulira Constituency

a. Undelivered Desks (2022 CDF)

An inspection carried out on 2nd October 2024 revealed that 120 single seater desks costing K105,420 were supplied by Norget Investments under 2022 funding and delivered to Twashuka Primary School. Inquiries made with management revealed that all the 120 desks were taken back to the Civic Centre for flagging off by the member of parliament. It was observed that Twashuka Primary School received twenty-five (25) desks (15 single seater and 10 double seater) leaving a balance of ninety-five (95) desks undelivered.

21.2 Kantanshi Constituency

a. Delayed Completion - Construction of an Ablution Block with Water Reticulation at Mokambo Border Post.

On 25th September 2023, the Council engaged Metal Fabs Limited for the construction of an ablution block at Mukambo Market at a contract sum of K689,553 with a completion period of twelve (12) weeks commencing on 25th September 2023 and ending on 8th December 2023.

The scope of works included substructure, concrete work, brick and block work, roofing, carpentry, joinery and ironmongery, plumbing, electrical installations and finishes.

As at 31st December 2023, the contractor had been paid amounts totalling K58,427 leaving a balance of K631,126.

A physical inspection carried out on 6th October 2024, revealed that the substructure had been done and the contractor was not on site. The outstanding works included concrete work, brick and block work, roofing, carpentry, joinery and ironmongery, plumbing, electrical installations and finishes. The works had been delayed for a period of ten (10) months

Despite the expiry of the contractual period, the failure to carry out the works, the Council had not claimed liquidated damages. See picture below



Incomplete Ablution Block Mokambo Market

b. Poor Workmanship – Rehabilitation of Planning Pool Office at Civic Centre (2022)

On 27th December 2022, the Council engaged Mand Tec Zambia Limited for the renovation of the Planning Pool Office at a contract price of K189,268 with a completion period of sixty (60) days commencing on 27th December 2022 and ending on 25th February 2023.

The scope of works included mending of roof, block work, plastering, painting, plumbing, glazing, metal work and ironmongery and electricals.

As at 13th February 2023, the contractor had been paid amounts totalling K169,368 leaving a balance of K11,184.

A physical inspection carried out on 6th October 2024 revealed that the project had been completed. However, it was observed that there was poor workmanship in that the wall that was plastered and painted had developed cracks. See picture below.



Cracked wall

c. Water Reticulation at Mutamba Primary School

On 16th October 2023, the Council engaged Subhani Stores Limited for the drilling of a borehole at a contract sum of K184,820 with a completion period of eight (8) weeks commencing on 16th October 2023 and ending on 12th December 2023.

The scope of works included borehole drilling, electrical works, plumbing works, tank stand, painting, decoration and external works.

As at 31st December 2023, the contractor had been paid amounts totalling K171,297 leaving a balance of K13,523.

A physical inspection carried out on 2nd November 2024, revealed that the project had been completed. However, it was observed that the soak pit was poorly constructed as water was overflowing out of the soak pits. See picture below



Soak Pit Overflowing at Mutamba Primary School

d. Failure to Implement Grant Projects - Management of Youth, Women and Community Empowerment Grants

On 31st July 2023, the Ministry approved empowerment grants in amounts totalling K2,151,850 in respect of 100 successful applicants.

As at 31st December 2023, amounts totalling K2,136,850 had been paid to ninety-nine (99) beneficiaries to undertake various projects such as village banking, poultry farming, carpentry and chicken rearing, among others leaving a balance of K15,007.

Section 15(5) of the Constituency Development Act No.11 of 2018 states that a project that is approved by the Minister shall be funded and the implementation of the approved project shall be conducted within the agreed contractual period.

However, a physical verification carried out on 4th October 2024 revealed that twenty-one (21) groups which were awarded grants in amounts K399,000 in September and October 2023 could not account the funds.

e. Sponsorship of Over Aged Students - Secondary Boarding and Skill Development

Guideline 5.3.4.2 of the Constituency Development Fund Guidelines of 2022 stipulates that only individuals with ages ranging from 16 years to 35 years are eligible to be considered for sponsorship for skills development.

Contrary to the guideline, two (2) individuals whose ages were above 35 years were sponsored to Libati Driving School and Copperbelt Professional College at a total cost of K14,149.

21.3 Kankoyo Constituency - Community Projects

a. Delayed Completion of Projects – Rehabilitation of Luansobe, Buntungwa, Butondo and Bufuke Ward Community Roads

On 9th June 2023, the Ministry of Local Government and Rural Development approved the rehabilitation of four (4) community roads in Luansobe Ward (7.5 km in 8 weeks), Buntungwa Ward (1.5 km in 4 weeks), Butondo Ward (1 km in 2 weeks) and Bufuke Ward (1 km in 2 weeks). The rehabilitation works were awarded to the Council with a completion period of sixteen (16) weeks commencing on 9th June 2023 and ending on 28th September 2023.

The scope of works included:

- Luansobe Ward - clearing and grubbing, road formation, dust suppression and compaction, roadbed formation;
- Buntungwa Ward - road formation and dumping of foreign material;
- Butondo Ward - road formation and roadbed formation; and
- Bufuke Ward - road formation and roadbed formation.

A physical inspection of the projects carried out on 3rd October 2024 revealed that the works had not been completed, thirteen (13) months after the expected completion date of 28th September 2023.

The outstanding works included dust suppression and compaction, roadbed formation in Luansobe Ward, spot dumping of foreign material-laterite in Buntungwa Ward, roadbed formation in Butondo Ward and roadbed formation in Bufuke Ward.

b. Failure to Implement Grant Projects - Management of Youth, Women and Community Empowerment Grants

On 31st July 2023, the Ministry approved empowerment grants in amounts totalling K2,151,856 in respect of ninety four (94) successful applicants.

As at 31st December 2023, amounts totalling K2,144,000 were paid to ninety three (93) beneficiaries to undertake various projects such as village banking, poultry farming, carpentry and chicken rearing, among others leaving a balance of K7,857.

Section 15(5) of the Constituency Development Act No.11 of 2018 states that a project that is approved by the Minister shall be funded and the implementation of the approved project shall be conducted within the agreed contractual period.

A physical inspection carried out on 4th October 2024 revealed that fifteen (15) groups which were awarded grants in amounts totalling K361,000 in September and October 2023 could not account for the funds.

c. Sponsorship of Over Aged Students - Secondary Boarding and Skill Development

Guideline No.5.3.4.2 of the CDF Guidelines for 2022 stipulates that only individuals with ages ranging from 16 years to 35 years are eligible to be considered for sponsorship for skills development.

Contrary to the guideline, 1 (one) beneficiary aged 42 years was sponsored to attend driving lessons at Libati driving school at the total cost of K3,949.

22 Ndola City Council

a. Failure to Maintain Asset Register and Stores Registers

Guideline 6.4a of the Constituency Development Fund Guidelines of 2022 states “A Local Authority shall maintain a register of Assets and Stores for each Ward and Constituency”.

Contrary to the guidelines, the Council did not maintain separate registers for each ward and constituency to account for assets such as graders, office furniture, computers, and printers valued at K4,319,314 which were procured during the period under review.

In addition, the assets were not inscribed, contrary to Public Stores Regulation No. 154, which requires that all government furniture and equipment be clearly marked with distinguishing letters in a discreet location to identify them as government property. It was further observed that the assets were not insured. See table 1 below.

Table 1: No Asset and Stores Registers

Constituency Name	No. of Assets	Amount K
Kabushi	10	140,370
Bwana Mkumbwa	3	4,053,444
Chifubu	3	125,500
Total	16	4,319,314

22.1 Ndola Central Constituency

a. Delayed Completion of Project - Paving of Kansenshi Market

On 31st August 2023, the Council engaged Nsombo Investments Limited for the paving of Kansenshi market at a contract price of K714,314. The duration of the contract was eight (8) weeks from 22nd September 2023 to 29th November 2023.

The scope of works included the excavation of oversite average 150 mm deep to remove the topsoil, excavation and shaping of open spoon drains, levelling and compacting the existing roadbed, gravelling and compacting the subbase to about 95%, installation of concrete kerb stones and laying 75 mm thick interlocking pavers.

As at 31st May 2024, the contractor had been paid amounts totalling K231,847 leaving a balance of K482,467.

A physical inspection of the project carried out on 15th February 2024, revealed that the works had not been completed, five (5) months after the expected completion date.

Although management had indicated that the contract was terminated on account of the contractor having inadequate capacity and the contractor procuring pavers that had not been specified in the contract. A physical inspection of the project revealed that there were outstanding works such as laying of pavers at the back of the market and in the front section near Chella road, installation of kerb stones, and lining the spoon drains with concrete.

It was also observed that there was poor workmanship in that some pavers were not locked. See pictures below.



Failure to Lock Pavers

As at 31st October 2024, the Council had not prepared the final accounts with the contractor and further no other new contractor had been engaged to conclude the outstanding works.

b. Delayed Completion of Works- Construction of an Ablution Block at Nkwazi Primary School

On 29th August 2023, the Council engaged Beavers Sales Limited for the construction of an ablution block at a contract price of K417,126. The contract period was three (3) months commencing on 8th September and ending on 8th December 2023.

The scope of works include substructure, concrete works, block work, roofing, structural steel works, carpentry and joinery, ironmongery, metal work, plumbing installation, electrical installation, floor and wall finishes, external works, glazing, painting and decoration.

As at 31st July 2024, the contractor had been paid amounts totalling K139,205 leaving a balance of K277,921.

A physical inspection carried out on 20th May 2024 revealed that the works had not been completed six months (6) months after the expected completion date. The outstanding works included fitting of 9 metres of the bullnose brick on the edge of the window seals, 12 doors (825 x 1,960), 7 Mortice locks (two lever union), 2 Mortice locks (three lever union), 2 Shower rose (1/2 inch), 1 windowpane (4mm obscure sheets) see pictures below.



Ablution Block – Nkwazi Primary School

c. Soft Loans

i. Questionable Awarding of Loans

A review of the conveyance notification, ministerial approval, and the approved list of loan applicants revealed that Great Thinkers, Steppa Multi-Purpose, and Solid Tech Cooperative had applied for loans totalling K281,530.

However, it was observed that the three (3) beneficiaries were awarded and paid loans in amounts totalling K450,000 resulting in excess payment of K168,470 and rendering the awarding of the loan questionable. See table 2 below.

Table 2: Questionable Loans

No.	Applicants	Loan Paid K	Loan Applied K	Excess Loan Payment K
1	Steppa Multi purpose Cooperatives	150,000	100,000	50,000
2	Solid Tech Cooperative	150,000	100,000	50,000
3	Great Thinker	150,000	81,530	68,470
	Total	450,000	281,530	168,470

ii. Over Payment of Loans

During the period under review, loans totalling K3,225,000 were disbursed to thirty-six (36) approved applicants. However, a review of the payment schedule revealed that loans amounting to K3,240,000 were paid to the thirty-six (36) beneficiaries, resulting in an overpayment of K15,000.

As of 31st October 2024, the discrepancy had not been reconciled, and no authority for the overpayment was provided for audit purposes.

22.2 Kabushi Constituency

a. Construction of Mukuba Police Post - 2022

On the 17th of August, 2023 the Council engaged Mwape Pashimolo katobaula on a labour only contract to construct Mukuba Police Post at a contract sum of K28,900 for a period of twelve (12) weeks commencing on 17th August 2023 and ending on 17th November 2023. The scope of works included plastering (inside/out), installation of window/door frames, external works, spoon drain, plumbing, glazing, ceiling and flooring.

The approved amount for the project was K120,000. As at 31st May 2024, amounts totalling K84,384 had been spent on labour (K6,500) and materials (K77,884).

A physical inspection carried out in May 2024, revealed that the project had not been completed with works such as glazing still outstanding. Further, it was observed that there was poor workmanship as cracks had developed on the spoon drain. See pictures below.



Cracked Spoon Drain

b. Construction and Installation of Culverts – Kafubu Ward (2022 Allocation)

On 17th March 2023, Build-Link Investments Ltd was contracted to supply and install culverts on five crossing points in Kafubu ward at a contract price of K135,961 with a completion period of thirteen (13) weeks commencing on 17th March 2023 and ending 17th June 2023.

The scope of works included excavation of culvert trenches/removal of existing culverts, casting concrete blinding, construction of the reinforced pipe bedding, installation of culverts, construction of wing walls and head walls, backfilling of the culvert trenches with laterite.

As at 31st May 2024, the contractor had been paid a total of K173,771, resulting in an overpayment of K37,810 above the agreed contract price. However, no supporting

documents or explanations were provided for audit purposes to justify the overpayment.

A physical inspection carried out in May 2024, revealed that the works were poorly done in that the upper part of the culvert and wing walls had cracks. See pictures below.



Cracked slab

c. Secondary School (Boarding) and Skills Development

i. Duplicated Student Names

The list of approved students from the Ministry of Local Government included five (5) individuals who applied for driving lessons at various institutions, with their names appearing multiple times on the approved list.

In addition, each of the five (5) students enrolled in two (2) different driving schools. The Council made payments totalling K54,250 to the driving schools and subsequently submitted a report indicating that all five students had completed their driving lessons at both institutions.

ii. Failure to Pay for Approved Skills Bursaries Beneficiaries

A review of the cash books, approved list and reports of students who reported for classes revealed that the council did not pay for 214 approved skills bursaries beneficiaries costing K1,525,805 despite funds being available.

22.3 Bwana Mkubwa Constituency - Community Projects

a. Delayed Completion - Construction and Rehabilitation of Drainages and Installation of Culverts (Dambo Road) in Mushili (2022)

On 8th November 2023 the Council engaged Nseke Construction Limited to construct, rehabilitate and install culverts on (Dambo road) at a contract price of K595,672 with

a completion period of twelve (12) weeks commencing on 14th November 2023 and ending on 6th February 2024.

The scope of works included preliminary and general items, removing of existing culverts, excavation and earthworks, steel reinforcement, pavement layers of gravel, metal works and stone pitching.

As at 31st July 2024 the contractor had been paid amounts totalling K465,899 leaving a balance of K129,773

A physical inspection of the project conducted on 22nd May 2024 revealed that the project had not been completed after the expected completion date. The council did not charge liquidated damages of K59,567 at 10% of the contract sum. The outstanding works included stone pitching. See pictures below.



Dambo road Culvert under construction

b. Delayed Completion - Construction of Boundary Wall fence at Twatemwa Primary School in Kantolomba (2022)

On the 29th December 2022 the Council engaged Trymate Zambia Limited to construct a wall fence at a contract price of K480,601 with a completion period of eleven (11) weeks commencing on 16th January 2023 and ending on 3rd April 2023.

The scope of works included site clearing, excavations, footing casting, laying of block work, plastering, installation of razor wire and installation of gate.

As at 31st July 2024 the contractor had been paid amounts totalling K449,275 leaving a balance of K31,326.

A physical inspection carried out in May 2024 revealed that the project had not been completed after the expected completion date. The council did not charge liquidated damages of K48,060 presenting 10% of the contract sum. The outstanding works

included plastering, installation of razor wire and installation of gate. See pictures below.



Incomplete wall fence

c. Failure to Pay for Approved Skills Bursaries Beneficiaries - Secondary School Boarding and Skill Development Bursaries

During the year under review, the Council did not pay tuition fees for 122 approved skills bursaries beneficiaries in amounts totalling K890,529 despite funds being available. As at 31st May 2024, the students had not been paid for.

22.4 Chifubu Constituency

a. Variances on Approved Amounts - Project

A review of the conveyance notification of approval dated 11th August 2023, revealed that twenty-one (21) community projects were approved at a cost of K15,323,939. However, an examination of the approved project list indicated a total cost of K14,923,930, resulting in a variance of K400,009. As at 31st October 2024, this discrepancy had not been reconciled.

b. Construction of Mutambala Clinic

On 14th April 2023 the Council engaged Kinsosha General Contractors Limited to construct Mutambala clinic at a contract price of K2,407,049 with a completion period of sixteen (16) weeks commencing on 14th April 2023 and ending on 4th August 2023.

The scope of works included substructure, concrete works, carpentry and joinery, ironmongery, electrical installation, storm water drainage, floor and wall finishing, glazing and painting.

As at 31st July 2024, the contractor had been paid in full.

A physical inspection carried out in May 2024 revealed that the project was completed.

The following were observed:

- i. The Bill of Quantities (BOQ) specified the installation of two double doors measuring 1125mm x 1960mm with equal leaves, but the contractor installed doors measuring 1100mm x 1960mm with unequal leaves.
- ii. The rainwater disposal system had not been installed.
- iii. Fewer quantities were used for woodwork items such as single flush doors, bolts, mortice locks, double doors, grill doors, and door frames, with a total cost discrepancy of K18,700.

c. Construction of Chifubu Local Court

On 29th December 2022, the Council engaged Shallel Investments limited to construct Chifubu local court at a contract price of K1,473,043 with a completion period of twenty (20) weeks commencing on 6th January 2023 and ending on 19th May 2023.

The scope of works included carpentry, joinery and ironmongery, storm water drainage, floor and wall finishing, glazing, painting and landscaping.

As at 31st July 2024, the contractor had been paid in full.

A physical inspection carried out on 22nd May 2024 revealed that despite the contractor having been paid in full, the Landscaping over the frontage of the newly constructed court with 11 – 19 mm stones had not been completed. See picture below.



Incomplete landscaping

d. Delayed Construction of Kanyanje Health Post – Maternity Wing

On 18th January 2023 the Council engaged Zone Six Enterprises Limited to construct a maternity clinic at Kanyanje Health Post at a contract price of K692,502 with a completion period of twenty-four (24) weeks commencing on 29th January 2023 and

ending on 1st July 2023. The completion period was later extended to 9th October 2023 bringing the total completion period to thirty-eight (38) weeks.

The scope of works included demolition works, substructure, concrete work, block work and brick work, roofing, carpentry joinery and ironmongery, metal works, plumbing installations, electrical installations, floor and wall finishing, glazing and painting decorating.

As at 29th February 2024, the contractor had been paid amounts totalling K140,861 leaving a balance of K551,641.

A physical inspection carried out on 22nd May 2024 revealed that the project had not been completed. The outstanding works included metal works, plumbing works, electrical installations, floor and wall finishing, glazing and painting decorating. See pictures below



Incomplete Maternity Wing

e. Secondary School Boarding and Skill Development Bursaries - Sponsorship of Over Aged Students

Guideline 5.3.4.2 (d) of CDF Guidelines of 2022 stipulated that applicants aged between 16 and below 35 years are eligible to be considered for sponsorship for skills development

During the period under review, the Council approved to sponsor a total of 856 beneficiaries (seven (7) pupils at boarding schools - K21,000 and 849 students at skills training - K4,684,909) at a total cost of K4,705,909. In addition, there was a brought forward amount of K138,683 from 2022 which was implemented in 2023.

Contrary to the guidelines, nine (9) applicants aged 35 years and above were approved for sponsorship at a total cost of K51,850.

EASTERN PROVINCE


23 Chadiza Town Council

a. Stalled Works on 2022 CDF Projects

A review of CDF documents such as project ledgers, progress reports and inspection of community projects carried out in October 2024, revealed that works related to the construction of girl's dormitories at Kalemba Day Secondary School had stalled. See table 1 below.

Table 1: Stalled Works - 2022 Community Projects

Project	Contractor	Contract Duration	Contract		Contract Sum K	Amount Paid K	Outstanding Balance K	Scope of Works	Project Status and Other Observations
			Start	End					
Construction of girl's dormitories at Kalemba Day Secondary School	Cholinga Contractors	16 weeks	20.01.2023	19.05.2023	481,443.35	210,737.09	270,706.26	<ul style="list-style-type: none"> • Clearing and grubbing, • Excavation, • Substructure, • Super structure, • Roofing, • Plastering, • Metal works and glazing, • Painting and external works. 	<p>A physical inspection carried out in October 2024, revealed that the project had not been completed for a delayed period of seventeen (17) months. The outstanding works included plastering, flooring, metal works and glazing, painting and external works.</p> <p>In addition, a review of a letter dated 13th March 2024 addressed to the contractor by the Council Secretary revealed that the Contract was terminated on 13th March 2024. The contract document stated that the maximum amount of liquidated damages will be paid as defined in the Payment Completion Certificate (PCC). At the time of termination, the</p>

									<p>director of works had prepared a final account amounting to K210,737.09 which was paid to the contractor for the works done as claimed on three (3) Interim Payment Certificates (IPCs). However, the Council had not claimed liquidated damages as at 31st October 2024</p> <p>See picture below.</p> 
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b. Community Projects 2023

i. Delayed Completion of 2023 CDF Projects

A review of project ledgers, progress reports and a physical inspection of selected projects carried out in October 2024 revealed that out of the ten (10) approved community projects for implementation in 2023, the Council had only implemented seven (7) while three (3) were carried forward for implementation in 2024 and had not been completed for delayed periods ranging from one (1) to four (4) months.

ii. Construction of Chief's Palace for Chief Mwangala – Works in Progress

During the period under review, the Council approved and allocated amounts totalling K1,000,000 towards the construction of a Chief's Palace for Chief Mwangala.

On 21st November 2023, the Council engaged the Zambia Correctional Services for the construction of one (1) Chief's Palace at a contract sum of K4,038,239 with a completion period of nine (9) months commencing on 28th November 2023 and ending on 30th August 2024.

As at 31st October 2024, the Ministry had extended the contract for a period of eight (8) months ending on 30th April 2025.

The scope of works included:

- Site preparation (clearing and grubbing);
- Substructure works (excavations of foundation trenches, construction of foundation walls; backfilling of foundation boxes; concrete slab);
- Superstructure works (blockwork, concrete works; roofing).
- External works; and
- Finishes.

The structures to be constructed included:

- 1x4 bedroomed Chiefs House – High Cost;
- 2x2 bedroomed Chiefs Retainers Houses – Low Cost and
- 1x1 Meeting Room.

A review of the 2023 CDF funding profiles for Chadiza Town Council, revealed that amounts totalling K936,751 had been deducted at source by the Ministry towards the construction of the Chief’s palace.

A physical inspection of the project carried out in October 2024 revealed that the works had not been completed. The outstanding works included superstructure (block and concrete works, roofing), external works and finishes. In addition, the contractor was on site as at 3rd October 2024. See picture below.



Incomplete Chief's Palace

c. Management of Soft Loans - Delayed Loan Repayments

Four (4) loan beneficiaries who received amounts totalling K318,297 had not started repaying their loans for a delayed period of five (5) months after the funds were disbursed. Further, the Council did not charge the 2% penalty for delayed loan repayments. See table 2 below.

Table 2: Delayed Loan Repayments

No.	Date Loan Issued	Beneficiary Name	Project Type	Loan Amount K	Pay Period in Months	Delayed Period in Months	Delayed Amount K
1	27-Dec-2023	Klnma General Dealers	Meat Products	103,490	60	5	25,875
2	29-Dec-2023	Prince Misho	Oil Processing	100,000	48	5	14,583
3	29-Dec-2023	Tiphunzile Womens Development Group	Poultry	57,657	48	5	8,408
4	29-Dec-2023	Talo Fountain Enterprise	Freezits Production	57,150	48	5	8,334
Total				318,297			57,201

24 Chama Town Council

24.1 Chama North Constituency - Management of Community Projects (2022)

a. Delayed Completion of 2022 CDF Projects

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “a project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Out of forty one (41) approved projects ten (10) projects with an allocation K4,905,000 which commenced during the period under review and were scheduled to have been completed not later than 31st December 2023 had not been completed as at 30th September 2024. The projects were at various stages of completion ranging from window level to roof levels. See details in table 1 below.

No.	Project	Contractor	Contract Date	Contract Start	Contract End	Contract Sum K	Amount Paid K	Scope of works	Project status and other Observations
1	Construction of 1x3 at Chikontha	Patichi-Patichi Enterprises Ltd	17.03.23	17.03.23	17.07.23	548,445	137,111	Substructure. Excavation and earth work, Concrete work, Form work, Block work, Roofing, Plastering, Flooring, Carpentry, joinery and ironmongery, Painting and decorating among others	A physical inspection of the projects on 15 th July 2024 revealed that the structure was at window level twelve (12) months after the elapse of the contract period with the following outstanding works: Roofing, Blockwork, Ironmongery, Flooring, Plastering and painting The contractor was on site.
2	Construction of 1x3 CRB At Gombe Primary School	Letty One Company Ltd	10.03.23	10.03.23	10.07.23	545,930	488,615	<ul style="list-style-type: none"> • Substructure • Excavation and earth work • Concrete work • Form work • Block work • Plastering • Flooring • Carpentry, joinery and ironmongery • Painting and decorating among others 	A physical inspection of the project on 15 th July, 2024 revealed that the project was at roof level twelve (12) months after the elapse of the contract period with the following works outstanding: <ul style="list-style-type: none"> • Painting and plastering • Finishes The contractor was on site

3	Construction Of 1x3 CRB at Ng'anjo Gravel	Raal Construction	10.03.23	10.03.23	10.07.23	500,277	470,074	<ul style="list-style-type: none"> • Substructure • Excavation and earth work • Concrete work • Form work • Block work • Plastering • Flooring • Carpentry, joinery and ironmongery • Painting and decorating among others 	<p>A physical inspection of the project carried out on 15th July 2024 revealed that the structure was at roofed level twelve (12) months after the elapse of the contract period with the plastering and painting outstanding.</p> <p>The contractor was on site</p>
4	Construction Of 1x3 CRB At Mung'anga	Caledonian Cleaning Services, Suppliers and General Dealers	10.03.23	10.03.23	10.07.23	529,175	380,156.75	<ul style="list-style-type: none"> • Substructure • Excavation and earth work • Concrete work • Form work • Block work • Plastering • Flooring • Carpentry, joinery and ironmongery • Painting and decorating among others 	<p>A physical inspection of the project on 15th July,2024 revealed that the structure was at roof level twelve (12) months after the elapse of the contract period with the following outstanding works:</p> <ul style="list-style-type: none"> • Carpentry and Ironmongery • Painting and plastering • Fitting of windowpanes <p>The contractor was on site.</p>

5	Construction Of 1x3 CRB at Kanafula P.Sc.	Techplan Contractors	16.03.23	16.03.23	16.07.23	545,001.10	397,325	<ul style="list-style-type: none"> • Substructure • Excavation and earth work • Concrete work • Form work • Block work • Roofing • Plastering • Flooring • Carpentry, joinery and ironmongery • Painting and decorating among others 	<p>A physical inspection of the project carried out on 15th July,2024 revealed that the structure was at gable level with the following outstanding works:</p> <ul style="list-style-type: none"> • Roofing • Fitting of windows frames and windows • Fitting of doors frames and doors • Plastering and painting • Flooring <p>The contractor was on site</p>
6	Completion Of 1x3 CRB At Chiri Primary School	Patichi-Patichi Enterprises Ltd	17.03.23	17.03.23	17.07.23	550,000	137,500	<ul style="list-style-type: none"> • Substructure • Excavation and earth work • Concrete work • Form work • Block work • Roofing • Plastering • Flooring • Carpentry, joinery and ironmongery • Painting 	<p>A physical inspection of the projects carried out on 15th July,2024 revealed that the structure was at gable level with the following outstanding works:</p> <ul style="list-style-type: none"> • Roofing • Fitting of windows frames and windows • Fitting of doors frames and doors • Plastering and painting

								and decorating among others.	
7	Construction Of 1x3 CRB at Samamba community school	Maseko Seven Investments Ltd	10.03.23	10.03.23	10.07.23	512,238.63	474,912.85	<ul style="list-style-type: none"> • Substructure • Excavation and earth work • Concrete work • Form work • Block work • Plastering • Flooring • Carpentry, joinery and ironmongery • Painting and decorating among others 	<p>A physical inspection of the project carried out on 15th July,2024 revealed that the structure had been roofed and the outstanding works included the following:</p> <ul style="list-style-type: none"> • Plastering and painting. • Ironmongery • Fitting of window panes <p>The contractor was on site.</p>

b. Double Payment - Soft Loans

On 2nd November 2022, the Council engaged Evalyn and Welcome Properties to carry out works at the Kambombo Water Scheme at a contract price of K99,672. The contractor completed the works and submitted an Interim Payment Certificate (IPC) for the completed works on 13th September 2023. On 6th February 2023, the Council paid the contractor a total of K24,787 as full settlement for the works. However, it was noted that on 8th February 2023, the Council made an additional payment of K24,787 for the same works resulting in a double payment. As of 30th September 2024, the overpaid amount had not been recovered.

24.2 Chama South Constituency

a. Delayed Completion of Projects

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “a project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Out of twenty-three (23) approved projects eighteen (18) projects with an allocation K7,931,578 which commenced during the period under review and were scheduled to have been completed not later than 31st December 2023 had not been completed as at 30th October 2024. The projects were at various stages of completion ranging from window level to roof levels. See details in table 2 below.

Table 2: Delayed Completion of Projects

Project Type	Contractor	Contract Date	Start	End	Contract Sum K	Amount Paid K	Scope of works	Project Status
Construction of Mundalanga Maternity Annex	Nitime Transport and Construction Limited	10.03.23	10.03.23	10.07.23	400,000	318,000	<ul style="list-style-type: none"> • Substructure • Excavation and earth work • Concrete work • Form work • Block work • Plastering • Flooring • Painting and decorating among others	A physical inspection of the project on 15 th July,2024 revealed that the structure was at roof level twelve months after the elapse of the contract period with the following outstanding works Roofing Plastering and painting Fitting of window frames and windows panes Fitting of Air vents Flooring The contractor was on site.

Construction of a health post at Nkhoka	Alsabiko Investment Ltd	10.03.23	10.03.23	10.07.23	430,000	370,400	<ul style="list-style-type: none"> • Substructure • Excavation and earth work • Concrete work • Form work • Block work • Plastering • Flooring • Carpentry, joinery and ironmongery • Painting and decorating among others. 	
Construction of Two Staff Houses at Zangwa Primary School	Letty One Construction Limited	10.03.23	10.03.23	10.07.23	760,000	665,586	<ul style="list-style-type: none"> • Substructure • Excavation and earth work • Concrete work • Form work • Block work 	A physical inspection of the project on 15 th July 2024 revealed that the structure was at roof level twelve (12) months after the elapse of the contract period with outstanding works such as;

							<ul style="list-style-type: none"> • Plastering • Flooring • Carpentry, joinery and ironmongery • Painting and decorating among others. 	Painting Plastering Beam filling Flooring Fitting window frames and windows Fitting door frames and doors.
Construction Of 1x3 Classroom Block at Chifunda Day	Raal Contractors	10.03.023	10.03.23	10.07.23	529,175	527,629	<ul style="list-style-type: none"> • Substructure • Excavation and earth work • Concrete work • Form work • Block work • Plastering • Flooring • Carpentry, joinery and ironmongery • Painting 	A physical inspection of selected projects on 15 th July,2024 revealed that the project was at roof level twelve (12) months after the elapse of the contract period with outstanding works such as; Painting Plastering Beam filling Flooring Fitting window frames and windows Fitting door frames and doors

							and decorating among others.	Contractor was on site.
Construction of A Staff House At Chifunda Day	Raal Contractors	10.03.23	10.03.23	10.07.23	365,548	295,747	<ul style="list-style-type: none"> • Substructure • Excavation and earth work • Concrete work • Form work • Block work • Plastering • Flooring • Carpentry, joinery and ironmongery • Painting and decorating among others 	<p>A physical inspection of the project on 15th July,2024 revealed that the structure was at roof level twelve (12) months after the elapse of the contract period with the following outstanding works</p> <p>Roofing</p> <p>Plastering</p> <p>Painting</p> <p>Carpentry, joinery and ironmongery</p> <p>Contractor was on site</p>
Construction of A Dormitory at Kalovya Day	Majomosa Contractors Limited	10.03.23	10.03.23	10.07.23	430,000	408,500	<ul style="list-style-type: none"> • Substructure • Excavation and earth work • Concrete work 	<p>A physical inspection of the projects on 15th July,2024 revealed that though the project was</p>


							<ul style="list-style-type: none"> • Form work • Block work • Plastering • Flooring • Carpentry, joinery and ironmongery • Painting and decorating among others. 	completed but it was not handed over.
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25 Chasefu Town Council

a. Stalled 2022 CDF Projects

A review of the CDF documents and a physical inspection of community projects carried out on 16th July 2024 revealed that four (4) projects had not been completed for delayed periods ranging from six (6) to fourteen (14) months. See table 1 below.

Table 1: Project Status

No.	Project	Contractor	Contract Duration	Contract		Contract Sum K	Amount Paid K	Scope of Works	Project Status and other observations
				Start	End				
1	Rehabilitation of 1700 Desk Frames	Chasefu Town Council (Force Account)	1 year	24.12.2022	23.12.2023	1,031,107.50	936,934.60	<ul style="list-style-type: none"> Assembling of desk frame Painting of desks Fabrication Cutting and joinery of wood tops and sitters Routing of edges Vanishing of desk. 	A physical inspection carried on 16 th July 2024 revealed that, out of 1,700 desks, only 1,180 desks had been rehabilitated leaving a balance of 520 desks. The balance of 520 desks had not been delivered for a delayed period of six (6) months.
2	Construction of Kapekesa Health Post	Maseko Seven Investment Limited	12 weeks	09.02.2023	08.05.2023	1,260,000.83	652,143.86	<ul style="list-style-type: none"> Substructure Concrete work Block and brick work Roofing Carpentry and joinery Ironmongery Metal work Structural steel work Plumbing, Electrical installation Floor and wall finishes Glazing Painting and decoration. 	<p>A physical inspection carried out on 16th July, 2024, revealed that the health post had not been completed for a delayed period of thirteen (13) months. The outstanding works included Carpentry and joinery, ironmongery, floor screed and floor tiles, ceiling, painting, ambulance bay slab, electricals, plumbing, glazing, remedial works and external works. See picture below.</p> 

3	Construction of Staff House at Khulamayembe Primary School	Tomiriki Innovation and General Trading	8 weeks	09.02.2023	08.04.2023	466,000.00	343,628.63	<ul style="list-style-type: none"> • Substructure • Concrete work • Block and brick work • Roofing • Carpentry and joinery • Ironmongery • Metal work • Structural steel work, • Plumbing • Electrical installation • Floor and wall finishing • Glazing • Painting and decorating, External works. 	<p>A physical inspection carried out on 16th July, 2024 revealed that, the staff house had not been completed for a delayed period of fourteen (14) months.</p> <p>The Outstanding works included Carpentry and joinery, Ironmongery, floor and wall finishing, glazing, painting and decorating, external works.</p>
4	Construction of Champheta Magodi Staff House	Millenium Tight Engineering Ltd	12 weeks	26.05.2023	25.08.2023	450,000.00	195,130.62	<ul style="list-style-type: none"> • Substructure • Concrete work • Block and brick work • Roofing • Carpentry and Joinery • Ironmongery • Metal work • Structural steel work • Plumbing • Electrical installations • Floor and wall finishing • Glazing • Painting and decorating • External works. 	<p>A physical inspection carried out on 16th July, 2024 revealed that the staff house was not completed for a delayed of thirteen (13) months.</p> <p>The outstanding works included Carpentry and joinery, ironmongery, metal work, structural steel work, plastering of internal walls, glazing, painting and external work.</p>

b. Delays in Signing of Contract for Procurement of 200 Desks

A review of procurement records and inquiries made with management revealed that on 29th November 2023, the Council resolved to procure 200 desks at a total cost of K258,000 from Mutachai Enterprise. However, as at 18th July 2024, the procurement had been retendered and was at bid evaluation stage. The procurement had been delayed for over six (6) months from the date of resolution.

c. Inadequate Number of desks at Some Schools

In 2023, four (4) schools requested the District Education Board Secretary (DEBS) to provide a total of 410 desks for use in the existing classrooms. However, only 160 desks were delivered as at 31st December 2023 leaving a balance of 250 desks.

A physical inspection of some selected schools carried out on 16th July 2024, revealed that some schools had learners seating on the floor, while others had three learners per desk, exceeding the standard of two learners per desk. See table below.

Table 2: Inadequate Number of Desks at Some Schools

No.	School	No. Requested	Number Delivered	Variance	Comments by School Management
1	Eluhageni Primary School	110	60	50	The school has a shortfall of 50 desks.
2	Muthyengu Primary School	100	40	60	The school had applied for 100 desk but received 40 desks. Total number of pupils is 380 against 53 desks.
3	Champheta Primary School	120	60	60	The school had applied for 120 desks and only received 60 desks. Currently the pupils are seating 3 per desk instead of 2.
4	Phikamalaza Primary School	80	0	80	The school had applied for 80 desks and is still awaiting the delivery of the desks. Pupils are seating 3 per desk instead of 2.
	Total	410	160	250	

d. Delayed Completion of 2023 CDF Project – Rehabilitation of a 1x2 CRB at Munthyengu Primary School

On 19th January 2024, the Council engaged Kageo Contractors to construct a 1x2 class room block at Munthyengu Primary School at a contract price of K348,633 with a completion period of ten (10) weeks commencing on 19th January, 2024 and ending 2nd April 2024.

The scope of works included: Supper structure up to gable, roofing and beam filling, metal works, carpentry and ironmongery, plastering/flooring/rough, painting, windowsill, working tools.

As at 16th July 2024, amounts totalling K234,838 had been spent leaving a balance of K113,795.

A physical inspection carried out on 16th July 2024 revealed that the project was at roof level and had a delayed completion period of two (2) months. The following works were outstanding:

- Fitting of ridges on the roof
- completion of glazing
- final coat painting
- Fitting of window handles and window stays,
- Fitting of grill door.

The contractor was on site at the time of inspection but was awaiting delivery of materials to be used on the remaining works.

e. Non-operational Business Venture – Mwafuka SACCO Savings – Soft Loans

On 6th June 2023, the Council paid a loan amount of K50,300 to Mwafuka SACCO Savings group for the purpose of buying an oil expeller machine.

A review of accounting records, physical inspection of the business venture and an interview conducted with the Cooperative members carried out in May 2024 revealed that the Cooperative had procured the oil expeller machine. However, the business was not in operation. Furthermore, the oil expeller machine was stored in an unsecured shelter.

26 Chipangali Town Council

a. Delayed Implementation of 2023 CDF Projects

During the period under review, amounts totalling K3,850,000 were allocated for the implementation of approved projects. A scrutiny of the approved project list and progress reports for the Constituency Development Fund revealed that five (05) approved projects had not been implemented as at 4th March 2024 for delayed periods of seven months. See table 1 below.

Table 1: Delayed Implementation of 2023 CDF Projects

No	Project Name	Approved Amount K
1	Procurement of water bowser	1,700,000
2	Procurement of a tipper truck	800,000
3	Fencing of a dampsite	200,000
4	Electrification of the district	1,000,000
5	Procurement of maternity equipment at Shawa clinic	150,000
	Total	3,850,000

b. Delayed Completion of Projects - Grading of Roads

During the period under review, the Council allocated amounts totalling K1,700,000 for the grading of seven (7) roads in Chipangali Constituency. See table 2 below.

Table 2: Grade Roads

No.	Roads	Ward	Total Stretch (Km)	Total Stretch Covered (Km)
1	St Margaret	Rukuzye	1.2	1.2
2	Chiziye turn off to Chanyumbu clinic	Nthope	11.5	11.5
3	Chiziye turn off to Sese School	Nthope	1.4	1.4
4	Tamanda turn off to Mwase ZNS Check point	Kasenga	11.7	11.7
5	Mwago turn off to Dyakanani village	Rukuzye Musandile	7	7
6	Mwaiseni to Chalumbe	Musandile	13.4	13.4
7	Ngulube turn off to Ngozi village	Musandile	8.6	8.6
		Total	54.8	54.8

The scope of works included:

- Stumping (cutting of trees, shrubs and vegetation);
- Road formation; and
- Road Rehabilitation and Compaction.

As at 4th April 2024, amounts totalling K805,280 had been paid leaving a balance of K894,720. A physical verification carried out in April 2024 revealed the following:

i. Poor Workmanship - Chiziye Turn off to Chanyumbu Clinic 12.9km Stretch

A physical inspection carried on 18th June 2024 revealed that gullies had formed at 8.3km of the road. In addition, one (1) culvert at 2.4 km had silt and water was collecting at 1.6km of the road. See pictures below.



Gulley formation at 8.3Km



Water ponding at 1.6Km

ii. Tamanda Turn Off to Mwase ZNS Check Point

A physical inspection carried on 18th June 2023 revealed that gullies had formed at 4.5km of the road. In addition, one (1) culvert at 8km of the road was broken and had not been replaced. See pictures below.



Broken culvert at 8.0 Km

iii. Mwaiseni to Chalumbe 13.4 km Stretch

A physical inspection carried out on 18th June 2023 revealed that there was water collecting at 4.4 km of the road.

c. Delayed Completion of Projects - Drilling of Boreholes


During the period under review, the Council allocated amounts totalling K1,500,000 for the drilling and equipping of forty-one (41) boreholes in all the wards.

A scrutiny of accounting documents revealed that K1,445,228 had been spent leaving a balance of K54,772.

An examination of accounting documents and physical inspections carried out in April 2024 revealed that forty-one (41) boreholes had been sunk and equipped.

During the period under review the Council allocated amounts totalling K2,268,769 for the construction of a maternity annex, mortuary and the supply and installation of a corpse storage at Kasenga Mini Hospital. The completion period of the projects ranged from 12 to 16 weeks commencing on 22nd August 2023 and ending on 22nd December 2023.

As at 3rd April 2024, works had not been completed for a delayed period of 26 weeks. See table 12 below.

No.	Project Name	Contractors Name	Contract Duration	Start	End	Contract Sum K	Amount Paid K	Scope of Works	Project Status
1	Construction of Mortuary at Kasenga Mini Hospital	Phidati Investments Ltd	12 weeks	04.09.2023	04.12.2023	693,695	173,425	<ul style="list-style-type: none"> • Substructure • Brick and Blockwork • Reinforcement concrete works • Roofing • Carpentry and Joinery • Ironmongery • Metal work and Glazing • Electrical Installations • Plumbing Installations • Finishes • Painting & Decorations 	<p>A physical inspection carried out on 18th June 2024 revealed that the structure was roofed with the following works outstanding for a delayed period of twenty six (26) weeks:</p> <ul style="list-style-type: none"> • Fitting of floor tiles • Ceiling board installation • Fitting of doors • Construction of septic tank and soakaway • Apron construction <p><i>Septic tank & soakaway under construction</i></p>
2	Installation of corpse storage	Overland Distributors Limited	12 weeks	04.09.2023	04.12.2023	800,000	725,000	Purchase and installation of corpse storage	<p>A physical inspection carried out on 18th June 2024, revealed that the corpse storage had not been installed for a delayed period of twenty six (26).</p>  <p>Corpse storage not installed</p>

i. Undelivered Desks - Kasonjola Primary School

During the period under review, the District Education Board Secretary (DEBS) office requested for 200 desks out of which 126 were received from Mentebuho Enterprises and General dealers on 16th April 2024 (73) and 18th April 2024 (53).

In addition, on 14th June 2024, Jatam General Dealers Ltd delivered 50 desks which did not meet the specifications.

As at 24th June 2024, the desks had not been replaced by Jatam General Dealers Ltd. See picture below.



Unreplaced desks

27 Chipata City Council

27.1 Chipata Central Constituency

a. Delayed Completion of the Project- Construction of A Foot Bridge at Chizongwe

On 12th December 2023 the council engaged Relay Tech Supplies & Construction Limited to construct a Foot Bridget at Chizongwe Katopola at a contract sum of K678,804 for duration of sixteen (16) weeks commencing on 26th December 2023 and ending on 26th April 2024. The scope of work included cast-in situ 1200 x 1200 x 2 lines culvert and relief culvert, clearing and grubbing, earthworks and pavement layers, drainage works, steel reinforcement works, cast in-situ concrete, stone pitching and protection against erosion.

As at 29th February 2024, a total amount of K169,701 had been paid leaving a balance of K509,103.

A physical inspection carried out in June 2024 revealed that clearing and grubbing, 1200 x 1200 -line culvert had been delayed for a period of one (1) month from the expected completion date. The outstanding works included cast-in situ 1200 x 1200 x 1 lines culvert and relief culvert, stone pitching and protection against erosion. The contractor was not on site. See pictures below.



Delayed Completion of the Chizongwe Foot Bridge

b. Poor Workmanship - Construction of Gondar bridge

On 6th March 2023, the council engaged Lekamo Construction Company to construct a culvert bridge at Gondar area at a contract price of K296,854.

The duration of the contract was sixteen (16) weeks from 6th March 2023 and ending on 6th July 2023.

The scope of works included clearing and grubbing, cast in situ box culverts, backfilling, cast in situ concrete and formwork to culverts headwalls, mass earthworks, steel reinforcement for structures, Pitching, stonework and protection and stone masonry walls.

As at 21st February 2024 the contractor had been paid amounts totalling K296,651 leaving a balance of K204.

A physical inspection carried out in February 2024 revealed that although the bridge had been completed and handed over in November 2023 there was poor workmanship in that both areas of stone pitching joining the deck were washed away.



Washed away stone pitching areas of the Constructed Gondar Bridge

c. Inadequate Number of Desks Supplied against the Requirement - Munga Primary School

Munga Primary School with a population of 1546 pupils (preschool to grade 9) had requested through the Office of District Education Board Secretary to be supplied with 426 desks.

A physical inspection of delivered desks revealed that only 25 school desks were allocated and delivered against a number of 426 leaving a deficit of 401 resulting in pupils learning whilst sitting on the floor.



Inadequate Desks against Required at Muunga School

Three (3) projects from the year 2022 were not fully implemented but were brought forward in 2023 and a total of 13 community projects with an allocation of K15,561,393 were approved by the Ministry for implementation in 2023 out of which Three (03) were implemented while Ten (10) had not been implemented, one (1) had been completed and Two (02) were still work in progress as of June 2024.

The following observations were made:

i. Delayed Implementation of 2023 CDF Projects

A scrutiny of the approved list and progress reports for the Constituency Development Fund revealed that Ten (10) approved projects with a total allocated amount of K4,172,054 had not been implemented as of June 2024, despite being approved by the Ministry of Local Government and Rural Development on 18th September 2023 and funding was received between 11th May 2023 and 30th December 2023.

ii. Delayed completion - Mthilanseme Gulley

The council allocated K552,058 for the completion of construction of Mthilanseme Gulley in Kapata ward in Chipata Central Constituency using the force accounting. The construction of Mthilanseme Stone Masonry Drainage Phase II commenced on 15th January 2024 and was expected to be completed on 15th March 2024.

As of February 2024, an amount of K289,715 had been spent, leaving a balance of K262,343. The scope of works included site clearing, dumping of gravel, stone masonry wall constructions.

A Physical verification carried out in June 2024 revealed that: although the gulley had been constructed, back filling of whole pitched stones had not been done. See picture below.



Mthilanseme Gulley

d. Misapplication of Funds - Implementation of Unapproved Projects

During the period under review, grants in amounts totalling K16,000 were disbursed to Rising Multipurpose Co-operative to support the implementation of the designated activity and project outlined in its respective grant agreement. However, the group

deviated from the agreed upon project without securing the approval of the Council thereby breaching the terms of the grant agreement.

e. Non-Operational Co-operative

During the period under review, a loan of K35,000 was disbursed to Evidence Co-operative for the purpose of starting up a poultry business.

However, a physical inspection carried out in February 2024 revealed that the co-operative was non-operational due to the losses it incurred during the period it was operating. Consequently, no activity was taking place and as at 31st October 2024, the co-operative remained inoperative.

27.2 Luangeni Constituency - Community Projects (2022 and 2023)

a. Grading of Roads 2022 CDF Project

The Council approved an amount of K548,678 for the construction of culverts, Grading and Spot gravelling of Chipita-Kachila road in Kazimule ward under 2022 CDF.

On 27th September 2023, the council engaged Vazita Ventures limited to carry out the works at a contract price of K519,565 for a duration of sixteen (16) weeks.

The scope of works included construction of a 900mm x 2 lines culvert, grading and spot gravelling of Chipita-Kachila road.

As at 29th February 2024, a total of K62,906 had been paid leaving a balance of K456,680.

A physical inspection carried out in February 2024 revealed that at +600m a 900mmx2 lines culvert had been constructed and at 7.99km no grading was done five (5) months after signing the contract.



Ungraded and Ungraveled 8 km from start 7.99 km (Ungraded and Ungraveled)

b. Inadequate Number of Desks - Kazimomwe Primary School

Kazimomwe Primary School with a population of 477 pupils (preschool to grade 7) had requested through the Office of District Education Board Secretary to be supplied with 80 desks. Out of the desks requested, the Council delivered 30 desks resulting in a shortfall of fifty (50) desks. See picture below.



Inadequate Desks against the required at Kazimomwe

28 Kasenengwa Town Council

a. Irregular Payments of VAT

In 2022, three (3) contracts were awarded to three (3) contractors at contract sum of K974,372 for various construction works. See table 1 below.

Table 1: 2022 Signed Contracts

Contractor	Project Details	Contract Sum K
Nomazi Group Ltd	Completion of a 1x3 CRB at Champhundu Primary School.	337,473
Deeja Construction	Completion of a Health Post at Chinunda Health Post	473,919
Mtondo Building Contractors	Rehabilitation of a 1x2 CRB at Mangena Primary School.	162,980
Total		974,372

According to the minutes of the Procurement Committee meeting held on 7th March 2023, the council approved the request from the Director of Works to adjust the contract prices for the three contracts due to an addition of Value Added Tax which was not part of the contract signed making the price adjustment irregular. In this regard, in August and

October 2023, the council paid a total amount of K129,821 to two (2) contractors as addendums on two (2) contracts. See table 2 below.

Table 2: Irregular Payments

Date	Payee	Details	Amount K
10/5/2023	Nomazi Group Ltd	Addendum to contract No. KTC/CDF 08/09/22	53,995
8/21/2023	Deeja Construction	Payment for Addendum No. 1	75,826
Total			129,821

On 7th February 2024, the third contractor (Mtondo Building contractors limited) was paid K26,077 bringing the amount irregularly paid to K155,898.

A review of the Zambia Revenue Authority (ZRA) Data base revealed that two (2) of the three (3) contractors namely Deeja Construction (K75,826) and Mtondo Building Contractors (K26,077) were not registered for VAT as at 8th April 2024.

b. Failure to Complete Approved Projects - 2022

Out of the twenty-eight (28) projects approved on 11th July 2022, twenty-five (25) were completed while three (3) with an allocation of K2,403,477 had not been completed as at 24th June 2024. See table 3a and 3b below.

Table 3a: Incomplete Projects

No.	Project	Allocated Amount K
1	Construction of a 1x4 CRB at Chingazi Primary School	903,477
2	Construction of a 1x3 CRB at Maloch Primary School	750,000
3	Construction of a 1x3 CRB at Mankhwange Primary School	750,000
	Total	2,403,477

Table 3b: Details of the above three Projects below

No.	Project	Contractor	Contract Date	Contract		Contract Sum K	Amount Paid K	Scope of Works	Project Status and Other Observations
				Start	End				
1	Completion of a 1x4 CRB at Chingazi Primary School	MJ Than General Dealers	09.12.22	09.12.22	09.03.23	903,477	581,089.22	<ul style="list-style-type: none"> • Substructure • Concrete works • Blockwork • Roofing • Carpentry, joinery and Ironmongery • Floor and finishing • Painting and decoration • External works 	A physical inspection carried out on 5 th April 2024 revealed that the structure which was initially roofed had its roof removed by the Contractor and the works have stalled one (1) year after the expiry of the contract period. The contractor was not on site.

2	Construction of 1x3 CRB at Malochi P. Sch.	Frach Contractors Ltd	02.05.23	02.05.23	02.08.23	719,502.90	675,114.12	<ul style="list-style-type: none"> • Substructure • Concrete work • Brickwork and blockwork • Roofing • Carpentry, joinery and ironmongery • Structural Steel work • Electrical installation • Floor and wall finishing • Painting and decorating 	<p>A physical inspection carried out on 5th April 2024 revealed that the structure was roofed, Window frames and door frames were fitted however, the following works were outstanding; Fitting of windowpanes and doors; Fitting of grill doors; Re- laying of the floor; Provide electrical installation; Painting and decorating; The contractor was on site.</p> <p>Further, the contractor was not on site.</p>
3	Construction of a 1x3 at Mankhwangwe Primary School	Tomiliki commodities	13.12.22	13.12.22	13.03.22	675,318.54	456,000.00	<ul style="list-style-type: none"> • Substructure • Concrete work • Brickwork and blockwork • Roofing • Carpentry, joinery and ironmongery • Structural Steel work 	<p>A physical inspection carried out on 5th April 2024 revealed that the structure was at roof level and the following works were outstanding; Roofing; Flooring; Metal works; Plastering and painting; Electrical installation</p> <p>The contractor was not on site</p>

29 Katete Town Council

29.1 Milanzi Constituency

a. Delayed Construction of Health Post, Staff House, Placenta Pit, Water Supply at Dole

On 10th March 2023, the Council engaged Lima Agro Supplies to construct a health post, placenta pit, and water supply, at a contract sum of K1,067,367 with a completion period of twelve (12) weeks commencing on 10th March 2023 and ending 10th June 2023.

The scope of works included substructure, reinforced concrete, superstructure, walling, electricals, roofing and rain water disposal, doors, windows and external finishing.

As at 31st December 2023, amounts totalling K402,859 had been spent leaving a balance of K664,508.

A physical inspection carried out in June 2024, revealed that the placenta pit and water scheme were not done, sixty (60) weeks after the elapse of the contract period. The health post (Clinic Block) and staff house were at window level with outstanding works including completion of super structure to roofing level, roofing, carpentry and joinery, ironmongery, metal work, plumbing installations, electrical installations, floor, wall and ceiling finishes, glazing, and painting and decorating.

Further, the contractor was not on site and works had stalled.

b. Delayed Construction of 1x4 CRB at Kamphambe School in Kamphambe Ward

On 10th March 2023, the Council engaged Honhembra Enterprises for the construction of a 1x4 classroom block at Kamphambe ward at a contract price of K1,573,866 with a contract period of sixteen (16) weeks ending 10th July 2023.

The scope of works included substructure, reinforced concrete, superstructure, walling, electricals, roofing and rainwater disposal, doors, painting and decorations, windows and external finishing.

As at 31st December 2023, amounts totalling K1,027,759 had been paid to the contractor leaving a balance of K546,107.

A physical inspection carried out in June 2024, revealed that concrete and masonry works were done, though the roofing was not complete forty four (44) weeks after the lapse of the contract period. The outstanding works included completion of steel works and roofing, metal work, carpentry and joinery, ironmongery, electrical installations, floor, wall and ceiling finishes, painting and decorations, and external works

Further, the contractor was not on site and works had stalled.

c. Delayed Construction of two (2) Staff Houses at Chibondo in Chidwale Ward

On 10th March 2023, the Council engaged Evanset Civil Works for the construction of two (2) staff houses at Chibondo in chidwale ward, at a contract price of K690,656 with a completion period of sixteen (16) weeks ending 10th July 2023.

The scope of works included substructure, reinforced concrete, superstructure, walling, electricals, roofing and rainwater disposal, doors, painting and decorations, windows and external finishing.

As at 31st December 2023, amounts totalling K353,444 had been paid to the contractor leaving a balance of K337,212.

A physical inspection of the staff houses carried out in June 2024 revealed that only one (1) house had been roofed forty four (44) weeks after the lapse of the contract period. The outstanding works included metal work, carpentry and joinery, ironmongery, electrical installations, floor, wall and ceiling finishes, painting and decorations, beam filling, and plumbing.

Further, outstanding works on other house which was at window level included completion of superstructure, roofing, plastering, floor screed, electrical installations, and plumbing.

Further, the contractor was not on site and works had stalled. See pictures below.



Incomplete Staff Houses at Chibondo

d. Delayed Construction of Mothers' Shelter at Kafumbwe Health Post in Yowoyani

On 12th March 2023, the Council engaged Metalfabs Ltd to construct a Mother's shelter at Kafumbwe Health post at a contract price of K232,544 with a completion period of twelve (12) weeks ending 13th May 2023.

The scope of works included substructure, reinforced concrete, superstructure, walling, electricals, roofing and rainwater disposal, doors, painting and decorations, windows and external finishing.

As at 31st December 2023, amounts totalling K147,821 had been paid to the contractor leaving a balance of K84,723.

A physical inspection carried out in June 2024 revealed that the shelter was roofed, plastered and wiring had been done. The outstanding works included plumbing works, electricals, painting in and out, fitting of windowpanes and floor screed.

Further, the contractor was not on site and works had stalled.

e. Delayed Construction of Police Post at Kagoro

On 6th April 2023, the Council engaged Blejosh for the construction of a police post at Kagoro, at a contract price of K870,053 with a completion period of eight (8) weeks ending 7th June 2023.

The scope of works included substructure, reinforced concrete, superstructure, walling, electricals, roofing and rain water disposal, doors, painting and decorations, windows and external finishing.

As at 31st December 2023, amounts totalling K676,460 had been paid to the contractor leaving a balance of K193,594.

A physical inspection of the police post carried out in June 2024 revealed that the structure was at lintel level and the outstanding works included roofing, plastering in and out, electricals, windowpanes, construction of an apron, slab on the veranda, fitting of door and window frames and external works.

Further, the contractor was not on site and works had stalled. See picture below.



Incomplete Police Post at Kagoro

f. Misapplication of Funds - Chamsoloo Multi-Purpose Cooperative - Youth, Women and Community Empowerment-Grants

During the period under review, Chamsoloo MPC received an empowerment grant of K40,000 for undertaking a poultry business. However, despite receiving the full amount applied for, the cooperative deviated from the agreed upon project and built a storage shed for leasing without securing the approval of the Council thereby breaching the terms of the grant agreement.

A scrutiny of accounting records and a physical inspection of the project revealed that the group drew amounts totalling K39,500 and bought building materials such as roofing sheets, a door frame, grill door and nails at a total cost of K10,000 leaving a cash balance of K29,500.

The following were observed:

- i. No financial records were availed for audit scrutiny;
- ii. There was no approval of the change of business plan from poultry to storage shed; and
- iii. The unspent cash amounting to K29,500 was not availed for audit verification.

29.2 Mkaika Constituency - 2022 CDF Community Projects

a. Delayed Construction of Health Post, Staff House, Placenta Pit and Water Supply at Mkale

On 10th March 2023, the Council engaged Perable Construction for the construction of a health post, staff house, placenta pit and water supply at Mkale at a contract price of K1,033,505 with a contract period of twelve (12) weeks ending 10th June 2023.

The scope of works included substructure, reinforced concrete, superstructure, walling, electricals, roofing and rainwater disposal, doors, painting and decorations, windows and external finishing.

As at 31st December 2023, amounts totalling K503,426 had been paid to the contractor leaving a balance of K530,079.

A physical inspection carried out in June 2024, revealed that the health post was roofed, window and door frames fitted.

The outstanding works included plumbing in progress, electrical works, plastering in and out, flooring, glazing, parking bay (only embarkment was done), beam filling, and Sceptic tanks.

The staff house was roofed, windows and door frames fitted and electrical fittings partially done. Outstanding works included flooring, glazing, beam filling, plastering.

Further, the contractor was not on site and works had stalled. See picture below.



Incomplete Works at Mkale Health post and House

b. Delayed Construction of Health Post, Staff House, Placenta Pit and Water Supply at Mtsanya

On 10th March 2023, the Council engaged Melec Engineering for the construction of a health post, staff house, placenta pit and water supply at Mtsanya, at a contract price of K1,117,398 with a contract period of sixteen (16) weeks ending 10th July 2023.

The scope of works included substructure, reinforced concrete, superstructure, walling, electricals, roofing and rain water disposal, doors, painting and decorations, windows and external finishing.

As at 31st December 2023, amounts totalling K444,180 had been paid to the contractor leaving a balance of K673,217.

A physical inspection carried out in June 2024 revealed that the health post was at roof level with the following outstanding works: roofing; window and door frames; plastering in and out; flooring; glazing; and parking bay (only pillars were done).

The staff house was at foundation box, no works had been done on the placenta pit and water scheme.

Further, the contractor was not on site and works had stalled. See picture below.



Incomplete works at Mtsanya Health post

c. Delayed Construction of 1 x 4 CRB at Matunga School

On 10th March 2023, the Council engaged Salisbury Business Enterprise for the construction of a 1x4 classroom block at Matunga school at a contract price of K1,495,500 with a contract period of sixteen (16) weeks ending 11th July 2023.

The scope of works included substructure, reinforced concrete, superstructure, walling, electricals, roofing and rainwater disposal, doors, painting and decorations, windows and external finishing.

As at 31st December 2023, amounts totalling K1,023,713 had been paid leaving a balance of K471,787.

A physical inspection carried out in June 2024, revealed that although the class room block was roofed, plastered in and out, wiring and glazing done, solar power connection was still outstanding.

d. Delayed Construction of the Maternity Wing at Magobo

On 24th April 2023, the Council engaged Kazunde enterprise for the construction of a maternity wing at Magobo in Kamiza ward, at a contract price of K394,145 with a contract period of eight (8) weeks ending 25th June 2023.

The scope of works included substructure, reinforced concrete, superstructure, walling, electricals, roofing and rainwater disposal, doors, painting and decorations, windows and external finishing.

As at 31st December 2023, amounts totalling K212,376 had been spent leaving a balance of K181,769.

A physical inspection carried out in June 2024, revealed that the maternity wing was roofed with the following outstanding works: plastering inside and outside; glazing; floor and ceiling finishes; drainage and painting in and out.

Further, the contractor was not on site and works had stalled. See picture below.



Incomplete and abandoned Maternity ward at Magobo

e. Misapplication of Funds - Mphaso Multi-Purpose Cooperative

During the period under review, Mphaso MPC received an empowerment grant of K40,000 for the procurement of an Oil Expeller. However, despite the cooperative receiving the full amount applied for, it deviated from the agreed upon project without the approval of the CDFC. The Cooperative withdrew amounts totalling K36,000 to engage in village banking due to accumulated bank account maintenance fees. The aim was to raise additional funds from the interest charged on its village banking loans and ultimately enabling them to purchase the oil expeller.

The following were observed:

- i. the list of those who borrowed the money was not availed for audit scrutiny;
- ii. the financial records were not availed for audit; and
- iii. approval to change the business plan from oil expeller to village banking was not obtained from the Council.

f. Failure to Avail Financial Records-Tosa Women's Club

During the period under review, Tosa Women's Club received an empowerment grant of K40,000 for piggery. A physical inspection revealed that Tosa Women's Club purchased six (6) pigs at a total cost of K4,800. In addition, the club constructed a pig house and purchased feed for the animals.

However, the expenses incurred on the construction of the pig house and purchase of feed could not be ascertained as there no expenditure details availed for audit. See Picture below.



Pigs in a Pig House at Tosa Club

g. Failure to Avail Financial Records-New Arising Multi-Purpose Cooperative

During the period under review, New Arising MPC received an empowerment grant of K40,000 to undertake a poultry business.

A physical inspection revealed that the MPC used the funds to purchase of 250 chicks, construct a chicken run and purchase feed and vaccines for the chicks.

However, there were no expenditure details to validate the expenses incurred availed for audit. See picture below.



Chickens in the Poultry House

30 Lumezi Town Council


a. Delayed Completion of 2022 CDF projects

A review of the CDF documents and inspection of community projects revealed that there was delay in the completion of four (4) projects. See table 1 below.

Table 1: Delayed Completion of 2022 Community Projects

No.	Project	Contractor	Contract Duration	Contract		Contract Sum K	Amount Paid K	Scope of Works	Project Status and other observations
				Start	End				
1	Completion of a 1 x 3 Classroom Block at Chasera Day Secondary School	Zoko Investment Ltd	12 weeks	22.02.2023	21.05.2023	640,115.00	347,853.00	<ul style="list-style-type: none"> ○ Preliminary and General Items ○ Substructure ○ Reinforced Concrete ○ Superstructure ○ Electricals, ○ Roofing and rain water disposal ○ External and Internal Finishing ○ Doors, Windows and External Works 	<p>A physical inspection carried out in July 2024 revealed that the project had not been completed.</p> <p>The structure was roofed; however, the following works were outstanding: Electricals, external finishing, Internal finishing, fitting of doors and windows, and external works.</p> <p>The contractor was not on site.</p>
2	Construction of a 1 x 3 Classroom Block at Kawowola Primary School	Lima Agro Suppliers Limited	12 weeks	22.02.2023	21.05.2023	621,299.00	280,542.55	<ul style="list-style-type: none"> ○ Preliminary and General Items ○ Substructure 	<p>A physical inspection carried out in July 2024, revealed that the project had not been completed. The project was at ring</p>


								<ul style="list-style-type: none"> ○ Reinforced concrete ○ Superstructure ○ Electricals ○ Roofing and rainwater disposal ○ External finishing ○ Internal Finishing ○ Doors ○ Windows ○ External Works 	beam level with the following works outstanding: Electricals, roofing and rainwater disposal, external and internal finishing, Fitting of doors and windows, and external works. The contractor was not on site.
3	Construction of a 1 x 3 Class Room Block and Three VIP toilets at Kateme Primary School	Anasma Investments Limited	12 weeks	22.02.2023	21.05.2023	973,932.65	724,088.35	<ul style="list-style-type: none"> ○ Substructure ○ Superstructure ○ Roofing ○ Metalwork ○ Carpentry and Ironmongery ○ Floor, wall and ceiling finishing ○ Painting and decoration ○ Double VIP Toilets 	A physical inspection carried out in July 2024 revealed that the classroom block had been completed. However, the construction of the 3 VIP toilets had not been completed. Contractor was not on site.

4	Installation of Water Reticulation System at Lumezi Sub Centre Phase I	Eastern Water and Sanitation Company	12 weeks	20.04.2023	19.07.2023	1,000,000.00	633,387.19	<ul style="list-style-type: none"> ○ Pipes and fittings ○ Equipment and tools ○ Concrete works ○ Domestic connections ○ Kiosk ○ Administration communication ○ Elevated water tank and water supply. 	<p>A physical inspection carried out in July 2024 revealed that the project had not been completed. The following works were outstanding: Fitting of pipes and equipment, concrete works, domestic connections and installation of elevated water tank and water supply.</p> <p>The contractor was not on site.</p> <p>See pictures below.</p> 
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b. Delayed Completion of 2023 CDF Projects

A physical inspection carried out in July 2024 revealed that four (4) projects had delayed completing. See table 2 below.

Table 2: Delayed Completion of 2023 Projects

Project	Contractor	Contract Duration	Contract		Contract Sum K	Amount Paid K	Scope of Works	Project Status and other observations
			Start	End				
Installation of Water Reticulation System at Lumezi Sub-Center Phase II	Eastern Water Supply and Sanitation Limited	14 weeks	31.08.2023	14.12.2023	2,000,000	2,000,000	<ul style="list-style-type: none"> ○ Preliminary and General Obligation ○ One extra borehole drill test equip & solar plant ○ Materials (pipes & fittings) ○ Equipment and tools, concrete works ○ Domestic connections ○ Administration communication and Labour ○ Elevated Steel Tank and Stand 	<p>A physical inspection carried out in July 2024 revealed that the project had not been completed.</p> <p>The outstanding works included: Drilling of one extra borehole, test equip and solar plant, concrete works, domestic connections, elevated steel tank and stand.</p> <p>The contractor was on site. See pictures below:</p> 

31 Lundazi Town Council

a. 2022 Community Projects - Delayed Completion of 1x3 CRB at Fyofyo Primary School

On 7th February 2023, the Council engaged Speed Tech and Chidram contractors for the completion of a 1x3 CRB at Fyofyo Primary School at a contract sum of K655,415 (which was varied upwards by K71,919 to K727,334 with a completion period of eight (8) weeks from 7th February 2023 to 6th May 2023. The scope of work included the construction of substructure; concrete works; masonry works; roofing and steel roof structure; carpentry, joinery, and ironmongery; metal works; electrical installation works; floor wall and ceiling finishes; painting and decorations; and external works.

As at 30th September 2024, the contractor had been paid amounts totalling K688,186.

b. Soft Loans

i. Failure to Provide Loan Management Reports Prepared by Financial Institution

Treasury and Financial Management Circular No. 15 of 2022 requires financial institution involved in disbursement of loan to prepare and submit reports to the Local Authority on the management of the loan facility within ten (10) working days after the end of each month, quarter and year.

Contrary to the Circular, at 31st October 2024, the Council had not availed for audit the loan management reports prepared by financial institution for the loans paid out.

ii. Non-operational Project-Nkula Trust Driving School

In September 2023, the Council disbursed a loan of K155,000 to Nkula Trust Driving School to establish a driving school business. However, a physical inspection carried out in July 2024 revealed that there was no activity at the site and the premises had since been abandoned. See picture below.



Non-operational Nkula Trust Driving School

In addition, as at 30th September 2024, the group had an outstanding loan repayment of K10,000.

iii. Non-operational - Mphalankhanga Youth Group

During the period under review, the Local Authority disbursed a loan of K150,000 to Mphalankhanga Youth group. The loan was meant to facilitate the implementation of a hammer mill business. However, a physical inspection of the business premises carried out in May 2024 revealed that although the group had purchased a hammer mill at a cost of K53,000, the hammer mill was not being utilised as intended. See pictures below.

In addition, during the period under review, the Youth group lent out amounts totalling K58,000 to various farmers with the expectation of being repaid after harvest. However, as at 31st October 2024, the farmers had not yet repaid the amount.

c. Failure to Avail Business Records for Audit Verification by Grant Beneficiaries

In May 2023, the Council disbursed grants in amounts totalling K2,565,200 to 103 cooperatives. The grants were meant to facilitate the implementation of start-up businesses in various ventures.

However, an inspection of accounting records and a physical inspection of the premises for the respective cooperatives conducted in May 2024 revealed that eleven (11) cooperatives, who had received amounts totalling K220,000 could not avail for audit documentation such as expenditure details or sales records. This lack of documentation made it difficult to verify how the grants were utilized.

d. Non-operational Co-operatives

During the period under review, grants in amounts totalling K40,000 were disbursed to Wiska Women's Club and Comforters Youth MPC. The grant was disbursed to facilitate the establishment of poultry businesses. However, a physical inspection carried out in May 2024 revealed that the cooperatives were not operational, with no activities taking place at the project sites.

32 Lusangazi Town Council

a. Delayed Completion of Project - Construction 1x3 CRB at Choteta

On 26th October 2022, the Council engaged Afrirult Engineering Company to construct a 1x3 CRB at Choteta community school at a contract sum of K471,386 for a duration of sixteen (16) weeks commencing on 25th November 2022 and ending on 26th February 2023.

The scope of work included various components, namely substructure, superstructure, masonry works, roofing and steel roof structure, carpentry, joinery and ironmongery, metal works, electrical installations, floor screed, wall and ceiling finishes, painting and decorations, and external works.

As of July 2024, the contractor had been paid amounts totalling K137,943.

A physical inspection conducted in July 2024 indicated that, although the superstructure was complete, it was completed sixty-seven (67) weeks after the initially scheduled completion date. The remaining outstanding works included masonry works, roofing and steel roof structure, carpentry, joinery and ironmongery, metal works, electrical installations, floor, wall, and ceiling finishes, painting and decorations, and external works.

As at 31st October 2024, the contractor was still on site.

b. Poor Workmanship - Construction a Waterborne Ablution Block

On 26th October 2022, the Council engaged Modern Construction Limited to construct a waterborne ablution block at a contract sum of K209,807, with a project duration of sixteen (16) weeks, commencing on 26th October 2022 and ending on 26th February 2023.

The scope of work included the substructure, superstructure, masonry works, roofing and steel roof structure, carpentry, joinery and ironmongery, metal works, electrical installations, floor screeding, wall and ceiling finishes, painting and decorations, and external works.

As of July 2024, the contractor had been paid amounts totalling K200,762 leaving a balance of K9,045.

A physical inspection conducted in July 2024 revealed that both the substructure and superstructure had been completed; however, the structure showed signs of poor workmanship, evidenced by cracks in the foundation box. See table below.



Cracks in the foundation box

c. Misapplication of Funds – Soft Loans - Munyaula Women’s Development Club

During the period under review, loans in amounts totalling K25,000 were disbursed to Munyaula women’s development club to support the implementation of poultry business as outlined in the loan agreement.

Despite receiving the total amount applied for, the group deviated from the approved business to village banking without securing the approval of the Council thereby breaching the terms of the loan agreement.

d. Non-operation Co-operatives – Lubvunga Savings and Credit Cooperative and Songovwa Savings and Credit Cooperative Society Ltd

Grants amounting to K80,000 (K40,000 for Lubvunga and K40,000 for Songovwa) was disbursed for the purpose of starting up a poultry and piggery business respectively.

A physical inspection conducted in July 2024 revealed that the cooperatives were non-operational, despite having invested funds in the construction of a poultry house and a piggery.

33 Mambwe Town Council

a. Delayed Completion of Projects 2023

A total of three (3) projects with an allocation in amounts totalling K1,750,000 were still in progress as at 31st August 2024. See table 1 below.

Project	Contractor	Contract Date	Contract		Contract Sum K	Amount Paid K	Scope of works	Project Status and Other Observations
			Start	End				
Siting, drilling of 10 Boreholes and installation of India Mark 11	Malambwe Construction and General dealers	09.11.23	09.11.23	09.12.23	540,029	293,757	Borehole drilling Bore lining and installation Development, test pumping and lab tests Supply and installation of India Mark 11 hand pumps	A physical inspection of selected boreholes carried out in August 2024 seven (7) months after the elapse of the contract period revealed that nine (9) boreholes had been drilled leaving one (1) which was a dry borehole which is yet to be drilled. Outstanding works included the following: Drilling of one borehole Installation of Indian mark 11 hand pump

b. Failure to Provide Loan Management Reports Prepared by Financial Institution - Soft Loans

Treasury and Financial Management Circular No. 15 of 2022 requires financial institution involved in disbursement of loan to prepare and submit reports to the Local Authority on the management of the loan facility within ten (10) working days after the end of each month, quarter and year.

Contrary to the Circular, as at 31st October 2024, the Council had not availed for audit the loan management reports prepared by financial institution for the loans paid out to fifty-nine (59) beneficiaries.

34 Petauke Town Council

34.1 Petauke Central Constituency

a. Delayed Completion of Projects

On 18th May 2023, a total of seventeen (17) community projects with an allocation of K15,331,978 were approved by the Minister of Local Government and Rural Development. As at 22nd August 2024 three (03) projects costing K2,752,430 were work in progress and were not complete for delayed periods of 2 to 6 weeks. See table 1 below.

Table 1: Works in Progress

Project	Contractor	Contract Duration	Contract		Contract Sum K	Amount Paid K	Scope of Works	Project Status and Other Observations
			Start	End				
Sitting , Drilling & Equipping of 35 Boreholes with India Mark II UPVC pipes, stainless steel Coupling & stainless Steel connecting Rods in 8 wards	Lunkhomar Drilling & Construction Limited	8 Weeks	05/06/2023	04/08/2023	1,855,000	586,875	Siting, Drilling and equipping of thirty five (35) boreholes with India Mark II UPVC pipes, stainless steel Coupling and stainless steel connecting rods in eight (8) wards	Twenty (20) boreholes had been drilled but not equipped with hand pumps. The contractor was onsite drilling the remaining boreholes.
Total					2,752,430	1,151,435		

b. Management of Soft Loans

i. Failure to Avail Business Records for Audit Verification by Loan Beneficiaries

During the period under review, the Council paid amounts totalling K3,350,360 to fifty-three (53) groups for the purpose of starting up various business ventures.

A physical inspection of the co-operatives carried out in August 2024 revealed that contrary to the guideline or act, two (02) loan beneficiaries that received loans in amounts totalling K191,900 did not provide records such as minutes and expenditure records making it difficult to ascertain how the received funds were utilised. See table 2 below.

Table 2: Failure to Avail Business Records

Name of Group	Nature of Project	Grant Amount K
Manyama MPC	Hammer mill	126,750
Swaswa MPC	Fish Farming	65,150
Total		191,900

ii. Non-operational Loan Beneficiary Co-operatives

In November 2023, the Council disbursed loan amounts of K456,750 to three (3) loan beneficiaries for the purpose of starting up various businesses. However, a physical inspection carried out in August 2024 revealed that the groups were non-operational and no activities were taking place on the various business sites. See table 3 below.

Table 3: Non-operational Co-operatives

No.	Constituency	Co-operative Name	Business Type	Grant Amount Paid K	Status and other observations
1.	Petauke Central	Manyama MPC	Hammer mill	K126,750	The group bought two (2) hammer mills which were found on site but are not yet operational.
2.	Petauke Central	Machisu MPC	Poultry	K200,000	The co-operative built a shelter to be used for oil processing, however, the business has not yet started operating.
3.	Petauke Central	Tang'isha MPC	Fish Farming	K130,000	The co-operative received K130,000 for the purpose of starting up fish farming. Physical inspection carried out in August 2024 revealed that the group has not yet started operating as the money was still in the bank account.
	Total			K456,750	

c. Non – operational Co-operative – Kaluwango Multipurpose Co-operative - Management of Empowerment Grants

During the period from January to March 2023, an empowerment grants of K20,000 was disbursed to Kaluwango MPC to start up a poultry business.

However, a physical inspection carried out in August 2024 revealed that the group is non-operational as it had constructed a chicken run which was only at ring beam level and no activities were taking place. In addition, the cooperative did not avail expenditure details or bank statements making it difficult to ascertain the remaining balance of the grant.

34.2 Kaumbwe Constituency

a. Community Projects 2022

A total of thirteen (13) community projects with an allocation of K17,331,977.94 were approved by Ministry of Local Government and Rural Development on 6th June 2022 for implementation in 2022 out of which thirteen (13) were implemented and nine (09) had been completed while four (4) was work in progress as at 22nd August 2024.

b. Delayed Completion of 2022 CDF Projects

A scrutiny of the approved list and progress reports for Kaumbwe Constituency Development Fund revealed that four (4) approved projects with a total allocated amount of K6,892,919 had not been completed as at 8th October 2024. See table 4 below.

Table 4: Delayed Completion of 2022 CDF project

No.	Project Details	Contractor	Contract Amount K	Amount Paid K	Status As 08.10.2024
1	Rehabilitation of Kaluba Bridge	Bridge Point General Dealers Limited	487,732	299,993	The main works of the contract had been done. Outstanding works include completion of extended works from 3 meter to 7 meter. For the remaining 4meter both top deck and lower deck had been completed.
2	Construction of the Lunene Dam at Lunene	Makululu Investment Limited	2,500,000	1,645,435	The excavation, concrete works, steel reinforcement had been done. Outstanding works includes stone pitching
3	Construction of 1x3 Science Laboratory, two (2) staff house, boys and girl dormitory, kitchen, ablution and water reticulation system at Zumaire Day school	Quacoti Engineering	3,587,982	1,521,207	Construction of 1x3 science laboratory and kitchen and 2staff houses were at ring beam., boys' dormitory was at ring beam, and girls' dormitory was at slab level. Water reticulation had been completed.
4	Construction of Staff house at kabanga		317,205	146,139	The construction of the house was at roof level. Outstanding works include roofing, flooring, glazing and external works
	Total		6,892,919	3,612,774	

c. Soft Loans - Non-operational Co-operatives

In November 2023, loan in amounts totalling K660,000 were disbursed to six (6) beneficiaries to start various businesses. However, a physical inspection carried out in August 2024 revealed that the businesses were non-operational, with no activities taking place at the respective sites.

d. Empowerment Grants - Non – operational Co-operatives

During the period under review, the Council paid grants amounting to K53,700 to three (3) groups for the purpose of starting up various businesses. However, a physical inspection carried out in August 2024 revealed that the groups were non-operational and no activities were taking place on the various business sites. See table 5 below.

Table 5: Non – operational Co-operatives

No.	Constituency	Co-operative Name	Business Type	Grant Amount Paid K	Status
1	Kaumbwe	Aronisa Farmers	Poultry	17,900	The Group moulded some bricks and bought iron sheets for the purpose of starting up the business, however, at the time of the inspection the group had not yet started operating.
2	Kaumbwe	Tilolele Disabled	Village Bank	17,900	The group lent the money to group members to be paid back in 2025. The group is non-operational.
3	Kaumbwe	Mvumbe MPC	Farming	17,900	The group invested the money into farming and made losses
Total				53,700	

35 Sinda Town Council

35.1 Sinda Constituency

a. Delayed Completion of Project

A physical inspection of the projects conducted in September 2024, revealed that the Project for the Construction of a 1x3 CRB and Ablution Block at Gumbi Community School which the Council entered into with Mj Than Contractors on 29th August 2023 using 2022 CDF funding had not been completed as at 31st October 2024, ten (10) months after the end of the contract period.

b. Failure to avail Financial Records for audit verification by grant beneficiaries

A review of accounting records and physical inspection of the co-operatives conducted in September 2024 revealed that three (03) co-operatives that received grants in amounts totalling K60,000 did not provide records such as expenditure and sales records for the business ventures making it difficult to ascertain how the received funds were utilized. See table 1 below.

Table 1: Failure to avail accounting documents by grant beneficiaries

No.	Name of Cooperative	Nature of Project	Grant Amount K	Type of Record not Provided
1	Thunda womens Club	Village Banking	20,000	Financial records
2	Dule womens Club	Piggery	20,000	Financial records
3	Tiyenazo Womens Club	Piggery	20,000	Financial records
	Total		60,000	

35.2 Kapoche Constituency

a. Delayed Completion of 2023 CDF Projects - Community Projects 2023

On 25th July 2023, twenty (20) community projects such as procurement of police motor vehicle, construction of 1x3 CRB, drilling of boreholes and water schemes with an allocation of K14,925,068 were approved for implementation in 2023. Out of the twenty (20) projects, six (6) were completed, eight (8) were work in progress and six (6) had not been implemented as of 6 September 2024.

As of September 2024, amounts totalling K7,162,089 had been spent leaving a balance of K7,762,979.

A review of documents and a physical verification carried out in September 2024 revealed that eight (8) projects with allocated amounts totalling K6,086,353 had not been completed, the projects were at various stages of completion. As of September 2024, amounts totalling K4,733,747 had been spent leaving a balance of K1,352,606.

b. Fixed Payment of Grants to Co-operatives

Section 5.2.4 of the 2022 CDF Guidelines provides that the youth, Women and Community shall be eligible to access an empowerment grant upon satisfaction of the following:

- i. Must have minimum of ten (10) members
- ii. Proof of bank account or mobile wallet registered for the group
- iii. Proposals for empowerment shall provide employment opportunities
- iv. The proposed project is being undertaken within the constituency
- v. Applicant must have been residents in the constituency for 6 months
- vi. Cooperatives, club, associations and organised groups may qualify for a maximum of K40,000 as a one-off grant.

Contrary to the guidelines, the Council paid a sum of K2,855,744 for youth, women and community empowerment grants to 104 co-operatives for starting up various business ventures as indicated in the application forms. However, a review of accounting documents and physical inspection of co-operatives carried out in September 2024 revealed that 104 co-operatives were paid a fixed amount of K20,691 each irrespective of the amounts applied for. The rationale of how the fixed amounts were arrived at is questionable and may make it difficult for cooperatives to fully implement their planned businesses and projects.

c. Non-Operational Co-operative – Chataluba Development Club

During the period under review, a grant amounting to K20,691 was disbursed to Chataluba Development Club for the purpose of starting up a poultry business.

A physical inspection carried out in September 2024 revealed that the co-operative is non- operational despite funds been spent on building a poultry house. There were no financial records that were availed as to how much was spent on building the poultry house.

LUAPULA PROVINCE

36 Chembe Town Council

a. Failure to Operationalise Chembe Mini Hospital Mortuary

In paragraph 12(v) of the Report of the Auditor General on the Constituency Development Funds (CDF) for the Financial Year Ended 31st December 2022, mention was made on the Council's engagement of JKMM of Mansa for the construction of a Mortuary and supply and installation of cadavers (mortuary units) at a contract sum of K2,081,272. According to the report, the contract was for a period of sixteen (16) weeks commencing on 25th December 2022 and ending on 25th April 2023, with a revised completion date of 30th October 2023.

As at 31st December 2023, the contractor had been paid amounts totalling K2,033,563 leaving a balance of K47,708.

A review of the situation and site inspection carried out in June 2024 revealed that the construction of the mortuary was completed on 13th January 2024 and that the mortuary units were delivered on 5th April 2024. However, as at August 2024 the mortuary units had not been installed and therefore the mortuary had not been operationalised in that it was not connected to the national grid. See pictures below.



Non-operational but completed mortuary



Mortuary units

37 Chiengge Town Council

a. Delayed Implementation of Approved Projects

Section 21 (1) of the Constituency Development Fund Act No. 11 of 2018 states, “a project under this Act shall be implemented by the Council, and where necessary with the assistance of a relevant department of the Government in the district in which the constituency is located.”

However, a review of the approved list and progress reports for the CDF revealed that three (3) approved projects with a total allocated amount of K3,000,000 had not been implemented as at 31st December 2023 despite being approved by the Ministry on 23rd April 2023 and funded in 2022. See table below.

Table 9: Unimplemented Projects

No	Type of Projects	Number of Projects	Total Allocation K
1	Procurement Of An Ambulance	1	1,000,000
2	Chief Palace	1	1,000,000
3	Rural Electrification	1	1,000,000
	Total		3,000,000

b. Delayed Completion of Approved Projects

i. Construction of 1x3 Classroom Block at Kalwanga Community School

On 20th November 2023, the Council engaged Eli-Chil General Dealers for the construction of 1x3 Classroom block at Kalwanga Community School in Lunchinda ward at a contract price of K849,234 with a completion period of six (6) months commencing on 4th December 2023 and ending on 4th June 2024.

The scope of works included site mobilization, excavation and earth works, brick and block work, substructure, concrete works, masonry works, roofing, carpentry, joinery and ironmongery, metal work, glazing, electrical installations, painting and decorations and external works

As at 31st December 2023, the contractor had been paid amounts totalling K413,783 leaving a balance of K435,451.

A physical inspection carried out in October 2024 revealed that although the structure had been roofed and the contractor was on site, several works remained outstanding

including electrical installations, fitting of window panes, construction of a spoon drain, fitting of door frame and door and external works. See pictures below.



Windowpanes not fitted



Electrical installations not installed

ii. Completion of an Ablution Block and Installation of Water Reticulation System at Lunchinda Secondary School

On 22nd November 2023, the Council engaged Evans Build Investments Limited for the completion of an Ablution Block and Installation of Water Reticulation System at Lunchinda Secondary School in Chibamba ward at a contract engaged of K518,576.20 with a completion contract period of sixteen (16) weeks commencing on 7th December 2023 and ending on 7th April 2024.

The scope of works included site mobilization, masonry works, roofing, carpentry, joinery and ironmongery, metal work, glazing, plumbing installations, sanitary fittings, electrical installations, brass work and sundries, floor and wall finishes, painting and decorations, external works Septic tank and soak away.

As at 31st December 2023, the contractor had been paid amounts totalling K492,753 leaving a balance of K26,214.

A physical inspection carried out in October 2024 revealed that although the contractor was still on site and the structure had been roofed, several works remained outstanding, including electrical installations, floor and wall finishes, painting and decoration, construction of a spoon drain and apron, septic tank, soakaway, borehole drilling, and installation of a water tank. See pictures below.



Incomplete water reticulation



windowpanes not fitted

iii. Completion of an Ablution Block and Installation of Water Reticulation System at Puta Primary School

On 11th October 2023, the Council engaged Morumu Innovations Limited for the completion of an Ablution Block and Installation of Water Reticulation System at Puta Primary School in Katete ward at a contract price of K508,651 with a completion period of four (4) months commencing on 20th October 2023 and ending on 18th February 2024.

The scope of works included site mobilisation, masonry works, roofing, carpentry, joinery and ironmongery, metal work, glazing, plumbing installations, sanitary fittings, electrical installations, brass work and sundries, floor and wall finishes, painting and decorations, external works Septic tank and soak away.

As at 31st December 2023, the contractor had been paid amounts totalling K334,387 leaving a balance of K174,263

A physical inspection carried out in October 2024 revealed that although the contractor was still on site and the structure had been roofed ~~with the following~~ several works were still outstanding including electrical installations, floor and wall finishes, septic tank, soakaway, borehole drilling, tank stand installation and water tank, See pictures below



Incomplete ablution block

iv. Completion of an Ablution Block and Installation of Water Reticulation System at Nakwisa Community School

On 21st November 2023, the Council engaged Bwile Construction for the completion of an ablution block and installation of water reticulation system at Nakwisa Community School in Chienge ward at a contract price of K503,940. The contract period was for four (4) months commencing 5th December 2023 and ending on 5th April 2024.

The scope of works included site mobilization, masonry works, roofing, carpentry, joinery and ironmongery, metal work, glazing, plumbing installations, sanitary fittings, electrical installations, brass work and sundries, floor and wall finishes, painting and decorations, external works Septic tank and soak away.

As of December 2023, the contractor had been paid amounts totalling K222,004 leaving a balance of K281,937.

A physical inspection carried out in October 2024 revealed that although the contractor had roofed the structure, several works remained outstanding, including electrical and plumbing installations, floor and wall finishes, painting and decoration, completion of the septic tank and soakaway, borehole drilling, erection of the tank stand, and mounting of the water tank. See pictures below.



Incomplete ablution block

v. Construction of an Ablution Block and Installation of a water reticulation at Njelesani Community School

On 9th October 2023, the Council engaged Joechang Construction Limited for the construction of an Ablution Block and Installation of a water reticulation at Njelesani Community School in Chitutu ward at a contract price of K504,505. The project had an estimated completion period of four (4) months commencing on 16th October 2023 and ending on 16th February 2024.

The scope of works included site mobilisation, masonry works, roofing, carpentry, joinery and ironmongery, metal work, glazing, plumbing installations, sanitary fittings, electrical installations, brass work and sundries, floor and wall finishes, painting and decorations, external works septic tank and soak away.

As at 31st December 2023, the contractor had been paid amounts totalling K368,887 leaving a balance of K135,617.

A physical inspection carried out in October 2024 revealed that although the structure had been roofed, some works remained outstanding including completion of the manholes, mounting of the tank, drilling of the borehole, and finalization of the septic tank and soakaway. See pictures below.



Tank Stand and tank marooned due to Incomplete works

vi. Construction of an Ablution Block and Installation of a Water Reticulation System at Njikalilwa Community School

On 11th October 2023, the Council engaged R. Chipili Enterprises for the construction of an Ablution Block and Installation of a water reticulation at Njikalilwa Community School in Kalobwa ward at a contract price of K506,006 with a completion period of four (4) months commencing on 18th October 2023 and ending on 18th February 2024.

As at 31st December 2023, the contractor had been paid amounts totalling K382,963.50 leaving a balance of K123,036.

The scope of works included site mobilisation, masonry works, roofing, carpentry, joinery and ironmongery, metal work, glazing, plumbing installations, sanitary fittings, electrical installations, brass work and sundries, floor and wall finishes, drilling of bore hole, erection of tank stand, supply of water tank and borehole installations, painting and decorations, external works Septic tank and soak away.

A physical inspection conducted in August 2024 revealed that while the structure had been roofed, the delivery and installation of the tank and drilling of the boreholes were still outstanding. See pictures below.



Water tank still not erected



Drilled Borehole

vii. Completion of a 1x3 Classroom Block and Construction of an Ablution Block and Installation of a Water Reticulation System at Chibabila Primary School

On 31st July 2023, the Council awarded BEKS Enterprises for the Completion of a 1x3 Classroom Block and Construction of an Ablution Block and Installation of a water reticulation at Chibabila Primary School in Chipamba ward at a contract sum of K895,802 with a completion period of six (6) months commencing on 8th August 2023 and ending on 8th January 2024.

The scope of works included site mobilization, masonry works, roofing, carpentry, joinery and ironmongery, metal work, glazing, plumbing installations, sanitary fittings, electrical installations, brass work and sundries, floor and wall finishes, painting and decorations, external works Septic tank and soak away, drilling of bore hole, erection of tank stand, supply of water tank and borehole installations.

As at 31st December 2023, the contractor had been paid amounts totalling K526,700 leaving a balance of K369,102.

A physical inspection carried out in August 2024 revealed that although the 1x3 classroom block was complete, the contractor was not on site, and both the ablution block and water reticulation installation were incomplete. In addition, several other works remained outstanding, including carpentry, joinery, ironmongery, metal work, glazing, electrical installations, floor and wall finishes, the spoon drain and apron, delivery of the tank and tank stand installation, borehole drilling, and plumbing works. See pictures below.



Incomplete Ablution Block

c. Empowerment Grants

During the period under review, amounts totalling K2,071,872 were allocated to cater for empowerment grants of youths and women. A scrutiny of accounting records and physical inspection revealed that 104 applicants had applied for the grant to enable them undertake activities such as chicken rearing, village banking, pig rearing, fish farming, banana production and cassava farming out of which sixty (62) applicants representing 60% were selected. As at 31st December 2023, amounts totalling K1,605,000 were disbursed to Sixty – two (62) beneficiaries.

38 Chifunabuli Town Council

a. Construction of Kamowa Health Post

On 10th March 2023, Chifunabuli Town Council engaged Proliff Engineering and Construction Limited for the construction of Kamowa health post in Lubwe ward at a contract price of K500,064 with a completion period of twelve (12) weeks commencing on 10th March 2023 and ending on 31st May 2023. As at 31st December 2023, the contractor had been paid amounts totalling K475,062 leaving a balance of K25,002

A physical inspection carried out in July 2024 revealed that, although the project had been completed on 4th October 2023, the Council had not handed over the health post to the Ministry of Health and therefore it was not operational. See pictures below.



Kamowa Health Post

b. Construction of Mwita Health Post

On 12th June 2023, Chifunabuli Town Council engaged Mwaninga Enterprises for the construction of Mwita Health post at a contract price of K528,088 with a completion period of sixteen (16) weeks commencing on 12th June 2023 and ending on 25th September 2023. As of 31st December 2023, the contractor had been paid amounts totalling K403,092 leaving a balance of K124,996.

A physical inspection carried out in July 2024 revealed that although the project had been completed on 7th January 2024, the Council had not handed over the health post to the Ministry of Health. See picture below.



Mwita Health Post

c. Construction of Kaponda Health Post

On 10th March 2023, Chifunabuli Town Council engaged Alende Engineering and Civil Construction Limited for the construction of Kaponda Health Post at a contract price of K514,734 with a completion period of twelve (12) weeks commencing on 10th March

2023 and ending on 31st May 2023. As 31st December 2023, the contractor had been paid amounts totalling K484,936 leaving a balance of K29,798.

A physical inspection carried out in July 2024 revealed that although the project had been completed on 22nd October 2023, the Council had not handed over the health post to the Ministry of Health. See pictures below.



Kaponda Health Post

39 Chipili Town Council

a. Construction of Maternity Wing at Musele - 2023

On 8th December 2023, Chipili Town Council engaged Shavic Investments Limited for the construction of a maternity wing at a contract price of K1,314,539 with a completion period of sixteen (16) weeks commencing on 15th December 2023 and ending on 29th March 2024.

As at 5th April 2024, the contractor had been paid amounts totalling K328,635 leaving a balance of K985,904.

The scope of works included construction of sub and super structure, roofing, electrical installations, carpentry and joinery, ironmongery, floor and wall finishes, glazing, plumbing installations, painting and decorations.

A physical inspection carried out on 29th August 2024 revealed that the health post was not completed for a delayed period of five (5) months and the contractor was on site. The outstanding works included Plumbing works, painting and decorations, carpentry and joinery, ironmongery, and floor and wall finishes. See picture below.



Incomplete Maternity Wing at Musele Health Post

b. Payment of Sponsorships for Learners whose Parents or Guardians in Formal Employment - Management of Secondary School and Skills Development Bursaries

In 2023, Chipili Council allocated an amount of K5,179,680 to cater for secondary school and skills development out of which an amount of K1,489,289 was spent and a total of 216 beneficiaries (students - 119 pupils- 97) were sponsored.

As at 31st December 2023, fifty two (52) students had graduated.

Guideline 5.3.4.1 (j) of the CDF Guidelines on the Management, Disbursements, Utilisation and Accountability of the Constituency Development Fund, 2022, requires that learners whose parents or guardians have no reliable source of income are eligible for Secondary boarding school bursary.

In addition, Guideline 2.1.3 states that the Skills Development Bursaries shall be used to provide for vulnerable learners to access Skills Training Institutions offering TEVET programmes.

Contrary to the Guidelines, the Council paid amounts totalling K18,000 as boarding fees for six (6) learners at three (3) schools whose parents or guardians were civil servants under the Ministry of Education.

In this regard, the eligibility of the six (6) pupils was questionable as their parents were in formal employment.

Further, contrary to the Guideline the Council paid an amount of K24,745 for two (2) learners as tuition fees at Mansa Trades Institute whose parents or guardians were in formal employment.

c. Failure to Submit Consolidated List of Applicants to the Provincial Local Government Officer on Time for Approval - Management of Youth, Women and Community Empowerment Grants

Guideline 5.4 (a) of the CDF Guidelines, 2022 states, “The Constituency Development Fund Committee shall submit to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form.”

According to Minute No. MLGRD/101/22/157 the Minister delegated the function of approving CDF applications to the Provincial Local Government Officers (PLGOs) in each province.

A review of a minute dated 15th June 2023 for submission of applications revealed that the Council submitted the consolidated list of applicants for secondary school and skills development bursaries to the PLGO on 15th June 2023. The approval by the PLGO was made on 20th July 2023.

The submission of the consolidated list was delayed for a period of eleven (11) months.

d. Management of Soft Loans

A review of the minute dated 12th July 2023 for submission of applications revealed that the Council submitted the consolidated list of applicants for empowerment loans to the PLGO on 12th July 2023. The approval by the PLGO was done on 1st August 2023. The submission of the consolidated list was delayed for a period of twelve (12) months.

e. Empowerment Grants

A review of a minute dated 1st June 2023 for submission of applications revealed that the Council submitted the consolidated list of applicants for empowerment grants to the PLGO on 1st June 2023. The approval by the PLGO was done on 27th September 2023.

The submission of the consolidated list was delayed for a period of twelve (12) months.

The delay in submitting the list of applicants may contribute to poor performance of the loans as the movement in the commodity prices may affect the implementation of the projects. The following is observed:

i. Unauthorised Transfer of Funds between Accounts

Section 32 (5) of the Public Finance Management Act No.1 of 2018 states, “a transfer of public money should not be made between accounts at the same bank or different banks without the written approval of the Secretary to the Treasury.”

Contrary to the Act, on 14th August 2023, the Council transferred an amount of K6,157,584 from the CDF main account to the CDF revolving fund account without prior authority from the Secretary to the Treasury.

ii. Failure to Remit Tax

On 16th November 2023, the Council paid amounts totalling K204,890 to Precise Products Limited in respect of an interim payment certificate (IPC) valued at K237,673 for the works done in relation to the construction of a 1 x 3 classroom block at Luongo Primary School, and withheld the Value Added Tax (VAT) component of K32,782.

However, as of August 2024, the funds had not been remitted to the Zambia Revenue Authority (ZRA).

iii. Irregular Charge of Value Added Tax

Section 27 (1) of the VAT Act Chapter 331 of the Laws of Zambia requires that only companies that are registered for VAT can charge VAT.

Contrary to the Act, two (2) companies contracted by the Council to construct a 1x3 classroom block at Lex Primary School and a computer laboratory at Mwenda Primary School, costing K486,312 charged VAT in amounts totalling K67,078 despite not being registered for VAT with the Zambia Revenue Authority. In this regard, the companies were overpaid by K67,078. As at 31st October 2023 the amount had not been recovered.

In addition, five (5) companies were paid amounts totalling K1,142,680 for the supply of desks in various wards without charging VAT despite being registered for VAT with the Zambia Revenue Authority. See table 6 below.

Table 6: VAT Not Charged

No.	Company	Amount K	Expected VAT K	TPIN No.
1	Dirt Buster Enterprise	288,000	46,080	1003924925
2	Evagete Investment	270,000	43,200	1003641440
3	Hobless Engineering Enterprise	270,000	43,200	1001113323
4	April Construction And Suppliers Limited	225,883	36,141	2096600420
5	Sowers General Dealers	88,798	14,208	1002431453
		1,142,680	182,829	

iv. Payments to Suppliers Without Tax Registration

Section 89 (1) of the Public Procurement Act No. 8 of 2020 stipulates that a bidder is eligible to participate in a procurement if he is licensed, in good standing with the professional body to which the bidder is aligned where applicable and that bidder has fulfilled the bidder's obligation to pay taxes and social security contributions.

Contrary to the Act, five (5) companies that were paid amounts totalling K599,847 for the supply of desks and construction of laboratory, had not registered for any tax type such as income tax and turnover tax with the ZRA despite conducting business. Therefore, it was difficult to ascertain whether the suppliers had remitted tax to the ZRA.

40 Kawambwa Town Council

40.1 Management of Community Projects - Kawambwa Central

a. Drilling and Installation of a Solar Powered Borehole - Paraffin Primary School

On 21st November 2022, the Council engaged Platinum Stone Limited for the drilling and installation of a Solar Powered Borehole at Paraffin Primary School at a contract sum of K253,000 with a completion period of six (6) weeks commencing on 28th November 2022 and ending on 2nd January 2023.

The scope of works included borehole siting and geophysical investigation, drilling and casing, pumping test, fabrication and erection of stand for solar panels, supply and installation of PVC tank, tank stand, civil works and sterilisation.

As at 31st August 2024, the contractor had been paid amounts totalling K252,530 leaving a balance of K470.

A physical inspection carried out in August 2024 revealed that, the works were completed. However, the borehole had not been functional since April 2024. See picture below.



Non-functional borehole

Consequently, the newly constructed ablution block was not being used due to lack of water supply and the school was using the old, dilapidated pit latrine. See pictures below.



Newly constructed ablution block



Dilapidated pit latrine being used

40.2 Pambashe Constituency

a. Delayed Completion of Approved Projects

Section 21 (1) of the Constituency Development Fund Act No. 11 of 2018 states, “a project under this Act shall be implemented by the Council, and where necessary with

the assistance of a relevant department of the Government in the district in which the constituency is located.”

A review of the approved list and progress reports for the Constituency Development Fund revealed that eight (8) approved projects with a total allocation of K9,250,000 had not been completed as of September 2024 despite being approved by the Ministry of Local Government and Rural Development on 17th March 2023 and funding received between May and December 2023. See table 7 below.

Table 1: Delayed Completion of Approved Projects

No.	Type of Project	Number of Projects	Total Allocation K
1	Procurement of ambulance	1	1,200,000
2	Construction of Police stations	2	3,165,000
3	Construction of a maternity wing and drilling of a solar powered borehole at chitotela health post	1	785,000
4	Construction Of Chiefs palaces	2	2,000,000
5	Provision of electricity	1	1,000,000
6	Purchase of police vehicle	1	1,100,000
	Total	8	9,250,000

41 Lunga Town Council

a. Delayed Implementations of Approved Projects

Section 21 (1) of the Constituency Development Fund Act No. 11 of 2018 states, “a project under this Act shall be implemented by the Council, and where necessary with the assistance of a relevant department of the Government in the district in which the constituency is located.”

A review of the approved project list and progress reports for the Constituency Development Fund revealed that seven (7) approved projects with a total allocated amount of K7,745,000 had not been implemented as at 31st October 2024 despite being approved by Ministry of Local Government and Rural Development on 4th May 2023. See table 1 below.

Table 1: Unimplemented Projects

No.	Type of Projects	Number of Projects	Total Allocation K
1	Procurement Of An Ambulance	1	1,200,000
2	Construct Of A Theater With Equipment	1	1,000,000
3	Chief Palace	1	1,000,000
4	Rural Electrification	1	1,925,000
5	Procurement Of Speed Boat	1	1,000,000
6	Construction Of Health Post (Opd Annex)	1	820,000
7	Construction Of A Health Post (Opd Annex)	1	800,000
	Total	7	7,745,000

b. Delayed Completion of Approved Projects - 2022 Approved Projects

i. Construction of Dormitory and Ablution Block at Bwalya Mponda Secondary School

On 23rd June 2023, Lunga Town Council engaged Bertworx Enterprises Limited for the construction of a dormitory and ablution block at Bwalya Mponda Secondary School in Ncheta ward at a contract price of K977,753 with a completion period of twenty eight (28) weeks commencing on 23rd June 2023 and ending on 5th January 2024.

The scope of works included substructure works, concrete works, carpentry and joinery, masonry works, plumbing installation, floor and wall finishes, glazing, painting and decorating and external works.

As at 30th April 2024, the contractor had been paid amounts totalling K313,677 leaving a balance of K664,076.

A site visit carried out in August 2024 revealed that the contractor was not on site and there was no evidence to show that the contract had been extended. It was further observed that seven (7) months after the expected completion date, the structure was at gable level with completion of the superstructure, roofing and ceiling, carpentry and joinery, masonry works, plumbing installation, electrical installation, and floor and wall finishes, glazing and painting still outstanding.

ii. Construction of a Health Post at Mung'omba

On 23rd June 2023, the Council engaged Milestone African Limited for the construction of a Market shelter at Mun'gomba in Nkutila ward at a contract sum of

K1,401,700 with a completion period of twenty eight (28) weeks commencing on 24th April and ending on 6th November 2023.

The scope of work included construction of a substructure, concrete works, block and brickwork, carpentry and joinery, electrical installation, plumbing installation, floor and wall finishes, glazing and painting and decorating.

As of April 2024, the contractor had been paid amounts Totalling K945,943 leaving a balance of K455,757.

A site visit carried out in August 2024 revealed that nine (9) months after the expected completion date the structure had not been completed with carpentry and joinery, electrical installation, plumbing works, floor and wall finishes, glazing and painting still outstanding nine (9) months after the expected completion date. See picture below.



Incomplete Mung'omba Health Post

Further, the contractor was not on site.

c. Soft Loans

i. Unutilised Loan Funds

The Council allocated amounts totalling K6,162,135 to cater for loan disbursements during the period under review.

As at 31st December 2023, the Council approved twenty four (24) individuals and groups who applied for loans to undertake projects. The Council disbursed K1,650,000 to nine (9) successful applicants leaving K4,512,135 unutilised.

ii. Failure to Give Feedback to Unsuccessful Applicants

Guideline 5.6 (a) of the CDF guidelines of 2022 states, “the CDFC Secretariat shall provide written feedback to the WDC Secretariat on the list of rejected proposals.”

Contrary to the Guidelines, the Council did not avail documentary evidence to show that there was written feedback to unsuccessful applicants.

In particular, two (2) cooperatives that were visited namely Mwanayambe and Mwanachafye indicated that they had applied for loans in amounts totalling K400,000 but were not given feedback as to why their applications were not successful.

42 Mansa Municipal Council

42.1 Mansa Central Constituency

a. Delayed Implementation of Approved Projects

A review of the approved project list and progress reports for the Constituency Development Fund revealed that four (4) approved projects with a total allocation of K3,471,875 had not been implemented, despite being approved by the Provincial Local Government Officer on 21st April 2023 and funding received between 11th May and 29th December 2023. See table 1 below.

Table 1: Delayed Projects

No.	Name Of Project	Approved Amount K	Completion Stage
1	Construction of Ablution Block at Mutende School	471,875	0%
2	Procurement of an Ambulance	1,000,000	0%
3	Electrification of Public Facilities	1,000,000	0%
4	Construction of Chief's Palace	1,000,000	0%
	Total	3,471,875	

b. Delayed Completion of a Laboratory - Mansa Skills Training Centre

On 15th August 2023, the Council engaged Kingslim Enterprises for the completion of a laboratory at Mansa Skills Training Centre at a contract sum of K183,134 with a completion period of twelve (12) weeks commencing on 21st August 2023 and ending on 21st November 2023.

On 20th October 2023, the Council wrote to the contractor approving contract extension for four (4) weeks effective 22nd November 2023 and ending on 22nd December 2023.

The scope of works included joinery and ironmongery, floor, wall and ceiling finishings, painting and decorating, electrical installation, plumbing and external works.

As at 31st December 2023, the contractor had been paid a 25% advance payment of K45,784.

A physical inspection carried out on 24th June 2024, revealed that the Contractor was not on site and the outstanding works included painting and decoration, completion of electrical installations, completion of plumbing installations, external works and completion of workstations. See pictures below.



Incomplete workstations, paintings and decorations



Incomplete external works and plumbing

c. Delayed Construction of 1x3 Classroom Block (CRB) at Kapompwa Community School

On 17th July 2023, the Council engaged Nesida Limited for the construction of a 1x3 CRB, ablution block, staff house, water reticulation system, septic tank and soak away at Kapompwa community school at a contract price of K1,550,093 with a completion period of twenty (20) weeks commencing on 19th July 2023 and ending on 19th December 2023.

The scope of works included construction of the sub and superstructures, plumbing works, electrical installations, ironmongery, painting and decorations, glazing, water reticulation, septic tank and soak Away.

As at 31st December 2023, amounts totalling K955,553 had been paid to the contractor leaving a balance of K594,540.

A physical inspection carried out in June 2024, five (5) months after the expected completion date, revealed that the contractor was not on site and outstanding works included electrical installations, plumbing works, fitting of doors, completion of the water reticulation system, painting and decorations, floor and wall finishes and external works. See pictures below.



Uncomplete water reticulation system



doors not fitted on the classroom and Office

d. Failure to Fully Utilize Loan Funds

Guideline 2.2 of the Constituency Development Fund Guidelines of 2022 requires that the Council should allocate 60% of the 20% Youth and Women Empowerment Constituency Development funds toward empowerment loans.

During the period under review, the Council allocated K3,227,785 as empowerment loans. In addition, there was a balance brought forward of K2,934,350, bringing the total funds available to K6,162,135.

However, out of a total of ninety-nine (99) applicants for the years 2022 and 2023, twenty-six (26) were selected and awarded loans in amounts totalling K3,454,440 to undertake various projects such as tailoring, construction, farming and metal and fabrication, leaving a balance of K2,707,695.

42.2 Management of Community Projects - Bahati Constituency

a. Completion of Police Post and Supporting Infrastructure at Paul Mambilima – Abandoned Works

On 22nd March 2023, the Council engaged Austemo General Dealers for the completion of a Police post, construction of a staff house, water reticulation system, septic tank and soak away at a contract sum of K946,969 with a completion period of twenty four (24) weeks commencing on 12th May 2023 and ending on 12th December 2023.

The scope of works included excavation, concrete work, brick and block work, roofing, electrical installation, floor and wall finishes, glazing, painting and decoration and external works.

On 31st March 2023, the Contractor had been paid K236,742 as advance payment.

However, a physical inspection carried out in June 2024 revealed that only the construction of the foundation of the house had been done.

The outstanding works included roofing of the police post, electrical installations, plumbing installations, drilling of borehole, water tank and tank stand, painting and decorations, metal work, joinery and ironmongery, floor and wall finishes and external works.

Further, the contractor had abandoned the works leading to the termination of the contract on 12th January 2024. See pictures below.



Incomplete police post and foundation of house



Building materials for the abandoned project

b. Delayed Completion of 1x3 Classroom Block (CRB) at Bukotelo Community School

On 20th July 2023, the Council engaged Premium Supplies and Hardware for the completion of a 1x3 classroom block and construction of an ablution block, staff house, water reticulation, septic tank and soak away at Bukotelo community school at a contract sum of K1,050,683 with a completion period of twenty (20) weeks commencing on 21st July and ending on 21st December 2023.

The scope of works included construction of 1x3 classroom block, staff house, ablution block, water reticulation, septic tank and soak away.

As at 31st December 2023, amounts totalling K490,043 had been paid to the contractor leaving a balance of K560,640.

A physical inspection carried out in June 2024 revealed that the works had not been completed, five (5) months after the expected completion date and the contractor was on site. The outstanding works included, staff house (plumbing and electrical installations, carpentry, joinery and ironmongery, glazing, floor and wall finishes, painting and decoration), ablution block (septic tank and soak away, and water reticulation).

c. Construction of a 1x3 Classroom block at Kampalala Primary School

On 15th August 2023, the Council engaged Lykamps Investment Limited for the construction of a 1x3 classroom block at Kampalala Primary School, at a contract price of K765,134 with a completion period of twenty (20) weeks commencing on 21st August 2023 and ending on 21st January 2024.

The scope of works included excavation and earthworks, sub-structure, concrete work, block and brick work, roofing, carpentry, joinery and ironmongery, metal work, electrical installation, floor and wall finishes, glazing, painting and decorations.

As at 31st December 2023, the contractor had been paid K498,938 leaving a balance of K266,196.

A physical inspection carried out in June 2024, revealed that the contractor was on site and brick and block work and roofing of the 1x3 CRB had been done.

The outstanding works included carpentry, joinery and ironmongery, metal work, electrical installations, floor and wall finishes, glazing, painting and decorations and external works. See pictures below.



Incomplete classroom block

d. Delayed implementation of Projects

A review of the approved list and progress reports for the Constituency Development Fund revealed that three (3) approved projects with a total allocation of K3,000,000 had not been implemented, despite being approved by the Provincial Local Government Officer on 21st April 2023 and funding received between 11th May and 29th December 2023. See table 2 below.

Table 2: Delayed Projects

No.	Name Of Project	Approved Amount K	Completion Stage
1	Procurement of an Ambulance	1,000,000	0%
2	Electrification of Public Facilities	1,000,000	0%
3	Construction of Chief's Palace	1,000,000	0%
	Total	3,000,000	

e. Youth, Women and Community - Empowerment Loans

Guideline 2.2 of the Constituency Development Fund Guidelines of 2022 requires that the Council should allocate 60% of the 20% Youth and Women Empowerment Constituency Development funds towards empowerment loans.

During the period under review, the Council allocated amounts totalling K3,227,785 to cater for empowerment loans. In addition, amounts totalling K2,706,350 were brought forward from the 2022 allocation, bringing the total funds available to K5,934,135.

However, as at 31st December 2023, amounts totalling K2,242,300 had been disbursed to fifteen (15) applicants to undertake various projects such as tailoring, construction, running of groceries and auto shops, leaving a balance of K3,691,835.

43 Milenge Town Council

a. Completion of 1 x 3 Classroom Block –Poor Workmanship

On 26th January 2023, the Council engaged Kenfred Company Limited for the construction of 1 x 3 Classroom block at Bomba Community School at a contract price of K615,461 with a completion period of 24 weeks commencing on 26th January 2023 and ending on 13th July 2023.

A site visit carried out on 13th October 2024 revealed that the contractor had completed the works in August 2023 and had been paid amounts totalling K553,915 leaving a balance of K61,546.

However, it was observed that the quality of the works was substandard as cracks were observed in the floors along the corridors, in the classrooms, on the wheelchair ramp and on the wall of one of the classrooms.

As at 31st October,2024, thirteen (13) months after the completion of the project, the defects had still not been addressed.

b. Construction of Maternity ward at Chibenda Rural Health Centre

On 26th January 2023, the Council engaged Nasha’s Dealers limited for the construction of Chibende Rural health centre at a contract price of K532,557 with a completion period of sixteen (16) weeks commencing on 26th January 2023 and ending on 18th May 2023.

The scope of works included construction of a substructure, superstructure and ring beam, metalwork, carpentry, joinery and ironmongery, roof structure, flooring and plastering, electrical and plumbing installation, glazing, painting and tiling.

As at 31st October 2024, the contractor had been paid K479,301 leaving a balance K53,256.

A site visit carried out on 13th October 2024, sixteen (16) months after the expected completion date, revealed that while the superstructure, roofing, tiles and windows were completed, the following works remained outstanding: electrical installation, plumbing installation, painting and decorating, door fittings, and outside works.

Further, it was observed that the contractor was not on-site and inquiries with management revealed that the contractor abandoned the works in June leading to the termination of the contract.

In their response dated 11th October,2024, management stated that the Council had reported the matter to the CDF committee for possible allocation of funds to complete the outstanding works. As at 31st October,2024, the situation had not changed. See pictures below.



Materials piled in one room



Incomplete plastering works



Doors and window not fitted



Incomplete floors and ceiling board

c. Construction of a Boy's Dormitory –Lwela Secondary School-

On 26th January 2023, the Council engaged Bencent Engineering Limited for the construction of a boys dormitory at Lwela Secondary School at a contract price of K744,089 with a completion period of 180 days commencing on 26th January and ending on 20th July 2023.

The scope of works included construction of a substructure, blockwork in superstructure and ring beam, metal work (bunk beds), carpentry, joinery and ironmongery, roof structure, flooring and plastering, electrical installation, glazing, painting and decoration.

As at 31st October 2024, the contractor had been paid amounts totalling K635,405 leaving a balance of K108,684.

A site visit carried out on 13th October 2024, fifteen (15) months after the expected completion date, revealed that the superstructure, roofing, ceiling, electrical wiring and floor had been completed. However, several works remained outstanding, including the fitting of grill gates, painting and decorating, installation of bunk beds, and fitting of door handles on the front and back doors.

In addition, the contractor was not on-site and inquiries with management revealed that the contractor had abandoned the project in November 2023. Further Management stated that the Council had made several attempts to engage the contractor to return to site, but efforts were unsuccessful, as the contractor cited the need for variations that the Council could not accommodate.

Consequently, the Council terminated the contract and planned to use the remaining contract funds to complete the outstanding works.

As at 31st October 2024, no progress had been made to resume the work, and the formal termination records of the contract had not been provided for audit. The contractor had been paid amounts totalling K635,405 leaving a balance of K108,684 from the original contract sum of K744,089. See picture below.



Incomplete Wiring

d. Construction of a 1x 3 Classroom block at Kabange Primary school

On 26th January 2023, the Council engaged EL – Shaddai Construction for the construction of a 1 x 3 Classroom block at Kabange Primary school at the contract price of K596,836 with a completion period of twenty (20) weeks commencing on 26th January 2023 and ending on 15th June 2023.

The scope of works included construction of a substructure, blockwork, brickwork, structural steel and ring beam, carpentry, joinery and ironmongery, roof structure, flooring, ceiling and plastering, electrical installation, glazing, painting and decorating.

As at 31st July 2024, the contractor had been paid a total of K432,701 leaving a balance of K164,135.

A site visit conducted in October 2024, sixteen (16) months after the expected completion date, revealed that while the superstructure and roofing were completed, several works remained outstanding, including electrical installation, painting and decorating, carpentry and joinery, ironmongery, fitting of doors, metal work, glazing, and flooring, ceiling, and wall plastering.

However, a site visit carried in October 2024, sixteen (16) months after the expected completion date, revealed that superstructure and roofing had been done with outstanding works including electrical installation, painting and decorating, carpentry

and joinery, ironmongery, fitting of doors, metal work, glazing, flooring, ceiling and wall plastering.

Further, the contractor was not on site and inquiries with management revealed that the contractor abandoned the works in November 2023. See pictures below.



Learners in an Incomplete Classroom



Windows and air vent not fitted

In their response dated 11th October 2024, Management confirmed that the contractor had abandoned the project and stated that a 30-day notice was issued for the contractor to remobilise and complete the remaining works. However, the contractor failed to respond within the given timeframe, leading to the termination of the contract. Further, the Council resolved to complete the remaining works using the funds left from the original contract.

As at 31st October 2024, no works had commenced to complete the outstanding tasks, and the formal termination records had not been provided for audit.

e. Delayed works - Construction of 1x 3 Classroom block at Mununshi Primary school

On 26th January 2023, Milenge Town Council engaged Shamscon Contraction for the construction of 1 x 3 Classroom block at Mununshi Primary school at a contract price of K573,329 with a contract period of 180 days commencing on 26th January 2023 and ending on 20th June 2023.

The scope of works included construction of substructure, blockwork, brickwork, structural steel and ring beam, carpentry, joinery and ironmongery, roof structure, flooring, ceiling, and plastering, electrical installation, glazing, painting and decorating.

As at 31st July 2024, the contractor had been paid amounts totalling K257,998 leaving a balance of K315,331.

In September 2023, the Council terminated the contract due to the contractor's failure to complete the work on time. At the time of termination, the contractor had only completed the concrete work (slab) and the superstructure up to the ring beam level.

Further, the Council resolved to complete the remaining works using a labour-based contract funded by the remaining balance from the original contract.

On 12th July 2024, the Council engaged Sonkotwe General Dealers to complete the outstanding works at a contract price of K78,000 with a completion period of 12 weeks commencing on 12th July and ending on 4th October 2024.

However, physical inspection carried out on 14th October 2024, revealed that several works were outstanding, even though the contractor was still on site. The outstanding works included carpentry and joinery, ironmongery, roof structure, flooring, ceiling and plastering, electrical installation, glazing, and painting and decoration. See pictures below.



Incomplete works

f. Delayed Works - Construction of Rural Health Post - Mulungushi Rural Health Post

On 26th January 2023, Milenge Town Council engaged Robam Nkandu Genral Dealers for the construction of Mulungushi Rural health Post at a contract sum of K 544,054.34 with a completion period of four (4) Months commencing on 26th January and ending on 26th May 2023.

The scope of works included construction of substructure, blockwork in superstructure, ring beam, Metalwork, carpentry, joinery and ironmongery, roof structure, flooring and plastering, electrical and plumbing installation, glazing, painting and tiling.

As at 31st July 2024, the contractor had been paid amounts totalling K136,013 leaving a balance of K 408,041.

In September 2023, the council terminated the contract due to the contractor's failure to complete the work on time. At the time of termination, the contractor had only completed the concrete slab.

Subsequently, the Council decided to use the remaining funds from the original contract to complete the outstanding works through a labour-based contract.

In this regard, on 12th July 2024, the Council engaged Dalom Investment Limited to complete the remaining works at a contract sum of K102,000 with a completion period was of 12 weeks commencing on 12th July and ending on 4th October 2024.

However, a physical inspection carried out on 14th October 2024, revealed that several works were outstanding, despite the contractor being on site. The outstanding works included the ring beam, metal work, carpentry, joinery and ironmongery, roof structure, flooring and plastering, electrical and plumbing installations, glazing, painting and tiling. See pictures below.



Super structure under construction



Ring beam being constructed

g. Youth, Women and Community Empowerment Grants

During the period under review, amounts totalling K2,151,857 were approved for disbursement for Youth, women and community empowerment grants to 119 beneficiaries. The Council received 122 applications for grants out of which 119 were approved and paid grants in amounts totalling K2,151,857.

The following were observed:

i. Failure to Endorse Application Forms by the CDFC

Guideline 5.4 of the CDF Guidelines of 2022 states, “the Minister shall approve projects, empowerments and bursaries endorsed by the Constituency Development Fund Committee.”

Contrary to the guideline, 119 loan and empowerment grant applications forms in amounts totalling K2,151,857 disbursed to various institutions and cooperatives were not endorsed by the CDFC as required on the respective forms.

Consequently, it was not possible to ascertain which applications were included on the list submitted to the Minister for Approval.

ii. Implementation of Unapproved Business Projects

During the period under review, grants in amounts totalling K2,151,857 were disbursed to 119 and cooperatives to support the implementation of designated activities and projects outlined in their respective grant agreements.

However, a visit to four (4) select groups which had received a total of K64,857, revealed that, the groups had implemented different projects from those originally approved without seeking prior approval from the Council. This breach of the grant agreement poses a risk to the successful implementation of the projects, as the deviations were not subject to the necessary feasibility assessments before being executed.

44 Mwansabombwe Town Council

a. Failure to Handover completed projects - Rural Health Post at Chokwe

On 19th September 2023, Mwansabombwe Town Council engaged Joymu enterprises for the construction of a rural health post and a borehole at the contract sum of K608,951 with a contract period of twelve (12) weeks commencing on 26th September and ending on 15th December 2023.

As at 31st October 2024, the Contractor had been paid amounts totalling K541,976 leaving a balance of K66,975.

The scope of works included construction of a substructure, blockwork, brickwork, structural steel and ring beam, carpentry, joinery and ironmongery, roof structure, flooring, ceiling and plastering, electrical installation, glazing, painting and decorating.

A physical inspection carried out in October 2024 revealed that although the project had been completed on 19th January 2024, the Health Post was not operational in that the Council had not handed over the project to the Ministry of Health for a delayed period of nine (9) months. See pictures below.



Non-operational but Completed Health Post at Chokwe

b. Construction of Maternity Annex and Installation of a Water Tank at Kapesa Rural Health Post

On 19th September 2023, Mwansabombwe Town Council engaged Eli Chil general dealers for the construction of a maternity annex and installation of 10,000 litres water tank at a contract price of K780,000 with the contract period of sixteen (16) weeks commencing on 26th September 2023 to 8th January 2024.

As at 31st October 2024, the contractor had been paid a total of K702,093 leaving a balance of K77,093.

The scope of works included construction of a substructure, blockwork, brickwork, structural steel and ring beam, carpentry, joinery and ironmongery, roof structure, flooring, ceiling and plastering, electrical installation, glazing, painting and decorating.

A site visit carried out in October 2024 revealed that although the project had been completed on 19th January 2024, the Council had not handed over the maternity annex to the Ministry of Health for a delayed period of nine (9) months after its completion. See picture below.



Non-operational but Completed Maternity Annex at Kapesa Rural Health Post

45 Nchelenge Town Council

a. Empowerment Grants

During the period under review, amounts totalling K2,071,872 were allocated as Empowerment Grants towards various cooperatives.

There were 353 applications that were made by various cooperatives to undertake various business projects such as chicken rearing, hammer mills business, farming, village banking and gardening. In this regard, out of the 353 applications, eight five (85) applicants were approved and paid grants in amounts totalling K1,886,767 leaving a balance of K185,105.

b. Implementation of Unapproved Projects

Out of the eighty-five (85) cooperatives, eight (8) clubs and cooperatives which received grants in amounts totalling K230,000 deviated from the approved projects without the approval of the Council thereby breaching the terms of the grant agreement.

46 Samfya Town Council

a. Delayed Completion of Works - Construction of Chishikishi Rural Health Centre

On 27th September 2023, the Council engaged Proliff Engineering and Construction Limited for the construction of Chishikishi Rural Health Centre at a

contract sum of K1,781,765 with a completion period of sixteen (16) weeks commencing on 11th October 2023 and ending on 30th January 2024.

The scope of works included preliminary works, brick and block work, roofing, carpentry and joinery, Ironmongery, metalwork, electrical installation, plumbing flooring and wall finishes, glazing, painting and decoration, and external works.

As at 20th June 2024, the contractor had been paid amounts totalling K445,441 leaving a balance of K1,001,390.

A physical inspection of the project carried out on 30th August 2024 revealed that the structure had not been completed for a delayed period of seven (7) months. The contractor was still on site and the contract period had not been extended.

The outstanding works included substructure, brick and block work roofing, carpentry, joinery and ironmongery, electrical installation, plumbing, flooring, wall finishes, glazing and; painting and decorations.

Further, the Council had not made claims for liquidated damages. See picture below.



Incomplete Chishikishi Rural Health Centre

b. Delayed Completion of Works - Construction of a Police Post at Chinsanka Police

On 13th October 2023, the Council engaged Itulo Investment Limited for the construction of Chinsanka Police Post at a contract sum of K713,796 with a completion period of twelve (12) weeks commencing on 26th October 2023 and ending on 18th January 2024.

The scope of works included preliminary works, brick and block work, roofing, carpentry and joinery, ironmongery, metalwork, electrical installation, floor and wall finishes, glazing, painting and decoration, and external works.

As at 30th August 2024, the contractor had been paid amounts totalling K354,998 leaving a balance of K358,798.

A physical inspection carried out on 30th August 2024 revealed that the project had not been completed for a delayed period of seven (7) months. The outstanding works included roofing, carpentry and joinery, ironmongery, metalworks, electrical installation, floor and wall finishes, painting and decorations, and internal and external works.

The contractor was still on site and the contract period had not been extended.

However, it was, observed that the Council had not made a claim for liquidated damages twelve (12) months after the expected completion date. See pictures below



Incomplete Chinsanka Police Post

LUSAKA PROVINCE

47 Chilanga Town Council

a. Community Projects 2022 - Grading of Township Roads in Chilanga

A review of the list of approved community projects revealed that fourteen (14) projects such as construction of health post, classroom block, 1x2 science laboratory and completion of an ablution and the upgrade to solar water reticulation of three (3)

boreholes were approved for implementation in 2022, and all had been completed as of 31st December 2023.

The Ministry of Local Government and Rural Development had approved the procurement of fuel and lubricants on 30th September 2022 for road works within the district covering 120 kilometer stretch at a cost of K600,000 from 18th May 2023 to 28th November 2023. The scope of works included grading, clearing and grubbing, road formation, drainage reshaping, spot-graveling and watering. The following were observed:

i. Delayed Completion of Grading of Township Roads

A review of a 2023 Status Report from the road Works Department revealed that road works on 20 kilometers in Namalombwe and Chinyanja Wards were expected to start on 10th July 2023 and be completed on 24th August 2023. However, a physical inspection of the road works conducted in February 2024 revealed that the Council had only graded 9.2 kilometers at the cost of K50,000 leaving a balance of 10.8 kilometers outstanding, six months after commencement of works. As a result the road networks in the community had not been improved as of February 2024. See table 1 below.

Table 1: Works Done on the Township Roads

Start Date	Name	Approved Kilometers	Worked on Kilometers	Outstanding Kilometers	End Date
7/10/2023	Namalombwe	10	2.9	7.1	7/21/2023
8/9/2023	Chinyanja	10	6.3	3.7	8/24/2023
	Total	20	9.2	10.8	

ii. Poor Maintenance of Township Roads

A physical inspection carried out in February 2024 on selected roads within the district revealed the following:

- **Mt Makulu Ward -Linda Malupili Road**

It was observed that although the road was graded and formed, the Council did not gravel and compact the road. As a result, the spot gravelling that was done on the road was worn out and washed away.

- **Mt Makulu Compound Road**

It was observed that, despite the council grading the road, the compacting was not done, as a result, the reshaping of side drains and spot gravelling that was done on the road had washed away due to erosion. See figure 2 below.



Washed way side drains and spot gravel

- **Chilanga Ward - Mapepe Cemetery Road**

It was observed that despite the Council grading the road, the compacting was not done. As a result, the formation, filling of potholes and depressions that was done on the road was washed away due to erosion.

iii. Delayed Completion of a 1x3 Classroom Block at Kalundu Primary School

On 30th June 2023, the Council engaged Figgi General Dealers and Transport for the construction of a 1x3 Classroom block at Kalundu Primary School at a contract sum of K1,042,270 VAT inclusive with a completion period of fourteen (14) weeks commencing on 3rd July 2023 and ending on 2nd October 2023. The completion date was revised to 26th October 2023.

The scope of works included site preparation, substructure, concrete works, masonry works, roofing and steel roof structure, carpentry, joinery and ironmongery, metalwork, electrical installation works, floor, wall and ceiling finishes, painting and decoration and external works.

As at 31st October 2024, a total of K915,164 had been paid to the contractor leaving a balance of K127,106.

A physical inspection carried out in February 2024 revealed that the contractor was still carrying out finishing works such as repainting and electrical works, despite the completion of classroom construction. As a result, the project which was expected to be completed and handed over to the Council by 26th October 2023, had remained outstanding for a period of four (4) months, passed the expected completion date as of February 2024. See pictures below.



Completed Classroom Block

iv. Failure to Commission a 1x2 Science Laboratory- Makeni GRZ School

On 29th March 2023, the Council engaged Kend Engineering Limited for the Construction of 1x2 Science Laboratory at Makeni GRZ School in Chilongolo ward, at a contract sum of K1,019,511 VAT inclusive with a duration of eight (8) weeks commencing on 3rd April 2023 and ending on 3rd June 2023. The completion date was extended to 3rd October 2023.

The scope of works included substructure works, concrete works, masonry works, roofing and steel roof, structure carpentry, joinery and ironmongery, metalwork, electrical installation works, floor, wall and ceiling finishes, painting and decoration external works, provisional sums, installation of plumbing accessories such as laboratory sinks, granite skirting, granite stone, lab taps, gas pipes and dust covers, and discharge pipes.

As at 31st December 2023, the contractor had been paid K860,927.

A physical inspection carried out in February 2024 revealed that the science laboratory had not been in use despite the completion of construction and hand over of the project by the contractor in October 2023, four (4) months past the hand over.



Completed Science Laboratory

v. Failure to Commission Health Post- Mwembeshi Ward

On 29th March 2023, the Council engaged Tripple V Property Investment Limited for the construction of a Health Post at Mpamba Community of Mwembeshi Ward, at a contract sum of K523,400.00 VAT inclusive with a duration of eight (8) weeks commencing on 3rd April 2023 and ending on 26th May 2023. The completion date was extended to 6th November 2023.

The scope of works included super structure, roofing, metal works, structural steel works, glazing wall and floor finishes and decorations, carpentry and joinery and iron monger, joinery and fittings, external works and electrical solar power installation. As at 31st December 2023 the contractor had been paid K354,675.73 See table 2 below.

Table 2: Payment Table

No.	Date	Payee	Payment Reference	Amount Paid K	Details
1	05.04.2023	Tripple V property investment	TRN	125,616	advance payment-Construction of Health post at Mphamba in Mwembeshi ward.
2	28.06.2023	Tripple V property investment	TRN	133,836	Stage payment for Construction of Health post at Mpamba Community Mwembeshi
3	07.09.2023	Tripple V property investment	TRN	95,223	Interm payment for the construction of a heath Post at Mpamba Community
		Total		354,676	

A physical inspection carried out in February 2024 revealed that despite the completion of the construction of the health post, it had not been commissioned and was not in use four (4) months after the contractor had handed over the project on 16th October 2023.



b. Payment for Skills Development to Institutions not registered with Technical Education Vocational and Entrepreneurship Authority

The CDF Guideline Number 2.1.3 states that the aim of the bursary is to enhance human development and drive the entrepreneurship agenda at the local level.

A review of 2023 Skills Development bursaries ledgers revealed that the Council had paid amounts totalling K685,770 during the year under review to two (2) institutions for various students.

A scrutiny of a schedule showing registered training institutions from Technical Education Vocational and Entrepreneurship Authority (TEVETA) website revealed that as at 31st December 2023, the institutions were not registered with TEVETA and no certificates of registration were availed for audit scrutiny.

As a result, it was not possible to confirm whether the institutions were eligible to receive amounts totalling K685,770 paid as CDF skills development bursaries. See table 3 below.

Table 3: Payment table

Date	Payee	Details	Number of Students	Amount Paid K
20.06.2023	Kafue youth Resource Centre	Payment for students for 2023 Skills development Bursaries	31	178,870
20.06.2023	RCZ Skills Training Centre	Payment for students for 2023 Skills development Bursaries	65	506,900
	Total		96	685,770

c. Youth and Women Empowerment- Soft Loans - Unaccounted for Stores items

Local Authorities Financial Regulation No. 145 requires a treasurer to keep proper records of receipts and issue of stocks and stores.

Contrary to the Regulation, various stores such as fuel and general stores items costing K982,684 involving forty (40) transactions procured during the year under review were not accounted for in that there were no disposal details availed for audit scrutiny.

48 Chirundu Town Council

a. Implementation of Non-Approved Activities - Management of Youth and Women Empowerment Loans (Grants 40%)

During the period under review, the Council made a provision of K2,151,857 as grants for youth and women empowerment. Among the projects to benefit were fish farming, poultry, goat rearing, village banking and other entrepreneurial activities.

A review of financial and other records revealed that between 10th March 2023 and 28th March 2023, seventy-two (72) cooperatives were paid amounts totalling K2,118,970 as empowerment grants for the approved projects.

A physical inspection and interviews made with five (5) selected cooperatives carried out in June 2024 revealed that the cooperatives received funds in amounts totalling K200,000. However, the funds had not been utilised on the activities approved by the Ministry. Out of the five (5) cooperatives visited, four (4) cooperatives had used the funds on unapproved projects. See table 1 below.

Table 1: Implementation of Non-Approved Projects

No.	Name of Cooperative	Ward	Approved Project	Implemented Project (unapproved)	Amount Approved K
1	Chrimos Club	Chirundu	Quail Keeping	Village banking	40,000
2	Zuchami Multi-Purpose	Chirundu Central	Village banking	Contributed K200 each & gave out earned interest	40,000
3	Parshing Express Limited	Njame	Hammer Mill	Fish Farming	40,000
4	Leza Ulapa Club	Chirundu West	Hardware	Agriculture	40,000
	Total				160,000

b. Failure to Implement Approved Project by a Cooperative

A physical inspection carried out on 24th March 2024 revealed that Siakacheka Support Club cooperative was paid a grant of K40,000 for a gardening project.

However, as at 30th June 2024, the project had not been implemented by the cooperative.

49 Chongwe Municipal Council

a. Failure to Commission Completed Projects - Health Post in Kwamwena

On 11th November 2022, the Council engaged Kaka Hydro and Construction Limited for the construction of a Health Post in Kwamwena in Madido ward at a contract sum of K655,495 with an expected completion period of twelve (12) weeks commencing on 11th November 2022 and ending on 11th February 2023.

The scope of works included superstructure, surface slab, ring beam, wall construction, concrete works, block and brick work, carpentry and joinery, ironmongery, metal work, roofing, electrical installation, floor and wall finishes, painting and decorations.

As at 6th April 2024, the contractor had been paid amounts totalling K638,422 leaving a balance of K17,073.

A physical inspection carried out on 12th September 2024 revealed that the Health Post had been completed. However, it had not been commissioned by the Council.



Completed Health Post in Kwamwena

b. Failure to Commission Project - Ablution Block at Muyembe Primary School

On 15th November 2023, the Council engaged Sealuxe Home Construction limited for the construction of an ablution block at Muyembe Primary School in Katoba ward at a contract sum of K368,352 with a completion period of six (6) weeks commencing on 15th November 2023 and ending on 27th December 2023.

The scope of works included roofing, carpentry and joinery, ironmongery, metal work, plumbing, electrical installation, flooring, wall and glazing, painting, decorating and drainage.

As at 18th March 2024 the contractor had been paid amounts totalling K314,063 leaving a balance of K 54,290.

A physical inspection carried out in September 2024 revealed that the project had been completed. However, it had not been commissioned by the Council. See pictures below.



Completed Ablution Block at Muyembe Primary School

c. Failure to Commission Project - Water Borne Toilet at Kalimasenga Primary school

On 15th November 2023, the Council engaged Chisi Empire Services Limited for the Construction of water borne toilets at Kalimasenga Primary School in Kasisi Ward at a contract sum of K385,447 with a completion period of six (6) weeks commencing on 15th November 2023 and ending 27th December 2023.

The scope of works included roofing, carpentry and joinery, ironmongery, metal work, plumbing installations, electrical installations, flooring, wall and glazing painting, decorating and drainage.

As at 7th March 2024, the contractor had been paid amounts totalling K366,174 leaving a balance of K19,272.

A physical inspection carried out in September 2024 revealed that the project had been completed. However, it had not been commissioned by the Council.



Completed Water Borne Toilets at Kalimasenga Primary School

d. Delayed Completion of Njolwe Clinic

On 3rd November 2022, Chongwe Municipal Council engaged BKB General Dealers for the construction of a Clinic and water reticulation in Njolwe Ward at a contract sum of K690,034 with a completion period of twelve (12) weeks commencing on 3rd November 2022 and ending on 3rd February 2023.

The scope of works included substructure, anti-proofing treatment, dumping, laterite filling, levelling and compaction, superstructure works, surface slab, ring beam, wall construction, roofing, carpentry and joinery, ironmongery, metal work, plumbing, solar Installation, floor and wall finishes, glazing, painting and decorating.

As at 12th September 2023, the contractor had been paid amounts totalling K434,660 leaving a balance of K255,374.

A physical inspection carried out in September 2024 revealed that the project had not been completed.

The outstanding works included plumbing, solar installation, floor and wall finishes, glazing and paint decoration.

As at 31st July 2024, the project had stalled and delayed for a period of eighteen (18) months. In addition, the contractor was not on site at the time of the visit. See pictures below.

e. Delayed Completion of a Teacher's House at Eden Primary School

On 15th November 2023, the Council engaged BMK Investment for the completion of a teacher's house at Eden primary school in Kanakantapa Ward at a contract sum of K260,626 with a completion period of six (6) weeks commencing on 15th February and ending on 27th December 2023.

The scope of works included preliminary and general items, main building, external works demolition among others.

As at 12th February 2024, the contractor had been paid amounts totalling K182,350 leaving a balance of K78,274

A physical inspection carried out in September 2024 revealed that the project had not been completed for a delayed period of nine (9) months. The outstanding works included glazing, ceiling and painting.

In addition, the contractor was not on site. See pictures below.



Incomplete Teachers House at Eden community house

f. Management of Youth and Women Empowerment Loans

i. Failure to Fully Utilize Empowerment Grants

The Council made a provision of K2,150,800 for Youth and Women Empowerment Grants for projects such as poultry, goat rearing, purchase of a hammer mill, art production, and other entrepreneurial activities. A total of 156 applications were received from the co-operatives out of which 107 were approved by the Ministry leaving a balance of 49. The Council paid ninety-nine (99) out of 107 approved cooperatives amounts totalling K2,090,800 as empowerment grants leaving a balance of K70,800 for disbursement to approved cooperatives, which included three (3) cooperatives that had not been paid amounts totalling K60,000. See table 1 below.

Table 1: Unutilized Empowerment Grant

No.	Name of Cooperatives	Amounts K
1	Kasenke Womens	20,000
2	Chelstone Extension MPC	20,000
3	Twabola Women Club	20,000
	Total	60,000

ii. Implementation of Unapproved Activities

Guideline 3.3.1 (c) of the Constituency Development Fund Guidelines of 2022 states, “ The Minister shall be responsible for receipt, review and approval of project lists from CDFC.”

During the period under review, grants in amounts totalling K280,000 were disbursed to fourteen (14) clubs and cooperatives. However, the groups and cooperatives deviated from the approved projects without approval of the Minister contrary to the Guidelines. See table 2 below.

Table 2: - Implementation of Unapproved Activities

No	Name of Cooperative	Ward	Approved Project	Implemented Project	Amount Approved K
1	Mwana Umo Womens Club	Chinkuli	Gardening Conservation Farming	Chicken Rearing (Broiler)	20,000.00
2	Tubombele Chapamo Multi Purpose Club	Chongwe .Central	Cooking Oil Production	Village banking	20,000.00
3	Muzioneesa Cooperative	Chongwe .Central	Poultry Farming	Relish Shop	20,000.00
4	Freedom Fighters Womens Club	Chongwe .Central	Mushroom Framing	Chicken rearing	20,000.00
5	Kafege Enterprise And General Dealers	Chongwe .Central	Poultry	Village banking	20,000.00
6	Imperfectly Perfect Mpc	Chongwe .Central	Art Production	Restaurant and peanut butter machine	20,000.00
7	Business Minders Club	Chongwe .Central	Hammer Mill	Chicken rearing	20,000.00
8	Chongwe Heritage Of People Living With Disabilities	Chongwe .Central	Poultry	Fabrication and welding	20,000.00
9	Chipulumutso Maketeers	Chongwe .Central	Chickens	Village banking	20,000.00
10	Twakondwa Women Club	Mwalumina	Poultry	Gardening/ village banking	20,000.00

11	Mushikili Club	Katoba	Keeping Chicken	Village banking	20,000.00
12	Tigwilizane	Kapwayambale	Chicken Broiler	Village banking	20,000.00
13	Chalimbana Club for person living with Disability	Chalimbana	Poultry	Village banking	20,000.00
14	Twesheko Womens club	Manyika	Peanut Butter making	Chicken Rearing (Broiler)	20,000.00
	Total				280,000.00

g. Administrative Costs - Failure to Remit VAT on Fuel Levy

The Ministry of Finance through Treasury and Financial Management Circular No. 7 of 2023, instructed all line Ministries, Government departments and Statutory bodies that were appointed as Third- Party Collection agents for the Zambia Revenue Authority to act as tax agents to collect and remit withheld Value Added Tax (VAT) effective 13th March 2023.

Contrary to the circular, the Council withheld VAT in amounts totalling K24,936 involving twenty-two (22) transactions. However, as at 31st May 2024, the VAT withheld was not remitted to the Zambia Revenue Authority.

50 Luangwa Town Council

a. Construction of a Modern Market and Ablution Block – 2023 CDF

On 11th October 2023, the Council engaged Johlen Michie for the construction of a modern market and ablution block in Kavula Ward at a contract sum of K2,126,754 with a completion period of seventeen (17) weeks commencing on 25th October 2023 and ending on 28th February 2024.

The scope of works included block and brick work, concrete work, roofing, metal and steel structure works, electrical installations, floor and wall finishes, painting and external works. As at 31st December 2023 the contractor had been paid an advance payment of K531,667.

A physical inspection of the structure conducted in August 2024 and review of the progress reports revealed that the structure was at foundation stage and the contract had been terminated on 31st May 2024 due to the contractor's failure to work within the agreed time frame.

b. Construction of a Maternity Wing at Kaunga Health Post -2022 CDF

On 9th May 2023, the Council engaged NY Engineers ART LTD for the construction of a maternity wing at Kaunga Rural Health Post at a contract sum of K419, 000 with an initial completion period of twelve (12) weeks commencing on 16th May 2023 and ending on 12th August 2023. However, the completion date was later revised to 29th December 2023 and then to 29th February 2024.

The scope of work included construction of sub structure, concrete work, brickwork and block work, roofing, carpentry, joinery and iron mongery, structure steel, metal work, electrical installation, finishing, glazing, painting and decorating and the floor.

As at 31st December 2023, amounts totalling K367, 686 had been paid to the contractor leaving a balance of K51, 314.

A physical inspection carried out in August 2024, revealed that the construction of the maternity wing had stalled with remaining works including fitting the ceiling board, glazing, electrical installation, finishes, carpentry, joinery and iron monger and final coat of paint. The contract was terminated on 6th June 2024. See pictures below.

c. Failure to Utilise Market Shelter – Wasteful Expenditure

The Council constructed a Market shelter at Kanemela in Chiriwe Ward at a total cost of K320,715. The market shelter was completed and handed over to the Council in January 2024. However, a physical inspection carried out in August 2024 revealed that, six (6) months after completion, the market shelter remained unutilised by the community, exposing it to vandalism. Further, the Council did not provide any explanation as to why the market was not in use. See pictures below.



Unutilised Market Shelter

d. Management of Bursaries - Secondary School Boarding and Skills Development - Payment for unregistered programmes

During the period under review, amounts totalling K378, 000 were paid to Pascal Institute of Operator and Safety on 23rd July 2023 as tuition fees for twenty-eight (28) students enrolled in various programmes such as Excavator and Grader, Earth Moving, Earth Operator and Heavy Duty.

However, a review of the institution's registration certificate, issued by the Technical Education, Vocational and Entrepreneurship Training Authority (TEVETA), revealed that the institution was registered to offer only the Occupational Safety and Health Environment program as opposed to the programs for which payment was made, thereby rendering the payment questionable.

e. Empowerment Grants - Failure to Implement Projects

During the period under review, the Council disbursed amounts totalling K230,000 to eleven (11) beneficiary clubs to engage in poultry businesses. The clubs were to procure day old chicks, starter, grower and finisher feed, stress packs and other necessary supplies.

However, a physical inspection carried out in August 2024 revealed that the clubs did not have chickens in their poultry facilities and there was no evidence to show that the clubs had engaged in the project of rearing chickens. However, bank statements were not availed for audit to show whether the funds were still in the bank accounts. See pictures below.



Tikondwelesane Women's Club Abandoned Chicken Run

f. Failure to Vet Suppliers

Treasury and Financial Management Circular No.7 of 2023 guided that effective from 13th March 2023, all line Ministries, Government Departments and Statutory Bodies

should submit supplier payment lists to ZRA for clearance before making any payments for goods or services supplied to the Government of the Republic of Zambia.

Contrary to the Circular, the Council made payments in amounts totalling K1,687,590 to twenty-one (21) suppliers for various goods and services without any evidence that the required clearance from ZRA was obtained prior to payment.

g. Irregular Cash Withdrawals

Ministry of Finance Treasury and Finance Management Circular No. 1 of 2020 guided Controlling Officers that no cash shall be withdrawn for payment of subsistence allowances, fuel refunds and any other allowances as these should be paid directly into the beneficiary’s account.

Contrary to the Circular, cash in amounts totalling K923,747 was irregularly drawn to facilitate payment of subsistence allowances to officers who conducted various monitoring activities instead of paying directly into the beneficiaries’ accounts.

51 Lusaka City Council

a. Delayed Submission of Proposed Projects by the Constituency Development Funds Committee

Section 15 (1) Subject to section 6 (e) of the CDF Act No. 11 of 2018, states that “A Committee shall submit to the Minister a proposed project list and the estimated costs of the proposed projects before the end of the month of March in each year in the prescribed manner and form to ensure timely release of funds.”

Contrary to the Act, the Council delayed in submitting the proposed 2023 project list to the Minister for approval for five (5) constituencies for periods ranging from two (2) to four (4) months after the expected date prescribed by the Act. See 1 table below.

Table 1: Delayed submissions of projects for approval

No.	Constituency	Date Submitted	Period of Delay
1	Kanyama	9th May 2023	2 months
2	Chawama	27th July 2023	4 months
3	Matero	27th June 2023	3 months
4	Kabwata	27th July 2023	4 months
5	Lusaka Central	30th June 2023	3 months

51.1 Kanyama Constituency

a. Delayed Completion of Projects 2022 and 2023 Allocation

i. Completion of 1x6 Classroom Block at Twashuka Primary School- 2022 Allocation

On 11th October 2023, the Council engaged Kwanyika Agricultural General Dealers for the completion of a double storey 1 x 6 classroom block at Twashuka Combined School at a contract price of K2,018,807 VAT inclusive with a completion period of twelve (12) weeks commencing 25th October 2023 and ending 25th January 2024 but was later revised to 31st August 2024.

The scope of works included: block and brick work, concrete work, roofing, metal and steel structure works, electrical installations, plumbing, floor, wall and ceiling finishes, roofing, painting and external works.

As at 31st October, 2024 the contractor had been paid an amount of K414,389.

A physical inspection of the site in November 2024 revealed that works such as flooring, doors, glazing, plastering, painting, decorating, roofing and finishes had not been done. The contractor was still on site three (3) months beyond the revised completion date. See figure 1 below.



Twashuka Combined School Incomplete Structure

It was further observed that although the completion date was extended from 31st January 2024 to 31st August 2024, there was no supporting evidence such as signed contract addendum. In this regard, it was difficult to ascertain whether the contractor was operating within the agreed time frame.

ii. Construction of Garbage Bay at New Soweto- 2023 Allocation

On 8th November 2023, the Council engaged Shungu Civil Engineering Construction for the construction of a modern garbage bay at New Soweto Market at a contract sum of K180,000 VAT inclusive with a completion period of eight (8) weeks commencing 13th November 2023 and ending 13th January 2024, later revised to 31st August 2024.

The scope of works comprised sub structure works, block work, masonry works, roofing, wall finishes, painting and decorating structural steel works and floor works.

As at 30th October 2024, the contractor had been paid an amount of K47,144.56 leaving a balance of K132,855.

A physical inspection conducted in November 2024 revealed that roofing, wall finishes, and painting had not been completed, and the contractor was not on site. See figure 2 below.



Incomplete Garbage Bay

iii. Construction of a Trader’s Shelter at Mobile Market- 2023 Allocation

On 2nd November 2023, the Council engaged Kamazumo Investments for the construction of a trader’s shelter at the mobile market in Kanyama at a contract price of K499,508.59 VAT inclusive with a completion period of twelve (12) weeks commencing 3rd November 2023 and ending 3rd February 2024, later revised to 30th September 2024.

The scope of works comprised of sub structure works, concrete works structural steel works, roofing and external works. As at 31st December 2023, the contractor had been paid a total amount of K253,340.93 leaving a balance of K246,467.66.

A physical inspection conducted in November 2024 revealed that roofing of the structure and external works had not been done and the contractor was not on site. See figure 3 below.



Incomplete Traders Shelter

b. Chawama Constituency, Stalled Project, Rehabilitation of Christon Tembo Road-2022

On 24th August 2023, the Council engaged Mukoma Investment for the rehabilitation of Christon Tembo road in Lilayi Ward at a contract price of K450,867 VAT inclusive with a completion period of three (3) months commencing 1st September 2023 and ending 31st December 2023

The scope of works involved removal and disposal of unsuitable material, gravelling, drainage construction and paving of 0.21Km of the road.

As at 30th October,2024 the contractor had been paid an amount of K172,457 leaving a balance of K278,110.

A physical inspection conducted in September 2024 revealed that work on the 0.21 km stretch was incomplete, with pavers unfinished, drainage unconstructed, and no work started on a 10-meter section. The contractor had left the site in December 2023.



Incomplete Christon Tembo Road

c. Munali Constituency - Failure to Commission Implemented Projects

During the period under review five (5) community projects valued at K4,486,458 were carried forward from periods ranging from 2020 to 2022 and implemented in 2023. The following was observed:

A review of documents and physical inspections carried out in October 2024 revealed that three (3) out of the five (5) completed projects had not been commissioned by 31st October 2024. See table 2 below.

Table 2: Uncommissioned Projects

No.	Project Name	Contractor	Scope of Works	Start date	End Date	Contract Sum K	Amount Paid to date K	Current Status
1	Construction of Mtendere East Clinic	Nadrec Enterprises (2020 Project)	Substructure, concrete works, superstructure works, plumbing works, finishes	26.10.20	26.03.2021	697,224	591,554	Completed but not commissioned
2	Construction of Gripis Clinic Phase 2	Wamuba Construction(2021 project)	Substructure, concrete works, superstructure works, plumbing works, finishes, water reticulation system	15.03.23	15.07.2023	745,224	636,747	Completed but not commissioned
3	Construction of Kamanga Police Post	Leveka Enterprise Ltd(2021 project)	substructure, superstructure, plumbing works, water reticulation system	23.06.23	27.12.23	745,651	684,021	Completed but not commissioned
4	Construction of 1*3 CRB at Chelstone Sec School	Asinet General Dealers(2022 project)	Substructure, superstructure, and finishes	23.06.23	15.11.23	1,078,452	1,040,691	completed and commissioned
5	Construction of 1*3 classroom block at Chainama Special	Wasa Investment(2022 project)	Substructure, superstructure, and finishes	23.06.23	27.12.23	1,219,907	986,711	completed and commissioned

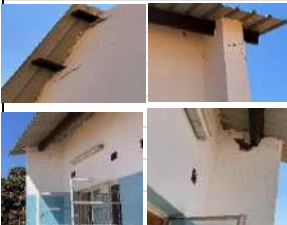

Additionally, a physical inspection of selected sites, including Chainama Special School and Gripis Mtendere East Clinic, revealed that although the buildings were completed over six months ago, they had not been commissioned. See pictures below.



Commissioned police post but not operational-Kamanga

d. Matero Constituency

Table 3: Poor workmanship of Projects

No	Project	Contractor	Contract Sum K	Expanded Amount K	Start Date	End Date	Project Status as at 31st August 2024
1	Construction of a 1 x 3 classroom block at Yotam Muleya Primary School	Tipple V property Investment Limited	1,266,847.63	1,012,902.89	28th June 2023	4th April 2024	<p>The classrooms were completed and handed over, However, the building had cracks, in all the four corners of the walls near the roofing. See picture below</p> 
2	Construction of a 1x3 classroom at Desai Community Primary School	Asphalt and concrete structures LTD	1,139,955.39	912,549.34	27th June 2023	30th April 2024	<p>The classrooms were completed and handed over, However, the ceiling had cracks and bending, the fixtures such as floriscent tube holders were falling off. See pictures below</p> 
3	Construction of Chunga Clinic	Patriarchs Constructio n LTD	826,479.36	438,355.32	9th Sep 2023	4th April 2024	<p>The clinic was completed according to the council, However, the surrounding was not done, on one side only the undercoat painting was done, two doors had no grill doors. See picture below.</p>

51.2 Kabwata Constituency

a. Delayed Completion of Paving at Chilenje Market

On 28th September 2023, the Council awarded a contract to Agamus Enterprise Limited Givbert for Paving of roads around Chilenje Market at a contract sum of K2,630,366 VAT inclusive with a completion period of three (3) months starting 13th December 2023 and ending 13th March 2024, later revised to 31st August 2024.

The scope of works included demolition and site clearance, unblocking of drains, removal of man placed and naturally deposited material, earthwork, paving works, In-situ concrete, precast concrete & steel structures and rings culvert.

As of 30th August 2024, the contractor was paid amounts totalling K2,385,070, leaving a balance of K245,295.

A physical inspection carried out in September 2024 revealed that while the paving work was complete, in-situ concrete works—such as the concrete-filled edge along both sides of the paved road were incomplete on the western side near the market’s main entrance.

Additionally, the top layer of the pavers showed signs of wear due to poor quality. See pictures below.



worn out pavers

b. Delayed Completion of Construction of a Boundary Wall fence at Lilayi Primary School

On 12th December 2022, the Council engaged BD Hardware and Construction Limited for the construction and completion of a boundary wall fence at Lilayi Primary School in Kamulanga Ward at a contract sum of K429,567 with a contract duration of three (3) months from 16th January to 10th March 2023.

The scope of works included excavation and earth works, backfilling, concrete work and installation of gates.

As at 31st December 2023, the contractor had been paid amounts totalling K405,516.

A physical inspection of the project revealed that, as at 31st October 2024, the project had not been completed despite the contractor being paid 94% of the contract price resulting in a 19 months delay period.

51.3 Mandevu Constituency

a. Delayed Completion of Projects – 2022 allocation

A review of progress reports and a physical inspection carried out in August 2024 revealed that two (2) projects carried over from 2021 and 2022, with a total allocation of K2,107,067 remained incomplete. These projects had exceeded their expected completion dates by periods ranging from 4 to 10 months. See table 4 below.

Table 4: Delayed Completion of Projects

Project	Contractor	Contract Period	Start Date	Expected Completion Date	Amount Allocated K	Expenditure K	Unspent funds	Scope of work	Status as at 24th September 2024
Construction of 1*3 CRB Ngombe primary school	Transatlantic Ventures	10 months	25.07.2023	31.05.2024	1,393,067	626,514	766,553	The scope of works included; substructure; concrete works, masonry works, roofing and steel carpentry, joinery and ironmongery, roof structure, electrical installation, floor, wall and ceiling finishes, painting and decoration external works.	The project at finishings stage. Outstanding works include; ,Floor and wall finishings, Painting both interior and exterior, fitting of doors and windows, Exterior works; including laying of spoon drain .
Supply and installation of Culverts at Angel's corner and Vunguma	Loongo Construction LTD	4 months	11.07.2023	30.10.2023	714,000		714,000	The scope of works included; Setting out , drainage work , clearing and grubbing, culvert installation, concrete works and Stone pitching.	The outstanding works includes; The culverts at Vunguma have not been installed.The outstanding works includes;. drainage work , clearing and grubbing,
Total					2,107,067	626,514	1,480,553		

b. Abandoned Project with Conflicts of Interest – Construction of Mother’s Shelter at Mandevu Clinic

On 20th April 2023, the Council engaged Innosight Investments Limited for the construction of a Mother’s Shelter at Mandevu Clinic in Justin Kabwe Ward at a contract sum of K389,591 with a contract duration of three (3) months from 31st May, 2023 to 30th August 2023.

The scope of work included; substructure, superstructure, Concrete works, Carpentry, Ironmongery, floor and wall finishes, Roofing, Painting and decoration, Electrical installation, and External works

As at 31st December 2023, the contractor had been paid amounts totalling K99,766 leaving a balance of K289,826.


A physical inspection of the project revealed that the project had been abandoned since 2023 and as at 31st October 2024, the project had stalled and the contractor was not on site.

A search of the company’s names and its directors at PACRA revealed that one of the directors of the company is an employee of Lusaka City Council (LCC) raising questions about conflict of interest.

51.4 Lusaka Central Constituency - Delayed Completion of Projects

A review of progress reports and a physical inspection conducted in October 2024 indicated that the completion of one project was delayed by two (2) months beyond its expected completion date. See table 5 below.

Table 5: Incomplete Project

No.	Project Name	Contractor	Contract Date	Scope of Works	Start - Completion Date	Contact Sum K	Spent Amount K	Unspent Funds	Status
1	Construction of a Police Station at Rockfiled	KGC Platinum Kudo Enterprises Limited	24th July 2023	Substructure, concrete works, masonry, roofing, carpentry, joinery and ironmongery, metal works, plumbing and sanitary installation, electrical installation, in-situ finishes (floor, wall and ceiling), painting and decorations and external works (concrete apron, septic tank).	10.08.2023-30.11.2023. Revised completion date 30.08.24	2,205,335	1,365,460	839,874	The project is not complete, the following are Outstanding works: metal works, painting and decorations and external works. See pictures below. 
	Total					2,205,335	1,365,460	839,874	

51.5 Irregularities in the Procurement of Desks

a. Kanyama Constituency – Poor Contract Management

The Council contracted three (3) suppliers—Q-line Investments, Francisville Estate Agents and Development, and Caryle North—to supply and deliver 1,500 school desks to eight (8) schools in Kanyama Constituency for a total contract amount of K1,799,999.

A review of financial and related records reviewed that Kanyama Constituency had paid amounts totalling K1,709,998 to the suppliers. See table 6 below.

Table 6: Desks Procured

No.	Supplier	Contract Sum K	Quantity Ordered	Quantity Supplied	Amount Paid K
1	Q-Line Investments	449,999	375	375	449,999
2	Francisvilla Investment and Estate Agents and Development	450,000	375	375	360,000
3	Caryle North	900,000	750	708	900,000
		1,799,999	1500		1,709,999

The following was observed:

i. Failure to Replace Rejected Desks

On June 7, 2023, Francisvilla Estates was contracted to supply and deliver 375 desks to schools in Munkolo Ward at a contract price of K450,000, with a delivery period of six (6) weeks. As of August 2024, the supplier had been paid K360,000.

The desk specifications were as follows:

- Desktop: 1150 x 400 x 22-25mm, made of thick hardwood timber (e.g., mukwa) or Medium Density Fibreboard (MDF)
- Desk seat: 1150 x 250 x 22mm, made of thick hardwood timber (e.g., mukwa) or MDF
- Pencil and pen holder groove: 16mm wide, 5mm deep

A review of reports and a physical inspection carried out in October 2024 revealed that the supplier had delivered the 375 desks. However, seventy-five

(75) desks were rejected as they did not meet the specified MDF thickness. As of October 2024, the rejected desks had not been collected or replaced from New Kanyama School, fifteen (15) months past the contract's completion date.

51.6 Munali Constituency

a. Failure to Avail the Good Received Notes

On 21st August 2023, Lusaka City Council entered into a contract with Cropnet to supply and deliver 600 desks to Kalingalinga and Mtendere Wards for a contract sum of K480,000, with a delivery period of six (6) weeks.

According to the Engineer Report, 218 out of the 224 desks had been certified and delivered to six (6) schools within the constituency. However, delivery notes, goods received notes, and a distribution schedule were not provided for audit purposes.

b. Natumwi General Dealers

On 26th September 2023, Lusaka City Council signed a contract with Natumbi General Dealers Ltd to supply and deliver 600 desks at the contract price of K693,000 with a delivery period of six (6) weeks in Munali constituency.

The following was observed:

i. Delays in Delivery of Desks

On 12th October 2023, an advance payment of K103,950, representing 15% of the contract amount was made. However, the first consignment of 214 desks was only delivered in April 2024.

Additionally, Clause 27.1 of the contract specified a liquidated damage penalty of 0.5% per week for delayed delivery, yet no liquidated damages were applied to the contractor or supplier despite the delay.

ii. Failure to Terminate the Contract

Clauses 34.1 and 35.1 of the contract require the contractor to promptly provide written notification of any delivery delays, and permit contract termination if delivery is not completed within the specified timeframe.

Contrary to these terms, management did not provide any record of a time extension request, contract addendum, or notice of termination.

51.7 Non-Delivery of Boracks - Matero Constituency – Contract with Wilapam General Trading Limited

On 22nd August 2023, the council engaged Wilapam General Trading Limited to supply and deliver 90 school desks, 40 laboratory stools and 600 borack for Chunga Secondary School in Matero at a contract sum of K724,867 VAT inclusive with a delivery period of six weeks from the date of contract signing.

A review of documents, invoices, delivery notes, and a physical inspection revealed that, as of 31st July 2024, the supplier had not delivered the 600 boracks specified in the contract, despite having received an advance payment of K108,730.04.

51.8 Management of Secondary Schools and Skills Bursaries

a. Payment of Skills Training to Unregistered institutions

Section 5.3 (2) of the 2022 CDF Guidelines stipulates that applications for skills training bursaries must include an admission or acceptance letter from a Technical Education, Vocational and Entrepreneurship Training (TEVETA) accredited public or private institution or from the Zambia National Service (ZNS).

Contrary to the guideline, amounts totalling K905,900 was paid to two (2) institutions for 101 learners, despite these institutions not being registered with TEVETA.

b. Sponsorship of Unapproved Beneficiaries - Kabwata Constituency

During the period under review, the Council paid tuition fees to various institutions for students to pursue skills development programmes.

A physical inspection carried out at the institutions revealed the following:

- i. Wansanje Travel and Tours trained forty two (42) students who were not on the approved list provided by the Council.
- ii. B.H Technical College had replaced nineteen (19) students that had not reported with students not approved by CDFC/PLGO.
- iii. Lusaka Business Technical College (LBTC) had twelve (12) students who attended classes but were not on the approved list.

c. Students without Proof of Completing Skills Courses

A physical inspection carried out on selected training institutes in October 2024, revealed that the Council paid amounts totalling K1,998,900 to nine (9) training institutes as bursaries for training skills for three hundred and twenty-two (322) students in three (3) constituencies. Although the students were reported to have completed the training, there was no evidence provided to confirm completion of courses by the students. See table 7 below.

Table 7: Students without Proof of Completing Skills Courses

No.	Constituency	Amount paid K	No. of Institutions	Number of students
1	Kabwata	603,700.00	4	103
2	Mandevu	1,351,800.00	4	208
3	Lusaka Central	43,200.00	1	11
	Total	1,998,700.00		322

d. Questionable Payment for Skills at Non-Operational Training Centers

According to CDF Guideline No. 2.1.3 of 2022, the bursary program aims to enhance human development and support the entrepreneurship agenda at the local level.

Contrary to this guideline, on 19th May 2023, the Council paid a total of K913,000 to support 145 learners to three training institutions. A physical verification carried out in October 2024 revealed that the schools were not operational rendering the payment of K913,000 questionable. See table 8 below.

Table 8: Payments to non-Operational Training Centres

Constituency	No of Institutions	Number of Students	Amount Paid K
Kabwata	2	92	584,500
Mandevu	1	53	328,500
Total		145	913,000

51.9 Management of Youth and Women Empowerment Grants

During the period under review, the Council allocated K15,329,280 in grants to support 666 youth and women empowerment initiatives, of which K14,484,789 was disbursed.

The following was however observed:

a. Failure to Avail Registration Certificates

Guideline No. 5.2.6 (a) of the CDF Guidelines of 2022 states that the accompanying documents for Empowerment Grant and Loan Application shall include a copy of a valid certificate of company, organization, group, cooperative, enterprise or club registered with PACRA, Registrar of Non-Governmental Organisations (NGOs), Zambia Agency for Persons with Disabilities, Registrar of Cooperatives, Local Authority, National Construction Council (NCC), National Youth Development Council (NYDC) and other Registration Bodies.

Contrary to the guideline, the registration certificates for 243 grant beneficiaries who were paid amounts totalling K3,750,493 were not availed for audit making it not possible to ascertain the basis of payment. See table 9 below.

Table 9: Failure to Avail Registration Certificates

No.	Constituency	Amount paid K	No. of Groups
1	Kanyama	2,099,500	154
2	Chawama	1,650,993	89
	Total	3,750,493	243

b. Disbursement of Grants to Unknown Applicants

A physical inspection conducted in September 2024 revealed that 373 grant beneficiary groups who were paid amounts totalling K5,337,150, were not reachable and the Council could not locate where the groups were conducting the businesses from thereby making it difficult to ascertain whether the funds were utilised for the intended purpose. See table 10 below.

Table 10: disbursements to unknown beneficiaries

No.	Constituency	Amount paid K	No. of Groups
1	Kanyama	1,910,000.00	144
2	Chawama	2,059,050.00	111
3	Kabwata	1,568,104.00	62
	Total	5,537,154.00	317

c. Failure to Produce Monitoring Reports

According to Guidelines No. 8.1.3 of the CDF Guidelines of 2022, the Principal Officer of a Local Authority is tasked with forming a team to oversee project implementation at the district level. The Principal Officer is then responsible for preparing and submitting Monitoring Reports to the Council.

However, contrary to the guideline, the Local Authority failed to produce the required Monitoring Reports as of November 2024 in respect of empowerment grants paid to 313 beneficiary groups who were paid amounts totalling K8,453,656. See table 11 below.

Table 11: Failure to Produce Monitoring Reports

Constituency	Amount Paid K	No. of Groups
Kanyama	2,151,800	116
Munali	2,010,000	67
Matero	2,151,856	70
Lusaka Central	2,140,000	60
Total	8,453,656	313

d. Delayed Submission of Empowerment Grant Applications for Approval

The CDF guideline No. 5.4 of 2022 states that the Minister shall approve projects, empowerments and bursaries endorsed by the Constituency Development Fund Committee. The approval process involves the CDFC submitting to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form.

Contrary to the guideline, empowerment grant applications for approval were delayed for periods ranging from six (6) to ten (weeks) in three (3) constituencies namely Matero, Mandevu and Lusaka Central. See table 12 below.

Table 12: Delayed Submission of Grant Applications for Approval

No.	Constituency	Date of Application	Period of Delay
1	Matero	2nd June 2023	8 weeks
2	Mandevu	19th May 2023	6 weeks
3	Lusaka Central	21st June 2023	10 weeks

e. Kanyama Constituency - Failure to Implement Funded Projects - Hope of Change Cooperative

During the period under review, the Council paid out an amount of K20,000 to Hope of Change Cooperative in respect of a CDF grant for the purpose of opening a poultry business.

However, a physical inspection carried out in September 2024 revealed that the Co-operative did not implement the funded project as the funds were shared amongst the members.

f. Chawama Constituency - Unprofitable Co-operative - Paloty MPC

During the period under review, the Council paid out an amount of K18,550.00 to Paloty Multipurpose Cooperative in respect of a CDF grant for the purpose of opening a Sausage making business.

However, an interview conducted in September 2024 with a member of the Co-operative revealed that the co-operative ventured into fish selling contrary to the purpose for which the funds were applied for. It was further revealed that the Co-operative was not operating as the fish ordered was stolen resulting into a loss of K18,550.

g. Mandevu Constituency - Failure to Implement Projects

A review of the Monitoring Reports revealed that six (6) groups or cooperatives, which received a total of K130,468 in grants to implement various projects, had not implemented any projects. There was no evidence of the intended business activities taking place, nor was there proof that the funds had been deposited into the cooperative's bank account. See table 13 below.

Table 13: Failure to Implement Projects

No.	Name of Group	Type of Business	Amount Disbursed K
1	Kachiluma MPC	Poultry	21,193.81
2	Kaliyo liyo MPC	Peanut butter making	18,212.40
3	Tikondwere Marketeers	Farming	18,212.40
4	Madncasla MPC	Poultry	18,212.40
5	Handwell MPC	Poultry	18,212.40
6	Olympia cooperative Market	Mealie meal project	18,212.40
7	Incremental MPC	Poultry	18,212.40
	Total		130,468.21

51.10 Soft Loans**a. Payment of Loans to Beneficiaries Not On The Approved List**

During the period under review, the Council made irregular disbursements of empowerment loans totalling K335,806 to seven (7) beneficiaries. The disbursement were irregular in that the recipients were not on the approved list by the Ministry of Local Government and Rural Development and endorsed by the Constituency Development Fund Committee.

Additionally, signed loan agreements for the seven (7) trading companies were not provided, making it difficult to verify the validity of the loan agreements issued to the beneficiaries.

b. Failure to Produce Monitoring Reports

According to the Guidelines No. 8.1.3 of the CDF Guidelines of 2022, the Principal Officer of a Local Authority is tasked with forming a team to oversee project implementation at the District level. The Principal Officer is then responsible for preparing and submitting Monitoring Reports to the Council.

Contrary to the guidelines, the Council had not provided the Monitoring Reports as of September 2024 for soft loans totalling K21,057,261 disbursed to 496 beneficiaries across the seven (7) constituencies: Kanyama, Chawama, Munali, Matero, Kabwata, Mandevu, and Lusaka Central. See table 14 below.

Table 14: Failure to produce monitoring tables

No.	Constituency	No. of Groups	Amount Paid K
1	Kanyama	155	5,731,900
2	Chawama	107	5,325,100
3	Munali	23	1,354,000
4	Kabwata	121	2,222,935
5	Mandevu	30	649,476
	Lusaka		
6	Central	60	5,773,850
7	Total	496	21,057,261

c. Overpayments of Loans-Kanyama

A review of the approved list of loan applicants and the bank statement revealed that the Council paid amounts totalling K80,000 to two (2) groups in respect of soft loans instead of K65,000 resulting in an overpayment of K15,000.

51.11 Administration Component

a. Unaccounted for Assets -Chawama

On 26th October 2023, the Council paid an amount of K74,500 for the supply and delivery of two (2) laptops valued at K19,500 each, and two (2) desktop computers valued at K17,500 each.

However, a physical verification of the assets conducted in November 2024 revealed that the processing unit for one of the desktop computers was missing.

b. Failure to Provide Proof of Tax Compliance Vetting Before Payment to Suppliers-Matero

According to Treasury and Financial Management Circular No. 7 of 2023, all line Ministries, Government Departments, and Statutory Bodies are required to obtain clearance from ZRA regarding the tax status of suppliers before making payments for goods or services, effective from 13th March 2023, to ensure compliance with tax obligations.

However, contrary to this directive, Lusaka City Council did not provide evidence of obtaining ZRA clearance for the tax status of suppliers before making payments for goods and services totalling K3,016,768, which were paid to various suppliers under

Matero Constituency (K92,573) and Munali Constituency (K2,924,195) during the period under review.

c. Unsupported Payments - Mandevu

Regulations No. 46(1) and 55(a) of the Public Finance Management Regulation of 2020 stipulate that a payment voucher for purchases must be accompanied by a purchase order, the supplier's invoice, and proof of delivery or performance. Additionally, it is required that the paying office holder ensures the payee receives the payment and provides an acknowledgment of receipt.

Further, Regulation No. 62(b) of the Public Finance Management (General) Regulations of 2020 mandates that an assigned officer must ensure that original documents, including invoices, salary sheets, claim forms, and other relevant supporting documents, are attached to the payment authorization.

Contrary to the regulations, payments in amounts totalling K956,232 involving thirty one (31) transactions were made without the required supporting documents, such as tax clearance certificates and invoices.

52 Nyimba Town Council

a. Delayed Completion of Market Shelter and Ablution Block at Chikuyu

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

On 14th March 2023, the Council engaged Engedi Investments Ltd for the construction of a market shelter and ablution block at Chikuyu market at a contract sum of K598,332 with a completion period of twelve (12) weeks commencing on 21st March 2023 and ending on 13th June 2023.

The scope of works included substructure, superstructure with plastering and steel poles, roofing, market stand slabs, table walls with plaster, electrical, painting and external works, carpentry, joinery and ironmongery, metal work, and plumbing installation.

As at 31st October 2024, amounts totalling K244,323 had been paid to the contractor leaving a balance of K354,009.

A physical inspection carried out in October 2024, revealed that fifteen (15) months after the expected completion date, the project had not been completed while plumbing, electrical, painting, exterior and interior works and installation of septic tank and soak pit were outstanding.

53 Rufunsa Town Council

a. Delayed Electrification of Rural Projects Under CDF

On 21st June 2023, the Council signed a Memorandum of Understanding (MOU) with the Rural Electrification Authority (REA) to implement electricity projects in rural areas of Rufunsa Constituency. The MOU was aimed at connecting public institutions of critical socio-economic importance, such as schools and rural health centers. The project involved a 75 MW PV Solar Power initiative by the REA and a National Grid connection to 43 proposed sites, targeting 10,000 connections.

Additionally, a review of a letter from the Ministry of Local Government and Rural Development, dated 16th March 2023, indicated that K1,000,000 had been approved for electricity provision, as part of the K28.3 million allocation per constituency.

However, as at 31st October 2024, the twelve (12) projects which were to be electrified under REA from the 2023 funding at a total cost of oK8,635,758 had not been connected to electricity. See table 1 below.

Table 1: Delayed Electrification of Rural Projects Under CDF

No.	Project Name	Contract Sum K	Ward
1	Construction of Itope Health Post	544,265	Nangwenya Ward
2	Completion of Health Post at Chamulimba Primary School	133,809	Mwachilela Ward
3	Completion of Kamwasha 1 X 2 Classroom block	90, 515.	Chintimbwi Ward
4	Construction of Semi- Detached Staff House at Shikabeta combined School	985,117	Shikabeta
5	Construction of 1X3 CRB & 3 Double vip Latrines	985,117	Mankhanda
6	Construction of Semi Detached House in Itope	958,000	Nyangwena
7	Construction of 1X3 CRB Chamulimba	880,371	Chamulimba
8	Construction of a 3 Bedroomed Staff House In Mweshangombe	636,062	Namanongo
9	Construction of 1X2 Laboratory at Kankumba Sec School	821,049	Kankumba
10	Construction of Semi-Detached Staff House at Nyampande hp	938,262	Mulamba
11	Construction of a 1X3 CRB,3 Double vip Toilets At Chipindani Primary School	1,131,005	Rufunsa
12	Construction of hp And 2 Double vip Latrines Mweshangombe	622,701	Namanongo
	Total	8,635,758	

b. Management of Soft Loans - Failure to Avail Ownership of Equipment and Machinery

Appendix F(d)(i) - (iii) Constituency Development Fund Guidelines of 2022 stipulates that all equipment and machinery purchased through this facility shall be vested in the name of the lender and registered under the Local Authority. Ownership shall not be transferred to the loan beneficiary until the loan is fully repaid. Additionally, Section 6.4 (f) specifies that all constituency properties shall be secured with ownership documents.

As at 31st October 2024, the Council had not provided ownership documents for various assets procured by seven (7) beneficiaries. See table 8 below.

Table 8: Failure to Avail Ownership of Equipment and Machinery

No.	Name of Borrower	Type of Equipment	Funding year
1	James Choomba Transport	Two Hammer mills	2022
2	Tulalumbu Group	Hammer mill	2022
3	Tinekeko Youth Club	Hammer mill	2022
4	Africa Youth Club	Cooking Oil Processor Machine	2022
5	Mupela Womens Club	Cooking Oil Processing	2022
6	St Mary's Christain Day and Boarding School	Procurement of Hiace Bus	2023
7	DI-Maps Dealers General and Bus Service	Procurement of Bus	2023

c. Procurement of Goods and Services - Failure to Remit VAT on Fuel Levy

Treasury and Financial Management Circular No. 7 of 2023 from the Ministry of Finance directed all line ministries, government departments, and statutory bodies appointed as third-party collection agents for the Zambia Revenue Authority to collect and remit withheld Value Added Tax (VAT) effective 13th March 2023.

Although the Council withheld VAT in amounts totalling K46,285 during the period under review, as at 30th October 2024, the withheld amount had not been remitted to Zambia Revenue Authority.

MUCHINGA PROVINCE

54 Chinsali Municipal Council

a. Delayed Completion of Works - Construction of a 1x2 CRB

On 1st February 2023, the Council engaged Fungala Investments Limited to construct a 1x2 classroom block at Mutale Primary School at a contract price of K401,487 with a completion period of three (3) months commencing on 8th February 2023 and ending on 8th May 2023. The contract period was later extended by five (5) months to 31st October 2023.

The scope of works included excavation and earthworks, painting of plastered walls of plinth with two coats of bituminous paint, concrete works, block and brick works, block board shelving, soft wood notice board, chalkboard, roofing, ironmongery, door frames and doors, window frames, solar panel for lighting and power supply, flooring and wall finishes, drainage, clear glass and glazing to metal with putty, painting and decorating internally and externally.

As at 31st December 2023, the contractor had been paid amounts totalling K193,910 leaving a balance of K207,577.

A physical inspection carried out in May 2024 revealed that the works had not been completed. The outstanding works included fitting four (4) doors, windowpanes on two (2) windows, black board, notice boards and window peg stays, completion of strong room, completion of painting and application of black bituminous.

b. Delayed Completion of Works - Construction of Bridge

On 16th June 2023, the Council engaged Heroes Limited Company to construct a bridge at Mishishi stream at a contract sum of K420,000 with a completion period of five (5) months commencing on 16th June 2023 and ending on 16th November 2023.

The scope of works included demolition and site clearance, general excavation, filling and compaction-stone, pitching of exposed ditch surfaces above channel sidewall, placing mass concrete, reinforcement-wire mesh, high yield steel bars and railings welded pipe work.

As at 31st December 2023, the contractor had been paid amounts totalling K309,681 leaving a balance of K110,319.

A physical inspection carried out in May 2024 revealed that the works had not been completed. The outstanding works included stone pitching and fitting of guard rails. See pictures below.



Incomplete Bridge at Mishishi Stream

c. Delayed Construction of Bridge at Chitete Stream

On 20th December 2022, the Council engaged Buildlux Company Limited to construct a bridge at Chitete stream at a contract sum of K311,613 with a completion period of three (3) months commencing on 27th December 2022 and ending on 27th March 2023. The contract period was later extended for four (4) months to 31st July 2023.

The scope of works included demolition and site clearance, general excavation, filling and compaction-stone, pitching of exposed ditch surfaces above channel sidewall, placing mass concrete, reinforcement-wire mesh, high yield steel bars and railings welded pipe work.

As at 31st December 2023, the contractor had been paid amounts totalling K62,323 leaving a balance of K249,290.

On 31st July 2023, the Council terminated the contract for delayed completion of works. However, although an advance payment of K62,323 had been made to the contractor, the funds had not been recovered as of February 2024.

On 3rd January 2024, the Council engaged Ezimo Construction and General suppliers Limited to complete the outstanding works at a contract sum of K395,000. In this regard, on 25th January 2024, the contractor was paid amounts totalling K98,750 leaving a balance of K296,250.

A physical inspection carried out in May 2024 revealed that the works had not completed for a delayed period of five (5) months. The outstanding works included filling and compaction-stone, pitching of exposed ditch surfaces above channel sidewall, placing mass concrete, high yield steel bars, railing welded pipe work and road works. See picture below.



Incomplete Bridge at Chitete stream

d. Poor Workmanship - Construction of a 1x2 Classroom block

On 12th January 2023, the Council engaged Ichikwanka Investment Limited to construct a 1x2 classroom block at Lole Chitula Community School at a contract sum of K380,000 with a completion period of three (3) months commencing on 19th January 2023 and ending on 19th April 2023.

As at 31st December 2023, the contractor had been paid amounts totalling K324,168 leaving a balance of K55,832.

A physical inspection carried out in May 2024 revealed that the works were completed. However, the wall had developed a crack on the base of the truss, and the drainage was 32cm long on the front instead of 50 cm.

In addition, despite being in the scope of works nine (9) bulbs and two (2) notice boards had not been fitted.


55 Isoka Town Council


a. Incomplete Community Projects



Section 15(5) of the Constituency Development Act No.11 of 2018 states, “a project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”


Out of forty-four (44) approved projects six (6) projects with an allocation K2,335,195 which commenced during the period under review and were scheduled to have been completed not later than 31st December 2023 had not been completed as at 30th September 2024. The projects were at various stages of completion. See details in table 1 below.

Table 1: Incomplete Community Projects

Constituency	Ward	Project	Contractor	Start Date	End Date	Allocated Amount K	Amount Spent K	Scope of Work	Remarks/Observations
Isoka	Chinyonga	Construction of Health Post – Malale Village	Bayard General Dealers	27.01.23	27.04.23	458,819	331,232	<ul style="list-style-type: none"> • block/brick works • tiling • plastering and wall finishing • concrete works. • roofing, • ceiling • ironmongery • sundries and metal works • plumbing • electrical and lighting installations. • Glazing • internal and external decorations • drainage/drain pipes, fitting, laying and joinery. • Septic tank and soak away pit. 	<p>A physical inspection carried on 16th July 2024 revealed that the health post had not been completed with floor and wall tiling and electrical installation outstanding. See picture below.</p> 
Isoka	Nkombwe	Construction of Health Post - Nazareth	Pandwe Enterprise	28.02.23	28.05.23	494,957	123,739	<ul style="list-style-type: none"> • block/brick works • tiling • plastering and wall finishing • concrete works. • roofing, • ceiling • ironmongery • sundries and metal 	<p>A physical inspection carried on 16th July 2024 revealed that the health post had not been completed with wall tiling and electrical installation outstanding. See picture below.</p>

								<ul style="list-style-type: none"> works plumbing electrical and lighting installations. Glazing internal and external decorations drainage/drain pipes, fitting, laying and joinery. Septic tank and soak away pit. 	
Isoka	Kabandama	Construction of Health Post - Chizongolo	Twin Fish Retailers and Construction	28.02.23	28.05.23	508,760	436,190	<ul style="list-style-type: none"> block/brick works tiling plastering and wall finishing concrete works. roofing, ceiling ironmongery sundries and metal works plumbing electrical and lighting installations. Glazing internal and external decorations drainage/drain pipes, fitting, laying and joinery. Septic tank and soak away pit. 	A physical inspection carried on 16 th July 2024 revealed that the health post had not been completed with floor and wall tiling and glazing of eighteen (18) windows outstanding.

Isoka	Kawenga	Construction of 1x3 Classroom Block – Kalemelela Primary School	Joyway General Dealers	27.01.23	27.04.23	394,234	341,059	<ul style="list-style-type: none"> • Sub and superstructure works • Roofing • Plastering • Painting • Flooring • External works • Electrical installations. 	<p>A physical inspection carried on 16th July 2024 revealed that the classroom block was at roof level with all other works outstanding. See picture below.</p> 
Isoka	Kapililonga	Construction of Staff House – Ndeke Primary School	Mukay Solutions	28.02.23	28.05.23	184,152	106,686	<ul style="list-style-type: none"> • Sub and superstructure works • roofing. • Carpentry • joinery and iron mongery. • Fitting of doors and windows • Plastering • Painting/decorating • Drainage 	<p>A physical inspection carried on 16th July 2024 revealed that the works had not been completed. The outstanding works were fitting of nine (9) doors, painting/decorating, glazing and drainage. See picture below.</p> 
Isoka	Kasoka	Construction of Ablution Block – Tusunkane Market	Vitek General Dealers Limited	28.02.23	28.05.23	294,993	103,312	<ul style="list-style-type: none"> • Sub and super structure • Roofing • Plumbing installation 	<p>A physical inspection of the project carried out on 16th July 2024 revealed that the structure was at slab level with all other works</p>

								<ul style="list-style-type: none">• Plastering• Painting• Electrical installations• Plumbing• Septic tank/soak away.	outstanding. See picture below. 
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b. Youth, Women and Community Empowerment Grant - Village Banking Groups Without Money Lender's Certificate

Section 3 (3) (b) of the Money Lenders Act provides that if any person carries on business as a money-lender without having in force a proper money-lender's license authorizing him to do so he shall be guilty of an offence and shall be liable, on conviction by a subordinate court of the first or second class, to a fine not exceeding three thousand penalty units in respect of each offence.

Contrary to the Act, eleven (11) village banking groups who were issued grants in amounts totalling K403,713 operated without a money lenders certificate.

56 Kanchibiya Town Council

a. Poor Workmanship - Kopa Market

On 19th October 2022, the Council engaged Schatz Investments Corporation Limited to complete Kopa Market at a contract sum of K216,556 with a completion period of two (2) months commencing on 22nd October 2022 and ending on 22nd December 2022.

The scope of works included construction of superstructure, trading stands, shuttering and form work stands, grill gate, wall and floor finishes, painting, concrete ramps on inlet doors and surface drainage.

As at 31st December 2023, the contractor had been paid amounts totalling K197,066 leaving a balance of K19,490.

A physical inspection carried out in July 2024 revealed that the works had been completed. However, cracks had developed on the floor, walls and on one (1) trading stand and the market was still not operational. See pictures below.



Non- Operational Kopa Market

b. Incomplete works - Construction of 1x2 Classroom Block at Tunduwa Primary School

On 27th April 2023, the Council engaged Arowtech Enterprises Limited to construct a 1x2 classroom block at Tunduwa Primary School at a contract price of K750,000 with a completion period of three (3) months commencing on 30th April 2023 and ending on 30th July 2023.

The scope of works included excavation and earthworks, concrete works, roof covering and spider trusses, carpentry, joinery and ironmongery, installation of two (2) notice boards, two (2) pin boards, metal work- grilled door, windows, glazing, shelving to storeroom, electrical installation and connection, flooring, painting and internal and external decoration, ceiling board, apron and drainage and plastering.

As at 31st December 2023, the contractor had been paid amounts totalling K485,606 leaving a balance of K264,394.

A physical inspection carried out in March 2024 revealed that the works had been completed.

However, the window peg stays fitted were of poor quality and five (5) were broken. In addition, the structure had not been connected to electricity, shelves had not fitted to the walls and the ceiling board had not been fitted. See picture below.



1x2 CRB roof without ceiling board

c. Construction of a 1x2 Classroom block at Mulonga Primary School

On 4th September 2023, the Council engaged Priotec Construction and General Dealers Limited to construct a 1x2 Classroom block at Mulonga Primary School at a contract sum of K680,031 with a completion period of three (3) months commencing on 7th September 2023 and ending on 7th December 2023.

The scope of works included excavation and earthworks, concrete and masonry work, roof covering and spider trusses, carpentry, joinery and ironmongery, two (2) writing boards, two (2) pin boards, grilled door, windows frames, glazing, shelving to storeroom, electrical installation, flooring, painting and decoration internal and external, ceiling, apron and drainage and plastering.

As at 31st December 2023, the contractor had been paid amounts totalling K275,638 leaving a balance of K404,393.

A physical inspection carried out in July 2024 revealed that the structure had not been completed, six (6) months after the expected completion date. The following works were outstanding; completion of plastering, fitting of two (2) notice boards, fitting of four (4) doors, fitting of four (4) mortise locks, fitting of shelves in the storeroom, flooring, glazing, electrical installations, fitting of ceiling board, painting and decoration, apron and drainage. See picture below.



Incomplete Construction of 1x2 CRB at Mulonga Primary School

d. Failure to Charge Liquidated Damages

As at 31st December 2023, four (4) projects that were in progress had exceeded the agreed contractual periods. According to the section 17.0 of the standard contracts, liquidated damages were to be charged for delayed works at 0.5% per week of the contract sum.

In this regard, liquidated damages in amounts totalling K98,408 were due in respect of these projects. However, as of July 2024, the Council had not charged liquidated damages. See table 1 below.

Table 1: Contracts not Charged Liquidated Damages

No.	Name of Project	Contract Sum K	Amount Paid K	Balance K	No of weeks Delayed	Amount of Liquidated Amount K
1	Dormitory At Kopa Day Secondary School	653,547	285,699	367,848	8	26,142
2	1*2 Classroom block at Mulonga Primary School	680,031	275,638	404,393	16	54,402
3	Construction of Maternity Wing at Chikakala	893,161	223,290	669,871	4	17,863
	Total					98,408

57 Lavushimanda Town Council

a. Construction of Two Staff Houses at Chiundaponde Primary School

On 11th April 2023, the Council engaged Nicklaus Limited to construct two (2) staff houses at Chiundaponde Primary School at a contract sum of K758,674 with a contract period of three (3) months commencing on 11th April 2023 and ending on 10th July 2023.

The scope of works included excavation, substructure, concrete, masonry, roofing, carpentry, joinery and ironmongery, metalwork, glazing, electrical installation works, floor, wall and ceiling finishes, painting and decoration and external works.

As at 31st December 2023, amounts totalling K401,179 had been paid to the contractor leaving the balance of K357,495.

The outstanding works included ceiling, glazing, painting and decoration.

b. Construction of Four (4) Staff Houses at Kalonje Primary School

On 8th May 2023, the Council engaged Kantumoya Construction Limited for the construction of four (4) staff houses at Kalonje Primary School at a contract sum of K1,469,278 with a contract period of four (4) months commencing on 8th May 2023 and ending on 7th September 2023.

The scope of works included excavation works, substructure, concrete works, masonry works, roofing and steel roof structure, carpentry, joinery and ironmongery, metalwork, glazing, electrical installation works, wall and ceiling finishes, painting and decoration, plumbing installation works.

As at 31st December 2023, amounts totalling K806,808 had been paid to the contractor leaving a balance of K662,470.

A physical inspection of the project carried out in July 2024 revealed that the works had not been completed, ten (10) months after the expected completion date and the contract was terminated on 21st February 2024.

The outstanding works included the following:

i. House No. 1

Roofing on the veranda, carpentry, joinery and ironmongery, glazing, electrical installation works, wall and ceiling finishes, painting and decoration, plumbing installation works and external works.

ii. Houses No. 2 and 3

Carpentry, joinery and ironmongery, glazing, electrical installation works, wall and ceiling finishes, painting and decoration, plumbing installation works and external works.

iii. House No. 4

Roofing, carpentry, joinery and ironmongery, metalwork, glazing, electrical installation works, wall and ceiling finishes, painting and decoration, plumbing installation works.

c. Use of Bus Procured for Commercial Purpose to Ferry Workers

On 19th December 2023, the Council procured a 32-seater bus at a cost of K1,620,000 for operation on a commercial basis.

However, the Council was using the bus to ferry Council workers from the Central Business District to the new Civic Centre without recording revenue generated as neither receipts nor deposit slips were availed for audit verification.

d. Management of Soft Loans

i. Failure to Perform Bank Reconciliations on Loan Accounts

Financial Management Circular No. 15 dated 27th October 2022 requires local authorities to reconcile the local and revolving funds Bank accounts on the monthly basis.

Contrary to the circular, the Council did not perform bank reconciliations for the Revolving funds bank accounts.

ii. Unaccounted for Loan Amounts

A visit to selected cooperatives carried out in March 2024 revealed that four (4) cooperatives that were given loans in amounts totalling K465,000 could not account for amounts totalling K281,800.

e. Failure to Inscribe Government Assets

Regulation 154 of the Public Finance Management (General) Regulation, 2020 states, “all furniture and equipment belonging to the Government should be clearly marked with distinguishing letters of GRZ in an inconspicuous part of the asset to identify it as a government property.”


Contrary to Regulation, various assets such as laptops, printers and cameras procured during the period under review at a cost of K424,804 were not marked with distinguishing marks to show that they were properties of Mfuwe Constituency.



58 Mpika Town Council

a. Audit Findings

An examination of financial and other records maintained at the Council and a physical inspection of selected projects revealed the following:

Table 1: Management of Community Projects

Constituency	Ward	Project	Contractor	Start Date	End Date	Allocated Amount K	Amount Spent K	Scope of Work	Remarks/Observations
Mpika Central	Mukungwa	Construction of Micheal Chilufya Sata Mother's Shelter	Front Page Construction Services	29.09.23	28.12.23	361,603	275,720	<ul style="list-style-type: none"> • construction of sub and super structures • flooring • roofing • ceiling • ironmongery • metal work • plumbing installation • electrical installation glazing • drainage and decorating internally and externally. 	<p>A physical inspection carried out in August 2024 revealed that the super structure and roofing had been completed with all the other works outstanding. See picture below.</p>  <p><i>Uncompleted Mothers Shelter at Michael Chilufya Sata hospital</i></p>
Mpika Central	Musakanya	Completion and Electrification of Shanghai Market	GEOB Construction and General Dealers	29.09.23	28.12.23	451,903	349,897	<ul style="list-style-type: none"> • concrete work • wiring and trenching for cables • block and brick work • plastering and painting • electrical installation 	<p>A physical inspection carried on 21st August 2024 revealed that the market structure had not been completed with the following works outstanding; concrete work, plastering, blockwork and brickwork and electrical installation. See picture below.</p>

									
Mpika Central	Mukungwa	Rehabilitation of 1 x 3 CRB at Chibaye Secondary School	Twela Construction Limited	31.05.23	31.08.23	248,622	206,742	<ul style="list-style-type: none"> • apron, ramp and spoon drain • metalwork • carpentry • joinery and ironmongery • wall and floor finishing • glazing, • painting • electrical installation. 	<p>A physical inspection carried out on 21st August 2024 revealed that rehabilitation works had not been completed and the outstanding works included carpentry, joinery, ironmongery and painting. See picture below.</p> 

59 Nakonde Town Council

a. **Delayed Completion of works - Construction of an Office Block at Donald Siwale Technical Secondary School Phase II**

On 16th January 2023, the Council engaged Colimas Investment Limited to complete the construction of an office block at Donald Siwale Technical Secondary School under phase II at a contract sum of K283,452 with a completion period of three (3) months commencing on 16th January 2023 and ending on 15th April 2023.

The scope of works included roofing, wall and floor finishes, installation of doors and window frames, glazing, electrical works, painting and decoration and external works.

As of July 2024, the contractor had been paid amounts totalling K163,291 leaving a balance of K120,161.

A physical inspection of the project carried out in July 2024 revealed that the works had not been completed, fifteen (15) months after the expected completion date. The outstanding works included roofing, installation of doors and two (2) window frames, glazing, electrical works, painting and decoration and external works. See picture below.



Uncompleted Office Block at Donald Siwale Technical Secondary School

b. **Delayed Completion of Works - Construction of an Office Block at New Waitwika Secondary School - Phase II**

On 6th January 2023, the Council engaged Dragon Tech Construction for the construction of an office block at New Waitwika Secondary School in Popomozi Ward

at a contract sum of K368,375 with a completion period of three (3) months commencing on 6th January 2023 and ending on 5th April 2023.

The scope of works included construction of a reinforced concrete slab, superstructure block works, roofing, wall and floor finishes, installation of doors and window frames, glazing, painting and decoration and external works.

As at 31st July 2024, the contractor had been paid amounts totalling K163,291 leaving a balance of K205,084.

A physical inspection carried out in July 2024 revealed that the works had not been completed, fourteen (14) months after the expected completion date. The outstanding works included roofing, wall and floor finishes, installation of doors and window frames, glazing, painting and decoration and external works.

On 2nd February 2024, the contract was terminated due to the contractor being absent from site and slow progression of works. However, as at 31st July 2024, a new contractor had not been engaged.

c. Delayed Completion of Works - Completion of 1x2 CRB at Ilenda Primary School

On 11th January 2023, the Council engaged Bohach Investment Limited to complete a 1x2 classroom block at Ilendela Primary School in Isunda Ward at a contract sum of K130,000 with a completion period of three (3) months commencing on 11th January 2023 and ending on 10th April 2023.

The scope of works included construction of a reinforced concrete slab, beam filling, wall and floor finishes, installation of doors and window frames, glazing, painting and decorations, external works and electrical works.

As at 31st July 2024, the contractor had been paid amounts totalling K115,876 leaving a balance of K14,124.

A physical inspection of the project carried out in July 2024 revealed that the works had not been completed, fourteen (14) months after the expected completion date. The outstanding works were electrical finishes.

It was also observed that due to poor workmanship, cracks had developed on the walls and iron sheets were corroding.

d. Delayed Completion of Works - Construction of a Health Post at Nteko

On 12th April 2023, the Council engaged True Valley Investment Limited to construct a health post at Nteko at a contract sum of K1,450,000 with a completion period of six (6) months commencing on 12th April 2023 and ending on 9th October 2023.

The scope of works included excavation and earth works, construction of sub structure, concrete slab, masonry works, roof structure, roofing, wall and floor finishes, installation of doors and window frames, glazing, electrical works, painting and decoration and external works. The other works were construction of an incinerator, drilling of a borehole, erection of tank stand and water reticulation.

As at 31st July 2024, the contractor had been paid amounts totalling K1,384,694 leaving a balance of K65,306.

A physical inspection of the project carried out in July 2024 revealed that the works had not been completed, eight (8) months after the expected completion date. The outstanding works included ceiling works on the verandah.

It was also observed that the ceiling was sagging in the wards and electrical connection to Zesco had not been done.

e. Delayed Completion of Works - Completion of 1x2 CRB at Chiwale Primary School

On 11th April 2023, the Council procured materials costing K114,994 from Kaiche and engaged Silungwe Safeli on a labour based contract of K29,000 to complete the construction of a 1x2 classroom block at Chiwale Primary School in Chiwanza Ward with a completion period of fourteen (14) weeks commencing on 11th April 2023 and ending on 30th May 2023.

The scope of works included construction of a reinforced concrete slab, superstructure block works, roofing, wall and floor finishes, installation of doors and window frames, glazing, painting and decoration, electrical finishes and external works.

As at 31st July 2024, the contractor had been paid amounts totalling K143,994 leaving a balance of K29,000.

A physical inspection of the project carried out in July 2024 revealed that the works had not been completed, thirteen (13) months after the expected completion date. The outstanding works included flooring and glazing.

It was also observed that due to poor workmanship the wall finishes were uneven and the jointer was not installed causing a separation on the ring beam.

f. Delayed Completion of Works - Construction of Maternity Annex at Nyela Health Post

On 6th April 2023, the Council engaged Truscon Construction Limited for the construction of a maternity annex at Nyela Health post at a contract sum of K1,090,783 with a completion period of four (4) months commencing on 6th April 2023 and ending on 6th August 2023.

The scope of works included substructure, concrete works, block works, metal works and ironmongery, roofing, flooring and wall finishes, painting, electrical and external works, soak away and septic tank, plumbing, apron and drainage, borehole drilling and casing, supply and installation of water pump, supply and installation of UPVC tank and tank stand.

As at 31st July 2024, the contractor had been paid amounts totalling K687,334 leaving a balance of K403,449.

A physical inspection of the project carried out in July 2024 revealed that the works had not been completed, nine (9) months after the expected completion date. The outstanding works included wall tiling, interior and exterior painting, apron and dish drain, fitting of twenty-one (21) doors, two (2) grille gates, flooring (terrazzo), plumbing installations, roofing of ambulance bay, supply and installation of UPVC tank and tank stand.

g. Delayed Completion of Works - Construction of 1x2 Classroom Block at Musani Community School

On 30th March 2023, the Council engaged Dasma General Dealers Limited for the construction of a 1x2 classroom block at Musani Community school in Mukulika ward at a contract sum of K730,999 with a completion period of three (3) months commencing on 6th April 2023 and ending on 5th July 2023.

The scope of works included substructure, concrete works, block works, metal works and ironmongery, roofing, flooring and wall finishes, painting, electrical installations, apron and drainage.

As at 31st July 2024, the contractor had been paid amounts totalling K616,104 leaving a balance of K114,895.

A physical inspection of the project carried out in July 2024 revealed that the works had not been completed, twelve (12) months after the expected completion date. The outstanding works included painting both interior and exterior, fitting of doors, drainage and completion of apron, shelving in the storeroom and construction of concrete top in the strong room.

h. Delayed Completion of Works - Construction of 1x3 Science Laboratory at Shem Secondary School

On 13th January 2023, the Council engaged Chalibert Investments Limited to construct a 1x3 Laboratory at Shem Secondary School at a contract sum of K905,204 with a completion period of three (3) months commencing on 13th January 2023 and ending on 13th March 2023.

The scope of works included substructure, concrete works, block works, metal works and ironmongery, roofing, flooring and wall finishes, painting, electrical installations, apron and drainage, borehole drilling and casing, supply and installation of UPVC tank and tank stand.

As at 31st July 2024, the contractor had been paid amounts totalling K515,276 leaving a balance of K389,928.

A physical inspection of the project carried out in July 2024 revealed that the works had not been completed, sixteen (16) months after the expected completion date. The outstanding works included painting both interior and exterior walls.

i. Construction of an Ablution block at Ntindi Primary School

On 22nd December 2023, the Council engaged Priwel Enterprises to complete an ablution block at Ntindi Primary School in Ikumbi ward at a contract sum of K262,000 with a completion period of three (3) months commencing on 3rd January 2023 and ending on 3rd March 2023.

The scopes of works included substructure, concrete works, block works, metal works and ironmongery, roofing, flooring and wall finishes, painting, electrical installations, apron and drainage and plumbing installations.

As at 31st July 2024, the contractor had been paid amounts totalling K222,094 leaving a balance of K39,906.

A physical inspection of the project carried out in July 2024 revealed that the works had not been completed as plumbing works were outstanding.

j. Rehabilitation of 14 km Road in Luchinde Ward

On 5th May 2023, the Council embarked on the rehabilitation of 14 Km of the Luchinde road using force account at an approved amount of K414,979 for a period of six (6) months commencing on 5th May 2023 and ending on 4th November 2023.

The scope of works included grading, gravelling and compacting of the road.

As at 31st July 2024, amounts totalling K407,684 had been spent leaving a balance of K7,295.

A physical inspection of the project revealed that the works stalled after working on 10.4 Km of the road. Inquiries with management revealed that the works stalled in December 2023 due to heavy rains. However, as of August 2024, the works had not resumed.

It was also observed that soil had eroded at the installed culvert and installation of culverts in some portions of the road was not done.



Uncompleted Rehabilitation of 14Km Road in Luchinde Ward

k. Supply, Delivery and Installation of Solar Powered Submissile Water Pump, Water Tank, Security Lights at Mukalizi Primary School and Ntantumbila Secondary School

On 16th January 2023, the Council engaged SCR Drilling and Construction to supply, deliver and install two (2) solar powered submissile water pump, water tank, security lights at Mukalizi Primary School and Ntantumbila Secondary School in Mulalo Ward at a contract sum of K400,000 with a completion period of three (3) months commencing on 16th January 2023 and ending on 15th April 2023.

The scope of works included siting, drilling and casing of boreholes, mounting of overhead tanks and associated works and construction of water kiosk building.

As at 31st July 2024, the contractor had been paid amounts totalling K99,925 leaving a balance of K300,075.

A physical inspection of the project carried out in July 2024 revealed that the works had not been completed, fourteen (14) months after the expected completion date. The outstanding works included mounting of overhead tank, associated works and construction of water kiosk building.

The contract was terminated on 2nd February 2024 due to the contractor being absent from site and the slow progression of the works.

It was observed that the casings had been vandalised at Mukalizi School. See picture below.



Vandalised casings at Mukalizi Primary School

l. Supply, Delivery and Installation of Solar Powered Submissile Water Pump, Water Tank, Security Lights at Musanza and Nakonde District Hospital

On 10th August 2023, the Council engaged LSO Drilling Company to supply, deliver and install two (2) solar powered submissile water pump, water tank, security lights at Musanza and Nakonde District Hospital in Musiyani Ward at a contract sum of K310,000 with a completion period of two (2) months commencing on 10th August 2023 and ending on 9th October 2023.

The scope of works included siting, drilling and casing of boreholes, mounting of overhead tank, and associated works and construction of water kiosk building.

As at 31st July 2024, the contractor had been paid amounts totalling K109,930 leaving a balance of K200,070.

A physical inspection of the project carried out in July 2024 revealed that the contractor had drilled a dry borehole at Nakonde District Hospital while mounting of overhead tank, associated works and construction of water kiosk building at Musanza had not been done.

The contract was terminated on 2nd February 2024 due to the contractor being absent from site and slow progression of works.

m. Irregular Use of Letters of Transfer to Process Payments

Ministry of Finance Treasury and Financial Management Circular No. 1 of 2020 requires payments to be made using Cheques and Electronic Fund Transfer Advice (EFTA) forms.

Contrary to the Circular, the Council processed nine (9) payments in amounts totalling K69,552 using letters of transfer.

n. Irregular Withdraw of Cash

Section 3.26 of the Ministry of Finance Treasury and Finance Management Circular No. 1 of 2022 states, “No cash shall be withdrawn for payment of subsistence allowances, fuel refunds and any other allowances as these should be paid directly into the beneficiary’s account.”

Contrary to the Circular, cash totalling K29,926 involving two (2) transactions was drawn to facilitate payments such as subsistence, meal and fuel allowances instead of paying directly into the beneficiaries' bank accounts.

o. Irregular Use of Fuel

According to Local Government Minute No. MLGH/71/6/93 dated 15th October 2012, no officer entitled to monthly fuel allowance shall draw fuel from the Council fuel account.

A review of the records from the Council and fuel statements revealed that fuel costing K17,390 was irregularly drawn by the Council Chairperson who was in receipt of fuel allowance for his local movements within the district.

60 Shiwang'andu Town Council

a. Construction of a Mukungwa Health Post

On 19th June 2023, the Council engaged Sakam Enterprises to construct a health post at Munkungwa at a contract price of K1,399,541 with a contract period of three (3) months and two (2) weeks commencing on 22nd June 2023 and ending on 6th October 2023.

The scope of works included construction of a health post, ablution block, incinerator, placenta pit, borehole and a staff house with specific works of excavation and earthworks, concrete work, superstructures, roofing and ceiling finishing, glazing, painting, wall and floor finishes and decorations, carpentry and joinery, ironmongery, fitting of doors, plumbing and sanitary fittings installation, external works, drainage, lighting, power and installations.

Other works were construction of soak away, septic tanks, borehole drilling, pump supply and installation, solar panels and accessories, borehole installation accessories, erection of six (6) metres tank stand and supply and installation of 5,000 litres tank.

As of August 2024, the contractor had been paid amounts totalling K1,257,849 leaving a balance of K141,692.

A physical inspection of the project carried out in August 2024 revealed that the works had not been completed and the contractor was not on site.

The following works were outstanding:

i. Health Post

Completion of glazing, installation of solar, fitting of lights and switches, painting and external works.

ii. Staff House

Completion of septic tank, fitting of seven (7) flash doors, painting, fitting of lights and switches, fitting of rubber door stoppers and installation of solar panels.

iii. Water Reticulation System

Installation of tank, fitting of plumbing accessories, fitting of concrete and lockable valves and borehole chamber.

iv. Ablution Block

Fitting of twelve (12) doors, fitting of mortice locks, electric installations, glazing, fitting of ceiling board and painting.

v. Incinerator

Roofing, top hung metal door, plastering and painting. Further, traditional burnt bricks were used to construct the incinerator instead of standard machine blocks provided for in the contract.

vi. Placenta Pit

The works had not commenced.

b. Misapplication of Funds

Section 4 of the Treasury and Financial Management Circular No. 15 of 2022 mandates financial institutions (i.e., banks) to screen loan applications and select viable business proposals for funding. Loans should only be disbursed after receiving approval for the successful applicants from the local authority.

Further, Section d(4) of the Ministry of Local Government and Rural Development's Minute No. MLGRD/101/22/157, dated 24th March 2023, requires successful applicants

to inform their respective banks, through local authorities, of any changes in their business or residential addresses.

However, a physical inspection carried out in April 2024 revealed that six (6) beneficiaries who had received amounts totalling K979,000 had changed from the initial approved business proposals without the Council approval. Of this amount, K490,374 was misapplied on activities unrelated to the approved projects, such as purchasing household curtains and farming inputs.

c. Payment of Soft Loans to Ineligible Beneficiaries

The Constituency Development Fund Guideline No 5.2.5 (a) of 2022 states that for an applicant to be eligible to access a loan they should have a legally registered business, organization, company, group, cooperative, enterprise or club fully owned by Zambian Youth (registered with PACRA, Registrar of NGOs, Zambia Agency for Persons with Disabilities, Registrar of Cooperatives, Local Authorities, National Council for Construction (NCC), National Youth Development Council (NYDC) and other registration bodies).

Contrary to the guidelines, the Council disbursed loans in amounts totalling K2,816,950 to eighteen (18) applicants whose businesses, organizations, companies, groups, cooperatives, enterprises, or clubs were owned by individuals exceeding the eligible youth age limit.

NORTH WESTERN PROVINCE

61 Chavuma Town Council

a. Construction of 1x3 Classroom Block at Kahokola Primary School

On 27th February 2023, the Council awarded a contract to Three Angels Construction and Engineering Limited for the construction of a 1x3 classroom block at Kahokola Primary School at a total cost of K547,087 with a completion period of four (4) months commencing on 27th February 2023 and ending on 27th June 2023.

The scope of works included substructure, concrete works, masonry works, roofing and steel roof structure, carpentry, joinery and ironmongery, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decoration and external works.

As at 30th April 2024, amounts totalling K276,821 had been paid leaving a balance of K270,266.

A physical inspection carried out in August 2024 revealed that the contractor was not on site and the works had not been completed six (6) months after the expected completion date. The outstanding works included plastering, metal works and wood works, electrical installations, flooring, walls and ceiling finishes and external works. The total cost for the outstanding works was K215,557.

b. Construction of 1x3 Classroom Block at Mukelangombe Primary School

On 21st April 2023, the Council engaged Dema Construction and General Dealers for the construction the of a 1x3 classroom block at Mukelangombe Primary School at a total cost of K580,000 with a completion period of three (3) months commencing on 10th March 2023 and ending 10th June 2023.

The scope of works included substructure works, concrete works, masonry works, roofing and steel roof structure, carpentry, joinery and ironmongery, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decoration and external works.

As at October 2024, amounts totalling K145,000 had been paid leaving a balance of K435,000.

On 29th February 2024, the Council terminated the contract for failure to complete outstanding works on the project.

The following were observed:

i. Failure to Recover Advance Payment

On 26th March 2024, the Council and the contractor had agreed that the contractor should refund K68,056 out of the K145,000 that was paid as an advance payment. The balance of K68,056 was arrived at after deducting the value of fifty (50) pockets

of cement and 1,480 blocks that the contractor had left on site and can be used for the construction.

However, as at 31st October 2024, the amount of K68,056 had not been recovered.

ii. Failure to Compute and Collect Liquidated Damages from Terminated Contract

Clause 21 and 22 of the contract states that except as provided for under General Condition of Contract (GCC) clause, if the contractor fails to complete and handover the classroom block within the stipulated contract period, the procuring entity may without prejudice to all its other remedies under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the percentage specified in the Specific Condition of Contract (SCC). Liquidated damages shall be 0.5% per day and the maximum amount for liquidated damages shall be 15%.

Contrary to the Clause, the Council had not claimed liquidated damages from the contractor.

A physical inspection carried out in August 2024 revealed that the contractor only did excavation works which had been partially buried.

Further, when the Council was computing recoverable amounts, management indicated that the contractor had left fifty (50) pockets of cement and 1,480 blocks. However, no cement and blocks were found on site. *See picture below.*



Buried Footing Trenches for a 1x3 Classroom Block

c. Management of Empowerment Grants

A physical verification of cooperatives and clubs conducted in October 2024 revealed the following:

Table 1: Verification Status on Grants

No.	Name of Cooperative/ Club	Approved Project/ Venture	Ward	Amount Applied K	Amount Received K	Observation/ Status of the Projects
1	Twama Ngemulya Womens Club	Farming-Agriculture	Sewe Mungole	40,000	11,200	<ul style="list-style-type: none"> • Club stated that because they did not receive the amounts applied for of K40,000, they had to divert from crop farming into keeping of pigs. However, the club did not avail any records of how the grant was utilised or how the pig business was performing. • Further, although the club had ten (10) pigs, there was no receipt availed for verification to confirm purchase of animals and the animals were not tagged therefore it was not possible to ascertain ownership.
2	Likoji Womens Club	Farming-Agriculture	Chivombo Mbalango	40,000	11,200	<ul style="list-style-type: none"> • Club stated that because they did not receive the applied for amounts, they had to divert from crop farming into the business of trading in goat buying and selling. • However, the club did not maintain records of how the grant was utilised and how the goat trading business was performing.
3	Sewe Mungole Mbetesete Youth Club	Farming-Agriculture	Sewe Mungole	40,000	11,200	<ul style="list-style-type: none"> • Club stated that they used K6,000 to buy farming inputs, K4,000 was shared among members for village banking and K1,000 was kept by the club treasurer. • However, the club did not maintain records of how the grant was utilised and how the farming business was performing. • Further, the cash held by the club was not availed for physical verification.
4	Nyakahuna Women's Club	Farming-Agriculture	Sanjongo Mavili	40,000	11,200	<ul style="list-style-type: none"> • The Club stated that they used K9,000 to buy farming inputs. while K2,000 was kept by the treasurer. However, the club did not maintain records of how the grant was utilised and how the farming business was performing. • No records were availed to prove how the grant was utilized. • Club stated there was no harvest recorded due to the drought. • Further, the cash held by the club was not availed for physical verification.

5	Samungwa Youth Club	Farming-Agriculture	Sewe Mungole	40,000	11,200	<ul style="list-style-type: none"> • Club stated that they bought carpentry and joinery tools and wood to use at the carpentry workshop. However, no tools nor receipts were available for audit verification. • Further, the club did not maintain records of how the grant was utilised and how the carpentry business was performing.
6	Kalombo Womens Club	Farming-Agriculture	Kalombo Kamisamba	40,000	11,200	<ul style="list-style-type: none"> • Club stated that because they did not receive the applied for amounts, they diverted from crop farming into the business of keeping pigs. • However, the club did not maintain records of how the grant was utilised and how the pig farming business was performing. • Further, the club did not tag the pigs for identification therefore it was not possible to ascertain ownership and the club did not provide receipts for purchases of the pigs.
7	Wana Womens Club	Farming-Agriculture	Chavuma Central	40,000	11,200	<ul style="list-style-type: none"> • Club stated that because they did not receive the amounts applied for they diverted from crop farming into the business of maize and fish trading, buying and selling. • However, the club did not maintain records of how the grant was utilised and how the trading business was performing.
8	Wahilenu Women's Club	Farming-Agriculture	Chavuma Central	40,000	11,200	<ul style="list-style-type: none"> • Club stated that because they did not receive the applied for amounts they diverted from crop farming into the business of fish trading. • However, the club did not maintain records of how the grant was utilised and how the trading business was performing.

62 Ikelenge Town Council

a. Construction of Male, Female and Children's Ward at Ikelenge Rural Health Post

i. Delayed Completion and Termination of Contract

On 2nd January 2023, the Council awarded a contract to JOPCO Construction Limited for the construction of male, female and children's wards at Ikeleng'i Rural Health Post at a contract sum of K855,131 with a contract duration of twelve (12) weeks commencing on 4th February 2023 and ending on 30th April 2023.

The scope of works included sub-structural works, concrete works, masonry works, roofing, carpentry, joinery and ironmongery, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decoration and external works.

As at 31st December 2023, amounts totalling K756,598 had been paid to the contractor leaving a balance of K98,533.

On 26th March 2024, the contract was terminated due to the contractor's failure to complete the project within the contractual period and abandoning of the project.

The outstanding works valued at K274,671 included glazing, painting, floor finishes, construction of septic tank and soakaway, fitting doors and locks, plumbing and external works.

The balance owed to the contractor as of April 2024 was K98,533 out of which K42,757 was retention at 5%.

As a result, the contractor had been overpaid by K176,138 being the cost of outstanding works less the balance owed to the contractor.

ii. Failure to Claim Liquidated Damages from Terminated Contracts

Clause 45.1 and 46.1 of the contract stipulated that except as provided under General Condition of Contract (GCC) clause, if the contractor fails to complete and handover the house within the stipulated contract period, the procuring entity may without prejudice to all its other remedies under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the percentage specified in the Specific

Condition of Contract (SCC). Liquidated damages should be 0.5% per day and the maximum amount for liquidated damages should be 5%.

Contrary to the Clause, the Council had not claimed liquidation damages from Jopco Construction Limited.

iii. Failure to Replace Collapsed Borehole - Nyakaseya

On 4th September 2023, the Council awarded a contract to Arowtech Enterprise Limited for the construction of a water reticulation system in Nyakaseya at a contract sum of K357,381 with a contract duration of fourteen (14) weeks commencing on 26th September 2023 and ending on 25th December 2023.

The scope of works included mobilisation and demobilisation, borehole siting/geographical investigation, borehole drilling and casing, borehole development, supply and installation of submersible pump, motor pumps rising, main and fittings, supply and installation of PVC tank, tank stand and pipe network and civil works and sterilisation.

As at 31st December 2023, amounts totalling K200,850 had been paid to the contractor leaving a balance of K194,150.

However, a physical inspection conducted in April 2024 revealed that the borehole had collapsed. As at 31st July 2024, the contractor had not worked on the borehole and it had not been operational since 30th December 2023.

iv. Poor Workmanship - Construction of Muzeya Food Reserve Agency (FRA) Slab

In 2022, the Ministry of Local Government and Rural Development approved the project for the construction of a Food Reserve Agency (FRA) slab in Muzeya at a cost of K51,461. The contract was a labour based one. As at 31st December 2023, the Council had spent K44,640 for the procurement of materials leaving a balance of K6,821.

A physical inspection conducted in April 2024 revealed that the slab was completed, however, cracks had developed around the slab and as at 31st October 2024, the defects had not been rectified. See pictures below.



Cracked Slab

b. Management of Secondary School Boarding and Skills Development Bursaries

i. Questionable Eligibility of Pupils

A physical verification and inquires made from pupils at Ikeleng’i Boarding School on 4th April 2024 revealed that, four (4) pupils who were awarded bursaries had parents who were working for Ministry of Education and Ministry of Health.

In this regard, the eligibility of four (4) pupils was questionable as the parents were in formal employment.

ii. Failure to Claim Refund

During the period under review, the Council paid amounts totalling K399,000 to cater for sponsorship of 133 pupils to Ikeleng’i Boarding School for three (3) terms under the secondary school bursaries.

Guideline 8.2 of the Constituency Development Fund Guidelines states that, “The Monitoring and Evaluation function will facilitate reporting at various levels and intervals. This will be done through generation of progress reports on a monthly, quarterly, semi-annually and annually. The monthly reports will ultimately lead to the compilation of subsequent progress reports up to the production of the Consolidated Annual Progress Report (CAPR) for the Fund. The Local Authority shall provide leadership in the consolidation of the reports and presentation for discussion by the Council and District Development Coordinating Committees (DDCC).

Contrary to the Guideline and Directive, the Council did not prepare monthly, quarterly, semi-annual and annual progress reports.

However, a physical verification carried out on 4th April 2024 revealed that amounts totalling K20,000 were spent on eleven (11) pupils who never reported for school, got transferred or stopped school.

As at 31st August 2024, no refund by the school had been made.

c. Management of Empowerment Grants

i. Physical Verification of Cooperatives

The observations from the physical verification of cooperatives and clubs conducted in April 2024 are as tabulated in table 10 below.

Table 10: Cooperatives and Clubs that Received Grants

No.	Name	Approved Project	Ward	Amount Received K	Observation / Status of the Projects
1	Lwamazhiya	Livestock	Jimbe	20,000	<ul style="list-style-type: none"> • An interview with Lwamazhiya cooperative members revealed that the cooperative bought twenty (20) sheep at a total cost of K8,000 and incurred transportation costs of K5,000. However, no animals were found as ten (10) animals died and the balance of ten (10) were sold. • For ten (10) animals that died, no Veterinary certificate was availed for audit. • There was no documentation for the purported purchase of the sheep. • Further, no records of cooperative activities were availed. • A balance of K7,000 could not be accounted as there was no bank statement that was availed for audit and no cash was found on hand.
2	Kantochi Multi-Purpose Cooperative	Honey Trading	Jimbe	20,000	<ul style="list-style-type: none"> • The cooperative bought sixteen (16) buckets of 20 litres of honey at a total cost of K4,000 and incurred transportation cost of K1,120 the balance of K8,880 was distributed among the ten (10) members as village banking. However, there was no record for the cooperative activities such as receipts for the sold honey, record of village banking and proof of records for availability of funds. • A balance of K6,000 could not be accounted for as there was no bank statement that was availed for audit and no cash was found on hand.
3	Kawuma Women	Livestock	Jimbe	30,000	<ul style="list-style-type: none"> • Bought eleven (11) goats at a total cost of K25,250 and incurred transport cost of K4,500. • Out of eleven (11) goats, four (4) had died. However, there was no veterinary certificate

No.	Name	Approved Project	Ward	Amount Received K	Observation / Status of the Projects
					<p>availed for audit to confirm the death of animals.</p> <p>A physical verification revealed that there were no records to show proof of ownership and there were no goats.</p> <ul style="list-style-type: none"> • No bank statement was availed for audit verification and no cash was found on hand.
4	Kabwebu Women	Tailoring	Jimbe	25,000	<ul style="list-style-type: none"> • The cooperative withdrew all the funds and never engaged in tailoring. No activity was ongoing and no funds were found on hand.
5	Nkondondu Women	Livestock	Jimbe	35,000	<ul style="list-style-type: none"> • The cooperative withdrew all the money and never invested in any project and there was no evidence of cash on hand.
6	Kamumanga Women	Chain Saw Machine	Jimbe	25,000	<ul style="list-style-type: none"> • Never bought the chain saw machine and indicated that they invested in village banking. However, no evidence of availability of funds was availed and there were no records of the activities of the cooperative. • No cash was found on hand.
7	Kanzeke Women	Village Banking	Jimbe	20,000	<ul style="list-style-type: none"> • There was no bank statement to confirm the balance at the bank and there were no record of activities for the cooperative. • No cash was found on hand.

63 Kabompo Town Council

a. Delayed Implementation of Approved Projects

Section 15 (5) of the Constituency Development Act No. 11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

However, a review of the approved list of projects and progress reports for Constituency Development Fund revealed that implementation of twelve (12) projects with a total allocation of K7,151,002 only commenced in 2023 despite being approved and funded in 2022. See table 6 below.

Table 6: Delayed Projects

No.	Project	Ward	Year of Project	Date of Contract Signed	Contract Price K
1	Construction of 1x3 Classroom Phakasa Primary School	Kamafwafwa	2022	7/12/2023	623,095
2	Construction of 1x3 Classroom Kavungu Primary School	Kamafwafwa	2022	6/13/2023	640,320
3	Construction of a 1x3 CRB at Samubamba Primary School	Kalwilo	2022	7/26/2023	628,158
4	Construction of two (2) Staff Houses at Kavinyonde	Chifwe South	2022	6/13/2023	796,593
5	Construction a 1x3 CRB at Likwava Primary School	Luli	2022	6/13/2023	640,320
6	Construction of a 1x3 CRB at Mukondoloki	Kamisombo	2022	6/13/2023	630,000
7	Construction of a police post at Mumbeji	Mumbeji	2022	7/13/2023	350,000
8	Construction of 2 staff Houses at Kambikambi Primary School	Chikonkwelo	2022	7/12/2023	786,043
9	Construction of a 1x3 CRB at Nkhullwashi	Nkhullwashi	2022	7/12/2023	632,000
10	Construction of a 1x3 CRB at Kalunga Primary School	Mumbeji	2022	7/12/2023	630,074
11	Drilling of Boreholes in Dikeli, Nyachihawa, Kande, Kayombo and Ndundwilo	Various	2022	7/12/2023	397,200
12	Drilling of Boreholes in Mingeli, Kaivwa, Fwoloma, Sachitole and Kalunga	Various	2022	7/12/2023	397,200
		Total			7,151,002

b. Failure to Implement Approved Project – Rural Electrification

Section 15 (5) of the Constituency Development Fund Act No. 11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Contrary to the Act, a review of the approved list and progress reports for the 2023 Constituency Development Fund revealed that the rural electrification project with an allocated amount of K1,000,000 had not been implemented as of September 2024 despite being approved by the Ministry of Local Government and Rural Development.

c. Delayed Completion of Drilling and Installation of Five (5) Boreholes

On 12th July 2023, the Council engaged Platinum Stone Limited for drilling and installation of five (5) boreholes at a contract price of K397,200 with a contract period of sixteen (16) weeks from 12th July 2023 to 12th November 2023.

The scope of works included drilling of boreholes, installation of India Mark II hand pumps, borehole lining, pump testing and laboratory water quality test, civil works and sterilisation.

As at 23rd May 2024, a total of K99,300 had been paid to the contractor as advance payment leaving a balance of K297,900.

Physical inspections of the projects carried out on 14th September 2024 revealed that the boreholes at Dikali, Nyachiwaha and Kande had not been drilled and installed with India mark II hand pumps.

d. Construction of Health Post in Mulundu

On 3rd February 2023, the Council engaged Kbcon Investment Ltd for the construction of a health post at Mulundu at a contract sum of K319,488 with a contract period of twelve (12) weeks from 3rd February 2023 to 3rd May 2023.

The scope of works included construction of substructure, concrete and block work, roofing, metal work carpentry, joinery and ironmongery, floor and wall finishes, wall painting, decorations and external works.

On 7th September 2023, the Council adjusted the contract by 23.8% from the initial contract of K319,488 to the revised contract price of K395,544.

As of May 2024, amounts totalling K213,177 had been paid to the contractor leaving a balance of K182,367.

A physical verification carried out on 14th September 2024 and enquiries with management revealed the following:

- **Variation without Authority**

Clause 7.4.20 of the CDF Guidelines stipulates that an amendment or variation to a contract should not be effected without the approval of the Treasury and the legal advice of the Attorney General. Contrary to the guidelines, the Council amended the contract by K76,056 without approval from the Treasury and advice from the Attorney General.

- **Delayed Completion**

The expected completion date was 3rd May 2023 and by 14th September 2024 the project had delayed by sixty-four (64) weeks, the structure was at finishes level with outstanding works such as electrical installation, floor and wall finishing, glazing, painting and decoration, and external works all valued at K245,413.

e. **Failure to Recover Funds from Contractor - Construction of Health Post at Chatunga**

On 18th January 2023, the Council engaged Baraka Traders for the construction of a health post at Chatunga in Katuba at a contract sum of K351,962 for a contract period of twelve (12) weeks from 18th January 2023 to 18th April 2023.

The scope of works included construction of substructure, concrete and block work, roofing, metal work carpentry, joinery and ironmongery, floor and wall finishes, wall painting, decorations and external works.

On 20th January 2023, the contractor was paid K87,991 advance payment leaving a balance of K263,972.

On 24th April 2023, the procurement committee resolved to terminate the contract citing fundamental breaches to the contract due to stoppage of works by the contractor.

On the 21st February 2024, the Council awarded a contract to Rechinko Investment Limited for the completion of Chatunga Health Post at a contract sum of K351,962 with a duration of twelve (12) weeks from 21st February, 2024 to 21st May, 2024.

The scope of the work for the completion of the construction of Chatunga Health Post included Super structure, Roof structure and roofing, plastering, glazing, plumbing & electrical works and painting & decorations.

As at 31st May 2024, amounts totalling K232,599 had been paid to the contractor leaving a balance of K119,364.

At the point of terminating the initial contract, the contractor had been paid amounts totalling K36,027. However, as of September 2024, the amounts had not been recovered from the contractor.

f. Delayed Completion of Construction of 1 x 3 at Kalunga Community School

On 12th July 2023, the Council engaged MSM Agro Solutions for the construction of a 1 x 3 classroom block at Kalunga Community School at a contract sum of K630,073 with a contract period of sixteen (16) weeks from 12th July 2023 to 12th November 2023.

The scope of works included construction of substructure, concrete and brick work, roofing, metal work carpentry, joinery and ironmongery, floor and wall finishes, wall painting and decorations and external works, works benches and plumbing.

As at 31st May 2024, amounts totalling K508,250 had been paid to the contractor leaving a balance of K121,823.

A physical inspection of the project carried out in September 2024 revealed that the project was not completed as the following works were still outstanding; carpentry, joinery and ironmongery, metal works, painting and decoration, glazing, drainage and solar installation valued at K122,829.

g. Delayed Completion of Construction of 1 x 3 at Nkulwashi Secondary School

On 12th July 2023, the Council engaged Kabumace Enterprise for the construction of a 1 x 3 classroom block at Nkulwashi Secondary School at a contract sum of K611,186 with a contract period of sixteen (16) weeks from 12th July 2023 to 12th November 2023.

The scope of works included construction of substructure, concrete and brick work, roofing, metal work carpentry, joinery and ironmongery, floor and wall finishes, wall painting and decorations and external works, benching works and plumbing.

As at 31st May 2024, amounts totalling K440,322 had been paid to the contractor leaving a balance of K170,864.

A physical inspection of the project carried out in September 2024 revealed that the project was not complete and the following works were still outstanding: finishes, painting and decoration, grazing, drainage and solar installation valued at K170,864.

h. Construction of a 1 x 3 Classroom and Construction of a Staff House – Terminated Contract

On 12th July 2023, the Council engaged Khuzengular Zambia Limited for the construction of 1 x 3 classroom block and a staff house at Matobu Primary Schools at a contract sum of K381,556 with a contract period of sixteen (16) weeks from 12th July 2023 to 12th November 2023.

The scope of works included construction of substructure, concrete and brick work, roofing, metal work carpentry, joinery and ironmongery, floor and wall finishes, wall, painting and decorations and external works, benching works and plumbing.

As at 31st May 2024, amounts totalling K95,556 had been paid to the contractor as advance payment leaving a balance of K286,000.

On 15th November 2023, the Council terminated the contract due to fundamental breach of contract and abandoning the site without notice.

At the point of termination, works done on the project included; foundation, foundation walls, back filling and partly block work. As of September 2024, amounts paid to Khuzengular Zambia Limited had not been recovered. Inspection reports revealed that the works done were substandard and had to be redone and hence the need to recover the amount paid.

i. Late Submission of Skills Development Bursary Applications for Approval

Part 5.4 (a) of the CDF Guidelines states that, the Community Development Fund Committee (CDFC) shall submit to the Minister proposed applications and the

estimated costs of bursaries before the end of the month of March in each year in the prescribed manner and form.

Contrary to the guidelines, the proposed applications for 703 applications at an estimated cost of K8,054,121 were submitted in the months ranging from April to November which was one (1) to eight (8) months after the prescribed period.

j. Wasteful Expenditure – Dankbaar College of Applied Science and Technology

During the period under review, the Council paid amounts totalling K2,559,630 for 225 students sponsored under the CDF Secondary Boarding and Skill Development bursaries.

A review of the Council minutes and a physical verification carried out in September 2024 at Dankbaar College of Applied Science and Technology revealed that twenty-five (25) students that had not reported in the year 2023, thereby rendering amounts totalling K99,250 paid as tuition fees as wasteful.

k. Late Submission of Youth and Women Empowerment Grants Applications for Approval

CDF Guidelines Part 5.4 states that, “the CDFC shall submit to the Minister proposed applications and the estimated costs of Youth and Women Empowerment Grants before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the guidelines, the proposed applications and estimated costs were submitted on 21st September 2023 as opposed to what is stipulated in the CDF Guidelines.

l. Unimplemented Business Ventures - Kanyaimbu and Chuma Kasweka Co-operatives

During the period under review, Kabompo Town Council procured two (2) hammer mills on behalf of Kanyaimbu and Chuma Kasweka Co-operatives who had applied for K40,000 each. Although the hammer mills had been delivered, they were not operational and were being kept in members’ houses.

m. Unsecured Equipment - Non-Functional Groundnut Sheller

During the period under review, Fwelela Women’s Club applied and received empowerment grant amounting to K40,000 for purpose of procuring a groundnut sheller machine.

A physical inspection carried out in September revealed that the groundnut sheller was not operational. The machine was unsecured and parked in an unfinished house with no doors making it vulnerable to theft and vandalism.

n. Irregular Amendments/Variations Without Approval

Section 77 (1) and (2) of the Public Procurement Act No. 8 of 2020 states, “an amendment to a contract shall not be effected without the approval of the Treasury and the legal advice of the Attorney-General; and subject to sub section (1), a proposed amendment or variation to a contract shall not be submitted to the Attorney-General without prior written authorization of the appropriate approvals authority.

Contrary to the Act, the Council amended five (5) contracts and paid amounts totalling K317,820 without obtaining approval from the Treasury and legal advice from the Attorney General.

Table 9: Contracts Varied Without Approval

No.	Contractor	Project	Initial Contract Price	Amounts Varied	% Amended	Amended Contract Price	Amounts Paid	Amount Outstanding	Contract Period		Reason for amending
									Start	End	
1	Jomanya Enterprises	Construction of a 1x3 classroom block at Maveve Primary school	556,127	98,903	18%	655,030	528,321	126,710	25/01/2023	25/05/2023	Escalation Materials cost due to lapse in time during implementation period
2	Big tree enterprises Ltd	Construction of 1x3 Classroom Kabulamema Secondary School	358,216	71,643	20%	429,859	314,247	115,611	01/11/2021	01/02/2022	Escalation Materials cost due to lapse in time during implementation period
3	Amiros construction and money lenders	Construction of a 1x3 Classroom Block at Kamisamba Primary School	499,370	99,874	20%	599,244	474,402	124,843	05/04/2022	05/07/2022	Escalation Materials cost due to lapse in time during implementation period
4	Rechiko investment Ltd	Construction of ac 1x3 classroom Block at Chikata Primary School	431,459	35,000	8%	466,459	431,459	35,000	02/02/2023	19/06/2023	Additional Works (Collidor, adjustment of Reinforcement bars to the strong room door and Headteachers office and support Trusses)
5	Melbardav Enterprises Ltd	Construction of a 1x3 classroom block at Phakasa Secondary school	623,095	12,400	2%	635,495	604,340	31,155	12/07/2023	04/11/2023	Additional blockwork Course to foundation wall due to steep slope
		Total	2,468,267	317,820		2,786,087	2,352,769	433,318			

o. Failure to Follow Procurement Procedures

Sections 34 (2) (a) and (b) of the Zambia Public Procurement Act No. 8 of 2020 stipulates that, the Approval Authority is the Controlling Officer or Chief Executive Officer, where the value of the procurement does not exceed the prescribed level of authority or Procurement Committee for all other procurements. The delegated authority of the Council Secretary for procurement of goods and services was K250,000.

Contrary to the Act, the Council procured seven (7) banana boats at a total cost of K256,900 which was above the delegated authority without following the procurement procedures.

p. Failure to Avail Tax Clearance Certificates for Suppliers

Section 81B (1) of the Income Tax Act Chapter 323 requires that every person, partnership, institution, authority, organization or association responsible for the issue of any of the documents referred to in subsection (6) shall not issue that document to any applicant unless he produces a valid tax clearance certificate.

Contrary to the Act, the Council procured 1,332 two-seater desks at a total cost of K1,993,800 from fifteen (15) suppliers.

However, the Council did not avail tax clearance certificates for these suppliers.

q. Unaccounted for Stores

Public Stores Regulation No. 16 requires that every store officer or any other officer having in his charge any public stores or other articles of public property must keep and maintain record of the receipt and issue of such public stores.

Contrary to the Regulation, stores items costing K209,515 comprising general stores (K70,970) and fuel (K138,545) procured during the period under review were unaccounted for in that there were no receipt and disposal details.

64 Kalumbila Town Council

a. Opening and Grading of Kalengelenge (40Km) Road in Mukumbi Ward

On 8th November 2022, the Council awarded a contract to Shanzi S and J Investment Limited for opening up and grading of 40km Kalengelenge road in Mukumbi Ward at a cost of K1,000,000 with a contract duration of three (3) months and expected completion date of 23rd February 2023.

The scope of works included opening and grading of the road. On 3rd April 2024, a variation of K320,000 was made bringing the total contract price to K1,320,000. As at 30th April 2024, amounts totalling K1,320,000 had been paid.

The following were observed:

i. Questionable Variation

On 3rd April 2024, the Council approved a variation order amounting to K320,000 for an additional 8km from the earlier contractual scope of 40km bringing the total kilometres to be opened and graded to 48km. The variation was questionable in that it was approved after the contract had expired as the expected completion date was 23rd February 2023 while the variation approval date was 3rd April 2024, thirteen (13) months after the expected completion date. Further, the approval and payment of the of the K320,000 on 15th April 2024 was also questionable as a physical verification conducted on 28th July 2024 revealed that the contractor had demobilized and the additional 8km was not worked on.

In addition, it was observed that contrary to the Contract requirement of opening and grading of the road, the contractor cleared off trees which were close to the road, while grading was not done.

As at 31st October 2024, the Council had not claimed a refund for the works that were paid for but not undertaken. See pictures below.



Opening of a Road Without Grading



Where 8km was to start from

ii. Failure to Terminate Contract

Section 77(4) of the Public Procurement Act No. 8 of 2020 states, “The cumulative value of contract variation and amendment shall not result in an increment of the total contract price by more than twenty-five percent of the original contract price as prescribed, except that where the variation results in an increment exceeding twenty-five percent, the contract shall be cancelled and the procurement re-tendered.”

Contrary to the Act, the Council did not cancel and retender the contract as there was no evidence of the required bid process and selection availed for audit as the variation of K320,000 was 32% which was above the limit of 25%.

Further, there was no termination letter to show evidence that the original contract had been terminated and works re-tendered.

iii. Failure to Avail Tender Documents

Section 62 (b) of the Public Finance Management (General) Regulations of 2020 requires that an assigned officer should ensure that original documents such as invoices, salary sheets, claim forms and other relevant supporting documents are attached to the authority for payment.

Contrary to the Regulation, tender documents such as advertisements, bid documents, site possession certificates, bill of quantities and interim payment certificate were not availed for audit.

iv. Questionable Award of Contracts – Kalengelenge and Kambishi Roads

On 8th November 2022, the Council engaged Shanzi S and J Investment Limited and Wa Milungu Mining for the construction of the Kalengelenge and Kambishi roads with each road being valued at K1,000,000.

However, the awarding of the contracts was questionable as contracts had the same amount. This was despite Shanzi S and J Investment Limited being contracted to undertake 40 km of road works while Wa Milungu Mining was contracted to undertake 15 km of road works.

In their response, management explained that the Kalengelenge Road was an existing road that required widening, while the Kambishi Road involved opening a new route entirely, accounting for the difference in distance despite the cost allocation being the same.

In spite of the submission from management, physical inspections conducted in July and October 2024 revealed that both roads were already in existence, with contractors primarily focused on widening the roads by removing trees. Additionally, the contract descriptions for both projects indicated “opening up and grading” as the intended works.

In light of this, there was no justification for the 25 km discrepancy in road works despite having the same contract sums.

b. Management of Secondary Boarding Schools and Skills Development Bursaries

A review of accounting documents maintained at the Council and physical verifications of various secondary schools and skills training centres revealed the following:

i. Failure to Replace Students - Belsam Limited

A physical verification conducted on 5th July 2024 at Belsam Limited, a Skills Development Training Centre, Solwezi branch revealed that the Council had paid amounts totalling K169,000 for twenty seven (27) students to study Truck Driving, Standard Driving and Metal Fabrication courses for periods ranging from two (2)

months to two (2) years. However, it was observed that the students reported but never commenced their studies.

As at 30th October 2024, the students had neither been replaced nor refund claimed by the Council.

ii. Unaccounted for Pupils - Secondary Schools

During a physical verification conducted on 26th and 27th July 2024 at Mutanda Boarding and Meheba Boarding Schools respectively, it was observed that seventy-one (71) pupils who were paid for amounts totalling K265,650 (Mutanda Boarding - K131,700 and Meheba Boarding - K133,950) were unaccounted for in that they were not available at the time of the physical count.

c. Failure to Maintain Grant Utilization Records by Co-operatives - Management of Empowerment Grants

Section 17 (1) (a) and (b) of the Public Finance Management (General) Regulations of 2020, stipulates that the main cash books, ledgers and receipts of all types should be maintained for ten years.

Contrary to the regulation, ten (10) co-operatives in three (3) wards who received grants in amounts totalling K200,000 did not maintain records such as purchases receipts, bank statements and minutes of finance meetings to demonstrate how the grants received were utilised.

It was therefore not possible to ascertain if the grants were utilised for the intended purpose.

d. Other Matters

i. Irregular Cash Withdrawals

Ministry of Finance Treasury and Finance Management Circular No. 1 of 2022 guided Controlling officers that no cash shall be withdrawn for payment of subsistence allowances, fuel refunds and any other allowances as these should be paid directly into the beneficiary's account.

Contrary to the Circular, the Council issued imprest in amounts totalling K463,186 to seventeen (17) officers to facilitate payment of subsistence, meal and sitting allowances to other officers instead of paying directly into the beneficiaries'

accounts. Out of the K463,186 paid, amounts totalling K170,088 were not accounted for as there were no acquittal sheets attached or cash found on hand.

Further, amounts totalling K14,700 were over paid due to wrong rates and the paid subsistence allowances were paid in respect of travel to distances below 50km contrary to CDF guidelines.

ii. Irregular Charge of Value Added Tax (VAT)

Section 27 (1) of the VAT Act Chapter 331 of the Laws of Zambia requires that only companies that are registered for VAT can charge VAT.

Contrary to the Act, six (6) companies contracted by the Council to complete projects charged VAT in amounts totalling K377,677 involving seventeen (17) transactions despite them not being registered for VAT.

65 Kasempa Town Council

a. Construction of a 1x3 Classroom block at Maako Primary School – Delayed Completion

On 12th July 2023, the Council engaged Tumas Farms and Wimz Traders Ltd for the construction of a 1x3 Classroom block at Maako Primary School at a contract price of K714,579. The duration of the contract was twenty (20) weeks commencing from 16th July, 2023 and ending on 3rd December 2023.

The scope of works included; sub-structure and super-structure, roofing, concrete, carpentry, joinery and ironmongery, metal work, drainage, flooring and wall finishes, glazing, painting and a provision for the construction of three (3) double VIP toilet.

As of May 2024, the Contractor had been paid amounts totalling K288,713 leaving a balance of K425,866.

Although the Contractor had been granted an extension to 11th December 2023, a review of the progress report and physical inspection carried out in September 2024 revealed that the project had not been completed thirty-three (33) weeks after the expected

completion date. The outstanding works amounting to K45,990 included painting (K23,190), flooring and drainage (K23,190) works.

b. Failure to Recover Advance Payment

On 12th July 2023, the Council engaged Accuracy Holding Zambia Limited for the construction of a 1x3 Classroom Block (CRB) at Jifumpa Primary School at a contract sum of K730,270 with a completion period of twenty (20) weeks. On 18th July 2023, the contractor was paid an advance payment of K182,567 against an advance bond guarantee dated 11th July 2023 with an expiry date of 10th January 2024.

On 8th February 2024, the Council terminated the contract due to non-performance and failure to meet contractual deadlines. Despite initiating a recovery claim with Discover Insurance Company on 20th December 2023, as at 31st October 2024, the funds had not been recovered.

c. Construction of a Staff House at Ngoma Primary School – Failure to Claim Advance Payment

On 19th July 2023, the Council engaged Khuzengula Zambia Limited for the construction of a staff house at a contract sum of K346,633 with a contract period of twenty (20) weeks, commencing on 19th July 2023 and ending on 6th December 2023.

The scope of works included construction of substructure, superstructure, roofing, carpentry, joinery, glazing, painting and decorating and external finishes.

On 24th August 2023, the contractor was paid an advance payment of K86,658 against an advance bond guarantee dated 31st July 2023 with an expiry date of 30th December 2023. On 8th February 2024, the Council terminated the contract due to poor workmanship and delays in completing the works. Despite the Council submitting a recovery claim to Discover Insurance Company, the issuer of the bond, on 20th December 2023, no recovery had been made as at 31st October 2024.

It was further observed that the works done by the contractor had not been certified by the responsible engineers to determine the actual loss to the Council.

d. Drilling of Boreholes (Lot 1) – Non-functional Boreholes

On 24th July 2023, the Council engaged Srujala Tech Limited for the siting, drilling and installation of fifteen (15) boreholes at a contract sum of K1,051,500 with a completion period of sixteen (16) weeks starting on 24th July and ending on 13th November 2023.

The scope of works included borehole drilling, borehole lining and installation, siting, development, pump testing, civil works and sterilization and equipping with India Mark II hand pumps.

As of September 2024, amounts totalling K998,925 had been paid to the contractor leaving a balance of K52,575.

A review of progress reports and other documentation revealed that out of the fifteen (15) drilled boreholes, eleven (11) were fully equipped and functional while four (4) boreholes drilled in Buwame (Kamusongolwa ward), Moba (Kikonkomene Ward), Kalabachi (Kantenda) and Mpembwe (Mukunanshi Ward) were not functional due to low water levels thereby making the hand pumps hard to pump. Further, it could not be ascertained as to how the drilled boreholes had low water levels as the ground water exploration reports were not availed for audit scrutiny.

As at 31st October 2024, the boreholes were not functional.

e. Failure to Implement Approved Project

Section 15(5) of the Constituency Development Act No. 11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Circular No. 5 referenced MLGRD/101/22/157 dated 27th December 2022 for Constituency Development Fund (CDF) guideline for Local Authorities guided that for provision of

On 27th December 2022, the Ministry through Circular No. 5 referenced MLGRD/101/22/157 approved the implementation of the Rural Electrification Authority Project in the constituency, with an allocated budget of K1,000,000. However, the Ministry retained the funds meant for the implementation of the project and did not disburse them to the Council. As of 31st October 2024, the funds had still not been remitted to the Council, resulting in the project not being implemented.

f. Secondary School Boarding Bursaries - Questionable Eligibility of Pupils on Bursaries

Section 5.3.4.1 (j) of the CDF Guidelines 2022 eligibility criteria for Secondary Boarding School states that “Learners whose parents or guardians have no reliable source of income” are eligible to apply for sponsorship.

Contrary to the guidelines, seventeen (17) pupils sponsored under the Secondary Boarding School Bursary Programme had guardians who were salaried civil servants employed in various Government departments. As a result, amounts totalling K72,600 were irregularly disbursed to ineligible pupils, making these payments questionable.

g. Management of Empowerment Grants

i. Irregular Use of Empowerment Fund

The Council disbursed grants amounting to K90,000 to three (3) cooperatives to facilitate the implementation of various projects which included poultry, piggery, and the purchase of a hammer mill. However, a physical inspection conducted in September 2024 revealed that the members of these groups had instead irregularly divided the funds among themselves and used the funds for personal use.

ii. Failure to Complete CDF Empowerment Grant Projects - Jomini Multi - Purpose Co-operative

On 3rd August 2023, Kasempa Town Council disbursed K20,000 to Jomini Multi-Purpose Co-operative for goat rearing. A physical inspection carried out in September 2024 revealed the project had not commenced. Further, despite the Cooperative Secretary reporting that amounts totalling K15,300 had been spent on the project for the procurement of iron sheets at K2,300, transport and accommodation at K2,000 and 200 metres game wire), the receipts to support this expenditure were not availed for audit. Further, the iron sheets were not on site at the time of inspection. See picture below.

iii. Kasempa Young Vision Co-operative

On 3rd August 2023, the Council disbursed a grant of K25,000 to Kasempa Young Vision Cooperative to facilitate the implementation of a piggery project. However, a physical inspection conducted in September 2024, nine (9) months post-

disbursement, revealed that the project had not been completed. In addition, the exact amounts spent on the project could not be ascertained as receipts and other supporting documents were not available for audit. See picture below.

66 Manyinga Town Council

a. Delayed Implementation of Approved Projects

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Contrary to the Act, a review of the approved list of projects and progress reports revealed that implementation of five (5) projects with a total allocation of K10,704,210 commenced in 2024 despite being approved and funded in 2023. See table 1 below.

Table 1: Delayed Implementation of Approved Projects

No.	Project	Ward	Year of Project	Date Contract Signed	Contract Price K
1	Procurement of Earth-moving Equipment (Grader, Roller Compactor, Tipper Truck & Front-end Loader)	Manyinga	2023	3/27/2024	9,279,273
2	Drilling of 11 Boreholes and Equipping them with Handpumps in Various Locations	All	2023	2/2/2024	823,500
3	Upgrading of a handpump into a water scheme and distribution of four water points covering a distance of 500m at Litoya Health Post	Chfuwe	2023	3/14/2024	196,431
4	Upgrading of a handpump into a water scheme and distribution of four water points covering a distance of 500m at Samafunda	Loloma (All)	2023	3/14/2024	176,956
5	Completion of a Laboratory at Kasampa Secondary School - Labour Based		2023	3/14/2024	228,050
	Total				10,704,210

b. Unimplemented Projects

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

However, a review of the approved list and progress reports dated 10th March 2022 and 27th February 2023 revealed that three (3) community projects with a total allocated amount of K1,380,000 had not been implemented although the projects had been approved by the Ministry.

As at 31st October 2024, the projects had not been implemented. See table 2 below.

Table 2: Unimplemented Approved Projects

No.	Name of Project	Location	Year of Approval	Type	Approved Amount K
1	Local court construction	Loloma	2022	Infrastructure	370,000
2	Electrification of a Health Post	Mundanya	2022	Installation	10,000
3	Presidential Directive - Rural Electrification	Rural Electrification	2023	Installation	1,000,000
	Total				1,380,000

c. Delayed Completion of 2022 and 2023 Projects

During the period under review, the Council implemented eleven (11) projects (10 from 2022 and 1 from 2023) with a total allocation of K5,437,448.

As at 31st October 2024, the projects had not been completed. See table 3 below.

Table 3: Delayed Completion of 2022 and 2023 Projects

No.	Project Name	Contractor	Contract Period	Start Date	Completion Date	Contract Amount K	Amount Paid K	Scope of Works	Delayed Period	Status as September 2024
1	Construction of a 1x3 Classroom Block at Chinuandumba Community School	Opulent Africa Limited	4 months	13/02/2023	13/06/2023	556,245	292,756	Included roofing,painting,finishes and external works	15 months	not completed
2	Construction of a 1x3 Classroom Block at Chiveva Primary School	Yadah Engineering Limited	4 months	01/11/2023	01/02/2023	483,652	254,949	Included roofing,painting,finishes and external works	20 months	not completed
3	Construction of a 1x3 Classroom Block at Kalivingi Primary School	KBCON Investment Limited	4 months	23/01/2023	23/04/2023	550,000	130,739	Included roofing,painting,finishes and external works	18 months	not completed
4	Construction of a 1x3 Classroom Block at Kalolwa Primary School	KBCON Investment Limited	4 months	23/01/2023	23/04/2023	549,374	158,556	Included roofing,painting,finishes and external works	18 months	not completed
5	Construction of a 1x3 Classroom Block at Kapingili Primary School	Labour-Based	Labour-Based	02/02/2024	Labour-Based	500,000	435,185	Included roofing,painting,finishes and external works	4 months	not completed
6	Construction of a 1x2 Science Laboratory at Kaula Secondary School	ABN Mining Construction	3 months	11/10/2023	11/01/2024	407,918	131,192	Included roofing,painting,finishes and external works	7 months	not completed
7	Construction of a Health Facility at Kawanda Community	Chinera Construction Limited	3 months	23/01/2023	23/04/2023	334,943	124,202	Included roofing,painting,finishes and external works	18 months	not completed
8	Construction of a 1x3 Classroom Block at Kawanda Primary School	Hadsamu General Dealers	3 months	01/05/2023	01/07/2023	550,000	313,875	Included roofing,painting,finishes and external works	14 months	not completed
9	Construction of a Staff House at Lunsongwa Rural Health Post	Reliable Kings Limited	3 months	11/10/2023	10/02/2024	368,078	128,250	Included roofing,painting,finishes and external works	7 months	not completed
10	Construction of a Health Facility at Sachika Community	Makuwa Enterprises Limited	3 months	16/10/2023	16/01/2024	337,000	210,017	Included roofing,painting,finishes and external works	8 months	not completed
11	Construction of a 1x3 Classroom Block at Ndunga Primary School	Chawu General Dealers Limited	3 months	11/10/2023	11/01/2024	800,239	120,000	Included roofing,painting,finishes and external works	8 months	not completed
	Total					5,437,448	2,299,721			

d. Delayed Construction of 1 x 3 Classroom Block at Kapingili Primary School

On 11th January 2023, Manyinga Town Council engaged Yadah Engineering and Supply to construct a 1 x 3 classroom block at Kapingila Primary School at a contract sum of K483,652 with a completion period of sixteen (16) weeks commencing on 17th January 2023 and ending on 17th May 2023.

The scope of works included construction of substructure, superstructure, roofing, plastering, painting, fitting of door frames and window frames, fitting of doors, glazing, carpentry, finishes, drainage works and decorations.

As at 5th January 2024, amounts totalling K71,809 had been paid to the Contractor leaving a balance of K411,843.

On 5th July 2023, the Council terminated the contract due to poor workmanship and recommended to continue the project using a labour-based arrangement.

As at 5th January 2024, amounts totalling K71,809 had been paid to the Yadah Engineering and Supply. In addition, as at 30th September 2024, amounts totalling K463,785 had been spent on the purchase of materials leaving a balance of K36,215 from the total allocated amount of K500,000.

A physical inspection carried out in September 2024 revealed the following:

- i. Section 219. (1) of the Public Procurement Regulations, 2022 provides that a contract shall specify the grounds on which the contract may be terminated and the procedures applicable to the termination. (2) A Procurement Unit shall obtain the prior authorisation of the approvals authority, which authorised the original contract, before terminating the contract, and the request for authorisation shall state— (a) the reasons for the termination of the contract; (b) actions which have been taken to avoid the need for the termination of the contract; (c) the contractual grounds for the termination of the contract; and (d) the costs, if any, for which the procuring entity shall be liable following the termination of the contract. (3) A procuring entity shall submit a report of any contract termination to the Authority within ten working days from the date

There was no evidence of approval to terminate the contract from the approvals authority and no report was sent to the Authority of contract termination.

In addition, the Council did not avail for audit acknowledgement of termination of the contract from the contractor.

- ii. The construction works had not been completed and the outstanding works included roofing and steel roof structure, carpentry and joinery, flooring, plastering, painting and decoration.

e. Poor Workmanship - Completion of a Market Shelter Kasamba

During the period under review, the Council approved the completion of a Market Shelter project at Kawanda and amounts totalling K350,000 were allocated. The Council implemented the project using a labour-based contract.

The scope of works included metal fabrication and roofing, concrete works on pillar and gables, slab works, work tops, plastering and painting.

As at 15th May 2024, amounts totalling K349,912 had been spent and the project had been completed.

However, a physical verification conducted in May 2024 revealed the following:

- i. Poor workmanship as the concrete and all the constructed work tops were cracking before hand over of the project.
- ii. There were no receipt and issue details availed for audit at the time of verification for the materials procured in amounts totalling K217,962. In this regard, it could not be ascertained whether all materials procured were received, issued and used on the project.

f. Management of CDF Empowerment Grant

During the period under review, empowerment grants in amounts totalling K2,177,440 were budgeted for eighty (87) co-operatives. However, two (2) Co-operatives were deferred bringing the total to eighty five (85) co-operatives. The Council approved amounts totalling K2,137,440 for applicants to undertake various projects such as poultry, gardening and farming.

An examination of accounting and other records maintained at the Council and physical inspections of selected co-operatives carried out in May 2024 revealed the following:

i. Management of Youth and Women Empowerment Grants - Delayed Delivery of Hammer Mills

A review of accounting and other records maintained at the Council and physical inspections of selected co-operatives carried out in May 2024 revealed that the Council had entered into agreements with nineteen (19) co-operatives on 2nd February 2024 in order to procure nineteen (19) hammer mills at a total cost of K636,500 for the co-operatives.

The following were observed:

- o The Council did not avail for audit the procurement committee minutes and contract for the procurement of the hammer mills;

- The hammer mills were delivered in May 2024, three (3) months from the expected date of delivery which was 9th February 2024;
- The goods received note and list of co-operatives that received the hammer mills was not availed for audit. In this regard, it could not be ascertained whether the hammer mills were delivered to the intended beneficiaries;
- Most visited co-operatives complained that some components such as belts and bolts were missing from the hammer mills;
- At the time of physical inspection, most hammer mills were not operational and the Council did not avail for audit evidence showing that there were pre-acceptance inspection tests of the hammer mills which were done.

ii. Physical Verification

A physical verification of co-operatives and clubs conducted in May 2024, revealed the following:

Table 4: Status of Various Projects under CDF Grants

No.	Name	Approved Project	Ward	Amount Received K	Observation/ Status of the Projects
1.	Kasamba Multi-Purpose Cooperative	Hammer Mill	Kasamba	40,000	Shelter was not roofed exposing the hammer mill to theft and rains.
3	Kalambo Fish Farmers Club	Fish Farming Business	Kawanda	20,000	The CDF monitoring report issued on 7 th May 2024 revealed that the project had not commenced due to insufficient funds. In addition, there was no evidence availed for audit to show that the funds received were still in the club's account.
4	Chongo Vision Women's Club	Hammer Mill	Chongo	40,000	The Council procured a hammer mill for the Club at a cost of K33,500 and the balance of K6,500 was spent on procurement of iron sheets, 2 pockets of cement, nails and planks to build a shelter. However, supporting documents such as receipts and invoices were not availed for audit. In this regard, it could not

					<p>be ascertained how the funds were utilised. In addition, although the hammer mill was operational, the receipts and expenditure records were not properly maintained, and it could not be ascertained whether the venture is profitable or not.</p> <p>The shelter was built using dry wood making it and hammer mill susceptible to fire.</p>
5	Delekho Multipurpose Cooperative	Poultry	K20,000	Chongo	The project had not commenced, and it could not be ascertained whether the funds were still in the club's bank account as the Treasurer was not available to facilitate for the verification.

g. Management of Bursaries – Secondary School and Skills Development

During the period under review, twenty four (24) pupils were sponsored under CDF to go to boarding schools and 208 students to undergo skills training at a total cost of K4,418,614.

The following were observed:

i. Failure to Prepare Monitoring Reports

Section 8.2 of the Constituency Development Fund Guidelines of 2022 states, “The Monitoring and Evaluation function will facilitate reporting at various levels and intervals. This will be done through generation of progress reports on a monthly, quarterly, semi-annually and annually. The monthly reports will ultimately lead to the compilation of subsequent progress reports up to the production of the Consolidated Annual Progress Report (CAPR) for the Fund. The Local Authority shall provide leadership in the consolidation of the reports and presentation for discussion by the Council and District Development Coordinating Committees (DDCC).”

Contrary to the Guidelines, the Council did not prepare monthly, quarterly, semi-annual and annual progress reports for secondary boarding and skills development bursaries, hence it could not be determined as to how many pupils were still in school, how many had dropped out and how many had actually completed.

ii. Late Submission of Skills Development Bursary Applications for Approval

Guideline 5.4 (a) of the Constituency Development Fund Guidelines of 2022 states, “The CDFC shall submit to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the Guidelines, during the period under review, 152 applications with an estimated cost of K2,756,810 were submitted in the month of July 2023, four (4) months after the prescribed period.

In addition, ninety-eight (98) applications with an estimated cost of K1,347,650 were submitted in the month of October 2023, seven (7) months after the prescribed period.

iii. Wasteful Expenditure – Manyinga Youth Resource Centre

During the period under review, the Council paid amounts totalling K44,400 for six (6) students sponsored under the CDF Secondary Boarding and Skill Development bursaries.

However, a review of the Council minutes and a physical verification conducted at the training institute revealed that one (1) student had not reported for school in 2023, thereby rendering amounts totalling K7,400 paid as tuition fees wasteful.

h. Other Accounting Irregularities

i. Irregular Charge of Value Added Tax

Section 27 (1) of the Value Added Tax Act, Chapter 331 of the Laws of Zambia requires that only companies that are registered for VAT can charge VAT.

Contrary to the Act, two (2) companies engaged by the Council to undertake projects charged VAT in amounts totalling K233,763 despite not being VAT registered with the Zambia Revenue Authority.

ii. Unapproved Payments

Regulation 54 (1) of the Public Finance Management (General) Regulations of 2020 states, “Where a hard copy payment voucher is used, the original of a

payment voucher shall be signed by a warrant holder, sub warrant holder or by any other authorized office holder.”

Contrary to the Regulation, twelve (12) payments in amounts totalling K145,762 were processed without approval by the responsible officers.

iii. Management of Stores - Unaccounted for Stores

Local Authorities Financial Regulation No. 145 requires that a Treasurer shall keep proper records of receipts and issue of stocks and stores.

Contrary to the regulation, there were no receipt and disposal details in respect of stores items costing K342,668 procured during the period under review.

67 Mufumbwe Town Council

a. Misapplication of Funds - Administrative Cost

According to Part 2 of the CDF guidelines, 5% of each constituency's total CDF allocation is designated for administrative costs. The Council received CDF funding totalling K28,198,221 out of which K1,409,911.05 allocated for administrative expenses.

Contrary to the guidelines, the Council spent K3,414,026 on administrative costs which exceeded the approved allocation by K2,004,115. In this regard, the Council misapplied amounts totalling K2,004,115 which was intended for CDF projects, grants, and bursaries by directing the funds towards the payment of allowances and procurement of refreshments.

As at 31st October 2024, the misapplication had not rectified.

b. Construction of Matushi Police Post – Delayed Completion

On 30th May 2023, the Council awarded a contract to Kompes Enterprises Limited for the construction of Matushi Police Post at a contract sum of K470,006 with a completion period of four (4) months commencing on 20th June 2023 and ending on 21st October 2023. The scope of works included substructure, concrete works, brick work and block work, roofing, carpentry and joinery, ironmongery, structural steel, metal work, plumbing installation, finishing, glazing, painting and decorating.

As at 31st December 2023, amounts totalling K184,106 had been paid leaving a balance of K285,900.

A physical verification carried out on 10th September 2024 revealed that the contractor was not on site and works had not been completed, the project was at slab level.

In addition, a review of correspondence dated 4th September 2024 revealed that the Council had cancelled the contract on 4th September 2024 due to change of scope and price and the contractor had not been replaced. See picture below.



Stalled Police Post at Slab Level

c. Construction of Low - Cost Staff house at Lubilo Health Post

On 18th September 2023, the Council awarded a contract to Milu Innovations Limited for the construction of staff house at Lubilo Health Post at a contract sum of K444,042 with a completion period of four (4) months commencing on 8th October 2023 and ending on 8th January 2024.

The scope of works included Preliminary and general Items, substructure, superstructure, roofing, carpentry, joinery and ironmongery, mental work, finishing, plastering and screed, glazing, painting and decorating, drainage, provisional sum for outside kitchen and bill for the construction of 1 double VIP toilet.

As of September 2024, amounts totalling K323,164 had been paid leaving a balance of K120,878.

A physical verification carried out on 10th September 2024 revealed that the contractor was not on site and works had not been completed. The outstanding works included roofing, carpentry, joinery and ironmongery, mental work, finishing, plastering and

screed, glazing, painting and decorating, drainage, provisional sum for outside kitchen and bill for the construction of 1 double VIP toilet. The total cost for the remaining works was K236,826.

The contractor had done outside ring beam only and no ring beam was done inside the building.

The value of the remaining works as per bill of quantity totalled K236,826. It was however observed that the contractor has been over paid by K115,948 for the works that had not been done as the outstanding balance was K120,878.

Further, it was not clear as to why management paid the contractor for the works that had not been done when works are supposed to be paid for as they are executed. See in the picture below.



Abandoned Two (2) Bedroom House at Gamble Level Structure Without Ring Beam Inside

d. Construction of a Laboratory at Mufumbwe Day Secondary School

On 23rd February 2023, the Council engaged Kompes Enterprise Limited for the construction of a 1x2 Science Laboratory at Mufumbwe Day Secondary School at a contract sum of K870,027 with a completion period of four (4) months commencing on 17th March 2023 and ending on 18th July 2023.

The scope of work included substructure, concrete and masonry work, roofing and steel structures, carpentry, joinery, metalwork, electrical installations, floor and wall finishes, glazing, painting, and external works.

As at 31st October 2024, amounts totalling K765,554 had been paid leaving a balance of K104,473.

As at 31st October 2024, the works had not been completed. The outstanding works included glazing, ceiling, one (1) door for preparation room, two (2) writing boards, two (2) pin boards, shelves in the storerooms, fittings for the lighting system, electricity connection, supply and installation of work benches with associated plumbing fittings and forty (40) mixers. The outstanding works were valued at K262,056.

e. Construction of a Mini Hospital in Kalambu Ward – Unauthorised Contract Variation

On 31st May 2023, the Council engaged True Vision Construction for the construction of a Mini Hospital Phase 1 in Kakilufya in Kalambu Ward at a contract sum of K738,116 with a completion period of four (4) months commencing on 21st June 2023 and ending on 22nd October 2023.

The scope of works included substructure, concrete works, masonry works and block work, roofing and steel roof structure, carpentry, joinery and ironmongery, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decorating and external works.

On 12th April 2024, the contract was varied upwards by K376,582 from K738,116 to K1,114,698.

As at 31st October 2024, amounts totalling K796,605 had been paid leaving a balance of K318,092.

Regulation 218 (3) of the Public Procurement Regulations of 2022 stipulates that a variation to a contract shall only be valid when signed by authorised representatives of both the procuring entity and the supplier.

Further, Part 5 of the contract stipulates that no amendment or variation of the agreement shall be valid unless such amendments or variations are in writing and signed by duly authorised representatives of each part.

On 12th April 2024, the Council made a variation of K376,582, representing 51% of the contract price. However, this variation was not signed off by the authorized representatives of either the procuring entity or the contractor.

Section 77(4) of the Public Procurement Act of 2020 state that, “The cumulative value of contract variation and amendment shall not result in an increment of the total contract

price by more than twenty-five percent of the original contract price as prescribed, except that where the variation results in an increment exceeding twenty-five percent, the contract shall be cancelled and the procurement re-tendered.”

Contrary to the Act, the Council did not cancel and retender the contract, as no evidence of the required bidding process and selection was provided for audit. This was despite the variation of K376,582, which represented 51% of the contract price, exceeding the allowable 25% threshold.

A physical inspection carried out on 10th September 2024 revealed the following:

- The works had not been completed. The outstanding works included glazing, painting, electrical fittings inside and outside, panel doors, ironmongery, plumbing works, installation of geysers, distribution box, tile finishing. The remaining works were valued at K187,266.
- It was also observed that the contractor had put ceramic tiles instead of terrazzo as per the bill of quantity. This is despite the contractor claiming for Terrazzo of K97,011.
- There was no proof of land ownership at a new site where the hospital is being built as there was no title deed available for verification.

f. Construction of a Transit Bus Station in Mufumbwe District – Delayed Completion

On 18th April 2023, the Ministry of Finance transferred K5,000,000 for the construction of a Transit Bus Station. In this regard, on 11th August 2023, the Council awarded a contract to Transatlantic Ventures Limited for the construction of a Transit Bus Station at a contract sum of K4,454,852 with a completion period of five (5) months commencing on 31st August 2023 and ending on 31st January 2024.

The scope of works included preliminary and general items, substructure, concrete works, brick work and concrete works, carpentry, joinery and ironmongery, roofing, metal work, structural steel works, plumbing installations, electrical installation, floor, wall, ceiling finishes, painting and external works.

As at 30th September 2024, amounts totalling K1,317,233 had been paid leaving a balance of K3,137,619.

A physical inspection carried on 10th September 2024 revealed the works had not been completed as the works were at backfilling stage. The outstanding works included substructure, reinforcement and concrete, Structural steel and block work, carpentry and joinery, metal work, ironmongery, structural steel works, roofing, concrete works, plumbing installations, electrical installation, painting and decorations and external works costing K4,153,232. See in the picture below.



Transit Bus Station at Backfilling Stage

g. Management of Empowerment Grants

i. Procurement of Hammermills

On 7th March 2023, the Council awarded a contract to SARO Agro Industrial Limited for supply and delivery of eighteen (18) hammer mills at a cost of K683,100 with a delivery period of fourteen (14) days after signing of the contract.

On 3rd April 2023, an amount of K683,100 was paid and the hammermills were delivered.

A physical inspection conducted on 10th September 2024 revealed the following:

ii. Abandoned Hammer Mill Businesses

A verification conducted in September 2024 for at the cooperatives where the hammermills were delivered revealed that out of the six (6) sampled cooperatives, only one (1) hammer mill was functional and five (5) cooperatives indicated that they had a high consumption of fuel. As a result, they were not making any profits and decided to abandon the business.

A physical verification of cooperatives and clubs conducted in October 2024 and the status on the grants is as shown in Table 6 below.

Table 2: Current Status of Grants to Cooperatives

No.	Name of Cooperative / Club	Approved Project / Venture	Ward	Amount Applied K	Amount Received K	Observation/ Status of the Projects
1	Tuyukisha Womens Club	Maize & Fish farming	Chizela	40,000	18,000	<ul style="list-style-type: none"> The club intended to procure a hammermill but because the funding was less than what was applied for, they invested in Maize trading. However, the club did not maintain any records detailing the utilization of the grant or the performance of the maize business.
2	Jitotwe Womens Club	Poultry Farming	Chizela	40,000	18,000	<ul style="list-style-type: none"> Club stated that they intended to procure a Hammermill contrary to the approved purpose of poultry farming. Club stated that because they did not receive amounts applied for, they diverted into money lending, pig farming and maize trading. However, the club did not maintain any records detailing the utilization of the grant or the performance of the maize business.
3	Mufumbwe Marketers Enterprises	Poultry Farming	Kalambu	40,000	20,000	<ul style="list-style-type: none"> The Enterprise chairperson stated that they wanted to procure pigs contrary to the approved purpose of poultry farming. The club indicated that, due to not receiving the full amount requested, they distributed the grant among the ten (10) members, with each member receiving K2,000. No records were maintained by the Cooperative. The Cooperative is no longer active and members could not be traced.
4	Kapoba Enterprises	Bakery	Kalambu	40,000	25,000	<ul style="list-style-type: none"> Enterprise chairperson stated that they used the grant to expand on the existing bakery business. However, there were no records

						or expenditure details that were availed for audits.
5	Shopema Multi-Purpose Cooperative	Village Banking	Mutushi	40,000	27,000	<ul style="list-style-type: none"> Cooperative stated that because they did not receive grant in full, they diverted the grant into poultry farming. However, there were no expenditure details availed for audit. Further, no poultry facilities were made available for physical verification.
6	Mafuvu Metal Fabrication and General Dealers	Goat Rearing	Mutushi	40,000	27,000	<ul style="list-style-type: none"> Enterprise chairperson stated that they used the grant to procure goats. However, no records on how the grant was utilised or how the goat rearing business was performing were availed. Further, although the chair claimed that they currently had thirty (30) goats, the animals were not availed for physical verification.

h. Soft Loans - Failure to Provide Information for Audit – Soft Loans

Section 73(1) of the Public Finance Management Act No. 1 of 2018 requires that the Auditor General and an office holder, agent or specialist consultant authorised by the Auditor General, shall in the performance of duties under the Constitution, or any other law, have access to all books, records, returns, reports, other documents and financial management systems, in electronic or any other form, relating to the accounts of public bodies as the Auditor General considers necessary.

Contrary to the Act, the Council did not provide information, such as loan disbursement bank statements, for the CDF loans totalling K1,411,650 disbursed during the period under review. As a result, it was not possible to verify the number of beneficiaries who accessed the loans, compliance with loan repayment terms, and the status of outstanding recoveries, among other.

i. Other Matters

i. Irregular Cash Withdrawals

Ministry of Finance Treasury and Finance Management Circular No. 1 of 2022 guided Controlling officers that no cash shall be withdrawn for payment of subsistence

allowances, fuel refunds and any other allowances as these should be paid directly into the beneficiary's account.

Contrary to the Circular, the Council issued imprest in amounts totalling K1,578,507 to twenty-two (22) officers to facilitate payment of subsistence and meal allowances to other officers instead of paying directly into the beneficiaries' accounts.

Out of the K1,578,507 paid, amounts totalling K111,899 were not accounted for as there were neither acquittals attached, nor cash found on hand.

ii. Irregular Payment of Allowances to do Due Diligence on Procurement of Earth Moving Equipment

Circular reference No. MLGRD/101/22/157 dated 21st April 2023 issued by Permanent Secretary guided that for procurement of equipment, the Council should do due diligence on longevity of the life of the procured equipment. Further, attention should also be given on the availability of replacement parts and after sale service.

Contrary to the Circular, a review of the list and staff returns for seven (7) officers sent to conduct technical due diligence revealed that the officers who were paid amounts totalling K52,014 lacked the necessary expertise in heavy duty equipment.

In addition, of the K52,014 paid, K6,250 was allocated to the Director of Works, who was unable to undertake the activity and was subsequently replaced by an Architect, who also received payment for the same activity.

As of 31st October 2024, the Director of Works had not refunded the funds.

Further, there was no technical report that was availed for audit. The Council only provided an Activity Report detailing the officers' movements, companies visited and prices of equipment.

iii. Double Payment of Allowances - Servicing of Motor Vehicles

On 14th November 2023, an amount of K9,028 was paid to a Council driver as fuel and subsistence allowances to enable the officer take a motor vehicle to Kitwe for servicing. However, an additional payment of K9,028 was made to the same officer on the same date and for the same purpose, resulting in a duplicate payment.

As of 31st October 2024, the officer had not refunded the duplicate payment, and the Council had not taken any steps to recover the funds from the officer.

iv. Supply of Hammer Mills

On 9th March 2023, an amount of K15,862 was paid to the Procurement Officer as fuel and subsistence allowances to facilitate a trip to Lusaka to finalize contracts for the supply of hammer mills. However, an additional payment of K15,862 was made to the same officer on the same date and for the same purpose, resulting in a duplicate payment.

As of 31st October 2024, the officer had not refunded the duplicate payment, and the Council had not taken any steps to recover the funds from the officer.

68 Mushindamo Town Council

a. Failure to Disclose Performance Output Achievements

Section 72 (2) of the Public Finance Management Act of 2018 states, “the financial report submitted by a statutory corporation and state-owned enterprises to the appropriate Minister and the Secretary to the Treasury shall include a report on risk management, corporate governance and any other performance report.

During the period under review, the Council had five (5) approved output targets across the CDF programmes. A review of the 2023 Output Based Annual Budget, physical inspections of achieved output targets and other relevant accounting documents revealed that the Council had not disclosed the performance output achievements attained in the period under review.

b. Questionable Approval of Payment - Construction of a Bridge and Embankment at Kyambuluma and Rehabilitation of Fwemba and Kafwemba Crossing Points

On 7th July 2023, the Council awarded a contract to Orbit Engineering Limited for construction of a bridge and embankment at Kyambuluma and rehabilitation of Fwemba and Kafwemba crossing points in Kikola Ward at a contract sum of K997,403 with a

contract duration of twenty (20) weeks. The expected completion date was 8th November 2023.

A contract variation of K248,599.03 was made, which brought the total contract price to K1,246,002.

The scope of works included drainages, earthworks, pavements and ancillary road works. As at 31st December 2023, amounts totalling K1,183,702 had been paid leaving a balance of K62,300.

On 19th September 2023, the Council made a payment of K1,034,091 to Orbit Engineering Limited, reflected as Payment Certificate No. 1. However, the payment was questionable in that the memo, variation application, interim payment certificate, and measure and valuation sheet were all approved by a single individual, the Director of Works.

Further the payment voucher was not approved by the Council Secretary and it was not audited by internal auditor.

A physical verification carried out in May 2024 revealed that bridge embarkment was not stone pitched. See pictures below.



Unpitched Embarkment

c. Construction of Health Post at Kingovwa

In Paragraph 82 of the Report of the Auditor General for the financial year ended 31st December 2022, mention was made on the status of construction of Kingovwa Health Post. The outstanding works included painting and flooring as the existing floor had been removed.

On 8th August 2022, the Council awarded a contract to Shapron Construction and Logistic Limited for construction of a Health Post at a contract sum of K333,944 with a contract duration of three (3) months and expected completion date of 7th November 2022. A variation of K54,987 was made bringing the total contract price to K388,931.

The scope of works included Construction of substructure works, roofing, ironmongery, execution of carpentry and joinery, electrical and metal works, plastering of internal and external walls, glazing, painting and decoration, and external works.

As at 31st December 2023, amounts totalling K350,037.63 had been paid leaving a balance of K38,893.

A physical inspection conducted in May 2024 revealed the following issues:

- i. The newly installed floor, despite being redone, exhibited cracks.
- ii. Although the health post had been completed, it had not been officially handed over, and no security guard or caretaker was present to safeguard the property, leaving it vulnerable to vandalism.
- iii. The health post remained closed to the public due to the lack of essential facilities, including water, toilets, staff housing, and electricity.
- iv. The termites had started to build on the walls.

d. Construction of the Boys Dormitory and Ablution Block at Lamba Day Secondary

On 3rd March 2023, the Council awarded a contract to Twakasa Investment Limited for Construction of the Boys Dormitory and Ablution Block at Lamba Day Secondary at a contract sum of K1,297,345 with a contract duration of twelve (12) weeks and expected completion date of 6th July 2023.

The scope of works included construction of superstructure, roofing, ironmongery and fitting to timber, metal works, carpentry and joinery, electrical installation, floor and wall finishes, glazing, painting and decorations, and external works.

As at 31st December 2023, amounts totalling K809,284 had been paid leaving a balance of K488,062.

A physical verification carried out in May 2024 revealed the following:

i. Delayed Completion of the Project

Section (5) of the Constituency Development Fund Act No. 11 of 2018 states that “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Contrary to the Act, the project had delayed for a period of ten (10) months. Further, there was no authority for any extension that was availed for audit.

The ablution block and a dormitory have been built closer to the village and the school had no title deed. Therefore, it would be difficult to chase away encroachers.

The following works valued at K112,497.96 were still outstanding:


Ablution Block: Tiling of shower walls, rails and curtains, mirrors, glass panes, finishing of floor tiling, fixing of three (3) urinaries, four (4) doors, locks, inside painting and stones in the soakaway.

Dormitory: Twenty two (22) lockers, fitting the banker beds into the walls, finishing of inside painting, finishing floor tiling, supply of 44 6” foam king mattresses and the contractor had fitted window burglar bars with Y12 instead of Y16.

ii. Physical Verification and Status of Projects

A review and physical verification of selected community projects sampled as at 7th August, 2024 revealed the following status as shown in Table 1 below.

Table 1: Verification of Projects

No.	Constituency	Project	Contractor	Contract		Contract Sum K	Amounts Paid K	Scope of Works	Project Status & Other observations as at 21 st May 2024
				Start	End				
1	Solwezi East	Construction of girl's dormitory and ablution block at Lamba Day Secondary School	Garnets Engineering Limited	20.03.2023	03.08.2023	1,344,815	894,491	Construction of substructure works, construction of superstructure works, installation of roof, carpentry, joinery and ironmongery, electrical installation, plumbing and engineering, installation of metal works, floor and wall finishes, glazing, paint and decoration and external works	<ul style="list-style-type: none"> Two (2) bathrooms were not in use as the waste pipes had clogged.  <p><i>Bathroom Not in Use and No Curtains</i></p>

2	Solwezi East	Construction of Phase One Police Station at St Dorothy	LJL Engineering Ltd	13.03.2023	12.04.2023	2,207,930	1,990,060	Construction of substructure works, construction of superstructure works, installation of roof, ironmongery, carpentry, joinery and Ironmongery, Electrical Installation, Plumbing and engineering installation, metal works, floor and wall finishes, glazing, paint and decoration and External works.	The police station was completed and handed over. However, the notice board costing K18,000 had not been fixed.
3	Solwezi East	Construction of Skills Training Centre	JEPICO Construction Limited	10.07.2023	25.09.2023	496,800	225,858	Construction of substructure works, concrete works, masonry, installation of roof	The project was at roof level and the following works valued at K239,705 were still outstanding.

								<p>and steel roof structure, carpentry, joinery and ironmongery, metal work, electrical installation works, floor, walls and ceiling finishes, painting and decoration and external works</p>	<ul style="list-style-type: none"> • Installation of roof and steel roof structure. • Carpentry, joinery and Ironmongery. • Metal work • Electrical Installation works • Floor, walls and ceiling finishes • painting and decoration and External works <p>Further, the project had been delayed by eight (8) months and the contractor was not on site.</p>
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e. Management of Secondary School Boarding and Skills Development Bursaries

i. Wasteful Expenditure - Drop Out Students

A review of training records and a physical inspection conducted in May 2024 at Belsam Limited and Solwezi Trades Training Institute revealed that the Council had paid a total of K46,000 for seven (7) students to enroll in Truck Driving and Auto Mechanics courses, with durations ranging from two (2) months to one (1) year.

However, the students abandoned their courses after attending only a few days of classes, failing to complete their training. As of 31st August 2024, the Council had not established the reasons for their withdrawal, rendering the payments wasteful.

ii. Failure to Maintain Pupils Records - Secondary Schools

During the period under review, eight-four (84) pupils at Mushindamo Girls Secondary School and fourteen (14) pupils at Solwezi Boys Stem School were approved to pursue secondary education at a total cost of K294,000 (Mushindamo Girls - K252,000 and Solwezi Boys Stem - K42,000).

However, it was observed that the Council did not maintain records tracking students who failed to report, dropped out, or were replaced.

It was therefore not possible to ascertain how the Council and the schools were monitoring student attendance and movements.

iii. Failure to Maintain Grant Utilization Records by Cooperatives

Physical verification conducted in May 2024 of twelve (12) cooperatives in various wards who received grants in amounts totalling K235,000 revealed that they did not maintain records such as receipts for purchases, bank statements and minutes of finance meetings to demonstrate how the grants received were utilised.

It was therefore not possible to ascertain if the grants were utilised for the intended purposes.

f. Other Matters

i. Failure to Avail Activity Reports

Section (3) of amendment of paragraph 95 of the Public Finance Management (General) (Amendment) Regulations of 2023 states that an officer who travels within the Republic on duty shall be paid subsistence allowance as a direct payment receipted by an activity report by that officer.

Contrary to the Regulation, no activity reports were availed for imprest issued in amounts totalling K273,225 to twenty (20) officers for monitoring of 2023 CDF projects and inspecting and verifying CDF secondary schools and skills bursaries.

ii. Questionable Payment – Procurement of Building Materials

On 13th January 2023, an amount of K17,210 was paid to Zhikiza Enterprises Ltd for the supply of 79 pieces of timber, a door frame, three (3) window frames and 10kg wire nails for rehabilitation of Yowela Primary School.

An examination of contracts, accounting records, and other relevant documents revealed that the school was undergoing rehabilitation by Calamus Enterprises Limited under a full contract signed on 10th August 2022. As such, the payment made for the procurement of materials was questionable.

iii. Unaccounted for Procured Building Materials

On 8th February 2023, Mushindamo Town Council procured building materials consisting of three (3) pockets of cement, six (6) shatter boards, one (1) roll of plastic, 100 bars of Y12 bars, 07 x 4" wire nails and 6 x 3" wire nails at a total cost of K15,690 from Janki Construction Limited for the construction of Culverts on Kalungwishi Stream.

However, a physical verification that was conducted in May 2024 revealed that the bridge was not done and the materials procured were not accounted for.

69 Mwinilunga Town Council

a. Failure to Follow Tender Procedures

Section 60 (1 to 5) of the Public Procurement Act No. 8 of 2020 stipulates that a solicitation document shall be in the form issued by the Authority or any other document approved by the Authority and it shall contain clear instructions on the management of the procurement process and the applicable rules; a clear description of the object of the procurement in the form of a statement of requirements; a clear description of the eligibility requirements in respect of bidders and specification of documentary evidence required as proof of eligibility; the proposed form and conditions of contract or a statement of the form and conditions of contract, clearly state the methodology and criteria to be used in the evaluation of bids and the determination of the best evaluated bidder.

Contrary to the Act, a review of six (6) contracts for rehabilitation, construction of classrooms, maternity wings and bridges awarded at a total contract sum of K1,996,503 revealed that the contracts were awarded without following tender procedures as the contracts lacked supporting documents such as advertisements, bid documents, bills of quantities, evaluation reports site possession certificates, and approvals by the Attorney General. See table 1 below.

Table 1: Contracts Awarded Without Following Tender Procedures

No.	Project	Contractor	Contract Amount K	Observation
1	Construction of a Community Hall at Chibwika Central	Chana Chanama Ltd	454,118	No site possession certificate, no solicitation documents (Adverts, bid documents and evaluation reports) and no Approval from the Attorney General.
2	Construction of a staff house at Kamasombu primary school	Three Star Brothers General Dealers	277,729	The first contract price was K277,729 and later a variation to K450,000 was made. No variation authority, no bill of quantity, no site possession certificate, no solicitation documents (Adverts, bid documents and evaluation reports) and no Approval from the Attorney General.
3	Construction of health post at Kanyamisovu	Nexen Engineering Ltd	414,656	Advance payment of K82,931 was made, however, no site possession certificate, no solicitation documents

				(Adverts, bid documents and evaluation reports) were availed.
4	Construction of 1x3 classroom block at Mbaya Primary School	Carcom Zambia Ltd	450,000	K109,022 was advance payment. No contract, no bill of quantity, no site possession certificate, no solicitation documents (Adverts, bid documents and evaluation reports). Further, the contract sum was unknown as the contract was not availed for audit.
5	Construction of Maternity wing at Nyang'ombe	Zambezi Corner Enterprises Ltd	185,000	The contract was varied from K185,000 to K471,55. However, there was no variation authority that was availed.
6	Construction of 1x3 classroom block at Kampemba Secondary School.	Basis of Faith General Dealers and Construction Ltd	215,000	The contract was varied from K215,000 to 727,000 without variation authority.
	Total		1,996,503	

b. Failure to Claim Liquidated Damages from Terminated Contracts

Clause 21 and 22 of the contract states that except as provided under General Condition of Contract (GCC) clause, if the contractor fails to complete and handover the house within the stipulated contract period, the procuring entity may without prejudice to all its other remedies under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the percentage specified in the Specific Condition of Contract (SCC). Liquidated damages shall be 0.5% per day and the maximum amount for liquidated damages shall be 15%.

Contrary to the Clause, the Council had not claimed liquidated damages from five (5) companies with contract values in amounts totalling K1,924,317 which had been paid amounts totalling K591,926 but failed to complete and handover projects. See table 2 below.

Table 2: Unclaimed Liquidated Damages

No.	Project	Contractor	Termination Date	Contract Amount K	Total Payments as at 31st December 2023
1	Completion of maternity wing at Kapundu Health Post	Basilo General Dealers	04.12.2023	189,598.46	46,250.00
2	Construction of 1x3 classroom block at Matavu Primary School	Zambezi Corner Enterprises Ltd	04.12.2023	470,000.00	166,691.00
3	Construction of 1x3 classroom block at Mbaya Primary School	Carcom Zambia Limited	04.12.2023	450,000.00	157,657.00
4	Construction of 1x3 classroom block at Kalwisha Primary School	Barus Contractors and general dealers	04.12.2023	498,239.49	142,458.00
5	Construction of a staff house at Kambimba	Basilo General Dealers	04.12.2023	316,479.00	78,870.23
	Total			1,924,316.95	591,926.23

c. Irregular Charge of Value Added Tax (VAT)

Section 27 (1) of the VAT Act Chapter 331 of the Laws of Zambia stipulates that only companies that are registered for VAT can charge VAT.

Contrary to the Act, sixteen (16) companies contracted by the Council to implement projects costing K4,626,599 charged VAT in amounts totalling K638,152 despite not being registered for VAT with the Zambia Revenue Authority.

d. Irregular Payment of Allowances to Conduct Due Diligence on Procurement of Grader

Circular No. MLGRD/101/22/157 dated 21st April of 2023 stipulates that the Council should do due diligence on longevity of the life of the procured equipment. Further, attention should also be on availability of replacement parts and after sale service.

Contrary to the Circular, a review of staff returns revealed that five (5) officers who were sent to conduct technical due diligence and were paid amounts totalling K35,560 lacked speciality in heavy duty equipment.

e. Failure to Implement Projects on Electricity Provision to Public Institutions

The CDF guidelines for Local Authorities Circular No. 5 dated 27th December 2022 guides that for provision of electricity, the local authority should provide an allocation of K1,000,000 which should be used on identified public institutions of critical social economic importance both in peri urban and rural areas. The identification and development of such electrification projects should be done in liaison with the Rural Electrification Authority (REA).

Contrary to the Circular, the Council did not implement any project to do with provision of electricity during the period under review.

f. Construction of a 1x3 Classroom Block at Mbaya Primary School

On 2nd May 2023, the Council awarded a contract to Carcom Zambia Limited for the construction of a 1x3 Classroom Block at Mbaya Primary School at a contract sum of K436,086 with a completion period of three (3) months commencing on 27th May 2023 and ending on 28th August 2023.

The scope of works included substructure, concrete and masonry works, roofing, carpentry and joinery, ironmongery, metal work, flooring and wall painting, decoration and external works.

As at 31st December 2023, amounts totalling K157,657 had been paid to the Contractor leaving a balance of K278,429.

A physical inspection carried out in March 2024 revealed that the works had not been completed and the contractor had used burnt bricks instead of concrete blocks as provided for in the BOQ. The outstanding works included substructure, concrete works, masonry works, roofing and steel roofing structure, carpentry, joinery and ironmongery, metal work, floor and wall painting and decoration and external works.

Further, the contractor was not on site and the structure had been abandoned at slab level.


In addition, a review of correspondence dated 4th December 2023 revealed that the Council had terminated the contract on 4th December 2023 and the contractor had not been replaced.

g. Infrastructure Community Projects Status

A review and physical verification of selected community projects conducted in March 2024 revealed the status as documented in table 3 below.

Table 3: Status of Community Projects

No.	Constituency	Project	Contractor	Contract		Contract Sum	Amounts Paid	Scope of Works	Project Status and Other observations as at 31 st March 2024
				Start	End				
1	Mwinilunga	Construction of 1x3 Classroom Block at Kalwisha Primary School	Barus Contractors and General Dealers Ltd	31.03.2023	30.06.2023	498,239.49	99,647.90	Excavation and earth work, concrete works, masonry works, roofing and steel roofing structure, carpentry, joinery and ironmongery, metal work, floor and wall painting and decoration and external works	<ul style="list-style-type: none"> • The contractor had not been on site since November 2023. • The contractor only built up to three (3) courses and had used burnt brick instead of concrete blocks. • Although Management had indicated that the contract was terminated, no termination letter was availed for audit.

									
									<i>Incomplete and Abandoned 1x3 Classroom Block</i>
2	Mwinilunga	Construction of Staff House at Kanyikochi Rural Health Centre	Basis of Faith General Dealers and Contraction Ltd	29.10.2022	29.04.2023	309,196.62	384,078	Excavation and earth work, concrete works, masonry works, roofing and steel roofing structure, carpentry, joinery and ironmongery, metal work, floor and wall panting and decoration and external works	<ul style="list-style-type: none"> • The project had delayed and no extension authority was availed. • The following works were still outstanding; electrical fittings, repainting where plumbing pipes were fitted, installation of solar batteries.

3	Mwinilunga	Construction of a staff house at Kamasombu primary school	Three Star Brothers General Dealers	02.05.2023	02.08.2023	277,729.44	213,665	Excavation and earth work, concrete works, masonry works, roofing and steel roofing structure, carpentry, joinery and ironmongery, metal work, floor and wall panting and decoration and external works	<ul style="list-style-type: none"> • There was only a caretaker at the site and no works were going on. • The contract had delayed by seven (7) months. • The contractor had used burnt bricks instead of concrete blocks as per contract. • The following works were outstanding. Flooring, glazing, ceiling, electrical fittings, painting, doors and locks, septic tank, soakaway, spoon drain, sanitary fitting, and kitchen sink.
4	Mwinilunga	Rehabilitation of the mothers shelter at Mwinilunga	Gania Investments Limited	15.06.2023	14.08.2023	107,461.25	99,338	Electrical Installations, renovations, water connections and Zesco connections.	<ul style="list-style-type: none"> • Although the renovations and electrical installations were done, the mother's shelter was

		District Hospital							<p>not in use in that the building had not been connected to Zesco at a cost of K4,500.</p> <ul style="list-style-type: none"> As at the time of verification, Zesco quotation was not processed seven months after completion of renovations.
5	Mwinilunga	Construction of Chibwika Community Hall	Chanaa Chanyama Investment Limited	29.12.2022	30.03.2023	454,118.35	65,269.62	Substructure, concrete works, masonry works, roofing and steel roofing structure, carpentry, joinery and ironmongery, metal work, floor and wall panting and decoration and external works	<ul style="list-style-type: none"> The contractor was not on site. The box was done with burnt bricks, without brick force wire and did not compact, hence management terminated the contract due to poor workmanship. The cost of the works done as per BOQ were K32,120 but was paid

									<p>K65,270 resulting in an over payment of K33,150. As at 31st October 2024, the funds had not been recovered.</p> <ul style="list-style-type: none"> • The box was overgrown with grass and may need to be demolished due to poor workmanship. • Although management indicated that they have terminated the contract, not evidence of termination was availed.
6	Mwinilunga	Basilo General Dealers	Construction of staff house at Kambimba	04.01.2023	04.05.2023	316,479	78,870	Excavation and earth work, concrete works, masonry works, roofing and steel roofing	<ul style="list-style-type: none"> • The contractor was not on site and only a box had been done. • No termination letter was availed for audit.

			Primary school					structure, carpentry, joinery and ironmongery, metal work, floor and wall painting and decoration and external works	
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Although three (3) projects were not supported by relevant documents such as contracts, bill of quantity, site handover certificate and solicitation documents, their status was as follows: See table 4 below.

Table 4: Status of Community Projects

No.	Constituency	Project	Contractor	Contractual Amounts Per IPCs as	Amounts Paid K	Project Status and Other Observations as at 31 st October 2024
1	Mwinilunga	Construction of maternity wing at Nyang'ombe Health Centre	Zambezi Corner Enterprises Ltd	450,000	422,327	No Contract and BOQ were availed. The contractor was not on site and the following works were outstanding; painting, electrical fittings, septic and soakaway, glazing, ceiling, flooring, three (3) door frames, doors and locks. The contractor used burnt bricks instead of concrete blocks.
2	Mwinilunga	construction of Kampemba 1x3 classroom block	Kabmace Enterprise	450,000	448,765	<ul style="list-style-type: none"> No contract and BOQ were availed. The balance owed to the contractor as of 31st March 2024 was K1,205 and retention was K22,500. The contractor had been paid 99.73% of the total contract price with the following works still outstanding; painting, boards, doors and locks and external works (concrete apron). One of the classrooms had cracked floor. <p>As at 31st October 2024, the project had not been completed.</p>
3	Mwinilunga	Zambezi Corner Enterprises Ltd	Construction of Maternity wing at Nyang'ombe	185,000	422,327	<ul style="list-style-type: none"> No contract and BOQ were availed. The contractor had been overpaid by K237,327. The value of outstanding works could not be ascertained as the BOQ was not availed and no Progress Reports were prepared.

h. Selection of Ineligible Learners

Guideline 5.3.4.1 (J) of the CDF Guidelines, 2022 on eligibility criteria for Secondary Boarding School bursaries stipulate that eligible learners will be those whose parents or guardians have no reliable source of income.

A physical verification and inquiries made from pupils on 29th March 2024 at Mwinilunga Boarding School revealed that twenty three (23) pupils whose parents were in formal employment were selected for bursaries and amounts totalling K69,000 were paid.

70 Solwezi Municipal Council

a. Failure to Implement Projects on Electricity Provision to Public Institutions

The CDF guidelines for Local Authorities Circular No. 5 guides that for provision of electricity, the local authority should provide an allocation of K1,000,000 which should be used on identified public institutions of critical social economic importance both in peri urban and rural areas. The identification and development of such electrification projects should be done in liaison with the Rural Electrification Authority (REA).

Contrary to the Circular, the Council did not implement any project for provision of electricity during the period under review.

b. Construction of a Double Storey 2x3 Classroom Block at Mushitala Secondary School

On 23rd January 2023, the Council engaged Sydmak Operations Limited for the construction of a Double Storey 2x3 classroom block at Mushitala Secondary School at a contract sum of K1,250,000 with a completion period of four (4) months commencing on 11th February 2023 and ending on 12th June 2023.

The scope of works included general site works, concrete works, brick and blockworks, roofing, steel works, carpentry and joinery, ironmongery, metal works, electrical installation, floor and wall finishes, glazing, painting and decorations and external works.

On 17th February 2023, the contractor wrote to the Council requesting for variation to the contract as the Council had introduced new works in addition to the initial bill of quantities.

The new scope of works included dimension clash, lower ring beam layout clashing with the first-floor beam layout, grind system disparity in horizontal grid labelling between architectural and structural drawings, and ring beams.

The cost of variation was K663,744, bringing the total revised contract sum to K1,883,744.

As at 31st December 2023, amounts totalling K833,842 had been paid leaving a balance of K1,049,902.

The following were observed:

i. Questionable Award and Variation of Contract

Section 56 (1) of the Public Procurement Act No. 8 of 2020 states, “A procuring entity shall document procurement requirements prior to the commencement of any procurement proceedings, recording the goods, works or services required and the estimated value.”

Regulation 218 (6) of the Public Procurement (General) Regulations of 2020 states, “The cumulative value of contract variations and amendments shall not result in an increment of the total contract price by more than twenty five percent of the original contract price.”

A review of bidding documents, financial evaluation report and other documents revealed that the final bid was K1,349,893. On 23rd January 2023, the contractor gave the Council a discount of K99,445 which reduced the contract sum to K1,250,000.

In addition, on 17th February 2023, the contractor notified the Council about omissions in the drawings which were a requirement for the execution of works. On 24th February 2023, the contractor gave notice of contract variation to the Council.

In a letter dated 25th January 2024, the contract sum was revised to K4,366,414 from K1,300,000 representing 236% of the initial contract sum.

Contrary to the Act, the variation to the engineer's estimate was made after contract award and the initial estimate of K1,300,000 omitted works which were critical to the construction of the double storey 2x3 classroom block. In this regard, the decision to vary the engineer's estimate should have been made prior to award of the contract in order to allow all the bidders to participate in the bid.

In addition, the variation to the contract by 236% of the initial contract sum was contrary to the Regulations as it was in excess of the prescribed threshold of 25% of the original contract sum.

ii. Irregular Payment of Variation

Regulation 218 (3) of Public Procurement Regulations, 2022 states, "A variation to a contract shall only be valid when signed by authorised representatives of both the procuring entity and the supplier."

In addition, clause 5 of the contract also stipulates that no amendment or variation to the agreement should be valid unless such amendments or variations are in writing and signed by duly authorised representatives of each party.

Contrary to the Regulation and contract clause, the Council made a payment in amounts totalling K319,550 (25.6% of contract price) to Sydmak Operations Limited without the variation being signed by both the authorised representatives of the procuring entity and the contractor.

Further, Section 213 (1) of Public Procurement Regulations of 2022 requires that a controlling officer or chief executive officer appoint a member of staff of the procuring entity as the contract manager for every contract awarded, except that, where a contract is particularly large or complex, the controlling officer or chief executive officer shall appoint a team of staff to manage the contract.

However, there was no evidence that the contract manager was appointed.

iii. Questionable Payment to a Contractor

On 1st June 2023, the Council made a payment to the contractor amounting to K521,342 as Interim Payment Certificate (IPC) No.1.

However, the payment was questionable due to lack of segregation of duties in that the memo was generated and approved by the same Director Engineering and the

same Director Engineering approved interim payment certificate which had an irregular variation that was equivalent to advance payment.

iv. Failure to Complete Works

A physical inspection conducted in February 2024 revealed that only a slab with a cost of K481,381 as per BOQ was completed.

However, brickwork and blockworks, roofing, steel works, carpentry and joinery, ironmongery, metal works, electrical installation, floor and wall finishing, glazing, painting and decorations and external works all valued at K768,619 were outstanding. See picture below.



Slab Done at Mushitala Sec School for 2x3 Storey Block

Further, the contractor was not on-site as of March 2024.

c. Construction of a Double Storey 2x3 Classroom Block at Kikombe Secondary School

On 3rd January 2023, the Council awarded a contract to Woodmead Business Systems Limited for Construction of a Double Storey 2x3 Classroom block at Kikombe Secondary School a contract sum of K1,250,000 with a completion period of three (3) months commencing on 16th February 2023 and ending on 17th May 2023. On 11th May 2023 the contract was varied by K329,547 bringing the total revised contract sum to K1,579,547.

The scope of works included general site works, concrete works, brickwork and blockworks, roofing, steel works, carpentry and joinery, ironmongery, metal works, electrical installation, floor and wall finishing, glazing, painting, decorations and external works.

On 11th May 2023, the contractor wrote to the Council requesting for a variation to the contract as the Council had introduced new works which were not in the initial drawings.

The scope of works in the new drawing included reinforcement of substructure, reinforcement of foundation, reinforcement of column, steel reinforcement for beams, and reinforcement of first floor slab and lower ring beam.

As at 31st May 2023, amounts totalling K658,275 had been paid leaving a balance of K921,271.

The following were observed:

i. Questionable Engineer’s Estimate and Award of Contract

Section 56 (1) of the Public Procurement Act No. 8 of 2020 states, “A procuring entity shall document procurement requirements prior to the commencement of any procurement proceedings, recording the goods, works or services required and the estimated value.”

On 9th March 2023, the contractor notified the Council about omissions from the drawings which were a requirement for the execution of works. On 11th May 2023, the contractor gave notice of variation and the Council approved the variation.

In addition, in a letter dated 25th January 2024, the engineers’ estimate to complete the project was revised to K3,400,000 from K1,250,000.

Contrary to the Act, the variation to the engineer’s estimate was made after contract award and the initial estimate of K1,250,000 omitted works which were critical to the construction of a double storey 2x3 classroom block. In this regard, the decision to vary the engineer’s estimate should have been made prior to award of the contract in order to allow all successful bidders to participate in the bid.

ii. Unauthorised Contract Variation

Regulation 218 (3) of the Public Procurement Regulations of 2022 states, “a variation to a contract shall only be valid when signed by authorised representatives of both the procuring entity and the supplier.”

Further, part 5 of the contract states that no amendment or variation of the agreement shall be valid unless such amendments or variations are in writing and signed by duly authorised representatives of each part.

Contrary to the Regulation and Contract clause, the Council made a payment with respect to a variation to the contract of K283,615 (22.7% of contract price) without a variation being signed by both the authorised representatives of the procuring entity and the contractor.

Further, Regulation 213 (1) of Public Procurement Regulations of 2022 states, “A Controlling Officer or Chief Executive Officer appoint a member of staff of the procuring entity as the contract manager for every contract awarded, except that where a contract is particularly large or complex, the controlling officer or chief executive officer shall appoint a team of staff to manage the contract.”

Contrary to the Regulation, there was no evidence that a Contract Manager was appointed.

iii. Failure to Complete Works

A physical inspection conducted in February 2024 revealed that works had not been completed. The outstanding works included brick and blockworks, roofing, steel works, carpentry and joinery, ironmongery, metal works, electrical installation, floor and wall finishes, glazing, painting and decorations, and external works all valued at K591,725.

As at 30th April 2023, the contractor was not on site. See picture below.



Incomplete 2x3 Storey block

d. Delayed Construction of a 1x3 Classroom Block at Mashimpi Primary School

On 6th December 2022, the Council awarded a contract to Nyejack Investment Limited for the construction of a 1x3 Classroom Block at Mashimpi Primary School at a contract

sum of K540,745 with a completion period of twelve (12) weeks commencing on 14th December 2022 and ending on 8th March 2023.

The scope of works included substructure, concrete and masonry works, roofing, carpentry and joinery, ironmongery, metal work, flooring and wall painting, decoration and external works.

The contract was extended by two (2) months with a completion date of 14th May 2023.

As at 29th August 2023, amounts totalling K199,795 had been paid to the contractor leaving a balance of K340,950. Included in the payment of K199,795 was an advance payment of K135,186.

A physical verification carried out in March 2024 revealed that works had not been completed. In addition, the contractor was not on site.

In addition, a review of correspondence dated 29th August 2023 revealed that the Council had terminated the contract with Nyejack Investment Limited on 29th August 2023.

e. Failure to Claim Liquidated Damages from Terminated Contracts

Clause 21 and 22 of the contract states that except as provided under General Condition of Contract (GCC) clause, if the contractor fails to complete and handover the classroom block within the stipulated contract period, the procuring entity may without prejudice to all its other remedies under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the percentage specified in the Specific Condition of Contract (SCC). Liquidated damages shall be 0.5% per day and the maximum amount for liquidated damages shall be 15%.

The Legal Department calculated liquidated damages amounting to K995,712 in letters dated 29th August, 7th September, 5th September and 7th December 2023, and communicated to the contractor.

Contrary to the Clause, the Council had not claimed liquidated damages in amounts totalling K995,712 against the seven (7) contracts that were terminated in 2023. See table 1 below.

Table 1: Unclaimed Liquidated Damages

No.	Contractor	Project Name	Contract Amount K	Liquidated Damages K
1	Pevide Enterprise Limited	Construction of 1x3 classroom block at Kandundu Primary School	590,599.80	174,539.93
2	Nyejack Investment Limited	Construction of 1x3 classroom block at Mashimpi Primary School	540,744.75	196,801.24
3	Shapron Constructions and logistics limited	Construction of 1x3 classroom block at St. Francis Primary School	605,023.60	207,354.54
4	Shumbaland Surgich Investment Limited	Construction of 1x3 classroom block at Kakombe Primary School	640,699.05	158,546.51
5	G and K Investment Limited	Construction of 1x3 classroom block at Mayonde Primary School	600,000.00	154,035.00
6	Baraka Traders	Construction of 1x3 classroom block at Kazhiba Primary School	600,000.00	104,435.00
	Total			995,712.22

Further, Section 95 (1) and 96 (g) of the Public Procurement Act No. 8 of 2020 stipulates that the Authority may, on its own motion or on the recommendation of an investigative agency, procuring entity or institution, suspend a bidder or supplier from participating in public procurement on the grounds specified in Section 96 and that a bidder or supplier shall be suspended from participating in procurement where the bidder or supplier has non-performance or under performance of contractual obligations except that the non-performance or under performance is not due to any force majeure.

Contrary to the Act, the Council had not recommended six (6) companies to Zambia Public Procurement Authority for suspension due to non-performance/under performance of contractual obligations.

f. Allocation of Community Projects Funds by CDF Committee without Criteria

Section 56 (1) of the Public Procurement Act No. 8 of 2020 states, “A procuring entity shall document procurement requirements prior to the commencement of any procurement proceedings, recording the goods, works or services required and the estimated value.”

During the period under review, the Council awarded three (3) contracts in amounts totalling K3,105,024 to three (3) contractors. However, a review of the engineer’s estimates revealed that the initial estimates were below the contract sums by amounts totalling K4,416,232. Consequently, the extra cost for the three (3) sampled projects due to under allocation of funds was K4,416,232.

As at 31st August 2024, the Council paid amounts totalling K1,643,373 to the contractors leaving a balance of K5,877,883. See table 2 below.

Table 2: Additional Cost as a Result of Under Allocation of Funds to Projects


No.	Contractor	Project Name	Revised Engineers Estimate K	Initial Contract Amount K	Variance K	Amounts Paid as at 31.08.2024 K	Revised Contract Sum K
1	Shapron Constructions and logistics limited	Construction of 1x3 classroom block at st Francis Primary School	721,256	605,024	116,232	151,256	721,256
2	Woodmead Business Systems Ltd	Construction of 2x3 double storey classroom block at Kikombe Secondary School	3,400,000	1,250,000	2,150,000	658,275	3,400,000
3	Sydmak Operations Ltd	Construction of 2x3 double storey classroom block at Mushitala Secondary School	3,400,000	1,250,000	2,150,000	833,842	3,400,000
	Total		7,521,256	3,105,024	4,416,232	1,643,373	7,521,256


g. Infrastructure Community Project Status


A review and physical verification carried out on 29th February 2024 of selected community projects revealed the following: See table 3 below.

Table 3: Status of Community Projects


No.	Constituency	Project	Contractor	Contract		Contract Sum K	Amounts Paid K	Balance K	Scope of Works	Project Status & Other observations as at 22 nd February 2023
				Start	End					
1	Solwezi West	Construction of 1x3 Classroom Block at Mayonde Primary	G and K Investment Ltd	21.02.2023	21.05.2023	600,000	232,327	367,673	<ul style="list-style-type: none"> • General site works • Concrete works • Brick and blockworks • Roofing • Steel works • Carpentry and Joinery • Ironmongery • Metal works • Electrical installation • Floor and wall finishes • Glazing • Painting and decorations and external works. 	<ul style="list-style-type: none"> • The 1x3 Classroom block was at ring beam level • The contractor had not been on site since September 2023
2	Solwezi West	Construction of 1x3 Classroom Block at St. Francis Secondary School	Shapron Construction Ltd	19.12.2022	20.02.2023	605,024	151,256	453,768	<ul style="list-style-type: none"> • Excavations and Earthworks • Concrete works • Brick and blockworks • Roofing • Steel works, carpentry and Joinery • Ironmongery 	<p>The foundation box had been constructed at a cost of K34,655. However, the advance payment of K116,601 had not been recovered by the Council as at 31st August 2024.</p> <p>The Contractor abandoned the project in 2022.</p>


									<ul style="list-style-type: none"> • Metal works • Electrical installation • Floor and wall finishing • Glazing • Painting and decorations and external works. 	 <p><i>Incomplete 1x3 CRB</i></p>
3	Solwezi West	Construction of 1x3 Classroom Block at Kakombe Secondary School	Shumbaland Surgitee Investment	22.12.2022	22.03.2023	640,699.50	271,741.66	368,957.84	<ul style="list-style-type: none"> • Mobilisation Manpower/Equipment - • Site preparation • Excavation works • Concrete works • Brick and block work • Back filling and compaction • Casting of concrete slab c/w formwork and curing • Plastering, electric installations • Plumbing installations • Ceiling installations • Floor and finishes c/w tiling • Painting and external works. 	<p>The Contractor abandoned the project and was last seen on site in 2022.</p> <p>The classroom was at ring beam level.</p>

4	Solwezi East	Completion of 1x3 at Kazhiba Primary School	Baraka Trading and Contractors Ltd	27.02.2023	22.05.2023	600,000	150,000	450,000	<ul style="list-style-type: none"> • Excavations and earthworks • Concrete works • Brick and blockworks • Roofing • Steel works, carpentry and joinery • Ironmongery • Metal works • Electrical installation • Floor and wall finishes • Glazing • Painting and decorations and external works. 	<p>The project was at slab level. The total cost for construction of slab as per Bill of Quantities was K135,565 leaving a balance of K14,435 unrecovered. In addition, the contractor had abandoned the project.</p>  <p><i>Abandoned project at slab level</i></p>
6	Solwezi East	Construction of a staff house at Mulenga Clinic	Mbindawina Engineering and Supply Ltd	16.12.2022	16.03.2023	318,629	257,315	61,314	<ul style="list-style-type: none"> • Excavations and earthworks • Concrete works • brick and blockworks • Roofing • Steel works • Carpentry and joinery • Ironmongery • Metal works • Electrical installation • Floor and wall finishes 	<p>The house had been completed but not yet handed over. However, the following were observed:</p> <ul style="list-style-type: none"> • The ceiling in both bedrooms had sagged • The bathroom and toilet fittings had not been installed. • The floor had cracked.

									<ul style="list-style-type: none"> • Glazing • Painting decorations and external works. 	 <p><i>Sagged Ceiling Board</i></p>
7	Solwezi East	Construction Of 1x3 Classroom at Kyafukuma Secondary School	Muleh Commercial Ltd	16.02.2023	16.06.2023	502,240	445,565	56,675	<ul style="list-style-type: none"> • Excavations and earthworks • Concrete works • Brick and blockworks • Roofing • Steel works • Carpentry and joinery • Ironmongery • Metal works • Electrical installation • Floor and wall finishes • Glazing • Painting decorations and external works. 	<ul style="list-style-type: none"> • The project had not been completed by a delayed period of eight (8) months. The outstanding works included glazing, painting, installation of chalk and notice boards, doors and locks and electrical fittings. • As at 28th February 2023, the Council owed amounts totalling K56,675 to the contractor out of which K50,224 was retention leaving a balance of K6,451. • However, the cost of outstanding works was K61,800.
8	Solwezi East	Construction of a Laboratory at Mitukutuku Secondary	Manlut Investment Limited	13.02.2023	19.05.2023	600,000	251,437	348,563	<ul style="list-style-type: none"> • General site works • Concrete works • Brick and blockworks • Roofing 	<p>The works had not been completed. The outstanding works included the following:</p> <ul style="list-style-type: none"> • Roofing

									<ul style="list-style-type: none"> • Steel works • Carpentry and joinery • Ironmongery • Metal works • Electrical installation • Floor and wall finishes • Glazing • Painting and decorations and external works 	<ul style="list-style-type: none"> • Window and window frames • Door and door frames • Locks • Grill doors • Electrical installation • Floor and ceiling finishes • External works <p>The total cost for remaining works was K348,562.</p>
9	Solwezi East	Construction of 1x3 Classroom Block at Mitukutuku Secondary	Mumusa Business Solutions	26.07.2022	02.04.2023	498,225	212,459	285,766	<ul style="list-style-type: none"> • Excavations and earthworks • Concrete works • Brick and blockworks • Roofing • Steel works • Carpentry and joinery • Ironmongery • Metal works • Electrical installation • Floor and wall finishes • Glazing • Painting and decorations and external works. 	<p>The project had not been completed. The following works were outstanding:</p> <ul style="list-style-type: none"> • Windowpanes and frames • Doors and door frames • Mortice Locks • Grill doors • Electrical installation <p>In addition, the floor was poorly done in that it had developed cracks. The contractor was not on site.</p> <p>The total cost for the remaining works was K285,766.</p>

10	Solwezi East	Construction of 1x3 classroom block at Kawama B Primary School	Barus Contractor and General Dealers	19.10.2023	21.02.2024	600,000	150,000	450,000	<ul style="list-style-type: none"> Excavations and earthworks Concrete works Brick and blockworks Roofing Steel works Carpentry and joinery Ironmongery Metal works Electrical installation Floor and wall finishes Glazing Painting, decorations and external works 	<p>A physical verification carried out on 29th February 2024 revealed that the project had not been completed.</p> <p>The following was observed:</p> <ul style="list-style-type: none"> The structure was at slab level The contract expired on 21st February 2024 and had not been renewed  <p><i>1x3 structure at slab level</i></p>
11	Solwezi East	Construction of 1x3 Class room block at Kandundu Primary School	Pevid Enterprises	09.12.2022	09.03.2023	590,600	233,079	357,521	<ul style="list-style-type: none"> Mobilisation-Manpower/Equipment Site preparation Excavation works Concrete works Brick and block works Back filling and compaction Casting of concrete slab c/w formwork and curing Plastering 	<p>A physical inspection conducted on 29th February 2024 revealed that the contractor had abandoned the site and the 1x3 Classroom block was at slab level and the works had not been completed for a delayed period of fourteen (14) months.</p> <p>A scrutiny of payments revealed that the total cost for construction of the slab and materials on site was K200,029. However, an advance payment of K233,079 was made to the contractor</p>

									<ul style="list-style-type: none"> • Electrical installations • Plumbing installations • Ceiling installations • Floor and Wall finishes, • Tiling • Painting and external works. 	<p>resulting in an overpayment of K33,051.</p> <p>As at 31st August 2024, the overpayment had not been recovered.</p>
12	Solwezi East	Construction of 1x3 Classroom at Kimale Secondary School	Proland Contractors	03.01.2023	25.04.2023	554,101	353,340	200,761	<ul style="list-style-type: none"> • Excavations and earthworks • Concrete works • Brick and blockworks • Roofing • Steel works • Carpentry and joinery • Ironmongery • Metal works • Electrical installation • Floor and wall finishes • Glazing • Painting, • Decorations and external works 	<p>A physical verification conducted on 29th February 2024 revealed that works had not been completed for a delayed period of thirteen (13) months.</p> <p>The following were observed:</p> <ul style="list-style-type: none"> • The contractor was not on site. See pictures below.  <p><i>Incomplete 1x3 classroom block</i></p> <p>The outstanding works included the following:</p> <ul style="list-style-type: none"> • Completion of roof

										<ul style="list-style-type: none">• Installation of windows and door frames,• Glazing• Flooring• Completion of tubing and electricals.• External works.
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h. Management of CDF Grants - Irregular Payment of Grants

Guideline 5.2.4 of CDF Guidelines, 2020 states, “The Youth, Women and Community shall be eligible to access an empowerment grant upon satisfaction of the following criteria: (a) the Cooperatives, Clubs, Associations and Organised Groups; (i) must have a minimum of ten (10) members; (ii) proof of a bank account or mobile wallet registered for the group.”

Contrary to the Guidelines, the Council paid amounts totalling K80,000 to four (4) cooperatives as empowerment grants.

A physical verification of projects carried out in February 2024, revealed the following:

No.	Cooperative	Approved Project	Ward	Amount Received K	Observation/ Status of the Projects
1	Lesu Atupe Mana Multipurpose	Village Chicken Rearing	Tuwvanganai	20,000	Interviews conducted with cooperative members revealed that the project had not been implemented despite amounts totalling K11,000 being spent leaving a balance of K9,000. In addition, the utilisation of K11,000 by the cooperative members was not accounted for and there was no documentation availed for audit to confirm the existence of the balance of K9,000.
2	Ayanda Kazeyako	Mobile Money	Tuwvanganai	20,000	Interviews with cooperative members revealed that the project was changed from mobile money services to chicken rearing and later to the procurement of a motor bike. However, ownership of the motor bike could not be verified as no documentation was availed for audit.
3	Nsulo Yamutende MPC	Farming	Kyalalankuba	20,000	<ul style="list-style-type: none"> The group had invested K5,000 in maize farming. Amounts totalling K4,500 had been invested in village banking.

					<ul style="list-style-type: none"> The balance of K10,500 could not be accounted.
4	Lushimuno Fashions	Boutique	Kyalalankuba	20,000	A discussion with the ward chairman reviewed that the members of the cooperative shared the grant amongst themselves and there was no evidence to show that the project was implemented.

i. Management of Soft Loans

i. Failure to Spend Funds

During the period under review, the Council received 157 (2022 - 76 and 2023 - 81) applications for soft loans from various groups, out of which 133 were approved. As at 31st December 2023, amounts totalling K5,934,135 (2022 – K2,706,350 and 2023 – K3,227,785) were allocated.

However, as at 31st December 2023, the Council had paid out soft loans in amounts totalling K4,376,605 leaving a balance of K1,557,530 (2022 – K1,090,538 and 2023 – K466,992) unutilised.

ii. Failure to Utilise Interest Earned

Guideline No. 4.3.2 (d) of the CDF Guidelines states, “The interest earned on the revolving bank account shall be retained and used as part of the revolving fund.”

Contrary to the guideline, amounts totalling K54,704 earned as bank interest from the revolving fund account had not been utilised as of 29th February 2024.

j. Other Accounting Irregularities

i. Irregular Cash Withdrawals

Treasury and Finance Management Circular No. 1 of 2022 guided Controlling officers that no cash shall be withdrawn for payment of subsistence allowances, fuel refunds and any other allowances as these should be paid directly into the beneficiary’s account.

Contrary to the Circular, amounts totalling K507,281 were issued as imprest to thirteen (13) officers to facilitate for payment of subsistence, meal and sitting

allowances to other officers instead of paying directly into the beneficiaries' accounts.

Further, out of the K507,281, amounts totalling K55,373 were not accounted for as there was no evidence of acquittal.

ii. Irregular Charge of Value Added Tax (VAT)

Section 27 (1) of the VAT Act Chapter 331 of the Laws of Zambia requires that only companies that are registered for VAT can charge VAT.

Contrary to the Act, twenty-three (23) companies contracted by the Council to complete twenty three (23) projects costing K8,216,785 charged VAT in amounts totalling K1,166,443 despite not being registered for VAT with Zambia Revenue Authority.

71 Zambezi Town Council

71.1 Zambezi East Constituency

a. Delayed Completion of Construction of 1x3 Classroom Block at Chileng'a Secondary School in Chileng'a Ward

On 29th December 2023, Zambezi Town Council engaged Coleman Resources Limited for the construction of a 1x3 Classroom Block at Chileng'a Secondary School at a contract price of K927,546 for a duration of sixteen (16) weeks from 29th December 2023 to 26th April 2024.

The scope of works included the construction of sub-structure, concrete, masonry works, roofing, steel structural, carpentry and joinery, ironmongery, metal work, electrical installation works, floor finishes, wall finishes, glazing, painting, decoration and external works.

As at 31st August 2024, the contractor had been paid amounts totalling K530,624 leaving a balance of K396,921.

A physical inspection of the project carried out in October 2024 revealed that the works had not been completed twenty (20) weeks after the expected completion date with only

sub-structure, concrete, masonry works done. The outstanding works included roofing, steel structural, carpentry and joinery, ironmongery, metal work, electrical installation works, floor finishes, wall finishes, glazing, painting, decoration and external works all valued at K396,921. See picture below.



Uncompleted 1x3 Classroom block at Chileng'a Secondary School

Further, there was no clause on Liquidated Damages included in the contract to address challenges of non-performance or failure to deliver the contract on time. As a result, the Council could not invoke any clause against the contractor for failure to execute the works.

b. Stalled Project - Construction of Kayisaka Health Post

On 20th March 2023, Zambezi Town Council engaged Brenice Business Venture of Zambezi to construct Kayisaka Health Post in Dipalata Ward at a contract sum of K332,540 for a duration of sixteen (16) weeks from 20th March 2023 to 31st July 2023.

The scope of works included construction of substructure, concrete and brick work, roofing, carpentry, joinery, ironmongery, plumbing installations, metal works, floor, wall and ceiling finishes, glazing, painting and decorations.

As at 29th July 2024, the contractor had been paid amounts totalling K226,151 leaving a balance of K106,389.

A physical inspection of the project carried out in October 2024 revealed that the project had not been completed twenty-one (21) months after the expected completion date with only the sub-structure and super structure done up to gable level.

The outstanding works included roofing, carpentry, joinery, ironmongery, floor and wall finishes, sanitary fittings, glazing, electrical, ceilings and painting, decorating. *See picture below.*



Incomplete Kayisaka Health Post at gable level

The Council terminated the contract on 17th February 2024 due to non-performance by the contractor. On 31st August 2024, Zambezi Town Council engaged Gronimo Enterprises of Zambezi to complete the construction of Kayisaka Health Post in Dipalata Ward at a contract sum of K870,060. The contract was for a period of six (6) weeks starting from 31st August 2024. The scope of works included block work, roofing, ceiling, roofing frame, joinery and iron mongery, floor wall finishes and sanitary fittings, glazing, electrical, painting and decorations. As of October 2024, the new contractor had not been paid any amount.

Further, there was no clause on Liquidated Damages included in the contract to address challenges of non-performance or failure to deliver the contract on time. As a result, the Council could not invoke any clause against the contractor for failure to execute the works.

c. Delayed Completion of Construction of Kanunu Health Post

On 16th October 2023, Zambezi Town Council engaged Maklas Construction and General Dealers to construct a health post at Kanunu at a contract sum of K809,802 for a duration of twelve (12) weeks starting from 16th October 2023 to 5th January 2024 with an approved contract extension period of up to 9th June 2024.

The scope of works included construction of the substructure, concrete works, masonry work, roof installation, carpentry, joinery, ironmongery, metal work, floor and wall finishes, painting, decoration and external works.

As at 28th September 2024, the contractor had been paid amounts totalling K372,196 leaving a balance of K437,606.

A physical inspection of the project carried out in October 2024 revealed that the project had not been completed fifteen (15) weeks after the expected completion date.

The outstanding works included carpentry, joinery, ironmongery, metal work, electrical installation works, floor and wall finishes, painting, decoration and external works valued at K437,606 and no claim for liquidated damages was made in respect of the delayed works. See pictures below.



Uncompleted Kanunu Health Post

71.2 Zambezi West Constituency - Construction of a Health Post at Livanga

On 16th October 2023, the Council engaged Zambi Munene Enterprises for the construction of a Health Post at Livanga at a contract price of K671,639 with a duration of seventeen (17) weeks commencing on 23rd November 2023 and ending on 21st March 2024.

The scope of works included excavation of foundation trench, construction of substructure, concrete work, construction of super structure, roofing, plastering and fixing of windows and door frames, floor and wall finishing, glazing, painting, excavation and construction of septic tank and soak away.

As at 6th August 2024, the contractor had been paid amounts totalling K443,259 leaving a balance of K228,380.

A physical inspection of the project carried out in October, 2024 revealed that works had not been completed fourteen (14) weeks after the expected completion date. The outstanding works included plastering, ceiling boards, fitting of doors, sanitary fittings, painting, decorating, plastering, electrical installations and plumbing works costing K228,380. See pictures below.



Unfinished Livanga Health Post

It was further observed that there was poor workmanship as the plastered wall had developed cracks. See picture below.



Cracked Plastered Wall

However, no claims had been made by the Council for delayed works and poor performance of the contract.

NORTHERN PROVINCE

72 Chilubi Town Council

a. Lack of Project Identification Documents

Guideline 5.1.2 of the CDF Guidelines stipulates that the project identification processes require Ward Development Committees (WDCs) to prepare project lists with input from the zones. The projects are required to be in line with the Ward Development Plan, Integrated Development Plan (IDP) or any other local development framework. In addition, the projects lists must be supported by the following:

- Project Application Forms
- Signed Minutes of the Zonal Assembly Meeting

- Signed Minutes of the Ward Development Executive Committee Meeting

The CDFC only considers applications signed by the Ward Development Committee Chairperson.

Contrary to the requirement, eighteen (18) projects costing K7,151,352 were approved and recommended by the CDF committee without signed minutes from the Zonal Assembly meetings and Ward Development Committees.

b. Irregular Amendment/Variation without Approval

Section 77 (1) and (2) of the Public Procurement Act No. 8 of 2020 states, “an amendment or variation to a contract shall not be effected without the approval of the Treasury and the legal advice of the Attorney-General; and subject to sub section (1), a proposed amendment or variation to a contract shall not be submitted to the Attorney-General without prior written authorisation of the appropriate approvals authority.”

Contrary to the Act, the Council amended fifteen (15) contracts from K6,166,879 to K6,403,688 without written authorisation of the appropriate approvals authority and the approval of the Treasury and the legal advice of the Attorney General. See table 1 below.

Table 1: Amended Contracts

No.	Project	Contract Price K	Variation K	Amended Contract Price K
1	Construction of 1x3 CRB at Kapampa Primary School	524,516	17,280	541,796
2	Construction of 1x3 CRB at Tandabube Community School	531,500	16,900	548,400
3	Construction of 1x3 CRB at Mofu Primary School	518,574	16,900	535,474
4	Construction of 1x3 CRB at Chembe Primary School	493,626	16,900	510,526
5	Construction of 1x2 CRB at Kasali Primary School	330,989	20,989	351,978
6	Construction of 1x3 CRB at Chitupila Primary School	526,297	16,900	543,197
7	Construction of Rural Health Post at Maela	386,960	15,470	402,430
8	Construction of Rural Health Post at Mutimba	391,051	12,730	403,781
9	Construction of Rural Health Post at Mwape Kalunga	313,258	8,470	321,728
10	Construction of Rural Health Post at Misuse	395,000	12,470	407,470
11	Construction of Rural Health Post at Mwanakasabi	333,638	12,470	346,108
12	Construction of Rural Health Post at Kabangwe	312,297	19,470	331,767
13	Construction of Rural Health Post at Chiwele	380,000	15,060	395,060
14	Construction of Rural Health Post at Chilamba	351,174	19,740	370,914
15	Construction of Rural Health Post at Chibombwe	378,000	15,060	393,060
	Total	6,166,879	236,809	6,403,688

c. Delayed Completion of Construction of a 1x3 Classroom Block-Chitipula Primary School

On 27th December 2022, the Council engaged Oval Builders Limited for the construction of a 1x3 classroom block at a contract sum of K526,297 with a completion period of twelve (12) weeks commencing on 28th December 2022 and ending on 28th March 2023. The scope of works included substructure, superstructure, roofing, ironmongery, carpentry and finishing works.

As at 30th April 2024, the contractor had been paid amounts totalling K165,877 leaving a balance of K360,420.

A physical inspection carried out on 21st April 2024 revealed that the structure was at ring beam level and had not been completed for a delayed period of twelve (12) months.

On 29th February 2024, the Council terminated the contract due to stalled works. However, as 30th April 2024, the Council had not engaged another contractor to complete the outstanding works two (2) months after termination.

As at 31st August 2023, the final account had not been prepared.

d. Delayed Completion of Rehabilitation of 1x3 Classroom Block - Chichile Primary School

On 21st March 2023, the Council engaged Purpose Enterprises for the rehabilitation of a 1x3 classroom block at Chichile Primary School at a contract sum of K298,000 with a completion period of eight (8) weeks commencing on 27th March 2023 and ending on 27th May 2023.

The scope of works included superstructure, roofing, ironmongery, carpentry works and finishing works.

As at 31st October 2023, the contractor had roofed the classroom block and had been paid amounts totalling K251,440 leaving a balance of K46,560.

A review of correspondences between Chilubi Town Council and Purpose Enterprise revealed that the roof for the structure had blown off before hand over of the 1x3 classroom block to the Council. In this regard, on 16th November 2023, the Council instructed the contractor through a letter to replace the roof by 31st March 2024.

However, as at 31st October 2024, the roof had not been replaced.

e. Delayed Completion of Rehabilitation of 1x3 Classroom Block - Fube Primary School

On 21st March 2023, the Council engaged Out of Ashes Limited for the rehabilitation of a 1x3 classroom block at Fube Primary School at a contract sum of K323,000 with a completion period of seventeen (17) weeks commencing on 9th January 2023 and ending on 16th May 2023.

The scope of works included maintenance works, superstructure, roofing, ironmongery, demolition and substructure.

As at 31st May 2023, the contractor had been paid amounts totalling K264,517 leaving a balance of K58,483.

As at 30th April 2024, the project had stalled with roof finishes outstanding.

f. Delayed Completion of Works

Section 15 (5) of the Constituency Development Fund Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Contrary to the Act, fourteen (14) projects that received funding in amounts totalling K5,183,511 had been delayed for periods ranging from one (1) to fifteen (15) months.

Table 2: Status of Projects

No.	Project	Contractor	Contract Date	Start Date	End Date	Contract Sum K	Amount Paid K	Unpaid Amount (K)	Scope of Works	Project Status and Other Observations
1.	Construction of Rural Health Post at Misuse	Out of Ashes Enterprise	28.12.22	13.01.23	20.05.23	395,000	332,610	62,390	<ul style="list-style-type: none"> ○ Substructure ○ Superstructure ○ Roofing ○ Ironmongery ○ Carpentry and joinery ○ Finishing works (painting) ○ Electrification (solar installation) and shelves. 	<p>As 30th April 2024, the project was not completed for a delayed period of ten (10) months.</p> <p>The outstanding works included second and third coat painting and solar installation.</p> <p>Further, it was observed that the floors had developed cracks and had not been rectified and the contractor was not on site.</p>
2.	Construction of Health Post at Mutimba	Nsangona General Dealers Limited	28.12.22	29.12.22	29.04.23	391,051	336,813	54,238	<ul style="list-style-type: none"> ○ Substructure ○ Superstructure ○ Roofing ○ Ironmongery 	<p>As at 30th April 2024, the project was not completed for a delayed period of twelve (12) months with</p>

No.	Project	Contractor	Contract Date	Start Date	End Date	Contract Sum K	Amount Paid K	Unpaid Amount (K)	Scope of Works	Project Status and Other Observations
									<ul style="list-style-type: none"> ○ Carpentry and joinery ○ Finishing works ○ Electrification (solar installation) and shelves. 	<p>solar installations outstanding.</p> <p>In addition, the contractor was not on site.</p>
3.	Construction of Chishiba Rural Health Post	Nsangoma General Dealers Limited	28.12.22	29.12.22	06.05.23	313,258	321,728	(8,470)	<ul style="list-style-type: none"> ○ Substructure ○ Superstructure ○ Roofing ○ Ironmongery ○ Carpentry and joinery ○ Finishing works ○ Electrification 	<p>As at 30th April 2024, the project was not completed for a delayed period of eleven (11) months. The outstanding works included solar installations, roofing, beam filling at the veranda and fitting of an external door.</p> <p>In addition, the contractor was not on site.</p>

No.	Project	Contractor	Contract Date	Start Date	End Date	Contract Sum K	Amount Paid K	Unpaid Amount (K)	Scope of Works	Project Status and Other Observations
4.	Construction of Rural Health Post at Maela	D. Chomba Transport and General Dealers	28.12.22	04.01.23	04.04.23	386,960	361,878	25,082	<ul style="list-style-type: none"> ○ Substructure ○ Superstructure ○ Roofing ○ Ironmongery ○ Carpentry and joinery ○ Finishing works ○ Electrification (solar installation) 	<p>As at 30th April 2024, the project was not completed for a delayed period of twelve (12) months with solar installation outstanding.</p> <p>In addition, the contractor was not on site.</p>
5	Construction of Rural Health Post at Chiwele	D. Chomba Transport and General Dealers	28.12.22	04.01.23	04.04.23	380,000	344,954	35,046	<ul style="list-style-type: none"> ○ Substructure ○ Superstructure ○ Roofing ○ Ironmongery ○ Carpentry and joinery ○ Finishing works ○ Electrification (solar installation) 	<p>As at 30th April 2024, the project was not completed for a delayed period of twelve (12) months with solar installation outstanding.</p> <p>Further, it was observed that the floor had developed cracks and had not been rectified.</p>

No.	Project	Contractor	Contract Date	Start Date	End Date	Contract Sum K	Amount Paid K	Unpaid Amount (K)	Scope of Works	Project Status and Other Observations
										In addition, the contractor was not on site.
6.	Construction of Rural Health Post at Mwanakasabi	Venabel Suppliers and Construction Company Limited	28.12.22	13.01.23	27.04.23	333,638	305,152	28,486	<ul style="list-style-type: none"> ○ Substructure ○ Superstructure ○ Roofing ○ Ironmongery ○ Carpentry and joinery ○ Finishing works ○ Electrification (solar installation) 	As at 30th April 2024, the project was not completed for a delayed period of twelve (12) months with solar installation outstanding. In addition, the contractor was not on site.
7.	Construction of Health Post at Kabangwe	Venabel Suppliers and Construction Company Limited	28.12.22	13.01.23	20.04.23	312,297	292,981	19,316	<ul style="list-style-type: none"> ○ Substructure ○ Superstructure ○ Roofing ○ Ironmongery ○ Carpentry and joinery ○ Finishing works 	As at 30th April 2024, the project was not completed for a delayed period of twelve (12) months with solar installation, flooring and external plastering outstanding. In addition,

No.	Project	Contractor	Contract Date	Start Date	End Date	Contract Sum K	Amount Paid K	Unpaid Amount (K)	Scope of Works	Project Status and Other Observations
									<ul style="list-style-type: none"> ○ Electrification (solar installation) 	the contractor was not on site.
8.	Construction of Lecture Theatre and Skills Laboratory at Chilubi Nursing School	Beshmuteh Civil and Building Construction	04.12.23	26.12.23	26.03.24	873,968	425,245	448,723	<ul style="list-style-type: none"> ○ Substructure ○ Concrete works ○ Masonry works ○ Roofing 	As at 30 th April 2024, the project was at substructure level four (4) weeks after the expected completion date. In addition, the contractor was on site.
9.	Construction of a Radio Station	Wichpass General Dealers	28.12.22	13.01.23	13.04.23	490,000	380,912	109,0888	<ul style="list-style-type: none"> ○ Substructure ○ Superstructure ○ Roofing ○ Metal and carpentry work ○ Finishing ○ Sanitary ○ Plumbing works ○ Electrical works 	As at 30 th April 2024, the project was not completed for a delayed period of twelve (12) months. The outstanding works included installation of doors and door frames, flooring, internal and external painting and glazing.

No.	Project	Contractor	Contract Date	Start Date	End Date	Contract Sum K	Amount Paid K	Unpaid Amount (K)	Scope of Works	Project Status and Other Observations
										In addition, the contractor was on site.
10.	Construction of a 1x3 Classroom Block at Kapampa Primary School	Thomati Trade Line	28.12.22	06.01.23	06.04.23	524,516	450,506	74,010	<ul style="list-style-type: none"> ○ Substructure ○ Superstructure ○ Roofing ○ Ironmongery ○ Carpentry ○ Finishing works 	As at 30 th April 2024, the project was not completed for a delayed period of twelve (12) months. The outstanding works included grill gate installation, treatment of the of the roof structure and glazing. In addition, the contractor was not on site.
11.	Rehabilitation of Muchinshi Local Court.	Patron Investment Limited	28.12.22	28.12.22	28.01.23	68,710	57,029	11,681	<ul style="list-style-type: none"> ○ Maintenance ○ Decoration ○ Plumbing ○ Electrical and power installation 	As at 30 th April 2024, ZESCO had not connected power for a delayed period of fifteen (15) months. In addition, the contractor was not on site.

No.	Project	Contractor	Contract Date	Start Date	End Date	Contract Sum K	Amount Paid K	Unpaid Amount (K)	Scope of Works	Project Status and Other Observations
12.	Rehabilitation of BOMA Police Station	Hot Field Investment Limited	21.03.23	23.03.23	23.05.23	115,000	70,150	44,850	<ul style="list-style-type: none"> ○ Maintenance ○ Decoration ○ Plumbing ○ Electrical 	As at 30 th April 2024, the project was not completed for a delayed period of eleven (11) months. The outstanding works included installation of ceiling board and internal and external painting. In addition, the contractor was not on site.
13	Construction of 1x3 Classroom at Tandabube Primary School	Bochisohi Contractors Limited	28.12.22	12.01.23	12.04.23	531,500	474,605	56,895	<ul style="list-style-type: none"> ○ Substructure ○ Superstructure ○ Roofing ○ Ironmongery ○ Carpentry ○ Finishing works 	As at 30 th April 2024, the project was completed awaiting handover. However, It was observed that the floor had developed cracks and had not been rectified.

No.	Project	Contractor	Contract Date	Start Date	End Date	Contract Sum K	Amount Paid K	Unpaid Amount (K)	Scope of Works	Project Status and Other Observations
14.	Construction of a Double VIP toilet at Kashitu Rural Health Post	Wichpass General Dealers	28.12.22	13.01.23	12.02.23	67,610	10,141	57,459	<ul style="list-style-type: none"> ○ Substructure ○ Superstructure ○ Roofing ○ Finishes 	<p>As at 30th April 2024, the VIP latrine had collapsed and had not been reconstructed.</p> <p>In addition, the contractor was not on site.</p>

g. Management of Community Projects

i. Delayed Implementation of the Project

As at 31st December 2023, one (1) project had been implemented leaving eighteen (18) not being implemented.

ii. Lack of Project Identification Documents

Guideline 5.1.2 of the CDF Guidelines stipulates that the project identification processes will require Ward Development Committees (WDCs) to prepare project lists with input from the zones. The projects are required to be in line with the Ward Development Plan, Integrated Development Plan (IDP) or any other local development framework. In addition, the projects lists must be supported by the following:

- Project Application Forms
- Signed Minutes of the Zonal Assembly Meeting
- Signed Minutes of the Ward Development Executive Committee Meeting

Further, the CDFC must only consider applications signed by the Ward Development Committee Chairperson.

Contrary to the requirement, three (3) projects costing K2,231,047 were approved and recommended by the CDF committee without application forms and signed minutes from the Zonal Assembly Meetings and Ward Development Committees. See table 3 below.

Table 3: Projects not generated by the WDC

No.	Type of Projects	No. of Projects	Total Allocation K
1	Clearing of Canals	1	700,000
2	Supply and Delivery of Front End Loader	1	1,330,000
3	Repairing of X-ray Equipment	1	201,047
	Total	3	2,231,047

iii. Failure to Claim Advance Payment Guarantee

Regulation 197 of the Public Procurement (General) Regulations of 2022 states, “A contract may provide for advance payments to the supplier, where this is necessary to ensure effective implementation of the contract or to obtain competitive prices.”

In this regard, contracts for four (4) suppliers, to whom advance payments in amounts totalling K638,116 were paid for various works provided for the recovery of the same amounts prior to the issue of the taking-over certificate for the works or prior to termination.

Contrary to the Regulation and contract clauses, Chilubi Town Council did not claim advance payments made to four (4) contractors whose contracts had been terminated by the council. See table 4 below.

Table 4: Contracts terminated without claim payment refund

No.	Project Name	Contractor	Contract Sum K	Advance Payment K	Balance K
1	Construction of Chibombwe Rural Health Post	Easy Energy Ltd	359,491	106,558	252,933
2	Construction of Matipa Police Post	Mustachi Enterprises	808,010	121,201	686,808
3	Construction of 1x2 CRB at Mukamba Community School	Oval builders and General Contractors	368,607	55,291	313,316
4	Construction of 1x3 CRB at Kateshi school	Nsalax Gen,Dealers	611,010	88,320	522,690
	Total		2,147,117	371,370	1,775,747

As at 31st October 2024, there were no works done by the contractors and three (3) out of the four (4) advance payment bonds had expired.

h. Management of Empowerment Loans (Soft Loans)

In 2023, the Council allocated an amount of K3,227,785 towards empowerment loans. Amounts totalling K2,963,819 were brought forward from 2022, bringing the total funds available to K6,191,604. As at 31st December 2023 amounts totalling K6,182,585 had been spent leaving a balance of K9,019.

During the period under review, there were 149 applicants for loans out of which fifty one (51) were approved, and amounts totalling K3,277,785 were disbursed to beneficiaries.

In addition, out of fifty-one (51) applicants from 2022, forty-two (42) approved beneficiaries were paid an amount of K2,904,800 bringing the total number of approved loan beneficiaries to ninety-three (93) and total disbursements to K6,182,585.

The following were observed:

i. Failure to Avail Ownership Documents

Guideline d (ii) and (iii) of the CDF Guidelines, 2022 states, “All Equipment and Machinery bought using this facility shall be registered in the name of the Local Authority; and ownership shall not be transferred to the loan beneficiary until the loan amount is fully paid.”

Contrary to the Guideline, a scrutiny of the list of beneficiaries and the projects proposed, revealed that twenty two (22) beneficiaries were paid amounts totalling K1,464,030 to acquire equipment, motor vehicles and boats. However, no ownership documents were not availed for audit.

ii. Failure to Implement Projects

During the period under review, six (6) beneficiary groups received loans in amounts totalling K409,519 to undertake various business activities such as transportation, metal fabrication and piggery.

However, physical inspections carried out in April 2024 revealed that the projects had not been implemented for a delayed period of twelve months (12).

i. Management of Bursaries – Secondary School and Skills Development

In 2023, the Council allocated amounts totalling K5,639,644 for secondary school and skills bursaries.

During the period under review, forty-three (43) pupils who had applied for bursaries were sponsored under CDF to boarding schools at a cost of K129,000.

In addition, amounts totalling K141,060 were paid for twenty-three (23) returning pupils sponsored in 2022 bringing the total to K270,060.

Further, sixty-three (63) students out of 187 applicants were sponsored for skills training at a cost of K1,032,387. In this regard the total amount spent on secondary school and skills development was K1,302,447.

The following were observed:

i. Failure to Provide a Consolidated Student List

Guideline 5.3.2 (ii) of the Constituency Development Fund Guidelines states that, “the WDC shall submit a consolidated list of names of bursary applicants received from applicants for onward submission to the CDF Committee.”

Contrary to the Guidelines, there was no evidence that the WDCs had prepared the consolidated list of bursary applicants for onward submission to the CDFC. In this regard it could not be ascertained whether the sponsored students were genuine.

ii. Low Student Turnout - Skills Training

A review of the list of approved students to be sponsored for skills training revealed that out of 187 students only sixty - three (63) reported to the various training centres, resulting in a low turnout.

j. Irregular Payments of Empowerment Grants to Unapproved Beneficiaries

Guideline 5.2.3.1 of the CDF Guidelines, 2022 states “Empowerment Applications for grants to the CDFC shall be accompanied by the following documents: (b) Signed application forms by the Ward Development Committee Chairperson. Where the Chairperson is not available, the Vice Chairperson shall sign and where the Vice Chairperson is not available, the Committee shall nominate a member amongst themselves who shall sign the applications.”

Contrary to the Guidelines, Chilubi Town Council paid empowerment grants in amounts totalling K307, 000 to ten (10) beneficiaries whose application forms were not approved by CDFC.

73 Kaputa Town Council

f. Failure to Avail Loan Agreements

Guideline 5.2.7 C (i) of the CDF Guidelines, 2022 states, “Where an applicant succeeds, they shall be required to sign a grant or loan agreement. The agreement shall be made between the Local Authority or an identified financial institution and the applicant as may be applicable.”

Contrary to the Guidelines, no loan agreements were availed for audit in respect of eighteen (18) beneficiaries that were paid amounts totalling K1,843,000.

g. Failure to Avail Loan Application Forms for Approved Loan Beneficiaries

Guideline 5.2.3 requires that The CDFC shall receive and review applications and recommend eligible Financial Institutions for approval by the Minister to disburse loans.

Contrary to the Guidelines, no loan application forms were availed for audit in respect of twenty three (23) beneficiaries who were paid amounts totalling K2,581,025.

h. Failure to Avail Ownership Documents for Equipment

Guideline d (i) (ii) of the CDF Guidelines guides on the ownership of equipment and machinery bought using this fund that all Equipment and Machinery bought using this facility shall be vested in the name of the lender and shall be registered in the name of the Local Authority.

Contrary to the guideline, equipment such as bakery, block making and metal fabrication machines procured at a cost of K1,574,400 were not recognised in the Asset Register of the Council.

i. Failure to Pay Back Loans

Guideline (b) of the Constituency Development Fund Guidelines of 2022 states, (i) “The first payment shall be 60 days from the date of getting the loan; (ii) the subsequent instalments shall be paid at the end of the month; (iii) delayed payments shall not exceed 5 days after the end of the month; and (iv) payments made after 5 days shall attract a charge of 2% of the instalment amount.”

A review of the bank and loan statements for each beneficiary revealed the following:

i. Non-Performing Loans

During the period under review, four (4) beneficiaries who were paid loans amounting to K656,625 had not made any repayments. In this regard, there were delays in recovering amounts totalling K105,650 for periods ranging from three (3) months to twelve (12).

ii. Failure to Pay Instalments at the end of the Month

During the period under review, fifty (50) beneficiaries who had been paid loans in amounts totalling K5,432,400 had not made repayments amounting to K452,470 for periods ranging from (3) months to six (6) months after obtaining the loans. As at 31st July 2024, the loans had not been repaid.

j. Payment of Grants to Ineligible Groups - Disbursement of Youth Empowerment to Non-Youth Beneficiaries

Section 1.1 of the Zambia National Youth Policy of 2015 defines a youth as a person aged between 15 and 35 years old.

In this regard, youth empowerment grants are to be paid to people between the stated age range.

Contrary to the Policy, the Council paid youth empowerment grants in amounts totalling K160,000 to fourteen (14) youth groups whose leaders and members were aged between 37 and 85 years old in some cases, more that 50% of the group composition comprised non-youth members.

74 Kasama Municipal Council

a. Failure to Provide Evidence of Completion

During the period under review, an amount of K17,327,965 was allocated for bursaries under the Secondary School Boarding and Skills Development. A total of 389 individuals applied for skills and boarding schools (skills -126 and Secondary School Boarding 263). A review of documentation revealed that seventy (70) pupils were sponsored in boarding

schools and sixty six (66) students for skills training at a total cost of K6,443,201 leaving a balance of K10,884,764.

As at 31st August 2024, no evidence was availed to ascertain how many pupils and students had completed.

b. Irregular Identification of Projects

Guideline 5.1.2 of Constituency Development Fund Guidelines, 2022 stipulates that the project identification process requires the WDCs to prepare project lists with input from the Zones. The projects are required to be in line with the Ward Development Plan, Integrated Development Plan (IDP) or any other local development framework. In addition, the projects lists must be supported by the following.

- i. Project Application Forms
- ii. Signed Minutes of the Zonal Assembly Meeting
- iii. Signed Minutes of the Ward Development Executive Committee Meeting

The CDFC only consider applications signed by the Ward Development Committee Chairperson.

Contrary to the requirement, seventeen (17) projects (Lukashya – 8 and Kasama - 9) costing K10,795,200 were approved and recommended by the CDF committee without project lists with input from the zones. See tables 1a and 2b below.

Table 1a: List of Projects Not Supported by Project Lists – Lukashya

No.	PROJECT NAME	ESTIMATE BUDGET K
1	Proposed construction of toilets and water reticulation at chilubanama rural health post	495,000
2	Proposed Construction of water borne toilets and water reticulation at Kanchule Rural post	450,000
3	PROPOSED REHABILITATION WORKS AT MULOBOLA HEALTH CENTRE	385,236
4	Drilling of Four (4) Boreholes	270,000
5	Proposed construction of a 1x2 classroom block at Sapano	555,394
6	Proposed Construction of the Ablution block and the water scheme at Kabila Rural Health post	495,000
7	Proposed construction of a 1X3 classroom block at Nsange	555,394
8	Procurement of CDF Motor Grader	2,600,217
	TOTAL	5,806,241

Table 1b: List of Projects Not Supported by Project Lists - Kasama

No.	PROJECT NAME	ESTIMATE BUDGET K
1	Construction of an ablution block and a water scheme (solar powered) at Chilubula Day Secondary School	495,000
2	Construction of a Solar Water Scheme at Nyola Rural Health Post	293,450
3	Construction of water borne ablution block, water scheme and incinerator at Kalense Rural Health post	713,354
4	Construction of an Ablution Block and Water Scheme at Busunge Primary School	495,000
5	Construction of ablution block at Lukupa Clinic	511,835
6	Construction of Water Scheme and Waterborne Toilets at Yumba Health Post	396,500
7	Construction of Water Scheme and Waterborne Toilets at Mumano Lupando Health Post	396,500
8	Procurement of Roller Compactor	1,456,320
9	Minyongolo Bridge	231,000
	TOTAL	4,988,959

74.1 Kasama Constituency

a. Management of Soft Loans - Loan Repayments (Kasama)

The Constituency Development Fund (CDF) guidelines on loan repayment b (i) states that the first payment shall be 60 days from the date of getting the loan; (ii) states that the subsequent instalments shall be paid at the end of each month.

A review of the bank and loan statements for each beneficiary revealed the following:

i. Non-Performing Loans

During the period under review, thirty (30) beneficiaries who were paid loans amounting to K3,219,969 had not made any repayments for a delayed period ranging

from two (2) months to six (6) months after obtaining the loans. As at August 2024 the loans had not been repaid. See table 2 below.

Table 2: Non-Performing Loans

No.	Name Of Applicant/Group	Composition		Ward	Proposed Project	Amount Disbursed K	Project Location	Period of repayment as per guidelines (Months)	Principal and Interest Amount K	Amount Paid as at August 2024	Monthly Repayment Amount K	Total Arrears plus 2% penalty
		Male	Females									
1	Eunimose General Dealers	4	6	Chiba	Fish Farming	200,000	Luyeye Village	48	240,000	-	5,000.00	25,500.00
2	Brian Chomba	1	0	Chiba	Mixed Farming	15,000	Simbeye Village	12	16,125	-	1,343.75	6,853.13
3	Mambwe Mwanza General Dealers	1	0	Kapongolo	Piggery	52,000	Mulashi Village	36	59,800	-	1,661.11	8,471.67
4	Foel Builders General Trading	1	0	Kapongolo	Piggery , General Gardening	200,000	Mumbi Mfumu Village	48	240,000	-	5,000.00	25,500.00
5	Burton Health Care, Retail And Wholesalers	1	0	Kupumaula	Chemist	150,000	Chisanga Village	48	180,000	-	3,750.00	19,125.00
6	Skytech Computers	1	0	Kupumaula	let Services	198,640	Chisanga Market	48	236,368	-	4,924.33	25,114.10
7	Tazara Market Metal Fabrication	10	0	Kupumaula	Metal Fabrication	60,000	Tazara Market	36	69,000	-	1,916.67	9,775.00
8	Mulanshoka Womens Enterprise	0	10	Kupumaula	Hammer Mill	70,000	Chishipula Village	36	80,500	-	2,236.11	11,404.17
9	Balwiswe Restaurant	0	1	Kupumaula	Restaurant	45,000	Chikumaino	24	49,500	-	2,062.50	10,518.75
10	Mambulwa General Dealers	6	4	Lualaba	Metal Fabrication	159,000	Mwanda Village	48	190,800	-	3,975.00	20,272.50
11	Lusenga Multipurpose Co-Operative	5	5	Lusenga	Poultry Farming	150,000	Mukonge Village	48	180,000	-	3,750.00	-
12	Bleann Electrical And Merchant	2	0	Mukanga	Supply Electrical Equipment	149,000	Plot 1901, Luzua Road Kasama	48	178,800	-	3,725.00	18,997.50
13	Bashimikile General Dealers	1	0	Musowa	Gardening(Watermel on And Tomatoes)	70,000	Maipambe Village	36	80,500	-	2,236.11	11,404.17
TOTAL						1,518,640			1,801,393			192,935.98

ii. Loans in Arrears

During the period under review, twenty-eight (28) beneficiaries who had been paid loans in amounts totalling K3,690,643 had not made any repayments for periods ranging from two (2) month to six (6) months after obtaining the loans. As at 31st August 2024 loans in amounts totalling K1,187,710 to eight beneficiaries had not been repaid. See table 3 below.

Table 3: Loan Arrears

No.	Name Of Applicant/Group	Composition		Ward	Proposed Project	Amount Disbursed K	project location	Contact No:	Period of repayment as per guidelines (Months)	Date of Loan disbursement	Repayment Start Date	Principal and Interest Amount K	Amount repaid as at August 2024 K	Monthly Repayment Amount K	Total Arrears plus 2% penalty
		Male	Females												
1	Baleya Chapamo Youth Enterprise	0	10	Chiba	Village Banking	180,000	Chiba Morden	0979855302	48	12/07/2023	11/09/2023	216,000.00	9,000.00	4,500.00	13,770.00
2	Likwinda General Dealer	1	0	Chiba	Gardening And Poultry	69,800	Chambeshi Market	0770945904	36	12/07/2023	11/09/2023	80,270.00	2,230.00	2,229.72	9,097.27
3	Mafel General Dealers	1	0	Chiba	Welding	200,000	Brown Village	0977384706	48	12/07/2023	11/09/2023	240,000.00	5,000.00	5,000.00	20,400.00
4	Mwahammer Food Supplies	1	0	Chumba	Supply Of Agro Products	180,990	Chishisa Village	0953090955	48	12/07/2023	11/09/2023	217,188.00	4,525.00	4,524.75	18,460.98
5	Kasuke Women Enterprise	0	10	Kupumaula	Hammer Mill	110,000	Chishipula Village	0779868207	48	12/07/2023	11/09/2023	132,000.00	5,500.00	2,750.00	8,415.00
6	Aziel Supply	1	0	Kupumaula	Block Making	154,920	Tazara Market	0975413543	48	14/08/2023	16/10/2023	240,000.00	15,492.00	5,000.00	5,100.00
7	Lusenga General Dealers	18	4	Lusenga	Gardening	200,000	John Chikula	0979246093	48	12/07/2023	11/09/2023	240,000.00	5,000.00	5,000.00	20,400.00
8	Purpose Co-Operative	5	10	Chibundu	Piggery Project	92,000	Bwalya Yowani	0955191284	36	14/08/2023	16/10/2023	105,800.00	2,938.89	2,938.89	11,990.67
TOTAL						1,187,710									107,633.91

b. Failure to Avail Consolidated Lists for Soft Loans

Guideline 5.2.3.2 (b) of the Constituency Development Fund Guidelines of 2022 states that “The WDC shall submit a consolidated list of applicants for empowerment loans to the CDFC for information. The submission shall be signed by the Chairperson of the Ward Development Committee and accompanied by minutes of the Meeting of the Committee.”

Contrary to the Guidelines, the consolidated list of applicants for empowerment loans for Lukashya and Kasama constituencies was not availed for audit. Consequently, it could not be ascertained whether the loan beneficiaries were approved by the WDC.

c. Grading and Gravelling of Mutokwa Kasonde Road

On 28th August 2023, the Council engaged Lafuka General Dealers for the grading and gravelling of the 7-kilometer Kasonde Mutokwa road at a contract sum of K1,072,787 with a completion period of twelve (12) weeks commencing on 28th August 2023 and ending on 28th November 2023.

The scope of works included drainage works, earthworks and pavement layers.

As at 31st January 2024, amounts totalling K1,019,143 had been spent leaving a balance of K53,639.

The following were observed.

i. Failure to Complete Works

A physical inspection carried out on 29th May 2024, revealed that the road works had not been completed. Included in the outstanding works were grading of 0.7 Kilometers and compacting of 1.1 kilometers of the road. Further, the contract had expired and had not been renewed as at 31st August 2024.

In addition, an advance payment in amounts totalling K268,195 had been made to the contractor. However, recoveries had not been made and the advance payment security was not availed as at 31st August 2024.

ii. Failure to Install Standard Project Sign Board

A scrutiny of the bill of quantities revealed the contractor was required to install a standard project sign board at a cost of K40,000. However, during a physical inspection carried out on 14th August 2024 revealed that the sign board had not been installed.

In their response to the management letter dated 19th April 2024, the Council stated that the contractor had initially installed the sign board but it was stolen and a police report was obtained. However, the police report was not availed for audit as at 31st August 2024.

d. Grading and Gravelling of Lukupa Chakalipa Road

On 10th July 2023, the Council engaged Kajabwa General Dealers for the grading and gravelling of 7- kilometer Chakalipa road at a contract sum of K1,105,834 with a completion period of twelve (12) weeks commencing on 29th September 2023 and ending on 29th December 2023.

The scope of works included road formation, grading, gravelling and compaction.

As at 30th September 2023, the contractor had been paid in full.

The following were observed:

i. Failure to Complete Works

A physical inspection carried out on 29th May 2024 revealed that 0.4 kilometers of the road had not been completed for a delayed period of nine (9) months.

ii. Questionable Payment

Regulation 198 (2) (b) of the Public Procurement (General) Regulations, 2022 stipulates that a progress payment shall be made for the actual quantities of goods, works or services delivered or completed.

Contrary to the Regulation, the contractor had been paid in full amounts totalling K1,105,834.24 before completion 6.6 kilometres of the road. In this regard, the contractor was paid amounts totalling K66,350 for works not certified.

e. Bursaries – Students Without Proof of Completing Skills Courses

During the period under review, 134 pupils were sponsored under CDF to go to boarding schools and 263 students to undergo skills training at a total cost of K4,030,734.

In this regard, Kasama Central Constituency Development Committee approved and sponsored 263 students at a total cost of K3,596,184 to acquire trade skills at various trade schools. As at 31st January 2024, seventy (70) students sponsored for short term courses at a total cost of K379,415 were reported by the Council to have graduated.

However, there was no proof in form of certificates to confirm that the students had successfully graduated.

f. Youth, Women and Community Empowerment Grants

i. Excess Expenditure – Grants (Youth and Women Empowerment)

Guideline 2.2 of the Constituency Development Fund Guidelines of 2022 states, “The total allocation of the CDF per Constituency will be distributed among three (3) major components out of which 5% shall be Administrative Cost as provided by the CDF Act.”

A review of payments for the period under review revealed that amounts totalling K2,143,065 were apportioned towards youth and women empowerment being 20% of the funding less administrative cost.

However, a review of records revealed that amounts totalling K2,423,787 were spent against a provision of K2,143,065 resulting in unauthorised excess expenditure of K280,722.

In their response to the management letter, the Council stated that there was a Circular which authorised Councils to pay for excess as long as the expenditure was legitimate and within the budgetary allocation.

As at 31st August 2024, the Council had not availed the Circular for audit.

ii. Misapplication of Project Funds

Guideline 5.4 of Constituency Development Fund Guidelines 2022 requires that all Projects, Empowerments and Bursaries are endorsed by the CDFC and approved by the Minister. In this regard, beneficiaries are to use the funds according to the projects approved.

Contrary to the Guidelines, grants in amounts totalling K240,000 disbursed to six (6) cooperatives to undertake approved activities had their purpose changed to other activities without authority from the Minister.

74.2 Lukashya Constituency

a. Poor Workmanship – Construction of Kakolwe Bridge

On 9th January 2023, the Council engaged Makanga Stin General Dealers for the construction of a bridge in Kakolwe community at a contract sum of K548,797 with a completion period of sixteen (16) weeks commencing on 18th January 2023 and ending on 18th May 2023.

The scope of works included preliminary and general works, demolition and site clearing, excavation, in-situ concrete, precast concrete, steel structures and road works.

As at 31st March 2024, amounts totalling K493,046 had been paid to the contractor leaving a balance of K55,751.

A physical inspection carried out on 16th February 2024, revealed that the bridge had been completed and handed over to the council by the contractor.

However, it was observed that there was poor workmanship in that the embankment of the bridge was being eroded. See picture below.



Eroded part of the bridge

b. Construction of Maternity Wing

On 27th April 2023, the Council engaged Chalamukunta Construction and Supply Limited for the construction of a maternity wing at Lwabwe Rural Health Centre at a contract sum of K1,014,514 with a completion period of sixteen (16) weeks commencing on 27th April 2023 and ending on 27th August 2023.

The scope of works included the substructure, concrete works, blockwork and brickwork, roofing, carpentry, joinery and iron monger, metalwork, structural steel work, plumbing installation, electrical installation, flooring and wall finishes, glazing, painting and decorations.

As at 31st December 2023, amounts totalling K904,613 had been paid to the contractor leaving a balance of K109,901.

The following were observed.

i. Failure to Avail Progress Reports

Section 73 (1) of the Public Finance Management Act No. 1 of 2018 requires that the Auditor General and an office holder, agent or specialist consultant authorised by the Auditor General, shall in the performance of duties under the Constitution, or any other law, have access to all books, records, returns, reports, other documents and financial management systems, in electronic or any other form, relating to the accounts of public bodies as the Auditor General considers necessary.

During the period under review, five (5) Interim Payment Certificates were issued and payments in amounts totalling K904,612.51 were made to the contractor. However, progress reports supporting the payments were not availed for audit as at August 2024.

ii. Stalled Works

A physical inspection carried out on 29th May 2024, revealed that the works had not been completed for a delayed period of nine (9) months. The outstanding works included plumbing, installation of doors, internal plastering, installation of floor tiles, electrical installations, glazing and construction of septic tank and soakaway.

c. Delayed Completion - Completion of 1x3 Classroom Block at John Chikula Primary School

On 27th April 2023, the Council engaged Mustachi Enterprise for the completion of a classroom block at John Chikula Primary School at a contract sum of K690,896 with a completion period of twelve (12) weeks commencing on 29th August 2023 and ending on 29th November 2023.

The scope of works included substructure, concrete works, masonry works, roofing and steel roof structure, carpentry and joinery, ironmongery, metal work, electrical installation works, flooring, wall and ceiling finishes, painting and decorations and external works.

As at 28th February 2024, amounts totalling K518,172 had been paid to the contractor leaving a balance of K172,724.

A physical inspection carried out on 29th May 2024 revealed that the structure had been roofed. However, completion of flooring, wall and ceiling finishes, painting and decoration and external had been delayed for a period of ten (10) months after expected completion date. See picture below.



Incomplete classroom block

d. Delayed Completion of Works-Construction of Maternity Wing at Kasakula Rural Health Centre

On 18th January 2023, the Council engaged Swadocom Trading Limited for the construction of a maternity wing at Kasakula Rural Health Centre at a contract sum of K1,019,660 with a completion period of twelve (12) weeks starting from 18th January 2023 and ending on 18th April 2023.

The scope of works included substructure, concrete work, block work and brickwork, roofing, carpentry and joinery, ironmongery, metal work, structural steel work, plumbing installation, electrical installation, flooring and wall finishes, glazing, painting and decoration.

As at 31st December 2023, amounts totalling K917,694 had been paid to the contractor leaving a balance of K101,966.

A physical inspection carried out on 16th February 2024, revealed that the project had not been completed for a delayed period of fifty six (56). Included in the outstanding works was plumbing and internal painting. See picture below.



Toilet without cisterns

e. Stalled Works - Embankment of the Bridge at Moboshi River

On 6th January 2023, the Council engaged Anti Hill Properties and Construction Limited for the construction of an embankment of a bridge at Moboshi River at a contract sum of K888,890 with a completion period of ten (10) weeks commencing on 29th January 2023 and ending on 12th April 2023.

The scope of works included backfilling, roadbed preparation, gravelling and compacting.

As of February 2024, amounts totalling K777,779 had been spent leaving a balance of K111,111.

A physical inspection carried out on 16th February 2024 revealed that the project had stalled with gravelling and compacting works still outstanding for a delayed period of sixteen (16) months. See picture below.



Incomplete works at Moboshi bridge

f. Failure to Prepare Consolidated List – Secondary School and Skills Development – Bursaries

Guideline 5.3.2 (ii) of the Constituency Development Fund Guidelines 2022 states, “The WDC shall submit a consolidated list of names of bursary applicants received from applicants for onward submission to the CDF Committee.”

Contrary to the Guidelines, the WDCs did not prepare a consolidated list of bursary applicants for onward submission to the CDFC. Consequently, it could not be ascertained whether the beneficiaries were approved by the WDC.

g. Failure to Locate Beneficiary Clubs and Cooperatives - Management of Youth, Women and Community Empowerment Grants

During the period under review, empowerment grants in amounts totalling K1,951,856 were disbursed to fifty-three (53) selected applicants to undertake various projects such as poultry and pig farming and hammer mill.

A physical inspection carried out on 14th February 2024 revealed that three (3) beneficiary groups paid amounts totalling K90,000 could not be located at the time of audit. It was therefore not possible to ascertain if the amount of K90,000 paid to the groups was received and used for the intended purpose. See table 4 below.

Table 4: Unlocated Cooperatives

No.	Cooperative Name	Ward	Amount Paid K	Grant Purpose	Status
1	Sampa Kapalakasha Multipurpose	Chibundu	30,000	Poultry	Untraceable Location of Project and Cooperative
2	Fikachuka Women Club	Mukanga	30,000	Piggery	Untraceable Location of Project and Cooperative
3	Mumiwase	Kapongolo	30,000	Poultry	Untraceable Location of Project and Cooperative
	Total		90,000		

h. Failure to Avail Proof of Ownership for Equipment and Machinery - Management of Soft Loans

Guideline 2.2 of the Constituency Development Fund Guidelines 2022 requires that the Council should allocate 60% of the 20% Youth and Women Empowerment Constituency Development funds toward empowerment loans. In this regard, the council was required to transfer amounts totalling K3,214,597 to an interest-bearing bank account for Empowerment loans.

During the period under review, amounts totalling K3,227,785 were transferred to the revolving account, there was an opening balance of K2,706,350 and interest and loan repayments of K180,597 bringing total funds available to K6,114,731.

One hundred fifty eight (158) applications were received against which forty eight (48) were approved. Subsequently, amounts totalling K4,903,359 were disbursed leaving a balance of K1,211,373.

Guideline d (i) (ii) of the CDF Guidelines of 2022 guides on the ownership of equipment and machinery bought using this fund that all Equipment and Machinery bought using this facility shall be vested in the name of the lender and shall be registered in the name of the Local Authority.

During the period under review, five (5) beneficiaries were paid amounts totalling K693,920 to procure equipment such as hammer mills, welding and block making machines. However, there were no ownership documents availed for audit.

75 Lunte Town Council

a. Administrative Cost

The Ministry of Local Government and Rural Development allocated K1,070,000 for Administrative Costs under Lunte Constituency. In addition, K773,163 was brought forward from 2022 bringing the total funds available to K 1,843,163 for use in 2023.

Out of the total allocation K1,415,000 for 2023, the Council had spent K1,657,608, reflecting a consumption rate of 117%.

b. Over Expenditure on CDF Components

During the period under review, amounts totalling K2,696,400 were received to cater for administration costs and empowerment grants components of the Constituency Development Fund. In addition, amounts totalling K793,163 were brought forward from the previous year bringing the total funds available for expenditure on the two (2) components to K3,489,563.

A scrutiny of accounting records revealed that the council spent amounts totalling K4,368,745 on the two (2) components resulting in an over expenditure of K879,182. See table 1 below.

Table 1: Over Expenditure

Details	Opening Balance K	Funding for 2023 K	Available Funds K	Expenditure K	Over Expenditure K
Grants-Empowerment- 40%	20,000	1,626,400	1,646,400	2,086,415	(440,015)
Administrative Cost	773,163	1,070,000	1,843,163	2,282,330	(439,167)
Total	793,163	2,696,400	3,489,563	4,368,745	(879,182)

c. Delayed Completion of 1x2 CRB at Mulyeta Primary School

On 13th February 2023, the Council engaged Kontao General Suppliers for the completion of a 1x2 classroom block at Mulyeta Primary School at a contract sum of K300,000 with a completion period of twelve (12) weeks commencing on 15th February 2023 and ending on 15th May 2023.

The scope of works included demolition of the structure from the ring beam, concrete,

masonry, roofing and steel roof structure, carpentry, joinery and ironmongery, metalwork, electrical installation, floor and walls, painting and decoration and external works.

As at 30th April 2024, the contractor had been paid amounts totalling K60,000 leaving a balance of K240,000. See table 2 below.

Table 2: Advance Payments

No.	Date	Cheque No.	Details	Amount K
1	16.03.2023	Transfer	Part Payment on Advance	15,000
2	12.04.2023	Transfer	Final Payment Advance	45,000
			Total	60,000

However, on 27th October 2023, the Council terminated the contract due to safety reasons discovered to the existing structure. As at 30th April 2024, the Council had not engaged another contractor to complete the works five (5) months after termination. In addition, the Council had not recovered the advance payment.

d. Construction of 1x2 Classroom Block and Double VIP Latrines at Muchinga Primary School

On 13th February 2023, the Council engaged GIBS and PACKS Company Limited for the construction of a 1x2 classroom block and two (2) double VIP toilets at Muchinga Primary School at a revised contract sum of K708,048 with a contract period of twelve (12) weeks commencing on 15th February 2023 and ending on 15th May 2023.

The scope of works included substructure, concrete, blockwork, roofing, joinery and ironmongery, metal work, electrical installations, floor and wall finishes, glazing, painting and decoration, external works and construction of two (2) double VIP latrines.

As at 30th April 2024, the contractor had been paid amounts totalling K460,927 leaving a balance of K247,121.

The following were observed:

i. Delayed Completion of Works

A physical inspection of the project carried out on 21st March 2024, revealed that the

classroom block had not been completed nine (9) months after the expected completion date with painting and construction of the spoon drain still outstanding. See picture below.



Incomplete classroom block

ii. Irregular Amendment/Variation Without Approval

Section 77 (1) and (2) of the Public Procurement Act No. 8 of 2020 states, “an amendment to a contract shall not be effected without the approval of the Treasury and the legal advice of the Attorney-General; and subject to sub section (1), a proposed amendment or variation to a contract shall not be submitted to the Attorney - General without prior written authorization of the appropriate approvals authority.”

Contrary to the Act, the Constituency Development Fund Committee (CDFC) approved the amendment/variation of the contract from K508,048 to K708,048 in respect of rescoping the double VIP latrines to water borne toilets without prior written authorisation of the appropriate approval’s authority, approval by the Treasury and the legal advice of the Attorney General. See picture below.



Incomplete water borne toilets

Further, the project had stalled and the contractor was not on site.

e. Construction of Staff House at Nkuka Primary School - Delayed Completion

On 13th February 2023, the Council engaged Oval Builders and General Contractors Limited for the construction of a staff house at Nkuka Primary school at a contract price of K443,542 with a completion period of twelve (12) weeks commencing on 15th February 2023 and ending on 15th May 2023.

The scope of works included substructure, concrete works, brick work, roofing, carpentry, joinery and ironmongery, structural steel, metalwork, plumbing installation, external works, electrical installations, finishes, glazing, painting and decoration.

As at 30th April 2024, the contractor had been paid amounts totalling K363,526 leaving a balance of K80,016.

A physical inspection carried out in March 2024 revealed that the works had not been completed and the contractor was not on site.

Inquiries made with management revealed that on 16th February 2024, the Council terminated the contract due to late delivery of the project by the contractor. However, as at 30th April 2024, the Council had not engaged another contractor to complete the works five weeks (5) after termination. In addition, there was no evidence availed for audit that the final account had been done. See picture below.



Incomplete staff house

f. Construction of 1x3 Classroom Block and Double VIP Toilets – Delayed Completion

On 13th February 2023, the Council engaged Chisanga's Bwin General Dealers for the construction of a 1x2 classroom block and two (2) double VIP toilets at Edmond Primary School at a revised contract sum of K733,527 with a completion period of twenty-four (24) weeks commencing on 15th February 2023 and ending on 15th August 2023.

The scope of works included substructure, concrete works, blockwork and brickwork, roofing, joinery and ironmongery, metal work, electrical installations, floor and wall finishes, glazing, painting and decoration, external works and construction of double VIP latrines.

As at 30th April 2024, the contractor had been paid amounts totalling K533,527 leaving a balance of K200,000.

A physical inspection carried out on 21st March 2024, revealed that although the classroom block had been completed and handed over, the VIP latrines had not been completed and were at slab level thirty-two (32) weeks after the expected completion date. Further, the contractor was not on site at the time of audit. See picture below.



Toilets at slab level

Section 77 (1) and (2) of the Public Procurement Act No. 8 of 2020 states, “an amendment to a contract shall not be effected without the approval of the Treasury and the legal advice of the Attorney-General; and subject to sub section (1), a proposed amendment or variation to a contract shall not be submitted to the Attorney - General without prior written authorisation of the appropriate approvals authority.”

Contrary to the Act, the Constituency Development Fund Committee (CDFC) approved the amendment/variation of the contract from K533,527 to K733,527 in respect of rescoping the double VIP latrines to water borne toilets without the prior written authorisation of the appropriate approval’s authority, approval by the Treasury and the legal advice of the Attorney General.

g. Construction of a Domestic Water Reticulation System at Pecha Primary School

On 14th February 2023, the Council engaged Jomac General Dealers for the construction

of a water reticulation system at Pecha Primary school at a contract sum of K247,500 with a completion period of eight (8) weeks commencing on 15th February 2023 and ending on 15th April 2023.

The scope of works included borehole development, borehole sitting, borehole drilling and casting, pumping test, supply and installation of submersible motor pumps, rising main and fittings, supply and installation of solar panels and accessories, supply and installation of borehole accessories, supply and installation of PVC tank and tank stand and civil works and sterilisation and construction of three (3) water kiosks.

As at 30th April 2024, the contractor had been paid amounts totalling K114,475 leaving a balance of K133,026.

A physical inspection of the project carried out in March 2024, revealed that the works had not been completed and the contractor was not on site.

Inquiries made with management revealed that on 16th February 2024, the council terminated the contract due to late delivery of the project by the contractor. However, as at 30th April 2024, the council had not engaged another contractor to complete the works ten (10) weeks after termination. In addition, there was no evidence availed for audit that the final account had been done.

h. Construction of a Domestic Water Reticulation System in Kapatu Community – Delayed Completion

On 13th February 2023, the Council engaged Saro Agro Industrial Limited for the construction of a water reticulation system in Kapatu Community at a contract sum of K739,650 with a completion period of eight (8) weeks commencing on 15th February 2023 and ending on 15th April 2023.

The scope of works included borehole development, borehole sitting, borehole drilling and casting, borehole development, pumping test, supply and installation of submersible motor pumps, rising main and fittings, supply and installation of solar panels and accessories, supply and installation of borehole accessories, supply and installation of PVC tank and tank stand and civil works and sterilisation and construction of three water kiosks and three water points.

As at 30th April 2024, the contractor had been paid amounts totalling K674,282 leaving a balance of K65,369.

A physical inspection carried out on 21st March 2024 revealed that the project had not been completed with the sinking of the borehole still outstanding, forty-four (44) weeks after the expected date of completion. Further, the contractor was not on site.

i. Other Projects - Poor Workmanship

A site visit conducted in March 2024 revealed that there was poor workmanship on five (5) projects as detailed in table 3 below.

Table 3: Poor Workmanship

No.	Project	Contractor	Contract Date	Contract Start Date	Contract End Date	Contract Sum K	Amount Paid K	Scope of Works	Project Status and Other Observations
	Construction of a water reticulation system at Nkuka	Chidrum Suppliers and Construction Limited	14.02.2023	15.02.2023	15.04.2023	237,500	228,475	borehole development, borehole sitting, borehole drilling and casting, pumping test, supply and installation of submersible motor pumps, rising main and fittings, supply and installation of solar panels and accessories, supply and installation of borehole accessories, supply and installation of PVC tank and tank stand and civil works and sterillisation at one water point.	As of March 2024, the water reticulation was nonfunctional despite the project having been handed over in April 2023. Further, the following were observed: <ul style="list-style-type: none"> • The solar-voltaic cell had not been installed. • Fabrication and erection of an independent solar panel stand had not been done.

No.	Project	Contractor	Contract Date	Contract Start Date	Contract End Date	Contract Sum K	Amount Paid K	Scope of Works	Project Status and Other Observations
	Construction of a water reticulation system in Edmond Community	Faire Haven Construction Limited	13.02.2023	15.02.2023	15.04.2023	249,893	225,715	borehole development, borehole sitting, borehole drilling and casting, pumping test, supply and installation of submersible motor pumps, rising main and fittings, supply and installation of solar panels and accessories, supply and installation of borehole accessories, supply and installation of PVC tank and tank stand and civil works and sterillisation at one water point.	As of March 2024, the project had been handed over. However, the following were observed: <ul style="list-style-type: none"> • The tank stand had not been painted and has started rusting. • The timber for the base of the tank stand had not been treated. • The solar-voltaic cell had not been installed • Fabrication and erection of an independent solar panel stand had not been done.
	Construction of water reticulation system at Muchinga	Diamond Entrepreneur Limited	13.02.2023	15.02.2023	15.04.2023	248,747	236,310	borehole development, borehole sitting, borehole drilling and casting, pumping test, supply and installation of submersible motor pumps, rising main and fittings, supply and installation of solar panels and	As of March 2024, the water reticulation was nonfunctional despite the project having been handed over in April 2023. Further, the following were observed:

No.	Project	Contractor	Contract Date	Contract Start Date	Contract End Date	Contract Sum K	Amount Paid K	Scope of Works	Project Status and Other Observations
	Primary School							accessories, supply and installation of borehole accessories, supply and installation of PVC tank and tank stand and civil works and sterillisation at one water point.	<ul style="list-style-type: none"> The timber at the base of the tank stand had not been treated. Fabrication and erection of an independent solar panel stand had not been done. The solar panels had been mounted on one of the staff houses.
	Construction of a commercial water reticulation system at Zacharia Chanda Community.	Kasomo Chama General Dealers	13.02.2023	15.02.2023	15.04.2023	745,200	623,732	borehole development, borehole sitting, borehole drilling and casting, pumping test, supply and installation of submersible motor pumps, rising main and fittings, supply and installation of solar panels and accessories, supply and installation of borehole accessories, supply and installation of PVC tank and tank stand and civil works and sterillisation at three water points.	<p>As of March 2024, the water reticulation was nonfunctional as the borehole had dried up despite the project having been handed over in April 2023.</p> <p>Further, fabrication and erection of an independent solar panel stand had not been done.</p>

No.	Project	Contractor	Contract Date	Contract Start Date	Contract End Date	Contract Sum K	Amount Paid K	Scope of Works	Project Status and Other Observations
	Construction of Water Reticulation System in Lubushi Community,	Cosmo Contractors	13.02.2023	15.02.2023	15.05.2023	674,282	65,369	borehole development, borehole sitting, borehole drilling and casting, borehole development, pumping test, supply and installation of submersible motor pumps, rising main and fittings, supply and installation of solar panels and accessories, supply and installation of borehole accessories, supply and installation of PVC tank and tank stand and civil works and sterillisation at three water points.	As of March, the project had been handed over. The following were observed: <ul style="list-style-type: none"> • The water tank for the installation at Mpalapata Primary School had burst and water was leaking. • The wire fence for the installation at Lubushi market was not reinforced.

j. Youth, Women and Community Empowerment Grants

During the period under review, empowerment grants in amounts totalling K2,086,415 were issued to 101 selected applicants to undertake various projects such fish farming, tailoring, milling processing and poultry production business.

However, the following were observed:

i. Failure to Implement Funded Activities

Guideline 5.2.4 (iii) (iv) of the Constituency Development Fund Guidelines of 2022 states, “the youth, women and community shall be eligible to access an empowerment grant upon satisfaction of the following criteria: (iii) proposals for empowerment shall provide employment opportunities; (iv) the proposed project is being undertaken within the Constituency.”

Contrary to the Guidelines, fifty-eight (58) beneficiaries who were issued with empowerment grants in amounts totalling K1,222,980 had not implemented the projects as at 30th April 2024.

ii. Underfunding – Grant Empowerment Groups

Guideline 2.1.2 of Constituency Development Fund states, “empowerment beneficiaries shall be equipped with seed money in form of grants given to Organized Groups, Clubs and Cooperatives.”

Contrary to the Guideline, 101 beneficiaries were paid empowerment grants in amounts totalling K2,086,415 instead of the applied for amounts totalling K4,363,000. It was observed that the beneficiaries were paid a fixed amount of K21,085.87 irrespective of the type of project to be undertaken.

Consequently, the beneficiaries were failing to implement the projects as planned and in some instances the beneficiaries were sharing the funds.

The following were observed:

Table 4: Poor Project Management

No.	Name of Beneficiary Group	Ward	Amount Paid K	Project Name	Findings
1.	Kalelelya Agriculture Co-operative	Luangwa	21,085.87	Hammer Mill	<ul style="list-style-type: none"> The Cooperative did not buy the Hammer mill because the money given was less than the amount of K40,000 they had applied for. The group decided to change the business plan without seeking authority. The members decided to plant 1 hectare of maize and 1 hectare of beans. An inspection of the maize field revealed that the business is not viable as the maize was stunted with little to no cobs and it had changed color to yellow due to lack of fertilizer.
2.	Fisanga Abanakashi	Luangwa	K21,085.87	Poultry	As at 30 th April 2024, the project had not been implemented
3.	Mpakafye Multi-Purpose Cooperative	Luangwa	K21,085.87	Goat Rearing	<ul style="list-style-type: none"> The cooperative applied for K40,000 and intended to buy 20 goats according to the business plan. However, the cooperative was only funded an amount of K21,085.87 and therefore procured 10 goats at a total cost of K9,085.87. As at 30th April 2024, the balance of K12,000 could not be accounted for.
4.	Fyanchito General Dealers	Kalungwishi	K21,085.87	Transportation	<ul style="list-style-type: none"> According to the business plan the cooperative applied for K40,000 for which it intended to procure a motor vehicle and operate it as a taxi. However, the cooperative was only funded an amount of K21,085.87 that could not buy the taxi.

No.	Name of Beneficiary Group	Ward	Amount Paid K	Project Name	Findings
					<ul style="list-style-type: none"> The Co-operative decided to change business plan without seeking authority. The members decided to plant 1 hectare of maize and 1½ hectares of beans.
5.	Tubombeko self-help Enterprise	Kalungwishi	K21,085.87	Poultry	<ul style="list-style-type: none"> The club did not buy the chicks they claimed feed was too expensive to venture into poultry because the grant given was less than the K40,000 they had applied for The Co-operative decided to change business plan without seeking authority. The members decided to buy two pigs and plant 1 hectare of maize. As at 30th April 2024, the pigs could not be accounted for.
6.	Kapunda Women Enterprise	Kalungwishi	K 21,085.87	Tailoring	<ul style="list-style-type: none"> According to the business plan the cooperative applied for K40,000 for which it intended to procure a sewing machine. However, the cooperative was only funded an amount of K21,085.87 that could not buy a sewing machine. The members decided to plant 1 hectare of maize and 1 hectare of beans. The Co-operative decided to change business plan without seeking authority.

k. Management of Soft Loans - Failure to Implement Projects

A physical inspection of two (2) Cooperatives (No Gast No Glory Cooperative and Chikunga Cooperative) carried out on 20th March 2024 in the district revealed the following:

i. No Gast No Glory Co-operative

On 1st August 2023, the cooperative received K30,000 as a loan facility for a poultry business.

A physical inspection carried out on 20th March 2024, revealed that the project had not commenced and funds withdrawn by the chairperson could not be accounted for in that the funds were withdrawn and shared amongst members of the group.

ii. Chikunga Co-operative

On 1st August 2023, the cooperative received K45,000 as a loan for the hammer mill business.

A physical inspection carried out on 20th March 2024, revealed that the project had not commenced and funds could not be accounted for in that the funds were withdrawn and shared amongst members of the group.

76 Lupososhi Town Council

a. Construction of 1x3 Classroom Block at Chungu Primary School- Stalled Project

On 10th May 2022, the Council engaged Ackmen Intergrated Services Limited for the construction of 1x3 classroom block, staff house and two (2) VIP toilets at Chungu Primary School in Kafinsa Ward at a contract sum of K1,063,522 with a completion period of twelve (12) weeks commencing on 18th May 2022 and ending on 21st August 2022.

The scope of works included construction of sub and superstructures, flooring, plastering, painting, ironmongery, roofing, fitting of doors, glazing and construction of strong room ramps, steps and spoon drain.

As at 30th April 2024, the contractor had been paid amounts totalling K408,575 leaving a balance of K654,945.

A physical inspection of the project carried out in March 2024, revealed that the project had not been completed twenty-three (23) months after the completion date.

The classroom block was at window level with cracks and bend walls. The staff house was at slab level and the VIP toilets were at pit level, as of April 2024, the contractor was not site. See Pictures below.



Incomplete 1x3 CRB



Cracked wall 1x3 CRB

b. Rehabilitation of A Staff House- Stalled Works

On 29th May 2023, the Council engaged Mwele Construction for the rehabilitation of a staff house at Chanika Primary School at a labour only contract price of K117,877 with a completion period of sixty (60) days commencing on 10th May 2023 and ending on 10th August 2023.

The scope of works included substructure, concrete, masonry, roofing, roof structure, carpentry, joinery, ironmongery, metal works.

A physical inspection carried out on 25th March 2024, revealed that the project had stalled at roof level. See pictures below:



Structure at roof level



Incomplete Structure

c. Failure to Implement Project - Installation of Street Lights

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

On 1st September 2022, the Ministry of Local Government and Rural Development approved the installation of streetlights at Lwenge, Sunday, Mumba and Nsombo laybys at a total cost of K170,818.

However, as at 30th April 2024, the project had not been implemented twenty (20) months after approval by the Ministry in 2022 and funds being available for the project.

d. Procurement of 100 Laptops - Irregular Collection of Laptops from Schools

On 9th May 2023, the Council engaged Sky Lake Solution Limited to supply and deliver 100 laptops to schools for use by learners at contract sum of K1,015,000 with a delivery period of three (3) weeks commencing on 9th March 2023 and ending on 24th March 2023.

A scrutiny of the distribution list revealed that the Council distributed the laptops to ten (10) schools in the Constituency with each school receiving ten (10) laptops.

However, on 15th June 2023, the District Educational Board Secretary instructed the ten (10) schools that had received laptops to release one laptop each for DEBS operations. As a result, each school was left with nine (9) laptops.

It was observed that the collection of these laptops by DEBS was irregular, as there was no authority from the Constituency Development Fund Committee (CDFC).

As of 31st July 2024, the collected laptops had not been returned to the schools

e. Failure to Avail Information for Audit

Section 73 (1) of the Public Finance Management Act No. 1 of 2018 requires that the Auditor General and an office holder, agent or specialist consultant authorised by the Auditor General, shall in the performance of duties under the Constitution, or any other law, have access to all books, records, returns, reports, other documents and financial management systems, in electronic or any other form, relating to the accounts of public bodies as the Auditor General considers necessary.

Contrary to the Act, the Council did not avail for audit procurement documents, progress reports, payment ledgers and contracts for three (3) projects as at 31st August 2024. See table 1 below.

Table 1: Projects without information

No	Name	Ward	Percentage Completion
1	Construction of Office block	Kafinsa	75%
2	Rehabilitation of staff house at Chanika	Ibale	25%
3	Partial roof replacment at Mushishinga Primary	Itandashi	25%

Consequently, the terms of engagement and payments made for the various contractors could not be ascertained.

f. Construction of a Staff House- Mwando Health Post

On 24th January 2023, Lupososhi Town Council engaged Oval Builders and General Contractors for the construction of a staff house at a contract sum of K366,296 with a completion period of sixteen (16) weeks commencing on 24th January and ending on 24th May 2023.

The scope of works included substructure, blockwork, concrete, carpentry, joinery and ironmongery, metal work, plumbing installation, electrical installation, floor, wall and ceiling finishes, painting, decoration and glazing.

As at 30th June 2024, amounts totalling K216,753 were paid leaving a balance of K149,543.

The following were observed:

i. Implementation of Unapproved Project

A review of the list of approved projects from the Ministry for the years 2022 and 2023 revealed that the construction of the staff house at Mwando health post was not among the approved projects.

In their response to the management letter, Management indicated that the project was a 2021 project. However, there was no evidence availed to support the response.

ii. Abandoned Project

A physical inspection of the project carried out on 24th March 2024 revealed that works had stalled at foundation level and the contractor was not on site. See picture below.



Incomplete Structure



Unused Material on Site

A review of contract records revealed that the Council had terminated the contract on 13th March 2024.

g. Secondary School and Skills Development – Bursaries

i. Failure to Prepare Consolidated List-Bursaries

Guideline 5.3.2 (ii) of the Constituency Development Fund Guidelines requires that “the WDC shall submit a consolidated list of bursary applicants received from the community for onward submission to the CDF Committee.”

Contrary to this requirement, the WDCs did not prepare a consolidated list of bursary applicants for submission to the CDFC. As a result, it was not possible to verify whether the list of bursary applicants had been generated by the community committees.

ii. Failure to Avail Completion Certificates

As at 31st December 2023, 124 students sponsored for short term courses under CDF at a total cost of K1,312,032 were expected to have completed their skills training and to graduate. However, there was no evidence in form of completion certificates from the council of skills students who had graduated. See table 2 below.

Table 2: Performance analysis on Bursaries

No.	Constituency	Allocation 2023	No. of students Awarded Bursary in 2023		No. of Students who Expected to Completed Training in	
			Students	Pupils	Students	Pupils
1	Lupososhi	1,312,032	562	208	124	0
	Total	1,312,032	562	208	124	0

h. Youth, Women and Community- Empowerment Grants

i. Irregular Payments of Empowerment grants to Unapproved Beneficiaries

Guideline 5.2.3.1 of the CDF guidelines requires among other conditions, that Empowerment Applications for grants to the CDFC shall be accompanied by a signed application form by the Ward Development Committee Chairperson. Where the Chairperson is not available, the Vice Chairperson shall sign and where the Vice Chairperson is not available, the Committee shall nominate a member amongst themselves who shall sign the applications.

Contrary to the guideline, Lupososhi Town Council paid empowerment grants in amounts totalling K568,000 to eighteen (18) beneficiaries whose application forms were not approved by CDFC.

ii. Non-operational Projects

During the period under review, ten (10) beneficiary groups received grants in amounts totalling K313,000 to undertake various business activities such as piggery, goat and chicken rearing.

However, a physical inspection of the projects carried out in March 2024 revealed that the businesses were not operational as there were no activities going on at the sites.

iii. Undelivered Hammermill

On 31st October 2023, the Council engaged and paid Shimuma Kote Agro Suppliers amounts totalling K52,000 for the supply and delivery of a two (2) Piston 20 horsepower Hammermill by Filiko Tuya Multi-Purpose Cooperative with a delivery period of thirty (30) days commencing on 31st October 2023 and ending on 21st January 2024.

However as of April 2024, the Hammermill had not been delivered six (6) months after the supplier had been paid and no action had been taken by council.

Consequently, the cooperative could not commence the operations.

i. Management of Soft Loans

i. Failure to Avail Loan Agreements

Guideline 5.2.7 C(i) of the CDF Guidelines requires that where an applicant of the loan succeeds, they shall be required to sign a grant or loan agreement.

However, there was no evidence that two (2) beneficiaries that received loan empowerment fund in amounts totalling K400,000 had signed grants or loan agreement.

ii. Lack of Ownership Documents for Equipment and Motor Bikes

Guideline F (d) (i) and (ii) of the CDF Guidelines stipulates that the ownership of equipment and machinery bought using this facility should be vested in the name of the lender and should be registered in the name of the Local Authority.

However, the ownership documents in respect of equipment and motor bikes procured by three (3) beneficiaries at a total cost of K693,920 were in the name of the beneficiaries instead of the Council.

iii. Loans in Arrears – 2022 Loans

As at 31st August 2024, loan repayment in amounts totalling K47,109 were recovered by the Council from the expected amount of K184,880 leaving a balance of K137,771 unrecovered for a delayed period of seven (7) months from five (5) loan beneficiaries who were paid loans in amounts totalling K735,000.

j. Weaknesses in Internal Controls

i. Over expenditure on Administrative Costs

During the period under review, the council was required to allocate amounts K1,070,000 representing 5% of the CDF funds received during the reporting period. In addition, amounts totalling K121,327 were brought forward from the previous period bringing the total funds of K1,191,327.

Contrary to the allocation, the Council spent amounts totalling K1,526,214 resulting in an over expenditure of K 334,887.

ii. Procurements of goods and services

Part 7 of the CDF guidelines of 2022 states that procurement of goods, works and services using the Constituency Development Fund (CDF) shall be in accordance with the Public Procurement (PPA) Act No. 8 of 2020 and its Regulations.

A review of procurement procedures at the council revealed the following:

- **Failure to Secure the Supplier's Obligation to Fulfil the Contract.**

The Public Procurement Act of 2022 regulation 184 (1) states that a procuring entity shall request from a bidder a performance security for all contracts for goods, works and non-consulting services that exceed the simplified bidding threshold set out in the Second Schedule, to secure the supplier's obligation to fulfil the contract. Further, sub regulation (9) states that the conditions for forfeiture of the performance security shall be specified in the contract.

Contrary to the Regulation, Lupososhi Town Council signed eight (8) contracts amounting to K8,576,148 for various construction works without securing the suppliers obligation to fulfil the contract with a performance security. In addition, the conditions for forfeiture of the performance security were not included in the contracts.

As at 31st August 2024, amounts totalling K4,896,626 had been paid leaving a balance of K3,679,522. Further, six (6) out of the eight (8) contracts had been terminated by the council. See table 3 below.

Table 3: Contracts without Performance Security

No.	Contract Date	Project Name	Name of Contract	Contract Amount-K	Amount Paid K	Balance	Status 31st August 2024
1	12.05.23	CONSTRUCTION OF 1 BY 3 CLASS ROOM,STAFF,2 VIP TOILET KAPUNDU SCH	MWAIJO CONSTRUCTION	1,000,054	887,282	112,772	Terminated at 85% completion
2	05.05.23	CONSTRUCTION OF 1 BY 3 CLASS ROOM,STAFF,2 VIP TOILET KAPUNDU SCH	CHISAKA CONSTRUCTION,GENERAL DEALERS	1,231,983	545,684	686,299	Terminated at 35% completion
3	12.05.23	CONSTRUCTION OF 1 BY 3 CLASS ROOM,STAFF STAFF LUKOLONGO	MSM AGRO SOLUTIONS LTD	1,011,370	404,548	606,822	Terminated at 95% completion
4	11.05.23	CONSTRUCTION OF MATAFWALI HEALTH POST,ONE STAFF HOUSE, VIP TOILET	SHAMSCOM INVEST LTD	1,185,639	237,127	948,512	Terminated at 7% completion
5	12.05.23	CONSTRUCTION OF 1 BY 3 CLASS ROOM,STAFF ONE VIP TOILETS-	KENVAL CONSTRUCTION	1,050,853	853,853	196,999	100% complete
6	09.05.23	SUPPLY OF 100 LAPTOPDS	SKYLAKE SOLUTION LTD	1,015,000	1,015,000	0	100% complete
7	12.05.23	CONSTRUCTION OF 1 BY 3 CLASS ROOM,STAFF ONE 2 VIP TOILETS-CHUNGU SCH	ACKMEN INTERGRATED SERVICES	1,063,521	408,576	654,945	Terminated at 35% completion
8	24.01.23	1BY 3 CLASS ROOM BLOCK AND STAFF HOUSE	GIBS AND PARKS LTD	1,017,728	544,555	473,173	Terminated at 60% completion
		Total		8,576,148	4,896,626	3,679,522	

Consequently, the council could not find recourse from terminated using the performance security for six (6) contracts costing K6,510,296 to which amounts totalling K3,477,078 were paid.

- **Failure to Provide and submit Monthly Financial Reports**

Clause 6.8 (b) of the Constituency Development Fund Guidelines of 2022 stipulates that a Local Authority shall prepare and submit a monthly financial report to the WDC, CDFC, Council and PLGO showing, among others, receipts, and payments for each project.

Contrary to the Guidelines, the Council did not prepare monthly financial reports as prescribed and thus no submissions were made to the relevant authorities.

- **Unauthorised Issuance of Fuel**

Public Stores Regulation No. 51 (2) requires that ‘The issuing officer shall ensure that public stores are handed over to the requisitioning officer or his authorised representative and, where necessary, he may demand proof of identity of the requisitioning officer or his representative and may record particulars of such identity on all copies of the Requisition, Issue and Receipt Voucher (Misc. Form 1B)’.

Contrary to the regulation, 925 litres of fuel amounting to K23,815 was issued to ten (10) vehicles without approved fuel requisitions.

77 Luwingu Town Council

a. Delayed Completion of Projects

In March 2023, the council commenced the implementation of four (4) projects at a total cost of K3,702,306. As at 30th April 2024, amounts totalling K2,539,427 had been spent on the projects.

However, as at 30th April 2024, the projects had not been completed with project status ranging between 48% and 99% complete. Consequently, the projects had delayed for periods ranging from seven (7) to twelve (12) months. See table 1 below.

Table 1: Delayed Projects

No.	Project Name	Name of Contractor/Supplier	Contract Amount K	Amount Paid on the Contract K	Contract Period	Scope of works	Outstanding works/remarks
1	Phase 2 Construction of Nyemba Health Post	Oval Builders and General Contractors	457,722	337,454	Start Date: 31.03.2023 End Date: 15 th May 2024	Substructure, blockwork in foundations as well as superstructure, roofing, carpentry, joinery and ironmongery, metal works, plumbing, electrical works, flooring, wall and ceiling finishes including tiling, glazing works, painting and decoration works and double VIP toilets.	As at 30 th April 2024, the work were at 74% complete with the following works outstanding: <ol style="list-style-type: none"> 1. carpentry and joinery (ceiling board); 2. construction of a double VIP toilets; 3. painting external and interior and 4. floor screed and other decorations.
2	Construction of 1x3 CRB at Nshimbi Primary	Chomujo General Dealers	1,242,126	815,574	Start Date: 27.03.2023 End Date: 27.08.2023	Substructure, blockwork in foundations as well as superstructure, roofing, carpentry, joinery and ironmongery, metal works, plumbing, electrical works, flooring, wall and ceiling finishes including	As at 30 th April 2024, the works had not been completed and were at 99% completion with the outstanding works including

No.	Project Name	Name of Contractor/Supplier	Contract Amount K	Amount Paid on the Contract K	Contract Period	Scope of works	Outstanding works/remarks
	School (Borehole/Hand pump)					tiling, glazing works, painting and decoration works and double VIP toilets.	drilling and equipment borehole at the school.
3	Construction of Itende Bridge	F. Mulenga General Dealers	749,274	500,155	Start Date: 27.03.2023 End Date: 30.04.2024	Excavation in ordinary soils, disposal of unsuitable excavated materials and water, backfilling with rockfill and selected materials, reinforced concrete works, installation of portal frame culvert, carpentry work and formwork, earthworks and layer works for embankment	As at 30 th April 2024, the project was at 48% complete with the following outstanding works: <ul style="list-style-type: none"> • installation of portal frames that was delayed due to poor access road; • carpentry work; and • layer works for embankment
4	Construction of Masonde Health Post at Masonde Primary School	Oval Builders and General Contractors	1,253,184	886,244	Start Date: 29.05.2023 End Date: 7 th May 2024	Substructure, blockwork in foundations as well as superstructure, roofing, carpentry, joinery and ironmongery, metal works, plumbing, electrical works, flooring, wall and ceiling finishes including tiling, glazing works, painting and	As at 30 th April 2024, the project was at 70% complete with the following outstanding works: <ul style="list-style-type: none"> • painting interior and exterior; • electrical wiring;

No.	Project Name	Name of Contractor/Supplier	Contract Amount K	Amount Paid on the Contract K	Contract Period	Scope of works	Outstanding works/remarks
						decoration works and double VIP toilets.	<ul style="list-style-type: none"> • ceiling board; • supply of patient bed and linen; • plumbing works; • tiling works; and • decoration and grazing.
	Total		3,702,306	2,539,427			

b. Delayed Completion of Projects - Construction of Staff House at Kabangamika Health Post

On 26th October 2023, the Council engaged More of Me General Dealers for the construction of a staff house and ablution block at Kabangamika Health Post in Katopola ward at a contract sum of K638,091.30 with a completion period of five (5) months commencing on 9th November 2023 and ending on 8th April 2024.

The scope of works included excavations and earthworks, blockwork, roofing, carpentry, joinery, ironmongery, metal works, grill door, plumbing works and installation, external works, electrical works and installation, floor, wall and ceiling finishes including tiling, glazing, painting and decoration work.

As at 31st August 2024, amounts totalling K159,522.83 had been paid to the contractor leaving a balance of K478,569.

A physical inspection of the project carried out in September 2024, revealed that the project had not been completed with installation of grill doors, electrical works, floor, wall and ceiling finishes including tiling, glazing, painting and decoration works still outstanding. Further, the construction of the ablution block had not yet commenced. However, the contractor was on site. See picture below.



Staff house at Kabangamika Health Post

c. Management of Empowerment Soft Loans

i. Failure to Avail Ownership Documents

Appendix F part d (ii) and (iii) of the CDF Guidelines states, “all Equipment and Machinery bought using this facility shall be registered in the name of the Local Authority; and ownership shall not be transferred to the loan beneficiary until the loan amount is fully paid.”

Contrary to the guideline, there were no ownership documents registered in the name of the Council for the light truck loan costing K190,000 in respect of Luchebu Youth Enterprises.

ii. Non-Performing Loans

Contrary to the guidelines, thirty-one (31) beneficiaries who were paid amounts totalling K2,865,000 had not made repayments totalling K579,688 sixty (60) days after the loans were disbursed.

iii. Failure to Pay Instalments at the End of the Month

Contrary to the guidelines, thirty - two (32) loan beneficiaries who were paid amounts totalling K3,280,000 had arrears totalling K534,424.43 for periods ranging from three (3) months to six (6) months.

iv. Failure to Terminate Loan Agreements

Part V of the Terms and Conditions in the Loan Agreement states that, “neglecting to pay the loan instalments for any reason for three consecutive months, shall result in termination of the agreement.”

Contrary to the condition, the Council did not terminate loan agreements for fifty-three (53) loan beneficiaries that did not make loan instalment payments for three (3) or more consecutive months.

d. Secondary School and Skills Development Bursaries - Low Student Turnout - Skills Training

During the period under review, the Council received K3,972,215 from the Ministry of Local Government and Rural Development for Secondary Schools and Skills Development.

A total of fifty-four (54) pupils were sponsored into boarding schools and 340 students to undergo skills training at a total cost of K2,634,657.

A review of the list of approved students to be sponsored for skills training revealed that out of 340 students, only 236 students reported to the various training centres, resulting in 104 students not turning out for the program.

e. Youth, Women and Community Empowerment - Grants

i. Irregular Payments of Empowerment Grants to Unapproved Beneficiaries

Section 5.2.3.1 of the CDF Guidelines requires among other conditions that, “empowerment applications for grants to the CDFC shall be accompanied by the following documents: (b) Signed application forms by the Ward Development Committee Chairperson. Where the Chairperson is not available, the Vice Chairperson shall sign and where the Vice Chairperson is not available, the Committee shall nominate a member amongst themselves who shall sign the applications.”

Contrary to the Guideline, the Council paid empowerment grants to five (5) beneficiaries in amounts totalling K198,700 whose application forms were not approved by CDFC.

ii. Non-Operational Projects

During the period under review, nine (9) beneficiary groups received grants in amounts totalling K352,000 to undertake various business activities.

A physical inspection of the projects carried out in September 2024 revealed that the businesses were not operational as there were no activities going on at the sites.

78 Mbala Municipal Council

a. Over Expenditure – Administration Costs, Soft Loans and Empowerment Grants

During the period under review, amounts totalling K6,767,573 were received to cater for administration costs, soft loans and empowerment grants. In addition, amounts totalling K1,403,833 were brought forward from the previous year bringing the total funds available to K8, 171,406.

A review of accounting records revealed that the Council spent amounts totalling K9,094,252 on the three (3) components resulting in an over expenditure of K922,846. See table 1 below.

Table 1: Over Expenditure

Details	Opening Balance K	Funding for 2023 K	Available Funds K	Expenditure K	Over Expenditure K
Grants-Empowerment- 40%	(145,767)	2,143,065	1,997,298	2,171,857	(174,559)
Loans -60%	1,240,459	3,214,597	4,455,056	4,907,333	(452,277)
Administrative Cost	309,141	1,409,911	1,719,052	2,015,062	(296,010)
Total	1,403,833	6,767,573	8,171,406	9,094,252	(922,846)

b. Unapproved Allocation of Funds

On 15th September 2022, the Ministry approved the repair of a Front-End Loader at a total cost of K205,000.

In addition, on 21st July 2023, the Constituency Development Fund Committee allocated an additional K381,000 bringing the total allocation to K586,000. However, the Council did not avail for audit verification the approval by the Minister in respect of the additional funds as at 31st October 2024.

c. Delayed Completion of Works - Construction of 1x2 CRB at Chisafwa Primary School

On 19th December 2022, the Council engaged Setraco Limited for the construction of a 1x2 classroom block at Chisafwa Primary School in Lwandi ward at a contract sum of K622,933 with a completion period of twenty-two (22) weeks commencing on 19th December 2022 and ending on 1st June 2023.

The scope of works included substructure, block work, roofing, carpentry and joinery, ironmongery, metal work, plumbing, electricals, flooring, wall and ceiling finishes, glazing, painting, decoration and construction of an ablution block.

As at 30th June 2024, amounts totalling K496,977 had been paid to the contractor leaving a balance of K125,956.

On 17th November 2023, the procurement committee recommended for the termination of the contract citing delayed delivery of the project.

In addition, a new contractor had not been engaged twelve (12) months after the expected date of completion.

d. Delayed Completion of Kaluluzi Maternity Annex

On 18th January 2023, the Council engaged Tupitile Pamwi Construction and Food

Supplier Limited for the completion of a maternity annex at Kaluluzi Rural Health Post at a contract sum of K424,237 with a completion period of six (6) months commencing on 19th January 2023 and ending on 19th June 2023.

On 12th July 2023, a variation of K105,980 was approved bringing the total contract sum to K530,216.

The scope of works included, substructure, block work, roofing, carpentry and joinery, ironmongery, metal work, plumbing, electricals, flooring, wall and ceiling finishes, glazing, painting and decoration.

As at 30th June 2024, amounts totalling K477,195 had been paid to the contractor leaving a balance of K53,022.

The following were observed:

i. Delayed Completion of Works

A physical inspection carried out on 7th June 2024 revealed that the project had not been completed with installation of the geyser still outstanding for a delayed period of twelve (12) months. In addition, the contractor was not on site. See picture below.



Uninstalled Geyser

ii. Questionable Scope of Works

A review of the bill of quantities revealed that there was a provision of additional electrical works costing K50,000 under electrical works. However, it could not be ascertained what the additional works were attributed to as there was no breakdown provided for in the bill of quantities. Consequently, the additional cost of K50,000 was questionable.

iii. Failure to Provide for Septic Tank and Soakaway

A review of the bill of quantities and scope of works revealed that there was no

provision for a soakaway and septic tank despite the maternity annex having plumbing installations. As a result, the maternity annex was not being utilized.

e. Irregular Certification of Works

On 15th December 2022, the Council engaged Silavika Enterprises Limited for the completion of a 1x2 classroom block at Lumi Primary School at a contract sum of K185,317 with a completion period of eight (8) weeks commencing on 15th December 2022 and ending on 15th January 2023.

The scope of works included, substructure, blockwork, roofing, carpentry and joinery, ironmongery, plumbing, electrical installation, plastering, painting and decoration, drainage system and supply and delivery of eighty (80) desks.

As at 30th June 2024, the contractor had been paid in full, the works were certified as completed and a completion certificate was issued.

However, a physical inspection carried out on 7th June 2024 revealed that the works had not been completed for a delayed period of seventeen (17) months. The outstanding works included installation of fluorescent tubes, installation of 60-amp breaker and supply and delivery of forty (40) desks. The issuance of a completion certificate and payment of the contractor in full is therefore irregular.

f. Delayed Completion of a 1x4 Classroom Block at Kakungu Day Secondary School

On 14th December 2022, the Council engaged Taijimba Roots Limited for the completion of a 1x4 classroom block at Kakungu Day Secondary School at a contract sum of K342,148 with a completion period of six (6) months commencing on 19th December 2022 and ending on 19th June 2023.

The scope of works included, substructure, masonry works, roofing, carpentry and joinery, iron mongery, metal work, flooring, wall and ceiling finishes, painting, decoration and external works.

As at 30th June 2024, amounts totalling K450,378.08 had been paid to the contractor resulting in an overpayment of K108,231.

A physical inspection carried out on 7th June 2024 revealed that works had not been completed for a delayed period of twelve (12) months. The outstanding works included glazing and installation of the doors. See picture below.



Incomplete Classroom block

g. Delayed Completion of a 1x2 Classroom Block at Kakonde Primary School

On 14th December 2022, the Council engaged Gracovic Limited for the completion of a 1x2 classroom block and supply and delivery of forty (40) double seater school desks at Kakonde Primary School in Nsunzu ward at a contract sum of K553,145 with a completion period of five (5) months commencing 19th December 2022 and ending 19th May 2023.

The scope of works included, substructure, concrete works, brick works, roofing, carpentry and joinery, ironmongery, metal work, electrical installation, floor wall finishes, glazing, painting and decoration, external works and supply and delivery of forty (40) desks.

As at 30th June 2024, amounts totalling K501,200 had been paid to the contractor leaving a balance of K51,945.

A physical inspection carried out on 7th June 2024 revealed that the works had not been completed for a delayed period of thirteen (13) months. The outstanding work was the delivery of twenty (20) desks.

h. Construction of a 1X3 Classroom block at Mwambala Primary School- Questionable Certification of Works

On 8th June 2023, the Council engaged Pavmac Construction Company Limited for the construction of a 1x3 class room block and supply and delivery of sixty (60) desks at Mwambala Primary School at a contract sum of K985,000 with a completion period of seventy-six (76) days commencing on 19th June 2023 and ending on 27th August 2023.

The scope of works included, substructure, block work, roofing, carpentry and joinery, ironmongery, plumbing, electrical installation, plastering, painting and decoration, drainage system, and supply and delivery of sixty (60) desks.

As at 30th June 2024, the contractor had been paid in full.

A physical inspection carried out on 7th June 2024 revealed that the works had not been completed for a delayed period of eleven (11) months. The outstanding work included installation of shelves.

In addition, a review of the completion certificates revealed that incomplete works had been certified as completed, rendering the certification questionable.

i. Delayed Completion of Works - Rehabilitation of 4.6km Chulungoma Road

During the period under review an amount of K197, 000 was allocated towards the rehabilitation of 4.6 kms of Chulungoma road in Kazimolwa ward. The scope of works included clearing, road formation and gravelling.

As at 30th June 2024, amounts totalling K64,288 had been spent leaving a balance of K132,712.

A physical inspection carried out on 8th June 2024 revealed that the project had not been completed for a delayed period of eleven (11) months. The outstanding works included gravelling of 4.6kms of the road.

At the time of audit, no works were being implemented and machinery was found on the site.

j. Management of Soft Loans

i. Failure to Avail Ownership Documents for Equipment and Machinery

Appendix F part d (i) (ii) and (iii) of the Constituency Development Fund Guidelines of 2022 states, (i) “All Equipment and Machinery bought using this facility shall be vested in the name of the lender; (ii) All Equipment and Machinery bought using this facility shall be registered in the name of the Local Authority; and (iii) Ownership shall not be transferred to the loan beneficiary until the loan amount is fully paid.”

During the period under review, two (2) loan beneficiaries were paid amounts totalling K250,000 to procure equipment such as stone crashing and block making machines. However, there were no ownership documents availed for audit as at 31st October 2024.

ii. Questionable Payment of Loans

A physical inspection carried out on 8th June 2024 at fourteen (14) projects in Mbala

district revealed that five (5) projects belonging to five (5) beneficiaries who were paid amounts totalling K330,000 in 2023 could not be located as the owners were not available, rendering the payments questionable.

k. Management of Bursaries - Secondary Schools and Skills Development

i. Questionable Sponsoring of Civil Servants /Public Service Workers Children

Appendix H (3) (v) and (vi) of the Constituency Development Fund Guidelines of 2022 stipulates that, a learner must meet the following stipulated criteria: v. Double Orphaned where the guardian has no reliable source of income; vi. Single Orphaned where the surviving parent has no reliable source of income; to qualify for bursary.

Contrary to the Guidelines, Mbala Constituency Development Fund Committee approved, sponsored and paid amounts totalling K6,000 to two (2) children whose parents were civil servants and had a reliable source of income.

ii. Payments Not Supported by Approved Application Forms

Guideline 5.3.5.2 states, “The application for Skills Training Bursary shall be submitted together with an admission or acceptance letter from any TEVETA accredited public or private institution or the Zambia National Service.”

Contrary to Guidelines, the Council paid amounts totalling K81,857 to five (5) institutions as bursaries for skills development without approved application forms.

iii. Overpayment of Boarding Fees – Laura Girls Secondary School

During the period under review, Mbala Municipal Council sponsored one (1) pupil at Laura Girls Secondary School for three (3) terms at the rate of K1,000 per term bringing the total amount paid to K3,000.

A physical inspection carried out in June 2024 revealed that the pupil was not in boarding but was instead a day scholar who paid school fees of K300 per term bringing the total amount paid to K900 for three (3) terms. Consequently, the school was overpaid by an amount of K2,100. As at 31st October 2024, the overpayment had not been recovered.

l. Management of Empowerment Grants

i. Failure to Maintain Financial Records

A physical inspection of five (5) beneficiary groups carried out in June 2024 revealed

that the groups received amounts totalling K81,000. However, the groups did not maintain adequate financial records such as receipts, expenditure details and sales records among others. In this regard, the utilization of the funds and the performance of the businesses could not be ascertained as at 31st October 2024.

ii. Non-operational Cooperative -Tusekele Club

During the period under review, Tusekele Club received a grant in amounts totalling K10,000 as seed money to undertake poultry rearing. However, a physical inspection of the project carried out in June 2024 revealed that the business was not operational. The group had thirteen (13) members, out of whom ten (10) had redeemed their shares and three (3) had shared the grant of K10,000.

iii. Failure to Implement Funded Activities

Guideline 5.2.4 (a) (iii) (iv) of the Constituency Development Fund Guidelines of 2022 states, “The Youth, Women and Community shall be eligible to access an empowerment grant upon satisfaction of the following criteria: a) Cooperatives, Clubs, Associations and Organized Groups iii. Proposals for empowerment shall provide employment opportunities; iv. The proposed project is being undertaken within the Constituency.”

Contrary to the Guidelines, 181 beneficiaries who were paid empowerment grants in amounts totalling K2,141,857 had not implemented their projects for delayed periods ranging from 3 months to 13 months as at 31st August 2024.

iv. Failure to Procure Musical Instruments – Boys Brigade Trinity Club

During the period under review, Boys Brigade Trinity Club applied for a grant in amounts totalling K40,000 for the procurement of musical instruments. The Council approved and disbursed K10,000 to the club on 23rd August 2023.

A visit to the club and an interview conducted with the club members on 23rd June 2024 revealed that the musical instruments were not procured. Consequently, the club could not account for the utilization of the grant.

v. Failure to Procure a Hammer Mill – Ebenezer One Multi-purpose

During the period under review, Ebenezer One Multi-purpose applied for a grant in amounts totalling K40,000 for the procurement of a Hammer Mill. The Council

approved and disbursed K11,857 to the cooperative. A visit to the cooperative and an interview conducted with the cooperative members on 8th June 2024, revealed that the hammer mill had not been procured due to inadequate funds. Consequently, the cooperative could not account for the utilization of the grant as at 31st October 2024.

vi. Failure to Purchase Hammer Mill – Immanuel Youth Club

During the period under review, Emmanuel Youth Club applied for a grant in amounts totalling K40,000 for the procurement of a Hammer Mill. The Council approved and disbursed K35,500 on 23rd July 2023. A visit to the cooperative and an interview with the cooperative members conducted on 23rd June 2024 revealed that the cooperative utilized the funds on procurement of maize and made a loss of K14,800.

m. Accounting Irregularities-Administration

i. Failure to Provide Acquittal Sheets

During the period under review, funds in amounts totalling K60,370 were withdrawn to facilitate the payment of allowances, refreshments and transport refunds to various officers. However, acquittal sheets were not availed for audit. Consequently, it could not be ascertained whether the beneficiaries received the funds.

ii. Failure to Provide Activity Reports and Motor Vehicle Logbooks

Regulation 95 (3) of the Public Finance Management (General) (Amended) Regulations of 2023 requires that an officer who travels within the Republic on duty shall be paid subsistence allowance as a direct payment receipted by an activity report by that officer.

During the period under review, allowances and fuel in amounts totalling K274,270 involving ten (10) transactions were paid to undertake various activities.

Contrary to the regulation, an activity report was not availed for audit as at 30th September 2024. In addition, the motor vehicle log books to support the activities were not availed for audit.

iii. Missing Payment Voucher

Regulation 55 (c) of the Public Finance Management (General) Regulations of 2020

states, “A signatory shall ensure that the relevant payment voucher is duly completed.” In addition, Regulation 72 (1) states “A payment voucher with supporting documents, and any other forms which support a charge entered in the accounts, shall be filed, secured against loss, and be readily available for audit.”

Contrary to the Regulations, one (1) payment voucher amounting to K18,800 was not availed for audit as at 31st October 2024.

79 Mporokoso Town Council

a. Administrative Cost

The Ministry allocated K1,409,911 for Administrative Costs under Mporokoso Constituency. In addition, K533,041 was brought forward from 2022 bringing the total funds available to K 1,942,952 for use in 2023.

Out of the total allocation K1,409,911 for 2023, the Council had spent K1,298,012, reflecting a consumption rate of 92%.

b. Over Expenditure - Administrative Cost

During the period under review, an amount of K1,409,911 was funded towards the administrative component of the Constituency Development Fund. There was an opening balance of K533,041 from the previous year bringing total available funds to K1,942,952 against which amounts totalling K2,383,265 were spent resulting in an over expenditure of K440,313.

c. Construction of a Standard Rural Health Post, Medium Cost Staff House and Incinerator in Kantanga Village- Stalled Project

On 19th June 2023, the Council engaged Gino Globo Limited for the construction of a standard rural health post, medium cost staff house and incinerator in Kantanga Village at a contract sum of K1,841,169 with a completion period of thirteen (13) months commencing on 26th June 2023 and ending on 30th July 2024.

The scope of works included substructure, concrete, blockwork, roofing, carpentry and joinery, ironmongery, metalwork, structural steel work, plumbing installations, electrical installations, floor and wall finishes, glazing, painting and decoration and construction of incinerator, placenta pit and ash pit.

As at 30th April 2024, amounts totalling K1,096,085 had been paid to the contractor leaving a balance of K745,084.

A review of the project status report revealed that the project was at roof level for both the staff house and health post while the incinerator had not been constructed, the project had stalled and the contractor was not on site. See picture below.



Incomplete health post and staff house

d. Construction of 1x3 Classroom Block, Medium Cost Staff House and Mechanised Borehole at Kapalange Primary School-Stalled Project

On 23rd November 2023, the Council engaged Jonko Contractors and General Dealers Limited for the construction of a 1x3 classroom block, medium cost staff house and mechanised borehole at Kapalange Primary School at a contract sum of K1,988,457 with a completion period of four (4) months commencing on 26th November 2023 and ending on 26th March 2024.

On 25th December 2023, construction works were suspended until 1st April 2024 due to heavy rains as the roads were impassable. The contractor had been paid amounts totalling K298,269 leaving a balance of K1,690,188.

The scope of works included substructure, concrete, blockwork, roofing, carpentry, and joinery, ironmongery, structural steel work, metalwork, plumbing installations, electrical installations, floor and wall finishes, glazing, painting, decoration, uncovered concrete footing and construction of a mechanised borehole.

As at 30th April 2024, the project was at foundation stage and the contractor had demobilized. See picture below.



Project at box level

e. Construction of a Staff House at Njalamimba Health Post - Overpayment to the Contractor

On 6th April 2023, the Council engaged Kenval Construction Limited for the construction of a staff house at Njalamimba Health Post at a contract sum of K433,979 with a completion period of four (4) months commencing on 13th April 2023 and ending on 13th August 2023.

The scope of works included substructure, concrete, blockwork, roofing, carpentry and joinery, ironmongery, metalwork, plumbing installations electrical installations, floor and wall finishes, glazing, painting and decoration.

A review of the project ledger revealed that amounts totalling K438,669 had been paid to the contractor resulting in an overpayment of K4,690.

As at 30th April 2024, recoveries had not been made from the contractor.

f. Construction of Staff House at Mipa Primary School-Delayed Completion

On 5th July 2023, the Council engaged Petchi Trading and Contractors Limited for the construction of a staff house at Mipa Primary School at a contract sum of K517,737 with a completion period of four (4) months commencing on 10th July 2023 and ending on 10th November 2023.

The scope of works included substructure, concrete, brickwork, roofing, carpentry and joinery, ironmongery, structural steel, metalwork, plumbing installation, external works, electrical installations, finishes, glazing, painting and decoration and connection of power supply.

As at 30th April 2024, the contractor had been paid amounts totalling K427,251 leaving a balance of K90,486.

As physical inspection carried out on 27th March 2024, revealed that the project had not

been completed with power connection outstanding five (5) months after the expected date of completion. See picture below.



Staff House without power connection

g. Failure to Utilise Market Infrastructure

On 17th April 2023, the Council engaged Dumuk General Dealers and Contractors for the completion of Tusensele Market at a contract sum of K277,256 with a completion period of four (4) months commencing on 13th April 2023 and ending on 13th August 2023.

The scope of works included excavation and earthworks, substructure, superstructure, metalwork, electrical installations, painting and construction of VIP toilets.

As at 30th April 2024, the contractor had been paid amounts totalling K264,060 leaving a balance of K13,199.

A physical inspection carried out on 27th March 2024, revealed that the project was complete and handed over to the Council. However, the market was not being utilised.

h. Poor Workmanship

A physical inspection conducted on 27th March 2024 revealed that there was poor workmanship on three (3) projects as detailed in table 5 below.

Table 5: Project Implementation

No.	Project	Contractor	Contract Date	Contract Start Date	Contract End Date	Contract Sum K	Amount Paid K	Scope of Works	Project Status and Other Observations
1.	Construction of a 1x3 classroom block at Mukunsa Primary School	D.C.K General Contractors Limited	06.04.2023	14.04.2023	14.08.2023	936,482	716,175	Substructure, concrete works, block work, roofing, carpentry joinery and iron monger, structural steelwork, metalwork, electrical installation, finishes, glazing and painting.	As at 30 th April 2024, the classroom block was complete and handed over. However, the following were observed: <ul style="list-style-type: none"> • The floor had developed cracks • The notice board had not been installed. • Two (2) doors had not been installed. • Window handles and window stays had not been completely installed. • Eight (8) florescent tubes had not been installed.
2.	Completion of a 1x2 classroom block at Njalamimba Primary School.	Mulicheke General Dealers	16.01.2023	18.01.2023	18.03.2023	128,311	119,045	Substructure, concrete works, brickwork , carpentry, joinery and ironmongery, metal work, floor and wall finishes, glazing, painting and	A physical inspection conducted on 30 th April 2024 revealed that the project was complete.

No.	Project	Contractor	Contract Date	Contract Start Date	Contract End Date	Contract Sum K	Amount Paid K	Scope of Works	Project Status and Other Observations
								decoration, electrical installation and external drainage.	However, it was observed that the floor had developed cracks.
3.	Construction of 1x3 classroom block and Medium Cost Staff House at Mulungu Primary School	Dynamic Planners and Construction Limited.	19.06.2023	25.06.2023	25.10.2023	1,346,306	1,290,152	Substructure, concrete work, blockwork, roofing, carpentry, joinery and ironmongery, structural steel work, metalwork, electrical installation, finishes, glazing, painting and decoration.	As at 30 th April 2024, the project was complete and handed over. However, the floors in the staff house and classroom block had developed cracks.

i. Failure to Provide Project Identification Documents - Community Projects

CDF Guideline No. 5.1.2 stipulates that the project identification processes will require the Ward Development Committees (WDCs) to prepare project lists with input from the Zones. The projects are required to be in line with the Ward Development Plan, Integrated Development Plan (IDP) or any other local development framework.

In addition, the project lists must be supported by the following:

- Project Application Forms
- Signed Minutes of the Zonal Assembly Meeting
- Signed Minutes of the Ward Development Executive Committee Meeting

The Constituency Development Fund Committee (CDFC) is only supposed to consider applications signed by the Ward Development Committee Chairperson.

Contrary to the Guideline, two (2) community projects approved and recommended by the CDF Committee costing K1,977,678 had no evidence of being supported by project lists from WDCs and the supporting documents. See table 8 below

Table 8: Projects Without Supporting Documents

No.	Project	Location	Amount K	Status
1	Consturion of Ablution block and mechanised borehole at Kamwafi Primary School	Muchinga	988,839	Not Implemented
2	Construction of Ablution block and mechanised borehole at Kashinda Primary School	Chishamwamba	988,839	Not Implemented
	Total		1,977,678	

j. Rehabilitation of Ablution Blocks at Mporokoso Boarding School-Delayed Completion

On 2nd August 2023, the Council awarded Kedlup General Dealers a labour based contract for the rehabilitation of ablution blocks at Mporokoso Boarding Secondary School at a contract sum of K116,020 and a completion period of three (3) months starting from 2nd August 2023 and ending on 2nd November 2023.

The scope of works included the installation of distribution lines, fixing of squat pans and high rise cisterns, installation of water supply pipes, painting, removal and installation of door frames, installation of doors including mortice locks and installation of showers.

As at 27th April 2024, amounts totalling K450,994 (materials - K350,616 and labour - K100,378) had been spent.

A physical inspection carried out on 27th March 2024, revealed that the project had not been completed. The outstanding works included plumbing and painting works four (4) months after the expected date of completion. See picture below.



Unpainted ablution block

k. Youth, Women and Community Empowerment Grants

i. Unauthorised Change of Approved Grant Project/Misapplication of Funds by Recipient

During the year under review, grants in amounts totalling K270,367 were disbursed to seven (7) cooperatives to support the execution of designated activities and projects outlined in their respective grant agreements.

However, these cooperatives deviated from the agreed upon projects without securing the approval of the Council thereby breaching the terms of the grant agreement.

ii. Failure to Submit Consolidated List of Applicants to the Minister on Time for Approval

The Constituency Development Fund (CDF) guideline No. 5.4 (a) states that; The Constituency Development Fund Committee shall submit to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form”.

Contrary to the guideline, the Council submitted the consolidated list of applicants on 30th October 2023 to the Ministry six (6) months after the prescribed date. Consequently, approval by the Ministry was made on 29th November 2023.

iii. Failure to Implement Projects

During the period under review, the council disbursed empowerment grants in amounts totalling K270,293 to seven (7) groups to cater for agricultural activities.

However, a physical inspection carried out in March 2024, revealed that the groups did not implement the projects. Inquiries made with the group members revealed that the funds were shared amongst the members and utilised for personal activities.

iv. Unapproved Disbursements- Twafweni Chose Mpongwe Youth Club

Guideline 5.2.2 (a) ii of the Constituency Development Fund Guidelines requires that the Constituency Development Fund Committee shall receive and review applications submitted by the Ward Development Committee and submit the consolidated list for approval by the Minister.

Contrary to the Guideline, the Council disbursed an amount of K40,000 to Twafweni Chose Mpongwe Youth Club an organisation that was not part of the list approved by the Minister.

v. Poor Implementation of Projects

A physical inspection of selected seven (7) projects carried out in March 2024 revealed that there was poor implementation of the projects.

In particular, the following were observed:

Table 9: Project Implementation

No.	Name of Beneficiary Group	Ward	Amount K	Project Name	Findings/Observations
1.	Natwapane Women's Club	Mikomba	K 38,882	Fish Farming	Natwapane Women's Club applied and was issued a grant of K38,882 to undertake Fish farming. A visit to the club revealed that the club shared an amount of K25,000 leaving a balance of K13,882 which could not be accounted for.
2.	Amec Mica Women's Missionary Clubs	Njalamimba	K 34,926	Mixed Farming	Amec Mica Women's Missionary Club applied for a grant for the sole purpose of starting a Mixed farming business. The council approved and disbursed K34,926 to the club on 20 th December 2023. As at 30 th April 2024, the club had spent a total amount of K10,000 by growing maize and beans. Further, an amount of K10,000 was shared among the group members, while the balance of K14,926 could not be accounted for at the time of audit.
3.	Tandizane Youth Club	Mikomba	K 37,485	Goat Farming	Tandizane Youth Club applied for a grant for the sole purpose of starting a Goat farming business. The council approved and disbursed K37,485 to the club on 20 th December 2023. A visit to the club in March 2024, revealed that the intended purpose was not achieved in that the Grant of K37,485 was shared among the group members with each member receiving K3,749.
4.	Kamima Women's Club	Mikomba	K 39,000	Farming	Kamima Women's Club applied for a grant for the sole purpose of starting a farming Business. The council approved and disbursed K39,000 to the club on 20 th December 2023. A visit to the club revealed that the club spent a total amount of K10,250 as follows (K600 Village chickens, K300 Maize seed, D Compound K2,850,

No.	Name of Beneficiary Group	Ward	Amount K	Project Name	Findings/Observations
					Urea K3000). However, an amount of K20,000 was shared among group members while the balance of K10,750 was unaccounted for.
5.	Tampako Youth Club	Njalamina	K 40,000	Poultry Farming	<p>Tampako Youth Club applied for a grant for the sole purpose of starting a Poultry farming Business. The council approved and disbursed K40,000 to the club on 20th December 2023.</p> <p>A visit to the club revealed that the intended purpose was not achieved in that the club decided to venture into crop farming. As at 30th April 2024, the club spent a total amount of K11,200 by growing maize and beans leaving a balance of K22,800. At the time of inspection, the maize produce was still in the field, while the beans field could not be verified.</p> <p>Further, the balance of K22,800 was shared among the group members and they each got K2,280.</p>
6.	Ifintu Kuchinja Women's Club	Mikomba	K 35,000	Salaula (Secondhand Cloths)	<p>Ifintu Kuchinja Women's Club applied for a K35,000 grant in order to venture into a Salaula Business. The council approved and disbursed the total amount of K35,000 to the club on 20th December 2023.</p> <p>A visit to the club revealed that the intended purpose was not achieved in that the club decided to venture into farming. No records were provided to ascertain how the money was spent.</p>
7.	Twafweni Kasalabwe Women's Club	Mumbuluma	K 24,000	Goat Farming	<p>Tafweni Kasalabwe Women's Club applied for a grant for the sole purpose of starting a Goat farming business. The council approved and disbursed K24,000 to the club on 20th December 2023.</p> <p>A visit to the club revealed that the intended purpose was not achieved in that the grant of K24,000 was shared among the group members.</p>

l. Management of Soft Loans – Failure to Implement Loan Projects

A physical inspection carried out on 26th March 2024 on fourteen (14) projects in Mporokoso district revealed that two (2) loan beneficiaries, Youth for Transformation Zambia and Edenic Plan Multi-Purpose Co-operative who were paid K150,000 and K200,000 to undertake goat farming and dairy farming respectively in 2023 had not yet implemented their projects.

m. Accounting and Other Irregularities - Failure to Provide Activity Reports

Public Finance Management Regulation No. 95 (3), states that an officer who travels within the republic on duty shall be paid subsistence allowance as a direct payment receipted by an activity report by that officer.

Contrary to the Regulation, activity reports for imprest in amounts totalling K320,573 issued to various officers in order to undertake various activities were not availed for audit.

80 Mpulungu Town Council

a. Procurement of Earth Moving Equipment

During the period under review, the Council procured earth moving equipment at a cost of K16,005,770 from various suppliers out of which amounts totalling K13,798,078 had been paid leaving a balance of K2,207,692. See table 1 below.

Table 1: Cost of Earthmoving Equipment

No.	Equipment Name	Supplier	Contract	Amount Paid on the Contract	Balance (VAT)
1	Excavator	Barloworld Equipment Zambia	3,338,489	2,878,008	460,481
2	Water Bowser	Delta-Auto and Equipment Zambia	1,484,800	1,280,000	204,800
3	2 Tipper Trucks	Delta-Auto and Equipment Zambia	2,969,600	2,560,000	409,600
4	Roller Compactor	Delta-Auto and Equipment Zambia	1,844,400	1,590,000	254,400
5	Bull dozer	SDLG Investment LTD	3,700,481	3,190,070	510,411
6	Motor Grader	SDLG Investment LTD	2,668,000	2,300,000	368,000
		Total	16,005,770	13,798,078	2,207,692

All the equipment had been delivered between May 2023 and March 2024.

b. Procurement of Earth Moving Equipment

On 20th April 2023, the Council procured seven (7) earth moving equipment at a cost of K16,005,770 VAT inclusive from various suppliers using Limited Bidding. See table 2 below.

Table 2: Procurement of Earth Moving Equipment

No.	Equipment Name	Tender No.	Quantity	Amount
1	Water Bowser	MLGRD/CDF/EQ/07/22	1	3,338,489
2	Roller Compacter	MLGRD/CDF/EQ/08/22	1	1,484,800
3	Excavator	MLGRD/CDF/EQ/09/22	1	2,969,600
4	Tipper Truck	MLGRD/CDF/EQ/10/22	2	1,844,400
5	Low Bed (Replaced with Bulldozer)	MLGRD/CDF/EQ/11/22	1	3,700,481
6	Motor Grader	MLGRD/CDF/EQ/12/22	1	2,668,000
		Total	7	16,005,770

As at 31st May 2024, all the equipment had been delivered.

The following were however observed:

- **Irregular Use of Limited Bidding**

Section 42 (1) of the Public Procurement Act No. 8 of 2020, “The objective of limited bidding is to obtain competition and value for money to the extent possible where the circumstances do not justify or permit the use of open bidding.”

Regulation 36 (2) of the Public Procurement Regulations of 2022 states, “The justification for limited bidding under subregulation (1) shall be disclosed in the record of the procurement proceedings.”

Contrary to the Provisions, the Council used Limited Bidding without providing justification.

- **Over Commitment of funds**

Guideline 5.4 of the Constituency Development Funds Guidelines of 2022 states, “The Minister shall approve projects endorsed by the Constituency Development Fund Committee.

On 15th September 2022, the Ministry approved the procurement of seven (7) earth moving equipment at a total cost of K11,639,400. The Ministry on 5th July 2023,

further approved an additional K1,300,000 following the replacement of a low bed with a bulldozer, bringing the total approved amount to K12,939,400.

However, the Council procured the earth moving equipment at a cost of K16,005,770 resulting in an over commitment of funds in amounts totalling K3,066,370.

As at 31st August 2024, the approval by the Minister for the over commitment was not availed for audit. See table 3 below.

Table 3: Approved vs Actual Amounts for Earthmoving Equipment

No.	Equipment Name	Supplier	Approved Amount	Contract Awarded	Over Committed Funds
1	Excavator	Barloworld Equipment Zambia	2,595,400	3,338,489	743,089
2	Water Bowser	Delta-Auto and Equipment Zambia	1,140,000	1,484,800	344,800
3	2 Tipper Trucks	Delta-Auto and Equipment Zambia	2,394,000	2,969,600	575,600
4	Roller Compactor	Delta-Auto and Equipment Zambia	1,520,000	1,844,400	324,400
5	Bull dozer (originally Low Bed) with additional approved amount of K1,300,000	SDLG Investment LTD	1,900,000	3,700,481	500,481
			1,300,000		
6	Motor Grader	SDLG Investment LTD	2,090,000	2,668,000	578,000
		Total	12,939,400	16,005,770	3,066,370

- **Failure to Remit VAT**

The Council withheld VAT in amounts totalling K2,207,692 in respect to the procurement of the earth moving equipment costing K16,005,770.

However, as at 31stAugust 2024, the VAT withheld was not remitted to the Zambia Revenue Authority.

- **Failure to Follow Negotiation Procedures - Procurement of the Excavator**

Regulation 110 (3) (4) (6) of the Public Procurement Regulations of 2022 states, “A Procurement Unit shall prepare a plan for the negotiations, which shall specify the issues to be negotiated and objectives to be achieved and shall, to the extent possible, quantify the objectives and set maximum and minimum negotiation parameters; A controlling officer or chief executive officer shall appoint a minimum of two members of staff of a procuring entity to conduct negotiations and the members of staff appointed shall not commit the procuring entity to any proposed arrangement or agreements, and shall seek the prior authorisation of the approvals authority, before confirming any agreement reached; The members of staff of the procuring entity that conduct the negotiations shall prepare minutes of the negotiations, which

shall form part of the record of the procurement and shall obtain the bidder's written agreement that the minutes are a true and accurate record of the negotiations held.”

On 1st July 2023, the Council awarded a contract of K3,338,489 to Barloworld limited for the supply of an excavator subject to negotiation with a delivery period of 6-8 weeks.

Contrary to the Regulation, the Council awarded the contract to the supplier without preparing a negotiation plan, appointing staff to conduct negotiations and availing the minutes of the negotiation that formed part of the procurement records.

Consequently, the Council incurred excess expenditure of K743,089 towards the procurement of the equipment which was above the approved and available funds of K2,595,400.

c. Delayed Completion of Project - Construction of Road

On 15th September 2022, the Ministry approved a project with an allocation of K1,000,000 which was meant to cater for the procurement of fuel for operations. The activities to be implemented included Road Construction by the Council at a planned cost of K141,322 commencing on 8th November 2023 and ending on 30th January 2024.

The scope of works included clearing and gabbling, road formation and gravelling of 150mm layer of Kaizya Road for a distance of 2.5 km.

As at 31st May 2023, amounts totalling K77,538 had been spent on clearing and gravelling of 1km of the road, and grading and land formation, leaving a balance of K63,784. Outstanding works included clearing of 1.4km of the road, road formation and gravelling of 2.5km of the road.

As at 31st July 2024, the project had delayed for a period of six (6) months.

d. Wasteful expenditure-Repair of Mortuary Equipment

On the 27th July 2024, Mpulungu Town Council engaged Matrach General Dealers to repair Mortuary Equipment at a cost of K23,000. The Contractor was paid in full.

However, a physical inspection of the equipment carried out in May 2024 at Mpulungu District Hospital revealed that the equipment was not functional rendering the payment made to the contractor wasteful.

e. Poor Workmanship - Rehabilitation of a 1x2 Classroom Block at Chaulu Primary School

On 12th October 2022, the Council engaged Ebert General Dealers to rehabilitate a staff house at Chaulu Primary School at a contract sum of K40,859 with a completion period of sixty (60) days commencing on 12th October 2022 and ending on 12th December 2022.

The scope of works included replacement of damaged iron sheets and trusses, building of wall pillars, wall filling, glazing, plastering, removal of worn out floor and wall painting.

As at 30th April 2024, amounts totalling K40,859 (comprising building materials - K33,002 and Labour - K7,857) had been spent on the project.

A physical inspection carried out on 6th June 2024 revealed that the project was completed. However, the following were observed:

- Broken windowpane; and
- Incomplete beam filling.

See pictures below.



f. Poor Workmanship - Rehabilitation of Kasakalawe Health Post

On 25th April 2023, the Council engaged Chambwa General Suppliers Ltd for the rehabilitation of Kasakalawe Health Post at a contract sum of K80,570 with a completion period of seven (7) weeks commencing on 19th April 2023 and ending on 9th June 2023.

As at 30th June 2024, amounts totalling K76,542 had been paid to the contractor leaving a balance of K4,028.

The scope of works included beam filling, crack patching, plastering, installation of doors, interior and exterior painting.

A physical inspection carried out in June 2024 revealed that the interior and exterior painting was poorly done in that the paint on the exterior wall had started peeling off and the door handles had not been fitted. See pictures below.



Paint Peeling off

No door handles

g. Management of Empowerment Loans (Soft Loans) - Failure to avail ownership documents for Hammer Mills

Guideline d (i) and (ii) of the Constituency Development Fund Guidelines of 2022 states, (i) “All Equipment and Machinery bought using this facility shall be vested in the name of the lender; (ii) All Equipment and Machinery bought using this facility shall be registered in the name of the Local Authority.”

Contrary to the Guideline, a review of the list of beneficiaries revealed that two (2) beneficiaries were paid amounts totalling K220,000 to procure two (2) hammer mills (one for each beneficiary). However, the hammer mills did not have ownership documents in the name of the Council as at 31st July 2024.

h. Management of Secondary School and Skills Development – Bursaries - Students Without Proof of Completing Skills Courses

As at 31st December 2023, the Council reported that 207 students who were sponsored for short courses under CDF at a total cost of K1,187,376 had graduated.

However, there was no proof such as completion certificates availed for audit to indicate that the students had graduated.

i. Management of Youth and Women Empowerment Grants

i. Questionable Disbursement of Empowerment Funds to Unregistered Clubs

Guideline 5.2.6 (a) of the Constituency Development Fund Guidelines of 2022 states, “Accompanying documents for empowerment fund applications shall

include: A copy of a valid certificate of company, organization, group, cooperative, enterprise or club registered with PACRA, Registrar of NGOs, Zambia Agency for Persons with Disabilities, Registrar of Cooperatives, Local Authority, National Construction Council (NCC), National Youth Development Council (NYDC) and other Registration Bodies.”

Contrary to the Guidelines, eleven (11) clubs and cooperatives received empowerment funds in amounts totalling K198,737 during the period under review without being registered with any of the required institutions.

ii. Irregular Payments of Empowerment Grants to Beneficiaries Without Application Forms

Guideline 5.2.2 (i) and (ii) of the Constituency Development Fund Guidelines of 2022 states, “Cooperatives, Clubs, Associations and Organized Groups shall apply for grants to the WDCs to be used as seed money to establish a revolving fund to support their Members; The CDFC shall receive and review applications submitted by the WDC and submit the consolidated list for approval by the Minister.”

Contrary to the Guidelines, Mpulungu Town Council paid empowerment grants in amounts totalling K200,542 to eleven (11) beneficiaries without application forms.

iii. Irregular Payments of Empowerment Grants to Unapproved Beneficiaries

Guideline 5.2.3.1 (b) of the Constituency Development Fund Guidelines of 2022 states, “Empowerment Applications for grants to the CDFC shall be accompanied by the following documents: Signed application forms by the Ward Development Committee Chairperson. Where the Chairperson is not available, the Vice Chairperson shall sign and where the Vice Chairperson is not available, the Committee shall nominate a member amongst themselves who shall sign the applications.”

Contrary to the Guidelines, Mpulungu Town Council paid empowerment grants in amounts totalling K52,000 to four (4) beneficiaries whose application forms were not signed by CDFC.

iv. Failure to Attach NRCs to Empowerment grants Applications Forms

Guideline 5.2.6 (b) of the Constituency Development Fund Guidelines of 2022 states, “Accompanying documents for empowerment fund applications shall

include: Green National Registration Card (Where applicable for all project members).”

Contrary to the provision, empowerment grants in amounts totalling K828,907 were paid to fifty one (51) beneficiaries who did not attach Green National Registration Cards to their application forms.

v. Misapplication of Project Funds by Recipients

Section 16 (1) of the Constituency Development Fund Act No. 11 of 2018 states, “A Committee shall, prior to the submission of a proposed project list to the Minister, invite a ward development committee to submit proposals during the first quarter of every year preceding the year in which a project is proposed to be implemented by way of an advertisement, open meeting and fixing of a poster in conspicuous places.”

Contrary to the Act, during the period under review, four (4) cooperatives which received grants in amounts totalling K74,000 changed the projects without authority.

vi. Non-operational Cooperatives

During the period under review, seven (7) beneficiary groups received grants in amounts totalling K182,209 to undertake various business activities.

However, a physical inspection of the projects carried out in June 2024 revealed that the businesses were not operational for delayed periods ranging from three (3) months to ten (10) months.

81 Mungwi Town Council

a. Procurement of a Drilling Rig

On 29th December 2023, the Council engaged Arctic Equipment Limited for the supply and delivery of water drilling rig equipped with a mud rotary system at a contract sum of K3,677,200 with a delivery date of 2nd April 2024 commencing on 9th January 2024 and ending on 2nd April 2024.

On 22nd January 2024, the Council’s Special Procurement Committee approved a variation of K919,300, raising the revised contract total to K4,596,500 with a revised delivery date of 12th July 2024.

On 10th July 2024, the Council further extended the delivery date to 10th October 2024 upon request by the supplier citing delays in the assembling process.

On 16th February 2024, an advance payment of K919,300 was paid to the supplier leaving a balance of K3,677,200.

As at 2nd September 2024, the drilling rig had not been delivered by the supplier. In addition, the following were observed:

i. Expired Advance Payment Bond

Regulation 197 (4) of the Public Procurement Regulations of 2022 states, “A procuring entity shall only pay an advance payment against the provision by the supplier of an advance payment guarantee or bond, covering the full amount of the advance payment.”

Contrary to the regulation, the bond in respect to the advance payment made to the supplier had expired on 29th April 2024 and had not been renewed as at 30st October 2024.

ii. Expired Performance Security

Regulation 184 (1) of the Public Procurement Regulations of 2022 states, “A procuring entity shall request from a bidder a performance security for all contracts for goods, works and non-consulting services that exceed the simplified bidding threshold set out in the Second Schedule, to secure the supplier’s obligation to fulfil the contract.”

Contrary to the Regulation, the performance bond issued in respect of the supply and delivery of the drilling rig had expired on the 29th April 2024. Further, the performance security had not been renewed as at 31st October 2024, despite the delivery date having been extended to 12th July 2024.

b. Failure to Claim Advance Payment

On 2nd August 2023, the Council engaged Makanga Stin General Dealers Limited for the supply and delivery of five (5) standard delivery beds, twenty-eight (28) standard normal

beds, mattresses and beddings to various rural health facilities at a contract sum of K244,350 with a delivery period of six (6) weeks commencing on 2nd August 2023 and ending on 13th September 2023.

In this regard, in accordance with the contract conditions, on 4th September 2023, the Council paid an advance payment of K48,870 to the supplier.

However, on 13th February 2024, the Council terminated the contract citing failure by the supplier to perform his obligations under the contract.

At the time of termination, the supplier had not delivered any of the goods under the contract.

As at 31st October 2024, the Council had not claimed the advance payment and the advance payment bond had expired on 7th November 2023.

c. Construction of Chewe Rural Health Centre

On 8th September 2023, the Council engaged Splash Engineering Limited for the construction of Chewe Rural Health Centre in Fube ward at a contract sum of K1,252,438 with a completion period of three (3) months commencing on 28th December 2023 and ending on 28th March 2024.

On 4th July 2024, the Council extended the completion date to 30th August 2024 upon application by the contractor.

The scope of works included substructure, block and brick work, concrete work, roofing, metal work, electrical work, floor and wall finishes, painting and external works.

As at 30th June 2024, amounts totalling K625,984.52 had been paid to the contractor leaving a balance of K674,015.48.

The following were observed:

i. Delayed Completion

A physical inspection carried out on 2nd September 2024 revealed that the project had not been completed as at 2nd September 2024 with ceiling, tiling, installation of doors, glazing, painting and plumbing works still outstanding. See Picture Below.



Incomplete Rural Health Post

ii. Expired Performance Bond

Regulation 184 (4) of the Public Procurement Regulations of 2022 states, “A procuring entity shall request from a bidder and performance security for all contracts for goods, works and non-consulting services that exceed the simplified bidding threshold set out in the Second Schedule, to secure the supplier’s obligation to fulfil the contract.”

Contrary to the Regulation, the performance bond issued for the construction of Chewe Rural Health Centre had expired on the 24th November 2023.

As at 31st October 2024 the performance security had not been renewed.

d. Failure to Implement Approved Project-Rehabilitation of Kabisha Bridge

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

However, a review of the approved list and progress reports for 2022 Constituency Development Fund revealed that the rehabilitation of Kabisha bridge approved by the Ministry of Local Government and Rural Development on 23rd September 2022 at an estimated cost of K667,450 had not been implemented as at 31st October 2024.

Enquiries with management revealed that the Road Development Agency (RDA) had committed to the construction of a new bailey bridge across the Kabisha river. However, a physical inspection carried out on 2nd September 2024 revealed that the bridge had not been constructed. See picture below.



Construction site for Kabisha Bridge

e. Failure to Provide Project Identification Documents

Guideline 5.1.2 of CDF Guidelines stipulates that the project identification processes will require the Ward Development Committees (WDCs) to prepare project lists with input from the Zones. The projects are required to be in line with the Ward Development Plan, Integrated Development Plan (IDP) or any other local development framework.

In addition, the guideline states that the projects lists must be supported by the following:

- Project Application Forms;
- Signed Minutes of the Zonal Assembly Meeting; and
- Signed Minutes of the Ward Development Executive Committee Meeting

The Constituency Development Fund Committee (CDFC) is only supposed to consider applications signed by the Ward Development Committee Chairperson.

Contrary to the Guideline, three (3) projects costing K1,800,000 approved and recommended by the CDF Committee had no evidence of being supported by project lists and minutes from WDCs and other supporting documents. See table 1 below.

Table 1: Projects without Identification Documents

No.	Project	Location	Amount K
1	Rehabilitation of chamfubu bridge	FIBWE	500,000
2	Completion of chimanga community school (painting and decorating and 40 Desks)	FUBE	1,000,000
3	Rehabilitation of Kabisha bridge - Additional Funds	KABISHA	300,000
	Total		1,800,000

f. Delayed Completion - Rehabilitation of Chambeshi Bridge

On 14th October 2023, the Council entered into a Memorandum of Understanding with the Road Development Agency in respect of the rehabilitation of Chambeshi Bridge. The terms of the agreement were that the Council reserves an amount of K299,245 for the rehabilitation of the bailey bridge while the Agency was to provide the required equipment, materials, personnel as well as undertaking the works using force account for a period of forty-five (45) days.

The scope of works included grading works, concrete works for approach slab, rehabilitation of the abutment and rehabilitation of the timber deck.

In this regard, on 17th October 2023, the Council transferred an amount of K260,739 to the Agency leaving a balance of K38,506.

A physical inspection carried out on 28th June 2024, revealed that the rehabilitation of the bridge had not been completed with grading works and concrete works for the approach slab still outstanding eight (8) months after the signing of the agreement.

g. Delayed Completion - Rehabilitation and Grading of Feeder Roads

On 2nd November 2022 and 11th July 2023, the Ministry of Local Government and Rural Development approved the rehabilitation and grading of 130km of feeder roads at an estimated cost of K1,300,000 (2022- K500,000 and 2023-K800,000).

The scope of works included tree stamping, clearing and grubbing and grading in respect of eight (8) roads.

As at 30th June 2024, amounts totalling K556,942 had been spent leaving a balance of K743,058.

A physical inspection carried out on 28th June 2024 revealed that tree stamping, clearing and grubbing had been completed while the grading of the roads had not been done eleven (11) months from the date of approval.

h. Unaccounted for Fuel

Section 13(1(e)) of the Public Finance Management Act No. 1 of 2018, states that accounting officers should account for public assets and stores under a head of expenditure for subsequent inclusion into the annual financial report.

Contrary to the act, on 15th December 2023 a payment of K44,940 was made to Total Zambia Limited for the procurement of fuel for grading of feeder roads. However, the fuel could not be accounted for as the grading of the feeder roads had not been done.

i. Delayed Completion - Construction of Ngoli Market Shelter-

On 18th December 2023, the Council engaged Splash Liquor Trading and General Dealers for the construction of a market shelter in Ngoli at a contract sum of K405,000 with a completion period of three (3) months commencing on 28th December 2023 and ending on 28th March 2024.

On 23rd May 2024, the Council extended the completion date to 30th June 2024 upon application by the contractor at no cost.

The scope of works included substructure, concrete works, block work, roofing, metal work, electrical installations, floor and wall finishes, painting and external works.

As at 30th June 2024, amounts totalling K124,920 had been paid to the contractor leaving a balance of K285,080.

A physical inspection carried out on 28th June 2024 revealed that the project had not been completed with block work, roofing, metal work, electrical installations, floor and wall finishes, painting and external works still outstanding. See picture below.



Incomplete market shelter

j. Management of Bursaries-Secondary Schools and Skills Development – Payments Not Supported by Approved Application Forms

Guideline 5.3.5.2 of the CDF Guidelines, 2022 states, “the application for Skills Training Bursary shall be submitted together with an admission or acceptance letter from any TEVETA accredited public or private institution or the Zambia National Service. Any of the following certified documents shall accompany the application: a) Disability card or letter from the hospital denoting disability; b) Recommendation letters from the

Church/Chief/Headman/Head Teacher of previous school; and c) Where applicable, the applicant must be in possession of a full Grade 12 School Certificate or GCE with Five (5) O-levels or equivalent or Grade 9 or 7 Certificates.”

Contrary to Guideline, the Council paid amounts totalling K198,000 in bursaries for fifty-nine (59) pupils attending secondary schools without approved application forms.

k. Youth, Women and Community Empowerment - Empowerment Grants

i. Failure to Maintain Financial Records

During the period under review, a physical inspection of five (05) beneficiary groups carried out in June 2024 revealed that despite receiving a total of K100,000, the groups did not maintain adequate financial records, such as receipts, expenditure details, and sales records. It was therefore difficult to ascertain how the funds were utilised as well as to assess the performance of the business undertakings.

ii. Irregular Recommendation of Beneficiaries - Youths above 35 years

The Constituency Development Fund (CDF) Guidelines defines a youth as a person who has attained the age of nineteen years (19) and is below the age of thirty-five (35) years.

However, it was observed that the Council did not follow the guidelines in recommending eight (8) youth clubs that had thirty-seven (37) members who were above the age of thirty-five (35) years and had received grants in amounts totalling K165,000.

iii. Failure to Implement Funded Activities

Guideline 5.2.4 (iii) (iv) of the Constituency Development Fund Guidelines of 2022 requires that the youth, women and community shall be eligible to access an empowerment grant upon satisfaction of the criteria such as submission of proposals for empowerment which shall provide employment opportunities and the proposed project is being undertaken within the Constituency.

Contrary to the guidelines, ninety-eight (98) beneficiaries who were issued with empowerment grants in amounts totalling K1,796,857 had not implemented the projects as at 28th June 2024.

iv. Failure to Commence Poultry Business – Buce Buce Women’s Club

During the period under review, Buce Buce womens club was given a grant of K20,000 for the purpose of starting a poultry business.

A visit to the cooperative in July 2024 and interviews conducted with the cooperative members revealed that the members shared K8,800 amongst themselves.

v. Failure to Procure Sewing Machine – Chintelwe Women’s Club

Section 13(1(e)) of the Public Finance Management Act No. 1 of 2018, states that accounting officers should account for public assets and stores under a head of expenditure for subsequent inclusion into the annual financial report.

During the period under review, Mungwi Town Council disbursed a grant of K25,000 to Chintelwe women’s club of Fube ward for the purpose of procuring a sewing machine.

However, contrary to the Act and a visit to the cooperative and interviews conducted with the cooperative members revealed that the sewing machine had not been procured as at 31st October 2024 as there were no disposal details such as GRVs, GIVs and Purchase order among others.

Further, at the time of audit, the cooperative could not account for the funds.

vi. Failure to Start a Garden – Munada Farmers Group

During the period under review, the Council disbursed a grant of K15,000 to Munada Farmers group of Mungwi Central for the purpose of starting a garden.

A visit to the cooperative and interviews conducted with the cooperative members revealed that the group did not start the garden as at 31st October 2024.

1. Management of Empowerment Loans (Soft Loans) – Failure to Avail Ownership Documents for Equipment and Machinery

Appendix F part d (i)(ii) of the CDF Guidelines guides on the ownership of equipment and machinery bought using this fund that all Equipment and Machinery bought using this facility should be vested in the name of the lender and should be registered in the name of the Local Authority.

During the period under review, five (5) beneficiaries were paid amounts totalling K740,000 to procure equipment and machinery such as vehicles, block making machines and other equipment. However, there were no ownership documents availed for audit.

82 Nsama Town Council


a. Delayed Completion of Projects


Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”


As at 31st August 2024, the Council had implemented twelve (12) out of the sixteen (16) projects leaving a balance of three (3) projects that had delayed for periods ranging seven (7) to eight (8) months.

The following were observed. See table 1 below.

Table 1: Delayed Completion of Projects

No.	Project	Contractor	Start Date	End Date	Contract Sum K	Amount Paid K	Balance Not Paid K	Scope of Works	Project Status and Other Observations
1.	Completion of a 1x2 Class Room Block at Mupompwe Primary School	Chagwa Chanyamuka Enterprises Limited	09/08/23	09/11/23 Extended for nine (9) months up to 27th August 2024.	597,717	255,595	342,122	<ul style="list-style-type: none"> • Block and Brickwork • Concrete Works • Roofing • Carpentry and Joinery • Metal Works • Electrical Wiring • Floor and Wall Finishes • Painting and Decorations • Construction of VIP Latrine 	<p>As at 31st August 2024, the project had not been completed despite being extended for nine (9) months.</p> <p>The outstanding works included the following:</p> <ul style="list-style-type: none"> • Roofing • Carpentry and Joinery • Electrical Wiring • Floor and Wall Finishes • Painting and Decorations • Construction of VIP Latrine  <p><i>Incomplete 1x2 Classroom Block</i></p>

No.	Project	Contractor	Start Date	End Date	Contract Sum K	Amount Paid K	Balance Not Paid K	Scope of Works	Project Status and Other Observations
2.	Construction of a 1x3 Class Room Block at Banda Community School	KFMM General Dealers	09/08/23	09/11/23	1,189,064	714,269	474,795	<ul style="list-style-type: none"> Excavations and Earthworks Concrete Works Brick and Blockwork Roofing Carpentry and Joinery Metal Work Electrical Wiring Floor and Wall Finishes Painting and Decorations Construction of VIP Latrine 	<p>As at 31st August 2024, the project had not been completed for a delayed period of ten (10) months. The outstanding works included the following:</p> <ul style="list-style-type: none"> Carpentry and Joinery Electrical Wiring Floor and Wall Finishes Painting and Decorations Construction of VIP Latrine  <p><i>Incomplete 1x3 Classroom Block</i></p>
3.	Construction of a Health Post in Kanjili	JAMD Enterprise Limited	09/08/23	09/11/23	403,973	217,186	186,787	<ul style="list-style-type: none"> Substructure Block and Brickwork Roofing Metal Works 	<p>As at 31st August 2024, the project had not been completed for a delayed period of ten (10). The outstanding works included the following:</p>

No.	Project	Contractor	Start Date	End Date	Contract Sum K	Amount Paid K	Balance Not Paid K	Scope of Works	Project Status and Other Observations
								<ul style="list-style-type: none"> • Fittings • Joinery and Carpentry • Finishes • Solar Power Installation • External Works 	<ul style="list-style-type: none"> • Roofing • Fittings • Joinery and Carpentry • Finishes • Solar Power Installation • External Works 

b. Management of Youth, Women and Community Empowerment Grants

i. Undelivered Hammermills

During the period under review, the Council disbursed an amount of K160,000 to four (4) beneficiaries to acquire hammer mills. See table 2 below.

Table 2: Undelivered Hammermills

No.	COMPANY/CLUB NAME	WARD	GRANT AMOUNT K	PROJECT NAME
1	Fortune Women's Club	Fungwa	40,000	Hammer Mill
2	Kachese Multipurpose Cooperative	Kakusu	40,000	Hammer Mill
3	Tubombeshe Mununu Cooperative	Kakusu	40,000	Hammer Mill
4	Memory Women's Club	Mululu	40,000	Hammer Mill
	TOTAL		160,000	

On 17th February 2024, the beneficiaries engaged a transporter to procure and deliver four (4) Hammer mills from Nakonde. Consequently, the transporter was given amounts totalling K80,000 (K20,000 from each group) to purchase the four (4) Hammer mills.

A physical inspection carried out in June 2024 revealed that the hammer mills had not been delivered to the groups for a delayed period of four (4) months. The matter was reported to Zambia Police on 3rd June 2024 by the cooperatives.

As at 31st August 2024, the funds had not been recovered.

ii. Non-operational Cooperatives

During the period under review, eight (8) beneficiary groups received grants in amounts totalling K320,000 to undertake various business activities.

However, a physical inspection carried out in August 2024 revealed that the businesses were not operational for delayed periods ranging from November 2023 to August 2024. Further, the groups could not confirm the availability of the funds as the bank statements were not availed for audit.

iii. **Delayed Implementation of Project**

Guideline 5.2.2. (a) (i) of the Constituency Development Funds of 2022 states, “Cooperatives, Clubs, Associations and Organized Groups shall apply for grants to the WDCs to be used as seed money to establish a revolving fund to support their Members.”

On 16th November 2023, grants in amounts totalling K40,000 were disbursed to Chobwe Mulomba Multipurpose Cooperative Society Limited, for the procurement of a hammer mill.

Contrary to the guideline, the Cooperative had not procured the hammer mill for a delayed period of ten (10) months. In addition, the availability of funds could not be confirmed as the bank statements were not availed for audit.

83 Senga Hill Town Council

a. Compliance with Legislation and Regulations

i. Management of Community Projects - Implementation of 2022 Projects

b. Failure to Provide Electricity and Water Supply-Mambwe Mission Secondary School

On 7th February 2023, the Council engaged Kenva Construction Company for the completion of a dormitory and construction of an ablution block at Mambwe Mission Secondary School at a contract sum of K397,216 with a completion period of twelve (12) weeks commencing on 20th February 2023 and ending on 20th May 2023.

The scope of works included:

Dormitory - substructure, concrete works, blockwork, roofing, carpentry and joinery, ironmongery, metalwork, electrical, floor, wall and ceiling finishes, glazing, painting and decorations and external works.

Ablution - substructure, superstructure, roofing, carpentry and joinery, doors and windows, electrical and plumbing systems and external works.

As at 30th June 2024, the contractor had been paid in full.

A physical inspection carried out on 3rd July 2024 revealed that the project had been completed and handed over to the school.

However, electricity and water supply connection had not been done.

Ministry Circular number MLGRB/101/22/157 dated 27th December 2022 guided that there should be improved water and sanitation systems and electricity in public facilities.

c. Irregular Advance Payment Bond

Regulation 197 (4) of the Public Procurement (General) Regulations of 2022 states, “A procuring entity shall only pay an advance payment against the provision by the supplier of an advance payment bond, covering the full amount of the advance payment.”

Contrary to the Regulation, the Council paid one (1) contractor amounts totalling K99,304 as advance payment towards the construction of an ablution block and completion of dormitories at Mambwe Secondary School when the contractor had only provided partial bond valued at K39,721 leaving the balance of K59,582 not covered.

d. Management of Soft Loans

i. Failure to Transfer Funds into the Revolving Account

Guideline 4.3.2 of the CDF Guidelines of 2022 states, (c) “The Revolving Fund Bank Account for Youth, Women and Community Empowerment shall be interest earning. Guideline 4.3.2 (d) The interest earned on the Revolving Bank Account shall be retained and used as part of the Revolving Fund.”

A scrutiny of bank statements for the period under review revealed that the Ministry of Local Government and Rural Development approved a total of K6,100,700 (K2,933,700 for 2022 and K3,167,000 for 2023) as funding for soft loans.

Contrary to the guideline the Council transferred K5,906,041 into the revolving account leaving a balance of K193,959.

ii. Failure to Avail WDC and CDFC Minutes

Guideline 5.2.3.2 of the CDF Guidelines, 2022 stipulates that applications for empowerment loans to the eligible Financial Institutions and Cooperatives shall be

accompanied by a signed recommendation from the Chairperson of the WDC confirming the residency of the applicant in the Constituency. The WDC shall submit a consolidated list of applicants for empowerment loans to the CDFC for information. The submission shall be signed by the Chairperson of the Ward Development Committee and accompanied by minutes of the Meeting of the Committee.

Contrary to the Guideline, minutes of the WDC and CDFC were not availed for audit making it difficult to verify the residency of the fifteen (15) applicants who were paid amounts totalling K1,637,500.

e. Management of Youth, Women and Community Grants - Delayed Submission of Proposed Projects by the CDF Committee

Guideline 5.4 (a) of the Constituency Development Fund Guidelines states, “The Constituency Development Fund Committee shall submit to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the guideline, the Council submitted to the Minister the proposed project list for 2023 for approval on 11th July 2023 three (03) months after the expected date prescribed by the Act.

f. Accounting Irregularities-Administration - Irregular Cash Withdrawals

Treasury and Finance Management Circular No. 1 of 2021 guided Controlling Officers that no cash should be withdrawn for payment of subsistence allowances, fuel refunds and any other allowances. Further, it stipulates that the allowances should be paid directly into the beneficiary’s bank account.

Contrary to the Circular, amounts totalling K86,693 were paid to an individual officer’s account to pay other officers allowances to enable them undertake various activities instead of paying directly into the officers bank accounts.

SOUTHERN PROVINCE

84 Chikankata Town Council

a. Irregular Cash Withdrawals

Section 3.26 of the Ministry of Finance Treasury and Finance Management Circular No. 1 of 2022 states, “No cash shall be withdrawn for payment of subsistence allowances, fuel refunds and any other allowances as these should be paid directly into the beneficiary’s account.”

Contrary to the Circular, cash totalling K36,843 involving five (5) transactions was irregularly drawn as imprest to facilitate payment of daily subsistence and sitting allowances instead of paying directly into the beneficiaries’ bank accounts.

b. Failure to Adhere to CDF Guidelines-A Case of Vavika Training Academy

During the period under review, the Council paid amounts totalling K610,500 for seventy-six (76) students who were sponsored for various programmes at Vavika Training Academy.

A review of related documents and a physical inspection conducted in April 2024, at the Main Campus in Libala and the Hostels in Chalala area for Vavika Training Academy revealed the following:

- There was no evidence to show that the Academy was invited by the Council to show case courses offered as they did to other learning Institutions.
- Further, three (3) students were discharged/expelled from the school for absenteeism and never wrote their exams.
- The school had poor sanitary services in that it was observed that sixteen (16) students occupying one room/dormitory were subjected to sharing one (1) toilet.
- In addition, as of July 2024, the student hostels located off Shamtumbu road had no running water.

c. Management of Youth and Women Empowerment

i. Late Submission of Empowerment Grant Application for Approval

Guideline 5.4 of the CDF Guidelines states, “the CDFC shall submit to the Minister proposed applications and the estimated costs of Youth and Women Empowerment Grants before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the Guidelines, proposed applications and estimated costs were submitted in the month of October, (7) months after the prescribed period.

ii. Failure to Resolve Wrangles within the Group-Jobs at Hand Initiative Club

During the period under review, the Council paid K40,000 to Jobs at Hand Initiative Club for the implementation of a vegetable growing project.

However, as of July 2024, the project had not been implemented due to wrangles within the group which had not been resolved. An enquiry made with management revealed that both signatories (who were siblings) to the account had refused to sign for the withdrawal of the funds for the project to commerce and had relocated to Lusaka.

As 31st August 2024, the funds had remained in the bank account and no action had been taken by the Council.

iii. Failure to Implement Empowerment Projects -Makunka Women MPC

During the period under review, the Council paid a grant in amounts totalling K40,000 to Makunka Women MPCs for the implementation of empowerment project of procurement of a hammer mill. In his response the Principal Officer indicated that the hammer mill was expensive more than allocated funds. However, as of July 2024, no alternative had been made either to allocate more funds and the project had not been implemented.

d. Management of Soft Loans – Late Submission of Empowerment Loans Application for Approval

Guideline 5.4 of the CDF Guidelines states, “the CDFC shall submit to the Minister proposed applications and the estimated costs of Youth and Women Empowerment

Grants before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the Guidelines, proposed applications and estimated costs were submitted in the month of September, (6) months after the prescribed period.

e. Delayed Completion of Projects

i. Construction of a Police Post and Semi-detached Staff House at Malabo

On 23rd November 2023, the Council awarded a contract to Merkn Ventures Limited for the construction of a Police Post and a Semi-detached house at Malabo in Malala ward at a contract sum of K2,130,485. The contract was for a period of sixteen (16) weeks commencing on 29th November 2023 and ending on 20th March 2024.

The scope of works included the Construction of the Police Post (sub and super structure, flooring, roofing, plastering and painting, carpentry, plumbing, joinery and ironmongery, metal works, electrical installation and external works.

Construction of the of the Semi-detached House (sub and super structure, floor and wall finishes, plastering and painting, ceiling, carpentry, joinery and ironmongery, metal works, electrical installation, and external works.

As at 31st July 2024, the contractor had been paid amounts totalling K690,499 leaving a balance of K1,439,986.

A physical inspection carried out in July 2024, revealed that the project had not been completed.

Outstanding works at the police post included flooring, roofing, plastering and painting, carpentry and joinery, plumbing, ironmongery, metal works, electrical installation, and external works while at the semi-detached house works included flooring, roofing, Plastering and painting, carpentry, plumbing, joinery and ironmongery, metal works, electrical installation, and external works. See pictures below.



Incomplete Police Post



Incomplete semi-detached house

ii. Construction of a Skills Training Center in Upper Kaleya Ward

On 23rd November 2023, the Council awarded a contract to Sealuxe Home Construction Limited for the construction of a Skills Training Centre in Upper Kaleya Ward at a contract price of K2,342,741. The contract was for a period of 150 days or twenty-one weeks (21) weeks starting from 6th December 2023 to 1st May 2024.



The project involved construction of a 1x2 Workshop, 1x3 Classroom Block and an ablution block.



The scope of works included the construction of the 1x2 workshop (construction of sub and super structure, flooring, roofing, Plastering and painting, carpentry, plumbing, joinery and ironmongery, metal works, electrical installation, and external works.

Construction of the of the 1x3 CRB (construction of sub and super structure, floor, plastering and painting, ceiling, carpentry, joinery and ironmongery, metal works, electrical installation, and external works.

Construction of an ablution block included construction of sub and super structure, floor, plastering and painting, plumbing, electrical installations, septic tank and soakaway.

As at 31st July 2024 the contractor had been paid amounts totalling K585,685 leaving a balance of K1,757,056.

Project Component	Status as at 31 st July 2024
Workshop	<p>The workshop is at slab level: outstanding works include superstructure, flooring, roofing, plastering and painting, carpentry and joinery, plumbing, ironmongery, metal works, electrical installation and external works. See picture below.</p>  <p style="text-align: center;"><i>Incomplete workshop</i></p>
1 x 3 Classroom Block	<p>○ The 1x3 CRB is at foundation sub structure level with the following works still outstanding; super structure, flooring, roofing, plastering and painting, carpentry, plumbing, joinery and ironmongery, metal works, electrical installation and external works. See picture below.</p>  <p style="text-align: center;"><i>Incomplete 1x3 CRB</i></p>
Ablution Block	<p>The ablution block is at roof level with the following outstanding works; flooring, plastering and painting, plumbing, electrical installations, septic tank and soakaway. See picture below.</p>

	 <p data-bbox="954 524 1235 555"><i>Incomplete ablution block</i></p>
Administration Block	<p data-bbox="775 607 1414 770">Administration Block-Ring Beam level; flooring, roofing, plastering and painting, carpentry, plumbing, joinery and ironmongery, metal works, electrical installation, and external works. See picture below.</p>  <p data-bbox="951 1151 1238 1182"><i>Incomplete Ablution Block</i></p>

85 Choma Municipal Council

85.1 Choma Central Constituency

a. Management of Youth and Women Empowerment Grants - Misapplication of Funds

During the period under review, empowerment grants in amounts totalling K2,142,480 were received out of which 135 applicants were selected to undertake various projects such as vegetable gardening, retail shop, village banking and broiler rearing.

As at 31st December 2023, amounts totalling K5,619,370 had been spent resulting in over expenditure of K3,476,890.

Luyando Women’s Group comprised of twenty (20) members at the time of applying for the empowerment grant and had received an amount of K22,000 in November 2023 for village banking.

A physical inspection and interviews conducted in April 2024 with club members revealed that the grant had been shared among the members . However, four (4) club members that had benefited from the funds had left the group as the club only had sixteen (16) members as at 31st March 2023.

In addition, inquiries made with the Club Secretary revealed that the members agreed to pay back the money in February 2024. However, as at 31st August 2024, there was no evidence of funds being repaid into the Clubs account.

b. Delayed Implementation of Projects

Section 21(1) of the Constituency Development Fund Act No. 11 of 2018 states that, “a project under this Act shall be implemented by the Council, and where necessary with the assistance of a relevant department of the Government in the district in which the constituency is located”.

Section 15 (5) of the Constituency Development Fund Act No. 11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

The response to the interim management letter dated 29th July 2024, revealed that the rural electrification project with an allocation of K1,000,000 had not been implemented as of August 2024, despite being approved by the Ministry on 23rd May 2023 and being funded between 11th May 2023 and 29th December 2023.

c. Delayed Completion - Construction of Dip Tank at Siatembo

On 20th June 2023, the Council engaged Mindi Enterprises for the construction of a Dip Tank at Siatembo at a contract sum of K140,659 with a completion period of nine (9) weeks commencing on 20th June 2023 and ending on 27th August 2023.

The scope of works included construction of a dip tank base, steps, dip tank, dip tank plastering, entrance race, rails, poles, and roofing.

As at 30th August 2024, amounts totalling K35,165 had been paid to the contractor leaving a balance of K105,494.

A physical inspection carried out in August 2024 revealed that the project had not been completed for a delayed period of eight (8) months. The remaining outstanding works included dip tank plastering, entrance race, rails, poles and roofing.

Further, the Council terminated the contract on 5th September 2023 due to the following reasons:

- i. Wrong framework used for concrete works;
- ii. Failure to water casted concrete for proper curing therefore, resulting concrete cracking; and
- iii. No poker vibrator was used for concrete works. See picture below.



Incomplete Dip Tank in Siatembo

d. Delayed Completion of Staff House at Siaskabole Primary School

On 27th June 2023, the Council engaged Ecogen Contractors for the completion of a staff House at Siaskabole Primary School at a contract sum of K108,268 with a completion period of eight (08) weeks commencing on 27th June 2023 and ending on 27th August 2023.

The scope of works included roofing, iron mongery, carpentry, metal works, glazing, plastering and painting, and external works.

As at 30th August 2024, amounts totalling K51,490 had been paid to the contractor leaving a balance of K53,778.

A physical inspection carried out in August 2024 revealed that works had not been completed for a delayed period of twelve (12) months. The outstanding works included metal work, window glazing, painting of the building and the doors, electrical fittings and connection to the national grid. See picture below.



Incomplete Staff House at Siasikabole Primary School

e. Delayed Completion of 1 x 3 CRB at Sichikwekwe Community School

On 18th January 2024, the Council engaged Rictro Civil Engineering for the completion of 1x3 classroom block at Sichikwekwe Community School at a contract sum of K820,000 with a completion period of twelve (12) weeks commencing 18th January 2023 and ending on 18th April 2023.

The scope of works included excavations, substructure, superstructure, iron mongery and carpentry, roofing, glazing, painting and finishes, flooring and external works.

As at 30th August 2024, amounts totalling K205,000 had been paid to the contractor leaving a balance of K615,000.

A physical inspection conducted in August 2024 revealed that the project was at foundation stage with all other works outstanding for a delayed period of sixteen (16) months See pictures below.



Incomplete 1x3 CRB at Sichikwekwe Community School

f. Poor Workmanship – Rehabilitation of Staff Houses at Nankeempa Rural Health Post

On 22nd February 2023, the Council engaged Jeluck Contractors Ltd for the rehabilitation of two (2) staff houses a contract sum of K324,148 with a completion period of twelve (12) weeks commencing on 22nd February 2023 and ending on 22nd May 2023.

The scope of works included foundation footing/block work, slab/surface bed, superstructure, ring beam, roofing, plastering, glazing, floor finish, carpentry, iron mongery and painting.

As at 30th August 2024, the contractor had been paid amounts totalling K216,284 leaving a balance of K107,864.

A physical inspection carried out in August 2024 revealed that the project had been completed. However, it was observed that there was poor workmanship in that the building had developed cracks on the apron due to lack of expansion gaps. See picture below.



Cracks on the Apron

g. Poor Workmanship - Completion of 1x3 Classroom Block at Kamuza Primary School

On 31st January 2023, the Council engaged BML Supply and General dealers for the Completion of a 1x3 Classroom Block at Kamuza at contract sum of K389,723 with a completion period of twelve (12) weeks commencing on 31st January 2023 and ending on 31st April 2023.

The scope of work included roofing, concrete works, flooring, plastering, painting, window glazing, carpentry, iron mongery and external works.

As at 30th August 2024, the contractor had been paid amounts totalling K359,213 leaving a balance of K30,510.

A physical inspection carried out in August 2024 revealed that the project had been completed. However, there was poor workmanship in that the building had started developing cracks on the floor and the walls in all the three (3) classrooms. See pictures below.



Cracks on the Wall and Floor

h. Delayed Construction of Road at Kalalasaka - Namuswa Primary School

The Council commenced the rehabilitation of a road at Kalalasaka – Namuswa Primary school.

The scope of works included stamping, road formation and grading. However, there was no documentation availed for audit verification such as the contract, bill of quantities and payment details. As such, it was not possible to determine who the contractor was, the contract duration, the contract sum was and the payments made towards the project.

A physical inspection carried out in August 2024 revealed that the project had not been completed. The outstanding works included grading and stamping. See pictures below.



Incomplete Road

Stamps on the Road

i. Poor Workmanship - Completion of 1x3 Classroom Block at Musuku Mine Primary School

On 23rd February 2024, the Council engaged Investline Company Ltd for the completion of a 1x3 Classroom block at Mukulu Mine and Primary School at a contract sum of K525,113 with a completion period of twelve (12) weeks commencing on 23rd February 2023 and ending on 23rd April 2023.

The scope of works included roofing, flooring, plastering, painting, window glazing, carpentry, iron mongery and external works.

As at 31st August 2024, amounts totalling K365,297 had been paid leaving a balance of K159,816.

A physical inspection carried out in March 2024 revealed that the project had been completed. However, there was poor workmanship in that the spoon drain and the veranda floor had developed cracks. See pictures below.



Cracks on the Spoon drainage



Cracks on Veranda

j. Construction a 1x3 Classroom Block at Mwapona East - Lugwasho Zone

On 30th January 2023, the Council engaged Road Mark Investment Ltd for the Construction of 1x3 Classroom Block at Mwapona East - Lugwasho at a contract sum of K596,574 with a completion period of twelve (12) weeks commencing on 20th February 2023 and ending on 20th April 2023.

The scope of works included foundation footing/block work, slab/surface bed, superstructure, ring beam roofing, plastering, glazing, floor finishes, carpentry, iron mongery and painting.

As at 30th August 2024, the contractor had been paid amounts totalling K300,047 leaving a balance of K296,527.

A physical inspection carried out in March 2024 revealed that the project had not been completed for a delayed period of twelve (12) months. The outstanding works included roofing, beam filling, plastering, painting, glazing, flooring and external works. Further, a review of the termination letter revealed that the Council terminated the contract on 25th February 2024 due to lapse of time. However, the Council had not engaged another contractor to complete the works as at 23rd March 2024. See pictures below.



Incomplete 1x3 Classroom Block at Lugwasho

k. Delayed Completion of Installation of a Blown off Roof on Staff House - Singani East Primary School

On 18th November 2022, the Council engaged Ditso Enterprise for the Installation of a blown off Roof on a Staff House at Singani East Primary school at a contract sum of K153,036 with a completion period of eight (8) weeks commencing on 18th November 2022 and ending on 18th February 2023.

The scope of works included roofing, ring beam, plastering, crack filling, blockwork, glazing, painting, floor finishes, carpentry and iron mongery.

As at 31st August 2024, amounts totalling K27,679 had been paid to the contractor leaving a balance of K125,357.

A physical inspection carried out in March 2024 revealed that the project had not been completed for a delayed period of seventy-eight (78) weeks. The outstanding works included roofing, crack filling, glazing, painting, floor finishes, carpentry and ironmongery. In addition, the Council terminated the contract on 25th October 2023 due to the following reasons:

- Lack of diligence in execution of works and leaving works unattended to for a period of more than twenty eight (28) working days;
- Failure to follow instructions given by the Council;
- General poor workmanship and poor quality of materials used on the project. See picture below.



Blown off roof at Singani East Primary School

As at the time of audit in August 2024, the Council had not engaged another contractor.

85.2 Mbabala Constituency

a. Irregular Withdraw of Cash

Section 3.26 of the Ministry of Finance Treasury and Finance Management Circular No. 1 of 2022 states, “No cash shall be withdrawn for payment of subsistence allowances, fuel refunds and any other allowances as these should be paid directly into the beneficiary’s account.”

Contrary to the Circular, cash in amounts totalling K218,532 involving twelve (12) transactions was drawn as imprest to facilitate payment of daily subsistence and fuel allowances instead of paying directly into the beneficiaries’ bank accounts.

b. Questionable Procurement of Cameras

On 17th February 2023, the Council procured three (3) cameras from Fast Mobile Centre at a total cost of K29,985 for the Public Relations and Planning Departments. However, the procurement of the cameras was questionable in that they were procured using the CDF administration component and are also being used for other Council operational activities.

In addition, the quotations supporting the procurement were altered and there was no authorisation of the alterations made on the documents from the responsible officer.

There was no evidence of delivery of the cameras and the payment voucher was not approved by the principal officer before making the payment.

c. Poor Workmanship - Completion of Maluma Primary School

On 2nd November 2022, the Council engaged ‘Top Grade Engineering Ltd for the completion of a 1 x 3 Classroom Block the at Maluma Basic School at a contract sum of

K255,022 with a completion period of twelve (12) weeks with commencing on 15th December 2022 and ending on 2nd March 2023=.

The scope of the works included plastering, slab works, roofing, glazing, fitting of doors painting and apron.

As at 30th August 2024, the contractor had been paid amounts totalling K156,614 leaving a balance of K99,000.

A physical inspection of the project carried out in August 2024 revealed that the project had been completed and was in use.

However, there was poor workmanship in the construction of the classroom block in that cracks had developed on the front apron and lamp, the planks used for roofing were not treated and the ridges were allowing dirty from outside to enter into the classrooms. See picture below.



Crack on the Front Apron of the 1 x 3 Classroom Block

d. Poor Workmanship – Construction of Staff House at Abel Nel Community School

On 24th February 2023, the Council engaged ‘Kanjiland Enterprise for the construction of a staff house at Abel Nel Community School at a contract sum of K284,099 with a completion period of twelve (12) weeks commencing on 8th April 2023 and ending on 24th June 2023.

The scope of the works included construction of the substructure, superstructure, plastering, painting, roofing and external works.

As of 30th August 2024, the contractor had been paid amounts totalling K260,587 leaving a balance of K23,512.

A physical inspection carried out in August 2024 revealed that the project had been completed and the staff house had been occupied by four (4) teachers. However, there

was poor workmanship in that cracks had developed on the floors in five (5) rooms, the passage and the spoon drain, the window peg stays were not properly fitted and the six (6) flash doors were fitted without being painted.

e. Poor Workmanship – Construction of 1 x 2 Classroom Block at Dambilo Community School

On 8th February 2023, the Council engaged ‘Chigayi General Dealers for the construction of a 1 x 2 classroom block at Dambilo Community School at a contract sum of K372,418 with a completion period of twelve (12) weeks commencing on 23rd March 2023 and ending on 8th June 2023.

The scope of the works included construction of the substructure, superstructure, plastering, painting, roofing and external works.

As at 30th August 2024, the contractor had been paid amounts totalling K318,145 leaving a balance of K54,273.

A physical inspection carried out in August 2024 revealed that the project had been completed and was in use. However, there was poor workmanship in the construction of the classroom block in that cracks had developed on the floors in both classrooms, the foyer and spoon drain, the expansion gaps created in one (1) classroom block was wrongly made, the roof in the Head Teachers office was leaking and the leap channels on both the front and back of the classroom block had caused cracks in the wall due to poor fitting. See pictures below.



Improper Fitting of Trusses Causing Cracks in the Wall



Cracks on the Floor



Expansion Gap not properly made

f. Poor Workmanship – Construction of Staff House at Lupata Staff House

On 27th July 2022, the Council engaged Optimal High Solution for the construction of a staff house at Lupata Primary School at a contract sum of K218,285 with a completion period of twelve (12) weeks commencing on 3rd August 2023 and ending on 11th November 2022.

The scope of the works included construction of the substructure, superstructure, plastering, painting, roofing and external works.

As at 30th August 2024, the contractor had been paid amounts totalling K84,246 leaving a balance of K134,039.

A physical inspection carried out in August 2024 revealed that the project had been completed and was in use. However, there was poor workmanship on the construction of the staff house in that:

- Cracks had developed on the floor in one (1) bedroom and on the walls both inside and outside the house;
- The roof was partially blown off and was being supported by a log, and the truss on the front of the house had partially separated from the wall due to wind thereby causing cracks; and
- The doors were not properly fitted as they were leaving spaces. See pictures below.



Damaged Roof and Cracked Wall Crack on the Floor of one (1) Bedroom



Truss Separated from the Wall

Cracks on the Wall

g. Poor Workmanship - Construction of a Staff House at Mang'unza Clinic

On 21st January 2023, the Council engaged Achim Solutions for the construction of a Staff House at Mang'unza Clinic at a contract sum of K282,335 with a completion period of twelve (12) weeks commencing on 21st July 2023 and ending on 21st April 2023.

The scope of works included foundation footing/block work, slab/surface bed, superstructure, ring beam, roofing, plastering, glazing, floor finishes, carpentry, ironmongery and painting.

As at 30th August 2024, amounts totalling K258,970 had been paid to the contractor leaving a balance of K23,365.

A physical inspection carried out in August 2024 revealed that the project was completed. However, there was poor workmanship in that cracks had developed in the sitting room floor and on the spoon drain. See pictures below.



Cracks on the Spoon Drain and Floor

h. Drilling of Six (06) Boreholes in Luputa, Malimba, Nemfwe, Sikubomba B, Simunzele B and Mukofu Communities

On 30th August 2023, the Council engaged MILCATECH Drilling Company Limited for the siting, drilling and installation of six (06) boreholes at a contract sum of K462,000 with a completion period of twelve (12) weeks commencing on 30th August 2023 and ending on 30th November 2023.

The scope of works included borehole drilling, borehole lining and installation, siting, development, pump testing and equipping with India Mark II hand pumps.

As at 30th August 2024, amounts totalling K288,468 had been paid to the contractor leaving a balance of K173,532.

A physical inspection carried out in August 2024 revealed that out of the six (6) drilled boreholes four (4) were operational. However, the following were observed:

- The borehole at Nemfwe was failing to pump water properly as pump handle was eroding;
- The borehole at Sikubomba had a leakage and as a result could not pump water effectively; and
- The boreholes at Lupata and Malimba were declared dry boreholes. However, at the time of physical inspection, the two (2) dry boreholes had not been replaced. See pictures below.



Pump handle eroding at Nemfwe Pump at Sikubomba

i. Poor Workmanship - Construction of a Maternity Wing at Kabanze -Mayobo Rural Health Post

On 5th October 2022, the Council engaged Zamtrek Investment Limited for the construction of a maternity wing at a contract sum of K514,025 with a completion period of twelve (12) weeks commencing on 5th October 2022 and ending on 5th January 2023.

The scope of works included foundation footing/block work, slab/surface bed, superstructure, ring beam, roofing, plastering, glazing, floor finishes, carpentry, iron mongery, painting and external works.

As at 30th August 2024, amounts totalling K406,032 had been paid leaving a balance of K107,993.

A physical inspection carried out in August 2024 revealed that the project had been completed. However, there was poor workmanship in that the roof had blown off and had not been replaced at 30th August 2024. See picture below.



Maternity Wing at Kabanze-Mayobo Rural Health Post

j. Construction of a Police Post in Macha Police Station Ward

On 18th February 2023, the Council engaged Great Deal for the construction of a Police Station in Macha Ward at a contract sum of K2,666,677 with a completion period of twelve (12) weeks commencing on 18th February 2023 and ending on 18th April 2024.

The scope of works included excavations, substructure, superstructure, iron mongery, carpentry, roofing, glazing, painting and finishes, flooring and external works.

As at 30th August 2024, the contractor had been paid amounts totalling K1,121,363 leaving a balance of K1,545,314.

A physical inspection of the project carried out in August 2024 revealed that works had not been completed for a delayed period of nineteen (19) weeks.

The outstanding works included roofing, metal works, glazing, flooring, painting and finishes, electrical installation, plastering, carpentry, plumbing and external works. See picture below.



Incomplete Macha Police Post

86 Gwembe Town Council

a. Delayed Implementation of Projects

Section 21 (1) of the Constituency Development Fund Act No. 11 of 2018 states, “a project under this Act shall be implemented by the Council, and where necessary with the assistance of a relevant department of the Government in the district in which the constituency is located.”

However, a review of the progress reports for the Constituency Development Fund, revealed that three (3) projects which included construction of chief’s palace, procurement of hearse and rural electrification with an allocation of K2,761,105 had not been implemented as of July 2024, despite being approved by the Ministry of Local Government and Rural Development on 3rd March 2023 and funding having been received on 29th December 2023.

b. Delayed Completion of Works - Construction of a 1 x 3 Classroom Block

On 6th December 2023, the Council engaged Sprouts Corporation Limited for the construction of a 1 x 3 classroom block at Syamasusu Community at a contract sum of K850,134 with a completion period of 12 weeks commencing on 15th December 2023 and ending on 15th March 2024.

The scope of works included substructure work, concrete works, roofing and steel roof structure, carpentry, joinery and ironmongery, metal work, electrical installation works, flooring, wall and ceiling finishes, painting and decoration and external works.

As at 31st May 2024, the contractor had been paid amounts totalling K342,967 leaving a balance of K507,167 representing 40% of the contract sum.

A physical inspection carried out on 17th May 2024 revealed that the project had not been completed for a delayed period of two (2) months. The outstanding works included roofing, carpentry and joinery, ironmongery, electrical installation works, floor, wall and ceiling finishes, external works, painting and decoration. See pictures below.



Incomplete 1 x 3 classroom block

c. Delayed Completion of Works - Construction of a Maternity Annex

On 6th December 2023, the Council engaged Kamprod Investments Limited for the construction of a Maternity Annex and Health Post at Kkoma Rural Health Post at a contract sum of K1,458,873 with a completion period of 12 weeks commencing on 15th December 2023 and ending on 15th March 2024.

The scope of works included mobilisation, demobilisation, substructure, concrete works, brickwork and blockwork, roofing, carpentry and joinery, ironmongery, metal work, electrical installation, flooring, wall and finishes, glazing, painting and decoration, plumbing installation and external works.

As at 31st May 2024, the contractor had been paid amounts totalling K364,718 leaving a balance of K1,094,155 representing 25% of the contract sum.

A physical inspection carried out in July 2024 revealed that the project had not been completed for a delayed period of three (3) months. The outstanding works included brickwork and blockwork above ring beam, roofing, carpentry and joinery, ironmongery, metal work, electrical installation, flooring, wall and finishes, glazing, painting and decoration, plumbing installation and external works. See pictures below.



Maternity Annex

d. Delayed Completion of Works - Construction of a 1 x 3 Classroom Block

On 17th November 2023, the Council engaged Schatz Investment Corporation Limited for the construction of a 1 x 3 classroom block at Munyumbwe Primary School at a contract sum of K759,330 with completion period of 12 weeks commencing on 25th November 2023 and ending on 25th February 2024.

The scope of works included substructure, concrete works, masonry works, roofing and steel roof structure, carpentry and joinery, ironmongery, metal work, electrical installation, flooring, wall and finishes, glazing, painting and decoration, plumbing installation and external works.

As of May 2024, the contractor had been paid amounts totalling K383,241 leaving a balance of K376,089 representing 50% of the contract sum.

A physical inspection carried out in July 2024 revealed that the project had not been completed for a delayed period of four (4) months. The outstanding works included carpentry, door fitting, electrical installation, flooring, wall and finishes, glazing, painting and decoration, plumbing installation and external works. See picture below.



Incomplete 1 x 3 CRB

e. Delayed Completion of Works - Drilling of Boreholes and Water Reticulation System

On 7th December 2023, the Council engaged Schatz Investment Corporation Limited for the drilling of four (4) boreholes and water reticulation system at Luumbo and Chaamwe Rural Health Centres, Mukambo and Munyumbwe Primary School at a contract sum of K778,693 with a completion period of 12 weeks commencing on 14th December 2023 and ending on 14th March 2024.

The scope of works included mobilisation and demobilisation of all equipment, material and personnel, borehole drilling and casing, borehole development, pump testing, supply and installation of submersible motor pumps, raising main and fittings, supply and installation of solar panels and accessories, borehole accessories, 4 x 10,000 litres tank and stand, civil works and sterilisation.

As at 31st May 2024, amounts totalling K194,673 had been paid to the contractor leaving a balance of K584,020 representing 25% of the contract sum.

A physical inspection carried out in July 2024 revealed that, although the drilling of boreholes had been done, the installation of submersible motor pumps, supply and installation of solar panels and accessories, UPVC tank (10,000 litres) and tank stands at Luumbo, Chaambwe Rural Health Centres, Makambo and Munyumbwe primary schools had not been done for a delayed period of ranging from five months to six months. See picture below.



Unequipped Borehole

f. Failure to Replace Solar Panels - Makambo Primary School

On 1st November 2023, the Council engaged Ganikoongo General Dealers for the construction of a 1 x 3 classroom block at a contract sum of K728,759 with a completion period of 12 weeks commencing on 1st November 2023 and ending on 31st January 2024.

The scope of works included substructure, concrete works, masonry works, roofing, carpentry and joinery, ironmongery, metal work, electrical installation (supply and installation of solar panels) flooring, wall and ceiling finishes, glazing, painting and decorations, plumbing installation and external works.

As at 31st May 2024, the contractor had been paid amounts totalling K691,371 leaving a balance of K37,388 representing 95% of the contract sum.

A physical inspection carried out on 16th May 2024 revealed that the project had been completed. However, the solar panel supplied and installed had malfunctioned and had not been replaced as 30th June 2024. Consequently, the structure had not been handed over to the school. See pictures below.



1 x 3 classroom block not handed over

g. Delayed Completion of Works - Construction of Maternity Annex

On 1st November 2023, the council engaged Siza Enterprises Limited for the construction of a Maternity Annex at Chabbobboma Rural Health Centre at a contract sum of

K793,981 with a completion period of three (3) months commencing on 1st November 2023 and ending on 31st January 2024.

The scope of work included mobilisation/demobilisation, substructure, brickwork and blockwork, roofing, carpentry and joinery, ironmongery, metal work, electrical installation (supply and installation of solar panels), flooring, wall and ceiling finishes, glazing, painting and decorations, plumbing installation and external works.

As at 30th June 2024, the contractor had been paid amounts totalling K502,791 leaving a balance of K291,190 representing 63% of the contract sum.

Although the contractor had completed the construction works, the supply and installation of solar panels had not been done for a delayed period of five (5) months.




87 Itezhi-Tezhi Town Council


a. Management of Community Projects




Physical inspections carried out during the period under review revealed the following.





See table 1 below.


Table 1: Community Projects



Name of Contractor	Description / Scope of Work	Contract Period	Contract Price (K)	Amount Paid (K)	Balance (K)	Project Status
Anokk Engineering Limited and Kutuya Kumbele Construction General Dealers (Joint Venture)	<p>Construction of a mother's shelter and installation of a solar powered borehole at Mutenda Health Post of Itezhi Tezhi Central Constituency</p> <p>The scope of works included, construction of substructure, concrete work, brick work and block work, roofing, carpentry, joinery, iron mongrey, metal works, plumbing, electrical works, floor, wall finishes, painting , decorating, external works, borehole drilling, lining, testing, solar power pump, panels, panel stand installations, PVC tank, steel tank, stand installations, water distribution and fencing.</p>	9 th November 2023 to 9 th March 2024	812,000	121,800	690,000	<p>A physical inspection carried out in August 2024, revealed that the project had not been completed five (5) months after the expected completion date and outstanding works included fitting doors, final coat of painting both inside and out, tiling of toilet, mounting of solar panels which are already on site, soakaway construction, installation of steel tank stand, water distribution and fencing. See pictures below.</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p><i>Mothers Shelter not completed</i></p> </div> <div style="text-align: center;">  <p><i>Tank not mounted</i></p> </div> </div> <div style="text-align: center; margin-top: 10px;">  <p><i>Soakaway not constructed</i></p> </div>



<p>JV Thimorah General Dealers and Gidbwe General Dealers</p>	<p>Delayed Completion - Construction of two (Boys and Girls) Dorms Furnished at Mbila Secondary School</p> <p>The scope of works included, excavation and Earthing, concrete work, brick and block work, roofing, carpentry and joinery, metal works, plumbing, electrical installation, floor, wall and ceiling finishes, glazing and painting and decorating.</p>	<p>28th August 2023 to 28th February 2024</p>	<p>1,475,649</p>	<p>381,408</p>	<p>1,094,240.26</p>	<p>A physical inspection carried out in August 2024, revealed that the project had not been completed six (6) months after the expected completion date and outstanding works included:</p> <p>Boys Dormitory</p> <p>Carpentry and joinery, fitting of doors and door frames, plumbing, electrical installations, flooring, ceiling finishes, glazing and painting, and decorating.</p>  <p>Girls Dormitory</p> <p>Carpentry and joinery, plumbing, flooring, ceiling finishes, glazing and painting, and decorating. See picture below.</p>
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Godlungu Enterprises, Sweet Plantation Construction Companies, Proshen Construction and Chief Cornestone Construction	Construction of 1x3 Classroom Block, Semi-Detached Staff House, Ablution Block, Solar Powered Borehole at Kauka Primary School The scope of works included substructure, concrete work, brick work and block work, roofing, carpentry, joinery and ironmongery, structure and steelwork, metal works, electrical installation, finishing and gazing, painting and decoration and external works.	17 th February 2023 and ending on 17 th August, 2023	1,475,648.58	1,186,919.47	296,212.37	A physical inspection carried out in August 2024, revealed that the project had not been completed twelve (12) months after the expected completion date. The outstanding works included plumbing, painting, replacement of cracked floor, fitting of door and ceiling, glazing and electrical installation. See pictures below.
	Semi-Detached Staff House The scope of works included substructure, concrete work, brick work and block work, roofing, carpentry and joinery, ironmongery, metal works, plumbing, painting, floor, wall					  <i>Shelves not fitted well</i> <i>Shelves not fitted</i>

	<p>and ceiling finishes and glazing, and electrical installation.</p>				 <p><i>Incomplete semidetached</i></p>  <p>Cracked floor</p>
	<p>Ablution Block</p> <p>The scope of works included substructure, superstructure, roofing, plumbing, metal work, carpentry and joinery, glazing, floor, and wall finishes and painting and electrical installations, septic tank, soakaway and manhole.</p>				<p>The outstanding works included plumbing, door frames and doors were not fitted, glazing, flooring, painting and electrical installations, septic tank (partly done but broken), soakaway and manhole.</p>   <p><i>Incomplete ablution block</i></p>

	<p>Solar Powered Borehole</p> <p>Preliminary and general items, borehole drilling, lining and steel testing, solar power pump, panels and panel stand installation, PVC tank and steel tank stand installation and water distribution and fencing.</p>					<p>The outstanding works included solar power pump, panels and panel stand installation, PVC tank and steel tank stand Installation and water distribution and fencing.</p> 
Justeva Agro Marketing Construction and General Dealers	<p>Construction of a Health Post, Semi-Detached Staff House, Solar Powered Borehole and Incinerator at Mpombo Rural Health Post.</p> <p>The scope of works included substructure, concrete work, brick work and block work, roofing, carpentry, joinery and ironmongery, metal works, structure steel work, plumbing installation, electrical installation, floor and wall finishing and glazing, painting and decorating.</p>	17 th February 2023 and ending on 17 th August 2023	1,168,982	175,347.32	993,634.80	<p>A physical inspection carried out in August 2024 revealed that the project had not been completed twelve (12) months after the expected completion date and outstanding works included:</p> <p>Substructure, concrete work, brick work and block work, roofing, carpentry and joinery, ironmongery, metal works, structure steel work, plumbing installation, electrical installation, floor and wall finishes and glazing, painting and decorating. See picture below.</p>

					 <p data-bbox="1697 451 1957 475"><i>Incomplete Rural Health Post</i></p>
	<p data-bbox="264 523 577 547">Semi-Detached Staff House</p> <p data-bbox="264 587 772 842">The scope of works included substructure, concrete work, brick and block work, roofing, carpentry, joinery and ironmongery, metal works, plumbing, painting, flooring, wall and ceiling finishes and glazing, and electrical installation.</p>				<p data-bbox="1552 523 2101 734">The outstanding works included roofing, carpentry and joinery, ironmongery, metal works, plumbing, painting, floor, wall and ceiling finishes and glazing, and electrical installation. See picture below.</p>  <p data-bbox="1664 1042 1993 1066"><i>Incomplete semi-detached staff house</i></p>
	<p data-bbox="264 1112 398 1136">Incinerator</p> <p data-bbox="264 1176 772 1343">The scope of works included substructure, brick and blockwork, concrete works, roofing, carpentry, joinery and ironmongery, metal work and plumbing installation.</p>				<p data-bbox="1552 1112 2101 1279">The outstanding works included substructure, brick and blockwork, concrete works, roofing, carpentry and joinery, ironmongery, metal work and plumbing installation.</p>

	<p>Solar Powered Borehole</p> <p>The scope of works included preliminaries and general items, borehole drilling, lining and steel testing, solar power pump, panels and panel stand installation, water distribution and fencing.</p>					<p>In addition, the tank stand was not installed, the tank was not mounted and the fencing was not done. See pictures below.</p>  <p><i>Tank not mounted Stand Tank and Solar Panels not installed</i></p>
<p>Pabs Civil and Road Contruction</p>	<p>Construction for the Rehabilitation and Gravelling of 10 Kilo Metres (KM) stretch of Masasabi Road in Itezhi Tezhi Central Constituency</p> <p>The scope of works included rehabilitation and gravelling of 10km Stetch of Masasambi Road</p>	<p>31st July 2023 and ending on 31st December 2023</p>	<p>1,972,500</p>	<p>1,972,500</p>	<p>0</p>	<p>A physical inspection of the project carried out in May 2024, revealed that the road was rehabilitated and in use but there was an overflow of water on the road during the rainy season caused by a ditch that was forming at 1.7KM from Kaanzwa (Main Road). See pictures below.</p>  <p><i>Ditches on the road</i></p>

b. Irregular Award of Contract to the Highest Bidder - Construction of two (2) Ablution Blocks and Drilling of a Solar Powered Borehole at Mbila Weekly Boarding

Section 98 (1) of the Public Procurement Regulations of 2022, provides that the methodology for the evaluation of bids shall consist of: (a) a comparison of each bid to the technical requirements of the statement of requirements on a pass or fail basis, to determine whether the bids are substantially responsive; and (b) the determination of the bid with the lowest evaluated price.

In addition, the award criteria in the bid instruction provided that the Employer will award the Contract to the bidder whose bid has been determined to be substantially responsive and who has offered the lowest evaluated Bid price, provided that such a Bidder has been determined to be eligible in accordance with the provisions of Clauses 4 to 19.

Contrary to the Act, the Council engaged Minda Engineering Limited for the construction of two (2) ablution blocks and drilling of a solar powered borehole at Mbila weekly boarding school at a contract sum of K1,600,000 instead of engaging the lowest bidder JV Martech Construction and General Dealers at a price of K1,473,527.62.

Consequently, the Council lost amounts totalling K126,472 which could have been saved had the lowest bidder been considered.

c. Administrative Component - Over Expenditure on Administrative Costs

Guideline 2.2.2 of the Constituency Development Fund Guidelines of 2022 stipulates that administrative costs related to the management, disbursement, utilisation and accountability of the CDF shall not exceed 5% of the total fund.

During the period under review, the Council made an allocation of K1,363,074 towards the administrative component and an amount of K289,439 was brought forward from 2022 bringing the total funds available for expenditure to K1,652,513.

Contrary to the Guidelines, the Council spent amounts totalling K2,028,213 on the administrative component resulting in an unauthorised expenditure of K375,700.

d. Management of Women and Youth Empowerment Grants

During the period under review, the Council received amounts totalling K2,071,872 for empowerment grants and fifty-five (55) cooperatives and clubs were paid grants in amounts totalling K2,116,000 to undertake various projects such as village banking, poultry farming, goat and cattle rearing and other entrepreneurial activities.

A physical verification carried out in August 2024, revealed the following:

a. Failure to Implement Funded Activity

A visit to various cooperatives that were paid empowerment grants revealed that a cooperative which was paid K40,000 on 23rd August 2023 for stationery business had not implemented the project twelve (12) months from the date the funds were disbursed.

b. Change of Project – Shikwaze Women Club

Shikwaze Women Club received a grant of K40,000 for gardening and poultry. A physical verification conducted in August 2024 revealed that the group was no longer dealing with poultry business but deviated to village banking. However, approval documentation for the new project from the Provincial Local Government Officer and the CDFC, minutes for the cooperative members’ meeting for change of business, business records for both income and expenditure and the bank statement were not availed for audit.

Consequently, it was difficult to confirm if the cooperative had implemented the village banking project.

88 Kalomo Town Council

88.1 Kalomo Central Constituency

a. Delayed Implementation of Projects

Section 21 (1) of the Constituency Development Fund Act No.11 of 2018 states, “A project under this Act shall be implemented by the Council, and where necessary with the assistance of a relevant department of the Government in the district in which the constituency is located.”

However, a review of the progress reports for the Constituency Development Fund revealed that two (2) projects approved on 20th March 2023 had not been implemented as at 31st July 2024.

b. Delayed Completion of Muchenje Health Post

On 9th January 2023, the Council engaged Brand Munene for the completion of Muchenje Health Post in Kalomo Central Constituency at a sum of K17,000 with a completion period of twelve (12) weeks starting from 17th March 2023 and ending 16th June 2023.

The scope of works included blockwork and ringbeam, roofing works, metal works, carpentry works, painting , plastering and other general works.

As at 30th April 2024, amounts totalling K144,903 had been spent on labour (K11,500) and materials (K133,403).

A physical inspection carried out in July 2024 revealed that the project had not been completed for a delayed period of forty-eight (48) weeks. The outstanding works included painting, carpentry works, spoon drain, floor, fitting of ridges, three (3) window frames and glass panes. See picture below.



Incomplete Muchenje Health Post

c. Rehabilitation of 1 x 3 Classroom Block at Shimbunji Community School -Delayed Completion

On 8th November 2023, the Council engaged Melbourne Sinalucha for the rehabilitation of 1x3 classroom block at Shimbunji Community School at a labour contract contract sum of K20,000 with a contract period of three (3) weeks starting from 9th November 2023 to 30th November 2023.

The scope of works included blockwork, roofing, construction works extension and external works .

As at 31st May 2024, amounts totalling K145,843 had been spent. The expenditure included labour K6,000 and materials K139,843

A physical inspection carried out in July 2024 revealed that the project had not been completed for a delayed period of twenty-eight (28) weeks. The outstanding works included roofing, plastering, fitting of window frames and doors. See pictures below.



Incomplete 1x3 classroom block at Shimbunji Community School

d. Construction of a Staff House at Kansumo Primary School

On 9th January 2023, the Council engaged Ackim Muzimo for the construction of a staff house on a labor basis at a contract sum of K20,000 with a completion period of twelve (12) weeks starting from 26th January 2023 and ending on 20th April 2023.

The scope of works included foundation, slab, block work superstructure, roofing, metal work, carpentry, plastering and painting.

As at 30th April 2024, amounts totalling K144,480 had been spent. The expenditure included labour (K13,500) and materials (K130,989).

A physical inspection carried out in July 2024 revealed that the project had not been completed for a delayed period of fourteen (14) months. The outstanding works included painting, fitting of glass panes on windows, mortice locks and air vents.

Further, it was observed that there was poor workmanship in that the door for the kitchen was poorly fixed as it could not be opened and the floor was cracked. See pictures below.



Air vents and glass Panes not fitted



Cracked floor

e. Construction of a Health Post – Mulwazi

On 9th March 2023, the Council engaged Chriswell Munsanka for the construction of a health post on a labour basis at a contract sum of K17,000 with a completion period of twelve (12) weeks starting on 17th March 2023 and ending on 9th June 2023.

The scope of works included excavation works, slab, blockwork, ring beam, roofing and metal work.

As at April 2024, amounts totalling K143,580 had been spent. The expenditure included labour of (K12,000) and materials (K131,580).

A physical inspection carried out in July 2024 revealed that the project had not been completed for a delayed period of twelve (12) months. The outstanding works include roofing and metal work. See pictures below.



Uncompleted Mulwazi Health Post.

f. Delayed Completion of Works - Construction of 1 x 3 Classroom Block at Nakabanga Primary School

On 15th March 2023, the Council engaged Webster Muleya for the construction of a 1x3 classroom block at Nakabanga Primary School on a labour basis at a contract sum of K15,000 with a completion period of eight (8) weeks commencing on 15th March 2023 and ending on 15th May 2023.

As of April 2024, amounts totalling K149,250 had been spent. The expenditure included labour (K15,000) and materials (K134,250).

However, as of July 2024, the project had not been completed for a delayed period of thirteen (13) months. The outstanding works included metal work, glazing, plastering, flooring, painting, spoon drain, carpentry works. See picture below.



Incomplete project

88.2 Dundumwezi Constituency

a. Delayed Implementation of Projects.

A review of the progress reports for Constituency Development Fund revealed that two (2) projects approved on 20th March 2023 had not been implemented as of July 2024 for a delayed period of sixteen (16) months.

b. Construction of a Maternity Wing at Bbilili Clinic

On 27th February 2023, the Council engaged Bahune Construction Limited for the construction of a maternity wing at Bbilili clinic at a contract sum of K918,228 with a completion period of (12) weeks commencing on 6th March 2023 and ending on 6th June 2023.

The scope of works included, substructure, concrete work, blockwork and brickwork, roofing, carpentry, joinery and ironmongery, metal work, structure steel work, plumbing and electrical installation, floor and wall finishes, glazing, painting and decoration.

As of March 2024, the contractor had been paid amounts totalling K683,439 leaving a balance of K234,789.

A physical inspection carried out in April 2024 revealed that the project had not been completed for a delayed period of twelve (12) months. The outstanding works included metal works, painting, plastering, plumbing, glazing, flooring, carpentry works, spoon drain and decoration.

Further, it was observed that works had stalled. See picture below.



Incomplete Maternity Wing

c. Construction of Staff House at Mailamale Community School

On 5th April 2023, the Council engaged Fanwell Siamujoli for the construction of a staff house on a labour basis at a contract sum of K7,000 with a contract period of eight (8) weeks commencing on 12th April 2023 and ending on 12th June 2023.

The scope of works include excavation, concrete works and blockwork (sub and superstructure).

As of April 2024, amounts totalling K47,345 had been spent .The expenditure included labour (K3,000) and materials (K44,345).

A physical inspection carried out in June 2024 revealed that works had not been completed for a delayed completion period of twelve (12) months. See picture below.



Incomplete Mailamale Community School

89 Kazungula Town Council

a. Delayed Implementation of Projects

Section 21 (1) of the Constituency Development Fund Act No. 11 of 2018 states, “a project under this Act shall be implemented by the Council, and where necessary with the assistance of a relevant department of the Government in the district in which the constituency is located.”

However, a review of the progress reports for Constituency Development Fund, revealed that a rural electrification project with an allocation of K1,000,000 had not been implemented as of June 2024, despite being approved by the Ministry of Local Government and Rural Development on 23rd May 2023 and funding having been received on 29th December 2023.

b. Construction of a Maternity Annex at Chikonzya Health Centre

On 5th October 2023, the Council engaged Germasy Epignosis Enterprises Limited for the construction of a maternity annex at Chiknozy Health Centre in Simango ward of Katombola constituency at a contract sum of K745,889 with a contract period of eighteen (18) weeks commencing on 15th October 2023 and ending on 28th February 2024.

The scope of works included excavation works, substructure and superstructure, concrete work, blockwork and brickwork, roofing, carpentry, joinery and ironmongery, metal work, structure steel work, plumbing and sanitary fittings, electrical installation, floor and wall finishes, glazing, external works, furniture, painting and decoration.

As of June 2024, amounts totalling K309,404 had been paid to the contractor leaving a balance of K436,485.

However, a physical inspection carried out in June 2024 revealed that the project had not been completed three (3) months after the expected completion period and outstanding works included roofing, carpentry joinery and ironmongery, plumbing and sanitary fittings, electrical installation, glazing and flooring, external works painting and decorating. See picture below.



Maternity Annex at Chinkozya Health Centre

c. Construction of two Dormitories and two Ablution Blocks at Nyawa Secondary School

On 6th October 2023, the Council engaged Transatlantic Ventures Limited for the construction of two dormitories and two ablution blocks at Nyawa Secondary School in Nyawa ward of Katombola constituency at a contract sum of K2,666,658 with a contract period of thirty (30) weeks commencing on 16th October 2023 and ending on 22nd May 2024.

The scope of works included excavation works, substructure and superstructure, concrete work, blockwork and brickwork, roofing, carpentry, joinery and ironmongery, metal work, structure steel work, plumbing and sanitary fittings, electrical installation, floor and wall finishes, glazing, external works, painting and decoration.

As 30th June 2024, amounts totalling K535,991 had been paid to the contractor leaving a balance of K2,130,667.

However, a physical inspection carried out on in June 2024, revealed that the project had not been completed and outstanding works included roofing, blockwork, plastering, carpentry joinery and ironmongery, plumbing and sanitary fittings, electrical installation, glazing and flooring, external works painting and decorating. See pictures below.



Dormitory at ring beam and dormitory at slab level – Nyawa Secondary School



Ablution block 1 and 2 at window level

d. Construction of Four Teacher’s Houses at Moomba Secondary School

On 4th December 2023, the Council engaged Massive Dynamic Limited for the construction of four (4) Teacher’s Houses at Moomba Secondary School at a contract sum of K1,891,929 with a contract period of twenty eight (28) weeks commencing on 14th December 2023 and ending on 30th June 2024.

The scope of works included excavation works, substructure and superstructure, concrete work, blockwork and brickwork, roofing, carpentry, joinery and ironmongery, metal work, plumbing and sanitary fittings, electrical installation, floor and wall finishes, glazing, external works, painting and decoration.

As 30th June 2024, amounts totalling K497,848 had been paid to the contractor leaving a balance of K1,394,081.

However, a physical inspection carried out in June, 2024 revealed that the followings works were outstanding; roofing, carpentry joinery and ironmongery, metal work and glazing, electrical installation, blockwork, plumbing installation and firefighting, external works, painting and decoration. See pictures below.



House No. 01 at window level House No. 02 only foundation trenches had been done



House No. 3 and No. 4 all at slab level

e. Construction of Two 1 x 3 Classroom Blocks at Moomba Secondary School

On 4th December 2023, the Council engaged Wimz Traders Limited for the construction of two 1 x 3 Classroom Block at Moomba Secondary School at a contract sum of K1,958,403 with a contract period of twenty-six (26) weeks commencing on 14th December 2023 and ending on 15th June 2024.

The scope of works included, substructure and superstructure, concrete work, masonry works, blockwork and brickwork, roofing, carpentry, joinery and ironmongery, metal work, floor and wall finishes, glazing, external works, painting and decoration.

As at 30th June 2024, amounts totalling K293,760 had been paid to the contractor leaving a balance of K1,664,642 representing 15% of the contract sum.

However, a physical inspection carried out in June 2024 revealed that the outstanding works included roofing, ring beam, plastering, carpentry joinery and ironmongery, metal work and glazing, blockwork, external works, supply and delivery of 120 desks, painting and decoration. See pictures below.



1st 1 x 3 CRB at ring beam level

2nd 1x3 CRB at Slab level

f. Construction of a Computer Laboratory at Kazungula Secondary School

On 22nd May 2023, the Council engaged Geofmas Enterprises for the construction of a 1 x 2 Computer Laboratory at Kazungula Secondary School at a contract sum of K631,651

with a contract period of sixteen (16) weeks commencing on 1st June 2023 and ending on 15th October 2023.

The scope of works included substructure and superstructure, concrete work, masonry works, roofing and steel roof structure, blockwork and brickwork, carpentry, joinery and ironmongery, electrical installation works, metal work, floor wall and ceiling finishes, glazing, external works, painting and decoration.

As at 30th June 2024, the contractor had been paid amounts totalling K255,178 leaving a balance of K376,473 representing 40% of the contract sum.

However, a physical inspection carried out in June, 2024 revealed that the project had not been completed seven months from the expected completion date and the outstanding works included roofing, steel roof structure, carpentry, joinery and ironmongery, metal work, painting and decorating, electrical installation, flooring, wall and ceiling finishes.

Further, it was observed that there was poor workmanship in that the superstructure had developed cracks in some sections and the ring beam on the pillars of the veranda had warped and works had stalled. See pictures below.



Stalled 1 x 3 Laboratory at Kazungula Secondary School Warped Pillars



Cracked Walls

g. Construction of a Maternity Annex at Kazungula Central Clinic

On 5th October 2023, the Council engaged Lontinos General Dealers for the construction of a maternity annex at Kazungula Central Clinic at a contract sum of K728,943 with a

contract period of eighteen (18) weeks commencing on 15th October 2023 and 28th February 2024.

The scope of works included substructure and superstructure, concrete work, masonry works, roofing and steel roof structure, blockwork and brickwork, carpentry, joinery and ironmongery, electrical installation works, metal work, plumbing and sanitary fittings, floor and wall finishes, glazing, external works, furniture, painting and decoration.

As at 30th June 2024, the contractor had been paid amounts totalling K337,663 leaving a balance of K391,280 representing 46% of the contract sum.

However, a physical inspection carried out in June 2024 revealed that the project had not been completed two months from the expected completion date and the outstanding works included metal works, carpentry, joinery and ironmongery, plumbing and sanitary fittings, electrical installation, plastering, flooring and wall finishes, glazing, furniture and external works, painting and decorating.

Further, it was observed that the contractor had not been on site since February 2024 and the project had stalled. See picture below.



Stalled Kazungula Central Clinic

h. Construction of a Maternity Annex at Lunungu Rural Health Centre

On 5th October 2023, the Council engaged Geofmas Enterprises for the construction of a maternity annex at Lunungu Rural Health Centre at a contract sum of K927,312 with a contract period of twenty-one (21) weeks commencing on 15th October 2023 and ending on 7th April 2024.

The scope of works included, substructure and superstructure, concrete work, masonry works, roofing and steel roof structure, blockwork and brickwork, carpentry, joinery and ironmongery, electrical installation works, metal work, plumbing and sanitary fittings, flooring and wall finishes, glazing, external works, furniture, painting and decoration.

As at 30th June 2024, the contractor had been paid amounts totalling K139,096 leaving a balance of K788,216 representing 15% of the contract sum.

However, a physical inspection carried out in June 2024 revealed that the project had not been completed and the outstanding works included roofing and steel roof structure, carpentry, joinery and ironmongery, electrical installation works, metal work, plumbing and sanitary fittings, flooring and wall finishes, glazing, external works, furniture, painting and decoration. See picture below.



Delayed completion – Lunungu Maternity Annex

90 Livingstone City Council

a. Construction of a Drainage along Botswana Road

On 17th January 2023, the Council engaged Kalom Investments Limited for the construction of a drainage along Botswana road in freedom ward at a contract sum of K795,074 with a completion period of eight (8) weeks commencing on 24th January 2023 and ending on 7th March 2023.

The scope of works included marking out of alignment , excavation and shaping of the drainage into a trapezoid drainage, gravel blinding, reinforcement positioning, casting of concrete, stone pitching on the sides, construction of fifteen (15) drainage crossing points into residents and streets, and quality control of concrete.

As at 31st September 2024, the contractor had been paid amounts totalling K698,939 leaving a balance of K96,135.

A physical inspection carried out on 26th June 2024 revealed that the project had not been completed for a delayed period of fifteen (15) months. The outstanding works included construction of eight (8) and seven (7) crossing points into residents and streets respectively. In addition, works had stalled and the contract had been terminated. Consequently, fifteen (15) crossing points valued at K261,823 had not been completed

as at 13th October 2024 rendering the payment of K698,939 which was 88% of contract sum before completion of major works questionable in that the unpaid balance to the contractor of K96,135 was lower than the value of unfinished works of K261,823.

As at 13th October 2024, the works had not been completed. See pictures below.



Crossing Points into Residents not done



Crossing Points into Streets not done

b. Rehabilitation of Dambwa North Community Hall in Lizuma Ward

On 17th May 2023, the Council engaged Gemasy Epignosis Enterprises Limited for rehabilitation of a community hall in Dambwa Lizuma at a contract sum of K225,860 with a completion period of six (6) weeks commencing on 24th May 2023 and ending on 8th July 2023.

The scope of works included plastering and painting, floor screed, fascia boards, replacement of two toilet pans with ceramic water cistern and with all plumbing works, disposal of debris, new works (exterior and interior walls), electrical installation, metal works, carpentry and joinery, ironmongery, concrete apron, brick paving in drains, crack stitching and glazing.

As at 31st August 2024, the contractor had been paid amounts totalling K56,465 leaving a balance of K169,395.

The following were observed:

- **Failure to Carryout Assessment of Project**

Guideline 3.2.2 (a) (b) (c) (d) (e) (f) and 5.1.4 (a) (b) of the Constituency Development Fund Guidelines of 2022 states, “Under Community Projects, the Technical Appraisal Committee shall: Receive project proposals from CDFC; Conduct preliminary desk or field appraisal on the projects where necessary; Develop engineering/architectural drawing of the projects; Develop Bill of Quantity (BOQ) in line with ZPPA price index and applicable standards; Conduct final appraisal to determine project viability; and Prepare and submit appraisal reports with a list of recommended viable projects to CDFC for consideration.

Technical appraisals, where applicable shall be conducted within 4 weeks of receipt of the proposed projects from the CDFC. The appraisals shall cover the following processes: Assessment of the proposed projects for viability, relevance and eligibility; Preparation and submission of appraisal reports with a list of recommended viable projects to the CDFC for consideration; and Designing and costing of proposed projects where necessary. Assessment of projects under the CDF shall be based on the following criteria: The project must be identified and prioritised by the local community; The project should have minimal negative environmental impact; The project should use approved designs by the planning authorities; The approved project designs should consider persons with disabilities; and the projects must be of benefit to the wider community.

Contrary to the Guidelines, a physical inspection carried out on 26th June 2024 revealed that the Council had terminated the contract, demolished the structure and abandoned the project. In this regard, the project had not been implemented as at 13th October 2024, rendering the payment of K56,465 made to the contractor wasteful. In addition, the payment made to the contractor had not been refunded as at 31st October 2024. **See picture below.**



Site for Dambwa North Community Hall Earmarked for Rehabilitation.

c. Management of Empowerment Grants – Delayed Implementation of Project

On 9th February 2023, the Council paid Youth for Green Environment and Sustainable Development Cooperative Society Limited amounts totalling K40,000 as a grant to undertake the green environment and sustainable project. However, a physical inspection carried out in August 2024 revealed that the cooperative purchased equipment and a drum valued at K8,000 leaving a balance of K32,000 unspent. In addition, on 7th August 2024, the cooperative requested for change of business to money loaning services. However, the Council had not approved the request. Consequently, the project had not been implemented as at 31st August 2024 rendering the expenditure of K8,000 incurred wasteful.

d. Administrative Cost – Irregular Cash Withdrawals

Ministry of Finance Treasury and Finance Management Circular No. 1 of 2020 guided Controlling officers that no cash should be withdrawn for payment of subsistence allowances, fuel refunds and any other allowances as these should be paid directly into the beneficiary's account.

Contrary to the Circular, the Council irregularly paid amounts totalling K57,371 to one (1) officer as imprest to cater for payments of lunch and subsistence allowances for officers conducting community engagements and making public announcement, attending workshop in Lusaka and collection of Constituency Development Fund Motor Vehicle without paying directly into the beneficiary's accounts.

e. Management of Assets

i. Failure to Inscribe Assets

Public Stores Regulation No.154 states, "All furniture and equipment belonging to the Government must be clearly marked with distinguishing letters in an inconspicuous part of the asset to identify it as a government property."

Contrary to the Regulations, one (1) HP Laptop procured for the Director City Planning on 17th August 2023 at a cost of K20,000 was not engraved with identification marks as at 31st August 2024.

ii. Missing Laptops

Regulation 4 (1) (d) of the Public Finance Management (General) Regulations of 2020 stipulates that subject to the direction of a controlling body, the functions of an accounting authority are to manage and safeguard assets among others.

Contrary to the Regulations, a review of the asset register maintained by the Council and a physical inspection carried out on 4th July 2024 revealed that two (2) HP laptops valued at K39,152 procured during the period under review were missing.

Inquiries made with management and a review of the police report, charge letter and exculpatory letter revealed that an officer from the Engineering department lost one (1) laptop and reported the matter to Zambia Police on 6th July 2024. However, the actual incident happened on 4th January 2024.

In addition, there was no police report availed for audit for the other missing laptop which was misplaced by an officer from the Finance department who acknowledged that the laptop was stolen in February 2024.

The two (2) officers had not reported the matter to management at the time of loss until after audit inquiries in July 2024. No action had been taken by management to recover or have the lost equipment replacement. See table 6 below.

Table 6: Missing Laptops Details

No.	Details	Serial Number	Cost K
1	HP Laptop	5CD2453QRB	19,576
2	HP Laptop	5CD2453QK1	19,576
	Total		39,152

iii. Failure to Register and Insure Moveable Asset

Section 11 (1) and (2) of the Road Traffic Act No. 11 of 2002 state, “Subject to the other provisions of this Act, no person shall use a motor vehicle or trailer unless such vehicle or trailer is registered in accordance with the provisions of this Act; An application for the registration of a motor vehicle or trailer shall be made by the owner on the prescribed form within fourteen days of change of ownership into the applicant's name.”

Contrary to the provisions, as at 31st October 2024, the Council had not registered a motor grader valued at K5,860,000. In addition, although the grader was delivered on 5th December 2023, it had not been insured by the Council contrary to the regulation 41 (1) of the Public Finance Management Act (General) Regulations of 2020 states “a public body shall insure public assets with an insurance company registered under the Insurance Act, 1997.” See picture below.



Unregistered and Uninsured Grader

91 Mazabuka Municipal Council

91.1 Mazabuka Central Constituency

a. Delayed Implementation of Projects

Section 21 (1) of the Constituency Development Fund Act No. 11 of 2018 states, “a project under this Act shall be implemented by the Council, and where necessary with the assistance of a relevant department of the Government in the district in which the constituency is located.”

Section 15 (5) of the Constituency Development Fund Act No. 11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Contrary to the Act, a review of progress report dated 10th September 2024 revealed that the construction of a 1x3 classroom block and a laboratory at Ndeke Secondary School, and rural electrification with an allocation of K1,905,124 had not been implemented as at 30th September 2024, despite being approved by the Ministry on 23rd May 2023 and funding being received between 11th May 2023 and 29th December 2023. See table 1 below.

Table 1: Delayed Completion of Projects

No.	Name of Project	Funding year	Allocated Amount K
1	Completion of 1x3 CRB and a laboratory at Ndeke Secondary School	2023	905,124
2	Rural Electrification	2023	1,000,000
	Total		1,905,124

b. Late Submission of Skills Development Bursary Applications for Approval

Guideline 5.4 of the Constituency Development Fund Guidelines of 2022 states, “The CDFC shall submit to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the Guidelines, during the period under review, the proposed applications and estimated costs were submitted in July 2023, four (4) months after the prescribed period. As a result, most students did not complete their courses on time.

c. Management of Youth and Women Empowerment - Late Submission of Empowerment Grant Applications for Approval

Guideline 5.4 of the Constituency Development Fund Guidelines of 2022 states, “The CDFC shall submit to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the Guidelines, the proposed applications for Empowerment Grants and the estimated costs were submitted in September 2023, six (6) months after the prescribed date. As a result, most beneficiaries could not implement their projects on time.

d. Management of Soft Loans - Late Submission of Empowerment Loans Application for Approval

Guideline 5.4 of the Constituency Development Fund Guidelines of 2022 states, “The CDFC shall submit to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the Guidelines, proposed applications and estimated costs were submitted in September 2023, six (6) months after the prescribed date.

91.2 Magoye Constituency

e. Delayed Implementation of Projects

Section 21 (1) of the Constituency Development Fund Act No. 11 of 2018 states, “a project under this Act shall be implemented by the Council, and where necessary with the assistance of a relevant department of the Government in the district in which the constituency is located.”

Section 15 (5) of the Constituency Development Fund Act No. 11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Contrary to the Act, a review of the progress reports dated 20th September 2024 revealed that four (4) boreholes in Chivuna and Itebe wards (2 in each ward), and rural electrification, with allocated amounts totalling K1,390,000 had not been implemented as at 30th September 2024. See table 2 below.

Table 2: Delayed Implementation of Projects

No.	Name of Project	Funding Year	Allocated Amount K
1	Mechanisation of 2 Boreholes at Mission Clinic in Chivuna ward	2022	195,000
2	Mechanisation of 2 Boreholes at Itebe Ward	2022	195,000
3	Rural Electrification	2023	1,000,000
	Total		1,390,000

f. Late Submission of Skills Development Bursary Applications for Approval

Guideline 5.4 of the Constituency Development Fund Guidelines of 2022 states, “The CDFC shall submit to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the Guidelines, during the period under review, the proposed applications and estimated costs were submitted in September 2023, six (6) months after the prescribed date. As a result, the students did not complete their courses on time.

g. Management of Youth and Women Empowerment Grants - Late Submission of Empowerment Grant Applications for Approval

Guideline 5.4 of the Constituency Development Fund Guidelines of 2022 states, “The CDFC shall submit to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the Guidelines, proposed applications for Youth and Women Empowerment Grants and estimated costs were submitted in September 2023, six (6) months after the prescribed date. As a result, the beneficiaries delayed in implementing their projects.

92 Monze Town Council

a. Administrative Component - Over Expenditure on Administrative Costs

Guideline 2.2.2. of the Constituency Development Fund of 2022 states, “The administrative cost related to the management, disbursement, utilisation and accountability of the CDF shall not exceed 5% of the total Fund.”

Contrary to the Guidelines, the Council had a saving of K339,012 on the administrative component in 2022 while in 2023 amounts totalling K2,830,000 were allocated bringing the total available funds to K3,169,012, against which amounts totalling K3,787,410 were spent resulting in excess expenditure K618,398. See table 1 below.

Table 1: Over Expenditure on Administrative Costs

No.	Constituency	Budget Allocation K	2022 Saving K	Total Available Funds K	Expenditure K	Excess Expenditure K
1	Monze Central	1,415,000	410,934	1,825,934	2,165,930	339,996
2	Bweengwa	1,415,000	(71,922)	1,343,078	1,621,480	278,402
	Grand Total	2,830,000	339,012	3,169,012	3,787,410	618,398

92.1 Monze Central Constituency

a. Delayed Implementation of Approved Projects

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Contrary to the Guidelines, a review of the approved list of projects and progress reports dated 18th February 2024 revealed that implementation of three (3) projects with a total allocation of K4,628,000 that were approved in 2023, commenced in 2024. See table 2 below.

Table 2: Delayed Implementation of 2023 CDF Projects

No.	Name and Type of the Project	Ward	Year of Project	Date Contract Signed	Amount K
1	Completion of 1*3 classroom block at Namuseba Primary School	Hatontola	2023	16.02.2024	628,000
2	School Desks 3000 No.	All wards	2023	16.02.2024	3,000,000
3	Construction of HRH Chief Monze's palace	Monze urban	2023	16.02.2024	1,000,000
	Total				4,628,000

b. Management of Soft Loans and Empowerment Funds – Unapproved Business Ventures

During the period under review the Council allocated amounts totalling K2,150,800 towards Youth, Women and Community Empowerment grants out of which amounts totalling K2,149,920 were paid to 144 co-operatives for starting up various business ventures as indicated in their approved application forms. However, a review of accounting documents and physical inspection of co-operatives carried out in March 2024 revealed that 144 co-operatives were paid a fixed amount of K14,930 each irrespective of the amounts applied for. Consequently, three (3) co-operatives had engaged in business ventures which were different from those applied for and approved by the Council. Contrary to Terms and conditions for the Grant Agreement contained in Appendix D of the Constituency Development Fund of 2022 and Guideline 5.2.4. See table 3 below

Table 3: Disbursement of Fixed Empowerment Grant Amounts to Beneficiaries

No.	Name of Cooperative	Amount Applied For K	Amount Received K	Proposed Business	Current Business
1	Destiny Women Multi - Purpose Club	40,000	14,930	Poultry	Village Banking
2	Monze Marketeers Cooperative	40,000	14,930	Agro Business	Village Banking
3	Matalikilo Youth Club	60,000	14,930	Poultry	Village Banking
	Total		44,790		

92.2 Bweengwa Constituency

a. Delayed Implementation of Projects.

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Contrary to the Guidelines, a review of the progress reports dated 18th February 2024 revealed that nineteen (19) projects approved on 21st September 2023 had not been implemented for delayed periods ranging from one (1) month to eleven (11) Months as at 31st August 2024.

b. Delayed Completion of Ganhwe Health Post

On 23rd June 2023, the Council engaged Coster Lumamba for the completion of Ganhwe Health Post in Bweengwa Constituency at a contract sum of K15,000 with a completion period of three (3) months commencing on 23rd June 2023 and ending on 23rd September 2023.

The scope of works included; substructure, metal work, roofing, painting and external works.

As at 31st March 2024, the contractor had been paid amounts totalling K176,785 for labour (K15,000) and materials (K161,785).

A physical inspection carried out in August 2024 revealed that the works had not been completed for a delayed period of eleven (11) months. The outstanding works included painting, fitting of doors and glass panes and construction of the spoon drain. See picture below.



Incomplete Health Post

c. Other Observations

i. Failure to Provide White Books for Movable Asset

Section 13 (7) of the Road Traffic Act No. 11 of 2002 states, “On the registration of a new owner, the licensing officer shall charge the prescribed fee, make necessary alterations to the registration document or issue a new registration document, and shall deliver the altered or new registration document to the new registered owner as the case may be.”

However, a physical inspection of motor vehicles carried out on 14th March 2024 at Bweengwa constituency, and a review of other document revealed that a Grader did not have a white book and the ownership of the equipment could not be ascertained as at 31st August 2024.

ii. Failure to Register Motor Vehicle-CDF

Section 11 (7) of the Road Traffic Act No. 11 of 2002 stipulates that the owner of every motor vehicle or trailer shall, upon its registration, pay the fee prescribed for registration and shall obtain from the licensing officer a registration document containing such particulars as may be prescribed.

On 26th August 2023, the Council purchased a Grader at a cost of K1,588,400.

Contrary to the Act, the registration documents for the Grader were not availed for audit as at 31st August 2024. Consequently, the ownership of the Grader could not be ascertained. See pictures below.



Unregistered Grader

92.3 Moomba Constituency

a. Delayed Completion of Construction of One (1) Staff House at Mutemba Clinic

On 15th May 2023, the Council engaged Dreamland Construction Limited for the construction of a staff house at Mutemba Clinic at a contract sum of K496,387 with a contract period of twelve (12) weeks commencing on 15th May 2023 and ending on 7th August 2023.

The scope of works included construction of sub and superstructures, roofing and steel works, metal work, iron mongery and glazing, flooring, plastering and drainage, roofing, carpentry and joinery, ironmongery, metal work, electrical installation, painting and decoration, and external works.

As at 31st March 2024, the contractor had been paid amounts totalling K281,795 leaving a balance of K214,592.

A physical inspection carried out in August 2024 revealed that the works had not been completed for a delayed period of seven (7) months. The outstanding works included plumbing and sanitary installation, decoration and external works, painting and construction of a VIP Toilet. See pictures below.



Incomplete Staff House at Munteмба Primary School



Incomplete VIP Toilet

b. Soft Loans – Delayed Commencement of Loan Repayments

Guideline (b) of the Constituency Development Fund Guidelines of 2022 states, (i) “The first payment shall be 60 days from the date of getting the loan; (ii) the subsequent instalments shall be paid at the end of the month; (iii) delayed payments shall not exceed 5 days after the end of the month; and (iv) payments made after 5 days shall attract a charge of 2% of the instalment amount.”

Records of loans maintained at the Council revealed that a total of K1,861,400 had been disbursed for payment to thirteen (13) companies. However, as of 15th March 2024 only eight (8) companies had started remitting repayments to the loans revolving fund account leaving five (5) companies with unremitted repayments in amounts totalling K19,340.

93 Namwala Town Council

a. Accounting and other Irregularities - Irregular Cash withdrawals

Section 3.26 of the Ministry of Finance Treasury and Finance Management Circular No. 1 of 2022 states, “No cash shall be withdrawn for payment of subsistence allowances, fuel refunds and any other allowances as these should be paid directly into the beneficiary’s account.”

Contrary to the Circular, group imprest in amounts totalling K284,032 involving seventeen (17) transactions was irregularly drawn as imprest to facilitate payment of daily subsistence, meal and fuel allowances for various CDF inspection and monitoring programmes instead of paying directly into the beneficiaries’ bank accounts.

94 Pemba Town Council

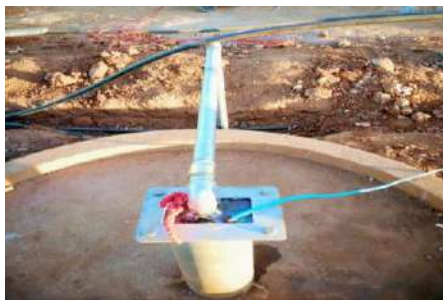
a. Construction of a New Solar Mechanised Water Scheme at Simbulo Primary School

On 11th December 2023, the Council engaged Creative Constructors Limited for the drilling of a borehole and installation of a mechanized water reticulation system at Simbulo Primary School in Kasiya Ward at a contract sum of K245,000 with a completion period of twelve (12) weeks commencing on 29th February 2024 and ending on 29th May 2024.

The scope of works included sitting, drilling of borehole, installation of casing, well development and testing, solar power pump, panels and panel stand installation and steel stand installation, water distribution, drainage and construction of perimeter fence.

As at 24th July, 2024, the contractor had been paid amounts totalling K61,250 leaving a balance of K183,750.

A physical inspection carried out on 14th October 2024 revealed that the project had not been completed. The outstanding works included solar power pump, panels and panel stand installation and steel stand installation as well as placing the tank on the tank stand. See picture below.



Incomplete water system at Simbulo Primary School

95 Siavonga Town Council

a. Over Expenditure

During the period under review, the Council overspent by amounts totalling K393,761 on disaster contingency, empowerment grants and soft loans. However, the source of the additional funds could not be ascertained as at 30th August 2024 See table 5 below.

Table 5: Unexplained Over expenditure

No.	Constituency	Details	Balance B/F	Funding K	Available Funds K	Expenditure K	Over expenditure K
1	Siavonga	Disaster Contingency	642,119	806,946	1,449,065	1,633,700	(184,635)
2		Grants-Empowerment-40%	330,723	2,151,857	2,482,580	2,511,842	(29,262)
3		Soft Loans-60%	2,934,350	3,227,786	6,162,136	6,342,000	(179,864)
		Grand Total	3,907,192	6,186,589	10,093,781	10,487,542	(393,761)

b. Delayed Implementation of Projects

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

However, a review of list of approved projects, inquiries made with management and physical inspections carried out during the period under review revealed that a rural electrification project and production unit projects with an allocation of K1,040,000 had not been implemented as at 31st August 2024, despite being approved by the Ministry on 23rd May 2023 and being funded between 11th May 2023 and 29th December 2023. See table 2 below.

Table 2: Delayed Implementation of Projects

No	Project Name	Funding Year	Allocated Amount
1	Rural Electrification	2023	1,000,000
2	Production Unit	2023	40,000
	Total		1,040,000

c. Delayed Construction of 1x3 Classroom Block at Dibbwi Primary School

On 19th October 2023, the Council engaged Precise Products Limited for the construction of a 1x3 Classroom Block at Dibbwi Community School in Manchamvwa ward at a contract sum of K850,000 with a completion period of sixteen (16) weeks commencing on 2nd November 2023 and ending on 5th February 2024.

The scope of works included substructure, concrete and masonry work, roofing and steel roof structures, carpentry and joinery, ironmongery, metal works, solar electrical installations, floor and wall finishes, painting and decorations and external works.

As at 30th April 2024, amounts totalling K212,500 had been paid to the contractor leaving a balance of K637,500.

A physical inspection conducted in August 2024 revealed that the project was not completed for a delayed period of twenty three (23) weeks and the contractor had been given an extension of sixteen (16) weeks up to 30th June 2024. The outstanding works included concrete and masonry work, roofing and steel roof structures, carpentry and

joinery, ironmongery, metal works, solar electrical installations, floor and wall finishes, painting and decorations, and external works. See picture below.



1x2 CRB at Dibbwi Primary School

d. Delayed Construction of an Ablution Block at Hanunka Primary School

On 23rd November 2023, the Council engaged Adanje Construction Limited for the construction of an ablution block at Hanunka Primary School at a contract sum of K403,071 with a completion period of fourteen (14) weeks commencing on 23rd November 2023 and ending on 15th January 2024.

The scope of works included sub and super structures, wall and floor finishes, roofing, painting, carpentry and joinery, glazing, metal works, electrical installation, tiling, glazing and external works.

As at 31st May 2024, amounts totalling K390,768 had been paid to the contractor leaving a balance of K12,303.

A physical inspection carried out in August 2024 revealed that the project had not been completed for a delayed period of thirty (30) weeks despite the contractor being given an extension of eighteen (18) weeks up to 30th April 2024. The outstanding works included second coat painting, electrical installation, carpentry and joinery, tiling, glazing and external works. See picture below.

e. Delayed Construction of an Ablution Block at Kariba Secondary School

On 23rd November 2023, the Council engaged Adanje Construction Limited for the construction of an ablution block at Kariba Secondary School at a contract sum of K358,376 with a completion period of fourteen (14) weeks commencing on 23rd November 2023 and ending on 15th January 2024.

The scope of works included sub and super structures, wall and floor finishes, roofing, painting, carpentry and joinery, glazing, metal works, electrical installation, tiling and external works.

As at 31st May 2024, amounts totalling K290,000 had been paid to the contractor leaving a balance of K63,376.

A physical inspection carried out in August 2024 revealed that the project had not been completed for a delayed period of fourteen (14) weeks. The outstanding works included second coat painting, plumbing, construction of five (5) manholes and external works. See picture below.



Incomplete Ablution Block at Kariba Secondary School

f. Delayed Completion of Kaleya Clinic

On 3rd March 2023, the Council engaged Lyansa Contractor and Hardware Suppliers Limited for the completion of Kaleya clinic in Kariba Ward at a contract sum of K750,000 with a completion period of twelve (12) weeks commencing on 23rd March 2023 and ending on 23rd June 2023.

The scope of works included substructure, concrete works, brick and block work, roofing, joinery and iron mongery, counter installation, plumbing, metal work and glazing, floor and wall finishes, decorating, painting and external works.

As at 30th April 2024, amounts totalling K716,385 had been paid to the contractor leaving a balance of K33,615.

A physical inspection carried out in August 2024 revealed that the project had not been completed for a delayed period of nine (9) weeks. The outstanding works included carpentry and joinery, iron mongery, counter installations, glazing, painting, plumbing, carpentry and joinery, terrazzo, tiling in wet areas, air conditioning, septic tank and soakaway. See picture below.



Incomplete Kaleya Clinic

g. Delayed Construction of Chalokwa Rural Health Post

On 20th March 2023, the Council engaged Hatemwa Building and Construction Limited to construct Chalokwa Rural Health Post in Nanyanga Ward at a contract sum of K1,270,000 with a completion period of sixteen (16) weeks commencing on 23rd March 2023 and ending on 13th July 2023. The contract period was revised to 30th June 2024.

The scope of works included substructure, concrete works, brick and block work, roofing, joinery, iron mongery, counters installation, plumbing, metal work and glazing, floor and wall finishes, decorating, painting and external works.

As at 30th August 2024, amounts totalling K770,000 had been paid to the contractor leaving a balance of K500,000.

A physical inspection carried out in August 2024, revealed that works had not been completed for a delayed period of eight (8) weeks and the contractor was not on site.

The outstanding works included joinery, iron mongery, counters installation, wall tiling in the toilets, metal works, glazing, decorating, painting, septic tank and soak away, and external works. See pictures below.



Incomplete Chalokwa Rural Health Post

h. Delayed Construction of a Rural Health Post at Hachibozu

On 1st November 2023, the Council engaged Royal Mark Construction Hatemwa Building and Construction Limited for the construction of Hachibozu Rural Health Post in Mutuba Ward at a contract sum of K740,979 with completion period of sixteen (16) weeks commencing on 6th November 2023 and ending on 19th March 2024. The contract period was revised to 30th June 2024.

The scope of work included substructure, concrete works, brick and block work, roofing, joinery, iron mongery, counters installation, plumbing, metal work and glazing, floor and wall finishes, decorating, painting and external works.

As at 31st August 2024, amounts totalling K523,443 had been paid to the contractor leaving a balance of K217,536.

A physical inspection carried out in August 2024, revealed that works had not been completed for a delayed period of eight (8) weeks and the contractor was not on site. The outstanding works included joinery, iron mongery, counters installation, metal works, glazing, decorating, painting and external works. See picture below.



Incomplete Hachibozu Rural Health Post

i. Delayed Construction of a Semi-Detached Staff House at Hanabuchi Community School

On 23rd August 2023, the Council engaged Edmiras Construction and General Dealers for the construction of a semi - detached staff house at Hanabuchi Community School in Munyuma Ward at a contract sum of K730,373 with a completion period of sixteen (16) weeks commencing on 23rd August 2023 and ending on 6th December 2023. The contract period was revised to 30th June 2024.

The scope of works included construction of substructure, concrete work, brick and block work, roofing, joinery, ironmongery, plumbing, metal works and glazing, electrical installation, plastering, painting and decorating and external works.

As at 31st August 2024 , amounts totalling K657,335 had been paid to the contractor leaving a balance of K73,038.

A physical inspection carried out in August 2024, revealed that the project had not been completed for a delayed period of eight (8) weeks. The outstanding works included joinery, ironmongery, plumbing, metal works, glazing, electrical installation, painting and decorating, septic tank and soakaway and external works. See picture below.



Staff House at Hanabuchi Primary School

j. Implementation of an Unapproved Projects - Water Reticulation Projects

Guideline 3.3.1 (c) of the Constituency Development Fund Guidelines of 2022 states, “ The Minister shall be responsible for receipt, review and approval of project lists from CDFC.”

Contrary to the Guidelines, the Council implemented water reticulation projects costing K938,133 in Bakasa, Manchanvwa Inland, Kawila, Namomba, Babutezi, Changa, Kamimbi and Siabamba wards without approval from the Minister.

In addition, the Council did not provide documents such as contracts, bill of quantities (BOQ), scope of works and site possession certificates among others.

The implemented projects were among capital projects under water reticulation which were irregularly implemented by the Council. It was questionable why the projects were being paid for both from the Capital Project Account and the Constituency Development Fund (CDF).

k. Late Submission of Skills Development Bursary Applications for Approval

Guideline 5.4 (a) of the Constituency Development Fund Guidelines of 2022 states, “The CDFC shall submit to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the Guidelines, during the period under review, the proposed applications and estimated costs were submitted in October 2023, seven (7) months after the prescribed period.

l. Management of Youth and Women Empowerment

i. Late Submission of Empowerment Grant Application for Approval

Guideline 5.4 (a) of the Constituency Development Fund Guidelines of 2022 states, “The CDFC shall submit to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the Guidelines, the proposed applications and estimated costs were submitted in the month of October 2023, seven (7) months after the prescribed period.

ii. Failure to Implement Empowerment Projects

During the period under review, the Council paid grants in amounts totalling K70,308 to two (2) women groups for the implementation of empowerment projects such as village banking and animal husbandry. However, as of August 2024, the projects had not been implemented.

iii. Irregular Use of Empowerment Funds

During the period under review, the Council disbursed K60,616 to Taital Metal Fabrication Trading and Kariba Strong Women Group in Kariba ward for metal fabrication and chicken rearing projects.

However, interviews conducted in July 2024 revealed that the group members irregularly shared the funds amounting to K58,000 (Taital Metal – K28,000, each member obtained K2,800 and Kariba Strong Women Group – K30,000, each member obtained K3,000) for personal use.

As at 31st August 2024, there was no evidence availed for audit indicating that the clubs had reimbursed the shared funds. In addition, the approved projects had not been implemented.

m. Management of Soft Loans

i. Late Submission of Empowerment Loans Application for Approval

Guideline 5.4 (a) of the Constituency Development Fund Guidelines of 2022 states, “The CDFC shall submit to the Minister proposed applications and the estimated costs before the end of the month of March in each year in the prescribed manner and form.”

Contrary to the Guidelines, the proposed applications and estimated costs were submitted in the month of October, seven (7) months after the prescribed period.

ii. Failure to Implement Projects

During the period under review, the Council approved and awarded empowerment loans to twenty-nine (29) applicants to implement various projects such as fish farming, carpentry, cattle rearing, piggery and poultry among others. The funds were disbursed to the beneficiaries between 27th and 30th October 2023.

However, two (2) applicants who were paid amounts totalling K280,000 had not implemented their projects as at 31st August 2024.

n. Administrative Expenses

i. Inadequately Supported Payments

Regulation 46 (1) (2) of the Public Finance Management (General) Regulations of 2020 states, “A payment voucher relating to purchases shall be supported by a purchase order, the supplier’s invoice and proof of delivery or performance. A payment shall not be made on statements of account only.”

Contrary to the Regulations, five (5) payments in amounts totalling K449,305 made during the period under review were not supported by relevant documents such as purchase requisitions, goods received vouchers and receipts among others.

ii. Unaccounted for Stores

Local Authorities Financial Regulation 145 requires that a Treasurer shall keep proper records of receipts and issue of stocks and stores.

Contrary to the Regulation, general stores items costing K232,686 involving two (2) transactions made during the period under review were not accounted for in that there were no receipt and disposal details such as stores ledger, goods received and issue vouchers.

96 Sinazongwe Town Council

a. Delayed Implementation of Projects.

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

On 21st June 2023, the Ministry of Local Government and Rural Development approved twenty-three (23) community projects with a total allocation of K13,831,978. The community projects included construction of maternity annexes, classroom blocks, drilling of boreholes and water reticulation system, procurement of grader, lowbed, and paver machine

Contrary to the Act, five (5) approved water reticulation systems projects with a total allocation of K1,373,027 had not been fully implemented for delayed periods ranging from three (3) to nine (9) months as at 30th September 2024 despite being approved by the Ministry and funds received by 29th December 2023. See table 6 below.

Table 6: Delayed Implementation of Projects

No.	Project	Total Allocation K	Remarks
1	Water Machinsed System at Lusinga Village	193,027	Borehole drilled but upgrade to solar mechanised system not done
2	Water Machinsed System at Sianzovu School	350,000	Borehole drilled but upgrade to solar mechanised system not done
3	Water Machinsed System at Dengeza Health Post	250,000	Borehole drilled but upgrade to solar mechanised system not done
4	Water Machinsed System at Nabukowa Health Post	250,000	Borehole drilled but upgrade to solar mechanised system not done
5	Water Machinsed System at Muchekwa Health Post	330,000	Borehole drilled but upgrade to solar mechanised system not done
	Total	1,373,027	

b. Stalled Projects - Completion of Male and Female Police Cells in Maamba

On 22nd December 2022, the Council engaged Metrilogic Innovations Limited for the completion of police cells at Maamba Police Station at a contract sum of K295,494 with a completion period of ten (10) weeks commencing on 1st January 2023 and ending on 14th March 2023.

The scope of works included, substructure work, roofing, carpentry, joinery and ironmongery, metal work, plumbing installations, electrical installation , internal and external finishes.

As of May 2024, the contractor had been paid amounts totalling K147,832 leaving a balance K147,662.

A physical inspection carried out on 29th July 2024 revealed that the project had not been completed seventeen (17) months after the expected completion period and the outstanding works included metal work, plumbing, carpentry, joinery and ironmongery, electrical works and external finishes.

In addition, the contract was terminated on 18th September 2023 and as of September 2024, the Council had not engaged a new contractor and the project remained incomplete. See picture below.



Stalled Project – Maamba Police Cells

c. Poor Workmanship - Construction of a Dip Tank

On 19th January 2023, the Council engaged Wekens Enterprises Limited for the construction of a Dip Tank in Lusinga Village at a contract sum of K552,492 with a completion period of twelve (12) weeks commencing on 24th January 2023 and ending on 24th April 2023.

The scope of works included, substructure, carpentry, joinery and ironmongery, block work and finishes, roofing, external works and borehole drilling

As of July 2024, the contractor had been paid amounts totalling K515,842 leaving a balance of K36,652.

A physical inspection carried out on 26th July 2024 revealed that the drilling of a borehole had not been done fifteen (15) months after the expected completion period. Further, it was observed that cracks had developed separating the apron and walls of the main structure. See picture below.



Poor workmanship – Construction of dip tank.

97 Zimba Town Council

a. Delayed Completion of Works - Construction of a Maternity Annex at Nakowa Clinic

On 26th January 2024, the Council engaged Malsam Construction and Company Limited for the construction of a Maternity Annex at Nakowa Clinic of Mapatizya Constituency at a contract sum of K950,475 with a completion period of three (3) months commencing on 9th February 2024 and ending on 9th May, 2024.

The scope of works included substructure, concrete work, masonry works, roofing and steel roofing structure, carpentry and joinery, ironmongery, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decoration, external works and provisional sums (Equipment excluding furniture, sanitary fitting, internal and external plumbing, 2.5kw on/off grid solar unit, 430W solar panels, 2.5Ka inverter and 12V AGM batteries).

As at 31st May 2024, the contractor had been paid amounts totalling K483,195.85 leaving a balance of K467,279.15.

A physical inspection of the project carried out in August 2024, revealed that the project had not been completed. The outstanding works included roofing the steel structure, carpentry and joinery, ironmongery, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decoration, external works and provisional sums (Equipment excluding furniture, sanitary fitting, internal and external plumbing, 2.5kw on/off grid solar unit, 430W solar panels, 2.5Ka inverter and 12V AGM batteries). See pictures below



Incomplete Martenity Annex at Nakowa Clinic

b. Delayed Completion of Works - Construction of 1x3 Classroom Block at Mukamba Community School in Siamafumba Ward

On 1st February 2024, the Council engaged Munafines General Dealers Limited for the construction of 1x3 Classroom Block at Mukamba Community School of Mapatizya Constituency at a contract sum of K941,141 with a completion period of three (3) months commencing on 15th February 2024 and ending on 15th May 2024.

The scope of works included substructure, concrete work, masonry works, roofing and steel roofing structure, carpentry and joinery, ironmongery, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decoration, external works and provisional sums (1.2kw on/of grid solar unit, 430W solar panels, 1.5Ka inverter and 12V AGM batteries).

As at 30th April 2024, the contractor had been paid amounts totalling K692,825 leaving a balance of K248,316.

A physical inspection of the project carried out in August 2024, revealed that the project had not been completed. The outstanding works included final coat paint inside, chalk

boards, electrical switches and provisional sums (1.2kw on/of grid solar unit, 430W solar panels, 1.5Kva inverter and 12V AGM batteries). See picture below.



Incomplete 1X3 Classroom Block at Mukamba

c. Empowerment Grants - Failure to Operationalize the Hammer Mill and Oil Expeller

During the period under review, Empowerment Grants in amounts totalling K2,222,990 were paid to twenty-seven (27) selected applicants to undertake various empowerment projects such as village banking, poultry farming, Goat and Cattle rearing and other entrepreneurial activities against the allocated amount of K2,071,872.

A physical verification carried out in May 2024 at various co-operatives revealed that two (2) cooperatives which received amounts totalling K80,000 for the purchase of a hammer mill and an oil expeller had not commenced using the equipment for the benefit of the cooperative. The hammer mill and oil expeller were procured in December and November 2023, respectively, and as at 31st May 2024 neither piece of equipment was operational. See table below

Table 8: Failure to Operationalize Procured Equipment

No.	Name of Cooperative	Ward	Amount Paid K	Period Procured	Type of Business	Remarks
1	Sikalyamapompwe Multipurpose	Chundwe	40,000.00	Dec-23	Hammer Mill	Procured but not operating
2	Sianankanga Women Club	Zimba	40,000.00	Nov-23	Oil Repeler	Procured but not operating
	Total		80,000.00			



Hammer mill not installed



Oil expeller not installed

WESTERN PROVINCE

98 Kalabo Town Council

a. Management of Secondary School Boarding and Skills Development Bursaries - Sponsorship of Unapproved Beneficiaries

Guideline No. 5.4 of the Constituency Development Fund Guidelines, 2020 states, “The Minister shall approve projects, empowerments and bursaries endorsed by the Constituency Development Fund Committee.”

Contrary to the Guideline, the Council paid amounts totalling K12,024 in respect of skill development bursaries for three (3) students who were not on the list that was approved by the Constituency Development Fund Committees.

b. Performance on Youth, Women and Community Empowerment - Empowerment Grant

i. Misappropriation of Funds

Guideline No. 5.2.6 of the Constituency Development Fund Guidelines of 2022 requires that applicants for empowerment grants must have proof of a bank account or mobile wallet registered for the group.

During the period from January 2022 to March 2024, there were three (3) cases of misappropriation of funds where funds intended for community clubs were redirected to personal accounts of Council employees:

- During the period from January 2022 to March 2024, the Council released amounts totalling K630,955 which were meant to be disbursed to forty-five (45) clubs through a bank account held with Natsave Bank. Inquiries with the Management and the bank revealed that the bank account did not belong to the beneficiaries but instead belonged to a Clerical Officer at the Council who was responsible for data entry for Kalabo Central Constituency and was not a member of any of the beneficiary clubs.
- A review of records for the Empowerment Grants for the period from January 2023 to March 2024 revealed that the Council had disbursed amounts totalling K49,800 to three (3) clubs through a bank account held at Natsave bank, Kalabo Branch. Inquiries made with the Management and Natsave Bank in Kalabo revealed that the bank account did not belong to the beneficiaries but instead belonged to, a former employee of the Council, who was not a member of any of the beneficiary clubs.
- A review of records for Empowerment Grants for the period from January 2023 to March 2024 revealed that the Council had disbursed amounts totalling K92,514 to six (6) clubs through a bank account held at Natsave, Kalabo Branch. Inquiries with management of Natsave Bank in Kalabo revealed that the bank account did not belong to any of the beneficiaries but instead belonged to a Clerical Officer of the Council who was responsible for data entry for Liuwa Constituency.

ii. Failure to Avail Application Forms for Empowerment Grants

Section 73 (1) (a) of the Public Finance Management Act No. 1 of 2018 requires that the Auditor General should have access to all the books, records, returns, reports, other documents and financial management systems in electronic or any other form.

Contrary to the Act, the Council did not provide the application forms for 180 clubs that benefited from the empowerment grants and were paid amounts totalling K2,497,226 making it difficult to confirm the bank account details and other relevant details that were submitted by the benefiting clubs. See table 1 below.

Table 1: Failure to Avail Application Forms

Year	No. of Wards	No. of Clubs/Groups	Amount K
Liuwa Constituency			
2023	10	58	779,665
2024	10	19	292,961
Total		77	1,072,626
Kalabo Central Constituency			
2023	14	62	744,000
2024	14	41	680,600
Sub total		103	1,424,600
Total		180	2,497,226

iii. Payments to Unapproved Clubs

Guideline 5.2.2 on identification of applicants for empowerment grants stipulates that (a) (i) Cooperatives, Clubs, Associations and Organised Groups shall apply for grants to the WDCs to be used as seed money to establish a revolving fund to support their members; and (ii) The CDFC shall receive and review applications submitted by the WDC and submit the consolidated list for approval by the Minister.

A review of records from the WDCs, CDFC and approvals from the Minister of Local Government and Rural Development through the Provincial Local Government Officer (PLGO) revealed that twenty-three (23) clubs/groups from ten (10) wards benefited and were paid amounts totalling K284,655. However, there was no evidence of approval of the clubs/groups from the Minister of Local Government and Rural Development through the PLGO. It was therefore not possible to ascertain the authenticity of the benefiting clubs. See table 2 below.

Table 2: Unapproved Clubs

Constituency	No. of Wards	No. of Clubs	Amount Paid K
Kalabo Central	7	17	204,000
Liuwa	3	6	80,655
Total	10	23	284,655

iv. Double Payments to Clubs

During the period under review, the Constituency Development Fund Committee (CDFC) selected and approved 329 applications.

A review of records revealed that from the approved applications, there were eighteen (18) clubs who were supposed to have been paid amounts totalling

K142,098 who were instead paid amounts totalling K284,199 resulting in an overpayment of K142,101. See table 3 below.

Table 3: Double Payments to Clubs

Constituency	No. of wards	No. of Clubs	No. of Applicants	Amount Paid K	Correct Amount	Overpayment K
Kalabo Central	9	11	179	96,000	48,000	48,000
Liuwa	7	7	150	188,199	94,098	94,101
Total	16	18	329	284,199	142,098	142,101

As at 30th September 2024, the overpaid amounts had not been recovered.

v. Payment of Empowerment Grants to Unregistered Clubs

The 2022 Constituency Development Fund Guideline No. 5 provides an eligibility criterion that Empowerment Funds shall only be paid to clubs which are legally registered with public registration bodies like Patents and Companies Registration Authority, the Local Authority, Cooperatives registered under Ministry of Small and Medium Enterprises or under Persons Living with Disabilities.

Contrary to the Guideline, the Council paid amounts totalling K1,669,108 to 132 clubs that had no proof of registration making it difficult to ascertain the eligibility and residence of the members of these groups. See table 4 below.

Table 4: Payment of Empowerment Grants to Unregistered Clubs

Costituency	No. of Clubs	Amount Spent
Kalabo Central	73	876,000
Liuwa	59	793,108
Total	132	1,669,108

c. Performance on Loans

i. Failure to Provide Documents - Successful Applicants Loan Application Forms

Section 73 (1) (a) of the Public Finance Management Act No. 1 of 2018 requires that the Auditor - General to have access to all the books, records, returns, reports, other documents and financial management systems in electronic or any other form.

The CDF Guideline 5.2.2 (b) states that, “The CDFC shall receive and review applications and recommend eligible Financial Institutions for approval by the Minister to disburse loans.”

Contrary to the Act and guidelines, the Council did not provide application forms for 100 successful loan applicants, who received amounts totalling K2,625,500, making it not possible to verify the eligibility of the beneficiaries. See table 5 below.

Table 5: Failure to Provide Documents- Successful Applicants Loan Application Forms

No	Constituency	No of Applicants	Amount Paid K
1	Kalabo Central	22	1,110,500
2	Liuwa	78	1,515,000
	Total	100	2,625,500

ii. Disbursement of Loans to Unapproved Beneficiaries – Kalabo Central Constituency and Liuwa Constituency

Section 5.2.3.2 (a and b) of the Constituency Development Fund Guidelines requires that Applications for empowerment loans to the eligible Financial Institutions and Cooperatives shall be accompanied by a signed recommendation from the Chairperson of the WDC confirming the residency of the applicant in the Constituency.

The WDC shall submit a consolidated list of applicants for empowerment loans to the CDFC for information. The submission shall be signed by the Chairperson of the Ward Development Committee and accompanied by minutes of the Meeting of the Committee. Where the Chairperson is not available, the Vice Chairperson shall sign and where the Vice Chairperson is not available, the Committee shall nominate a member amongst themselves who shall sign the submission.

Contrary to the Regulation, the Council disbursed loans in amounts totalling K904,000 to 46 beneficiaries that were not part of the list approved by the Minister. See table 6 below.

Table 6: Disbursement of loans to Unapproved Beneficiaries

Constituency	No. of Beneficiaries	Amount Paid K
Kalabo Central	13	259,000
Liuwa	33	645,000
Total	46	904,000

d. Weaknesses in Internal Controls

i. Unvouched Expenditure

Regulation No.72 (1) of the Public Finance Management (General) Regulations of 2020 stipulates that a payment voucher with supporting documents, and any other forms which support a charge entered in the accounts, should be filed, secured against loss, and be readily available for audit.

Contrary to the Regulation, ninety-seven (97) payments in amounts totalling K8,358,080 made during the period under review were not availed for audit.

ii. Unsupported Payments

Regulation No. 46 (1) of the Public Finance Management (General) Regulations of 2020 states, “A payment voucher relating to purchases shall be supported by a purchase order, the supplier’s invoice and proof of delivery or performance”.

Contrary to the Regulation, 295 payments in amounts totalling K15,835,669 were not supported with relevant documentation such as receipts, invoices and attendance registers.

iii. Unretired Accountable Imprest

Regulation 104 (1) of the Public Finance Management (General) Regulations of 2020 requires that special or accountable imprest should be retired immediately after the purpose for which the imprest was issued is fulfilled.

Contrary to the Regulation, during the period under review, accountable imprest in amounts totalling K41,770 was issued twenty-four (24) officers. However, as at 30th September 2024, the imprest had not been retired.

iv. Failure to Avail Activity Reports

Part 5(b)(3) of the Public Finance Management (General) Regulation requires that, an officer who travels within the Republic on duty shall be paid subsistence as a direct payment receipted by an activity report by that officer.

During the period under review, subsistence allowances in amounts totalling K587,132 was paid to fifty- nine (59) officers to undertake various activities.

Contrary to the Regulation, as at 30th September 2024, the activity reports had not been produced for audit making it impossible to ascertain whether the activities for which the allowances were paid had been undertaken.

98.1 Kalabo Central Constituency

a. Management of Community Projects

Section 15(5) of the Constituency Development Act No.11 of 2018 states, “a project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

However, two (2) approved projects with an allocation of K775,909 which commenced during the period under review and were scheduled to have been completed not later than 31st December 2023 had not been completed as at 30th September 2024. The projects were at various stages of completion. See table 7 below.

Table 7: Project Status

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
Kalabo	Construction of 1x3 CRB including 60 desks at Nalionwa Day Secondary School	Njambi Kwali Business Ventures Limited	13.01.23 to 13.03.23 (3 months)	468,108	390,671	77,437	The scope of work included: substructure, concrete work, brick/block-work, roofing, metalwork, floor and wall finishes, glazing, carpentry and joinery, painting and decorations and external works.	The following works remained outstanding; Carpentry and joinery, ironmongery, painting and decorations, floor and wall finishes, and painting, external works and Supply of 60 Desks
Kalabo	Construction of a Female Cell at Kalabo Correctional Centre in Luanginga ward	PM Kamaya and Sons General Dealers	02.06.23 to 27.09.23 (3 months)	307,801	236,561	71,240	The scope of work included: substructure, concrete work, brick/block-work, roofing, metalwork, plastering, glazing, carpentry and joinery, plumbing installation, electrical installation, terrazzo, drainage, painting and decorations.	Outstanding Works include the following: Terrazzo, putting of a 16 mm wire mesh as ceiling, drainage and painting of the mended cracks and decorations

b. Performance on Youth, Women and Community Empowerment -Empowerment Grant

i. Failure to Utilise the Empowerment Grants

During the period under review, the Council disbursed amounts totalling K2,220,000 to 185 beneficiaries to undertake various projects in Kalabo Central Constituency.

However, among the recipients of the funds were two (2) groups, which received amounts totalling K22,000, divided the money among themselves and did not utilize the funds as outlined in their business plans.

ii. Questionable Disbursement to Unknown Clubs

Guideline 5.2.2 (i) of the Constituency Development Funds (CDF) Guidelines of 2022 requires that Cooperatives, Clubs, Associations and Organised Groups should apply for grants to the WDCs to be used as seed money to establish a revolving fund to support their members.

Contrary to the Guideline, grants in amounts totalling K69,200 were disbursed to five (5) beneficiaries without evidence that the beneficiaries had completed application forms. Further, a physical verification and inquiries made with the ward councillors and chairpersons for the clubs revealed that the five (5) beneficiaries did not exist.

c. Weaknesses in Internal Controls

i. Failure to Refund Subsistence Allowances

During the period under review, three (3) officers were paid subsistence allowances in amounts totalling K49,685 to conduct monitoring activities, attend meetings, and facilitate data verification exercises.

However, as at 30th September 2024, the activities were not carried out and the funds had not been refunded.

ii. Unaccounted for Fuel

During the period under review, 2,293 litres of diesel costing K60,700 was procured by the Council. However, there fuel was unaccounted for as there were no disposal details.

98.2 Liuwa Constituency

a. Management of Community Projects

Section 15(5) of the Constituency Development Act No.11 of 2018 states, “a project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

However, ten (10) approved projects with an allocation of K4,475,330 which commenced during the period under review and were scheduled to have been completed not later than 31st December 2023 had not been completed as at 30th September 2024. The projects were at various stages of completion. See details in table 8 below.

Table 8: Implementation of Community Projects

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
Kalabo	Construction of a Police Post in Sishekanu ward	Iwaa General Dealers	27.06.23 to 28.09.23 (3 months)	328,278	274,965	53,313	The scope of works included: construction of substructure, concrete work, block work and brickwork, carpentry and joinery, roofing, metal works, electrical installations, plumbing, wall, floor finishes and ceiling finishes, glazing, painting and decorations.	The following were the outstanding works: Ceiling (wire mesh) was not fixed, electrical installation, floor and wall finishing, glazing and painting and decoration
Kalabo	Construction of a health post at Nang'ole village	Njambi Kwali Business venture limited	26.06.23 to 26.09.23 (3 months)	298,420	195,383	103,037	The scope of works included; construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations	Outstanding Works include the following: carpentry, joinery and ironmongery, structure steel work, metal work both houses, electrical installation, floor and wall finishing, glazing costing and painting and decoration

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
Kalabo	Construction of a 1X2 classroom block at Mulinga Primary School	West Power Construction Ltd	21.02.23 to 22.05.23 (14 Weeks)	471,633	117,908	K353,725	The scope of works included; the construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.	Outstanding Works include the following: Construction of a concrete slab, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.
Kalabo	Construction of a 1X3 Classroom block at Nalungwana Primary School	Iwaa General dealers	19.06.23 to 16.09.23 (3 months)	400,000.	265,406	134,594	The scope of works included; the construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.	Outstanding Works include the following: Roofing, metal work, structural steel works, glazing, flooring, carpentry and joinery, painting and decorations and external works

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
Kalabo	Rehabilitation of four (4) staff houses at Salunda Primary school	Munganga Katu Contractors	19.06.23 to 16.09.23 (3 months)	376,201	234,121	142,080	The scope of works included; demolishing, disposal of debris, fabricate and install metal door frames with all mounting accessories, fix hard wood mukwa doors and lock system, external finishing, plastering and painting, apron and glazing.	Outstanding Works include the following: Fabricate and install metal door frames with all mounting accessories, fix hard wood mukwa doors and lock system, external finishing, plastering and painting, apron and glazing
Kalabo	Construction of a Staff house at Lumei Primary School	Muloozi business Ventures	16.02.23 to 16.05.23 (14 Weeks)	382,500.	95,625	286,875	The scope of works included; construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.	Outstanding Works include the following: roofing, carpentry, joinery and ironmongery, structure steel work, metal work, electrical installation, floor and wall finishing, glazing costing and painting and decoration

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
Kalabo	Construction of two (2) Staff houses at Salunda Primary School	Muloozi business Ventures	12.02.23 to 20.05.23 (14 Weeks)	759,030	331,226	427,804	The scope of works included; construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.	The outstanding Works were as follows: House No. 1 - Carpentry, joinery and ironmongery, structure steel work, metal work both houses, electrical Installation, floor and wall finishing, glazing costing and painting and decoration. House No. 2 Outstanding works: Plastering, carpentry, joinery and ironmongery, structure steel work, metal work both houses, electrical installation, Floor and wall finishing, glazing costing and painting and decoration
Kalabo	Construction of a 1x 2 classroom	Heptagon Engineering limited	20.11.23 to 06.02.24 (17 Weeks)	570,914	286,834	284,080	The scope of works included; construction of substructure, superstructure,	The outstanding works were as follows: construction of

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
	block and Rehabilitation of 1x3 classroom block at Nang'ole Primary School						roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.	substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations. The works had not commenced.
Kalabo	Construction of a staff house at Mulinga Primary School	Heptagon Engineering Limited	21.02.23 to 22.05.23 (16 weeks)	312,313.	78,078	234,235	The scope of works included; construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.	Outstanding Works include the following: roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.
Kalabo	Drilling and installation of	Etaj Enterprises and General Dealers	14.11.23 to 22.02.24 (14 Weeks)	576,041	286,834	289,207	The scope of works included; Mobilization and demobilization of all	Outstanding Works include the following: borehole drilling and

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
	ten boreholes in Liuwa ward						equipment, borehole siting / geophysical inspection, borehole drilling and casing, borehole development, pumping test, civil works and hand pump supply and installation.	casing, borehole development, pumping test, civil works and hand pump supply and installation of nine (9) boreholes

b. Implementation of an Unapproved Projects in Liuwa Constituency.

Section 5.4 of the CDF Guidelines of 2022 requires that the Minister should approve projects, empowerments and bursaries endorsed by the Constituency Development Fund Committee.

Contrary to the Guideline, the Council implemented five (5) projects costing K469,219 without the approval of Minister or recommendations from the community.

c. Management of Secondary School Boarding and Skills Development Bursaries

i. Failure to Sponsor Approved Students and Pupils

A review of documents availed for audit revealed that the Council only paid for sixty nine (69) pupils out of 121 pupils that were approved for sponsorship in boarding schools and thirty eight (38) out of ninety-two (92) students for skills training at a total cost of K526,992 from the total allocation of K5,379,641.

There was no explanation was given on the Council's failure to support all the pupils and students, despite receiving approval from the Provincial Local Government Officer and having available funds. See table 9 below.

Table 9: Performance Analysis on Bursaries

Details	Secondary School		Skills Development		Total	
	Number	Amount K	Number	Amount K	Number	Amount K
Total number of students applied for sponsorship	121	138,000	92	1,099,068	213	1,237,068
Total number of students sponsored and Amounts	69	123,000	38	403,992	107	526,992
Total number of students not sponsored and Amounts	52	15,000	54	695,076	106	710,076
Total number of students continuing	69	6,900	-	-	-	6,900
Total allocation to bursaries						5,379,641
Total Amount used as 31st December, 2023		123,000		403,992		526,992
Total fund unutilised						4,852,649

ii. Irregular Enrolment and Registration of Ineligible Beneficiaries of Bursaries

Guideline No. 5.3.4.2 (d) of the Constituency Development Fund Guidelines of 2022 requires that a beneficiary of a skills bursary must be of ages between 16 and below 35 years.

Contrary to the Guidelines, the Council irregularly made payments for tuition fees in amounts totalling K33,408 to Kalabo Trades Training Institute for three (3) skills beneficiaries who were above the age of 35 years.

99 Kaoma Town Council

a. Community Projects – Delayed Construction of Chiefs Palaces

During the period under review, the community projects had an allocation of K29,524,172 to cater for various community projects. A scrutiny of relevant records revealed that the Ministry of Local Government and Rural Development deducted amounts totalling K2,104,864 at source from the CDF funding for Kaoma Central and Mangango Constituencies to facilitate the construction of the Chiefs Palaces.

However, as at 31st July 2024, the projects had not commenced despite the availability of funds.

b. Underfunding of Groups- Empowerment Groups

An examination of the Grant disbursements and a physical verification of sampled groups carried out in February 2024 revealed that forty (40) Clubs that had applied for a total of K1,974,000 (Kaoma - 560,000 and Mangango – 1,414,000) were only funded a total amount of K639,952. This resulted in an underfunding of K1,334,048 making it difficult for clubs to fully implement their planned businesses/projects. See table 1 below.

Table 1: Underfunding - Empowerment Groups

No.	Constituency	No. of Beneficiaries	Amount Applied for K	Amount funded	Under funding K
1	Kaoma Central	14	560,000	193,860	366,140
2	Mangango	26	1,414,000	446,092	967,908
	Total	40	1,974,000	639,952	1,334,048

99.1 Kaoma Central

a. Construction of Staff House at Kaoma- Ndonga Health Post

On 13th November 2023, the Council engaged Kazuni Enterprises to construct a Staff House at a contract sum of K240,224 with a completion period of four (4) months commencing on 20th November 2023 and ending on 20th March 2024. The completion date was extended to 20th June 2024.

The scope of work included construction of substructure, concrete work, brick and block work, roofing, electrical installations, carpentry, joinery and ironmongery, metal work, floor and wall finishes, glazing, painting and decorating, external works and plumbing.

As at 31st December 2023, amounts totalling K93,792 had been paid to the contractor leaving a balance of K146,432.

A physical verification carried out in May 2024, revealed that the super structure had been completed and roofed. The outstanding works included carpentry, joinery and ironmongery, floor and wall finishes, glazing, painting and decorations and plumbing. See picture below.



Uncompleted Staff House at Kaoma-Ndonga Health Post

b. Construction of Kaoma- Ndonga Health Post

On 10th April 2023, the Council engaged Kanamutondo Enterprises Limited to construct a Health Post at the contract sum of K447,321 with a completion period of four (4) months commencing on 17th April 2023 and ending on 17th August 2023.

As at 31st December 2023, the contractor had been paid amounts totalling K192,720 leaving a balance of K254,601.

The scope of work included earthworks/excavations concrete work and masonry works, roofing, ceiling, electrical installation, carpentry, joinery and ironmongery, floor and wall finishes, plumbing, glazing, painting and decoration and other external works like drainages and ramps.

Procurement committee minutes approving contract extension to 20th June 2024, was availed and verified. However, a physical verification carried out in May 2024, revealed that eight (8) months after the expected completion date, the super structure had been completed plastered and roofed. The outstanding works included fixing of doors, door frames and curtain rails, electrical installation, painting, flooring and tiling, ceiling board and plumbing. See picture below.



Uncompleted Kaoma-Ndonga Health Post

c. Construction of 1x2 Classroom Block at Kabyobyoby School

On 12th April 2023, the Council engaged Alimanso Trading to construct a 1x2 CRB at a contract sum of K434,769 with a completion period of four (4) months commencing on 17th April 2023 and ending on 17th August 2023.

The scope of works included construction of substructure, concrete work, brickwork and block work, roofing, metal work, carpentry, joinery and ironmongery, electrical installations, floor, wall and ceiling finishes, glazing, painting and decorating and external works.

As at 31st December 2023, amounts totalling K203,861 had been paid leaving a balance of K230,908.

A physical verification carried out in May 2024 revealed that the superstructure had been completed. The outstanding works included roofing, metal work, carpentry, joinery and ironmongery, electrical installations, glazing, painting and decorating, external works.

d. Construction of 1x2 Classroom Block at Libinga School

On 13th November 2023, the Council engaged Kosmat Investment Limited to construct a 1x2 CRB at contract sum of K492,674 with a completion period of four (4) months commencing on 20th November 2023 and ending on 20th March 2024.

The scope of work included construction of substructure, concrete work, brickwork and block work, roofing, metal work, carpentry, joinery and ironmongery, electrical installations, floor, wall and ceiling finishes, glazing, painting and decorating and external works.

As at 31st December 2023, amounts totalling K192,090 had been paid leaving a balance of K300,584.

A physical verification carried out in April 2024 revealed that, the structure was at window level. The outstanding works included completion of superstructure, roofing, metal work, carpentry, joinery and ironmongery, electrical installations, flooring, ceiling finishes, glazing, painting and decorating and external works. See picture below.



Uncompleted 1x2 CRB at Libinga School

e. Drilling of Boreholes

On 11th August 2023, the Council engaged Grimus Business Venture to drill, install and equip six (6) boreholes with India Mark II at the contract sum of K588,000 with a completion period of four (4) months commencing on 18th August 2023 and ending on 27th December 2023.

The boreholes were earmarked to be drilled at the following schools: Situnya, Mwanche, Kalikema, Wazanga, Kamikolo and Lunyati Secondary School.

The scope of works included mobilization and demobilization of equipment, borehole sitting (geophysical investigation), borehole drilling and casing, supply, install and remove temporary/conductive casing, supply and install DN100/113mm uPVC casing lining, borehole development, pumping test and civil works.

As at 31st December 2023, amounts totalling K346,602 had been paid leaving a balance of K241,398.

A physical verification carried out in May 2024 revealed that, two (2) boreholes drilled at Kalikeme and Wazanga were equipped with India Mark II hand pumps and functional while two (2) boreholes at Situnya and Lunyati were not. The two (2) boreholes for Kamikolo and Mwanche were still outstanding.

f. Construction of 1x2 Classroom Block at Kajejeje School

On 10th November 2023, the Council engaged Ackson Kapongo General Dealers to construct a 1x2 CRB at a contract sum of K456,100 with a completion period of four (4)

months commencing on 17th November 2023 and ending on 24th March 2024. The completion date was extended to 20th June 2024.

The scope of works included construction of substructure, concrete work, brickwork and block work, roofing, metal work, carpentry, joinery and ironmongery, electrical installations, floor, wall and ceiling finishes, glazing, painting and decorating and external works.

As at 31st December 2023, amounts totalling K235,982 had been paid leaving a balance of K220,118.

A physical verification carried out in June 2024 revealed that the superstructure was completed and roofed. The outstanding works included metal work, carpentry, joinery and ironmongery, electrical installations, flooring, plastering and flooring, glazing, painting and decorating and external works. See picture below.



Uncompleted 1x2 CRB at Kajejeje School

g. Construction of 1x2 Classroom Block at Shitele School

On 10th November 2023, the Council engaged Unique Kabs to construct a 1x2 CRB at a contract sum of K492,770 with a completion period of four (4) months commencing on 17th November 2023 and ending on 24th March 2024. The completion date was extended to 20th June 2024.

The scope of works included construction of substructure, concrete work, brickwork and block work, roofing, metal work, carpentry, joinery and ironmongery, electrical installations, floor, wall and ceiling finishes, glazing, painting and decorating and external works.

As at 31st December 2023, amounts totalling K202,930 had been paid leaving a balance of K289,840.

A physical verification carried out in June 2024 revealed that, the superstructure had been completed. The outstanding works included plastering, roofing, carpentry, joinery and ironmongery, electrical installations, glazing, painting and decorating and external works. See picture below.



Uncompleted 1x2 CRB at Shitele School

h. Construction of 1x2 Classroom Block at Chilombo School

On 10th November 2023, the Council engaged Litemo Limited to construct a 1x2 CRB at a contract sum of K473,971 with a completion period of four (4) months commencing on 17th November 2023 and ending on 17th March 2024. The completion date was extended to 20th June 2024.

The scope of works included construction of substructure, concrete work, brickwork and block work, roofing, metal work, carpentry, joinery and ironmongery, electrical installations, floor, wall and ceiling finishes, glazing, painting and decorating and external works.

As at 31st December 2023, amounts totalling K225,254 had been paid leaving a balance of K248,717.

A physical verification carried out in May 2024 revealed that, the superstructure had been completed. The outstanding works included roofing, plastering and flooring, metal work, carpentry, joinery and ironmongery, electrical installations, flooring, ceiling finishes, glazing, painting and decorating. See picture below.



Uncompleted 1x2 CRB at Chilombo School

i. Construction of Market Shelter Kalamba

On 10th November 2023, the Council engaged Limuli Stationery & Hardware to construct a Market Shelter at a contract sum of K488,215 with a contract period of four (4) months commencing on 17th November 2023 and ending on 24th March 2024. The completion date was extended to 20th June 2024.

The scope of works included construction of substructure, concrete work, block work, plastering, roofing, metal work, carpentry, joinery and ironmongery, ceiling board, flooring, glazing, painting and decorating and external works.

As at 31st December 2023, amounts totalling K234,516 had been paid leaving a balance of K253,699.

A physical inspection carried out in May 2024 revealed that, the superstructure had been completed. The outstanding works included roofing, painting, metal work, glazing, ceiling, carpentry. See picture below.



Uncompleted Market Shelter at Kalamba

j. Construction of Market Shelter Longe

On 10th November 2023, the Council engaged Muwema JV Carnton Builders to construct a Market Shelter at a contract sum of K492,857 with a completion period of four (4) months commencing on 17th November 2023 and ending on 17th March 2024. The completion date was extended to 20th June 2024.

The scope of works included construction of substructure, concrete work, block work, plastering, roofing, metal work, carpentry, joinery and ironmongery, ceiling board, flooring, glazing, painting and decorating and external works.

As at 31st December 2023, amounts totalling K238,361 had been paid leaving a balance of K254,495.

A physical verification carried out in May 2024 revealed that, the super structure had been completed. The outstanding works included plastering, painting, metal work, glazing and ceiling. See picture below.



Uncompleted Market Shelter at Longe

k. Youth Women and Community Empowerment – Failure to Implement Projects

During the period under review, the Council paid amounts totalling K51,810 to four (4) clubs in Shitwa ward to undertake various projects under the empowerment fund. A scrutiny of records and physical inspection carried out as of July 2024, revealed that the members of the clubs shared the funds before they could commence the business ventures. See table 2 below.

Table 2: Empowerment Groups

No.	Name of the Club	Amount Disbursed K
1	Tusano Women's Clubs	10,865
2	Chumakweseka Women's Club	15,040
3	Jordan Youth Club	10,865
4	Mpulakamanga	15,040
	Total	51,810

As at 31st July 2024, the beneficiaries had not done any business either individually or as a group using the funds given to them.

l. Soft Loans

i. Underfunding - Loans Empowerment beneficiaries

During the period under review, 31 Loan beneficiaries applied for an amount ranging K38,000 to K200,000 each for them to implement their various business plans and projects.

However, an examination of the loan disbursements and a physical verification of sampled groups carried out in April 2024, revealed that eight (8) loan beneficiaries who applied for K1,088,000 in total were funded amounts totalling K456,670 resulting in an underfunding of K631,330, making it difficult for beneficiaries to fully implement their planned for businesses and projects.

ii. Failure to Collect Monthly Instalments of Loan Repayments

The Council disbursed a total of K4,800,040 as soft loans to thirty eight (38) beneficiaries in the year under review for 2022 and 2023 at the annual interest rate of 5% with repayment periods ranging from twelve (12) to forty eight (48) months. See table 3 below.

Table 3: Loan Repayments

CDF Year	No. of Beneficiaries	Amount Disbursed K
2022	34	1,871,040
2023	4	2,929,000
Total	38	4,800,040

At the time of the audit in April 2024, the Revolving Account for Kaoma Central Constituency was not being credited with monthly instalments repayments by the beneficiaries.

m. Secondary School (Boarding) and Skills Development – Sponsorship of Students from another Constituency

The 2022 Constituency Development Fund Guidelines 5.3.4.1 (b) stipulates that pupils on CDF sponsorship should be residents of the constituency in which the fund is sitting.

Contrary to the guidelines, the Council sponsored four (4) students at Kaoma Youth Centre at the cost of K15,800 who were coming from Mangango Constituency.

99.2 Mangango Constituency

a. Construction of 1x3 CRB at Kasheke Community School

On 13th April 2023, the Council engaged Grimus Business Solution to construct a 1 x 3 Classroom block at Kasheke Community School at a contract sum of K620,975 (VAT inclusive) with a completion period of four (4) months commencing on 20th April 2023 and ending on 20th August 2023.

The scope of works included construction of sub and super structures, concrete works, masonry works, roofing and steel roof structure, carpentry, joinery and iron monger, metal work, floor, wall and ceiling finishes, painting and decorations, and external works.

As at 31st December 2023, amounts totalling K299,198 had been paid leaving a balance of K321,777.

A physical inspection carried out in April 2024 revealed that, the superstructure was completed and plastered. The outstanding works included carpentry, joinery, ironmonger, roofing, metal works, floor, wall and ceiling finishes, painting and decorations and external works. See picture below.



Uncompleted 1 x 3 CRB at Kasheke Community School

b. Construction of 1 x 3 CRB at Kaaba Hill Primary School

On 10th April 2023 the Council engaged Moge Construction & Civil Engineering LTD to construct a 1 x 3 Classroom block at Kaaba Hill Primary School at a contract sum of K679,521.20 (VAT inclusive) with a completion period of four (4) months commencing on 17th April 2023 and ending on 17th August 2023.

The scope of works included construction of sub and super structures, concrete works, masonry works, roofing and steel roof structure, carpentry, joinery and ironmonger, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decorations and external works.

As at 31st December 2023, amounts totalling K343,914 had been paid leaving a balance of K335,608.

A physical verification carried out in May 2024 revealed that, the superstructure had been completed while plastering and electrical installation were in progress. The outstanding works included carpentry, joinery and iron monger, roofing, metal works, floor, wall and ceiling finishes, painting and decorations and external works. See picture below.



*Uncompleted 1*3 CRB at Kaaba Hill Primary School*

c. Construction of 1x3 CRB at Kaloli Community School

On 11th May 2023 the Council engaged Kezo Business Solutions to construct a 1x3 Classroom block at Kaloli Community School at a contract sum of K600,415 (VAT inclusive) for the contract period of four (4) months commencing on 18th May 2023 and ending on 18th September 2023.

The scope of works included construction of sub and super structures, concrete works, masonry works, roofing and steel roof structure, carpentry, joinery and iron monger, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decorations and external works.

As at 31st December 2023 amounts totalling K311,541 had been paid leaving a balance of K288,874

A physical verification carried out in May 2024 revealed that, the superstructure had been completed, plastered and roofed while metal work, carpentry and joinery and flooring is in progress. The outstanding works included glazing, casting of rough plaster, external works, painting and decorations. See picture below.



Uncompleted 1x3 CRB at Kaloli Community School

d. Construction of 1 x 3 CRB at Nakatondo Community School

On 10th April 2023, the Council engaged Jasto Suppliers to construct a 1x3 Classroom block at Nakatondo Community School at a contract sum of K734,226 (VAT inclusive)

with a completion period of four (4) months commencing on 17th April 2023 and ending on 17th August 2023.

The scope of works included construction of sub and super structures, concrete works, masonry works, roofing and steel roof structure, carpentry and joinery, ironmonger, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decorations and external works.

As at 31st December 2023, amounts totalling K359,896 had been paid leaving a balance of K374,330.

A physical verification carried out in May 2024 revealed that, the superstructure had been roofed. The outstanding works included painting and decorations, metal works, carpentry and joinery and ironmonger, glazing, flooring and external works. See table below.



Uncompleted 1x3 CRB at Nakatondo Community School

e. Construction of 1x3 CRB at Kachakala Community School

On 13th April 2023, the Council engaged Grimus Business Solutions to construct a 1x3 Classroom block at Kachakala Community School at a contract sum of K620,975 (VAT inclusive) with a completion period of four (4) months commencing on 20th April 2023 and ending on 20th August 2023.

The scope of works included construction of sub and super structures, concrete works, masonry works, roofing and steel roof structure, carpentry and joinery, iron monger, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decorations and external works.

As at 31st December 2023, amounts totalling K358,076 had been paid leaving a balance of K262,899.

A physical verification carried out in April 2024 revealed that, the superstructure had been completed and roofed while metal work, plastering is in progress. The outstanding

works included glazing, carpentry works, flooring, painting, decorations and external works. See picture below.



Uncompleted 1x3 CRB at Kachakala Community School

f. Construction of a 1x3 CRB at Njatanga Community School

On 10th April 2023 the Council engaged Moge Construction & Civil Engineering LTD to construct a 1x3 Classroom block at Njatanga Community School at a contract sum of K764,837 (VAT inclusive) with a completion period of four (4) months commencing on 17th April 2023 and ending on 17th August 2023.

The scope of works included; construction of sub and super structures, concrete works, masonry works, roofing and steel roof structure, carpentry and joinery, iron monger, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decorations and external works.

As at 31st December 2023, amounts totalling K567,502 had been paid leaving a balance of K197,334.

A physical verification carried out in April 2024, revealed that, superstructure had been completed and roofed while plastering, flooring and electrical installation is in progress. The outstanding works included painting and decorations, carpentry and joinery and ironmonger, metal works, glazing, rough casting and external works. See picture below.



Uncompleted 1x3 CRB at Njatanga Community School

g. Construction of a 1x3 CRB at Kashinzi Community School

On 12th April 2023, the Council engaged Kosmat Investment Limited to construct a 1x3 Classroom block at Kashinzi Community School at a contract sum of K648,817 (VAT inclusive) with a completion period of four (4) months commencing on 19th April 2023 and ending on 19th August 2023.

The scope of works included construction of sub and super structures, concrete works, masonry works, roofing and steel roof structure, carpentry and joinery, ironmonger, metal work, electrical installation works, floor, wall and ceiling finishes, painting and decorations and external works.

As at 31st December 2023, amounts totalling K387,364 had been paid leaving a balance of K 261,453.

A physical verification carried out in April 2024 revealed that, the superstructure was completed and roofed while plastering, electrical installation is in progress. The outstanding works included painting and decorations, carpentry and joinery, ironmongery, metal work, flooring, glazing, rough casting and external works. See picture below.



Uncompleted 1x3 CRB at Kashinzi Community School

h. Construction of 1x3 CRB at Kafwasonyi Community School

On 8th November 2023, the Council engaged Mupishi Jones Construction to construct a 1x3 Classroom block at Kafwasonyi Community School at a contract sum of K839,488 (VAT inclusive) with a completion period of four (4) months commencing on 15th November 2023 and ending on 15th March 2024.

The scope of works included construction of sub and superstructures, concrete works, masonry works, roofing and steel roof structure, carpentry and joinery, ironmongery,

metal work, electrical installation works, floor, wall and ceiling finishes, painting and decorations and external works.

As at 31st December 2023, amounts totalling K567,502 had been paid leaving a balance of K271,986.

A verification carried out in May 2024, revealed that, the superstructure had been completed, roofed and plastered. The outstanding works included glazing, carpentry, external works, painting and decorations. See picture below.



Uncompleted 1x3 CRB at Kafwasonyi Community School

i. Construction of Mothers Shelter at Mangango Hospital

On 11th November 2023, the Council engaged Mentech Engineering to construct a maternity wing at Mangango Hospital at a contract sum of K781,868 (VAT inclusive) with a completion period of four (4) months commencing 18th November 2023 and ending on 18th March 2024

The scope of works included; substructure, concrete, blockwork and brick work, roofing, carpentry, joinery and brickwork, metal work, structural steel work, plumbing installation, electrical installation, floor and wall finishing, glazing, painting and decorations and external works.

As at 31st December 2023, amounts totalling K195,467 had been paid to the Contractor leaving a balance of K586,401.

A physical verification carried out in April 2024, revealed that, the superstructure had been completed while electrical installation, soak away and septic tank is in progress. The outstanding works included roofing, glazing, carpentry, joinery and brickwork, metal works, plastering, flooring, plumbing, painting and decorations. See picture below.



Uncompleted Mothers Shelter at Mangango Hospital

j. Youth, Women and Community Empowerment Grants - Underfunding of Groups

An examination of the Grant disbursements and a physical verification of sampled groups carried out in April 2024 revealed that twenty six (26) clubs that had applied for a total of K1,414,000 were only funded a total amount of K446,092 resulting in an underfunding of K967,908, making it difficult for clubs to fully implement their planned projects.

k. Secondary Boarding and Skills Development

i. Double Payments of Boarding Fees

A comparison of the pupils database maintained at Kaoma boarding Secondary School and the approved list of pupils used for the payment of boarding fees revealed that fourteen (14) pupils had their boarding fees paid twice in that their names were captured twice on the list of payment. In this regard, the Council paid amounts totalling K42,000 in respect of the fourteen (14) pupils instead of K21,000 resulting in an excess payment of K21,000. As at 31st July 2024, the excess payment had not been reimbursed.

ii. Failure to avail evidence of Completion

During the period under review, the Council sponsored 114 students in amounts totalling K270,900 to pursue skills courses such as driving and tailoring among others. However, there were no record availed to audit to show that sponsored students had graduated.

100 Limulunga Town Council

a. Delayed Implementation - Construction of Chiefs Palace

During the period under review, the Ministry of Local Government and Rural Development deducted amounts totalling K840,747 from Luena CDF funding to facilitate the construction of the Chiefs Palace.

A review of records and inquiries made revealed that the project had not commenced despite being fully funded.

As at 31st July 2024, management had not provided an explanation on the delay of the project.

b. Delayed Completion of Works - Construction of 1x3 CRB

On 27th April 2023, the Council engaged Machis General Dealers for the construction of 1x3 CRB at Nalwamba Community School at a contract sum of K549,464 with a completion period of eight (8) weeks commencing on 27th April 2023 and ending on 24th June 2023. The completion period was extended to 28th February 2024.

The scope of works included: substructure, concrete work, brick and block work, roofing, carpentry, joinery and ironmongery, metal work finishes and plastering, electrical installation, glazing, painting and decoration and external works.

As at 31st December 2023, amounts totalling K221,214 were paid leaving a balance of K328,250.

A physical verification carried out in May 2024, revealed that the contractor was on site. However, three (3) months after the expected completion date, the substructure was completed while the superstructure was in progress. The following works were still outstanding; roofing, carpentry, joinery and ironmongery, metal work finishes and plastering, electrical installation, glazing, painting and decoration and external works.



Uncompleted 1x3 CRB at Nalwamba Community School

c. Delayed Completion of Works - Construction of 1x3

On 18th September 2023 the Council engaged Machis General Dealers to construct 1x3 CRB at Nalinanga Primary School at a contract sum of K545,597 with a contract period of twelve (12) weeks commencing on 18th September 2023 and ending on 18th December 2023. The completion date was extended to 14th April 2024.

The scope of works included substructure, concrete work, brick and block work, roofing, carpentry, joinery and ironmongery, metal work finishes and plastering, electrical installation, glazing, painting and decoration and external works.

As at 31st December 2023, amounts totalling K270,926 had been paid leaving a balance of K274,671.

A physical verification carried out in May 2024, revealed that the contractor was on site. However, one (1) month after the expected date of completion, the substructure was completed while the superstructure was in progress. The following were still outstanding: roofing, electrical fittings, fitting of windows, apron, drainages, painting and decorations. See picture below.



Uncompleted 1x3 Nalinanga Community school

d. Delayed Completion of Works - Construction of a Girls ablution block

On 27th September 2023, the Council engaged Lyansa Contractors and General Dealers for the construction of a Girls ablution block at a contract sum of K322,874 with a contract period of two (2) months commencing on 27th September 2023 and ending on 18th November 2023. The completion date was extended to 30th April 2024.

The scope of works included excavation, construction of sub and super structures, construction of septic tank and soak away, carpentry and ironmongery, electrical installations, fitting of the ceiling board, roofing, glazing, plastering and painting and external works.

As at 31st December 2023, amounts totalling K80,719 had been paid leaving a balance of K242,156.

A physical verification carried out in May 2024, revealed that one (1) month after the expected date of completion, the structure had been roofed and plastered with the following works still outstanding: tiling; plumbing works; construction of the septic tank and soak away; glazing; and painting and decorations. See picture below.



Uncompleted Girls ablution block at Nangula Secondary School

e. Management of Youth, Women and Community Empowerment Grants Underfunding to Groups

During the period under review, twenty- two (22) Clubs applied for amounts totalling K876,000 for them to implement their various business plans and projects.

However, an examination of the Grant disbursements and a physical verification of sampled groups carried out in March 2024 revealed that the clubs were funded amounts totalling K333,360 resulting in an underfunding of K542,640 making it difficult for clubs to fully implement their planned businesses/projects.

f. Management of Soft Loans - Lack of Evidence of Loan Recoveries

The CDF guidelines on loan repayment (b) (i) states, “the first payment shall be made sixty (60) days from the date of getting the loan; (ii) the subsequent instalments shall be paid at the end of every month.”

Contrary to the Guidelines, the funds in amounts totalling K4,700,579 which were disbursed in 2022 and 2023 had not been recovered as at 31st May 2024. See table 4 below.

Table 4: Loans Recovery Analysis Table

No	Period	No. of Loan beneficiaries Applied	No. of beneficiaries Approved	Disbursed amount K	Recovered Amount K	Unrecovered Amount K
1	Year 2022	112	23	2,923,300	259,528	2,663,772
2	Year 2023	32	20	2,102,800	65,993	2,036,807
	Total	144	43	5,026,100	325,521	4,700,579

Further, seventeen (17) loan beneficiaries for both years (2022 & 2023) issued with amounts totalling K437,639 had not yet started paying back.

g. Management of Secondary Boarding and Skills Development

i. Failure to Pay Outstanding Bills to Mongu Trades

During the period under review, amounts totalling K292,630 were owed to Mongu Trades Training Institute for twelve (12) students enrolled under skills development Bursaries for September 2023 Intake. As at 31st July 2024, the debt had not been settled by the Council.

ii. Undelivered Furniture to the Schools.

The Council engaged thirteen (13) contractors for the supply and delivery of desks, Early Childhood Education (ECE) chairs and tables, borax and secondary chairs to fifty-two (52) schools in Limulunga District at a cost of K4,319,229.

The scope of works included frames and pipes 1.6 thick square section tube 400 mm wide X 1150 mm long, 22mm thick hardwood longue and groove furniture with two (2) coasts varnish or MDF wood.

A physical verification carried in May 2024 and a scrutiny of stores records revealed that 2,306 furniture costing K3,162,021 were delivered to forty-three (43) schools leaving a balance of 1,429 costing K1,157,208 undelivered to nineteen (19) Schools. See table 5 below.

Table 5: Undelivered Furniture

No.	Type of Furniture	Qty to be Supplied	Qty Delivered	Qty Undelivered
1	Desk	1,793.00	1,241.00	552.00
2	ECE Chair	792.00	510.00	282.00
3	ECE Table	166.00	105.00	61.00
4	Borax	507.00	225.00	282.00
4	Secondary Chair	477.00	225.00	252.00
	Total	3,735.00	2,306.00	1,429.00

101 Luampa Town Council

a. Delayed Implementation - Construction of Chief's Palace

During the period under review, the Ministry of Local Government and Rural Development withheld amounts totalling K858,750 at source from the CDF funding for Luampa constituency to facilitate the construction of the Chief's Palace.

A review of records and inquiries made revealed that the project had not commenced. It could not be justified why the project had not commenced as the project was fully funded.

b. Construction of 1 x 2 Classroom Block at Mushiko Primary School (2021)

On 17th March 2023, the Council engaged Mataba Pitsawer Enterprise for the construction of 1 x 2 classroom block at Mushiko Primary School at a contract sum of K468,227 with a completion period of sixteen weeks (16) weeks commencing on 24th March 2023 and ending on 24th July 2023.

The scope of works included substructure, concrete work, brick and block work, roofing, floor, wall and ceiling finishes, carpentry, joinery and ironmongery, metal work finishes and plastering, glazing, painting and decoration and external works.

As of May 2024, the contractor had been paid amounts totalling K324,510 leaving a balance of K143,717

A physical inspection carried out in May 2024, eleven (11) months after the expected completion date, revealed that the superstructure was completed and roofed while electrical fittings, painting and decorations were in progress. The following works remained outstanding, carpentry and joinery, rough casting and external works. See pictures below



Figure 1-Front View Mushiko CRB

c. Construction of 1x3 Classroom Block at Lishukwilo Primary School (2023)

On 11th December 2023, the Council engaged Makalu Contractors and Hardware Limited for the construction of 1 x 3 classroom block at Lishukwilo Primary School at a contract sum of K933,490 with a completion period of twenty (20) weeks commencing on 18th December 2023 and ending on 18th May 2024.

The scope of works included substructure, concrete work, brick and block work, roofing, floor, wall and ceiling finishes, carpentry, joinery and ironmongery, metal work finishes and plastering, glazing, painting and decoration and external works.

As of May 2024, there was no payment made to the contractor.

A physical inspection carried out in May 2024, eleven (11) months after the expected completion date, revealed that the superstructure was completed while the following works were outstanding roofing, electrical fittings, plastering, painting and decorations, metal works. See picture below



Figure 2-Front view Lishukwilo CRB

d. Construction of 1 x 2 Classroom Block at Makumba Primary School (2022)

On 17th April 2023, the Council engaged Mataba Pitsawer Enterprise for the construction of 1 x 2 classroom block at Makumba Primary School at a contract sum of K468,190

with a completion period of sixteen weeks (16) weeks commencing on 24th April 2023 and ending on 24th August 2023.

The scope of works included excavation, substructure, superstructure, carpentry, ironmongery and metal work, electrical works, finishes and plastering, glazing, painting and decoration and external works.

As of May 2024, the contractor had been paid amounts totalling K117,048 leaving a balance of K351,143

A physical verification carried out in May 2024, eight (8) months after the expected completion date, revealed that only the excavation works had been done. See picture below.



Figure 3-Footing Stage Makumba CRB

e. Construction of 1 x 3 Classroom Block at Inkunikila (2022)

On 9th January 2023, the Council engaged Jasto supplies for the construction of 1x3 classroom block at Inkunikila at a contract sum of K670,000 with a completion period of twelve (12) weeks commencing on 16th January 2023 and ending on 16th April 2023.

The scope of works involved substructure, superstructure, electrical installation, carpentry, joinery and iron mongery, floor, wall and ceiling finishes, painting and decorations, glazing, and external works.

As of May 2024, the contractor had been paid amounts totalling K317,588 leaving a balance of K352,412.

A physical inspection carried out in May 2024, revealed that the superstructure was completed and electrical fittings were in progress. The following works were outstanding roofing, glazing, flooring, painting, decorations, carpentry and joinery. See picture below.



Figure 4- Inkunikila 1x3 CRB

f. Construction of 1x2 Classroom Block Nakonge Primary School. (2022)

On 25th September 2023, the Council engaged Areli Investments Limited for the construction of a 1x2 classroom block at Nakonge Primary School at a contract sum of K425,213 with a completion period of four (4) months commencing on 2nd October 2023 and ending on 2nd January 2024.

The scope of works included excavation, construction of sub and super structures, roofing, metal work, carpentry, joinery and iron monger, electrical installations, floor wall and ceiling finishes, glazing, painting and decorating external works.

As at 31st May 2024, the contractor had been paid amounts totalling K106,303 leaving a balance of K318,910.

A physical inspection carried out in May 2024, revealed that the structure was complete while the following works were outstanding roofing, metal works, carpentry and joinery, flooring and plastering, painting and decorations, electrical installations and external works. See picture below.



Figure 5- Nakonge 1x2 CRB

g. Construction of 1x2 Classroom Block at Ngimbu Primary School (2022)

On 17th April 2023, the Council engaged Beavin Import and Export Limited for the construction of a 1 x 2 classroom block at Ngimbu Primary School at a contract sum of

K459,540 with a completion period of sixteen (16) weeks commencing on 24th April 2023 and ending on 24th August 2023.

The scope of works included substructure, concrete works, brickwork and blockwork, roofing, carpentry, joinery and ironmongery, structural steel, metal work, plumbing installation, external works, electrical installation, finishings, glazing, painting and decorating.

As of May 2024, the contractor had been paid amounts totalling K194,985 leaving a balance of K264,555.

A physical inspection carried out in May 2024, eight (8) months after the expected completion date revealed that the superstructure was completed and roofed while plastering was in progress. The following works were outstanding electrical fittings, glazing, metal works, carpentry and joinery, flooring, painting and decorations.



Figure 6-Ngimbu 1x2 CRB

h. Construction of Maternity Annex at Lububa Rural Health Center (2022)

On 28th October 2023, the Council engaged Dalishazi General Dealers for the construction of a maternity annex at a contract sum of K360,000 with a completion period of four (4) months commencing on 5th November 2023 and ending on 5th March 2024.

The scope of work included substructure, concrete works, masonry, roofing and steel roof structure, carpentry, joinery and ironmongery, metal work, floor, plumbing works, electrical installation, solar installations, plastering, painting and decorations and external works.

As of May 2024, the contractor had been paid amounts totalling K190,000 leaving a balance of K170,000.

A physical inspection carried out in May 2024, two (2) months after the expected completion period revealed that the superstructure was completed and roofed while

flooring was in progress. The following works were outstanding glazing, electrical fittings, solar installations, plumbing works, septic tank. See picture below



Figure 7- Maternity Annex at Lububa Rural Health

i. Construction of Solar Powered Water Scheme at Lubaba Rural Health Center (2023)

On 11th December 2023, the Council engaged Waguman Investment Limited to construct a solar powered water scheme at a contract sum of K347,990 with a completion period of fourteen (14) weeks commencing on 18th December 2023 and ending on 2nd April 2024.

The scope of work included borehole treatment, pump, tank and tank stand installation, mechanical works and civil works.

As of May 2024, the contractor had been paid amounts totalling K190,000 leaving a balance of K157,990.

A physical inspection carried out in May 2024, revealed that the concrete works for the tank stand were completed while pipe network was in progress. The following works were outstanding, installation of a solar pump, fencing of the panels, connection of water networks to facilitate and civil works. See picture below.



Figure 8-Footing Stage

j. Construction of Maternity wing with Solar Powered Water Scheme at Mbanyutu Rural Health Center (2023)

On 11th December 2023, the Council engaged Benfin Investment Limited for the construction of a maternity annex at Mbanyutu Rural Health Center at a contract sum of K700,000 with a completion period of five (5) months commencing on 17th December 2023 and ending on 17th May 2024.

The scope of work included substructure, concrete works, masonry, roofing and steel roof structure, carpentry, joinery and iron mongery, metal work, floor, plumbing works, electrical installation, plastering, painting and decorations and external works.

As of May 2024, no payments had been made to the contractor.

A physical inspection carried out in May 2024 revealed that the superstructure was completed and roofed, tank and tank stand installed while plumbing works were in progress. The following works were outstanding carpentry and joinery, pipe network system, installation of solar pump and panels, painting and decorations, tiling and external works.



Figure 9 -Side View of Tank Stand and Maternity Annex

k. Construction of Maternity Annex at Nakayembe Rural Health Center (2023)

On 11th December 2023, the Council engaged Kosmat Investment Limited for the construction of a maternity annex at Nakayembe Rural Health Center at a contract sum of K796,723 with a completion period of four (4) months commencing on 17th December 2023 and ending on 4th April 2024.

The scope of work included substructure, concrete works, masonry, roofing and steel roof structure, carpentry, joinery and ironmongery, metal work, floor, plumbing works, electrical installation, plastering, painting and decorations and external works.

As of May 2024, no payments had been made to the contractor.

A physical inspection carried out in May 2024, revealed that the structure had only been built up to slab level. See picture below.



Figure 10 -Slab Level at Nakayembe Maternity Annex

l. Youth, Women and Community Empowerment – Unaccounted/Unutilised for Empowerment Grants by the Clubs

Section 4 (c) of the Constituency Development Fund Act No. 11 of 2018 states, “The Minister is responsible for receipt, review and approval of project lists from Committees.”.

Contrary to the guideline, three (3) clubs in Nakayembe Ward were given amounts totalling K120,000 as seed money. The clubs did not implement the proposed projects and were unable to account for amounts totalling K111,000 as neither cash nor bank records were availed for audit verification. See table 1 below.

Table 1: Clubs with Unutilized funds

No.	Name of the Club	Grant given K	Provisional Logistical Expenses K	Unaccounted for Grants K	CDF Year
1	Mukushotwela Club	40,000	3,000	37,000	2022
2	Tukulemise	40,000	3,000	37,000	2023
3	Kozo Farmers'	40,000	3,000	37,000	2023
	Total	120,000	9,000	111,000	

m. Secondary Boarding and Skills Development – Questionable selection of sponsored students.

During the period under review, the Council sponsored forty eight (48) students at Kaoma Trades and Kaoma Resource Center to pursue skills courses. A review of records availed for audit from Kaoma Trades revealed that fourteen (14) students sponsored by the Council for whom amounts totalling K31,600 were paid, were not on the approved list

of sponsored students making it difficult to ascertain how the students were on CDF sponsorship.

102 Lukulu Town Council

a. Failure to Recover Advance Payment - Drilling of Nine (9) Boreholes and Installation of Hand pumps

On 23rd June 2023, the Council engaged Antihill Properties and Construction for the installation of handy pumps at a contract sum of K576,000 with the completion period of three (3) months commencing on 26th June 2023 to 12th September 2023.

The scope of works included geographical citing of boreholes, drilling and casing of boreholes, supply and installation of Indian mark II hand pump, construction of apron and soak pit. An advance payment of K144,000 was made by the Council on 7th July 2023, to the contractor.

However, on 13th November 2023, the Council terminated the contract due to a six-month delay in the completion of the nine (9) boreholes after the expected delivery period elapsed.

As at 30th September 2024, the K144,000 advance payment had not been refunded, despite the Council's ongoing efforts to recover the funds.

b. Delayed Completion Project - Construction of 1x3 CRB at Nakaya Primary School (2022)

On 1st March 2023, the Council engaged Orbit Machines and Electrical Service Limited at the Contract sum of K688,550 with a contract period of three (3) months commencing from 1st March 2023 to 1st June 2023.

The scope of works included excavation, substructure, superstructure, roofing, flooring, plastering internal and external, painting and decorations, metal work and external works, electrical fittings.

As of July 2024, the contractor had been paid amounts totalling K289,814 leaving a balance of K398,736.

A physical inspection carried out in September 2024, fourteen (14) months past the expected completion date, revealed the following outstanding works: internal plastering,

painting and decorations, metalwork, external works, and electrical fittings. See the picture below.



Front view Nakaya Primary School

The contractor was on site at the time of verification.

c. Delayed Completion of the Project - Construction of 1*3 CRB at Tembo Primary School

On 19th December 2023, the Council engaged Amendi Enterprise for the construction of 1*3 CRB at Tembo Primary School a contract sum of K820,000 with a completion period of three (3) months commencing on 19th December 2023 to 19th March 2024.

The scope of works included substructure, concrete work, brick and block work, roofing, carpentry and joinery, ironmongery, metal work finishes and plastering, electrical installation, glazing, painting and decoration and external works.

As of June 2024, the contractor had been paid amounts totalling K363,367 leaving a balance of K456,633.

A physical inspection conducted in June 2024, six (6) months after the expected completion date, revealed that the project had only progressed to the gable level. See the picture below.



Side view Tembo CRB

As at 31st July 2024, the contractor was not on site.

d. Delayed Completion of the Project - Construction of 1*3 CRB at Likapai Primary School

On 13th November 2023, the Council engaged K. Musange for the construction of 1*3 CRB at a contract sum of K814,428 with a completion period of four (4) months commencing on 13th November 2023 to 20th February 2024.

The scope of works included substructure, concrete work, brick and block work, roofing, carpentry and joinery, ironmongery, metal work finishes and plastering, electrical installation, glazing, painting and decoration and external works.

As of July 2024, the contractor had been paid amounts totalling K413,360 leaving a balance of K401,068.

A physical inspection conducted in September 2024, six (6) months past the expected completion date, revealed that the project remained incomplete, with the superstructure only built up to window level. See the picture below.



Side view of the CRB

As of July 2024, the contractor was on site.

e. Delayed Completion of the Project - Construction of Health Post at Silonga

On 13th November 2023, the Council engaged Kazhila Kamba Enterprise for the construction of a Health Post at Silonga at a contract sum of K450,000 with a completion period of three (3) months commencing on 13th November 2023 to 20th February 2024.

The scope of works included substructure, concrete work, brick and block work, roofing, carpentry and joinery, ironmongery, metal work finishes and plastering, electrical installation, glazing, painting and decoration and external works.

As of July 2024, the contractor had been paid amounts totalling K304,394 leaving a balance of K145,606.

A physical inspection conducted in September 2024, five (5) months after the expected completion date, revealed that the superstructure was completed and roofed. However, the following works remained outstanding: plastering, glazing, ironmongery, painting and decorations, electrical installation, and external works. See the picture below.



As at 31st July 2024, the contractor was not on site.

f. Delayed Completion of the Project - Construction of Health Post at Silembe

On 13th November 2023, the Council engaged Cadman Solutions Limited for the construction of a Health Post at Silembe at a contract sum of K363,344 with a completion period of four (4) months commencing on 13th November 2023 to 20th February 2024.

The scope of works included substructure, concrete work, brick and block work, roofing, carpentry and joinery, ironmongery, metal work finishes and plastering, electrical installation, glazing, painting and decoration and external works.

As of July 2024, the contractor had been paid amounts totalling K205,877 leaving a balance of K157,467.

A physical verification carried out in September 2024, six (6) months after the expected completion date, revealed that the project had been built up to roof level. See the picture below.



As of July 2024, the contractor was not on site.

g. Youth, Women and Community Empowerment

i. Failure to Provide Financial Records by Co-operatives

During the year under review, Lukulu Town Council paid amounts totalling K2,403,619 to 221 co-operatives in respect of CDF grants for the purpose of starting up various business ventures.

An inspection of accounting records and physical inspection of the co-operatives carried out in September 2024 revealed that eight (8) co-operatives that had received grants in amounts totalling K80,000 did not avail records such as minutes, expenditure and sales records for the business ventures among others.

It was therefore, difficult to ascertain how the received funds were utilized as well as the performance of the business undertakings.

ii. Diversion of Funds from Approved Business Plans

Section 6 (d) (e) of the Constituency Development Fund Act No. 11 of 2018 stipulates that the function of the Constituency Development Fund Committee was among others, appraising project proposals from the wards and submit a list of projects to the local authority for onward transmission to the Minister.

However, a physical inspection carried out in September 2024, revealed that three (3) cooperatives that were paid grants in amounts totalling K30,000 had implemented projects that were different from those appraised and approved by the WDC.

h. Soft Loans – Inadequate Disbursement of Loans to Business

Section 5.2.4 (v) of the CDF Guidelines on empowerment of grants stipulates that, the applicants for empowerment loans will apply under the capital thresholds and the loan repayment period according to their requirements for a maximum of K200,000.

A review of minutes and disbursement schedules for loans given to the beneficiaries revealed that the amounts recommended and paid were as low as K50,000 compared to the amounts applied for.

As a result, two (2) beneficiaries visited in September 2024, could not undertake the initial businesses applied for. See table 1 below.

Table 1: Inadequate Disbursement of Grants

Name	Business Applied For	Current Business	Amount Applied For K	Amount Paid K
Kamwanga Kambungwe	Hardware and Auto Spares	Wholesale business - beverages	200,000	60,000
Lunemark Tailoring Co- Operative	Tailoring	Rice polishing	200,000	50,000
Total			400,000	110,000

i. Secondary Boarding and Skills Development – Irregular Payment of Bursaries for Ineligible Beneficiaries

Guideline No. 5.3.4.2 (d) of the Constituency Development Fund guidelines requires that a beneficiary of a skills bursary must be of ages between 16 and below 35 years.

Contrary to the Guidelines, the Council irregularly made payments for tuition fees in amounts totalling K6,470 to Mongu Trades Training Institute for three (3) skills beneficiaries who were below the age of 16 years.

103 Mitete Town Council

a. Unapproved Project - Mwenda Primary School

Guideline, 3.3.11 (b) (d) of the CDF Guidelines, 2022 states, “The local Community shall be responsible for identifying community needs and participating in project implementation when required.”

Guideline 7.4.17 of the CDF Guidelines, 2022 states, “A Local Authority shall use a standard contract approved by the Attorney-General and issued by ZPPA or any other contract approved by the ZPPA.”

Section 73 (1) of the Public Finance Management Act No. 1 of 2018 states, “The Auditor General and an office holder, agent or specialist consultant authorised by the Auditor-General, shall in the performance of duties under the Constitution, the Public Audit Act, 2016, or any other law—(a) have access to all the books, records, returns, reports, other documents and financial management systems, in electronic or any other form, relating to the accounts of public bodies as the Auditor-General considers necessary.”

Contrary to the Guidelines, on 4th October 2023, the Council engaged Kamubamwi Enterprise to construct a staff house at Mwenda Primary School at contract price of K622,225 with a completion period of six (6) commencing on 19th October 2023 and ending on 18th April 2024 but the Council could not avail evidence to show that the project was requested for by the community.

In addition, the Council did not avail the bid and contract contrary to the Act. In this regard, it was not possible to ascertain how the contract was awarded.

b. Over Expenditure on CDF Administrative Component

Guidelines 2.2.1 and 2.2.2 of CDF Guidelines, 2022 stipulate that the variation of the CDF allocation across Components shall not be allowed unless with express permission by the Minister. The administrative cost related to the management, disbursement, utilization and accountability of the CDF shall not exceed 5% of the total fund.

During the period under review, an amount of K1,409,911 was allocated for administration of CDF projects and an amount of K320,716 was brought forward from the year 2022 bringing the total funds available to K1,730,627.

An examination of accounting records revealed that as at 31st December 2023, the Council had spent amounts totalling K2,045,307 on administration resulting in over expenditure of K308,896.

The expenditure of administrative costs increased was despite the low performance rate noted on some of the CDF components. Further, the Council still needed to prioritise the thirty eight (38) projects that were still under implementation.

c. Failure to follow Tender Procedures – Questionable Award of Contract

A review of bidding documents availed for audit revealed that Mitete General Dealers was irregularly awarded a contract for the construction of maternity wing at Namakando Health Post in that two bid documents with different quoted amounts of K437,258 and K613,657 were submitted during the tender process.

However, the Council awarded the contract at the sum of K613,657 despite the quoted amount of K437,258 being considered during the tender process. In this regard, the contract sum of K613,657 was questionable in that it was not considered during the bidding process. Consequently, the contract sum was overstated by K176,399.

d. Construction of a Staff House at Likona Primary School

On 4th October 2023, the Council engaged Topply Logistics for the construction of a staff house at Likona Primary School at a contract sum of K370,239, with a completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

A review of bidding documents availed for audit revealed that, Topply Logistics was irregularly awarded the contract in that two bid documents with different quoted amounts of K584,674 and K370,239 were submitted during the tender process.

However, the Council awarded the contract at the sum of K370,239 despite the quoted amount of K584,674 being considered during the tender process. In this regard, the awarding of the contract to a bidder who had presented two bids was questionable in that it makes difficult to conclude that the tender evaluation was fairly done.

e. Delayed Completion of Construction of a Staff House and Health Post - Mumbumbu Health Post

On 4th October 2023, the Council engaged Dr Kasongo Auto works for the construction of a Staff House and Health Post at Mumbumbu Health Post at a contract sum of K770,127, with a completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

The scope of works included construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.

As at 31st December 2023, the contractor had been paid amounts totalling K590,567 leaving a balance of K179,560.

A physical inspection carried out on 20th June 2024, revealed the following:

i. Construction of a Staff House

The project had not been completed for a delayed period of three (3) months. Included in the outstanding works were external works and installation of two (2) windowpanes. See pictures below.



Incomplete works

ii. Construction of a Health Post

The project had not been completed for a delayed period of three (3) months. The outstanding works included solar power installation, plumbing, glazing, painting and decorating (inside not painted), external works, and ceiling board. See the pictures below.



Unfinished works

f. Delayed Completion of Construction of a Staff House - Mukutongo Primary School

On 4th October 2023, the Council engaged Mc Kungu Enterprise Limited for the construction of a staff house at Mukutongo Primary School at a contract sum of K350,000 with a completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

The scope of works included construction of substructure, concrete works, superstructure, roofing, carpentry and joinery, ironmongery, metal works, electrical installation, floor and wall finishes, plumbing, glazing, painting and decorations.

As at 31st December 2023, the contractor had been paid amounts totalling K174,900 leaving a balance of K175,100.

A physical inspection carried out in June 2024, revealed that the project had not been completed for a delayed period of three (3) months.

The outstanding works included superstructure, roofing, carpentry and joinery, ironmongery, metal works, electrical installation, flooring, ceiling and wall finishes, glazing, painting and decorating, external works, outdoor kitchen, outdoor toilet and bathroom and plumbing installations. See pictures below.



Incomplete staff house

g. Construction of a 1 x 2 Classroom Block and Staff House - Mbangweta Primary School

On 4th October 2023, the Council engaged Heep Enterprise Company for the construction of a 1x2 Classroom Block and Staff House at Mbangweta Primary School at a contract sum of K909,000 with a completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

The scope of works for construction of 1x2 CRB included construction of substructure, concrete work, brickwork and blockwork, roofing, metal work, carpentry and joinery, ironmongery, electrical installations, floor and wall finishes, glazing, painting and decorating, external works and single VIP toilet.

The scope of works for the construction of a staff house included construction of substructure, concrete work, roofing, metal work, carpentry and joinery, ironmongery, electrical installations, floor, wall and ceiling finishes, glazing, painting and decorating, external works and single VIP toilet/bathroom, outdoor kitchen and a concrete link.

As at 31st December 2023, the contractor had been paid amounts totalling K643,550 leaving a balance of K265,450.

A physical inspection carried out in June 2024, revealed the following:

i. Delayed Completion of Construction of 1x 2 CRB

The project had not been completed for a delayed period of two (2) months. The outstanding works included electrical installation, double VIP toilet latrine, chalk board not fixed. See the pictures below.



Incomplete 1x2 CRB



Poor Workmanship

ii. Delayed Completion of Construction of Staff House

The project had not been completed for a delayed period of three (3) months.

The outstanding works included roofing of a stand-alone kitchen, electrical installation (solar power), installation of mortice locks and three (3) window panels. See the pictures below.



Incomplete staff house

h. Construction of a staff House at Waloti Primary School

On 4th October 2023, the Council engaged Brian Koota Enterprises for the construction of a staff house at Waloti Primary School at a contract sum of K539,296. The duration of the contract was six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

The scope of works included construction of substructure, concrete works, superstructure, roofing, carpentry and joinery, ironmongery, metal works, electrical installation, floor and wall finishes, plumbing, glazing, painting and decorations.

As at 31st December 2023, the contractor had been paid amounts totalling K134,824 leaving a balance of K404,472.

A physical inspection of the project carried out in June 2024, revealed that the project had not been completed for a delayed period of three (3) months.

The outstanding works included installation of solar panels, passage door, soakaway and septic tank, one (1) entrance grill door, drainage system. Further, it was observed that there was no provision for the toilets and the contractor was not on the site. See pictures below.



Incomplete staff house

i. Failure to Implement Approved Project – Construction of Staff house at Katebe Primary School

Section 15 (5) of the Constituency Development Act No.11 of 2018 states, “A project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

However, a review of the list of approved projects revealed that one (1) project with a total allocated amount of K622,225 had not been implemented despite the project being approved by the Ministry of Local Government and Rural Development.

As of June 2024, the projects had not been implemented.

j. Delayed Completion of Construction of 1x3 Classroom Block - Chiyaka Primary School

On 4th October 2023, the Council engaged MC Kangunge Enterprise for the construction of a 1x3 Classroom Block at Chiyaka Primary School at a contract sum of K625,148 with a completion period of six (6) months commencing on 5th October 2023 and ending on 3rd April 2024.

The scope of works included construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.

As at 31st December 2023, the contractor had been paid amounts totalling of K321,073 leaving a balance of K304,075.

A physical inspection carried out in June 2024, revealed that the project had not been completed for a delayed period of three (3) months. The outstanding works included superstructure, roofing, carpentry and joinery, ironmongery, structure steel works, metal works, electrical installation, floor and wall finishes, glazing, painting and decorating. In addition, the contractor was not on the site and works had stalled. See the pictures below.



Incomplete and stalled works

k. Delayed completion of Construction of 1x3 Classroom Block - Kasombo Primary School

On 4th October 2023, the Council engaged Mthembu Enterprises for the construction of a 1x3 Classroom Block at Kasombo Primary School at a contract sum of K698,424 with a completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

The scope of works included construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.

As at 31st December 2023, the contractor had been paid amounts totalling K316,085 leaving a balance of K382,339.

A physical inspection carried out in June 2024, revealed that the project had not been completed for a delayed period of three (3) months.

The outstanding works included roofing, carpentry and joinery, ironmongery, structure steel work, metal work, electrical installation, floor and wall finishes, glazing, painting and decorating. Further the contractor was not on the site and works had stalled.

Further, it was observed that there was poor workmanship in the that the walls of the 1x3 CRB had cracks. See pictures below.



Incomplete 1x3 CRB



Cracked wall of 1x3 CRB

I. Delayed Completion of a 1x3 Classroom Block at Masombo Primary School

On 4th October 2023, the Council engaged Doctor Kasongo Auto Works for the construction of a 1x3 Classroom Block at Masombo Primary School at a contract sum of K684,632 with a completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

The scope of works included construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.

As at 31st December 2023, the contractor had been paid amounts totalling of K342,316 leaving a balance of K342,316.

A physical inspection carried out in June 2024, revealed that the project had not been completed for a delayed period of three (3) months. The outstanding works included superstructure, roofing, carpentry and joinery, ironmongery, structure steel works, metal work, electrical installation, floor and wall finishes, glazing, painting and decorating.

Further, it was observed that there was poor workmanship in the that the walls of the 1x3 CRB had cracks. See the pictures below



Incomplete 1x3 CRB



Cracked wall

m. Delayed Construction of a Staff House - Mwenda Primary School

On 4th October 2023, the Council engaged Doctor Kasongo Auto Works for the construction of a staff house at Mwenda Primary School at a contract sum of K681,872 with a completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

The scope of works included construction of substructure, concrete work, superstructure, roofing, carpentry and joinery, ironmongery, metal works, electrical installation, floor and wall finishes, plumbing, glazing and painting and decorations.

As at 31st December 2023, the contractor had been paid a total amount of K316,113 leaving a balance of K365,759.

A physical inspection carried out in June 2024, revealed that the project had not been completed for a delayed period of three (3) months. The outstanding work included installation of one (1) door frame, roofing, carpentry and joinery, ironmongery, metal work, electrical installation, floor and wall finishes, plumbing, glazing, painting and decorating. See pictures below



Incomplete staff house

n. Delayed Completion of Construction of a Staff House - Mwenda Primary School

On 4th October 2023, the Council engaged Kamubamwi Enterprises for the construction of a staff house at Mwenda Primary School at a contract sum of K622,225 with a completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

The scope of works included construction of substructure, concrete work, superstructure, roofing, carpentry and joinery, ironmongery, metal works, electrical installation, floor and wall finishes, plumbing, glazing, painting and decorations.

As at 31st December 2023, the contractor had been paid amounts totalling K304,034 leaving a balance of K318,191.

A physical inspection carried out in June 2024, revealed that the project had not been completed for a delayed period of three (3) months.

The outstanding works included electrical installation, floor and wall finishes, plumbing, glazing and painting. In addition, the contractor was not on the site. See pictures below.



Incomplete staff house

o. Delayed Completion of Construction of a Maternity Wing - Mumbumbu Health Post

On 4th October 2023, the Council engaged Mountain Quest Construction and General Dealers Limited for the construction of a Maternity Wing at Mumbumbu Health Post at a contract sum of K508,410 with a completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

The scope of works included construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.

As at 31st December 2023, the contractor had been paid a total amount of K232,980 leaving a balance of K275,430.

A physical inspection carried out in June 2024, revealed that the project had not been completed for a delayed period two (2) months.

The outstanding works included superstructure, roofing, carpentry and joinery, ironmongery, structure steel works, metal works, plumbing and installation, electrical installation, floor and wall finishes, glazing, painting and decorating. See pictures below.



Incomplete maternity wing

p. Delayed Construction of a 1x3 Classroom Block - Mukutongo Primary School

On 4th October 2023, the Council engaged MC Kangunge Enterprise Limited for the construction of a 1x3 Classroom Block at Mukutongo Primary School at a contract sum of K621,960 with a completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

The scope of works included construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.

As at 31st December 2023, the contractor had been paid amounts totalling K316,976 leaving a balance of K304,984.

A physical inspection carried out in June 2024, revealed that the project had not been completed for a delayed period of three (3) months. The outstanding works included super structure, roofing, carpentry and joinery, ironmongery, structure steel work, metal work, electrical installation, floor and wall finishes, glazing, painting and decorating. See pictures below.



Incomplete 1x3 CRB

q. Delayed Construction of a Maternity Wing - Mbangweta Health Post

On 4th October 2023, the Council engaged Heep Enterprise for the construction of a Maternity Wing at Mbangweta Health Post at a contract sum of K498,955 with a completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

The scope of works included construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works, plumbing and electrical installations.

As at 31st December 2023, the contractor had been paid a total amount of K124,739 leaving a balance of K374,216.

The outstanding works included superstructure, roofing, carpentry and joinery, ironmongery, metal work, plumbing and installation, electrical installation, floor and wall finishes, glazing, painting and decorating, septic tank and soakaway. See pictures below



Incomplete maternity wing

r. Delayed Completion of the Construction of a Staff House at Lubelele Primary School

On 4th October 2023, the Council engaged Kaps Hardware Limited for the construction of a staff house at Lubelele Primary School at a contract sum of K560,947 with a

completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2023.

The scope of works included construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes, decorations, carpentry and joinery, external works and electrical installations.

As at 31st December 2023, the contractor had been paid a total amount of K140,237 leaving a balance of K420,710.

A physical inspection carried out in April 2024, revealed that the project had not been completed for a delayed period of three (3) months.

The outstanding works included electrical installation (solar system), septic tank and soakaway constructed, VIP toilet/bathroom and outside door constructed. In addition, the contractor was not on site. See pictures below



Incomplete staff House and Kitchen

s. Delayed Completion of Construction of a 1x3 Classroom Block - Lubelele Primary School

On 4th October 2023, the Council engaged Stratford Business Ventures for the construction of a 1x3 Classroom Block at Lubelele Primary School at a contract sum of K601,108 with a completion period of six (6) months commencing on 4th October 2023 and ending on 3rd April 2024.

The scope of works included construction of substructure, superstructure, roofing, metal works, structural steel works, glazing, wall and floor finishes and decorations, carpentry and joinery, external works and electrical installations.

As at 31st December 2023, the contractor had been paid a total amount of K289,258 leaving a balance of K311,850.

A physical inspection carried out in June 2024, revealed that the project had not been completed for a delayed period of two months.

The outstanding works included roofing, carpentry and joinery, ironmongery, structure steel works, metal work, electrical installation, floor and wall finishes, glazing, painting and decorating. In addition, the contractor was not on the site. See pictures below.



Incomplete 1x3 CRB

t. Youth, Women and Community Empowerment Grants - Missing Hammer Meal at Kangele Youth Club

In 2023, amounts totalling K2,151,857 were allocated to cater for empowerment grants out of which amounts totalling K2,029,748 were disbursed to 101 successful applicants to undertake various projects such as poultry, piggery, fish and rice farming, village banking and cattle rearing.

On 14th June 2023, amounts totalling K444,000 were paid to Saro Agro Industrial Limited for the supply of twelve (12) hammer mills to twelve (12) approved clubs. However, a physical verification carried out in June 2024, revealed that the hammer mill at Kangele Youth Club was missing and could not be accounted for.

Further, the police report was not availed for audit.

u. Management of Loans - Failure to Recover Loans

Guideline 2.2 of the Constituency Development Fund Guidelines, 2022 requires that the Council should allocate 60% of the 20% Youth and Women Empowerment Constituency Development funds toward empowerment loans. In this regard, loans in amounts totalling K6,601,585 were disbursed to thirty eight (38) beneficiaries.

Guideline b (i) of the Loan Agreement Form states, “The first payment shall be sixty (60) days from the date of getting the loan; (ii) the subsequent instalment shall be paid at the end of the month.”

Contrary to the Guideline, sixteen (16) out of thirty-eight (38) beneficiaries who had received loans in amounts totalling K2,588,000 had not commenced loan repayments as at 30th June 2024.

v. Weaknesses in Internal Controls - Procurement of Goods and Services/Expenditure

i. Unsupported Payments

Regulation 46 of Public Finance Management (General) Regulations of 2020 states, “A payment voucher relating to purchases shall be supported by a purchase order, the supplier’s invoice and proof of delivery or performance.”

Contrary to the regulation, seven (7) payments in amounts totalling K352,280 were not supported with documents such as receipts.

ii. Failure to Avail Activity Reports

Regulation (5) (3) of Public Finance Management (General) (Amendment) Regulations, 2023 states, “an officer who travels within the Republic on duty shall be paid subsistence allowance as a direct payment receipted by an activity report by that officer.”

During the period under review, subsistence and fuel allowances in amounts totalling K102,176 were paid to four (4) officers to undertake various activities.

Contrary to the Regulation, the activity reports were not availed for audit.

w. Failure to Inscribe Assets

Regulation 154 of the Finance (Control and Management) (Public Stores) Regulation states, “all items of furniture belonging to the Government must be clearly marked with the distinguishing letters “GRZ” on an inconspicuous part of the object to identify it as Government property.

Contrary to the regulation, an HP laptop, HP printer and two (2) office filing cabinets costing K47,950 procured during the year under review were not inscribed with GRZ identification marks.

104 Mongu Municipal Council

a. Youth, Women and Community Empowerment Grant - Underfunding of Groups

During the period under review, three (3) Clubs applied for amounts totalling K120,000 for them to implement their various business plans and projects.

However, an examination of the Grant disbursements and a physical verification of sampled groups carried out in February 2024 revealed that the clubs were funded amounts totalling K78,000 resulting in an underfunding of K42,000 making it difficult for clubs to fully implement their planned businesses/projects. See table 1 below.

Table 1: Underfunding - Empowerment Groups

No.	Constituency	No. of Beneficiaries	Amount Applied for K	Amount funded	Under funding K
1	Mongu Central	2	80,000	52,000	28,000
2	Nalikwanda	1	40,000	26,000	14,000
	Total	3	120,000	78,000	42,000

b. Misapplication of CDF funds

Section 12 of the Constituency Development Fund Act No. 11 of 2018 states that, the Fund shall not be used for any purposes other than disbursements to constituency accounts to meet costs of approved projects and administrative expenses not exceeding five per cent of the Fund.

Contrary to the Act, the Council misapplied amounts totalling K1,000,000 on the completion of the office structure under the capital component account, an activity not related to the purpose for which the funds were appropriated. See table 2 below.

Table 2: Misapplication of CDF funds

No.	Constituency	Reference	Amount K
1	Mongu Central	completion of the civic center	500,000
2	Nalikwanda	completion of the civic center	500,000
	Total		1,000,000

c. Questionable payments – Compensation of Fire Victims

During the period under review, the Council paid amounts totalling K1,094,95 (Mongu Central K859,835 and Nalikwanda K234,360) under the disaster component towards compensation of individuals and families that were affected by an inferno.

However, the basis on which the payments were made was questionable, as there were no fire reports or records from the fire department or police, aside from the minutes of the CDFC Committee, to confirm that a fire incident had actually occurred.

104.1 Mongu Central Constituency

a. Delayed Implementation - Construction of Chiefs Palace

During the period under review, the Ministry of Local Government and Rural Development deducted amounts totalling K1,052,432 from Mongu Central CDF funding to facilitate the construction of the Chiefs Palace.

A review of records and inquiries made revealed that the project had not commenced despite being fully funded.

As at 31st July 2024, management had not provided an explanation on the delay of the project.

b. Construction of a Staff Houses at Kaande Health Post

On 14th January 2023, the Council engaged Simulo Construction and General Dealers to construct a staff house at Kaande Health Post at a contract sum of K483,499 with a completion period of twelve (12) weeks commencing on 14th January 2023 and ending on 8th April 2023.

The scope of works included substructure, concrete works, brickwork and blockwork, roofing, carpentry, joinery and ironmongery, structural steel, metal work, plumbing installations, electrical installations, finishing, glazing, painting and decorating.

As at 31st December 2023, the contractor had been paid amounts totalling K357,875 leaving a balance of K125,624.

A physical inspection carried out in May 2024, eleven (11) months after the expected completion date revealed that there were outstanding works which included glazing, painting, tiling, electrical and septic tank installations. See pictures below.



Front view of Kaande Staff House

c. Unapproved Projects.

Section 3 and 9 of the Constituency Development Fund Act No.11 of 2018 requires that a Local authority shall disburse funds from the constituency account based on projects approved by the minister.

Contrary to the Act, the council spent amounts totalling K399,504 on gravelling an 800m Mongu District Hospital gravel road, the project which was not approved by the Minister.

d. Soft Loans

i. Unauthorised Diversion of Funds from Approved Business Plans

Section 16(1) of the Constituency Development Fund Act No. 11 of 2018 requires that a Committee, before submitting a proposed project list to the Minister, must invite a ward development committee to submit proposals during the first quarter of each year preceding the year in which the project is intended to be implemented. This should be done through advertisement, open meetings, and the posting of notices in conspicuous places.

Contrary to the Act, five (5) loan beneficiaries who had been paid amounts totalling K596,550 implemented businesses that were different from those appraised and approved without authority.

ii. Kakeha Family Bus Services

On 4th August 2023, the Kakeha Family received a loan of K100,000 to start a transportation business, with a repayment period of twenty-four (24) months. The family used K90,000 of the loan to purchase a second-hand minibus for the business.

However, a physical inspection conducted in February 2024 revealed that the business was no longer operational, as the minibus had been involved in a road traffic accident after only one (1) month of operation. The council did not provide any evidence of measures taken to mitigate such risks and prevent the loss of public funds. See pictures below.



Bus involved in an accident

iii. Lack of Evidence of Loan recoveries.

As at 31st December 2023, the council had paid out amounts totalling K6,221,648.12 (2022 K2,934,215.24 and 2023 K3,287,432.88) to a total of fifty-six (56) beneficiaries.

However, at the time of the audit, the Council had only recovered amounts totalling K80,226.98 from the 2022 and 2023 disbursement representing a recovery rate of only 0.67%.

104.2 Nalikwanda Constituency

a. Delayed Completion of the Construction of a Water Scheme at Lukalanya Primary School and Clinic

On 9th March 2023, the Council engaged Tatumwi General Dealers to construct three (3) water schemes at Lukalanya Primary School at a contract sum of K557,880 with a contract period of twelve (12) weeks commencing on 9th March, 2023 to 27th May 2023.

The scope of works for each of the three water schemes included borehole siting, drilling and casing, borehole development, pumping test, supply and installation of submersible motor pump, rising main and fittings, supply and installation of borehole accessories, supply and installation of PVC tank and tank stand, civil works and sterilization and construction of diamond wire mesh fence to enclose the borehole solar panels.

As at 31st December 2023, amounts totalling K292,005 had been paid to the contractor leaving a balance of K265,875.

A physical verification carried out in May 2024, twelve (12) months after the expected completion date revealed that three boreholes were drilled, three tank stands erected and supply of three tanks.

However, the following works were still outstanding: supply and installation of solar panels, construction of water kiosks, water connections, supply and install four (4) garden G.I taps at each kiosk, construction of manholes and diamond wire mesh fence to enclose the solar panels and installation of a water tank.

In addition, there was no geographical, borehole report and warmer report availed for audit scrutiny.



Project A

Project B

b. Delayed Completion of the Construction of a maternity Annex - Lukwete Health Post

On 25th September 2023, the Council engaged Mwano Construction and Suppliers Limited to construct a maternity annex at Lukwete Health Post at a contract sum of K787,672.50 with a contract period of sixteen (16) weeks commencing on 25th September 2023 to 13th January 2024.

The scope of works included excavation and earthworks, concrete works, brickwork and block work, carpentry, joinery and ironmongery, metal work, structural steel work roofing, plumbing installation, plumbing installation, electrical installation, floor and wall finishing, glazing, painting and decorations, external works and construction of an incinerator

A physical verification carried out in May 2024, eight (8) weeks after the expected completion date revealed that the superstructure was roofed while the following works were still outstanding: plumbing works, electrical installation, floor and wall finishes, painting and decorations, external works, construction of incinerator, fixing of windows and doors frames and glazing. See pictures below.



Side view maternity annex



Rear view

c. Construction of the maternity Annex-Luandui rural Health Post

On 25th September 2023, the Council engaged Nyiya General Dealers at a contract sum of K750,175 to construct a maternity annex at Luandui Health Post for a period of sixteen (16) weeks commencing on 25th September 2023 and ending on 30th December 2023.

The scope of works included; exaction and earthworks, concrete works, brickwork and block work, carpentry, joinery and ironmongery, metal work, structural steel work roofing, plumbing installation, plumbing installation, electrical installation, floor and wall finishing, glazing, painting and decorations, external works and construction of an incinerator.

As at 31st December 2023, amounts totalling K204,244 had been paid leaving a balance of K 545,931.

A physical verification carried out in May 2024, five (5) months after the expected completion date revealed that the superstructure had been roofed while the following works were still outstanding: plumbing works, electrical installation, fixing of windows and door frames, floor and wall finishes, glazing, painting and decorations, external works and construction of an incinerator. See picture below.



Inside view of the annex



Front view luandui maternity Annex

d. Delayed Completion of 1x2 Classroom Block at Namafulo Primary School

On 6th April,2023 the Council engaged Kembi Construction Limited to complete the construction of a 1x2 CRB at Namafulo Primary School at a contract sum of K199,027 with a contract period twelve (12) weeks commencing on 6th April 2023 to 1st July 2023.

The scope of works included finishes on the substructure, carpentry, joinery and ironmongery, metal works, floor and wall finish, painting and decoration and concrete works

As at 31st December 2023, amounts totalling K132,055 had been paid leaving a balance of K66,971.

A physical verification carried out in May 2024, eleven (11) months from the expected completion date revealed that the superstructure had been roofed, fitting of window frames, painting and decorations were completed. However, the following works were still outstanding: glazing, fixing of doors and construction of aprons. See picture below.



Front view of CRB



Rear view

e. Soft Loans

i. Non-Existent Business - Ndakonga Business Ventures

On 19th September 2023, Ndakonga Business Ventures was issued with a loan of K200,000 to invest in a Wholesale and Retail of groceries business. The loan had a repayment period 48 months starting in the month of February 2024.

A physical verification conducted in February 2024 and enquiries made with the community revealed that the retail and wholesale business was not operational because the loan beneficiary had died in December 2023. However, there was no documentation availed by the council for audit scrutiny regarding this loan and whether any measures were in place to protect public funds from such events.

ii. Non-existence businesses/projects

The Council issued loans in amounts totalling K380,000 to three (3) beneficiaries. However, a verification carried out in February 2024 revealed that the businesses could not be located, and no physical addresses were provided, making it difficult to confirm the existence of these beneficiaries in Nalikwanda constituency. Additionally, the council did not provide any monitoring reports regarding these businesses.

iii. Misapplication of Funds - Supporting Business Operating outside the Constituency

The CDF Guidelines No 5.2.5 (e) states that empowerment loan beneficiaries must have “the proposed project undertaken within the Constituency.”

Contrary to the guideline, six (6) businesses that were issued with loans in amounts totalling K905,000 were operating outside Nalikwanda Constituency.

iv. Questionable issuance of a loan – Banjinilumbo

Banjinilumbo received an order to supply 75 desks and was paid a total of K96,000 on 21st February 2023. However, by February 2024, the company had not delivered the desks. Despite this, on 19th September 2023, Banjinilumbo was issued a loan totalling K200,000 to support its business projects. It was questionable as to why the council approved and disbursed a loan to a company that had already defaulted by failing to deliver the desks after receiving full payment.

105 Mulobezi Town Council

a. Construction of 1x3 Classroom Block and a Staff House at Ikwemalo Community School – Poor Workmanship

On 24th February, 2023, the Council engaged Westwall Investment Limited for the construction of a staff house and a 1x3 classroom block at Ikwemalo community school at a contract sum of K1,191,047 with a completion period of twelve (12) weeks commencing on 24th February 2023 and ending on 23rd May 2023.

The scope of works included construction of substructure, superstructure, roofing, plastering, metal work, glazing and carpentry and ironmongery, flooring and apron, solar installation, ceiling board, painting and finishes.

As at 31st December 2023, amounts totalling K1,131,495 had been paid to the contractor leaving a balance of K59,552.

A physical inspection carried in June 2024, eleven (11) months after the expected completion date revealed that although the project had been completed there was poor workmanship in the following areas:

i. Staff House

The floor is cracked and uneven, broken window pens, cracked walls around the house, bend walls in the bedroom's closets and poor-quality doors installed.

ii. 1x3 Class Room Block

Floor screed separation, missing window stays, access lamp poorly done, external walls poorly done, apron poorly done and skirting poorly done

See pictures below



Cracked floor and wall at the staff house and classroom block

Further, the school was operational but it had no desks and running water

b. Construction of 1x3 Class Room Block at Samisisi Primary School

On 10th June 2023, the Council engaged Malanda Construction and General Trading for construction of 1x3 Classroom Block (CRB) at Samisisi primary school at a contract sum of K847,429 with a completion period of twelve (12) weeks commencing on 20th September 2023 and ending on 19th December 2023.

The scope of works included construction of substructure, superstructure, roofing, plastering, metal work, glazing and carpentry and ironmongery, flooring and apron, solar installation, ceiling board, painting and finishes.

As at 31st December 2023, the contractor was paid amounts totalling K450,051 leaving a balance of K397,378.

A physical inspection of the project carried in April 2024 revealed the following:

i. Delayed Completion of the Project

As of April, 2024, the project had not been completed sixteen (16) weeks past the expected completion date with works still outstanding such as plastering, glazing, carpentry and ironmongery, flooring and apron, solar installation, ceiling board, painting and finishes. See pictures below.



Construction of 1x3 CRB at Samisisi Primary School

ii. Overpayment of Advance Payment

A review of the contract and bid documents revealed that 25% of the contract sum was to be paid to the contractor as an advance for mobilization.

On 25th October 2023, Malanda Construction and General Trading was paid an advance payment of K218,607. However, a review of the bank statement revealed that the contractor was actually paid K281,607 leading to an overpayment of K63,000.

As at 31st August 2024, the overpayment had not been recovered.

c. Construction of Girls Boarding Facility at Nawinda Secondary School

On 23rd February, 2023, the Council engaged Cliffham construction Limited for construction of a girls boarding facility at Nawinda Secondary School at a contract sum

of K693,208 with a completion period of twelve (12) weeks commencing on 2nd February 2023 and ending on 1st June 2023.

The scope of works included construction of substructure, superstructure, roofing, plastering, metal work, glazing and carpentry and ironmongery, flooring and apron, solar installation, ceiling board, painting and finishes

As of April 2023, amounts totalling K650,057 had been paid to the contractor leaving a balance of K43,151.

The following was observed:

i. Delayed completion

A physical inspection carried out in June 2024 revealed that fifty-eight (58) weeks after the expected date of completion the contractor was on site and outstanding works included internal wall plastering, internal painting, beam filling, glazing, carpentry and ironmongery, flooring and apron, ceiling board, painting and finishes (black bituminous).

ii. Poor Workmanship

The construction of the boarding facility was poorly done in that the was poorly executed flooring, leaking roof, improperly fixed locker doors, substandard locker work with bend walls. See pictures below.



Boarding Facility at Nawinda Secondary School

d. Construction of Lusibi Bridge

On 28th September 2022, the Procurement Unit received a purchase requisition from the Director of Works for the construction of Lusibi Bridge. On 6th December 2022, the Unit invited quotations for the construction of the bridge and three (3) bids were received. See table 1 below.

Table 1: List of Bidders

No.	Bidders	Bid Sum K
1	Salumbwe general Dealers	928,068.00
2	Minji Business Ventures Ktd	1,150,041.38
3	Crystal Business Solutions Ltd	1,567,014.00

According to the evaluation of bids which was carried out on 20th December 2022, all the bidders passed the preliminary evaluation and were allowed to proceed to the technical stage.

At the technical stage, Minji Business Ventures was responsive and was allowed to proceed to the commercial stage. However, Crystal Solutions Ltd (for failing to provide site visit certificate) and Salumbwe General Dealers (for lack of past experience) were not responsive. Crystal Solutions Ltd was disqualified from proceeding to the commercial stage while Salumbwe General Dealers was allowed to proceed in line with the ZPPA Circular No.19.

At the commercial stage, Salumbwe General Dealers was recommended for the contract award as their bid fell within the Engineer's estimate whereas Minji Business Venture was rejected for exceeding the Engineer's estimate.

In this regard, on 1st February 2023 Mulobezi Town Council engaged Salumbwe General Dealers LTD to construct Lusibi Bridge at a contract sum of K928,068 with a completion period of twenty eight (28) weeks commencing on 24th February 2023 and ending on 23rd May 2023

The scope of works included clearing and grubbing, steel reinforcement, construction of embankment and auxiliary roadworks.

As at 31st December 2023, amounts totalling K597,511 had been paid leaving a balance of K330,557.

The following were observed:

i. Irregular Award of Contract to a Supplier Not Registered

Section 14 (4) of the National Council for Construction Act of 2020 states, "A registered contractor shall not undertake construction work in a grade or class in respect of which that contractor is not graded or classified."

Contrary to the Act, Mulobezi Town Council awarded a contract to Salumbwe General Dealers LTD, a contractor not registered in the category of construction of bridges with the National Council for Construction.

A physical inspection carried out in June 2024, revealed that the construction of the bridge had been completed.

The following were observed:

i. Poor workmanship

Although the bridge was constructed, the four (4) wing walls were poorly constructed and had developed big cracks that caused them to separate from the culverts. See pictures below.



In addition, the gravel was not well compacted as evidenced by the erosion of the section of the road. See picture below.



ii. Questionable Payment for the Construction of a Diversion

A review of the bill of quantities (BOQ) and the contract revealed that the contractor was required to construct a diversion for road users while the construction of the bridge was in progress. The cost of the diversion works was K150,000.

However, a physical verification carried out in April 2024, revealed that the diversion was not constructed, despite the contractor being paid K150,000. Therefore, the payment of K150,000 to the contractor was questionable.

iii. Failure to construct the Bridge according to Specifications

The contract specified that bridge should have a width of 5.5 meters. However, the Lusibi bridge was found to be only 5 meters wide, falling short of the contracted dimension of 0.5 meters. In addition, the construction of the embankment was not done with concrete. This exposed the bridge to possible damage due to heavy rains and frequent traffic. See picture below.



Lusibi bridge measuring 5m wide

e. Construction of 1x3 Class Room Block and Staff House at Makwaza Community School

On 24th February 2023, Mulobezi Town Council engaged Salumbwe General Dealers Ltd to construct 1x3 class room block and a staff house at a contract sum of K1,136,610 with a contract period of twelve (12) weeks commencing from 24th February 2024 and ending on 23rd May 2024.

The scope of works included substructure, concrete works, brickworks and block works, roofing, carpentry, joinery and ironmongery, structural steel works, metal works, flooring and wall finishing, ceiling board, painting and decorating.

As of April 10th, 2024, a total of K1,190,372 had been paid, resulting in an overpayment to the contractor of K53,762.

A physical inspection carried out on 12th April 2024 revealed the following;

i. 1x3 Class Room Block

The classroom block was not completed and outstanding works included Carpentry and joinery, ironmongery, Metal works, 20mm thick cement and sand chalk board with a steel trowelled, Glazing and Painting and decorating.



Uncompleted 1X3 CRB at Makwaza Community School

As at 30th June 2024, the contractor was not on site and works had stalled.

Consequently, pupils have continued using pole and mud classroom block. See picture below.



Pole and mud classroom block at Makwaza Community School

ii. Staff House

The staff house was not completed in that although it had been roofed, with outstanding works such as two (2) coats of black bituminous paint, Carpentry and joinery, ironmongery, metal works, Flooring, Ceiling board and Painting and decorating

iii. Poor workmanship

Despite the roofing being completed, there was evidence of poor workmanship as off-cut iron sheets were used instead of full-length sheets. See pictures below.



Makwaza Classroom Block

As at 30th June 2024, the contractor was not on site and works had stalled.

f. Soft Loans – Questionable Disbursement of Loans to Beneficiaries without WDC’s Approval

During the period under review twenty-one (21) groups or cooperatives had received loans in amounts totalling K1,911,016. However, no evidence was availed to show that their applications were approved by the respective Ward Development Committee (WDC), making the disbursement of funds to these groups questionable.

g. Weaknesses in Internal Controls (Weaknesses in the systems put in place for all the CDF Components)

i. Irregular Use of 5% Disaster Contingency Funds

The CDF guidelines of 2022 defines disaster as an event that is associated with the impact of the human induced or natural hazard, which causes a serious disruption in the functioning of a community in a Constituency causing widespread human, material, or environmental damage and losses which exceed the ability of the community to cope using its own resources.

During the year under review the council allocated K16,072,986 for community development of which 5% (K803,649) was set aside for disaster contingency.

A review of documents revealed that the Council paid an amount of K534,600 to MM Integrated Steel Mills Limited for the procurement of 1,944 corrugated iron sheets (0.3mm thick and 3.6m) for 54 schools in Mulobezi District using the 5% disaster contingency funds. The expenditure was irregular in that there was no disaster that occurred in the district during the year under review.

Further, there was no request from the Ministry Education or a report from Disaster Management and Mitigation Unit (DMMU).

ii. Irregular Use of Group Imprest

Treasury and Financial Management Circular No. 5 of 2018 advises controlling officers that special imprest, issued as payment to an officer for expenses while traveling on duty, is limited to the officer's entitlement.

Contrary to this guidance, amounts totalling K29,260 were drawn as group imprest to cover daily subsistence and meal allowances, rather than being paid directly into

the beneficiaries' bank accounts.

106 Mwandu Town Council

a. Delayed Implementation - Construction of Chiefs Palace

In the period under review, the Ministry of Local Government and Rural Development deducted amounts totalling K1,052,432 at source from the CDF funding for Mwandu constituency to facilitate the construction of the Chiefs Palace.

A review of records and inquiries made revealed that the project had not commenced. It could not be justified why the project had not commenced as the project was fully funded.

b. Construction of 1x3 Class Room Block at Kandlemuna Primary School

On 3rd October 2022, the Council engaged Samazuka General Dealer Ltd for the construction of a 1 x 3 Classroom block (CRB) at Kandlemuna Primary School at a contract sum of K747,895 with a completion period of twelve (12) months commencing on 3rd October 2022 and ending on 3rd October 2023.

As of July 2024, amounts totalling K367,897 had been paid to the contractor leaving a balance of K379,998 representing 49% of the contract sum.

The following documents were not availed:

- clearance of the contract by the treasury and the legal advice of the Attorney General and
- Publication and dispatch of the notice of the best evaluated bidder.
- There was no BOQ availed for audit to show the scope of works to be done and it was not clear why the completion period was twelve (12) months when the funds were available for the project.

A physical inspection carried out in June 2024 revealed that the superstructure was completed while plastering, roofing, electrical fittings were in progress. The following were still outstanding glazing, painting and decorations, fitting of doors and external works. See pictures below.



1 x 3 CRB at Kandelemuna School

Further, the contractor was on site working on outstanding works.

c. Construction of 1 x 2 Classroom Blocks at Mabumbu Primary School

On 3rd April 2023, the Council engaged BKL General Dealers Limited for the construction of 1 x 2 CRB at a contract sum of K503,285 with a completion period of four (4) months commencing on 10th April 2023 and ending on 10th August 2023.

The scope of works included, substructure, concrete work, brick and block work, roofing, carpentry, joinery and ironmongery, metal work finishes and plastering, electrical installation, glazing, painting and decoration, and external works.

As at July 2024, amounts totalling K421,578 were paid leaving a balance of K 81,707.

A physical inspection carried out in June 2024, revealed that the structure was completed while the following defects were observed; poor workmanship on the floor which has developed cracks, the two (2) mortice locks were removed, fitted soft wood doors instead of the hard wood quoted in the BOQ.



Front view of 1x2 CRB at Mabumbu School Shoddy works on the spoon drain

Further, the contractor was not on site as the project was completed and under retention

d. Questionable Delayed Implementation of Approved Projects

Section 21(1) of the Constituency Development Fund Act No. 11 of 2018 states, “a project under this Act shall be implemented by the Council, and where necessary with

the assistance of a relevant department of the Government in the district in which the constituency is located.”

However, a review of the approved list of projects and progress reports for Constituency Development Fund revealed that implementation of eighteen (18) projects with a total allocation of K14,473,231 only commenced in March 2024 despite being approved by the Ministry of Local Government and Rural Development and fully funded in 2023.

e. Management of Youth, Women and Community Empowerment - Failure to Maintain Financial Records by Empowerment Groups

A physical inspection of the co-operatives carried out in June 2024 revealed that nineteen (19) co-operatives and business which received grants in amounts totalling K987,000 as empowerment funds (K197,000) and loans (K790,000) to facilitate the implementation of various business plans did not maintain records such as minutes, receipts, expenditure returns and sales records for the business ventures despite the council carrying out sensitisation on maintaining financial records.

It was therefore not possible to ascertain how the received funds were utilized as well as the performance of the business undertakings.

f. Soft Loans

i. Failure to Earn Interest

Guideline 4.3.2 (d) of the CDF Guidelines 2022 states “The Revolving Fund Bank Account for Youth, Women and Community Empowerment shall be interest earning”

In May 2022, the Council opened an account with Indo Zambia bank in which amounts totalling K6,158,578 were transferred.

Contrary to the Guidelines, the account was not an interest generating account.

ii. Business Undertaken Outside the Constituency

Guideline 5.2.5 (d) (e) and (f) of the CDF Guidelines 2022, states, “Applicants shall be eligible to access empowerment loans through approved Financial Institutions upon satisfaction of the following criteria: Proposals for empowerment shall provide employment opportunities; The proposed project is being undertaken within the Constituency; Applicants must have been residents in the Constituency for over 6 months.”

Contrary to the Guideline, three (3) beneficiaries who were paid empowerment loans in amounts totalling K300,000 had their businesses outside the Constituency.

iii. Inadequate Disbursement of Loans to Businesses

Section 5.2.4 (v) of the CDF Guidelines 2022 on empowerment of grants stipulates that, the applicants for empowerment loans will apply under the capital thresholds and the loan repayment period according to their requirements for a maximum of K200,000

Section 5.2.7 (b) of the CDF Guidelines 2022 on capital thresholds and repayment for empowerment loan stipulates that, the applicants for empowerment loans will apply under the capital thresholds and the loan repayment period according to their requirements for a maximum of K200,000.

A review of minutes and disbursement schedules revealed that the amounts recommended and paid were as low as K50,000 compared to the amounts applied for.

As a result, two (2) beneficiaries visited in June 2024 could not undertake the initial businesses applied for. See table 1 below.

Table 1: Inadequate Disbursement of Grants

No.	Name	Business Applied for	Current Business	Amount Applied for	Amount Paid K
1	Neo Mubiana General Dealers	Event center	Opening the Construction company saloon	100,000	50,000
2	Mulwazi Kebby General Dealers	Fish farming	Grocery	200,000	50,000
		Total		300,000	100,000

g. Management of Secondary Boarding and Skills Development – Failure to Provide Completion Certificates

During the period under review, the Council paid amounts totalling K 590,615 for seventy six (76) students to Muoyo Youth Resources Center, Kaoma Trades and Crescent College of Education to undertake skills development programmes. However, there was no evidence of certificates for students who had graduated making it difficult to ascertain whether the students paid for had graduated. See table 2 below.

Table 2: Failure to Provide Completion Certificates

No.	Institution	No. Students Sponsored	Amount Paid K
1	Muoyo Youth Center	60	346,338.00
2	Kaoma Trades	8	8,627.00
3	Crescent College of Education	8	235,650.00
	Total	76	590,615.00

h. Other Observations

i. Missing Payment Vouchers

The Public Finance Management (General) Regulation No. 72 (1) of 2020 stipulates that a payment voucher with supporting documents, and any other forms which support a charge entered in the accounts, should be filed, secured against loss, and be readily available for audit.

Contrary to the Regulation, six (6) payment vouchers in amounts totalling K34,682 processed during the period under review were not availed for audit.

ii. Payments made without Expenditure Details

Public Finance Management (General) Regulation No. 53 of 2020 stipulates that an office holder processing a manual or electronic payment shall indicate on the payment voucher the authority against which expenditure is being incurred, the warrant number, the memorandum or minute and the written law authorizing the expenditure.

Contrary to the Regulation, five (5) payments in amount totalling K30,452 were paid out with no details of payment on cash book.

iii. Irregular Cash Withdrawals

Ministry of Finance Treasury and Finance Management Circular No. 1 of 2023 guided Controlling officers that no cash shall be withdrawn for payment of subsistence allowances, fuel refunds and any other allowances as these should be paid directly into the beneficiary's account.

Contrary to the Circular, cash totalling K102,672 was drawn as imprest by five (5) officers to facilitate payments of daily subsistence allowances, fuel and other logistical allowances instead of paying directly into the beneficiaries' accounts.

iv. Unaccounted for Stores

Public Stores Regulations No. 16 stipulates that every stores officer or any other officer having in his charge any public stores or other articles of public property must keep and maintain records of the receipt and issue of such public stores.

Contrary to the Regulation, general stores items costing K45,280 procured during the period under review were unaccounted for in that there were no receipt and disposal details.

107 Nalolo Town Council

a. Unimplemented Planned Projects – Failure to follow Ministerial Guidelines

On 27th December 2022, the Ministry directed in Minute No. MLGRD/101/22/157 that all local authorities should budget for the purchase of ambulances and make provisions for the construction and rehabilitation of maternity wings. In this regard, the Government directed that all health facilities identified by the District Health Officers should have maternity wings with electricity and running water by December 2024.

A scrutiny of records and physical inspections revealed that eleven (11) out of nineteen (19) health facilities did not have maternity wings. As such, it could not be ascertained whether the directive to have maternity wings at the eleven (11) facilities would be achieved by December 2024.

b. Construction of a Dormitory Block at Nambwea Secondary School (2022 CDF)

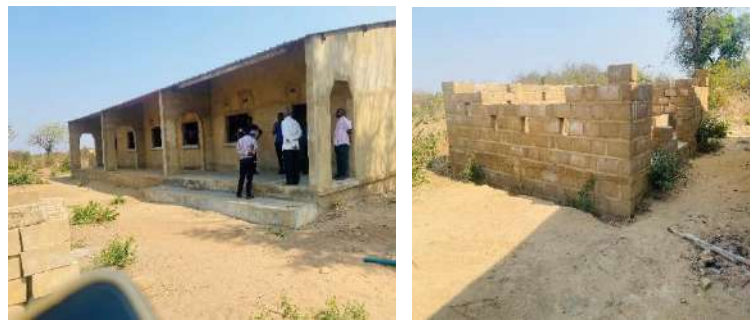
On 9th January 2023, the Council engaged Tatamweni General Dealers to construct a Dormitory Block at Nambwea Secondary School at an contract sum of K687,885 with a completion period of three (3) months commencing on 25th January 2023 and ending on 30th April 2023.

The scope of works included substructure, concrete work, brick and block work, roofing, flooring, carpentry and joinery, ironmongery, structural steel and plastering, glazing, painting and decoration and external works.

Further, there were additional works of K278,025 for the construction of an ablution block for one month bringing the total project cost to K965,910 and implementation period to four (4) months ending on 30th May 2023.

A physical verification carried out in August 2024 revealed that works had not been completed for a delayed period of fourteen (14) months. The outstanding works included painting, construction of ablution block, soakaway/sceptic tank, plumbing installations and door fitting.

In addition, although the contract provided for liquidated damages, the Council had not charged liquidated damages of K96,591 as at 31st August 2024.



Incomplete Dormitory and Ablution

c. Delayed Completion of Mothers' Shelter at Silowana RHC (CDF 2022)

On 9th January 2023, the Council engaged Tatamwi General Dealers for construction of a mothers' shelter at an initial contract sum of K380,665 with a completion period of three (3) months commencing on 26th January 2023 and ending on 30th May 2023.

The scope of works included substructure, concrete work, brick and block work, roofing, flooring, carpentry and joinery, ironmongery, structural steel and plastering, glazing, painting and decoration and external works.

Further, there were additional works of K94,810 of plumbing, solar electrical installations and tiles and ceiling works which were supposed to be done in one (1) month bringing the total project cost to K475,475 and implementation period to four (4) months ending on 30th June 2023 .

As at 31st August 2024, the contractor had been paid a total of K420,685 leaving a balance of K54,790.

A physical verification carried out in August 2024 revealed that works had not been completed for a delayed period of fourteen (14) months. The outstanding works included painting, beam filling, ceiling board, re-flooring, and glazing.

In addition, although the contract provided for liquidated damages, the Council had not charged liquidated damages of K47,548 as at 31st August 2024.



Unpainted Mothers' Shelter without glazing

d. Delayed Completion of Maternity Wing at Nasikona/Nasilimwe RHC (CDF 2022)

On 13th February 2023, the Council engaged Kalongola Investments Limited for the construction of a maternity wing at an initial contract sum of K808,832 with a completion period of five (5) months commencing on 1st March 2023 and ending on 30th July 2023.

The scope of works included substructure, concrete work, brick and block work, roofing, flooring, carpentry and joinery, ironmongery, structural steel and plastering, glazing, painting and decoration and external works.

A physical verification carried out in August 2024, twelve (12) months after the expected completion date, revealed the contractor had only done superstructure and block work.

As at 31st August 2024, the contractor had been paid a total of K395,327 leaving a balance of K413,505. See picture below.



Incomplete Maternity Wing

e. Delayed Completion of Mothers' Shelter at Malombe RHC (CDF 2022)

On 9th January 2023, the Council engaged Etaimbrose Construction General Dealers to construct a mothers' shelter at an initial contract sum of K480,614 with a completion period of three (3) months commencing on 26th January 2023 and ending on 30th May 2023.

The scope of works included substructure, concrete work, brick and block work, roofing, flooring, carpentry and joinery, ironmongery, structural steel and plastering, glazing, painting and decoration and external works.

As at 31st August 2024, the contractor had been paid K398,789 leaving a balance of K81,825.

A physical verification carried out in August 2024 revealed that works had not been completed for a delayed period of fourteen (14) months. The outstanding works included painting, beam filling, ceiling board, re-flooring, and glazing.

In addition, although the contract provided for liquidated damages, the Council had not charged liquidated damages of K48,061 as at 31st August 2024.

f. Management of Soft Loans

i. Diversion of Funds from Approved Business Plans – Soft Loans

Section 6 (d) (e) of the Constituency Development Fund Act No. 11 of 2018 stipulates that the function of the Constituency Development Fund Committee was among others, appraising project proposals from the wards and submit a list of projects to the local authority for onward transmission to the Minister.

However, a physical inspection carried out on 9th August 2024 revealed that six (6) cooperatives and clubs paid a total of K600,000 had diverted the funds from the appraised and approved business plans without approval from CDFC.

ii. Sharing and Use of Soft Loans before investing in business venture

Guideline 2.1.2 of the Constituency Development Fund Guidelines of 2022 stipulates that empowerment loans to be given to cooperatives and individuals with established small and medium businesses wishing to grow their businesses within the Constituency.

Contrary to the guideline, two (2) clubs and one (1) individual received soft loans in

amounts totalling K350,000 for business investment. However, they shared the loans before investing in the approved businesses and used the funds for personal projects such as drilling boreholes at their houses and construction of personal houses.

Consequently, it was however difficult to ascertain how the loans will be repaid since the beneficiaries chose to invest in personal projects instead of the approved business ventures. See table 1 below.

Table 1: Business Loans diverted into personal businesses

Name of Loan Beneficiary	Approved Business Proposal	Ward	Loan Amount K	Actual Project Implemented
Ngananiwa Womens Group	Livestock (Piggery)	Lubosi	100,000	Shared the money before investing in approved business
Pono Womens Group	Livestock	Lubosi	100,000	Shared the money before investing in approved business
P Mayaba Business	Agriculture	Muoyo	150,000	Diverted for personal use
Total			350,000	

iii. Failure to Register Assets in the Assets Register

Guideline 5.2.7 (c) (iii) of the Constituency Development Fund of 2022 requires assets procured from Soft Loans to be registered in the name of the Local Authority and ownership to be vested in the name of the lender until the loan amount is fully paid.

Contrary to the guideline, seven (7) hammer mills procured at the cost of K805,000 were not recorded in the asset register of the Council. In addition, the hammer mills had not been inscribed as property belonging to the local Authority. See picture below.



One of the hammer mills bought using CDF Loans

g. Management of Secondary boarding school and skills development bursaries – Students withdrawn from Training Institution – Wasteful expenditure

During the period under review, the Council approved and paid amounts totalling K518,125 to Vavika Training Academy as bursaries for forty (40) learners to cater for boarding, tuition and examination fees.

An interview held with management, students from Silowana Ward and a scrutiny of documents availed for audit revealed that forty (40) learners who were sponsored for training at Vavika Training Academy had reported in March 2024 and were withdrawn from the institution in April 2024 due to uncondusive learning environment.

As at 30th September 2024, six (6) months after the payment, the Council had not claimed a refund from Vavika Training Academy and had not found alternative colleges for the students to continue the courses.

h. Management of Administrative Cost – Unsupported Payments

Regulation No. 46 (1) of the Public Finance Management (General) Regulations of 2020 states, “A payment voucher relating to purchases shall be supported by a purchase order, the supplier’s invoice and proof of delivery or performance.”

Contrary to the Regulation, five (5) payments in amounts totalling K93,206 processed during the period under review were not supported with relevant documents such as receipts and quotations.

108 Nkeyema Town Council

a. Delayed Completion - Construction of 1x3 Classroom Block at Mbumisha Primary School

On 10th February 2023, the Council engaged Lumonje Investment limited for the construction of a 1x3 CRB at Mbumisha Primary School at a contract sum of K584,973 with a completion period of five (5) months commencing on 10th February 2023 and ending on 10th July 2023.

The scope of works included excavation, substructure, superstructure, roofing, ceiling, floor and wall finishes, glazing, painting and decorations, metal work and external works.

As at 30th September 2024, amounts totalling K220,792 had been paid to the contractor leaving a balance of K364,181.

A physical inspection carried out in September 2024 revealed that the project had not been completed for a delayed period of fourteen (14) months.

The outstanding works included carpentry and joinery, glazing, painting and decorations, installation of chalk and notice board, and ironmonger. See picture below.



1x3 CRB at Mbumisha Primary School

b. Delayed Completion - Construction of 1x3 Classroom Block at Kanatebe Primary School

On 6th October 2023, the Council engaged Divine Link Contractors Limited for the construction of a 1x3 CRB at Kanatebe Primary School at a contract sum of K645,300 with the completion period of five (5) months commencing on 6th October 2023 and ending on 6th March 2024.

The scope of works included excavation, substructure, superstructure, roofing, floor, wall and ceiling finishes, glazing, painting and decorations, metal work, external works.

As at 30th September 2024, amounts totalling K348,602 had been paid to the contractor leaving a balance of K296,698.

A physical inspection carried out in September 2024, revealed that the superstructure had been completed and roofed while plastering was partially done. The outstanding works included flooring, ironmongery, glazing, painting and decorations and external works.

As at 30th September the project had stalled and delayed for a period of six (6) months. See the picture below.



Incomplete 1x3 CRB

c. Delayed Completion - Construction of 1x3 Class Room Block at Lwambu Primary School

On 6th October 2023, the Council engaged Mentench Investment Limited for the construction of 1x3 CRB at Lwambu Primary School at a contract sum of K 702,563 with a completion period of five (5) months commencing on 6th October 2023 and ending on 6th March 2024.

The scope of works included excavation, substructure, superstructure, roofing, floor, wall and ceiling finishes, glazing, painting and decorations, metal work, external works.

As of September 2024, amounts totalling K175,641 had been paid to the contractor leaving a balance of K526,922.

A physical verification carried out in September 2024, revealed that the superstructure was completed and roofed with carpentry and plastering works still in progress.

The outstanding works included flooring, glazing, painting and decorations, and external works. The project had been delayed for a period of six (6) months and the contractor was on site. See the picture below.



Incomplete 1x3 CRB

d. Delayed Completion - Construction of 1x3 Class Room Block at Nalumino Mundia Primary School

On 6th October 2023, the Council engaged Uyoye Contractors for the construction of 1x3 CRB at Nalumino Mundia Primary School at a contract sum of K 653,307 with a completion period of five (5) months commencing on 6th October 2023 and ending on 6th March 2024.

The scope of works included; excavation, substructure, superstructure, roofing, floor, wall and ceiling finishes, glazing, painting and decorations, metal work, external works.

As at 30th September 2024, amounts totalling K557,061 had been paid to the contractor leaving a balance of K96,246.

A physical inspection carried out in September 2024 revealed that the superstructure was completed and roofed. However, four (4) notice boards had not been fitted for a delayed period six (6) months.

Further, it was observed that there was poor workmanship in that, two glass panes had developed cracks, the fitted grill doors were loose and the contractor used Y12 bars instead of Y16 as prescribed in the BOQ. See pictures below.



e. Delayed Completion - Construction of 1x3 Class Room Block at Shungwaenda Primary School

On 6th October 2023, the Council engaged Lumuli Stationery and Hardware Limited for the construction of 1x3 CRB at Shungwaenda Primary School at a contract sum of K608,848 with a completion period of five (5) months commencing on 6th October 2023 and ending on 6th March 2024.

The scope of works included excavation, substructure, superstructure, roofing, floor, wall and ceiling finishes, glazing, painting and decorations, metal work, external works.

As at 31st March 2024, amounts totalling K261,080 had been paid leaving a balance of K347,768.

On 16th April 2024 the contract with Lumuli stationery and hardware limited was terminated by the Nkeyema Town Council due to failure to complete the works.

In this regard, on 24th June 2024, the Nkeyema Town Council engaged Gods Abundance Business Solution for the completion of a 1x3 CRB at Shungwaenda Primary School at a contract sum of K350,000 for a period of eight (8) weeks commencing on 24th June 2024 and ending on 24th August 2024.

The scope of works included superstructure, roofing, floor and wall finishes, ceiling, glazing, painting and decorations, metal work, external works.

As at 30th September 2024, amounts totalling K217,500 had been paid to the contractor leaving a balance of K132,500.

A physical verification carried out in September 2024, revealed that the project had not been completed for a delayed period of two (2) months. The outstanding works included roofing, floor and wall finishes, ceiling, glazing, painting and decorations, metalwork, external works. See the picture below.



f. Delayed Completion - Construction of 1x3 Class Room Block at Lombelombe Primary School 2023

On 6th October 2023, the Council engaged Helix Construction Limited for the construction of a 1x3 CRB at Lombelombe Primary School at a contract sum of K686,226 with a completion period of five (5) months commencing on 6th October 2023 to 6th March 2024.

The scope of works included; excavation, substructure, superstructure, roofing, floor, wall and ceiling finishes, glazing, painting and decorations, metal work, external works.

On 12th October 2023, the contractor was paid an advance amount of K171,556 leaving a balance of K514,670.

On 16th April 2024, the contract with Helix Construction Limited was terminated by the Nkeyema Town Council due to failure to complete the works. As at 30th September 2024, the council had not engaged a new contractor.

The following was observed.

- **Uncompleted Project**

A physical verification carried out in September 2024, revealed that the project had not been completed. The outstanding works included substructure, superstructure, roofing, floor, wall and ceiling finishes, glazing, painting and decorations, metalwork, external works. See the picture below.



- **Failure to Recover Overpaid Amount**

On 12th October 2023, the Council paid Helix Construction Limited an amount of K171,556 as an advance payment.

However, a review of an evaluation report dated 13th September 2024 revealed that the value of the works done amounted to K119,912 resulting in an overpayment of K51,644. As at 30th September 2024, the overpayment had not been recovered.

g. Delayed Completion - Construction of 1x3 Class Room Block at Timuna Primary School 2023

On 6th October 2023, the Council engaged Blueline Marketing Limited for the construction of a 1x3 CRB at Timuna Primary School at a contract sum of K664,108 with a completion period of five (5) months commencing on 6th October 2023 and ending on 6th March 2024.

The scope of works included excavation, substructure, superstructure, roofing, floor, wall and ceiling finishes, glazing, painting and decorations, metal work and external works.

As at 30th September 2024, amounts totalling K394,861 had been paid to the contractor leaving a balance of K269,247.

A physical verification carried out in September 2024, revealed that the project had not been completed for a delayed period of six (6) months. The outstanding works included roofing, floor, wall and ceiling finishes, glazing, painting and decorations, metalwork and external works. See the picture below.



h. Delayed Completion - Construction of 1x3 Class Room Block at Kanyanta Primary School 2023

On 6th October 2023, the Council engaged Citizen Choice Contractors Limited for the construction of a 1x3 CRB at Kanyanta Primary School at a contract sum of K678,500 with a completion period of five (5) months commencing on 6th October 2023 and ending on 6th March 2024.

The scope of works included excavation, substructure, superstructure, roofing, floor, wall and ceiling finishes, glazing, painting and decorations, metal work and external works.

As at 30th September 2024, amounts totalling K515,630 had been paid to the contractor leaving a balance of K162,870.

A physical verification carried out in September 2024 revealed that the project had not been completed for a delayed period of six (6) months. The outstanding works included roofing, floor, wall and ceiling finishes, glazing, painting and decorations, metalwork and external works. See the picture below.



i. Delayed Completion - Construction of Kalale Clinic 2023

On 6th October 2023, the Council engaged Ngelechi General Dealers for the construction of a Zonal Clinic at a contract sum of K555,000 with a completion period of five (5) months commencing on 6th October 2023 and ending on 6th March 2024.

The scope of works included excavation, substructure, superstructure, roofing, floor, wall and ceiling finishes, structural steel works, glazing, painting and decorations, metal work, electrical installation, joinery and fittings and external works.

As at 30th September 2024, amounts totalling K309,716 had been paid to the contractor leaving a balance of K245,284.

A physical verification carried out in September 2024 revealed that the project had not been completed for a delayed period of six (6) months. The outstanding works included roofing, floor, wall and ceiling finishes, structural steel works, glazing, painting and decorations, metalwork, electrical installation, joinery and fittings and external works. See the picture below.



j. Delayed Completion - Construction of a Theatre Block at Zonal Clinic 2023

On 6th October 2023, the Council engaged Dalishazi General Dealers for the construction of a theatre block at Zonal Clinic at a contract sum of K500,000 with a completion period of five (5) months commencing on 6th October 2023 and ending on 6th March 2024.

The scope of works included excavation, substructure, superstructure, roofing, floor, wall and ceiling finishes, structural steel works, glazing, painting and decorations, metal work, electrical installation, joinery and fittings, external works.

As at 30th September 2024, amounts totalling K346,295 had been paid to the contractor leaving a balance of K153,705.

A physical verification carried out in September 2024 revealed that the clinic had not been completed for a delayed period of six (6) months. The outstanding works included flooring, painting and decorations, glazing, plastering and external works. See the picture below.



Incomplete theatre block

k. Management of Soft Loans – Delay to Utilise Interest Earned

Guideline No. 4.3.2 (d) of the CDF guidelines states, “the interest earned on the revolving bank account shall be retained and used as part of the revolving fund.”

Contrary to the Guidelines, amounts totalling K31,984 earned as bank interest from the revolving fund account had not been utilised as at 30th September 2024.

109 Senanga Town Council

a. Unutilised Radio Equipment

On 30th March 2023, the Council procured radio equipment valued at K722,890 from Hermenigildo Technical Services Ltd. This amount included the installation of the equipment at the studio.

However, the Council acquired the equipment before rehabilitating the intended building to house it. As at 31st October 2024, the building had not been rehabilitated, and the equipment had remained unused.

b. Construction of a 1 x 3 Classroom Block at Namuu Community School

On 27th March 2023, the Council engaged Waguman Investment (Z) Ltd to construct a 1 x 3 Classroom Block at the contract sum of K780,000 with a contract period of four (4) months using 2022 Constituency Development Fund. The works were supposed to be completed on 7th August 2023.

The scope of work included: the construction of substructure, concrete work, brick and block work, roofing, solar electrical installations, carpentry, joinery and ironmongery, metal work, floor and wall finishes, glazing, painting and decorating, external works.

As at 31st August 2024, a total of K195,000 had been paid to the contractor leaving a balance of K585,000.

A physical inspection carried out in September 2024 revealed that the contractor had abandoned the project at the slab level. In addition, the inspection showed that there was poor workmanship in the completed work, as the slab was not properly constructed and had already begun to erode.



An abandoned slab eroding at the centre

c. Construction of a 1 x 3 Classroom Block at Namakuki

On 27th March 2023, the Council engaged Tefand Enterprises Limited to construct a 1 x 3 Classroom Block at the contract sum of K570,062 with a completion period of four (4) months to be completed on 7th August 2023.

The scope of work included: the construction of substructure, concrete work, brick and block work, roofing, solar electrical installations, carpentry, joinery and ironmongery, metal work, floor and wall finishes, glazing, painting and decorating, external works.

As of 30th September 2024, a total of K233,576 had been paid to the contractor leaving a balance of K336,486.

A physical inspection and inquiries conducted in September 2024, revealed that the contractor had abandoned the project at roof level on 22nd November 2023. Further, the workmanship of the works that had been done prior to the project being abandoned showed that the walls were bend and the ring beam was not complete.



An abandoned 1 x 3 CRB at Namakuki

d. Construction of Staff House and VIP Toilets at Namayenya Clinic

On 27th March 2023, the Council engaged Maevma Construction and General Dealers to construct a staff house and double VIP toilets at the contract sum of K420,000 with a completion period of four (4) months.

The scope of work included: the construction of substructure, concrete work, brick and block work, roofing, carpentry, electrical installation, joinery and ironmongery, metal work, floor and wall finishes, glazing, painting and decorating, external works and plumbing.

As at 30th September 2024, a total of K177,020 had been paid to the contractor leaving a balance of K242,980.

A physical inspection conducted in September 2024, revealed that the staff house was not completed with the following works still outstanding: metal work, painting and decoration, carpentry and joinery, plumbing installation, glazing and construction of VIP latrine.



The Staff House at Namayenya Clinic

e. Soft Loans

- **Payment of Soft Loans without CDFC Approval**

Section E (i) of the Constituency Development Fund Empowerment Loan Application Form requires that Constituency Development Fund Committee to recommend an applicant as a way of vetting the applicant before the applicant is vetted again by the bank.

Contrary to the requirement, the Council disbursed loans in amounts totalling K2,750,000 to thirty-three (33) beneficiaries without recommendations from the Constituency Development Fund Committee.

- **Payment of Loan and Grant to the Same Beneficiary**

During the period under review, the Council disbursed a total of K190,000 to Calmak Enterprises, consisting of both a loan and a grant. See table 1 below.

Table 1: Dual Payment of Loan and Grant

Name of Beneficiary	Ref	Paid Amount K	Amount Requested K
Calmuk Enterprise	2023 CDF Loan Beneficiary	160,000	169,928
Calmuk Enterprise	2023 CDF Grant Beneficiary	30,000	40,000
Total		190,000	209,928

The decision to provide Calmak Enterprises with both an empowerment grant and a loan created an uneven distribution of funds, disadvantaging other applicants. Out of the 306 applicants who sought grants, only 120 were successful, while from the 70 loan applicants, only 42 received funding. The dual allocation to a single beneficiary

reduced the opportunities available for other eligible applicants to benefit from the financial support.

- **Payment of Loans to Start-Up Businesses**

Guideline 2.1.2 of the CDF Guidelines stipulates that empowerment loans shall be given to cooperatives and individuals with established small and medium scale businesses wishing to grow their businesses within the Constituency. Further Guideline 5.2.5 (f) of the CDF Guidelines stipulates that applicants shall be eligible to access empowerment loans through approved Financial Institutions upon having been residents in the Constituency for over six (6) months.

Contrary to the Guidelines, the Council disbursed a total of K340,000 to five (5) start-up businesses that had been in operation for less than six months and had no prior experience in the industries for which they received financing. As a result, these five (5) start-up businesses failed to make the required monthly loan repayments of K48,470, which accrued during the period from 31st August to 31st December 2023. As at 30th September 2024, the loan repayments had not been made. See table 2 below.

Table 2: Names of Start-Up Businesses who failed to settle repayment instalments

No.	Name Of Beneficiary	Loan Amount Paid K	Date of Registration	Date of Loan Application	Days of Existence	Unpaid Instalments - 31/12/2023 K
1	Mukisi Kabinda General Dealers	100,000	6/7/2023	6/6/2023	-1	11,750
2	Lumbisi General Dealers	70,000	6/23/2023	6/26/2023	3	10,710
3	Three Stars Boutique	70,000	3/1/2023	5/1/2023	61	10,710
4	Gimwi Enterprise	50,000	3/24/2023	5/10/2023	49	7,650
5	Kubayamba General Dealers	50,000	11/8/2022	5/4/2023	180	7,650
	Total	340,000				48,470

f. Youth, Women and Community Empowerment -Empowerment Grant – Failure to Provide Proof of Bank Account or Mobile Wallet

Guideline No. 5.2.6 of the of the Constituency Development Fund Guidelines 2022 requires that applicants for empowerment grants must have proof of a bank account or mobile wallet registered for the group.

Contrary to the guidelines, the Council disbursed amounts totalling K86,000 to nine (9) groups that did not have bank accounts or mobile wallets.

g. Secondary Boarding and Skills Development – Sponsorship of Over Aged Students

During the period under review, an amount of K5,397,641 was allocated for bursaries under the Secondary School Boarding and Skills Development Bursaries out of which amounts totalling K3,324,380 had been spent leaving a balance of K2,073,261.

Guideline No. 5.3.4.2 of the Constituency Development Fund Guideline of 2022 stipulates that only individuals with ages ranging from 16 years to 35 years are eligible to be considered for sponsorship for skills development.

Contrary to the guideline, three (3) students whose ages were more than thirty-five (35) years were sponsored to Mongu Trades at the total cost of K19,920.

i. Unsupported Payment Vouchers

Regulation No. 46 (1) of the Public Finance Management (General) Regulations of 2020 stipulates that a payment voucher relating to purchases shall be supported by interim payment certificates, insurance bond, list of beneficiaries, among other supporting documents.

Contrary to the Regulation, three (3) payment vouchers in amounts totalling K80,258 were not supported with relevant documentation such as invoices, attendance lists and receipts among others.

ii. Stores Management - Unaccounted for Stores

Regulation No.4 (a) (ii) of the Public Finance Management (General) Regulations of 2020 directs all state owned or local authority to provide for proper financial management and expenditure on public stores, assets received, held or disposed of by or on behalf of the state owned enterprise or local authority.

Contrary to the Regulation, various stores items costing K501,845 (General Stores) procured during the period under review, were not accounted for in that there were no disposal details.

110 Sesheke Town Council -

a. Delayed Implementation of Community Projects

Section 15(5) of the Constituency Development Act No.11 of 2018 states, “a project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Out the forty-eight (48) projects approved under the 2022 CDF with an allocation of K11,938,162, thirty-five (35) commenced in 2022. Of these, thirty (30) were carried over to 2023 as either work in progress or outstanding projects and were scheduled for completion by 31st December 2023. However, as of 31st October 2024, these projects remained incomplete. The projects were at various stages of completion.

In addition, of the nine (9) projects approved for implementation in 2023 with an allocation of K14,448,760, none had commenced as of 31st October 2024. See details in table 1 below.

Table 1: Delayed Completion of Projects

Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
Construction of 1x3 CRB at Lilonga Primary School	Foggy Contractors	20.07.23 to 04. 12.23 (16 Weeks)	403,295	172,492	230,803	The scope of works included; substructure, concrete work, blockwork and brickwork, roofing, carpentry, joinery and ironmongery, metalwork, structural steel work, plumbing installation, electrical installation, floor and wall finishing, glazing, painting and decorating, and external works.	<p>Outstanding Works include the following: works valued at K213,769 were outstanding; roofing (K35,450), carpentry, joinery and ironmongery (K18,444), metal work (K19,450), structural steel work (K36,600), floor and wall finishing (K68,635), glazing (K6,000), painting and decorating (K10,590), and external works (K18,600).</p> <p>Delay in Completion: The contract had delayed by 6 months (24 Weeks)</p>

Construction of Rural Health Post & Two (2) VIP Latrines at Chivula.	Mutafayalo Contractors & General Dealers	03.09.2023 to 07.12.2023 (10 Weeks)	388,610	369,168	19,442	<p>The scope of works for construction of Rural Health Post included; substructure, concrete work, blockwork and brickwork, roofing, carpentry, joinery and ironmongery, metalwork, structural steel work, floor and wall finishing, glazing, painting and external works. Further the scope of works for the construction of No.2 VIP Latrines included; substructure, superstructure, floor and wall finishing, glazing, painting and external works, and construction of hand washing facility.</p>	<p>Outstanding Works include the following: The following works valued at K64,865 were still outstanding on the constructed rural health post: flooring and wall finishing (K29,290), carpentry, joinery and iron monger (K14,600), glazing (K2,570), painting (K11,225), ceiling works, external works (K7,180).Further, the contractor had not constructed the two VIP Toilets valued at K29,519 bringing the total of undone works to K94,384 against the available funding of K19,442.</p> <p>Delay in Completion: The contract had delayed by seven (7) months (28 Weeks)</p>
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Construction of 1 x 3 CRB at Neyanda Primary School	Minj Business Ventures	19.04.23 to 02.11.23 (24 Weeks)	714,905	549,206	165,699	<p>The scope of works included; Substructure, concrete work, blockwork and brickwork, roofing, carpentry, joinery and ironmongery, metalwork, structural steel work, plumbing installation, electrical installation, floor and wall finishing, glazing, painting and decorating, and external works.</p> <p>Outstanding Works include the following: The following works valued at K55,208 were still outstanding; electrical installations (K39,842), fixing chalk boards (K13,017) and shelving storerooms and offices (K2,349).</p> <p>Delay in Completion: The contract had delayed by eight (8) months (32 Weeks)</p>
Construction of 2 Ablution Blocks at Kalobolelwa Secondary School	Schatz Investments Corporation	19.04.23 to 02.09.23 (16 Weeks)	437,722	330,374	107,348	<p>The scope of works included; Substructure, superstructure, roofing, metalwork and glazing, finishes, electrical installations, painting and decorating, plumbing installation and external works.</p> <p>Outstanding Works include the following: The following outstanding works valued at K224,408, roofing (K41,880), metal works and glazing (K30,580), finishes (K38,520), electrical installation (K21,440, painting and decorating (K8,900), plumbing installation (K83,370) and external works (K41,598).</p> <p>Delay in Completion: The contract had delayed by 10 months (40 Weeks)</p>

Construction of Rocket Stoves at Kalobolelwa Secondary Shool	Ngwachi Energy Saving Stoves & General Dealers	20.02.23 to 20.04.23 (6 Weeks)	197,679	154,266	43,413	The scope of works included; construction of substructure, superstructure, contingency and supply and installation of 100 litres low consumption rocket stoves emdedded in fire chambers.	Outstanding Works include the following: The following works valued at K97,600 for painting (K7,600) and supply and installation 100 litres low consumption, rocket stoves embedded in fire chambers (K90,000). Delay in Completion: The contract had delayed by 15 months (60 Weeks)
Construction of 1 x 3 CRB at Mandila Primary School	Love Leads Construction Ltd	23.09.2022 to 06.02.23 (16 Weeks)	443,924	347,322	96,602	The scope of works included; Substructure, concrete work, blockwork and brickwork, roofing, carpentry, joinery and ironmongery, metalwork, structural steel work, floor and wall finishing, glazing, painting and decorating, and external works.	Outstanding Works include the following: The following are the outstanding works valued at K222,606, roofing (K43,790), carpentry, joinery and ironmongery (K26,290), metalwork (K52,700), structural steel work (K37,120), floor and wall finishing (K25,972), glazing (K8,400), painting and decorating (K16,234), and external works (K12,100) against a balance of K96,602. Delay in Completion: The contract had delayed by 17 months (68 Weeks)

Construction of Rural Health Post at Sonso.	Siamuka Construction & General Dealers	10.02.2023 to 24.05.2023 (12 Weeks)	722,534	614,587	107,947	The scope of works included; Substructure, concrete work, blockwork and brickwork, roofing, carpentry, joinery and ironmongery, metalwork, structural steel work, plumbing installation, electrical installation, floor and wall finishing, glazing, painting and decorating, and external works.	Outstanding Works include the following: The following are the outstanding works valued at K95,165 that included painting and decorating (K42,631), and external works (K52,534). Delay in Completion: The contract had delayed by 14 months (56Weeks)
Siting, Drilling and Equipment of five (5) Manual Borehole with India Mark 11 Hand Pumps and Civil Works in Imusho Ward - Sabelo, Lunangu, Kanyangu, Masiye and Mbao Villages	Sustainable Water Solution	30.06.2023 to 30.08.2023 (12 Weeks)	199,700	161,493	38,207	The scope of works included; Geophysical Survey, Drilling, Development, Pumping Test, Superstructure Construction and Installation of Hand Pumps.	Outstanding Works include the following: The contractor had only drilled three (3) boreholes and he had demobilized without drilling the remaining two (2) boreholes costing K79,880. Delay in Completion: The contract had delayed by 12 months (60 Weeks)
			3,508,369	2,698,908	809,461		

b. Youth, Women and Community Empowerment Grant - Sharing and Use of Grants

Section 2.1.2 of the Constituency Development Fund Guidelines of 2022 stipulates that empowerment beneficiaries shall be equipped with seed money in form of grants given to Organised Groups, Clubs and Cooperatives within the Constituency.

Contrary to the guideline, six (6) clubs who obtained grants in amounts totalling K137,000 as startup capital divided the funds among themselves instead of investing in the intended businesses.

c. Performance on Soft Loans

i. Failure to Collect Monthly Repayments and Penalties

Guideline 6.7 and Terms and Conditions in Appendix E of the CDF Guidelines of 2022 on Loan Repayment b (i) provides that, the first payment shall be made 60 days from the date of getting the loan; (ii) the subsequent instalments shall be paid at the end of each month; (iii) payments made after 5 days shall attract a charge of 2% of the instalment amount.

Contrary to the Guidelines, fifty-four (54) soft loan beneficiaries failed to make their monthly loan repayments totalling K1,188,546 for a period of nine (9) months after the first repayment became due. In addition, the Council did not impose the 2% compounded penalties, amounting to K85,034, on these delayed loan repayments.

ii. Diversion of Funds from Approved Business Plans – Soft Loans

Section 6 (d) (e) of the Constituency Development Fund Act No. 11 of 2018 stipulates that the function of the Constituency Development Fund Committee was among others, appraising project proposals from the wards and submit a list of projects to the local authority for onward transmission to the Minister.

A physical inspection carried out in August 2024 revealed that two (2) cooperatives and clubs, which had received a total amount of K290,000, had diverted the funds from their approved business plans without the approval of CDFC approval. Furthermore, these groups did not create any job opportunities as required under CDF guidelines.

111 Shangombo Town Council

a. Construction of Rural Staff House at Tukulolo Health Post

On 12th July 2023, the Council engaged Wazanga Construction for the construction of a staff house at Tukulolo Health Post at a contract sum of K450,000 for a completion period of sixteen (16) weeks commencing on 12th July 2023 and ending on 12th November 2023.

The scope of works included substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry and joinery, ironmongery, floor wall and ceiling finishes, glazing, painting and decorations, plumbing installation, solar power installation, electrical installation and external works.

As at 31st October 2024, amounts totalling K375,699 had been paid to the contractor leaving a balance of K84,301.

A physical verification carried out in August 2024, revealed that the structure was completed and roofed however some works such as glazing, fixing of doors, plumbing works, solar power installation, roofing of the veranda and construction of the septic tank were still outstanding and had delayed for periods of nine (9) months beyond the expected completion date. See the picture below.



Staff house

b. Management of Empowerment Grants

i. Failure to Provide Financial Records by Co-operatives

During the year under review, the Council paid amounts totalling K2,151,857 to 155 co-operatives for CDF grants for the purpose of starting up various business ventures.

An inspection of accounting records and physical inspection of the co-operatives carried out in August 2024 revealed that thirteen (13) co-operatives that had received grants in amounts totalling K189,051 did not avail records such as minutes, expenditure and sales records for the business ventures despite the Council sensitizing them.

Consequently, it was difficult to ascertain how the received funds were utilized as well as the performance of the business undertakings.

ii. Underfunding – Grant Empowerment Groups

During the period under review, the Council allocated a sum of K2,151,857 for Empowerment Grants to 155 Clubs for starting up various business ventures as indicated in the application forms.

However, an examination of the Grant disbursements and a physical verification of sampled groups carried out in August 2024 revealed that twelve (12) Clubs that had applied for a total of K480,000 were funded a total amount of K149,051 resulting in an underfunding of K330,949 making it difficult for clubs to fully implement their planned businesses/projects.

c. Soft Loans

i. Failure to Provide Financial Records by Co-operatives

During the year under review, the Council paid amounts totalling K6,113,000 to 100 co-operatives and companies in respect of CDF grants for the purpose of starting up various business ventures.

An inspection of accounting records and physical inspection of the co-operatives carried out in August 2024 revealed that ten (10) co-operatives that had received grants in amounts totalling K1,495,000 did not avail records such as minutes, expenditure and sales records for the business ventures.

It was therefore difficult to ascertain how the received funds were utilized as well as the performance of the business undertakings.

ii. Inadequate Disbursement of Loans to Business

Section 5.2.4 (v) of the CDF Guidelines on empowerment of grants stipulates that, the applicants for empowerment loans will apply under the capital thresholds and the loan repayment period according to their requirements for a maximum of K200,000.

A review of minutes and disbursement schedules for grants given to the beneficiaries revealed that the amounts recommended and paid were as low as K50,000 compared to the amounts applied for.

As a result, three (3) beneficiaries applied for loans in amounts totalling K350,000. However, K190,000 was paid resulting in underfunding of K160,000.

An inspection carried out in August 2024 revealed that three (3) beneficiaries could not undertake the initial businesses applied for.

iii. Issuance of a Loan to an Individual in Employment

Guideline 5.2.7(a) of the CDF Guidelines of 2022 states, “Empowerment funds shall not be accessed by anyone in formal employment.”

During the period under review, the Council issued a loan amounting to K100,000 to Kalms General Dealers under the 2022 allocation with a repayment period of thirty-six (36) months.

A review of records availed for audit revealed that the proprietor of the company was in formal employment contrary to the CDF guidelines.

112 Sikongo Town Council

a. Delayed Completion of Community Projects

Section 15(5) of the Constituency Development Act No.11 of 2018 states, “a project that is approved by the Minister shall be funded and the implementation of the approved project shall be completed within the agreed contractual period.”

Out of twenty-five (25) approved projects, twenty-three (23) projects with an allocation K14,335,205 which commenced during the period under review and were scheduled to have been completed not later than 31st December 2023 had not been completed as at 30th September 2024. The projects were at various stages of completion. See table 1 below.

Table 1: Implementation of Projects

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
Sikongo	Construction of an Agriculture Storage Shed	Josmag Enterprises Limited	28.11.23 to 18.04.24 (16 weeks)	965,701	439,227	526,474	<p>The scope of works for construction of warehouse included; Preliminaries and general items, substructure, concrete works, masonry works, roofing and steel roof structure, carpentry, joinery and ironmongery, metal work, floor and wall finishes, painting and decoration and external works.</p> <p>In addition, the project had a component for water supply and reticulation and the scope of work included; mobilization and demobilization, drilling of 1 No.6''norminal diameter casing borehole, solar power</p>	<p>The following works remained outstanding; concrete works, masonry works, roofing and steel roof structure, carpentry, joinery and ironmongery, metal work, floor and wall finishes, painting and decoration, external works, solar power pump, panels and panel stand installations, installations UPVC tank and steel tank stand, installation of accessories, water distribution.</p>

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
							pump, panels and panel stand installations, installations UPVC tank and steel tank stand, installation of accessories, water distribution.	
Sikongo	Construction of Mothers' Shelter at Makia Clinic	Sepo Contractors and General Dealers	20.02.23 to 26.07.23 (16 Weeks)	446,623	273,542	173,081	The scope of works included; substructure, concrete work, brick and block work, roofing, floor, carpentry, joinery and ironmongery, structural steel and plastering, glazing, painting and decoration and external works.	The following works remained outstanding: roofing carpentry, joinery or ironmongery, plumbing installation, electrical installation, floor and wall finishing, glazing painting and decoration, external works, Note; it's not clear on how the council will manage to complete the outstanding works valued at K273,542

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
								against a balance of K173,081. Delay in Completion The contract had delayed by 14 months (56 Weeks)
	Construction of Mortuary at Sikongo Mini-Hospital	Mizef Innovations	27.05.23 to 27.10.23 (120 days)	700,000	708,930	8,930	Bill 1- Prime Cost and Provisional Sums - K54,000 The specific scope of works under Bill 1 were mobilization, geographical investigation and demobilization. Bill 2- Construction of a Mortuary - K560,748 The scope of works in Bill 2 were construction of substructure, concrete work, brickwork and block work, roofing, carpentry, joinery and ironmongery, metal	The following were outstanding works: floor and wall finishing – tiling, painting and decoration.

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
							<p>work, plumbing installations, electrical installations, flooring, wall and ceiling finishes, glazing, painting and decorating.</p> <p>Bill 3- Construction of a 30 metres Walkway –K70,420</p> <p>The scope of work included construction of concrete work, superstructure, roofing frame, roof covering and painting the roofing poles.</p> <p>Bill 4- Construction of Septic Tank and Soak away – K82,875</p> <p>The scope of work included excavation and earth works, carting away, filling, form work, reinforcement, block</p>	

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
							and brick work and water proofing.	
Sikongo	Construction of Mothers' Shelter at Mutala Clinic	P M Kamaya and Sons General Dealers	15.04.23 to 26.07.23 (12 Weeks)	504,500	273,542	230,958	The scope of works included; substructure, concrete work, brick and block work, roofing, floor, carpentry, joinery and ironmongery, structural steel and plastering, glazing, painting and decoration and external works	<p>The following works remained outstanding: roofing carpentry, joinery or ironmongery plumbing installation, electrical installation, floor and wall finishing, glazing, painting and decoration and external works. Note; it's not clear on how the council will manage to complete the outstanding works valued at K288,233 against a balance of K230,958.</p> <p>Delay in Completion The contract had delayed by 14 months (56 Weeks)</p>

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
Sikongo	Construction of a 1 x 3 Classroom Block at Sabuo Primary School	Manope Business Solutions	19.05.23 to 30.09.23 (16 Weeks)	475,824	209,532	266,292	The scope of works included; mobilization/demobilization, substructure, concrete work, brick and block work, roofing, floor, carpentry, joinery and ironmongery, structural steel and plastering, glazing, painting and decoration and external works.	Outstanding Works included the following: floor and wall finishing, glazing, painting and decoration and external works. Delay in Completion The contract had delayed by 16 months (66 Weeks)
Sikongo	Construction of a 1 x 2 Classroom Block at Umba Primary School	Techdrim Company Limited	19.05.23 to 30.09.23 (16 Weeks)	412,100	188,333	223,767	The scope of works included; mobilization/demobilization, substructure, concrete work, brick and block work, roofing, floor, carpentry, joinery and ironmongery, structural steel and plastering, glazing, painting and decoration and external works.	Outstanding Works included the following: roofing, carpentry, joinery or ironmongery, metal work, floor and wall finishing, glazing, painting and decoration and external works. Delay in Completion

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
								The contract had delayed by 16 months (66 Weeks)
Sikongo	Construction of a Police Post at Nyengo Central Community	Salumbwe General Dealers	03.01.23 to 30.05.23 (12 Weeks)	614,941	356,696	258,245	The scope of works included; mobilization/demobilization, substructure, concrete work, brick and block work, roofing, floor, carpentry, joinery and ironmongery, structural steel and plastering, glazing, painting, decoration and external works.	<p>Outstanding Works included the following: roofing, carpentry, joinery or ironmongery, plumbing installation, electrical installation, floor and wall finishing, glazing, painting and decoration and external works. Note; it's not clear on how the council will manage to complete the outstanding works valued at K293,325 against a balance of K288,612.</p> <p>Delay in Completion The contract had delayed by 16 months (66 Weeks)</p>

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
Sikongo	Construction of Maternity Wing at Sikushi Health Post	Edmas General Dealers	31.07.23 to 14.11.23 (12 Weeks)	568,666	312,197	256,469	The scope of works included; mobilization/demobilization, substructure, concrete work, brick and block work, roofing, floor, carpentry, joinery and ironmongery, structural steel and plastering, glazing, painting, decoration and external works.	Outstanding Works included the following: roofing carpentry, joinery or ironmongery, plumbing installation, electrical installation, floor and wall finishing, glazing, painting and decoration and external works. Note; it's not clear on how the council will manage to complete the outstanding works valued at K288,233 against a balance of K256,469. Delay in Completion The contract had delayed by 10 months (40 Weeks)
Sikongo	Construction of Two (2) VIP Toilets	Kulibanga Enterprise Limited	31.07.23 to 14.12.23 (16 Weeks)	149,220	76,519	72,701	The scope of works included; excavation and earth work, block work, roofing, floor,	One (1) VIP toilet is completed leaving outstanding Works for one

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
							carpentry, joinery and ironmongery, structural steel and plastering, glazing, painting and decoration labour and tools.	(1) toilet as follows: excavation and earth work, block work, roofing, floor, carpentry, joinery and ironmongery, structural steel and plastering, glazing, painting and decoration labour and tools. Delay in Completion The contract had delayed by 9 months (36 Weeks)
Sikongo	Construction of Two (2) VIP Toilets	Silumu Construction & General Dealers Limited	31.07.23 to 14.10.23 (8 Weeks)	136,921	76,519	60,402	The scope of works included; excavation and earth work, block work, roofing, floor, carpentry, joinery and ironmongery, structural steel and plastering, glazing, painting and decoration labour and tools.	One (1) VIP toilet is completed leaving outstanding Works for one (1) toilet as follows: excavation and earth work, block work, roofing, floor, carpentry, joinery and ironmongery, structural steel

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
								and plastering, glazing, painting and decoration labour and tools. Delay in Completion The contract had delayed by 9 months (36 Weeks)
Sikongo	Construction of 1 x 3 Classroom Block at Sambangula Community School	Rasaka Contractors	31.07.23 to 14.12.23 (16 Weeks)	726,230	181,557	544,672	The scope of works included; mobilization/demobilization, substructure, concrete work, brick and block work, roofing, floor, carpentry, joinery and ironmongery, structural steel and plastering, glazing, painting and decoration and external works.	Outstanding Works included the following: roofing, carpentry, joinery and iron mongery, structural steel, electrical installation, floor and wall finishing, glazing and painting and decorating works. Delay in Completion The contract had delayed by 10 months (40 Weeks)
	Construction of a Staff House at	Silumu Construction and General Dealers Limited	31.07.23 to 14.11.23	342,928	309,705	33,223	The scope of works included; mobilization/demobilizing, substructure, concrete work,	

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
	Nakunyuwa Community School						block work and brickwork, roofing, carpentry, joinery and ironmongery, metalwork, structural steel work, plumbing installation, floor and wall finishing, glazing, painting and decorating, and external works.	
Sikongo	Construction of Maternity Wing at Liundu Health Post	Brinoli Investments	31.07.23 to 14.12.23 (12 Weeks)	580,877	441,147	139,730	The scope of works included; mobilization/demobilization, substructure, concrete work, brick and block work, roofing, floor, carpentry, joinery and ironmongery, structural steel and plastering, glazing, painting and decoration and external works.	Outstanding Works include the following: painting and decorations and glazing Delay in Completion The contract had delayed by 9 months (36 Weeks)

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
Sikongo	Construction of 1 x 3 Classroom Block at Makia Primary School	- Masali Construction Company	31.07.23 to 14.12.23 (12 Weeks)	736,869	395,822	341,047	The scope of works included; mobilization/demobilization, substructure, concrete work, brick and block work, roofing, floor, carpentry, joinery and ironmongery, structural steel and plastering, glazing, painting and decoration and external works.	Outstanding Works include the following: roofing, carpentry, joinery and ironmongery, metalwork, structural steel work, plumbing installation, electrical installation, floor and wall finishing, glazing, painting and decorating, and external works. Delay in Completion The contract had delayed by 10 months (40 Weeks)
Sikongo	Construction of a Radio Station	Namatizo Investment Limited	31.07.23 to 14.12.23 (16 Weeks)	860,000	413,004	446,996	The scope of works generally included: Bill No. 1; Construction of the Building construction of substructure, concrete work, brickwork and block work, roofing, carpentry, joinery	Outstanding Works include the following: Bill No. 1 painting and decorations, carpentry, joinery and ironmongery, plumbing installations, glazing, external works.

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
							and iron mongery, metal work, plumbing installations, electrical installations, floor, wall and ceiling finishes, glazing, painting and decorating and external works. Bill No. 2; Supply and Installation of Radio Equipment The scope of works included the production studio, on air studio and transmission equipment. equipment	Bill No. 2 The equipment had not been delivered Delay in Completion The contract had delayed by 8 months (32 Weeks)
Sikongo	Construction of Maternity Wing at Lulang'unyi Clinic	Nzekima General Dealers	31.07.23 to 14.11.23 (12 Weeks)	557,056	241,150	315,906	The scope of works included; mobilization/demobilization, substructure, concrete work, brick and block work, roofing, floor, carpentry, joinery and ironmongery,	Outstanding Works include the following: carpentry, joinery and ironmongery, metalwork, structural steel work, plumbing installation,

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
							structural steel and plastering, glazing, painting and decoration and external works.	electrical installation, floor and wall finishing, glazing, painting and decorating, and external works. Delay in Completion The contract had delayed by 10 months (40 Weeks)

b. Procurement of 150 Single Desks – Napaul Investments Limited

On 29th November 2023, Sikongo Town Council engaged Napaul Investments Limited for the supply and delivery of 150 brand new single desks at a contract sum of K180,000 with a delivery period of ten (10) weeks to be delivered on 29th February 2024.

Clause 24.1 of the contract provided that Sikongo Town Council, as a procuring entity, to deduct liquidated damages from the contract sum a one percent (1%) penalties per week of all the delayed services or goods not delivered by the contractor.

On 26th December 2023, the supplier was paid an advance payment of K45,000. The supplier did not deliver the desks within the stipulated contract period and subsequently, on 15th August 2024, the Council terminated the contract. On 15th August 2024 the Council issued a claim to the supplier demanding the reimbursement of the K45,000 advance payment and liquidated damages in amounts totalling K18,000.

As at 30th September 2024, the supplier had neither reimbursed the advance payment amount nor settled the liquidated damages claim.

c. Management of Soft Loans

i. Failure to Collect Monthly Repayments and Penalties

Guideline (b) of the Constituency Development Fund Guidelines of 2022 states, (i) “The first payment shall be 60 days from the date of getting the loan; (ii) the subsequent instalments shall be paid at the end of the month; (iii) delayed payments shall not exceed 5 days after the end of the month; and (iv) payments made after 5 days shall attract a charge of 2% of the instalment amount.”

Contrary to the Guidelines, nine (9) soft loan beneficiaries did not pay the monthly loan instalments totalling K354,079 for eleven (11) months after the first payments were due. In addition, at 30th September 2024, the Council had not imposed the 2% compounded penalties, amounting to K36,667, for the delayed loan repayments.

ii. Diversion of Funds from Approved Business Plans – Soft Loans

Section 6 (d) (e) of the Constituency Development Fund Act No. 11 of 2018 stipulates that the function of the Constituency Development Fund Committee was among others, appraising project proposals from the wards and submit a list of projects to the local authority for onward transmission to the Minister.

However, a physical inspection carried out in August 2024 revealed that three (3) cooperatives and clubs paid a total of K371,000 had diverted the funds from the approved business plans without approval from CDFC.

iii. Registering of Assets procured from Soft Loans in personal/club’s names

Appendix F of 2022 Constituency Development Fund of Terms and Agreement for the Loans requires assets procured from Soft Loans to be registered in the name of the local authority and ownership to be vested in the name of the lender until the loan amount is fully paid.

Contrary to the Terms and Agreement for the Loans, twenty (20) applicants procured machinery/equipment for polishing rice, grinding maize and baking at a total cost of K2,936,201 using soft loans. However, the machinery/equipment were not recognized in the Asset Register for the Council as evidence that the assets were the property of the local authority prior to the settlement of the loan obligation.



One of the equipment bought using CDF Loans found in Lwambi Ward

d. Procurement of Goods and Services – Failure to Inscribe Assets

Regulation 52 (1) of the Public Financial Management (Public Stores) Regulations of 2022 states, “The Office Equipment Supervisor shall assign to each ministry, province and Government agency a range of Government serial numbers to be inscribed on office machinery by that ministry, province and Government agency and that serial number shall be quoted in all correspondence or documents relating to the office machinery.”

Contrary to the Regulation, eight (8) ICT equipment; a printer, four (4) laptops, a tripod stand and PA system costing K163,400 procured during the period under review were not inscribed with identification marks.

113 Sioma Town Council

a. Failure to Claim the Excess Payment on Advance Payment

During the period under review, the Council made advance payments in amounts totalling K954,196 to six (6) contractors whose contracts were subsequently terminated. However, at the time the contracts were terminated, the contractors had only completed works valued at K384,356. This resulted in a balance of K569,840 for works paid for but not executed.

As of 30th September 2024, the Council had not taken any action to recover these funds from the contractors. See table 1 below.

Table 1: Failure to Claim the Excess Payment on Advance Payment

No.	Project	Contractor	Scope of Work	Contract Period	Contract Sum K	Advance payment K	Value of Works Done K	Overpayment K
1	1*3CRB at Namaongola Primary School	Luhmart Solutions Limited	substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	28.02.2023 to 28 .05.2023	598,788	149,697	113,770	35,927
2	1*3CRB at Sinjembela Primary School	Moses Chobwa & General Suppliers	substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	26.05.2023 to 26. 08.2023	630,670	157,667	78,747	78,920
3	1*3CRB at Lwee Masiku Primary School	Orbit Machines and Electrical	substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	08.10.2023 to 08.01.2024	618,000	154,547	112,467	42,080
4	Rural Health Post at Ngombe	Lugent Investment Limited	substructure, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	26.05.2023 to 26. 08.2023	407,170	101,793	-	101,793
5	1*3CRB at Lisheko Primary School	Dumisan Engineering	substructure, concrete work, brick and block work, roofing, carpentry, joinery and ironmongery, metal work finishes and plastering, electrical installation, glazing, painting and decoration and external works.	21.11.2023 to 21.02.2023	800,000	200,000	-	200,000
6	Construction of 12 boreholes and installation of hand pumps	Srujala Tech Limited	Mobilization, borehole sittings, borehole drilling and casing, borehole development, supply and installation of hand pumps and civil works.	20.03.2023 to 20.04.2023	952,464	190,493	79,372	111,121
Total						954,196	384,356	569,840

b. Failure to claim against the Advance Bond


The Council engaged ten (10) contractors for the construction of various projects under CDF. In this regard, the Council paid advance payments to facilitate the execution of the projects against various Performance Bonds which were expiring not later than 31st December 2023. However, although the contractors did not execute the works in line with the provisions of the contracts which subsequently led to the termination of the contracts, the Council did not claim against the Performance Bonds on time. As a result the Performance Bonds expired which resulted in the Government losing amounts totalling K1,281,481 for which it is not possible to recover the funds in the absence of a valid performance bond. See table 2 below.



Table 2: Failure to claim against the Advance Bond

No.	Project	Contractor	Scope of Work	Contract Period	Contract Sum K	Advance payment K
1	1*3CRB at Namaongola Primary School	Luhmart Solutions Limited	substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	28.02.2023 to 28 .05.2023	598,788	149,697
2	1*3CRB at Sinjembela Primary School	Moses Chobwa & General Suppliers	substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	26.05.2023 to 26. 08.2023	630,670	157,667
3	1*3CRB at Lwee Masiku Primary School	Orbit Machines and Electrical	substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	08.10.2023 to 08.01.2024	618,000	154,547
4	Rural Health Post at Ngombe	Lugent Investment Limited	substructure, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	26.05.2023 to 26. 08.2023	407,170	101,793
5	1*3CRB at Lisheko Primary School	Dumisan Engineering	substructure, concrete work, brick and block work, roofing, carpentry, joinery and ironmongery, metal work finishes and plastering, electrical installation, glazing, painting and decoration and external works.	21.11.2023 to 21.02.2023	800,000	200,000
6	Construction of 12 boreholes and installation of hand pumps	Srujala Tech Limited	Mobilization, borehole sittings, borehole drilling and casing, borehole development, supply and installation of hand pumps and civil works.	20.03.2023 to 20.04.2023	952,464	190,493
7	Water Reticulation	Sikongo suppliers and contractors Limited	Borehole drilling and casing, development, supply and installation of submersible motor pumps, supply and installation of solar panels & accessories, supply and installation of borehole accessories, supply and installation of uPVC tank and tank stand and civil works	21.11.2023 to 21.02.2023	194,440	48,610
8	Water Reticulation	Lisika Construction		21.11.2023 to 21.02.2023	195,260	35,750
9	Water Reticulation	Mwaimu Business Venture		21.11.2023 to 21.02.2023	388,680	97,170
10	Water Reticulation	Kamu Creditors		21.11.2023 to 21.02.2023	583,000	145,755
Total						1,281,481

Table 3: 2022 Community Projects

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
Sioma	Construction of 1x3 CRB at Namaongola Primary School	Luhmart Solutions Limited	28.02.23 to 28.05.25 (3 months)	598,788	149,697	449,091	substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works	The following works remained outstanding; A physical verification carried out in October 2024, sixteen (16) months after the expected completion date revealed that the project had not been completed it had only been built up to substructure level.
Sioma	Construction of 1*3 CRB at Namanguzu Primary School	Linis Construction and General Dealers	8.10.23 to 8.01.24 (9 months)	550,000	256,316	293,684	substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	Outstanding Works include the following: A physical inspection carried out in October 2024, nine (9) months after the expected completion date, revealed that the superstructure had been completed and roofed while the following works were outstanding; carpentry and iron monger, plastering, painting, decorations and external works.

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
								The contractor was not site.
Sioma	Construction of a 1X3 CRB at Sinjembela Primary School	Moses Chobwa Contractors and General Suppliers	26/05/23 – 26/08/23	670,670	157,667	513,003	Scope of works included: substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	A physical verification carried out in October 2024, eleven (11) months after the expected completion date, revealed that the structure was at substructure level. See picture below. 
Sioma	Construction of 1X3 CRB Lwee Masiku Primary School	Orbit Machines and Electrical Services Ltd.	8.10.24 – 8.01.24	618,000	154,547	463,453	substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	A physical verification carried out in October 2024, eight (8) months after the expected completion date, revealed that the project had not been completed; it had only been built up to excavation level. See pictures below.

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
								
Sioma	Construction of a RHP at Ngombe	Luged Investments Limited	26.5.23 – 26.8.23	407,170	101,793	305,377	The Scope of works included: substructure, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	A physical verification carried out in October 2024, thirteen (13) months after the expected completion date, revealed that the contractor had only mounded blocks. See pictures below. 
Sioma	Construction of a staff house at Kabula	Sasez Investments Ltd.	24.5.23 – 24.8.23	269,661	158,621	111,040	The scope of works included: substructure, concrete works, brickwork and blockwork, roofing,	A physical verification carried out in October 2024, thirteen (13) months after the expected completion date, revealed that the

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
	Primary School						metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations, outdoor kitchen and external works.	structure had not been completed with the following works outstanding; flooring, internal and external plastering, iron mongery, painting, decorations and external works. The contractor was not on site at the time of verification.
Sioma	Completion of Rural Staff House at Liumbo	Lwemba Construction & General Suppliers Ltd	26.5.23 – 26.8.23	335,636	150,402	185,234	The scope of works included: substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations, outdoor kitchen and external works.	A physical verification carried out in October 2024, fourteen (14) months after the expected completion date, revealed that the structure was completed and roofed while the following works were still outstanding; flooring, internal and external plastering, iron mongery, painting, decorations and external works, outdoor kitchen and external works

District	Project	Contractor	Contract Period	Contract Sum K	Amount Paid K	Balance K	Scope of Works	Current Status
Sioma	Construction of a local Court	Orbit Machines & Electrical Services Ltd.	3.03.23 – 3.6.23	415,000	70,251	344,749	The scope of works included: substructure, concrete works, brickwork and blockwork, roofing, metal works, carpentry, joinery and ironmongery, floor wall and ceiling finishes, glazing, painting and decorations and external works.	A physical verification carried out in October 2024, sixteen (16) months after the expected completion date, revealed that the project had not been completed as the super structure had only been built to gable level
Sioma	Drilling of 12 boreholes and installation of hand pumps.	Srujala Tech Ltd	20.3.24 – 20.4.23	952,464	190,493	761,971	The scope of works included: Mobilization, borehole sittings, borehole drilling and casing, borehole development, supply and installation of hand pumps and civil works.	A physical verification carried out in October 2024, eighteen (18) months after the expected completion date, revealed that the contractor had only drilled two (2) boreholes.

c. Delayed Completion - Rehabilitation/Upgrading of Water Scheme at Dihehe Primary School

On 22nd November 2023, the Council engaged Let Love Lead Construction Limited for the construction of a solar powered water scheme at Dihehe Primary School at a sum of K143,000 with a completion period of three (3) months commencing on 21st November 2023 to 21st February 2024.

The scope of works included; mobilization, borehole sittings, borehole drilling and casing, borehole development, supply and installation of submersible motor pumps, rising main & fittings, supply and installation of solar panels & accessories, supply and installation of borehole accessories, supply and installation of uPVC tank and tank stand and civil works.

As of October 2024, amounts totalling K48,815 had been paid to the contractor leaving a balance of K94,185.

A physical verification carried out in October in 2024, revealed the following:

- The base and the tank stand were poorly done due to poor workmanship as a result tank and solar stand had collapsed within a month of it been installed.
- The project collapsed before it was handed over to the Council and no action had taken toward the contractor as of October 2024. See pictures below.



d. Payments for Solar Reticulation System – Incomplete Projects

In the period under review, the Council awarded contracts to four (4) Contractors to construct seven (7) water reticulation system at various sites in Sioma for the contract sum of K1,361,400 with a contract period of three (3) months.

On 2nd December 2023, four (4) contractors were paid an advance in amounts totalling K327,285 against an advance bond guarantee with an expiry date of May 2024.

A physical verification carried out in October 2024, six (6) months after the expected completion date, revealed that four (4) contractors did not perform any works at their respective project sites. See table 4 below.

Table 4: Incomplete Projects

No.	Site Name	Name of Contractor	Project Name	Contract Date	Contract period	Scope of works	Contract Amount (K)	Amount Paid (K)	Status
1	Nalweshi Rural Health Center	Sikongo suppliers and contractors Limited	Water reticulation	21.11.2023	3 months	Borehole drilling and casing, development, supply and	194,440	48,610	No construction took place
2	Nangweshi rural health center	Lisika Construction	Water reticulation	21.11.2023	3 months	installation of submersible motor pumps, supply and	195,260	35,750	No construction took place
3	Sezimu primary school and Kaanja rural Health Center	Mwaimu Business Venture	Water reticulation	21.11.2023	3 months	installation of solar panels & accessories, supply and installation of borehole accessories, supply and	388,680	97,170	No construction took place
4	Zanino, Sankandi and Silowana rural health center	Kamu Creditors	Water reticulation	21.11.2023	3 months	installation of uPVC tank and tank stand and civil works	583,020	145,755	No construction took place
Grand Total							1,361,400	327,285	

e. Management of Youth, Women and Community Empowerment

i. Failure to Provide Financial Records by Co-operatives

During the period under review, Sioma Town Council paid amounts totalling K1,780,000 to 146 co-operatives in respect of CDF grants for the purpose of starting up various business ventures.

As at 30th September 2024, out of the 146 cooperatives that were in receipt of the grant, eleven (11) co-operatives that received grants in amounts totalling K155,000 did not avail for audit records such as minutes, expenditure and sales records for the business ventures among others.

As a result, it was not possible to verify how the funds were utilized or assess the performance of the business activities.

ii. Disbursement of Grants to Unknown Residents

Guideline 5.2.4 (v) of the CDF Guidelines requires that applicants for empowerment grant must have been residents in the constituency for over six (6) months.

During the period under review, the Council disbursed amounts totalling K260,000 to fifteen (26) groups as grants for various activities.

A physical inspection of the beneficiary groups revealed that they were not known by the Ward Development Chairpersons as a result, it was difficult to ascertain whether the beneficiaries are residents of the constituency.

f. Management of Soft Loans - Irregular Deduction of Withholding Tax

Part 3 (5) (1) (a) of the Second Schedule to the Income Tax Act Chapter 323 of the Laws of Zambia stipulates that all income earned from the local authority is exempt from tax.

During the period under review, the Council held an interest earning account with Indo Zambia Bank, from which interest in amounts totalling K214,091 were generated. Contrary to the Act, the bank deducted withholding tax in amounts totalling K32,114 from the interest generated by the Council.

As at 30th September 2024, the tax withheld had not been refunded to the Council.

114 Acknowledgements

I would like to express my heartfelt gratitude to my dedicated staff, whose unwavering commitment and hard work throughout the audit process were pivotal in overcoming challenges and successfully producing this report. I also extend my sincere appreciation to the Minister and the Permanent Secretary of the Ministry of Local Government and Rural Development, as well as the Principal Officers and staff of the respective Local Authorities, for their valuable cooperation. Their support and collaboration were essential in ensuring the audits were conducted objectively, efficiently, and effectively.

115 Weaknesses in Internal Controls

Based on the findings, the following are the key internal control weaknesses that were identified:

a. **Budget Utilization and Fund Management - Unspent Funds**

The insufficient use of allocated funds reflects ineffective monitoring mechanisms and the absence of proactive measures for timely fund utilization or reallocation strategies, resulting in inefficient financial management.

b. **Implementation of Community Projects**

- i. **Delays or Non-Implementation:** The failure to implement approved projects indicates weak monitoring and accountability systems. Additionally, inadequate follow-up on carried-forward projects suggests poor oversight, leading to a backlog of uncompleted projects, which could worsen over time.
- ii. **Abandoned Community Projects after Contractor is Paid Advance Payment:** The underlying internal control weakness could be because of inadequate contract management by local authorities, lack of timely monitoring, insufficient or absent due diligence before contractor engagement, absence of safeguards like performance bonds or insurance policies, inadequate project progress reviews and reporting, and ineffective enforcement of penalties or remedies for defaulting contractors.

c. **Youth and Women Empowerment Grants**

- i. **Unapproved Project Changes:** Diverting funds to unapproved activities demonstrates weak governance and non-enforcement of compliance measures, undermining adherence to guidelines.
- ii. **Inadequate Documentation:** The absence of supporting expenditure documents raises concerns about transparency and potential fund misuse, pointing to either inadequate or non-existent accounting practices among grant recipients.

d. **Soft Loan Management - Loan Recovery Issues**

The failure to recover loans highlights weak loan recovery systems and ineffective enforcement of penalty provisions. This results in significant outstanding balances and non-compliance with repayment schedules, indicating poor credit control and a lack of deterrence for defaulters.

e. **Bursary Management**

- i. **Learners Not Reporting:** The disbursement of funds to students who did not report to learning institutions reflects inadequate verification processes prior to disbursement and weak monitoring mechanisms post-disbursement.
- ii. **Non-Compliance with Bursary Objectives:** Sponsoring students for non-skills courses undermines the purpose of the bursary program, indicating insufficient oversight before and after payments to learning institutions.

f. **Procurement and Asset Management**

- i. **Delayed Delivery of Desks:** Contractors' failure to meet delivery deadlines highlights poor contract management and ineffective follow-up by local authorities.
- ii. **Substandard Desk Supply:** Inadequate quality control and inspection processes led to the acceptance of defective desks, compromising value for money and diminishing the effectiveness of procurement efforts.

g. **General Governance Weaknesses**

- i. **Inadequate Enforcement of Guidelines:** Frequent non-compliance with CDF guidelines across multiple areas suggests weak enforcement mechanisms and a deficient internal control environment.

- ii. **Poor Record-Keeping and Reporting:** Missing or incomplete documentation impedes transparency, accountability, and proper auditing, increasing the risk of fraud and mismanagement.

These weaknesses underscore the urgent need for stronger internal controls, enhanced monitoring, stricter enforcement of compliance measures, and capacity-building initiatives for staff involved in the management and oversight of Constituency Development Funds (CDF) and related projects.

116 Conclusion

The report highlights several weaknesses in the management of the Constituency Development Fund. Addressing these issues is crucial to ensuring the fund effectively achieves its objective of delivering essential social and economic services to the Zambian people.

117 Recommendations

In order to guarantee the effective, economical and efficient management, disbursement and utilisation of the Constituency Development Funds and to enhance accountability and transparency within the framework of the Constituency Development Fund Act No. 11 of 2018 and its accompanying guidelines, the following recommendations are hereby made:

a. Budget Utilization and Fund Management

- i. **Strengthen Monitoring Mechanisms:** Implement periodic budget utilization reviews and establish key performance indicators (KPIs) to track fund usage in real-time.
- ii. **Capacity Building:** Train relevant staff on financial management and fund utilization to enhance efficiency and accountability.

b. Implementation of Community Projects

- i. **Enhance Project Monitoring:** Establish a robust project tracking system with regular status updates and progress reports to identify delays early.
- ii. **Strengthen Accountability Measures:** Implement a performance-based accountability framework for project managers to ensure timely execution of projects.
- iii. **Clear Follow-Up Procedures:** Develop a formalized follow-up mechanism for carried-forward projects to prevent backlogs and ensure timely completion.
- iv. **Measures Against Contractors Who Abandon Projects After Receiving Advance Payments:** Contractors who were awarded contracts and received advance payments but failed to complete the projects should be subjected to blacklisting to prevent future engagements with public entities. Additionally, legal action should be pursued where possible, holding them accountable for breach of contract and recovering public funds. This approach ensures

deterrence, promotes accountability, and safeguards public resources by setting a clear precedent that non-compliance will result in both professional and legal consequences.

- v. **Contractor Selection:** The contractor selection process should be designed to ensure that contracts are awarded exclusively to contractors with a proven track record of reliability, financial stability and technical competence. This can be achieved by implementing stringent prequalification criteria, including thorough background checks, verification of past performance, financial audits and certification of technical capacity. Additionally, maintaining an updated database of contractors' performance history and ensuring regular evaluations will assist to identify and prioritize contractors in good standing, thereby reducing the risk of project delays, abandonment and financial losses.

c. Youth and Women Empowerment Grants

- i. **Prevent Unauthorized Fund Diversion:** Enforce strict adherence to approved project scopes by conducting regular audits.
- ii. **Improve Documentation Requirements:** Mandate grant recipients to maintain detailed records of expenditures and conduct periodic reviews to ensure compliance.
- iii. **Training and Awareness:** Provide training to grant recipients on proper financial documentation and the importance of compliance with guidelines prior to the disbursement of funds.

d. Soft Loan Management

- i. **Strengthen Loan Recovery Processes:** Establish a dedicated loan recovery function to monitor and enforce repayment of soft loans.
- ii. **Enforce Penalty Provisions:** Apply penalties for delayed repayments as per guidelines and implement automated reminders for loan recipients.
- iii. **Improve Credit Control Measures:** Conduct risk assessments before loan disbursement and introduce creditworthiness evaluations to reduce defaults.

e. Bursary Management

- i. **Pre-Disbursement Verification:** Introduce a verification process to confirm students' enrollment and willingness to attend institutions before releasing funds.
- ii. **Post-Disbursement Monitoring:** Establish follow-up mechanisms to track students' attendance and performance at supported institutions.
- iii. **Ensure Alignment with Objectives:** Regularly review bursary applications to ensure alignment with program objectives, particularly in supporting skills development.

f. Procurement and Asset Management

- i. **Strengthen Contract Management:** Ensure that contracts are executed in accordance with the specified timelines and milestones outlined in the procurement contracts, with penalties imposed for any instances of non-compliance.
- ii. **Conduct Quality Inspections:** Implement stringent quality control checks at different stages of the procurement process to ensure products meet specified standards before acceptance.
- iii. **Regular Supplier Audits:** Perform periodic audits on suppliers to assess performance and compliance with contract terms.

g. General Governance Weaknesses

- i. **Enforce Compliance with Guidelines:** Regularly train staff and stakeholders on the CDF guidelines and conduct routine compliance audits to ensure adherence.
- ii. **Improve Record-Keeping Systems:** Digitize records and implement centralized documentation systems to enhance transparency, accountability, and ease of auditing.
- iii. **Strengthen Internal Controls:** Conduct periodic internal audits to identify and address control gaps, and establish a culture of continuous improvement in governance practices.

These recommendations aim to enhance the overall efficiency, transparency, and accountability in the management of Constituency Development Funds (CDF) and related projects, reducing the risk of financial mismanagement and ensuring optimal service delivery.

Appendices

Appendix 1 Budget, Funding and Expenditure

No.	Councils	Constituency	Budget K	Funding K	Retained Funds K	Disbursed Amount	Expenditure K
1	Chadiza Town Council	Chadiza	28,313,902	27,261,470	1,052,432	26,209,038	25,779,146
2	Chama Town Council	Chama North	28,313,902	27,261,470	1,052,432	26,209,038	24,768,244
		Chama South	28,313,902	27,261,470	1,052,432	26,209,038	21,991,149
3	Chasefu Town Council	Chasefu	28,313,902	27,261,470	1,052,432	26,209,038	21,868,151
4	Chavuma Town Council	Chavuma	28,313,902	21,400,000	6,913,902	14,486,098	23,943,510
5	Chembe Town Council	Chembe	28,313,902	27,261,470	1,052,432	26,209,038	20,404,656
6	Chibombo Town Council	Katuba	28,313,902	27,261,470	1,052,432	26,209,038	22,337,721
		Keembe	28,313,902	27,261,470	1,052,432	26,209,038	24,313,246
7	Chiengwe Town Council	Chiengwe	28,364,062	27,261,470	1,102,592	26,158,878	21,621,004
8	Chifunabuli Town Council	Chifunabuli	28,313,902	27,261,470	1,052,432	26,209,038	15,281,367
9	Chikankata Town Council	Chikankata	28,300,000	27,261,470	1,038,530	26,222,940	18,976,954
10	Chililabombwe Municipal Council	Chililabombwe	28,313,902	28,198,221	115,681	28,082,540	24,739,134
11	Chilubi Town Council	Chilubi	28,300,000	28,198,221	101,779	28,096,442	20,272,363
12	Chingola Municipal Council	Nchanga	28,313,902	28,198,221	115,681	28,082,540	26,208,275
		Chingola	28,313,902	28,198,221	115,681	28,082,540	30,787,838
13	Chilanga Town Council	Chilanga	28,313,902	22,600,000	5,713,902	16,886,098	27,483,997
14	Chinsali Municipal Council	Chinsali	28,300,000	27,261,470	1,038,530	26,222,940	20,255,714

15	Chipangali Town Council	Chipangali	28,313,902	28,198,221	115,681	28,082,540	30,774,533
16	Chipata City Council	Chipata Central	28,313,902	27,261,470	1,052,432	26,209,038	19,084,440
		Luangeni	28,313,902	27,261,470	1,052,432	26,209,038	21,467,660
17	Chipili Town Council	Chipili	28,313,902	27,261,470	1,052,432	26,209,038	27,848,027
18	Chirundu Town Council	Chirundu	28,313,902	27,261,470	1,052,432	26,209,038	40,507,957
19	Chisamba Town Council	Chisamba	28,313,902	27,261,470	1,052,432	26,209,038	28,476,450
20	Chitambo Town Council	Chitambo	28,313,902	27,261,470	1,052,432	26,209,038	22,151,665
21	Choma Municipal Council	Choma Central	28,300,000	27,261,470	1,038,530	26,222,940	23,390,290
		Mbabala	28,300,000	27,261,470	1,038,530	26,222,940	21,322,003
22	Chongwe Municipal Council	Chongwe	28,300,000	28,198,221	101,779	28,096,442	32,906,134
23	Gwembe Town Council	Gwembe	28,300,000	27,261,470	1,038,530	26,222,940	30,164,372
24	Ikelenge Town Council	Ikelenge	28,313,902	28,198,221	115,681	28,082,540	32,227,173
25	Isoka Town Council	Isoka	28,300,000	27,311,339	988,661	26,322,678	28,688,456
26	Itezhi Tezhi Town Council	Itezhi - Tezhi	28,300,000	27,261,470	1,038,530	26,222,940	26,191,100
27	Kabompo Town Council	Kabompo	28,313,902	28,198,221	115,681	28,082,540	24,504,837
28	Kabwe Municipal Council	Kabwe Central	28,313,902	28,198,218	115,684	28,082,534	30,543,271
		Bwacha	28,313,902	28,198,218	115,684	28,082,534	34,013,296
29	Kafue Town Council	Kafue	28,313,902	28,198,221	115,681	28,082,540	27,119,684
30	Kalabo Town Council	Kalabo Central	28,313,902	27,261,470	1,052,432	26,209,038	24,640,029
		Liuwa	28,313,902	27,261,470	1,052,432	26,209,038	18,479,103
31	Kalomo Town Council	Kalomo Central	28,300,000	27,261,470	1,038,530	26,222,940	25,996,161
		Dudumwezi	28,300,000	27,261,470	1,038,530	26,222,940	22,718,916

32	Kalulushi Municipal Council	Kalulushi	28,313,902	28,198,218	115,684	28,082,534	26,013,726
33	Kalumbila Town Council	Solwezi West	28,313,092	28,198,221	114,871	28,083,350	33,948,133
34	Kanchibiya Town Council	Kanchibiya	28,300,000	27,261,470	1,038,530	26,222,940	30,815,180
35	Kaoma Town Council	Kaoma Central	28,313,902	27,261,470	1,052,432	26,209,038	21,714,449
		Mangango	28,313,902	27,261,470	1,052,432	26,209,038	17,869,631
36	Kapiri Mposhi Town Council	Kapiri Mposhi	28,313,902	27,261,470	1,052,432	26,209,038	19,757,335
37	Kaputa Town Council	Kaputa	28,300,000	28,198,221	101,779	28,096,442	20,185,624
38	Kasama Municipal Council	Kasama Central	28,309,985	28,198,221	111,764	28,086,457	26,516,730
		Lukashya	28,309,985	28,198,221	111,764	28,086,457	23,409,059
39	Kasempa Town Council	Kasempa	28,313,902	25,279,671	3,034,231	22,245,440	30,868,752
40	Kasenengwa Town Council	Kasenengwa	28,300,000	27,261,470	1,038,530	26,222,940	31,403,088
41	Katete Town Council	Mkaika	28,313,902	27,261,470	1,052,432	26,209,038	22,815,754
		Milanzi	28,313,902	27,261,470	1,052,432	26,209,038	27,188,480
42	Kawambwa Town Council	Kawambwa Central	28,313,902	28,198,221	115,681	28,082,540	26,567,109
		Pambashe	28,313,902	27,261,470	1,052,432	26,209,038	22,979,271
43	Kazungula Town Council	Katombola	28,313,902	27,261,470	1,052,432	26,209,038	20,891,942
44	Kitwe City Council	Nkana	28,313,902	28,198,218	115,684	28,082,534	24,095,525
		Kwacha	28,313,902	28,198,218	115,684	28,082,534	22,583,430
		Chimwemwe	28,313,902	28,198,218	115,684	28,082,534	29,110,834
		Kamfinsa	28,313,902	28,198,218	115,684	28,082,534	23,484,301
		Wusakile	28,313,902	28,198,218	115,684	28,082,534	27,491,150
45	Lavushimanda Town Council	Mfuwe	28,300,000	27,261,470	1,038,530	26,222,940	30,687,923
46	Limulunga Town Council	Luena	28,313,902	27,473,155	840,747	26,632,408	21,671,913

47	Livingstone City Council	Livingstone Central	28,313,902	28,198,221	115,681	28,082,540	25,063,425
48	Luampa Town Council	Luampa	28,313,902	27,473,155	840,747	26,632,408	31,498,327
49	Luangwa Town Council	Feira	28,313,902	28,198,221	115,681	28,082,540	34,396,365
50	Luano Town Council	Mkushi South	28,313,902	27,261,470	1,052,432	26,209,038	22,523,297
51	Luanshya Municipal Council	Luanshya	28,313,902	28,198,218	115,684	28,082,534	47,926,502
		Roan	28,313,902	28,198,218	115,684	28,082,534	50,315,931
52	Lufwanyama Town Council	Lufwanyama	28,300,000	27,261,470	1,038,530	26,222,940	36,946,901
53	Lukulu Town Council	Lukulu East	28,313,902	28,198,220	115,682	28,082,538	26,758,924
54	Lumezi Town Council	Lumezi	28,313,902	27,261,469	1,052,433	26,209,036	36,171,422
55	Lundazi Town Council	Lundazi	28,313,902	27,261,470	1,052,432	26,209,038	31,229,427
56	Lunga Town Council	Lunga	28,313,902	27,261,470	1,052,432	26,209,038	16,676,833
57	Lunte Town Council	Lunte	28,300,000	21,400,000	6,900,000	14,500,000	21,680,656
58	Lupososhi Town Council	Lupososhi	28,300,000	21,400,000	6,900,000	14,500,000	22,521,571
59	Lusaka City Council	Kabwata	28,300,000	28,198,221	101,779	28,096,442	18,991,643
		Chawama	28,300,000	28,198,221	101,779	28,096,442	11,473,353
		Kanyama	28,300,000	28,198,221	101,779	28,096,442	23,279,769
		Matero	28,300,000	28,198,221	101,779	28,096,442	14,785,504
		Mandevu	28,300,000	28,198,221	101,779	28,096,442	16,941,326
		Munali	28,300,000	28,198,221	101,779	28,096,442	17,821,329
		Lusaka Central	28,300,000	28,198,221	101,779	28,096,442	12,664,171
60	Lusangazi Town Council	Msanzala	28,313,902	27,261,470	1,052,432	26,209,038	17,535,335
61	Luwingu Town Council	Lubansenshi	28,300,000	21,400,000	6,900,000	14,500,000	23,558,659

62	Mafinga Town Council	Mafinga	28,300,000	27,261,470	1,038,530	26,222,940	22,881,492
63	Mambwe Town Council	Malambo	28,313,902	27,261,470	1,052,432	26,209,038	27,296,292
64	Mansa Municipal Council	Mansa Central	28,313,902	27,261,469	1,052,433	26,209,036	21,873,021
		Bahati	28,313,902	27,261,469	1,052,433	26,209,036	18,379,583
65	Manyinga Town Council	Manyinga	28,313,902	27,473,156	840,746	26,632,410	20,786,215
66	Masaiti Town Council	Kafulafuta	28,313,902	28,198,221	115,681	28,082,540	19,120,538
		Masaiti	28,313,902	27,261,470	1,052,432	26,209,038	23,385,022
67	Mazabuka Municipal Council	Mazabuka Central	28,300,000	27,261,470	1,038,530	26,222,940	26,838,132
		Magoye	28,300,000	27,261,470	1,038,530	26,222,940	25,094,481
68	Mbala Municipal Council	Mbala Central	28,300,000	28,198,221	101,779	28,096,442	25,973,999
69	Milenge Town Council	Milenge	28,313,902	27,261,470	1,052,432	26,209,038	26,976,633
70	Mitete Town Council	Mitete	28,313,902	28,198,221	115,681	28,082,540	29,955,665
71	Mkushi Town Council	Mkushi North	28,313,902	27,261,470	1,052,432	26,209,038	15,618,901
72	Mongu Municipal Council	Mongu Central	28,313,902	27,261,470	1,052,432	26,209,038	27,064,069
		Nalikwanda	28,313,902	28,198,221	115,681	28,082,540	29,492,187
73	Monze Town Council	Monze Central	28,300,000	27,261,470	1,038,530	26,222,940	32,137,271
		Bwengwa	28,300,000	27,261,470	1,038,530	26,222,940	27,898,987
		Moomba	28,300,000	27,261,470	1,038,530	26,222,940	23,736,108
74	Mpika Town Council	Mpika Central	28,300,000	27,261,470	1,038,530	26,222,940	36,355,741
75	Mpongwe Town Council	Mpongwe Central	28,313,902	27,261,470	1,052,432	26,209,038	27,310,629
76	Mporokoso Town Council	Mporokoso	28,300,000	28,198,221	101,779	28,096,442	25,442,086
77	Mpulungu Town Council	Mpulungu	28,300,000	28,198,221	101,779	28,096,442	27,361,017
	Mufulira Municipal Council	Mufulira	28,313,902	28,198,221	115,681	28,082,540	29,362,391

78		Kantanshi	28,313,902	28,198,221	115,681	28,082,540	26,179,307
		Kankoyo	28,313,902	28,198,221	115,681	28,082,540	29,431,467
79	Mufumbwe Town Council	Mufumbwe	28,332,908	28,198,221	134,687	28,063,534	31,837,250
80	Mulobezi Town Council	Mulobezi	28,300,000	28,198,221	101,779	28,096,442	34,832,728
81	Mumbwa Town Council	Mumbwa Central	28,313,902	27,261,470	1,052,432	26,209,038	32,431,332
		Nangoma	28,313,902	27,261,470	1,052,432	26,209,038	28,032,345
82	Mungwi Town Council	Malole	28,313,902	21,400,000	6,913,902	14,486,098	18,751,997
83	Mushindamo Town Council	Solwezi East	28,313,902	28,198,221	115,681	28,082,540	35,123,376
84	Mwandi Town Council	Mwandi	28,300,000	27,261,470	1,038,530	26,222,940	23,102,560
85	Mwansabombwe Town Council	Mwansabombwe	28,313,902	27,261,470	1,052,432	26,209,038	30,846,556
86	Mwense Town Council	Mwense	28,313,951	27,261,470	1,052,481	26,208,989	27,105,683
		Mambilima	28,313,951	27,261,470	1,052,481	26,208,989	21,819,896
87	Mwinilunga Town Council	Mwinilunga	28,300,000	27,473,154	826,846	26,646,308	18,506,995
88	Nakonde Town Council	Nakonde	28,300,000	27,261,470	1,038,530	26,222,940	23,659,028
89	Nalolo Town Council	Nalolo	28,313,902	27,261,470	1,052,432	26,209,038	29,713,206
90	Namwala Town Council	Namwala	28,300,000	27,261,470	1,038,530	26,222,940	26,317,522
91	Nchelenge Town Council	Nchelenge	28,364,062	27,261,470	1,102,592	26,158,878	31,617,369
92	Ndola City Council	Ndola Central	28,313,902	28,198,221	115,681	28,082,540	24,701,318
		Kabushi	28,313,902	28,198,221	115,681	28,082,540	21,756,173
		Bwana Mukubwa	28,313,902	28,198,221	115,681	28,082,540	22,690,089
		Chifubu	28,313,902	28,198,221	115,681	28,082,540	22,646,618
93	Ngabwe Town Council	Lufubu	28,313,902	27,261,470	1,052,432	26,209,038	24,842,705

94	Nkeyema Town Council	Nkeyema	28,313,902	27,473,155	840,747	26,632,408	25,329,890
95	Nsama Town Council	Chimbamilonga	28,300,000	28,198,221	101,779	28,096,442	19,313,753
96	Nyimba Town Council	Nyimba	28,313,902	27,261,470	1,052,432	26,209,038	25,496,241
97	Pemba Town Council	Pemba	28,300,000	27,261,470	1,038,530	26,222,940	36,061,017
98	Petauke Town Council	Petauke Central	28,313,902	27,261,470	1,052,432	26,209,038	25,680,527
		Kaumbwe	28,313,902	27,261,470	1,052,432	26,209,038	23,379,183
99	Rufunsa Town Council	Rufunsa	28,313,902	21,883,604	6,430,298	15,453,306	37,601,760
100	Samfya Town Council	Bangweulu	28,300,000	27,261,470	1,038,530	26,222,940	18,929,968
101	Senanga Town Council	Senanga	28,313,902	27,261,470	1,052,432	26,209,038	19,112,800
102	Senga Hill Town Council	Senga Hill	28,300,000	28,198,221	101,779	28,096,442	18,646,058
103	Serenje Town Council	Serenje Central	28,313,902	27,261,470	1,052,432	26,209,038	19,351,687
		Muchinga	28,313,902	27,261,470	1,052,432	26,209,038	17,513,199
104	Sesheke Town Council	Sesheke	28,313,902	27,473,155	840,747	26,632,408	21,250,833
105	Shangombo Town Council	Shangombo	28,313,902	28,198,221	115,681	28,082,540	34,862,658
106	Shibuyunji Town Council	Mwembezhi	28,313,902	27,261,470	1,052,432	26,209,038	24,079,657
107	Shiwang'andu Town Council	Shiwang'andu	28,300,000	27,261,470	1,038,530	26,222,940	21,727,276
108	Siavonga Town Council	Siavonga	28,300,000	27,261,470	1,038,530	26,222,940	34,615,813
109	Sinda Town Council	Kopche	28,313,902	28,198,221	115,681	28,082,540	24,517,636
		Sinda	28,313,902	28,198,221	115,681	28,082,540	24,517,636
110	Sinazongwe Town Council	Sinazongwe	28,300,000	27,261,470	1,038,530	26,222,940	25,885,002

111	Sikongo Town Council	Sikongo	28,313,902	27,261,470	1,052,432	26,209,038	31,432,374
112	Sioma Town Council	Sioma	28,300,000	28,198,221	101,779	28,096,442	16,108,271
113	Solwezi Municipal Council	Solwezi	28,332,302	28,198,221	134,081	28,064,140	20,990,693
114	Vubwi Town Council	Vubwi	28,313,902	27,261,470	1,052,432	26,209,038	39,628,266
115	Zambezi Town Council	Zambezi East	28,000,000	28,198,221	- 198,221	28,396,442	27,441,686
		Zambezi West	28,000,000	28,198,221	- 198,221	28,396,442	26,490,450
116	Zimba Town Council	Mapatizya	28,300,000	27,261,470	1,038,530	26,222,940	24,159,105
	Total		4,415,774,988	4,268,049,089	147,725,899	4,120,323,190	3,987,487,454

Appendix 1.1 Retained for Chief's Palaces

No.	Councils	Constituency	Amount K
1	Chadiza Town Council	Chadiza	936,751.00
2	Chama Town Council	Chama North	936,751.00
		Chama - south	936,751.00
3	Chasefu Town Council	Chasefu constituences	936,751.00
5	Chembe Town Council	Chembe	936,751.00
6	Chibombo Town Council	Katuba	936,751.00
		Keembe	936,751.00
7	Chienge Town Council	Chienge	986,911.00
8	Chifunabuli Town Council	Chifunabuli	936,751.00
9	Chikankata Town Council	Chikankata	922,849.00
14	Chinsali Municipal Council	Chinsali	922,849.00
16	Chipata City Council	Chipata Central	936,751.00
		Luangeni Constituency	936,751.00
17	Chipili Town Council	Chipili	936,751.00
18	Chirundu Town Council	Chirundu	936,751.00
19	Chisamba Town Council	Chisamba	936,751.00
20	Chitambo Town Council	Chitambo	936,751.00
21	Choma Municipal Council	Choma central	922,849.00
		Mbabala	922,849.00
23	Gwembe Town Council	Gwembe	922,849.00
25	Isoka Town Council	Isoka	988,661.00
26	Itezhi Tezhi Town Council	itezhi - tezhi constituency	922,849.00

30	Kalabo Town Council	Kalabo central	936,751.00
		Liuwa	936,751.00
31	Kalomo Town Council	Kalomo central	922,849.00
		Dudumwezi	922,849.00
34	Kanchibiya Town Council	Kanchibiya	922,849.00
35	Kaoma Town Council	Kaoma Central	936,751.00
		Mangango constituency	936,751.00
36	Kapiri Mposhi Town Council	Kapiri Mposhi constituency	936,751.00
40	Kasenengwa Town Council	Kasenengwa	922,849.00
41	Katete Town Council	mkaika	936,751.00
		Milanzi	936,751.00
	Kawambwa Town Council	pambashe	936,751.00
43	Kazungula Town Council	Katombola	936,751.00
45	Lavushimanda Town Council	mfuwe	922,849.00
46	Limulunga Town Council	Luena	840,747.00
48	Luampa Town Council	Luampa	840,747.00
50	Luano Town Council	Mkushi South	936,751.00
52	Lufwanyama Town Council	Lufwanyama	922,849.00
54	Lumezi Town Council	Lumezi	936,751.00
55	Lundazi Town Council	Lundazi	936,751.00
56	Lunga Town Council	Lunga	936,751.00
60	Lusangazi Town Council	msanzala	936,751.00
62	Mafinga Town Council	mafinga	922,849.00
63	Mambwe Town Council	Malambo	936,751.00
64	Mansa Municipal Council	mansa central	936,751.00
		Bahati	936,751.00

65	Manyinga Town Council	manyinga	840,746.00
	Masaiti Town Council	masaiti	936,751.00
67	Mazabuka Municipal Council	mazabuka central	922,849.00
		magoye	922,849.00
69	Milenge Town Council	milenge	936,751.00
71	Mkushi Town Council	mkushi north	936,751.00
72	Mongu Municipal Council	Mongu central	936,751.00
73	Monze Town Council	monze central	922,849.00
		Bwengwa	922,849.00
		moomba	922,849.00
74	Mpika Town Council	mpika central	922,849.00
75	Mpongwe Town Council	mpongwe central	936,751.00
81	Mumbwa Town Council	Mumbwa Central	936,751.00
		Nangoma	936,751.00
84	Mwandi Town Council	Mwandi	922,849.00
85	Mwansabombwe Town Council	Mwansabombwe	936,751.00
86	Mwense Town Council	Mwense	936,800.00
		Mambilima	936,800.00
87	Mwinilunga Town Council	Mwinilunga	826,846.00
88	Nakonde Town Council	Nakonde	922,849.00
89	Nalolo Town Council	Nalolo	936,751.00
90	Namwala Town Council	Namwala	922,849.00
91	Nchelenge Town Council	Nchelenge	986,911.00
93	Ngabwe Town Council	Lufubu	936,751.00
94	Nkeyema Town Council	Nkeyema	840,747.00
96	Nyimba Town Council	Nyimba	936,751.00
97	Pemba Town Council	Pemba	922,849.00

98	Petauke Town Council	Petauke Central	936,751.00
		Kaumbwe	936,751.00
100	Samfya Town Council	Bangweulu	922,849.00
101	Senanga Town Council	Senanga	936,751.00
103	Serenje Town Council	Serenje Central	936,751.00
		Muchinga	936,751.00
104	Sesheke Town Council	Sesheke	840,747.00
106	Shibuyunji Town Council	Mwembezhi	936,751.00
107	Shiwang'andu Town Council	Shiwang'andu	922,849.00
108	Siavonga Town Council	Siavonga	922,849.00
110	Sinazongwe Town Council	Sinazongwe	922,849.00
111	Sikongo Town Council	Sikongo	936,751.00
114	Vubwi Town Council	Vubwi	936,751.00
116	Zimba Town Council	Mapatizya	922,849.00
	Total		82,543,985.00

Appendix: 2. Total Unspent Funds

Province	District	Constituency	Balance b/f K	Funding Received K	Accrued Interest and Revolving K	Total Funds Available K	Expenditure K	Balance as at 31/12/2023 K	Unspent %
Central	Chibombo	Katuba	17,528,692	26,454,524	237,106	44,220,322	22,337,721	21,882,601	49%
Central	Chibombo	Keembe	21,343,811	26,464,523	114,938	47,923,272	24,313,246	23,610,026	49%
Central	Chisamba	Chisamba	21,937,031	30,922,018	317,652	53,176,701	28,476,450	24,700,251	46%
Central	Chitambo	Chitambo	23,178,398	30,607,177	422,802	54,208,377	22,151,665	32,056,712	59%
Central	Kabwe	Kabwe Central	19,915,505	31,269,275	301,303	51,486,083	30,543,271	20,942,812	41%
Central	Kabwe	Bwacha	20,903,144	31,221,038	246,043	52,370,226	34,013,296	18,356,930	35%
Central	Kapiri-Mposhi	Kapiri-Mposhi	21,347,065	26,454,525	212,276	48,013,866	19,757,335	28,256,531	59%
Central	Luano	Mkushi South	21,406,205	26,454,524	225,571	48,086,300	22,523,297	25,563,003	53%
Central	Mkushi	Mkushi North	22,107,888	26,454,524	334,648	48,897,060	15,618,901	33,278,159	68%
Central	Serenje	Serenje Central	24,157,107	30,007,912	1,326,093	55,491,112	19,351,687	36,139,425	65%
Central	Serenje	Muchinga	23,457,418	31,091,196	46,914	54,595,528	17,513,199	37,082,329	68%
Central	Mumbwa	Mumbwa Central	19,294,923	26,454,524	407,496	46,156,943	32,431,332	13,725,611	30%
Central	Mumbwa	Nangoma	20,666,596	26,454,524	656,291	47,777,411	28,032,345	19,745,066	41%
Central	Ngabwe	Lufubu	21,879,940	26,454,524	250,110	48,584,574	24,842,705	23,741,869	49%

Central	Shibuyunji	Mwembezi	19,210,798	29,876,997	378,589	49,466,384	24,079,657	25,386,727	51%
Copperbelt	Chililabombwe	Chililabombwe	17,069,784	27,412,572	96,808	44,579,164	24,739,134	19,840,030	45%
Copperbelt	Chingola	Nchanga	19,389,116	38,150,558	12,046	57,551,720	26,208,275	31,343,445	54%
Copperbelt	Chingola	Chingola	17,360,526	22,011,634	14,171	39,386,331	30,787,838	8,598,493	22%
Copperbelt	Kalulushi	Kalulushi	21,057,121	27,973,623	12,684	49,043,428	26,013,726	23,029,702	47%
Copperbelt	Kitwe	Nkana	18,846,085	48,909,839	128,774	67,884,698	24,095,525	43,789,173	65%
Copperbelt	Kitwe	Kwacha	21,867,608	22,011,634	165,379	44,044,621	22,583,430	21,461,191	49%
Copperbelt	Kitwe	Chimwemwe	21,369,733	22,011,634	34,567	43,415,934	29,110,834	14,305,100	33%
Copperbelt	Kitwe	Kamfinsa	17,720,892	22,011,634	94,021	39,826,547	23,484,301	16,342,246	41%
Copperbelt	Kitwe	Wusakile	19,657,152	22,011,634	65,166	41,733,952	27,491,150	14,242,802	34%
Copperbelt	Luanshya	Luanshya Central	18,998,203	32,770,916	730,078	52,499,197	47,926,502	4,572,695	9%
Copperbelt	Luanshya	Roan	21,336,736	22,011,633	780,974	44,129,343	50,315,931	-6,186,588	-14%
Copperbelt	Lufwanyama	Lufwanyama	17,263,909	26,454,524	21,500	43,739,933	36,946,901	6,793,032	16%
Copperbelt	Masaiti	Kafulafuta	17,311,472	32,770,916	460,225	50,542,613	19,120,538	31,422,075	62%
Copperbelt	Masaiti	Masaiti	24,197,945	21,074,883	509,119	45,781,947	23,385,022	22,396,925	49%
Copperbelt	Mpongwe	Mpongwe	20,882,057	26,454,524	454,906	47,791,487	27,310,629	20,480,858	43%
Copperbelt	Mufulira	Mufulira	19,475,227	27,378,087	325,688	47,179,002	29,362,391	17,816,611	38%

Copperbelt	Mufulira	Kantanshi	20,711,450	27,378,087	392,061	48,481,598	26,179,307	22,302,291	46%
Copperbelt	Mufulira	Kankoyo	20,424,169	27,378,087	402,901	48,205,157	29,431,467	18,773,690	39%
Copperbelt	Ndola	Ndola Central	23,670,508	27,391,275	38,562	51,100,345	24,701,318	26,399,027	52%
Copperbelt	Ndola	Kabushi	23,382,789	27,373,275	7,526	50,763,590	21,756,173	29,007,417	57%
Copperbelt	Ndola	Bwana Mkubwa	23,621,482	27,391,275	54,604	51,067,361	22,690,089	28,377,272	56%
Copperbelt	Ndola	Chifubu	19,161,108	27,373,275	46,246	46,580,629	22,646,618	23,934,011	51%
Eastern	Chadiza	Chadiza	22,796,269	26,454,524	788,077	50,038,870	25,779,146	24,259,724	48%
Eastern	Chama	Chama North	13,427,223	26,484,519	396,712	40,308,454	24,768,244	15,540,210	39%
Eastern	Chama	Chama South	9,586,196	26,484,519	165,329	36,236,044	21,991,149	14,244,895	39%
Eastern	Chasefu	Chasefu	17,398,701	25,966,551	467,749	43,833,001	21,868,151	21,964,850	50%
Eastern	Chipangali	Chipangali	14,755,669	27,394,572	485,794	42,636,035	30,774,533	11,861,502	28%
Eastern	Chipata	Chipata Central	20,630,380	26,591,572	639,276	47,861,229	19,084,440	28,776,789	60%
Eastern	Chipata	Luangeni	22,367,842	26,769,555	698,481	49,835,878	21,467,660	28,368,218	57%
Eastern	Kasenengwa	Kasenengwa	19,879,855	26,684,480	242,063	46,806,398	31,403,088	15,403,310	33%
Eastern	Katete	Milanzi	20,064,016	27,229,991	115,469	47,409,476	22,815,754	24,593,722	52%
Eastern	Katete	Mkaika	19,421,257	25,555,009	203,366	45,179,632	27,188,480	17,991,152	40%
Eastern	Lumezi	Lumezi	20,197,690	26,436,523	-	46,634,213	36,171,422	10,462,791	22%

Eastern	Lundazi	Lundazi	21,411,274	25,966,551	648,857	48,026,682	31,229,427	16,797,255	35%
Eastern	Lusangazi	Msanzala	20,401,117	26,454,524	178,884	47,034,525	17,535,335	29,499,190	63%
Eastern	Mambwe	Malambo	18,064,123	25,966,550	635,509	44,666,182	27,296,292	17,369,890	39%
Eastern	Nyimba	Nyimba	-	26,400,707	-	26,400,707	25,496,241	904,466	3%
Eastern	Petauke	Petauke Central	20,872,685	26,484,519	226,921	47,584,125	25,680,527	21,903,598	46%
Eastern	Petauke	Kaumbwe	22,193,372	26,484,519	259,322	48,937,213	23,379,183	25,558,030	52%
Eastern	Sinda	Sinda	22,375,269	26,958,406	260,184	49,593,859	24,831,237	24,762,622	50%
Eastern	Sinda	Kapoche	22,442,086	26,723,221	427,688	49,592,995	24,517,636	25,075,359	51%
Eastern	Vubwi	Vubwi	20,573,709	26,454,524	587,641	47,615,874	39,628,266	7,987,608	17%
Luapula	Chembe	Chembe	19,791,180	26,454,524	-	46,245,704	20,404,656	25,841,048	56%
Luapula	Chienge	Chienge	19,202,425	31,069,472	191,774	50,463,671	21,621,004	28,842,667	57%
Luapula	Chifunabuli	Chifunabuli	22,791,063	26,454,524	102,286	49,347,873	15,281,367	34,066,506	69%
Luapula	Chipili	Chipili	21,040,579	26,484,520	1,177,849	48,702,948	27,848,027	20,854,921	43%
Luapula	Kawambwa	Kawambwa Central	23,350,565	27,383,275	973,669	51,707,509	26,567,109	25,140,400	49%
Luapula	Kawambwa	Pambashe	23,298,344	31,830,334	727,571	55,856,249	22,979,271	32,876,978	59%
Luapula	Lunga	Luapula	22,064,788	26,454,524	303,219	48,822,531	16,676,833	32,145,698	66%
Luapula	Mansa	Mansa Central	21,215,069	26,454,524	448,311	48,117,904	21,873,021	26,244,883	55%

Luapula	Mansa	Bahati	21,506,001	26,454,524	364,317	48,324,842	18,379,583	29,945,259	62%
Luapula	Milenge	Milenge	14,086,735	26,454,524	678,285	41,219,544	26,976,633	14,242,911	35%
Luapula	Mwansabombwe	Mwansabombwe	20,315,664	26,442,145	699,651	47,457,460	30,846,556	16,610,904	35%
Luapula	Mwense	Mwense Central	22,870,977	31,674,767	284,356	54,830,100	27,105,683	27,724,417	51%
Luapula	Mwense	Mambilima	23,195,399	21,314,067	293,101	44,802,567	21,819,896	22,982,671	51%
Luapula	Nchelenge	Nchelenge	19,171,632	20,817,695	646,676	40,636,003	31,617,369	9,018,634	22%
Luapula	Samfya	Bangweulu	21,150,612	26,484,519	137,625	47,772,756	18,929,968	28,842,788	60%
Muchinga	Chinsali	Chinsali	21,393,700	26,506,847	97,731	47,998,278	20,255,714	27,742,564	58%
Muchinga	Isoka	Isoka	20,273,402	26,720,812	49,869	47,044,083	28,688,456	18,355,627	39%
Muchinga	Kanchibiya	Kanchibiya	16,799,448	26,506,847	166,213	43,472,508	30,815,180	12,657,328	29%
Muchinga	Lavushimanda	Mfuwe	22,000,402	26,454,920	140,181	48,595,503	30,687,923	17,907,580	37%
Muchinga	Mafinga	Mafinga	18,258,659	39,945,854	73,956	58,278,469	22,881,492	35,396,977	61%
Muchinga	Mpika	Mpika	20,600,008	26,454,524	48,374	47,102,906	36,355,741	10,747,165	23%
Muchinga	Nakonde	Nakonde	18,637,095	26,681,839	37,734	45,356,668	23,659,028	21,697,640	48%
Muchinga	Shiwang'andu	Shiwang'andu	22,545,309	26,454,920	216,153	49,216,382	21,727,276	27,489,106	56%
North-Western	Chavuma	Chavuma	23,860,310	20,790,100	298,172	44,948,582	23,943,510	21,005,072	47%
North-Western	Ikeleng'i	Ikeleng'i	19,903,324	27,394,572	289,238	47,587,134	32,227,173	15,359,961	32%

North-Western	Kabompo	Kabompo	22,062,337	27,394,572	57,136	49,514,045	24,504,837	25,009,208	51%
North-Western	Kalumbila	Solwezi West	16,858,666	27,394,572	816,353	45,069,591	33,948,133	11,121,458	25%
North-Western	Kasempa	Kasempa	14,181,371	24,559,202	234,603	38,975,176	30,868,752	8,106,424	21%
North-Western	Manyinga	Manyinga	22,095,922	26,690,171	46,974	48,833,067	20,786,215	28,046,852	57%
North-Western	Mufumbwe	Mufumbwe	19,282,407	27,394,571	53,047	46,730,025	31,837,250	14,892,775	32%
North-Western	Mushindamo	Solwezi East	17,693,562	27,394,572	699,200	45,787,334	35,123,376	10,663,958	23%
North-Western	Mwinilungá	Mwinilungá	21,065,116	26,690,169	234,132	47,989,417	18,506,995	29,482,422	61%
North-Western	Solwezi	Solwezi Central	20,940,111	27,394,566	565,508	48,900,185	20,990,693	27,909,492	57%
North-Western	Zambezi	Zambezi East	20,603,925	27,394,562	184,400	48,182,887	27,441,686	20,741,201	43%
North-Western	Zambezi	Zambezi West	18,855,470	27,394,562	192,344	46,442,376	26,490,450	19,951,926	43%
Northen	Chilubi	Chilubi	20,613,370	47,057,790	541,370	68,212,530	20,272,363	47,940,167	70%
Northen	Kaputa	Kaputa	20,185,624	46,929,850	610,742	67,726,216	20,185,624	47,540,592	70%
Northen	Kasama	Kasama Central	20,897,355	95,032,228	144,443	116,074,026	26,516,730	89,557,296	77%
Northen	Kasama	Lukashya	20,709,225	-	143,517	20,852,742	23,409,059	- 2,556,317	-12%
Northen	Lunte	Lunte	21,019,903	22,101,100	92,351	43,213,354	21,680,656	21,532,698	50%
Northen	Lupososhi	Lupososhi	20,921,767	40,978,279	251,868	62,151,914	22,521,571	39,630,343	64%
Northen	Luwingu	Lubansenshi	21,894,680	42,168,077	159,884	64,222,641	23,558,659	40,663,982	63%

Northern	Mbala	Mbala	21,653,462	27,394,572	83,972	49,132,006	25,973,999	23,158,007	47%
Northern	Mporokoso	Mporokoso	20,152,198	27,434,551	659,294	48,246,043	25,442,086	22,803,957	47%
Northern	Mpulungu	Mpulungu	21,966,983	48,692,964	171,834	70,831,781	27,361,017	43,470,764	61%
Northern	Mungwi	Malole	21,274,694	21,924,537	273,686	43,472,917	18,751,997	24,720,920	57%
Northern	Nsama	Chimbambilonga	21,785,592	48,910,577	907,970	71,604,139	19,313,753	52,290,386	73%
Northern	Senga Hill	Senga Hill	21,225,957	27,465,771	25,981	48,717,709	18,646,058	30,071,651	62%
Southern	Chikankata	Chikankata	21,284,822	26,257,599	384,802	47,927,223	18,976,954	28,950,269	60%
Southern	Choma	Choma Central	19,040,052	26,404,524	1,007,589	46,452,165	23,390,290	23,061,875	50%
Southern	Choma	Mbabala	18,785,145	26,404,524	1,012,166	46,201,835	21,322,003	24,879,832	54%
Southern	Gwembe	Gwembe	21,650,773	26,507,146	251,920	48,409,839	30,164,372	18,245,467	38%
Southern	Itezhi-Tezhi	Itezhi-Tezhi	19,847,142	29,644,250	562,998	50,054,390	26,191,100	23,863,290	48%
Southern	Kalomo	Kalomo Central	14,423,741	31,621,706	151,791	46,197,238	25,996,161	20,201,077	44%
Southern	Kalomo	Dundumwezi	23,314,821	21,362,328	99,571	44,776,720	22,718,916	22,057,804	49%
Southern	Kazungula	Katombora	19,250,819	26,454,524	920,394	46,625,737	20,891,942	25,733,795	55%
Southern	Livingstone	Livingstone	17,482,783	27,397,058	-	44,879,841	25,063,425	19,816,416	44%
Southern	Mazabuka	Mazabuka Central	18,765,860	26,645,755	346,671	45,758,286	26,838,132	18,920,154	41%
Southern	Mazabuka	Magoye	19,666,930	26,803,851	349,327	46,820,108	25,094,481	21,725,627	46%

Southern	Monze	Monze Central	17,622,230	40,398,251	231,910	58,252,391	32,137,271	26,115,120	45%
Southern	Monze	Moomba	16,582,655	24,267,250	42,843	40,892,748	23,736,108	17,156,640	42%
Southern	Monze	Bweengwa	16,673,780	24,267,250	48,079	40,989,109	27,898,987	13,090,122	32%
Southern	Namwala	Namwala	19,163,576	29,644,250	337,854	49,145,680	26,317,522	22,828,158	46%
Southern	Pemba	Pemba	20,100,403	27,493,450	-	47,593,853	36,061,017	11,532,836	24%
Southern	Siavonga	Siavonga	20,469,769	26,454,525	112,442	47,036,736	34,615,813	12,420,923	26%
Southern	Sinazongwe	Sinazongwe	21,334,882	26,507,145	116,379	47,958,406	25,885,002	22,073,404	46%
Southern	Zimba	Mapatizya	19,201,962	29,592,323	489,798	49,284,083	24,159,105	25,124,978	51%
Western	Kalabo	Kalabo Central	19,112,801	26,662,501	421,146	46,196,448	24,640,029	21,556,419	47%
Western	Kalabo	Liuwa	19,384,221	27,216,589	535,849	47,136,659	18,479,103	28,657,556	61%
Western	Kaoma	Kaoma	19,123,117	26,484,519	100,797	45,708,433	21,714,449	23,993,984	52%
Western	Kaoma	Mangango	19,925,201	26,484,518	54,267	46,463,986	17,869,631	28,594,355	62%
Western	Limulunga	Luena	17,374,871	26,690,169	891,593	44,956,633	21,671,913	23,284,720	52%
Western	Luampa	Luampa	21,199,899	26,488,467	155,058	47,843,424	31,498,327	16,345,097	34%
Western	Lukulu	Lukulu	21,996,817	27,394,571	159,611	49,550,999	26,758,924	22,792,075	46%
Western	Mitete	Mitete	19,287,094	27,394,572	165,559	46,847,225	29,955,665	16,891,560	36%
Western	Mongu	Mongu	18,573,256	26,891,953	310,169	45,775,378	27,064,069	18,711,309	41%

Western	Mongu	Nalikwanda	21,582,247	27,069,937	360,000	49,012,184	29,492,187	19,519,997	40%
Western	Mulobezi	Mulobezi	20,896,443	27,394,572	16,031	48,307,046	34,832,728	13,474,318	28%
Western	Mwandi	Mwandi	17,723,169	26,484,516	595,325	44,803,010	23,102,560	21,700,450	48%
Western	Nalolo	Nalolo	20,121,603	26,236,562	104,605	46,462,770	29,713,206	16,749,564	36%
Western	Nkeyema	Nkeyema	20,511,158	26,690,170	31,984	47,233,312	25,329,890	21,903,422	46%
Western	Senanga	Senanga	17,993,373	26,409,524	339,155	44,742,052	19,112,800	25,629,252	57%
Western	Shangombo	Shangombo	16,142,659	27,391,275	281,945	43,815,879	34,862,658	8,953,221	20%
Western	Sesheke	Sesheke	19,678,442	26,623,738	186,026	46,488,206	21,250,833	25,237,373	54%
Western	Sikongo	Sikongo	20,409,774	26,484,518	359,322	47,253,614	31,432,374	15,821,240	33%
Western	Sioma	Sioma	18,220,000	27,394,573	225,020	45,839,593	16,108,271	29,731,322	65%
Lusaka	Lusaka	Lusaka Central	20,880,644	65,087,702	718,036	86,686,382	12,664,171	74,022,211	85%
Lusaka	Lusaka	Munali	17,590,493	22,014,671	545,844	40,151,008	17,821,329	22,329,679	56%
Lusaka	Lusaka	Mandevu	19,524,188	22,014,671	569,026	42,107,885	16,941,326	25,166,559	60%
Lusaka	Lusaka	Matero	22,566,473	17,743,050	690,706	41,000,229	14,785,504	26,214,725	64%
Lusaka	Lusaka	Kanyama	21,471,264	22,104,597	539,461	44,115,322	23,279,769	20,835,553	47%
Lusaka	Lusaka	Kabwata	20,829,521	22,014,671	624,468	43,468,660	18,991,643	24,477,017	56%
Lusaka	Lusaka	Chawama	19,790,445	21,126,628	700,613	41,617,686	11,473,353	30,144,333	72%

Lusaka	Chongwe	Chongwe	13,835,315	27,391,671	177,600	41,404,586	32,906,134	8,498,452	21%
Lusaka	Chirundu	Chirundu	19,502,029	27,499,428	241,963	47,243,420	40,507,957	6,735,463	14%
Lusaka	Rufunsa	Rufunsa	2,151,921	20,790,100	376,500	23,318,521	37,601,760	- 14,283,239	-61%
Lusaka	Luangwa	Feira	22,228,256	27,391,276	470,916	50,090,448	34,396,365	15,694,083	31%
Lusaka	Kafue	Kafue	21,499,121	27,391,274	797,655	49,688,050	27,119,684	22,568,366	45%
Lusaka	Chilanga	Chilanga	20,753,852	21,793,053	359,167	42,906,072	27,483,997	15,422,075	36%
	Total		3,095,772,5 25	4,382,601,395	51,922,032	7,530,295,9 51	3,987,801,0 55	3,542,494,89 6	47%

Appendix: 2.1 Unspent Funds - Community Projects

No.	Province	District	Constituency	Amount Received K	Expenditure K	Balance as at 31/12/2023 K	Unspent %
1	Central	Chibombo	Katuba	14,279,546	5,760,000	8,519,546	60%
2	Central	Chibombo	Keembe	14,289,546	-	14,289,546	100%
3	Central	Chisamba	Chisamba	14,762,086	1,685,532	13,076,554	89%
4	Central	Chitambo	Chitambo	14,762,086	1,851,817	12,910,269	87%
5	Central	Kabwe	Kabwe Central	15,216,294	869,419	14,346,875	94%
6	Central	Kabwe	Bwacha	15,216,294	8,534,383	6,681,911	44%
7	Central	Kapiri-Mposhi	Kapiri-Mposhi	14,279,547	-	14,279,547	100%
8	Central	Luano	Mkushi South	14,279,546	1,178,620	13,100,926	92%
9	Central	Mkushi	Mkushi North	14,279,546	-	14,279,546	100%
10	Central	Serenje	Serenje Central	14,279,546	986,137	13,293,409	93%
11	Central	Serenje	Muchinga	14,279,546	1,251,176	13,028,370	91%
12	Central	Mumbwa	Mumbwa Central	14,279,546	6,751,408	7,528,138	53%
13	Central	Mumbwa	Nangoma	14,279,546	1,781,617	12,497,929	88%
14	Central	Ngabwe	Lufubu	14,279,546	4,889,806	9,389,740	66%
15	Central	Shibuyunji	Mwembezhi	14,279,546	2,179,124	12,100,422	85%
16	Copperbelt	Chililabombwe	Chililabombwe	15,269,337	2,274,906	12,994,431	85%
17	Copperbelt	Chingola	Nchanga	15,331,978	2,459,799	12,872,179	84%
18	Copperbelt	Chingola	Chingola	15,331,978	6,823,279	8,508,699	55%
19	Copperbelt	Kalulushi	Kalulushi	15,216,297	6,170,274	9,046,023	59%
20	Copperbelt	Kitwe	Nkana	15,216,297	4,527,333	10,688,964	70%
21	Copperbelt	Kitwe	Kwacha	15,216,297	4,432,251	10,784,046	71%
22	Copperbelt	Kitwe	Chimwemwe	15,216,297	6,288,798	8,927,499	59%
23	Copperbelt	Kitwe	Kamfinsa	15,216,297	5,043,777	10,172,520	67%

24	Copperbelt	Kitwe	Wusakile	15,216,297	2,091,943	13,124,354	86%
25	Copperbelt	Luanshya	Luanshya Central	15,216,297	-	15,216,297	100%
26	Copperbelt	Luanshya	Roan	15,216,297	-	15,216,297	100%
27	Copperbelt	Lufwanyama	Lufwanyama	14,279,546	9,785,429	4,494,117	31%
28	Copperbelt	Masaiti	Kafulafuta	15,216,297	10,073,288	5,143,009	34%
29	Copperbelt	Masaiti	Masaiti	14,279,546	11,655,038	2,624,508	18%
30	Copperbelt	Mpongwe	Mpongwe	14,279,545	-	14,279,545	100%
31	Copperbelt	Mufulira	Mufulira	15,216,297	6,501,057	8,715,240	57%
32	Copperbelt	Mufulira	Kantanshi	15,216,297	7,119,405	8,096,892	53%
33	Copperbelt	Mufulira	Kankoyo	15,216,297	5,401,267	9,815,030	65%
34	Copperbelt	Ndola	Ndola Central	15,198,297	2,146,888	13,051,409	86%
35	Copperbelt	Ndola	Kabushi	15,198,297	1,251,962	13,946,335	92%
36	Copperbelt	Ndola	Bwana Mkubwa	15,198,297	6,896,431	8,301,866	55%
37	Copperbelt	Ndola	Chifubu	15,198,297	-	15,198,297	100%
38	Eastern	Chadiza	Chadiza	14,279,546	11,368,053	2,911,493	20%
39	Eastern	Chama	Chama North	14,762,086	13,403,931	1,358,155	9%
40	Eastern	Chama	Chama South	14,762,086	9,978,022	4,784,064	32%
41	Eastern	Chasefu	Chasefu	14,244,118	9,575,785	4,668,333	33%
42	Eastern	Chipangali	Chipangali	15,269,337	17,544,106	(2,274,769)	-15%
43	Eastern	Chipata	Chipata Central	14,756,728	14,404,436	352,292	2%
44	Eastern	Chipata	Luangeni	14,756,728	15,922,519	(1,165,791)	-8%
45	Eastern	Kasenengwa	Kasenengwa	14,762,086	20,366,216	(5,604,130)	-38%
46	Eastern	Katete	Milanzi	15,938,021	15,152,492	785,529	5%
47	Eastern	Katete	Mkaika	15,863,039	11,847,767	4,015,272	25%

48	Eastern	Lumezi	Lumezi	14,261,545	23,944,584	(9,683,039)	-68%
49	Eastern	Lundazi	Lundazi	14,244,118	2,603,167	11,640,951	82%
50	Eastern	Lusangazi	Msanzala	14,279,546	8,654,316	5,625,230	39%
51	Eastern	Mambwe	Malambo	14,244,117	14,945,617	(701,500)	-5%
52	Eastern	Nyimba	Nyimba	15,331,978	15,204,836	127,142	1%
53	Eastern	Petauke	Petauke Central	14,762,086	4,578,625	10183461	69%
54	Eastern	Petauke	Kaumbwe	14,762,086	6,749,976	8012110	54%
55	Eastern	Sinda	Sinda	14,916,953	10,342,243	4,574,710	31%
56	Eastern	Sinda	Kapoche	14,925,068	8,822,508	6,102,560	41%
57	Eastern	Vubwi	Vubwi	16,138,294	12,938,294	3,200,000	20%
58	Luapula	Chembe	Chembe	14,279,546	11,327,217	2,952,329	21%
59	Luapula	Chienge	Chienge	14,762,086	2,643,900	12,118,186	82%
60	Luapula	Chifunabuli	Chifunabuli	14,279,546	4,928,000	9,351,546	65%
61	Luapula	Chipili	Chipili	14,762,086	10,137,318	4,624,768	31%
62	Luapula	Kawambwa	Kawambwa Central	15,331,978	1,541,817	13,790,161	90%
63	Luapula	Kawambwa	Pambashe	15,331,978	1,541,817	13,790,161	90%
64	Luapula	Lunga	Luapula	14,279,546	3,153,653	11,125,893	78%
65	Luapula	Mansa	Mansa Central	14,279,546	9,376,771	4,902,775	34%
66	Luapula	Mansa	Bahati	14,279,546	6,047,867	8,231,679	58%
67	Luapula	Milenge	Milenge	14,279,546	9,756,883	4,522,663	32%
68	Luapula	Mwansabombwe	Mwansabombwe	14,181,629	3,858,317	10,323,312	73%
69	Luapula	Mwense	Mwense Central	14,082,284	2,153,971	11,928,313	85%
70	Luapula	Mwense	Mambilima	14,082,284	2,153,972	11,928,312	85%
71	Luapula	Nchelenge	Nchelenge	14,279,546	7,875,442	6,404,104	45%
72	Luapula	Samfya	Bangweulu	14,762,086	9,702,240	5,059,846	34%
73	Muchinga	Chinsali	Chinsali	14,337,847	957,953	13,379,894	93%

74	Muchinga	Isoka	Isoka	14,789,090	3,504,593	11,284,497	76%
75	Muchinga	Kanchibiya	Kanchibiya	14,337,847	3,792,600	10,545,247	74%
76	Muchinga	Lavushimanda	Mfuwe	14,285,920	1,554,232	12,731,688	89%
77	Muchinga	Mafinga	Mafinga	28,149,755	11,168,294	16,981,461	60%
78	Muchinga	Mpika	Mpika	14,279,546	10,568,375	3,711,171	26%
79	Muchinga	Nakonde	Nakonde	14,762,086	3,894,394	10,867,692	74%
80	Muchinga	Shiwang'andu	Shiwang'andu	14,284,335	9,618,941	4,665,394	33%
81	North-Western	Chavuma	Chavuma	11,588,100	2,410,589	9,177,511	79%
82	North-Western	Ikeleng'i	Ikeleng'i	15,269,337	13,605,565	1,663,772	11%
83	North-Western	Kabompo	Kabompo	15,269,337	9,913,547	5,355,790	35%
84	North-Western	Kalumbila	Solwezi West	15,269,337	7,906,802	7,362,535	48%
85	North-Western	Kasempa	Kasempa	13,688,942	7,341,567	6,347,375	46%
86	North-Western	Manyinga	Manyinga	14,876,714	9,900,419	4,976,295	33%
87	North-Western	Mufumbwe	Mufumbwe	15,269,336	5,080,000	10,189,336	67%
88	North-Western	Mushindamo	Solwezi East	15,269,337	6,063,388	9,205,949	60%
89	North-Western	Mwinilungá	Mwinilungá	14,876,713	10,342,809	4,533,904	30%
90	North-Western	Solwezi	Solwezi Central	15,269,331	609,773	14,659,558	96%
91	North-Western	Zambezi	Zambezi East	15,269,331	11,666,587	3,602,745	24%
92	North-Western	Zambezi	Zambezi West	15,269,331	11,666,587	3,602,745	24%
93	Northen	Chilubi	Chilubi	29,264,845	9,543,326	19,721,519	67%
94	Northen	Kaputa	Kaputa	28,796,683	8,629,769	20,166,914	70%
95	Northen	Kasama	Kasama Central	57,356,344	25,762,868	31,593,476	55%
96	Northen	Kasama	Lukashya				
97	Northen	Lunte	Lunte	11,588,100	-	11,588,100	100%
98	Northen	Lupososhi	Lupososhi	24,764,786	9,340,800	15,423,986	62%
99	Northen	Luwingu	Lubansenshi	25,084,197	9,332,352	15,751,845	63%
100	Northen	Mbala	Mbala	15,269,337	800,124	14,469,213	95%

101	Northern	Mporokoso	Mporokoso	15,269,337	3,084,607	12,184,730	80%
102	Northern	Mpulungu	Mpulungu	28,951,262	11,818,868	17,132,394	59%
103	Northern	Mungwi	Malole	9,962,344	785,439	9,176,905	92%
104	Northern	Nsama	Chimbambilonga	29,114,603	8,176,441	20,938,162	72%
105	Northern	Senga Hill	Senga Hill	15,290,793	2,276,428	13,014,365	85%
106	Southern	Chikankata	Chikankata	14,284,335	11,229,995	3,054,340	21%
107	Southern	Choma	Choma Central	14,229,546	8,730,829	5,498,717	39%
108	Southern	Choma	Mbabala	14,229,546	7,568,160	6,661,386	47%
109	Southern	Gwembe	Gwembe	14,332,167	1,992,598	12,339,569	86%
110	Southern	Itezhi-Tezhi	Itezhi-Tezhi	15,324,450	13,946,783	1,377,667	9%
111	Southern	Kalomo	Kalomo Central	14,619,613	1,711,343	12,908,270	88%
112	Southern	Kalomo	Dundumwezi	14,619,613	56,575	14,563,038	100%
113	Southern	Kazungula	Katombora	14,279,546	9,997,331	4,282,215	30%
114	Southern	Livingstone	Livingstone	15,222,080	4,150,469	11,071,611	73%
115	Southern	Mazabuka	Mazabuka Central	14,279,546	1,658,801	12,620,745	88%
116	Southern	Mazabuka	Magoye	14,452,595	1,374,005	13,078,590	90%
117	Southern	Monze	Monze Central	15,324,450	15,904,115	(579,665)	-4%
118	Southern	Monze	Moomba	15,324,450	9,985,058	5,339,392	35%
119	Southern	Monze	Bweengwa	15,324,450	12,863,687	2,460,763	16%
120	Southern	Namwala	Namwala	15,324,450	9,654,567	5,669,883	37%
121	Southern	Pemba	Pemba	15,324,450	8,006,297	7,318,153	48%
122	Southern	Siavonga	Siavonga	14,279,546	5,540,210	8,739,336	61%
123	Southern	Sinazongwe	Sinazongwe	14,332,167	994,120	13,338,047	93%
124	Southern	Zimba	Mapatizya	15,324,450	11,365,863	3,958,587	26%
125	Western	Kalabo	Kalabo Central	14,762,086	4,558,250	10,203,836	69%
126	Western	Kalabo	Liuwa	15,269,337	5,545,261	9,724,076	64%

127	Western	Kaoma	Kaoma	14,762,086	4,161,760	10,600,326	72%
128	Western	Kaoma	Mangango	14,762,086	7,330,482	7,431,604	50%
129	Western	Limulunga	Luena	14,876,713	1,904,528	12,972,185	87%
130	Western	Luampa	Luampa	14,473,231	5,086,817	9,386,414	65%
131	Western	Lukulu	Lukulu	15,269,337	4,016,868	11,252,469	74%
132	Western	Mitete	Mitete	15,269,337	4,517,363	10,751,974	70%
133	Western	Mongu	Mongu	15,057,112	3,438,353	11,618,759	77%
134	Western	Mongu	Nalikwanda	15,057,112	3,438,354	11,618,758	77%
135	Western	Mulobezi	Mulobezi	15,269,337	11,535,427	3,733,910	24%
136	Western	Mwandi	Mwandi	14,762,086	-	14,762,086	100%
137	Western	Nalolo	Nalolo	14,261,546	6,418,397	7,843,149	55%
138	Western	Nkeyema	Nkeyema	14,876,713	5,805,922	9,070,791	61%
139	Western	Senanga	Senanga	14,216,546	-	14,216,546	100%
140	Western	Shangombo	Shangombo	15,216,297	12,191,020	3,025,277	20%
141	Western	Sesheke	Sesheke	14,448,760	-	14,448,760	100%
142	Western	Sikongo	Sikongo	14,762,086	11,589,180	3,172,906	21%
143	Western	Sioma	Sioma	15,269,337	2,241,620	13,027,717	85%
144	Lusaka	Lusaka	Lusaka Central	15,269,337	0	15,269,337	100%
145	Lusaka	Lusaka	Munali	15,324,450	4,785,875	10,538,575	69%
146	Lusaka	Lusaka	Mandevu	15,324,450	4,161,277	11,163,173	73%
147	Lusaka	Lusaka	Matero	11,566,703	2,659,048	8,907,655	77%
148	Lusaka	Lusaka	Kanyama	15,325,000	5,299,963	10,025,037	65%
149	Lusaka	Lusaka	Kabwata	15,324,450	445,337	14,879,113	97%
150	Lusaka	Lusaka	Chawama	14,331,977	4,275,410	10,056,567	70%
151	Lusaka	Chongwe	Chongwe	15,324,450	18,949,030	(3,624,580)	-24%
152	Lusaka	Chirundu	Chirundu	15,324,450	6,355,822	8,968,628	59%

153	Lusaka	Rufunsa	Rufunsa	11,588,100	10,330,229	1,257,871	11%
154	Lusaka	Luangwa	Feira	15,331,978	15,204,836	127,142	1%
155	Lusaka	Kafue	Kafue	15,216,296	2,923,917	12,292,379	81%
156	Lusaka	Chilanga	Chilanga	9,618,075	-	9,618,075	100%
				2,408,781,762	1,010,228,030	1,398,553,732	58%

Appendix: 2.2 Unspent Funds - Empowerment Grants

No.	Province	District	Constituency	Amount Received K	Expenditure K	Balance as at 31/12/2023 K	Unspent %
1	Central	Chibombo	Katuba	2,151,857	2,139,788	12,069	1%
2	Central	Chibombo	Keembe	2,151,856	1,612,932	538,924	25%
3	Central	Chisamba	Chisamba	2,071,872	1,064,743	1,007,129	49%
4	Central	Chitambo	Chitambo	2,071,872	1,295,767	776,105	37%
5	Central	Kabwe	Kabwe Central	2,151,857	2,143,065	8,792	0%
6	Central	Kabwe	Bwacha	2,151,857	2,143,065	8,792	0%
7	Central	Kapiri-Mposhi	Kapiri-Mposhi	2,151,857	2,534,000	- 382,143	-18%
8	Central	Luano	Mkushi South	2,151,857	2,151,857	-	0%
9	Central	Mkushi	Mkushi North	2,151,857	2,063,395	88,462	4%
10	Central	Serenje	Serenje Central	2,151,856	1,955,800	196,056	9%
11	Central	Serenje	Muchinga	2,151,856	250,000	1,901,856	88%
12	Central	Mumbwa	Mumbwa Central	2,151,857	484,234	1,667,623	77%
13	Central	Mumbwa	Nangoma	2,151,857	412,639	1,739,218	81%
14	Central	Ngabwe	Lufubu	2,151,857	1,879,890	271,967	13%
15	Central	Shibuyunji	Mwembezi	2,151,857	2,087,855	64,002	3%
16	Copperbelt	Chililabombwe	Chililabombwe	2,143,065	2,133,857	9,208	0%
17	Copperbelt	Chingola	Nchanga	2,151,857	1,875,700	276,157	13%
18	Copperbelt	Chingola	Chingola	2,151,857	1,800,000	351,857	16%
19	Copperbelt	Kalulushi	Kalulushi	2,154,905	2,120,810	34,095	2%
20	Copperbelt	Kitwe	Nkana	2,151,857	1,737,892	413,965	19%
21	Copperbelt	Kitwe	Kwacha	2,151,857	1,738,526	413,331	19%
22	Copperbelt	Kitwe	Chimwemwe	2,151,857	2,085,378	66,479	3%
23	Copperbelt	Kitwe	Kamfinsa	2,151,857	1,995,488	156,369	7%
24	Copperbelt	Kitwe	Wusakile	2,151,857	2,072,640	79,217	4%
25	Copperbelt	Luanshya	Luanshya Central	2,151,857	2,031,219	120,638	6%
26	Copperbelt	Luanshya	Roan	2,151,856	2,151,856	-	0%
27	Copperbelt	Lufwanyama	Lufwanyama	2,689,821	1,454,932	1,234,889	46%
28	Copperbelt	Masaiti	Kafulafuta	2,151,857	2,151,857	-	0%
29	Copperbelt	Masaiti	Masaiti	2,151,857	2,151,857	-	0%
30	Copperbelt	Mpongwe	Mpongwe	2,151,857	2,181,857	(30,000)	-1%
31	Copperbelt	Mufulira	Mufulira	2,151,857	2,143,065	8,792	0%
32	Copperbelt	Mufulira	Kantanshi	2,151,857	2,143,065	8,792	0%
33	Copperbelt	Mufulira	Kankoyo	2,151,857	2,143,065	8,792	0%
34	Copperbelt	Ndola	Ndola Central	2,151,857	2,053,930	97,927	5%
35	Copperbelt	Ndola	Kabushi	2,151,857	875,631	1,276,226	59%
36	Copperbelt	Ndola	Bwana Mkubwa	2,151,857	-	2,151,857	100%
37	Copperbelt	Ndola	Chifubu	2,151,857	-	2,151,857	100%
38	Eastern	Chadiza	Chadiza	2,151,857	3,026,347	(874,490)	-41%
39	Eastern	Chama	Chama North	2,071,872	2,104,600	(32,728)	-2%

40	Eastern	Chama	Chama South	2,071,872	2,104,600	(32,728)	-2%
41	Eastern	Chasefu	Chasefu	2,071,872	6,153,843	(4,081,971)	-197%
42	Eastern	Chipangali	Chipangali	2,143,065	2,146,884	(3,819)	0%
43	Eastern	Chipata	Chipata Central	2,107,469	3,069,992	(962,523)	-46%
44	Eastern	Chipata	Luangeni	2,107,469	2,108,557	(1,088)	0%
45	Eastern	Kasenengwa	Kasenengwa	2,071,872	2,100,000	(28,128)	-1%
46	Eastern	Katete	Milanzi	2,349,470	3,069,672	(720,202)	-31%
47	Eastern	Katete	Mkaika	2,349,470	1,551,221	798,249	34%
48	Eastern	Lumezi	Lumezi	2,151,857	2,151,857	-	0%
49	Eastern	Lundazi	Lundazi	2,071,872	2,040,000	31,872	2%
50	Eastern	Lusangazi	Msanzala	2,151,857	2,058,408	93,449	4%
51	Eastern	Mambwe	Malambo	2,071,872	7,416,630	(5,344,758)	-258%
52	Eastern	Nyimba	Nyimba	2,111,982	2,111,982	-	0%
53	Eastern	Petauke	Petauke Central	2,071,872	273,360	1798512	87%
54	Eastern	Petauke	Kaumbwe	2,071,872	68,961	2002911	97%
55	Eastern	Sinda	Sinda	2,296,250	2,895,503	(599,253)	-26%
56	Eastern	Sinda	Kapoche	2,151,746	2,855,744	(703,998)	-33%
57	Eastern	Vubwi	Vubwi	3,103,072	3,103,072	-	0%
58	Luapula	Chembe	Chembe	2,151,857	2,139,534	12,323	1%
59	Luapula	Chienge	Chienge	2,071,872	1,867,208	204,664	10%
60	Luapula	Chifunabuli	Chifunabuli	2,151,857	815,677	1,336,180	62%
61	Luapula	Chipili	Chipili	2,071,872	2,110,800	(38,928)	-2%
62	Luapula	Kawambwa	Kawambwa Central	2,151,857	2,105,597	46,260	2%
63	Luapula	Kawambwa	Pambashe	2,151,857	2,105,597	46,260	2%
64	Luapula	Lunga	Luapula	2,151,857	1,699,767	452,090	21%
65	Luapula	Mansa	Mansa Central	2,151,857	2,150,064	1,793	0%
66	Luapula	Mansa	Bahati	2,151,857	2,151,800	57	0%
67	Luapula	Milenge	Milenge	2,151,857	2,133,593	18,264	1%
68	Luapula	Mwansabombwe	Mwansabombwe	2,184,866	2,148,556	36,310	2%
69	Luapula	Mwense	Mwense Central	2,082,140	2,264,741	(182,601)	-9%
70	Luapula	Mwense	Mambilima	2,082,140	2,264,742	(182,602)	-9%
71	Luapula	Nchelenge	Nchelenge	2,071,872	1,886,767	185,105	9%
72	Luapula	Samfya	Bangweulu	2,071,872	2,221,000	(149,128)	-7%
73	Muchinga	Chinsali	Chinsali	2,149,215	2,610,800	(461,585)	-21%
74	Muchinga	Isoka	Isoka	2,075,662	2,138,713	(63,051)	-3%
75	Muchinga	Kanchibiya	Kanchibiya	2,149,215	2,762,246	(613,031)	-29%
76	Muchinga	Lavushimanda	Mfuwe	2,150,800	2,070,000	80,800	4%
77	Muchinga	Mafinga	Mafinga	2,150,800	2,150,800	-	0%
78	Muchinga	Mpika	Mpika	2,151,857	2,151,856	1	0%
79	Muchinga	Nakonde	Nakonde	2,071,871	2,195,000	(123,129)	-6%
80	Muchinga	Shiwang'andu	Shiwang'andu	2,150,800	2,150,800	-	0%
81	North-Western	Chavuma	Chavuma	1,626,400	2,606,000	- 979,600	-60%

82	North-Western	Ikkeleng'i	Ikkeleng'i	2,143,065	1,408,200	734,865	34%
83	North-Western	Kabompo	Kabompo	2,143,065	1,741,359	401,706	19%
84	North-Western	Kalumbila	Solwezi West	2,143,065	1,684,250	458,815	21%
85	North-Western	Kasempa	Kasempa	1,921,255	2,890,606	(969,351)	-50%
86	North-Western	Manyinga	Manyinga	2,087,960	1,220,000	867,960	42%
87	North-Western	Mufumbwe	Mufumbwe	2,143,065	2,641,464	(498,399)	-23%
88	North-Western	Mushindamo	Solwezi East	2,143,065	1,971,000	172,065	8%
89	North-Western	Mwinilungá	Mwinilungá	2,087,960	630,880	1,457,080	70%
90	North-Western	Solwezi	Solwezi Central	2,143,065	1,810,800	332,265	16%
91	North-Western	Zambezi	Zambezi East	2,143,064	2,677,901	(534,837)	-25%
92	North-Western	Zambezi	Zambezi West	2,143,064	2,677,901	(534,837)	-25%
93	Northern	Chilubi	Chilubi	2,179,000	2,179,700	(700)	0%
94	Northern	Kaputa	Kaputa	2,242,033	1,255,000	987,033	44%
95	Northern	Kasama	Kasama Central				
96	Northern	Kasama	Lukashya	4,286,130	4,589,564	(303,434)	-7%
97	Northern	Lunte	Lunte	1,626,400	2,066,415	(440,015)	-27%
98	Northern	Lupososhi	Lupososhi	1,669,633	1,422,000	247,633	15%
99	Northern	Luwingu	Lubansenshi	1,626,400	2,660,800	(1,034,400)	-64%
100	Northern	Mbala	Mbala	2,143,065	2,121,857	21,208	1%
101	Northern	Mporokoso	Mporokoso	2,143,065	2,151,729	(8,664)	0%
102	Northern	Mpulungu	Mpulungu	3,124,065	2,640,564	483,501	15%
103	Northern	Mungwi	Malole	2,151,857	2,151,815	42	0%
104	Northern	Nsama	Chimbambilonga	2,253,857	2,070,000	183,857	8%
105	Northern	Senga Hill	Senga Hill	2,151,857	2,077,000	74,857	3%
106	Southern	Chikankata	Chikankata	2,150,800	-	2,150,800	100%
107	Southern	Choma	Choma Central	2,151,857	5,543,167	(3,391,310)	-158%
108	Southern	Choma	Mbabala	2,151,857	2,867,421	(715,564)	-33%
109	Southern	Gwembe	Gwembe	2,151,856	2,047,000	104,856	5%
110	Southern	Itezhi-Tezhi	Itezhi-Tezhi	2,150,800	2,116,000	34,800	2%
111	Southern	Kalomo	Kalomo Central	2,151,856	336,807	1,815,049	84%
112	Southern	Kalomo	Dundumwezi	2,151,856	426,217	1,725,639	80%
113	Southern	Kazungula	Katombora	2,151,857	2,077,352	74,505	3%
114	Southern	Livingstone	Livingstone	2,151,857	-	2,151,857	100%
115	Southern	Mazabuka	Mazabuka Central	2,151,857	1,824,728	327,129	15%
116	Southern	Mazabuka	Magoye	2,151,857	2,532,650	(380,793)	-18%
117	Southern	Monze	Monze Central	2,150,800	3,189,350	(1,038,550)	-48%
118	Southern	Monze	Moomba	2,150,800	2,713,500	(562,700)	-26%
119	Southern	Monze	Bweengwa	2,150,800	2,526,898	(376,098)	-17%
120	Southern	Namwala	Namwala	2,150,800	2,328,038	(177,238)	-8%
121	Southern	Pemba	Pemba	2,150,800	1,502,927	647,873	30%
122	Southern	Siavonga	Siavonga	2,151,857	2,181,119	(29,262)	-1%
123	Southern	Sinazongwe	Sinazongwe	2,151,857	2,091,600	60,257	3%

124	Southern	Zimba	Mapatizya	2,150,800	2,222,990	(72,190)	-3%
125	Western	Kalabo	Kalabo Central	2,071,871	2,220,000	(148,129)	-7%
126	Western	Kalabo	Liuwa	2,143,065	2,393,191	(250,126)	-12%
127	Western	Kaoma	Kaoma	2,071,872	2,030,400	41,472	2%
128	Western	Kaoma	Mangango	2,071,872	2,151,857	(79,985)	-4%
129	Western	Limulunga	Luena	2,087,960	2,151,000	(63,040)	-3%
130	Western	Luampa	Luampa	2,151,857	2,151,857	-	0%
131	Western	Lukulu	Lukulu	2,143,064	2,383,619	(240,555)	-11%
132	Western	Mitete	Mitete	2,143,065	2,029,748	113,317	5%
133	Western	Mongu	Mongu	2,107,468	2,107,468	-	0%
134	Western	Mongu	Nalikwanda	2,107,469	2,107,469	-	0%
135	Western	Mulobezi	Mulobezi	2,143,065	1,760,000	383,065	18%
136	Western	Mwandi	Mwandi	2,071,872	2,071,872	-	0%
137	Western	Nalolo	Nalolo	2,151,857	2,118,200	33,657	2%
138	Western	Nkeyema	Nkeyema	2,087,960	2,087,960	-	0%
139	Western	Senanga	Senanga	2,151,857	2,105,857	46,000	2%
140	Western	Shangombo	Shangombo	2,151,857	2,151,857	-	0%
141	Western	Sesheke	Sesheke	2,151,857	2,129,800	22,057	1%
142	Western	Sikongo	Sikongo	2,071,872	2,071,872	-	0%
143	Western	Sioma	Sioma	2,143,064	1,780,000	363,064	17%
144	Lusaka	Lusaka	Lusaka Central	2,143,065	2,140,000	3,065	0%
145	Lusaka	Lusaka	Munali	2,150,800	1,990,000	160,800	7%
146	Lusaka	Lusaka	Mandevu	2,150,800	2,150,800	-	0%
147	Lusaka	Lusaka	Matero	1,955,843	1,955,843	-	0%
148	Lusaka	Lusaka	Kanyama	2,150,000	2,150,000	-	0%
149	Lusaka	Lusaka	Kabwata	2,150,800	2,150,800	-	0%
150	Lusaka	Lusaka	Chawama	2,151,866	2,151,866	-	0%
151	Lusaka	Chongwe	Chongwe	2,150,800	2,039,000	111,800	5%
152	Lusaka	Chirundu	Chirundu	2,151,857	2,118,970	32,887	2%
153	Lusaka	Rufunsa	Rufunsa	1,626,400	1,626,400	-	0%
154	Lusaka	Luangwa	Feira	2,151,857	2,111,982	39,875	2%
155	Lusaka	Kafue	Kafue	2,151,857	2,169,800	(17,943)	-1%
156	Lusaka	Chilanga	Chilanga	2,151,857	2,151,857	-	0%
		Total		333,448,110	320,754,460	12,693,650	4%

Appendix: 2.3 Unspent Funds - Empowerment Grants

No	Province	District	Constituency	Amount Received K	Expenditure K	Balance as at 31/12/2023 K	Unspent %
1	Central	Chibombo	Katuba	2,151,857	2,139,788	12,069	1%
2	Central	Chibombo	Keembe	2,151,856	1,612,932	538,924	25%
3	Central	Chisamba	Chisamba	2,071,872	1,064,743	1,007,129	49%
4	Central	Chitambo	Chitambo	2,071,872	1,295,767	776,105	37%
5	Central	Kabwe	Kabwe Central	2,151,857	2,143,065	8,792	0%
6	Central	Kabwe	Bwacha	2,151,857	2,143,065	8,792	0%
7	Central	Kapiri-Mposhi	Kapiri-Mposhi	2,151,857	2,534,000	-382,143	-18%
8	Central	Luano	Mkushi South	2,151,857	2,151,857	-	0%
9	Central	Mkushi	Mkushi North	2,151,857	2,063,395	88,462	4%
10	Central	Serenje	Serenje Central	2,151,856	1,955,800	196,056	9%
11	Central	Serenje	Muchinga	2,151,856	250,000	1,901,856	88%
12	Central	Mumbwa	Mumbwa Central	2,151,857	484,234	1,667,623	77%
13	Central	Mumbwa	Nangoma	2,151,857	412,639	1,739,218	81%
14	Central	Ngabwe	Lufubu	2,151,857	1,879,890	271,967	13%
15	Central	Shibuyunji	Mwembezi	2,151,857	2,087,855	64,002	3%
16	Copperbelt	Chililabombwe	Chililabombwe	2,143,065	2,133,857	9,208	0%
17	Copperbelt	Chingola	Nchanga	2,151,857	1,875,700	276,157	13%
18	Copperbelt	Chingola	Chingola	2,151,857	1,800,000	351,857	16%
19	Copperbelt	Kalulushi	Kalulushi	2,154,905	2,120,810	34,095	2%
20	Copperbelt	Kitwe	Nkana	2,151,857	1,737,892	413,965	19%
21	Copperbelt	Kitwe	Kwacha	2,151,857	1,738,526	413,331	19%
22	Copperbelt	Kitwe	Chimwemwe	2,151,857	2,085,378	66,479	3%
23	Copperbelt	Kitwe	Kamfinsa	2,151,857	1,995,488	156,369	7%
24	Copperbelt	Kitwe	Wusakile	2,151,857	2,072,640	79,217	4%
25	Copperbelt	Luanshya	Luanshya Central	2,151,857	2,031,219	120,638	6%
26	Copperbelt	Luanshya	Roan	2,151,856	2,151,856	-	0%

27	Copperbelt	Lufwanyama	Lufwanyama	2,689,821	1,454,932	1,234,889	46%
28	Copperbelt	Masaiti	Kafulafuta	2,151,857	2,151,857	-	0%
29	Copperbelt	Masaiti	Masaiti	2,151,857	2,151,857	-	0%
30	Copperbelt	Mpongwe	Mpongwe	2,151,857	2,181,857	(30,000)	-1%
31	Copperbelt	Mufulira	Mufulira	2,151,857	2,143,065	8,792	0%
32	Copperbelt	Mufulira	Kantanshi	2,151,857	2,143,065	8,792	0%
33	Copperbelt	Mufulira	Kankoyo	2,151,857	2,143,065	8,792	0%
34	Copperbelt	Ndola	Ndola Central	2,151,857	2,053,930	97,927	5%
35	Copperbelt	Ndola	Kabushi	2,151,857	875,631	1,276,226	59%
36	Copperbelt	Ndola	Bwana Mkubwa	2,151,857	-	2,151,857	100%
37	Copperbelt	Ndola	Chifubu	2,151,857	-	2,151,857	100%
38	Eastern	Chadiza	Chadiza	2,151,857	3,026,347	(874,490)	-41%
39	Eastern	Chama	Chama North	2,071,872	2,104,600	(32,728)	-2%
40	Eastern	Chama	Chama South	2,071,872	2,104,600	(32,728)	-2%
41	Eastern	Chasefu	Chasefu	2,071,872	6,153,843	(4,081,971)	-197%
42	Eastern	Chipangali	Chipangali	2,143,065	2,146,884	(3,819)	0%
43	Eastern	Chipata	Chipata Central	2,107,469	3,069,992	(962,523)	-46%
44	Eastern	Chipata	Luangeni	2,107,469	2,108,557	(1,088)	0%
45	Eastern	Kasenengwa	Kasenengwa	2,071,872	2,100,000	(28,128)	-1%
46	Eastern	Katete	Milanzi	2,349,470	3,069,672	(720,202)	-31%
47	Eastern	Katete	Mkaika	2,349,470	1,551,221	798,249	34%
48	Eastern	Lumezi	Lumezi	2,151,857	2,151,857	-	0%
49	Eastern	Lundazi	Lundazi	2,071,872	2,040,000	31,872	2%
50	Eastern	Lusangazi	Msanzala	2,151,857	2,058,408	93,449	4%
51	Eastern	Mambwe	Malambo	2,071,872	7,416,630	(5,344,758)	-258%
52	Eastern	Nyimba	Nyimba	2,111,982	2,111,982	-	0%
53	Eastern	Petauke	Petauke Central	2,071,872	273,360	1798512	87%
54	Eastern	Petauke	Kaumbwe	2,071,872	68,961	2002911	97%
55	Eastern	Sinda	Sinda	2,296,250	2,895,503	(599,253)	-26%

56	Eastern	Sinda	Kapoche	2,151,746	2,855,744	(703,998)	-33%
57	Eastern	Vubwi	Vubwi	3,103,072	3,103,072	-	0%
58	Luapula	Chembe	Chembe	2,151,857	2,139,534	12,323	1%
59	Luapula	Chienge	Chienge	2,071,872	1,867,208	204,664	10%
60	Luapula	Chifunabuli	Chifunabuli	2,151,857	815,677	1,336,180	62%
61	Luapula	Chipili	Chipili	2,071,872	2,110,800	(38,928)	-2%
62	Luapula	Kawambwa	Kawambwa Central	2,151,857	2,105,597	46,260	2%
63	Luapula	Kawambwa	Pambashe	2,151,857	2,105,597	46,260	2%
64	Luapula	Lunga	Luapula	2,151,857	1,699,767	452,090	21%
65	Luapula	Mansa	Mansa Central	2,151,857	2,150,064	1,793	0%
66	Luapula	Mansa	Bahati	2,151,857	2,151,800	57	0%
67	Luapula	Milenge	Milenge	2,151,857	2,133,593	18,264	1%
68	Luapula	Mwansabombwe	Mwansabombwe	2,184,866	2,148,556	36,310	2%
69	Luapula	Mwense	Mwense Central	2,082,140	2,264,741	(182,601)	-9%
70	Luapula	Mwense	Mambilima	2,082,140	2,264,742	(182,602)	-9%
71	Luapula	Nchelenge	Nchelenge	2,071,872	1,886,767	185,105	9%
72	Luapula	Samfya	Bangweulu	2,071,872	2,221,000	(149,128)	-7%
73	Muchinga	Chinsali	Chinsali	2,149,215	2,610,800	(461,585)	-21%
74	Muchinga	Isoka	Isoka	2,075,662	2,138,713	(63,051)	-3%
75	Muchinga	Kanchibiya	Kanchibiya	2,149,215	2,762,246	(613,031)	-29%
76	Muchinga	Lavushimanda	Mfuwe	2,150,800	2,070,000	80,800	4%
77	Muchinga	Mafinga	Mafinga	2,150,800	2,150,800	-	0%
78	Muchinga	Mpika	Mpika	2,151,857	2,151,856	1	0%
79	Muchinga	Nakonde	Nakonde	2,071,871	2,195,000	(123,129)	-6%
80	Muchinga	Shiwang'andu	Shiwang'andu	2,150,800	2,150,800	-	0%
81	North-Western	Chavuma	Chavuma	1,626,400	2,606,000	979,600	-60%
82	North-Western	Ikeleng'i	Ikeleng'i	2,143,065	1,408,200	734,865	34%
83	North-Western	Kabompo	Kabompo	2,143,065	1,741,359	401,706	19%
84	North-Western	Kalumbila	Solwezi West	2,143,065	1,684,250	458,815	21%

85	North-Western	Kasempa	Kasempa	1,921,255	2,890,606	(969,351)	-50%
86	North-Western	Manyinga	Manyinga	2,087,960	1,220,000	867,960	42%
87	North-Western	Mufumbwe	Mufumbwe	2,143,065	2,641,464	(498,399)	-23%
88	North-Western	Mushindamo	Solwezi East	2,143,065	1,971,000	172,065	8%
89	North-Western	Mwinilungá	Mwinilungá	2,087,960	630,880	1,457,080	70%
90	North-Western	Solwezi	Solwezi Central	2,143,065	1,810,800	332,265	16%
91	North-Western	Zambezi	Zambezi East	2,143,064	2,677,901	(534,837)	-25%
92	North-Western	Zambezi	Zambezi West	2,143,064	2,677,901	(534,837)	-25%
93	Northern	Chilubi	Chilubi	2,179,000	2,179,700	(700)	0%
94	Northern	Kaputa	Kaputa	2,242,033	1,255,000	987,033	44%
95	Northern	Kasama	Kasama Central	4,286,130	4,589,564	(303,434)	-7%
96	Northern	Kasama	Lukashya				
97	Northern	Lunte	Lunte	1,626,400	2,066,415	(440,015)	-27%
98	Northern	Lupososhi	Lupososhi	1,669,633	1,422,000	247,633	15%
99	Northern	Luwingu	Lubansenshi	1,626,400	2,660,800	(1,034,400)	-64%
100	Northern	Mbala	Mbala	2,143,065	2,121,857	21,208	1%
101	Northern	Mporokoso	Mporokoso	2,143,065	2,151,729	(8,664)	0%
102	Northern	Mpulungu	Mpulungu	3,124,065	2,640,564	483,501	15%
103	Northern	Mungwi	Malole	2,151,857	2,151,815	42	0%
104	Northern	Nsama	Chimbambilonga	2,253,857	2,070,000	183,857	8%
105	Northern	Senga Hill	Senga Hill	2,151,857	2,077,000	74,857	3%
106	Southern	Chikankata	Chikankata	2,150,800	-	2,150,800	100%
107	Southern	Choma	Choma Central	2,151,857	5,543,167	(3,391,310)	-158%
108	Southern	Choma	Mbabala	2,151,857	2,867,421	(715,564)	-33%
109	Southern	Gwembe	Gwembe	2,151,856	2,047,000	104,856	5%
110	Southern	Itezhi-Tezhi	Itezhi-Tezhi	2,150,800	2,116,000	34,800	2%
111	Southern	Kalomo	Kalomo Central	2,151,856	336,807	1,815,049	84%
112	Southern	Kalomo	Dundumwezi	2,151,856	426,217	1,725,639	80%
113	Southern	Kazungula	Katombora	2,151,857	2,077,352	74,505	3%

114	Southern	Livingstone	Livingstone	2,151,857	-	2,151,857	100%
115	Southern	Mazabuka	Mazabuka Central	2,151,857	1,824,728	327,129	15%
116	Southern	Mazabuka	Magoye	2,151,857	2,532,650	(380,793)	-18%
117	Southern	Monze	Monze Central	2,150,800	3,189,350	(1,038,550)	-48%
118	Southern	Monze	Moomba	2,150,800	2,713,500	(562,700)	-26%
119	Southern	Monze	Bweengwa	2,150,800	2,526,898	(376,098)	-17%
120	Southern	Namwala	Namwala	2,150,800	2,328,038	(177,238)	-8%
121	Southern	Pemba	Pemba	2,150,800	1,502,927	647,873	30%
122	Southern	Siavonga	Siavonga	2,151,857	2,181,119	(29,262)	-1%
123	Southern	Sinazongwe	Sinazongwe	2,151,857	2,091,600	60,257	3%
124	Southern	Zimba	Mapatizya	2,150,800	2,222,990	(72,190)	-3%
125	Western	Kalabo	Kalabo Central	2,071,871	2,220,000	(148,129)	-7%
126	Western	Kalabo	Liuwa	2,143,065	2,393,191	(250,126)	-12%
127	Western	Kaoma	Kaoma	2,071,872	2,030,400	41,472	2%
128	Western	Kaoma	Mangango	2,071,872	2,151,857	(79,985)	-4%
129	Western	Limulunga	Luena	2,087,960	2,151,000	(63,040)	-3%
130	Western	Luampa	Luampa	2,151,857	2,151,857	-	0%
131	Western	Lukulu	Lukulu	2,143,064	2,383,619	(240,555)	-11%
132	Western	Mitete	Mitete	2,143,065	2,029,748	113,317	5%
133	Western	Mongu	Mongu	2,107,468	2,107,468	-	0%
134	Western	Mongu	Nalikwanda	2,107,469	2,107,469	-	0%
135	Western	Mulobezi	Mulobezi	2,143,065	1,760,000	383,065	18%
136	Western	Mwandi	Mwandi	2,071,872	2,071,872	-	0%
137	Western	Nalolo	Nalolo	2,151,857	2,118,200	33,657	2%
138	Western	Nkeyema	Nkeyema	2,087,960	2,087,960	-	0%
139	Western	Senanga	Senanga	2,151,857	2,105,857	46,000	2%
140	Western	Shangombo	Shangombo	2,151,857	2,151,857	-	0%
141	Western	Sesheke	Sesheke	2,151,857	2,129,800	22,057	1%
142	Western	Sikongo	Sikongo	2,071,872	2,071,872	-	0%

14 3	Western	Sioma	Sioma	2,143,064	1,780,000	363,064	17%
14 4	Lusaka	Lusaka	Lusaka Central	2,143,065	2,140,000	3,065	0%
14 5	Lusaka	Lusaka	Munali	2,150,800	1,990,000	160,800	7%
14 6	Lusaka	Lusaka	Mandevu	2,150,800	2,150,800	-	0%
14 7	Lusaka	Lusaka	Matero	1,955,843	1,955,843	-	0%
14 8	Lusaka	Lusaka	Kanyama	2,150,000	2,150,000	-	0%
14 9	Lusaka	Lusaka	Kabwata	2,150,800	2,150,800	-	0%
15 0	Lusaka	Lusaka	Chawama	2,151,866	2,151,866	-	0%
15 1	Lusaka	Chongwe	Chongwe	2,150,800	2,039,000	111,800	5%
15 2	Lusaka	Chirundu	Chirundu	2,151,857	2,118,970	32,887	2%
15 3	Lusaka	Rufunsa	Rufunsa	1,626,400	1,626,400	-	0%
15 4	Lusaka	Luangwa	Feira	2,151,857	2,111,982	39,875	2%
15 5	Lusaka	Kafue	Kafue	2,151,857	2,169,800	(17,943)	-1%
15 6	Lusaka	Chilanga	Chilanga	2,151,857	2,151,857	-	0%
		Total		333,448,110	320,754,460	12,693,650	4%

Appendix 2.4: Secondary Boarding and Skills Development - Bursaries

No.	Province	District	Constituency	Amount Received (2022 and 2023) K	Expenditure as at 31/12/2023 K	Unspent Amount K	Unspent %
1	Central	Chibombo	Katuba	5,379,641	2,628,795	2,750,846	51%
2	Central	Chibombo	Keembe	5,379,641	3,832,982	1,546,659	29%
3	Central	Chisamba	Chisamba	9,617,179	4,934,650	4,682,529	49%
4	Central	Chitambo	Chitambo	9,302,339	4,122,660	5,179,679	56%
5	Central	Kabwe	Kabwe Central	9,257,644	2,566,756	6,690,888	72%
6	Central	Kabwe	Bwacha	9,209,407	4,452,241	4,757,166	52%
7	Central	Kapiri-Mposhi	Kapiri-Mposhi	5,379,641	5,172,829	206,812	4%
8	Central	Luano	Mkushi South	5,379,641	2,954,666	2,424,975	45%
9	Central	Mkushi	Mkushi North	5,379,641	2,321,302	3,058,339	57%
10	Central	Serenje	Serenje Central	8,933,030	4,525,078	4,407,952	49%
11	Central	Serenje	Muchinga	10,016,314	1,898,015	8,118,299	81%
12	Central	Mumbwa	Mumbwa Central	5,379,641	3,913,317	1,466,324	27%
13	Central	Mumbwa	Nangoma	5,379,641	1,250,906	4,128,735	77%
14	Central	Ngabwe	Lufubu	5,379,641	894,491	4,485,150	83%
15	Central	Shibuyunji	Mwembezhi	8,802,114	2,435,062	6,367,052	72%
16	Copperbelt	Chililabombwe	Chililabombwe	5,375,662	4,519,860	855,802	16%
17	Copperbelt	Chingola	Nchanga	16,138,924	9,856,676	6,282,248	39%
18	Copperbelt	Chingola	Chingola				
19	Copperbelt	Kalulushi	Kalulushi	5,379,641	1,350,757	4,028,884	75%
20	Copperbelt	Kitwe	Nkana	26,898,205	19,346,261	7,551,944	28%
21	Copperbelt	Kitwe	Kwacha				
22	Copperbelt	Kitwe	Chimwemwe				

23	Copperbelt	Kitwe	Kamfinsa				
24	Copperbelt	Kitwe	Wusakile				
25	Copperbelt	Luanshya	Luanshya Central	10,759,282	8,873,276	1,886,006	18%
26	Copperbelt	Luanshya	Roan				
27	Copperbelt	Lufwanyama	Lufwanyama	5,379,641	3,851,211	1,528,430	28%
28	Copperbelt	Masaiti	Kafulafuta	10,759,282	7,433,076	3,326,206	31%
29	Copperbelt	Masaiti	Masaiti				
30	Copperbelt	Mpongwe	Mpongwe	5,379,642	2,473,775	2,905,867	54%
31	Copperbelt	Mufulira	Mufulira	5,379,641	4,965,178	414,463	8%
32	Copperbelt	Mufulira	Kantanshi	5,379,641	4,803,376	576,265	11%
33	Copperbelt	Mufulira	Kankoyo	5,379,641	5,653,250	- 273,609	-5%
34	Copperbelt	Ndola	Ndola Central	5,397,641	638,560	4,759,081	88%
35	Copperbelt	Ndola	Kabushi	5,379,641	1,395,085	3,984,556	74%
36	Copperbelt	Ndola	Bwana Mkubwa	5,397,641	2,429,320	2,968,321	55%
37	Copperbelt	Ndola	Chifubu	5,379,641	-	5,379,641	100%
38	Eastern	Chadiza	Chadiza	5,379,641	3,564,302	1,815,339	34%
39	Eastern	Chama	Chama North	5,179,679	895,278	4,284,401	83%
40	Eastern	Chama	Chama South	5,179,679	681,650	4,498,029	87%
41	Eastern	Chasefu	Chasefu	5,179,679	1,736,806	3,442,873	66%
42	Eastern	Chipangali	Chipangali	5,357,662	3,153,659	2,204,003	41%
43	Eastern	Chipata	Chipata Central	5,179,679	5,253,295	- 73,616	-1%
44	Eastern	Chipata	Luangeni	5,357,662	3,297,185	2,060,477	38%
45	Eastern	Kasenengwa	Kasenengwa	5,379,641	4,223,789	1,155,852	21%
46	Eastern	Katete	Milanzi	3,580,000	3,614,282	- 34,282	-1%
47	Eastern	Katete	Mkaika	1,980,000	1,702,913	277,087	14%
48	Eastern	Lumezi	Lumezi	5,379,641	2,229,653	3,149,988	59%
49	Eastern	Lundazi	Lundazi	5,179,679	2,210,703	2,968,976	57%

50	Eastern	Lusangazi	Msanzala	5,379,641	2,719,453	2,660,188	49%
51	Eastern	Mambwe	Malambo	5,179,679	3,277,921	1,901,758	37%
52	Eastern	Nyimba	Nyimba	3,822,852	2,184,764	1,638,088	43%
53	Eastern	Petauke	Petauke Central	5,179,679	2,233,590	2,946,089	57%
54	Eastern	Petauke	Kaumbwe	5,179,679	890,086	4,289,593	83%
55	Eastern	Sinda	Sinda	3,542,703	4,534,879	- 992,176	-28%
56	Eastern	Sinda	Kapoche	3,251,247	5,257,274	- 2,006,027	-62%
57	Eastern	Vubwi	Vubwi	2,569,678	1,024,335	1,545,343	60%
58	Luapula	Chembe	Chembe	5,379,641	2,230,502	3,149,139	59%
59	Luapula	Chienge	Chienge	9,764,632	4,584,953	5,179,679	53%
60	Luapula	Chifunabuli	Chifunabuli	5,379,641	2,156,300	3,223,341	60%
61	Luapula	Chipili	Chipili	5,179,680	1,489,289	3,690,391	71%
62	Luapula	Kawambwa	Kawambwa Central	5,371,641	5,382,583	- 10,942	0%
63	Luapula	Kawambwa	Pambashe	9,818,700	2,169,938	7,648,762	78%
64	Luapula	Lunga	Luapula	5,379,641	954,150	4,425,491	82%
65	Luapula	Mansa	Mansa Central	5,379,641	4,600,887	778,754	14%
66	Luapula	Mansa	Bahati	5,379,641	923,653	4,455,988	83%
67	Luapula	Milenge	Milenge	5,379,641	2,603,550	2,776,091	52%
68	Luapula	Mwansabombwe	Mwansabombwe	5,462,165	3,920,370	1,541,795	28%
69	Luapula	Mwense	Mwense Central	10,360,700	7,739,532	2,621,168	25%
70	Luapula	Mwense	Mambilima				
71	Luapula	Nchelenge	Nchelenge	-	-	-	0%
72	Luapula	Samfya	Bangweulu	5,179,679	2,561,988	2,617,691	51%
73	Muchinga	Chinsali	Chinsali	5,377,000	2,090,705	3,286,295	61%
74	Muchinga	Isoka	Isoka	5,377,000	2,567,164	2,809,836	52%
75	Muchinga	Kanchibiya	Kanchibiya	5,377,000	625,267	4,751,733	88%
76	Muchinga	Lavushimanda	Mfuwe	5,377,000	2,382,595	2,994,405	56%

77	Muchinga	Mafinga	Mafinga	5,061,768	890,016	4,171,752	82%
78	Muchinga	Mpika	Mpika	5,379,641	3,539,361	1,840,280	34%
79	Muchinga	Nakonde	Nakonde	5,377,000	1,369,312	4,007,688	75%
80	Muchinga	Shiwang'andu	Shiwang'andu	5,377,000	2,117,874	3,259,126	61%
81	North-Western	Chavuma	Chavuma	4,066,000	4,313,964	- 247,964	-6%
82	North-Western	Ikeleng'i	Ikeleng'i	5,357,662	4,276,488	1,081,174	20%
83	North-Western	Kabompo	Kabompo	5,357,662	6,323,582	- 965,920	-18%
84	North-Western	Kalumbila	Solwezi West	5,357,662	6,354,534	- 996,872	-19%
85	North-Western	Kasempa	Kasempa	4,803,138	5,386,606	- 583,468	-12%
86	North-Western	Manyinga	Manyinga	5,219,899	4,418,614	801,285	15%
87	North-Western	Mufumbwe	Mufumbwe	5,357,662	1,863,600	3,494,062	65%
88	North-Western	Mushindamo	Solwezi East	5,357,662	2,687,910	2,669,752	50%
89	North-Western	Mwinilungá	Mwinilungá	5,219,899	4,342,004	877,895	17%
90	North-Western	Solwezi	Solwezi Central	5,357,662	6,698,710	- 1,341,048	-25%
91	North-Western	Zambezi	Zambezi East	5,357,660	1,833,548	3,524,112	66%
92	North-Western	Zambezi	Zambezi West	5,357,660	1,833,548	3,524,112	66%
93	Northern	Chilubi	Chilubi	7,694,612	7,694,612	-	0%
94	Northern	Kaputa	Kaputa	7,786,134	1,766,506	6,019,628	77%
95	Northern	Kasama	Kasama Central	17,327,965	6,443,201	10,884,764	63%
96	Northern	Kasama	Lukashya				
97	Northern	Lunte	Lunte	5,377,000	1,617,536	3,759,464	70%
98	Northern	Lupososhi	Lupososhi	7,978,583	4,145,575	3,833,008	48%
99	Northern	Luwingu	Lubansenshi	7,847,046	2,634,657	5,212,389	66%
100	Northern	Mbala	Mbala	5,357,662	2,359,843	2,997,819	56%
101	Northern	Mporokoso	Mporokoso	5,397,641	3,873,292	1,524,349	28%
102	Northern	Mpulungu	Mpulungu	8,484,153	7,083,396	1,400,757	17%
103	Northern	Mungwi	Malole	5,179,641	5,338,841	- 159,200	-3%

104	Northern	Nsama	Chimbambilonga	9,318,864	540,000	8,778,864	94%
105	Northern	Senga Hill	Senga Hill	5,379,641	1,910,249	3,469,392	64%
106	Southern	Chikankata	Chikankata	5,179,679	3,455,943	1,723,736	33%
107	Southern	Choma	Choma Central	5,379,641	5,542,084	- 162,443	-3%
108	Southern	Choma	Mbabala	5,379,641	3,183,166	2,196,475	41%
109	Southern	Gwembe	Gwembe	5,379,641	1,106,098	4,273,543	79%
110	Southern	Itezhi-Tezhi	Itezhi-Tezhi	5,377,000	2,798,850	2,578,150	48%
111	Southern	Kalomo	Kalomo Central	10,259,378	5,661,841	4,597,537	45%
112	Southern	Kalomo	Dundumwezi				
113	Southern	Kazungula	Katombora	5,379,641	3,712,342	1,667,299	31%
114	Southern	Livingstone	Livingstone	5,379,641	4,118,016	1,261,625	23%
115	Southern	Mazabuka	Mazabuka Central	5,379,641	1,735,245	3,644,396	68%
116	Southern	Mazabuka	Magoye	5,379,641		5,379,641	100%
117	Southern	Monze	Monze Central	16,131,000	17,680,317	- 1,549,317	-10%
118	Southern	Monze	Moomba				
119	Southern	Monze	Bweengwa				
120	Southern	Namwala	Namwala	5,377,000	8,675,045	- 3,298,045	-61%
121	Southern	Pemba	Pemba	5,377,000	4,915,267	461,733	9%
122	Southern	Siavonga	Siavonga	5,379,641	784,172	4,595,469	85%
123	Southern	Sinazongwe	Sinazongwe	5,379,641	4,652,785	726,856	14%
124	Southern	Zimba	Mapatizya	5,377,000	2,881,768	2,495,232	46%
125	Western	Kalabo	Kalabo Central	5,357,662	2,441,044	2,916,618	54%
126	Western	Kalabo	Liuwa	5,179,679	874,872	4,304,807	83%
127	Western	Kaoma	Kaoma	5,179,679	1,756,502	3,423,177	66%
128	Western	Kaoma	Mangango	5,179,679		5,179,679	100%
129	Western	Limulunga	Luena	5,219,899	2,236,950	2,982,949	57%
130	Western	Luampa	Luampa	5,219,899	3,256,013	1,963,886	38%

131	Western	Lukulu	Lukulu	5,357,662	1,185,584	4,172,078	78%
132	Western	Mitete	Mitete	5,357,662	461,623	4,896,039	91%
133	Western	Mongu	Mongu	5,179,679	3,583,462	1,596,217	31%
134	Western	Mongu	Nalikwanda	5,357,662	3,815,282	1,542,380	29%
135	Western	Mulobezi	Mulobezi	5,357,662	1,187,305	4,170,357	78%
136	Western	Mwandi	Mwandi	5,179,676	1,943,632	3,236,044	62%
137	Western	Nalolo	Nalolo	5,179,679	3,469,938	1,709,741	33%
138	Western	Nkeyema	Nkeyema	5,219,899	1,180,119	4,039,780	77%
139	Western	Senanga	Senanga	5,397,641	3,324,380	2,073,261	38%
140	Western	Shangombo	Shangombo	5,379,641	3,120,962	2,258,679	42%
141	Western	Sesheke	Sesheke	5,379,641	2,944,791	2,434,850	45%
142	Western	Sikongo	Sikongo	5,179,679	2,456,124	2,723,555	53%
143	Western	Sioma	Sioma	5,357,662	2,708,436	2,649,226	49%
144	Lusaka	Lusaka	Kanyama	43,050,792	26,247,992	16,802,800	39%
145	Lusaka	Lusaka	Chawama				
146	Lusaka	Lusaka	Munali				
147	Lusaka	Lusaka	Matero				
148	Lusaka	Lusaka	Kabwata				
149	Lusaka	Lusaka	Mandevu				
150	Lusaka	Lusaka	Lusaka Central				
151	Lusaka	Chongwe	Chongwe	5,377,000	3,815,665	1,561,335	29%
152	Lusaka	Chirundu	Chirundu	5,379,641	2,131,143	3,248,498	60%
153	Lusaka	Rufunsa	Rufunsa	4,066,000	3,259,887	806,113	20%
154	Lusaka	Luangwa	Feira	5,379,641	2,184,764	3,194,877	59%
155	Lusaka	Kafue	Kafue	5,379,641	4,536,080	843,561	0%
156	Lusaka	Chilanga	Chilanga	5,379,641	3,748,696	1,630,945	30%
				881,501,869	491,594,218	389,907,651	44%

Appendix 2.5: Unspent Funds - Administrative Costs

No.	Province	District	Constituency	Amount Received K	Expenditure K	Balance as at 31/12/2023 K	Unspent %
1	Central	Chibombo	Katuba	1,415,695	1,187,476	228,219	16%
2	Central	Chibombo	Keembe	1,415,695	1,415,000	695	0%
3	Central	Chisamba	Chisamba	1,363,074	74,719	1,288,355	95%
4	Central	Chitambo	Chitambo	1,363,073	197,917	1,165,156	85%
5	Central	Kabwe	Kabwe Central	1,415,695	1,589,893	- 174,198	-12%
6	Central	Kabwe	Bwacha	1,415,695	1,550,869	- 135,174	-10%
7	Central	Kapiri-Mposhi	Kapiri-Mposhi	1,415,695	703,983	711,712	50%
8	Central	Luano	Mkushi South	1,415,695	1,415,695	-	0%
9	Central	Mkushi	Mkushi North	1,415,695	632,877	782,818	55%
10	Central	Serenje	Serenje Central	1,415,695	458,904	956,791	68%
11	Central	Serenje	Muchinga	1,415,695	786,730	628,965	44%
12	Central	Mumbwa	Mumbwa Central	1,415,695	940,998	474,697	34%
13	Central	Mumbwa	Nangoma	1,415,695	661,456	754,239	53%

14	Central	Ngabwe	Lufubu	1,415,695	1,415,695	-	0%
15	Central	Shibuyunji	Mwembezhi	1,415,695	604,485	811,210	57%
16	Copperbelt	Chililabombwe	Chililabombwe	1,409,911	662,355	747,556	53%
17	Copperbelt	Chingola	Nchanga	1,300,014	538,840	761,174	59%
18	Copperbelt	Chingola	Chingola	1,300,014	431,170	868,844	67%
19	Copperbelt	Kalulushi	Kalulushi	1,994,995	1,628,264	366,731	18%
20	Copperbelt	Kitwe	Nkana	1,415,695	1,719,475	(303,780)	-21%
21	Copperbelt	Kitwe	Kwacha	1,415,695	1,160,224	255,471	18%
22	Copperbelt	Kitwe	Chimwemwe	1,415,695	1,324,821	90,874	6%
23	Copperbelt	Kitwe	Kamfinsa	1,415,695	1,066,003	349,692	25%
24	Copperbelt	Kitwe	Wusakile	1,415,695	1,724,536	(308,841)	-22%
25	Copperbelt	Luanshya	Luanshya Central	1,415,695	1,059,043	356,652	25%
26	Copperbelt	Luanshya	Roan	1,415,695	1,308,098	107,597	8%
27	Copperbelt	Lufwanyama	Lufwanyama	1,415,695	1,363,074	52,621	4%
28	Copperbelt	Masaiti	Kafulafuta	1,415,695	1,360,123	55,572	4%

29	Copperbelt	Masaiti	Masaiti	1,415,695	1,214,721	200,974	14%
30	Copperbelt	Mpongwe	Mpongwe	1,415,695	1,696,812	(281,117)	-20%
31	Copperbelt	Mufulira	Mufulira	1,415,695	1,795,950	(380,255)	-27%
32	Copperbelt	Mufulira	Kantanshi	1,415,695	1,773,114	(357,419)	-25%
33	Copperbelt	Mufulira	Kankoyo	1,415,695	1,654,179	(238,484)	-17%
34	Copperbelt	Ndola	Ndola Central	1,415,695	1,110,980	304,715	22%
35	Copperbelt	Ndola	Kabushi	1,415,695	519,469	896,226	63%
36	Copperbelt	Ndola	Bwana Mkubwa	1,415,695	1,144,658	271,037	19%
37	Copperbelt	Ndola	Chifubu	1,415,695	1,116,718	298,977	21%
38	Eastern	Chadiza	Chadiza	1,415,695	1,795,410	(379,715)	-27%
39	Eastern	Chama	Chama North	1,363,074	1,441,134	(78,060)	-6%
40	Eastern	Chama	Chama South	1,363,074	2,306,575	(943,501)	-69%
41	Eastern	Chasefu	Chasefu	1,363,074	1,754,218	(391,144)	-29%
42	Eastern	Chipangali	Chipangali	1,409,911	1,835,994	(426,083)	-30%
43	Eastern	Chipata	Chipata Central	1,386,493	1,949,435	(562,942)	-41%

44	Eastern	Chipata	Luangeni	1,386,493	2,035,475	(648,982)	-47%
45	Eastern	Kasenengwa	Kasenengwa	1,363,073	1,192,995	170,078	12%
46	Eastern	Katete	Milanzi	787,500	963,296	(175,796)	-22%
47	Eastern	Katete	Mkaika	787,500	1,370,343	(582,843)	-74%
48	Eastern	Lumezi	Lumezi	1,415,695	1,693,563	(277,868)	-20%
49	Eastern	Lundazi	Lundazi	1,363,074	1,750,926	(387,852)	-28%
50	Eastern	Lusangazi	Msanzala	1,415,695	1,387,686	28,009	2%
51	Eastern	Mambwe	Malambo	1,363,074	1,656,124	(293,050)	-21%
52	Eastern	Nyimba	Nyimba	1,415,695	1,415,695	-	0%
53	Eastern	Petauke	Petauke Central	1,363,074	1,057,459	305615	22%
54	Eastern	Petauke	Kaumbwe	1,363,074	1,320,739	42335	3%
55	Eastern	Sinda	Sinda	1,350,000	1,023,555	326,445	24%
56	Eastern	Sinda	Kapoche	1,542,660	902,786	639,874	41%
57	Eastern	Vubwi	Vubwi	1,415,695	1,721,140	(305,445)	-22%
58	Luapula	Chembe	Chembe	1,415,695	1,155,209	260,486	18%

59	Luapula	Chienge	Chienge	1,363,074	1,423,043	(59,969)	-4%
60	Luapula	Chifunabuli	Chifunabuli	1,415,695	1,136,854	278,841	20%
61	Luapula	Chipili	Chipili	1,363,074	3,672,572	(2,309,498)	-169%
62	Luapula	Kawambwa	Kawambwa Central	1,300,014	142,210	1,157,804	89%
63	Luapula	Kawambwa	Pambashe	1,300,014	142,210	1,157,804	89%
64	Luapula	Lunga	Luapula	1,415,695	1,453,883	(38,188)	-3%
65	Luapula	Mansa	Mansa Central	1,415,695	417,908	997,787	70%
66	Luapula	Mansa	Bahati	1,415,695	511,910	903,785	64%
67	Luapula	Milenge	Milenge	1,415,695	1,529,252	(113,557)	-8%
68	Luapula	Mwansabombwe	Mwansabombwe	1,336,186	1,350,523	- 14,337	-1%
69	Luapula	Mwense	Mwense Central	1,363,250	1,251,550	111,700	8%
70	Luapula	Mwense	Mambilima	1,363,250	1,251,550	111,700	8%
71	Luapula	Nchelenge	Nchelenge	1,358,469	400,353	958,116	71%
72	Luapula	Samfya	Bangweulu	1,363,074	1,773,715	(410,641)	-30%
73	Muchinga	Chinsali	Chinsali	1,415,000	1,733,550	(318,550)	-23%

74	Muchinga	Isoka	Isoka	1,365,567	875,237	490,330	36%
75	Muchinga	Kanchibiya	Kanchibiya	1,415,000	2,031,760	(616,760)	-44%
76	Muchinga	Lavushimanda	Mfuwe	1,415,000	1,301,792	113,208	8%
77	Muchinga	Mafinga	Mafinga	1,355,746	1,337,284	18,462	1%
78	Muchinga	Mpika	Mpika	1,415,695	1,654,319	(238,624)	-17%
79	Muchinga	Nakonde	Nakonde	1,363,074	1,552,159	(189,085)	-14%
80	Muchinga	Shiwang'andu	Shiwang'andu	1,415,000	1,735,261	(320,261)	-23%
81	North-Western	Chavuma	Chavuma	1,070,000	1,795,599	-725,599	-68%
82	North-Western	Ikeleng'i	Ikeleng'i	1,409,911	1,534,894	(124,983)	-9%
83	North-Western	Kabompo	Kabompo	1,409,911	1,349,811	60,100	4%
84	North-Western	Kalumbila	Solwezi West	1,409,911	2,569,293	-1,159,382	-82%
85	North-Western	Kasempa	Kasempa	1,263,984	1,953,037	(689,053)	-55%
86	North-Western	Manyinga	Manyinga	1,373,658	2,239,102	(865,444)	-63%
87	North-Western	Mufumbwe	Mufumbwe	1,409,911	3,437,526	(2,027,615)	-144%
88	North-Western	Mushindamo	Solwezi East	1,409,911	1,415,695	(5,784)	0%

89	North-Western	Mwinilungá	Mwinilungá	1,373,658	1,238,676	134,982	10%
90	North-Western	Solwezi	Solwezi Central	1,409,911	473,874	936,037	66%
91	North-Western	Zambezi	Zambezi East	1,409,911	4,604,274	(3,194,363)	-227%
92	North-Western	Zambezi	Zambezi West	1,409,911	5,354,478	(3,944,567)	-280%
93	Northen	Chilubi	Chilubi	1,727,730	1,075,835	651,895	38%
94	Northen	Kaputa	Kaputa	1,944,450	2,076,205	(131,755)	-7%
95	Northen	Kasama	Kasama Central	4,219,895	2,417,922	1,801,973	43%
96	Northen	Kasama	Lukashya				
97	Northen	Lunte	Lunte	1,070,000	1,657,608	(587,608)	-55%
98	Northen	Lupososhi	Lupososhi	1,191,327	1,891,213	- 699,886	-59%
99	Northen	Luwingu	Lubansenshi	1,783,165	1,934,416	(151,251)	-8%
100	Northen	Mbala	Mbala	1,409,911	1,268,923	140,988	10%
101	Northen	Mporokoso	Mporokoso	1,409,911	1,298,012	111,899	8%
102	Northen	Mpulungu	Mpulungu	1,989,087	2,225,278	- 236,191	-12%
103	Northen	Mungwi	Malole	1,415,695	1,059,048	356,647	25%
104	Northen	Nsama	Chimbambilonga	2,061,118	2,002,345	58,773	3%

105	Northern	Senga Hill	Senga Hill	1,415,695	1,133,102	282,593	20%
106	Southern	Chikankata	Chikankata	1,415,000	1,151,702	263,298	19%
107	Southern	Choma	Choma Central	1,415,695	1,467,985	(52,290)	-4%
108	Southern	Choma	Mbabala	1,415,695	1,806,564	(390,869)	-28%
109	Southern	Gwembe	Gwembe	1,415,697	680,883	734,814	52%
110	Southern	Itezhi-Tezhi	Itezhi-Tezhi	1,415,000	2,028,213	(613,213)	-43%
111	Southern	Kalomo	Kalomo Central	1,363,075	438,339	924,736	68%
112	Southern	Kalomo	Dundumwezi	1,363,075	145,900	1,217,175	89%
113	Southern	Kazungula	Katombora	1,415,695	868,568	547,127	39%
114	Southern	Livingstone	Livingstone	1,415,695	568,155	847,540	60%
115	Southern	Mazabuka	Mazabuka Central	1,415,695	800,075	615,620	43%
116	Southern	Mazabuka	Magoye	1,415,695	947,493	468,202	33%
117	Southern	Monze	Monze Central	1,415,001	2,161,930	(746,929)	-53%
118	Southern	Monze	Moomba	1,415,000	1,596,717	(181,717)	-13%
119	Southern	Monze	Bweengwa	1,415,000	1,621,480	(206,480)	-15%

120	Southern	Namwala	Namwala	1,415,000	1,920,364	(505,364)	-36%
121	Southern	Pemba	Pemba	1,415,000	1,265,066	149,934	11%
122	Southern	Siavonga	Siavonga	1,415,695	1,396,454	19,241	1%
123	Southern	Sinazongwe	Sinazongwe	1,415,695	918,389	497,306	35%
124	Southern	Zimba	Mapatizya	1,363,073	2,078,575	(715,502)	-52%
125	Western	Kalabo	Kalabo Central	1,363,074	1,510,061	(146,987)	-11%
126	Western	Kalabo	Liuwa	1,409,911	1,376,353	33,558	2%
127	Western	Kaoma	Kaoma	1,363,074	-	1,363,074	100%
128	Western	Kaoma	Mangango	1,363,074	1,057,931	305,143	22%
129	Western	Limulunga	Luena	1,373,658	1,415,695	(42,037)	-3%
130	Western	Luampa	Luampa	1,415,695	1,415,695	-	0%
131	Western	Lukulu	Lukulu	1,409,911	1,643,067	(233,156)	-17%
132	Western	Mitete	Mitete	1,409,911	1,724,591	(314,680)	-22%
133	Western	Mongu	Mongu	1,386,492	1,339,948	46,544	3%
134	Western	Mongu	Nalikwanda	1,386,492	1,339,948	46,544	3%

135	Western	Mulobezi	Mulobezi	1,409,911	1,202,200	207,711	15%
136	Western	Mwandi	Mwandi	1,363,074	1,363,074	-	0%
137	Western	Nalolo	Nalolo	1,415,695	1,415,695	-	0%
138	Western	Nkeyema	Nkeyema	1,373,658	1,373,658	-	0%
139	Western	Senanga	Senanga	1,415,695	1,254,324	161,371	11%
140	Western	Shangombo	Shangombo	1,415,695	1,415,695	-	0%
141	Western	Sesheke	Sesheke	1,415,695	1,097,633	318,062	22%
142	Western	Sikongo	Sikongo	1,363,074	1,097,634	265,440	19%
143	Western	Sioma	Sioma	1,409,912	1,409,911	1	0%
144	Lusaka	Lusaka	Lusaka Central	1,409,911	1,072	1,408,839	100%
145	Lusaka	Lusaka	Munali	1,313,221	816,887	496,334	38%
146	Lusaka	Lusaka	Mandevu	1,313,221	1,113,781	199,440	15%
147	Lusaka	Lusaka	Matero	1,286,739	1,258,371	28,368	2%
148	Lusaka	Lusaka	Kanyama	1,415,000	864,672	550,328	39%
149	Lusaka	Lusaka	Kabwata	1,313,221	1,312,745	476	0%

150	Lusaka	Lusaka	Chawama	1,415,000	804,765	610,235	43%
151	Lusaka	Chongwe	Chongwe	1,313,221	1,956,328	(643,107)	-49%
152	Lusaka	Chirundu	Chirundu	1,415,695	2,925,949	(1,510,254)	-107%
153	Lusaka	Rufunsa	Rufunsa	1,070,000	2,176,323	(1,106,323)	-103%
154	Lusaka	Luangwa	Feira	1,300,015	1,415,695	(115,680)	-9%
155	Lusaka	Kafue	Kafue	1,415,695	1,881,613	(465,918)	-33%
156	Lusaka	Chilanga	Chilanga	1,415,695	1,321,269	94,426	7%
		Total		219,610,294	215,589,577	4,020,717	2%

Appendix 3: 2022 Community Projects

No.	Province	Name of Council	Constituency	B/forward (2022)	Implemented	Work in progress	Outstanding		
1	Central	Chibombo Town Council	Katuba	49	48	0	1		
			Keembe	40	30	10	0		
		Chisamba Town Council	Chisamba	15	15	0	0		
		Chitambo Town Council	Chitambo	35	34	0	1		
		Kabwe Municipal Council	Kabwe Central	4	4	0	0		
			Bwacha	12	12	0	0		
		Kapiri Mposhi Town Council	Kapiri Mposhi	24	16	8	0		
		Luano Town Council	Mkushi South	51	38	8	5		
		Mkushi Town Council	Mkushi North	20	17	2	1		
		Mumbwa Town	Mumbwa Central	34	34	0	0		
			Nangoma	41	41	0	0		
		Ngabwe Town Council	Lufubu	3	2	1	0		
		Serenje Town Council	Serenje Central	19	16	2	1		
			Muchinga	24	17	5	2		
		Shibuyunji Town Council	Mwembezi	13	13	0	0		
		2	Copperbelt	Chililabombwe Municipal Council	Chililabombwe	14	14	0	0
				Chingola Municipal Council	Chingola-2022	25	25		
					Nchanga - 2022	14	14	0	0
				Kalulushi Municipal Council	Kalulushi	14	4	8	2
Kitwe City Council	Nkana			39	39	0	0		
	Kwacha			25	19	2	4		
	Kamfinsa			29	23	1	5		
	Chimwemwe			17	17	0	0		
	Wusakile	34	34	0	0				

		Luanshya Municipal Council	Luanshya Central	19	15	4	0
			Roan	20	19	0	1
		Lufwanyama Town Council	Lufwanyama	18	18	0	0
		Masaiti Town Council	Masaiti	42	42	0	0
			Kafulafuta	35	33	0	2
		Mpongwe Town Council		13	13	0	0
		Mufulira Municipal Council	Mufulira	32	32	0	0
			Kantanshi	11	11	0	0
			Kankoyo	16	14	2	0
		Ndola City Council	Ndola Central	25	25	0	0
			Bwana Mkubwa	9	7	2	0
			Chifubu	10	8	2	0
			Kabushi	10	2	4	4
3	Eastern	Chama Town Council	Chama North	22	16	4	2
			Chama South	23	5	18	0
		Chasefu Town Council	Chasefu	30	26	4	0
		Chipangali Town Council	Chipangali	37	37	0	0
		Chipata City Council	Chipata Central	26	24	0	2
			Luangeni	22	21	1	0
		Kasenengwa Town Council	Kasenengwa	28	0	25	3
		Katete Town Council	Milanzi	13	4	9	0
			Mkaika	14	10	4	0
		Lumezi Town Council	Lumezi	16	11	5	0
		Lundazi Town Council	Lundazi	25	11	3	11
		Lusangazi Town Council	Msanzala	34	33	1	0
		Mambwe Town Council	Malambo	1	0	0	1
		Petauke Town Council	Petauke Central	29	26	3	0
			Kaumbwe	13	9	4	0
		Sinda Council	Sinda	1	0	1	0
			Kapoche	1	0	1	0

		Vubwi Town Council	Vubwi	0	0	0	0
4	Luapula	Chembe Town Council	Chembe	18	16	2	0
		Chienge Town Council	Chienge	14	14	0	0
		Chifunabuli Town Council	Chifunabuli	18	17	0	1
		Chipili Town Council	Chipili	12	5	7	0
		Kawambwa Town Council	Kawambwa Central	20	20	0	0
			Pambashe	28	28	0	0
		Lunga Town Council	Luapula	18	9	9	0
		Mansa Municipal Council	Mansa Central	6	1	4	1
			Bahati	6	0	4	2
		Milenge Town Council	Milenge	14	8	6	0
		Mwansabombwe Town Council	Mwansabombwe	7	7	0	0
		Mwense Town Council	Mwense Central	21	14	7	0
			Mambilima	25	15	10	0
		Nchelenge Town Council	Nchelenge	10	9	1	0
		Samfya Town Council	Bangweulu	17	7	9	1
5	Lusaka	Chilanga Town Council	Chilanga	14	14	0	0
		Chirundu Town Council	Chirundu	16	16	0	0
		Chongwe Municipal Council	Chongwe	7	7	0	0
		Kafue Town Council	Kafue	11	10	1	0
		Luangwa Town Council	Feira	1	0	0	1
		Lusaka City Council	Kanyama	7	6	1	0
			Chawama	4	4	0	0
			Munali	5	5	0	0
			Matero	12	12	0	0
			Kabwata	16	15	1	0
			Lusaka Central	20	19	1	0
			Mandevu	7	2	3	2
		Nyimba Town Council	Nyimba	4	4	0	0

		Rufunsa Town Council	Rufunsa	16	16	0	0
6	Muchinga	Chinsali Municipal Council	Chinsali	32	20	9	3
		Isoka Town Council	Isoka	31	23	7	1
		Kanchibiya Town Council	Kanchibiya	18	16	2	0
		Mafinga Town Council	Mafinga	23	23	0	0
		Mpika Town Council	Mpika	50	50	0	0
		Lavushimanda Town Council	Mfuwe	14	14	0	0
		Nakonde Town Council	Nakonde	25	11	14	0
		Shiwang'andu Town Council	Shiwang'andu	22	13	9	0
7	North Western	Chavuma Town Council	Chavuma	58	23	30	5
		Ikelenge Town Council	Ikeleng'i	43	28	12	3
		Kabompo Town Council	Kabompo	23	11	11	1
		Kalumbila Town Council	Solwezi West	14	14	0	0
		Kasempa Town Council	Kasempa	23	20	0	3
		Manyinga Town Council	Kabompo East	29	21	6	2
		Mufumbwe Town Council	Mufumbwe	24	19	4	1
		Mushindamo Town Council	Solwezi East	10	8	2	0
		Mwinilunga Town Council	Mwinilunga Central	42	7	27	8
		Solwezi Municipal Council	Solwezi Central	21	8	12	1
		Zambezi Town council	Zambezi East	7	2	5	0
			Zambezi West	18	9	9	0
8	Northern	Chilubi Town Council	Chilubi	42	18	23	1
		Kaputa Town Council	Kaputa	9	9	0	0
		Kasama Municipal Council	Kasama Central	20	13	0	7
			Lukashya	24	14	0	10
		Lunte Town Council	Lunte	19	10	9	0
		Lupososhi Town Council	Lupososhi	12	9	0	3
		Luwingu Town Council	Lubansenshi	20	13	6	1
		Mbala Municipal Council	Mbala	33	28	4	1

		Mporokoso Town Council	Mporokoso	18	14	4	0
		Mpulungu Town Council	Mpulungu	24	16	0	8
		Mungwi Town Council	Malole	39	28	6	5
		Nsama Town Council	Chimbamilonga	16	6	3	7
		Senga Hill Town Council	Senga Hill	26	20	6	0
9	Southern	Chinkankata Town Council	Chikankata	14	14	0	0
		Choma Municipal Council	Choma Central	54	22	32	0
			Mbabala	45	43	2	0
		Gwembe Town Council	Gwembe	5	5	0	0
		Itezhi-Tezhi Town Council	Itezhi Tezhi	8	5	3	0
		Kalomo Town Council	Kalomo Central	52	52	0	0
			Dundumwezi	18	18	0	0
		Kazungula Town Council	Katombola	15	14	1	0
		Livingstone City Council	Livingstone Central	23	22	0	1
		Mazabuka Municipal Council	Mazabuka Central	6	6	0	0
			Magoye	5	5	0	0
		Monze Town Council	Monze Central	6	6	0	0
			Moomba	6	6	0	0
			Bweengwa	13	12	1	0
		Namwala Town Council	Namwala	16	16	0	0
		Pemba Town Council	Pemba	51	48	3	0
		Siavonga Town Council	Siavonga	16	16	0	0
		Sinazongwe Town Council	Sinazongwe	25	14	10	1
		Zimba Town Council	Mapatizya	2	2	0	0
10	Western	Kalabo Town Council	Kalabo Central	39	0	37	2
			Liuwa	38	0	38	0
		Kaoma Town Council	Kaoma Central	30	26	4	0

		Mangango	21	10	9	2
	Limulunga Town Council	Luena	37	24	9	4
	Luampa Town Council	Luampa	33	18	15	0
	Lukulu Town Council	Lukulu East	5	0	5	0
	Mitete Town Council	Mitete	20	5	15	0
	Mongu Municipal Council	Mongu Central	31	17	14	0
		Nalikwanda	30	10	20	0
	Sioma Town Council	Sioma	14	0	14	0
	Sikongo Town Council	Sikongo	30	11	16	3
	Sesheke Town Council	Sesheke	30	8	19	3
	Shangombo Town Council	Shangombo	30	30	0	0
	Senanga Town Council	Senanga	17	14	3	0
	Nkeyema Town Council	Nkeyema	17	12	5	0
	Nalolo Town Council	Nalolo	21	15	6	0
	Mwandi Town Council	Mwandi	22	21	1	0
	Mulobezi Town Council	Mulobezi	28	21	7	0
	Total		3266	2404	719	143

Appendix 4: 2023 Community Projects

No	Province	Name of Council	Constituency	Approved (2023)	Implemented	Work in progress	Outstanding	
	Central	Chibombo Town Council	Katuba	31	11	18	2	
				Keembe	20	5	12	3
		Chisamba Town Council	Chisamba	9	0	4	5	
		Chitambo Town Council	Chitambo	12	1	10	1	
		Kabwe Municipal Council	Kabwe Central	19	7	4	8	
			Bwacha	10	1	1	8	
		Kapiri Mposhi Town Council	Kapiri Mposhi	51	19	32	0	
		Luano Town Council	Mkushi South	7	0	0	7	
		Mkushi Town Council	Mkushi North	12	3	1	8	
		Mumbwa Town	Mumbwa Central	23	18	5	0	
			Nangoma	10	7	3	0	
		Ngabwe Town Council	Lufubu	20	13	1	6	
		Serenje Town Council	Serenje Central	30	16	8	6	
			Muchinga	29	19	7	3	
		Shibuyunji Town Council	Mwembezhi	9	1	8	0	
	Copperbelt	Chililabombwe Municipal Council	Chililabombwe	20	11	2	7	
		Chingola Municipal Council	Chingola	20	11	0	9	
			Nchanga	16	9	2	5	
		Kalulushi Municipal Council	Kalulushi	14	4	8	2	
		Kitwe City Council	Nkana	30	10	6	14	

		Kwacha	25	9	4	12	
		Kamfinsa	16	5	3	8	
		Chimwemwe	13	4	8	1	
		Wusakile	15	6	2	7	
	Luanshya Municipal Council	Luanshya Central	8	0	0	8	
		Roan	14	0	0	14	
	Lufwanyama Town Council	Lufwanyama	13	12	0	1	
	Masaiti Town Council	Masaiti	11	9	0	2	
		Kafulafuta	15	13	0	2	
	Mpongwe Town Council	Mpongwe	14	0	0	14	
	Mufulira Municipal Council	Mufulira	45	45	0	0	
		Kantanshi	44	38	5	1	
		Kankoyo	50	27	0	23	
	Ndola City Council	Ndola Central	13	1	3	9	
		Bwana Mkubwa	13	1	0	12	
		Chifubu	21	1	0	20	
		Kabushi	10	2	4	4	
	Eastern	Chama Town Council	Chama North	22	16	4	2
			Chama South	9	3	2	4
		Chasefu Town Council	Chasefu	30	26	4	0
		Chipangali Town Council	Chipangali	37	37	0	0
		Chipata City Council	Chipata Central	26	24	0	2
			Luangeni Constituencies	22	21	1	0
		Kasenengwa Town Council	Kasenengwa	20	8	6	6

		Katete Town Council	Milanzi	20	0	0	20
			Mkaika	15	1	0	14
		Lumezi Town Council	Lumezi	14	8	5	1
		Lundazi Town Council	Lundazi	19	2	15	2
		Lusangazi Town Council	Msanzala	15	11	0	4
		Mambwe Town Council	Malambo	26	15	3	8
		Petauke Town Council	Petauke Central	17	11	3	3
			Kaumbwe	12	7	3	2
		Sinda Council	Sinda	17	5	8	4
			Kapoche	20	6	8	6
		Vubwi Town Council	Vubwi	13	10	0	3
	Luapula	Chembe Town Council	Chembe	6	1	2	3
		Chienge Town Council	Chienge	6	1	2	3
		Chifunabuli Town Council	Chifunabuli	6	1	0	5
		Chipili Town Council	Chipili	20	7	5	8
		Kawambwa Town Council	Kawambwa Central	16	3	10	3
			Pambashe	15	0	15	0
		Lunga Town Council	Luapula	17	4	6	7
		Mansa Municipal Council	Mansa Central	7	1	4	2
			Bahati	7	0	4	3
		Milenge Town Council	Milenge	11	3	4	4
		Mwansabombwe Town Council	Mwansabombwe	13	0	11	2
		Mwense Town Council	Mwense Central	6	3	3	0
			Mambilima	5	2	3	0
		Nchelenge Town Council	Nchelenge	7	3	0	4

		Samfya Town Council	Bangweulu	8	2	4	2	
	Lusaka	Chilanga Town Council	Chilanga	26	0	0	26	
		Chirundu Town Council	Chirundu	18	10	7	1	
		Chongwe Municipal Council	Chongwe	27	10	6	11	
		Kafue Town Council	Kafue	17	5	12	0	
		Luangwa Town Council	Feira	42	36	0	6	
		Lusaka City Council	Kanyama	16	3	0	13	
			Chawama	11	0	0	11	
			Munali	18	13	3	2	
			Matero	14	2	2	10	
			Kabwata	16	1	1	14	
			Lusaka Central	15	0	0	15	
			Mandevu	16	6	0	10	
			Nyimba Town Council	Nyimba	13	7	6	0
			Rufunsa Town Council	Rufunsa	9	5	0	4
		Muchinga	Chinsali Municipal Council	Chinsali	13	4	7	2
	Isoka Town Council		Isoka	14	2	2	10	
	Kanchibiya Town Council		Kanchibiya	19	14	4	1	
	Mafinga Town Council		Mafinga	20	3	15	2	
	Mpika Town Council		Mpika	19	7	11	1	
	Lavushimanda Town Council		Mfuwe	28	16	8	4	
	Nakonde Town Council		Nakonde	6	3	2	1	
	Shiwang'andu Town Council		Shiwang'andu	9	2	5	2	
	North Western	Chavuma Town Council	Chavuma	23	5	11	7	
		Ikelenge Town Council	Ikeleng'i	6	4	0	2	

		Kabompo Town Council	Kabompo	7	7	0	0
		Kalumbila Town Council	Solwezi West	5	4	0	1
		Kasempa Town Council	Kasempa	17	7	7	3
		Manyinga Town Council	Kabompo East	12	8	3	1
		Mufumbwe Town Council	Mufumbwe	16	2	13	1
		Mushindamo Town Council	Solwezi East	11	9	0	2
		Mwinilunga Town Council	Mwinilunga Central	18	0	0	18
		Solwezi Municipal Council	Solwezi Central	19	0	0	19
		Zambezi Town council	Zambezi East	7	4	3	0
			Zambezi West	4	1	3	0
	Northern	Chilubi Town Council	Chilubi	19	0	18	1
		Kaputa Town Council	Kaputa	5	3	0	2
		Kasama Municipal Council	Kasama Central	18	0	17	1
			Lukashya	24	14	9	1
		Lunte Town Council	Lunte	27	0	0	27
		Lupososhi Town Council	Lupososhi	12	0	9	3
		Luwingu Town Council	Lubansenshi	22	10	0	12
		Mbala Municipal Council	Mbala	22	1	2	19
		Mporokoso Town Council	Mporokoso	10	1	1	8
		Mpulungu Town Council	Mpulungu	24	16	0	8
		Mungwi Town Council	Malole	14	3	8	3

		Nsama Town Council	Chimbamilonga	11	5	4	2
		Senga Hill Town Council	Senga Hill	12	0	1	11
	Southern	Chinkankata Town Council	Chikankata	9	6	2	1
		Choma Municipal Council	Choma Central	14	7	6	1
			Mbabala	16	10	3	3
		Gwembe Town Council	Gwembe	15	3	9	3
		Itezhi-Tezhi Town Council	Itezhi Tezhi	9	4	4	1
		Kalomo Town Council	Kalomo Central	33	15	16	2
			Dundumwezi	11	3	6	2
		Kazungula Town Council	Katombola	14	5	8	1
		Livingstone City Council	Livingstone Central	7	6	1	0
		Mazabuka Municipal Council	Mazabuka Central	17	8	7	2
			Magoye	26	16	5	5
		Monze Town Council	Monze Central	13	6	4	3
			Moomba	22	0	1	21
			Bweengwa	41	3	19	19
		Namwala Town Council	Namwala	12	2	6	4
		Pemba Town Council	Pemba	26	24	2	0
		Siavonga Town Council	Siavonga	29	11	14	4
	Sinazongwe Town Council	Sinazongwe	23	12	10	1	
	Zimba Town Council	Mapatizya	14	2	2	10	
	Western	Kalabo Town Council	Kalabo Central	44	2	9	33
			Liuwa	68	7	39	22

	Kaoma Town Council	Kaoma Central	18	5	12	1
		Mangango	10	1	6	3
	Limulunga Town Council	Luena	48	13	6	29
	Luampa Town Council	Luampa	8	0	8	0
	Lukulu Town Council	Lukulu East	22	6	11	5
	Mitete Town Council	Mitete	25	2	22	1
	Mongu Municipal Council	Mongu Central	13	8	2	3
		Nalikwanda	16	4	5	7
	Sioma Town Council	Sioma	28	0	6	22
	Sikongo Town Council	Sikongo	25	15	2	8
	Sesheke Town Council	Sesheke	9	0	0	9
	Shangombo Town Council	Shangombo	26	24	1	1
	Senanga Town Council	Senanga	12	0	0	12
	Nkeyema Town Council	Nkeyema	18	7	11	0
	Nalolo Town Council	Nalolo	33	30	2	1
	Mwandi Town Council	Mwandi	19	0	0	19
	Mulobezi Town Council	Mulobezi	13	8	4	1
	Total		2793	1109	767	917

Appendix 5 -Analysis of Performance - Youth Women and Community - Grants

No.	Name of Council	Constituency	Approved Amount	Allocation	No. of Applications	Approved applications	Approval Rate	Amounts Disbursed	Over/Under Expenditure	Percentage of disbursement	Balance Brought forward from 2022	2022 No. Beneficiaries	AMT Disbursed	Total Disbursement in 2023
1	Chadiza Town Council	Chadiza	-	2,151,857	72	72	100%	3,026,347	- 874,490	100	874,490	34	-	3,026,347
2	Chama Town Council	Chama North	-	2,071,872	165	102	62%	1,987,000	84,872	62	-	-	-	1,987,000
		Chama South	-	2,071,872	96	53	55%	2,104,600	- 32,728	55	32,728	-	-	2,104,600
3	Mambwe Town Council	Malambo	-	2,071,872	227	83	37%	2,071,872	-	37	-	-	-	2,071,872
4	Chasefu Town Council	Chasefu	-	2,647,500	156	100	64%	2,647,500	-	64	-	-	-	2,647,500
5	Chipangali Town Council	Chipangali	-	2,143,065	93	92	99%	2,146,884	- 3,819	99	3,819	-	-	2,146,884
6	Chipata City Council	Chipata Central	-	2,071,872	125	107	86%	3,069,992	- 998,120	86	998,120	33	-	3,069,992
		Luangeni	-	2,143,065	148	94	64%	2,108,557	34,508	64	-	-	-	2,108,557
7	Lumezi Town Council	Lumezi	-	2,151,857	163	101	62%	2,151,851	6	62	-	-	-	2,151,851
8	Lundazi Town Council	Lundazi Central	-	2,071,872	107	103	96%	2,040,000	31,872	96	-	-	-	2,040,000
9	Nyimba Town Council	Nyimba	-	2,111,982	95	95	100%	2,111,982	-	100	-	-	-	2,111,982
10	Vubwi Town Council	Vubwi	-	3,103,072	111	54	49%	3,103,072	-	49	-	-	-	3,103,072
11	Lusangazi Town Council	Msanzala	-	2,151,857	255	58	23%	2,058,408	93,449	23	-	-	-	2,058,408
12	Petauke Town Council	Petauke Central	-	2,071,872	671	69	10%	1,093,442	978,430	10	-	-	-	1,093,442
		Kaumbwe	-	2,071,872	122	120	98%	1,759,549	312,323	98	-	-	-	1,759,549
13	Sinda Town Council	Sinda	-	2,151,857	160	107	67%	2,895,503	- 743,646	67	743,646	26	-	2,895,503
		Kapoche	-	2,151,746	165	104	63%	2,855,744	- 703,998	63	703,998	23	-	2,855,744
14	Katete Town Council	Milanzi	-	2,120,585	62	60	97%	1,551,221	569,364	97	-	0	-	1,551,221
		Mkaika	-	2,147,096	65	64	98%	3,069,672	- 922,576	98	922,576	31	-	3,069,672
15	Kasenengwa Town Council	Kasenegwa	-	2,071,872	143	140	98%	2,100,000	- 28,128	98	28,128	2	-	2,100,000
16	Kabwe Municipal Council	Kabwe Central	-	2,151,857	203	70	34%	2,143,065	8,792	34	3,878,003	36	2,143,965	4,287,030

		Bwacha	-	2,151,857	201	71	35%	2,102,737	49,120	35	1,467,313	46	1,467,313	3,570,050
17	Shibuyunji Town Council	Mwebezhi	-	2,151,857	231	54	23%	2,087,855	64,002	23	21,702	1	21,702	2,109,557
18	Chibombo Town Council	Katuba	-	2,151,857	128	128	100%	2,139,788	12,069	100	-	-	-	2,139,788
		Keembe	-	2,151,856	127	98	77%	1,612,932	538,924	77	-	-	-	1,612,932
19	Ngabwe Town Council	Lufubu	-	2,151,857	25	25	100%	1,879,890	271,967	100	-	-	-	1,879,890
20	Chisamba Town Council	Chisamba	-	2,071,872	154	50	32%	1,094,743	977,129	32	846,057	19	846,057	1,940,800
21	Luano Town Council	Mukushi South	-	2,151,857	351	63	18%	2,151,857	-	18	2,343,000	60	2,343,000	4,494,857
22	Chitambo Town Council	Chitambo	-	2,071,872	99	79	80%	1,295,767	776,105	80	1,804,233	34	1,804,233	3,100,000
23	Mumbwa Town Council	Mumbwa Central	-	2,151,856	98	85	87%	2,151,856	-	87	367,979	16	367,979	2,519,835
		Nangoma	-	2,151,856	72	72	100%	412,639	1,739,217	100	149,486	6	149,486	562,125
24	Kapiri Mposhi Town Council	Kapiri Mposhi	2,642,000	2,151,857	451	111	25%	2,534,000	- 382,143	25	3,033		503,033	3,037,033
25	Serenje Town Council	Serenje Central	2,150,856	2,151,856	347	133	38%	1,958,000	193,856	38	1,956,233		1,963,800	3,921,800
		Muchinga	2,141,857	2,151,856	177	97	55%	3,039,507	- 887,651	55	1,118,733			3,039,507
26	Mkushi Town Council	Mukushi North	-	2,151,857	137	60	44%	413,268	1,738,589	44	1,650,127	63	1,650,127	2,063,395
27	Lusaka City Council	Kanyama	-	2,150,000	1,790	158	9%	2,150,000	-	9	145,240.00	5	145,240	2,295,240
		Chawama	-	2,151,866	-	116	-	2,151,866	-	-	34,338.00	2	34,338	2,186,204
		Munali	-	2,150,800	-	67	-	1,990,000	160,800	-	-	-	-	1,990,000
		Matero	-	1,955,843	-	70	-	1,955,843	-	-	133,591	6	133,591	2,039,000
		Kabwata	-	2,150,800	-	81	-	2,150,800	-	-	90,760	4	90,760	2,241,560
		Mandevu	-	2,150,800	-	114	-	2,150,800	-	-	235,993	9	235,993	2,386,793
		Lusaka Central	-	2,143,065	-	60	-	2,140,000	3,065	-	-	-	-	2,140,000
28	Chirundu Town Council	Chirundu	-	2,151,857	161	66	41%	1,988,970	162,887	41	130,000			2,118,970
29	Kafue Town Council	Kafue	-	2,151,857	146	104	71%	2,151,857	-	71	17,943	1	17,943	2,169,800
30	Chongwe Municipal Council	Chongwe	-	2,150,800	107	104	97%	2,039,000	-	97	-	-	-	2,039,000
31	Luangwa Town Council	Feira	-	2,151,857	120	112	93%	2,111,982	39,875	93	-	-	-	2,111,982
32	Chilanga Town Council	Chilanga	-	2,151,857	99	52	53%	2,132,447	19,410	53	40,000	1		2,172,447

33	Rufunsa Town Council	Rufunsa	-	1,626,400	368	210	57%	1,626,400	-	57	515,100	6	515,100	2,141,500
34	Chikankata Town Council	Chikankata	-	2,150,800	60	52	87%	-	2,150,800	87	2,913,518	47	2,913,518	2,913,518
35	Livingstone City Council	Livingstone Central	-	2,151,857	530	68	13%	2,151,857	-	13	-	1	20,000	2,171,857
36	Choma Municipal Council	Choma Central	-	2,151,857	135	135	100%	2,142,480	9,377	100	-	-	-	2,142,480
		Mbabala	-	2,151,857	100	100	100%	2,121,782	30,075	-	-	-	-	2,121,782
37	Namwala Town Council	Namwala	-	2,150,800	93	83	89%	2,150,000	800	89	496,200	69	496,200	2,646,200
38	Gwembe Town Council	Gwembe	-	2,151,856	122	122	100%	2,047,000	104,856	100	-	-	-	2,047,000
39	Pemba Town Council	Pemba	-	2,150,800	130	130	100%	1,502,927	647,873	100	648,930	-	-	1,502,927
40	Zimba Town Council	Mapatizya	-	2,150,000	65	65	100%	2,222,990	- 72,990	100	7,200	1	10233	2,233,223
41	Itezhi-tezhi Town Council	Itezhi- Tezhi	-	2,150,000	149	55	37%	2,116,000	34,000	37	9,796	1	9796	2,125,796
42	Siavonga Town Council	Siavonga	-	2,151,857	130	80	62%	2,181,119	- 29,262	62	330,723	16	330723	2,511,842
43	Kalomo Town Council	Kalomo Central	-	2,151,856	222	143	64%	336,807	1,815,049	64	223,450	0	223450	560,257
		Dundumwezi	-	2,151,856	389	93	24%	426,217	1,725,639	24	223,450	11	223450	649,667
44	Mazabuka Municipal Council	Mazabuka Central	-	2,151,857	120	107	89%	1,824,728	327,129	89	204,239	6	204239	2,028,967
		Magoye	-	2,151,857	120	108	90%	2,532,650	- 380,793	90	86,317	4	86317	2,618,967
45	Kazungula Town Council	Katombola	-	2,151,857	155	153	99%	2,077,352	74,505	99	19,366	1	19366	2,096,718
46	Monze Town Council	Monze Central	-	2,150,800	144	144	100%	2,149,920	880	100	932,200	123	932200	3,082,120
		Moomba	-	2,150,800	96	96	100%	2,713,500	- 562,700	100	617,360	85	617360	3,330,860
		Bweengwa	-	2,150,800	72	72	100%	2,526,898	- 376,098	100	-	-	-	2,526,898
47	Sinazongwe Town Council	Sinazongwe	-	2,151,857	233	143	61%	2,091,600	60,257	61	-	-	-	2,091,600
48	Solwezi Municipal Council	Solwezi Central	-	2,143,065	138	138	100%	1,810,800	332,265	100	-	-	-	1,810,800
49	Chavuma Town Council	Chavuma	-	1,626,400	321	198	62%	2,606,000	- 979,600	62	979,600	-	979,600	3,585,600
50	Kalumbila Town Council	Solwezi West	-	2,143,065	176	91	52%	1,684,250	458,815	52	-	-	-	1,684,250
51	Zambezi Town Council	Zambzi East	-	2,143,064	148	70	47%	2,143,064	-	47	-	-	-	2,143,064
		Zambzi West	-	2,143,064	-	50	-	2,143,064	-	-	-	-	-	2,143,064

52	Kasempa Town Council	Kasempa	-	1,921,255	162	80	49%	2,890,606	- 969,351	49	969,351	-	969,351	3,859,957
53	Ikelenge Town Council	Ikeleng'i	-	3,876,421	79	24	30%	1,408,200	2,468,221	30	-	-	-	1,408,200
54	Mushindamo Town Council	Solwezi East	-	2,143,065	97	91	94%	2,410,000	- 266,935	94	266,935	-	266,935	2,676,935
55	Kabompo Town Council	Kabompo	-	2,143,065	57	56	98%	1,741,359	401,706	98	0	-	-	1,741,359
56	Mufumbwe Town Council	Mufumbwe	-	2,143,065	111	88	79%	2,641,464	- 498,399	79	498,399	-	498,399	3,139,863
57	Manyinga Town Council	Kabompo East	-	2,087,960	87	66	76%	1,220,000	867,960	76	-	-	-	1,220,000
58	Mwinilunga Town Council	Mwinilunga Central Constituency	-	2,087,960	105	55	52%	630,880	1,457,080	52	-	-	-	630,880
59	Nakonde Town Council	Nakonde Constituency	-	2,150,800	106	96	91%	2,195,000	- 44,200	91	-	-	-	2,195,000
60	Mpika Town Council	Mpika Central	-	2,151,857	71	36	51%	2,151,856	1	51	-	-	-	2,151,856
61	Mafinga Town Council	Mafinga	-	2,150,800	248	125	50%	2,150,800	-	50	-	-	-	2,150,800
62	Isoka Town Council	Isoka	-	2,151,856	137	60	44%	2,138,713	13,143	44	-	-	-	2,138,713
63	Lavushimanda Town Council	Mfuwe	-	2,150,800	167	138	83%	2,070,000	80,800	83	-	-	-	2,070,000
64	Shiwangandu Town Council	Shiwang'andu	-	2,190,800	129	54	42%	2,150,800	40,000	42	-	-	-	2,150,800
65	Chinsali Municipal Council	Chinsali	-	2,071,872	212	118	56%	1,970,800	101,072	56	-	-	-	1,970,800
66	Kanchibiya Town Council	Kanchibiya	-	2,071,872	185	65	35%	1,874,967	196,905	35	-	-	-	1,874,967
67	Kasama Municipal Council	Kasama Central	-	4,286,130	103	53	51%	4,589,564	- 303,434	51	1,836,581	21	2,706,349	7,295,913
		Lukashya	-	4,403,655	158	27	17%	4,908,359	- 504,704	17	1,529,678	52	1,952,845	6,861,204
68	Luwingu Town Council	Lubansenshi	-	5,827,269	154	55	36%	2,660,800	3,166,469	36	2,934,350	16	2,832,000	5,492,800
69	Mporokoso Town Council	Mporokoso	-	2,151,857	71	64	90%	2,116,079	35,778	90	-	-	-	2,116,079
70	Lunte Town Council	Lunte	-	2,150,800	187	101	54%	2,066,415	84,385	54	-	-	-	2,066,415
71	Lupososhi Town Council	Lupososhi	-	1,626,400	57	43	75%	1,422,000	204,400	75	2,943,394	30	2,930,000	4,352,000
72	Mbala Municipal Council	Mbala	-	2,143,065	190	182	96%	2,121,857	21,208	96	-	-	-	2,121,857
73	Kaputa Town Council	Kaputa	-	2,150,800	136	105	77%	1,255,000	895,800	77	987,033	31	912,033	2,167,033

74	Mungwi Town Council	Malole	-	14,575,711	352	96	27%	2,151,857	12,423,854	27	-	-	-	2,151,857
75	Chilubi Town Council	Chilubi	-	2,179,000	16	10	63%	2,179,700	- 700	63	2,963,818	42	2,904,800	5,084,500
76	Nsama Town Council	Chimbamilonga	-	2,253,857	175	54	31%	2,070,000	183,857	31	102,000	22	2,934,350	5,004,350
77	Mpulungu Town Council	Mpulungu	-	2,143,065	158	58	37%	1,669,564	473,501	37	98,100	70	971,000	2,640,564
78	Senga Hill Town Council	Senga hill	-	2,151,857	135	58	43%	2,067,000	84,857	43	674,400	17	674,400	2,741,400
79	Kitwe City Council	Nkana	2,131,857	2,151,857	100	96	96%	2,131,857	20,000	96	409,046	20	409,046	2,540,903
		Kwacha	2,151,857	2,151,857	110	103	94%	1,738,526	413,331	94	1,143,338	57	1,143,338	2,881,864
		Chimwemwe	2,151,857	2,151,857	116	116	100%	2,085,378	66,479	100	993,962	49	993,962	3,079,340
		Kamfinsa	2,151,857	2,151,857	106	106	100%	1,995,488	156,369	100	476,692	23	476,692	2,472,180
		Wusakile	2,151,857	2,151,857	120	111	93%	2,072,640	79,217	93	225,420	11	225,420	2,298,060
80	Luanshya Municipal Council	Luanshya Central	2,151,857	2,151,856	442	78	18%	1,388,857	762,999	18	66,075	148	66,075	1,454,932
		Roan		2,151,856		113	-	2,151,856	-	-	-	-	0	2,151,856
81	Lufwanyama Town Council	Lufwanyama	2,151,857	2,151,857	114	73	64%	1,388,856	763,001	64	-	-	-	1,388,856
82	Mufulira Municipal Council	Mufulira	2,151,857	2,151,857	107	107	100%	2,143,065	8,792	100	-	-	0	2,143,065
		Kantanshi	2,151,857	2,151,857	100	99	99%	2,143,065	8,792	99	-	-	0	2,143,065
		Kankoyo	2,151,857	2,151,857	94	93	99%	2,143,065	8,792	99	-	-	0	2,143,065
83	Kalulushi Municipal Council	Kalulushi	2,151,857	2,151,857	78	76	97%	2,120,810	31,047	97	-	-	0	2,120,810
84	Masaiti Town Council	Kafulafuta	2,151,857	2,151,857	160	160	100%	2,151,857	-	100	-	-	0	2,151,857
		Masaiti	2,151,857	2,151,857	110	110	100%	2,151,857	-	100	-	-	0	2,151,857
85	Ndola City Council	Ndola Central	-	2,151,857	841	101	12%	2,053,930	97,927	12	852,983	380	-	2,053,930
		Kabushi	-	2,151,857	-	108	-	875,631	1,276,226	-	1,367,364	-	-	875,631
		BwanaMkumbwa	-	2,151,857	-	126	-	-	2,151,857	-	975,876	-	-	-
		Chifubu	-	2,151,857	-	95	-	-	2,151,857	-	94,233	-	-	-
86	Mpongwe Town Council	Mpongwe	2,151,857	2,151,857	183	72	39%	2,181,857	- 30,000	39	3,181	-	-	2,181,857

87	Chililabombwe Municipal Council	Chililabombwe	2,154,857	2,151,857	177	112	63%	2,133,857	18,000	63	-	-	2,133,857	
88	Chingola Municipal Council	Nchanga	2,151,857	2,151,857	220	214	97%	1,875,700	276,157	97	42,000	7	42,000	1,917,700
		Chingola	2,151,857	2,151,857	112	90	80%	1,800,000	351,857	80	166,000	16	166,000	1,966,000
89	Chembe Town Council	Chembe												
90	Chipili Town Council	Chipili	-	2,071,871			-	2,110,800	- 38,929	-			38,929	2,149,729
91	Kawambwa Town Council	Kawambwa Central	-	2,151,857	116	116	100%	3,652,160						3,652,160
		Pambashe	-	2,151,857	147	147	100%	3,727,352	- 1,575,495	100	3,141,411		3,141,411	6,868,763
92	Nchelenge Town Council	Nchelenge	-	2,071,872	353	85	24%	1,886,767	185,105	24	-	-	-	1,886,767
93	Milenge Town Council	Milenge	-	2,151,857	122	119	98%	2,151,857	-	98	-	-	-	2,151,857
94	Samfya Town Council	Bangweulu	-	2,071,872	118	116	98%	2,221,000	- 149,128	98	-	-	-	2,221,000
	Mwense Town Council	Mwense Central	-	-	110	110	100%	2,084,716	- 2,084,716	100	-	-	-	2,084,716
95		Mambilima	-	-	91	91	100%	2,224,300		100	-	-	-	2,224,300
96	Mwansabombwe Town Council	Mwansabombwe	-	2,184,866	125	72	58%	2,148,556	36,310	58	-	-	-	2,148,556
97	Chifunabuli Town Council	Chifunabuli	-	2,151,857	65	46	71%	1,833,620	318,237	71	-	-	-	1,833,620
98	Chienge Town Council	Cheinge	-	2,071,872	104	62	60%	1,605,000	466,872	60	-	-	-	1,605,000
99	Lunga Town Council	Luapula	-	2,151,857	50	47	94%	1,699,767	452,090	94	-	-	-	1,699,767
100	Mansa Municipal Council	Mansa Central	-	2,151,857	892	177	20%	4,301,864	- 2,150,007	20	-	-	-	4,301,864
		Bahati	-	2,151,857	-	-	-	2,242,300	- 90,443		2,706,350			2,242,300
101	Mitete Town Council	Mitete	-	2,143,065	227	101	44%	2,029,748	113,317	44	-	-	-	2,029,748
102	Lukulu Town Council	Lukulu	-	2,143,064	286	211	74%	2,383,619	- 240,555	74	-	-	-	2,383,619
103	Mulobezi Town Council	Mulobezi	-	2,143,065	116	44	38%	1,760,000	383,065	38	-	-	-	1,760,000
104	Mongu Municipal Council	Mongu Central	-	2,071,872	250	106	42%	2,071,872	-	42	-	-	-	2,071,872
		Nalikwanda	-	2,143,065	49	43	88%	2,143,065	-	88	-	-	-	2,143,065

105	Mwandi Town Council	Mwandi	-	2,071,872	165	93	56%	2,071,872	-	56	-	-	-	2,071,872
106	Nalolo Town Council	Nalolo	-	2,071,872	350	112	32%	2,118,200	- 46,328	32	-	-	-	2,118,200
107	Limulunga Town Council	Limulunga	-	2,087,960	250	142	57%	2,151,000	- 63,040	57	-	-	-	2,151,000
108	Kaoma Town Council	Kaoma	-	2,071,872	168	143	85%	2,030,400	41,472	85	-	-	-	2,030,400
		Mangango	-	2,071,872	139	135	97%	2,151,857	- 79,985	97	-	-	-	2,151,857
109	Luampa Town Council	Luampa	-	2,151,857	92	64	70%	2,151,857	-	70	-	-	-	2,151,857
110	Nkeyema Town Council	Nkeyema	-	2,087,960	120	112	93%	2,087,960	-	93	-	-	-	2,087,960
111	Senanga Town Council	Senanga	-	2,151,857	306	120	39%	2,105,857	46,000	39	-	-	-	2,105,857
112	Sesheke Town Council	Sesheke	-	2,151,857	140	101	72%	2,129,800	22,057	72	-	-	-	2,129,800
113	Shangombo Town Council	Shangombo	-	2,151,857	178	155	87%	2,151,857	-	87	-	-	-	2,151,857
114	Sikongo Town Council	Sikongo	-	2,071,872	210	162	77%	2,151,857	- 79,985	77	-	-	-	2,151,857
115	Sioma Town Council	Sioma	-	2,143,064	214	173	81%	1,780,000	363,064	81	-	-	-	1,780,000
116	Kalabo Town Council	Kalabo	-	2,071,871	163	179	110%	2,220,000	- 148,129	110	-	-	-	2,220,000
		Liuwa	-	2,143,065	163	150	92%	2,393,191	- 250,126	92	-	-	-	2,393,191
		Total	43,499,282	348,738,034	25,655	14,735	57%	319,039,932	33,310,905		57,416,689	1,841	48,755,447	367,914,946

Appendix 6: Change of Projects Without Approval

No.	Council	Constituency	No. of Cooperative/Group	Grants
1	Katete Town Council	Milanzi	1	40,000
		Mkaika	3	93,340
2	Lundazi Town Council	Lundazi Central	5	100,000
3	Chama Town Council		4	155,000
4	Lusangazi Town Council	Msanzala	4	160,000
5	Mambwe Town Council	Malambo	4	80,000
6	Petauke Town Council	Kaumbwe	9	68,961
7	Kabwe Town Council		20	337,520
8	Kapiri Mposhi Town Council		13	436,000
9	Mukushi Town Council	Mukushi North	3	96,000
10	Lusaka City Council		14	240,150
11	Rufunsa Town Council	Rufunsa	34	419,500
12	Isoka Town Council	Isoka	8	295,000
13	Luvushimanda Town Council	Mfuwe	17	285,000
14	Nakonde Town Council	Nakonde	5	110,000
15	Luvushimanda Town Council		17	285,000
16	Nakonde Town Council		5	110,000
17	Siavonga Town Council	Siavonga	5	166,540
18	Chikankata Town Council	Chikankata	1	20,430
19	Itezhi Tehzi Town Council		1	40,000
20	Monze Town Council	Monze Central	3	44,790
	Monze Town Council	Bwengwa	1	30,000
21	Manyinga Town Council	Manyinga	1	20,000
22	Kasama Municipal Council	Kasama Central	6	240,000
23	Luwingu Town Council	Lubansenshi	9	359,700
24	Mporokoso Town Council	Mporokoso	7	270,367
25	Mungwi Town Council	Malole	1	20,000
26	Lunte Town Council	Lunte	1	40,000
	Lunte Town Council	Lunte	1	21,086
	Lunte Town Council	Lunte	1	21,086
	Lunte Town Council	Lunte	1	21,086
27	Lupososhi Town Council	Lupososhi	8	283,000
28	Nchelenge Town Council		85	230,000
29	Lukulu Town Council		3	30,000
30	Mongu Town Council	Mongu Central	2	32,000
		Nalikwanda	8	303,540
31	Limulunga Town Council	Limulunga	18	272,520

32	Lusaka City Council	Kanyama	11	184,500
	Lusaka City Council	Chawama	1	18,550
		Chawama	3	55,650
33	Kitwe Town Council	Kamfinsa	1	20,000
34	Lufwanyama Town Council	Lufwanyama	10	198,000
35	Masaiti Town Council	Kafulafuta	40	537,960
		Masaiti	80	1,564,984
36	Mpongwe Town Council	Mpongwe	3	90,000
37	Chililabombwe Town Council	Chilabombwe	7	119,900
38	Chingola Town Council	Nchanga	23	195,000
		Chingola	1	20,000
39	Kabwe Municipal Council	Bwacha	18	272,520
	Kabwe Municipal Council	Bwacha	1	30,000
	Kabwe Municipal Council	Bwacha	1	35,000
40	Serenje Town Council	Serenje Central	15	321,857
	Total		544	9,441,537

Appendix 7: Failure to Account for Funds

No.	Council	Constituency	No. of Cooperatives/Groupss	Total Grants
1	Katete Town Council	Mkaika	1	29,500
2	Kabwe Municipal Council	Kabwe Central	1	40,000
3	Lusaka City Council		373	5,337,150
3	Lusaka City Council	Chawama	1	18,550
4	Rufunsa Town Council	Rufunsa	9	51,900
5	Isoka Town Council	Isoka	5	155,000
6	Nakonde Town Council	Nakonde	3	16,000
7	Chinsali Municipal Council	Chinsali	2	26,600
8	Ikelenge Town Council	Ikeleng'i	2	13000
9	Kabompo Town Council	Kabompo	2	80,000
10	Manyinga Town Council	Kabompo East	2	40,000
11	Mufumbwe Town Council	Mufumbwe	3	74,000
12	Mushindamo Topwn Council	Mushindamo	12	235,000
13	Solwezi Municipal Council	Solwezi Central	3	50,500
14	Zambezi Town Council	Zambezi	3	120,000
15	Kasama Municipal Council	Kasama Central	6	230,000
16	Mbala Town Council	Mbala	5	81,000
17	Mbala Town Council	Mbala	1	10,000
18	Mbala Town Council	Mbala	1	11,857
19	Mbala Town Council	Mbala	1	20,200
20	Mporokoso Town Council	Mporokoso	6	226,411
21	Mungwi Town Council	Malole	10	165,000
22	Mungwi Town Council	Malole	1	20,000
23	Mungwi Town Council	Malole	1	15,000
24	Mungwi Town Council	Malole	1	12,200
25	Lunte Town Council	Lunte	1	12,000
26	Lunte Town Council	Lunte	1	21,086
27	Lunga Town Council	Luapula	1	24,600
28	Lukulu Town Council	Lukulu	8	80,000
29	Mwandi Town Council	Mwandi	10	197,000
30	Nalolo Town Council	Nalolo	2	38,400
31	Katete Town Council	Milanzi	1	29,500
32	Lundazi Town Council	Lundazi Central	1	20,000
33	Sinda Town Council	Kapoche	1	20,691
34	Katete Town Council	Mkaika	1	36000
35	Kitwe Town Council	Nkhana	3	52,000
36	Mufulira Town Council	Mufulira	13	246,000
37	Kabwe Municipal Cuncil	Bwacha	1	39,000
		Mukushi North	3	96,000

		Kabwe Central	1	40,000
	Serenje Town Council	Serenje Central	2	50,000
		Serenje Central	2	40,000
38	Luano Town Council	Mukushi South	4	143,000
39	Shibuyunji Town Council	Mwembezhi	2	80,000
	Total	43	513	8,344,145

Appendix 8 - Performance Analysis - SOFT LOANS

No.	Councils	Constituency	Brought forward from 2022		2023						
			Amount K	Total Number of applicants	Total Number of Applicants	Total Number Approved Applicants	Total Allocation	Approval Rate	Amount received by Applicants	Balance	Total disbursement
1	Chadiza Town Council	Chadiza	1,969,800	37	-	27	3,227,785	-	5,083,597	- 1,855,812	7,053,397
2	Chama Town Council	Chama North	2,807,150	27	66	66	3,107,808	100%	6,146,350	- 3,038,542	8,953,500
		Chama - south	2,918,850	34	67	67	3,107,808	100%	6,146,350	- 3,038,542	9,065,200
3	Chasefu Town Council	Chasefu	2,900,468	26	28	28	3,107,808	100%	2,647,500	460,308	5,547,968
4	Chavuma Town Council	Chavuma	2,934,350	29	71	62	2,439,600	87%	6,279,336	- 3,839,736	9,213,686
5	Chembe Town Council	Chembe	1,878,310	23	64	58	3,227,785	91%	2,788,300	439,485	4,666,610
6	Chibombo Town Council	Katuba	2,806,250	18	20	20	3,227,785	100%	2,624,020	603,765	5,430,270
		Keembe	2,806,250	22	47	35	3,227,785	74%	-	3,227,785	2,806,250
7	Chienge Town Council	Chienge	2,934,350	24	-	-	3,107,808	-	-	3,107,808	2,934,350
8	Chifunabuli Town Council	Chifunabuli	1,815,000	14	-	2	3,227,785	-	400,000	2,827,785	2,215,000
9	Chikankata Town Council	Chikankata	3,762,737	35	47	47	3,227,785	100%	2,473,140	754,645	6,235,877
11	Chililabombwe Municipal Council	Chililabombwe	2,784,350	31	42	29	3,214,597	69%	2,140,000	1,074,597	4,924,350
12	Chilubi Town Council	Chilubi	2,963,819	42	149	51	6,191,603	34%	6,157,585	34,018	9,121,404
13	Chingola Municipal Council	Nchanga	2,547,300	32	241	65	3,227,785	27%	2,830,000	397,785	5,377,300
		Chingola	2,811,000	22	92	27	3,227,785	29%	3,215,000	12,785	6,026,000
14	Chilanga Town Council	chilanga	1,851,877	13	95	17	3,227,785	18%	3,059,982	167,803	4,911,859
15	Chinsali Municipal Council	Chinsali	2,786,400	38	52	52	3,227,785	100%	5,294,390	- 2,066,605	8,080,790

16	Chipangali Town Council	chipangali	2,926,526	20	25	25	3,214,597	100%	6,093,890	- 2,879,293	9,020,416
17	Chipata City Council	Chipata Central	2,938,451	27	25	25	3,161,203	100%	6,157,602	- 2,996,399	9,096,053
		Luangeni	2,776,070	25	35	35	3,161,203	100%	6,045,075	- 2,883,872	8,821,145
18	Chipili Town Council	Chipili	1,424,346	12	54	21	3,107,808	39%	4,391,426	- 1,283,618	5,815,772
19	Chirundu Town Council	Chirundu	-	-	-	-	3,227,785	-	5,964,128	- 2,736,343	5,964,128
20	Chisamba Town Council	Chisamba	1,830,723	17	13	30	3,107,807	231%	2,712,833	394,974	4,543,556
21	Chitambo Town Council	Chitambo	2,934,350	20	34	34	3,107,808	100%	-	3,107,808	2,934,350
22	Choma Municipal Council	Choma central	2,929,800	26	47	47	3,227,785	100%	2,053,083	1,174,702	4,982,883
		Mbabala	2,751,678	40	48	48	3,227,785	100%	3,216,212	11,573	5,967,890
23	Chongwe Municipal Council	chongwe	2,900,468	26		28	3,226,200	-	5,387,672	- 2,161,472	8,288,140
24	Gwembe Town Council	Gwembe	2,513,100	18	83	17	3,227,785	20%	3,193,800	33,985	5,706,900
25	Ikelenge Town Council	Ikeleng'i	2,629,000	28	-	27	3,214,597	-	2,629,000	585,597	5,258,000
26	Isoka Town Council	Isoka	1,893,660	38	-	-	3,113,493	-	-	3,113,493	1,893,660
27	Itezhi Tezhi Town Council	itezhi - tezhi	2,532,240	18	16	23	5,377,000	144%	5,301,254	75,746	7,833,494
28	Kabompo Town Council	Kabompo	2,794,237	16	36	20	3,214,597	56%	4,772,876	- 1,558,279	7,567,113
29	Kabwe Municipal Council	Kabwe central	2,934,350	53	196	25	3,227,785	13%	2,996,980	230,805	5,931,330
		Bwacha	2,934,350	27	63	28	3,227,785	44%	922,103	2,305,682	3,856,453
30	Kafue Town Council	Kafue	2,040,015	10	65	19	3,227,785	29%	3,227,785	-	5,267,800
31	Kalabo Town Council	Kalabo central	2,934,935	68	153	70	3,107,808	46%	3,107,808	-	6,042,743
		Liuwa	2,934,935	128	72	72	3,214,597	100%	3,214,597	-	6,149,532
32	Kalomo Town Council	Kalomo central	2,934,350	23	53	47	3,227,784	89%	2,763,650	464,134	5,698,000
		Dundumwezi	2,911,845	29	37	28	3,227,784	76%	2,663,324	564,460	5,575,169
33	Kalulushi Municipal Council	Kalulushi	2,900,582	34	82	11	3,227,785	13%	938,100	2,289,685	3,838,682

34	Kalumbila Town Council	Solwezi west	2,929,800	38	48	77	3,214,597	160%	5,430,621	- 2,216,024	8,360,421
35	Kanchibiya Town Council	Kanchibiya	2,250,056	42	89	54	3,227,785	61%	3,003,329	224,456	5,253,385
	Kaoma Town Council	Kaoma Central	2,814,000	34	113	31	3,107,808	27%	1,871,000	1,236,808	4,685,000
		Mangango	1,598,390	34	65	50	3,107,807	77%	2,176,201	931,606	3,774,591
36	Kapiri Mposhi Town Council	Kapiri Mposhi	2,933,949	29		26	3,227,785	-	-	3,227,785	2,933,949
37	Kaputa Town Council	Kaputa	2,934,350	31	82	23	6,160,550	28%	6,184,456	- 23,906	9,118,806
38	Kasama Municipal Council	Kasama central	2,706,350	322	314	48	5,920,947	15%	5,041,753	879,194	7,748,103
		Lukashya	2,706,350	158	158	48	5,920,947	30%	5,041,754	879,193	7,748,104
39	Kasempa Town Council	Kasempa	2,969,917	44	62	38	2,881,883	61%	5,851,800	- 2,969,917	8,821,717
40	Kasenengwa Town Council	Kasenengwa	1,647,420	14	84	24	3,107,808	29%	1,085,800	2,022,008	2,733,220
41	Katete Town Council	mkaika	3,079,800	34	25	25	4,575,000	100%	5,126,101	- 551,101	8,205,901
		Milanzi	2,904,539	27	23	23	4,575,000	100%	5,232,106	- 657,106	8,136,645
42	Kawambwa Town Council	kawambwa central	2,529,750	25	31	28	3,227,785	90%	807,530	2,420,255	3,337,280
		pambashe	2,524,550	14	33	22	3,227,785	67%	807,530	2,420,255	3,332,080
43	Kazungula Town Council	Katombola	2,726,605	23	180	23	3,227,785	13%	3,187,280	40,505	5,913,885
44	Kitwe City Council	Nkana	2,925,000	45	88	56	3,227,785	64%	3,227,784	1	6,152,784
		Kwacha	2,852,296	26	29	29	3,227,785	100%	3,220,000	7,785	6,072,296
		Chimwemwe	2,901,872	34	39	39	3,227,785	100%	3,227,000	785	6,128,872
		Kamfinsa	2,888,019	35	41	41	3,227,785	100%	3,263,340	- 35,555	6,151,359
		Wusakile	1,610,200	23	46	46	3,227,785	100%	4,256,472	- 1,028,687	5,866,672
45	Lavushimanda Town Council	mfuwe	2,929,800	21	28	21	3,226,200	75%	2,166,306	1,059,894	5,096,106
46	Limulunga Town Council	Luena	2,923,300	22	32	20	3,131,939	63%	2,102,800	1,029,139	5,026,100
47	Livingstone City Council	Livingstone central	2,604,771	52	335	44	3,227,785	13%	2,120,636	1,107,149	4,725,407

48	Luampa Town Council	Luampa	2,938,452	25	58	18	3,227,785	31%	3,227,785	-	6,166,237
49	Luangwa Town Council	Feira	2,461,975	20	13	10	3,227,785	77%	3,718,200	- 490,415	6,180,175
50	Luano Town Council	Mkushi South	2,255,301	20	48	32	3,227,785	67%	3,076,735	151,050	5,332,036
51	Luanshya Municipal Council	Luanshya	2,982,984	22	105	48	3,227,785	46%	3,308,814	- 81,029	6,291,798
		Roan	2,933,000	32	82	82	3,227,785	100%	3,204,264	23,521	6,137,264
52	Lufwanyama Town Council	Lufwanyama	2,934,350	34	49	46	2,689,821	94%	2,807,979	- 118,158	5,742,329
53	Lukulu Town Council	Lukulu east	2,938,452	24	211	48	3,214,597	23%	3,214,597	-	6,153,049
54	Lumezi Town Council	Lumezi	3,061,520	22	23	23	3,227,785	100%	6,151,771	- 2,923,986	9,213,291
55	Lundazi Town Council	Lundazi	2,788,916	36	27	27	3,107,808	100%	3,082,351	25,457	5,871,267
56	Lunga Town Council	Lunga	2,934,350	18	24	9	3,227,785	38%	-	3,227,785	2,934,350
57	Lunte Town Council	Lunte	2,929,800	33	140	41	2,439,600	29%	1,518,025	921,575	4,447,825
58	Lupososhi Town Council	Lupososhi	2,934,350	16	37	37	5,373,950	100%	5,546,284	- 172,334	8,480,634
59	Lusaka City Council	Kabwata	3,502,889	65	105	-	3,226,200	-	2,226,200	1,000,000	5,729,089
		chawama	2,277,187	33	314	51	3,227,785	16%	-	3,227,785	2,277,187
		Kanyama	1,169,000	29	101	51	3,214,597	50%	2,962,135	252,462	4,131,135
		matero	2,746,000	68	94		2,933,765	-	1,434,350	1,499,415	4,180,350
		mandevu	2,876,340	30	76	59	3,226,200	78%	1,237,425	1,988,775	4,113,765
		munali	2,314,000	39	92	-	3,226,200	-	-	3,226,200	2,314,000
		Lusaka central	228,000	32	60	-	3,214,597	-	1,237,425	1,977,172	1,465,425
60	Lusangazi Town Council	msanzala	2,934,349	32	60	32	3,227,785	53%	2,132,360	1,095,425	5,066,709
61	Luwingu Town Council	Lubansenshi	2,934,350	39	57	33	5,827,269	58%	6,734,010	- 906,741	9,668,360
62	Mafinga Town Council	mafinga	2,929,800	33	102	53	3,227,785	52%	5,932,460	- 2,704,675	8,862,260
63	Mambwe Town Council	Malambo	1,949,770	25	59	34	3,107,808	58%	-	3,107,808	1,949,770

64	Mansa Municipal Council	Mansa central	5,176,650	106	175	27	3,227,785	15%	520,090	2,707,695	5,696,740
		Bahati	2,934,350	79	79	35	3,227,785	44%	-	3,227,785	2,934,350
65	Manyinga Town Council	manyinga	130,150	24	110	11	3,131,940	10%	2,531,050	600,890	2,661,200
66	Masaiti Town Council	Kafulafuta	2,929,110	68	151	91	3,227,785	60%	3,227,785	-	6,156,895
		masaiti	2,691,477	59	108	60	3,227,785	56%	3,227,785	-	5,919,262
67	Mazabuka Municipal Council	mazabuka central	2,929,800	20	26	26	3,419,016	100%	3,292,923	126,093	6,222,723
		magoye	2,929,800	15	15	15	3,404,063	100%	3,323,891	80,172	6,253,691
68	Mbala Municipal Council	mbala central	4,364,300	43	118	64	3,214,597	54%	206,000	3,008,597	4,570,300
69	Milenge Town Council	Milenge	2,934,350	105	94	18	3,227,785	19%	2,639,150	588,635	5,573,500
70	Mitete Town Council	Mitete	2,920,800	-	59	38	3,214,597	64%	3,988,223	- 773,626	6,909,023
71	Mkushi Town Council	mkushi north	2,255,301	20	48	19	3,227,785	40%	3,107,807	119,978	5,363,108
72	Mongu Municipal Council	Mongu central	2,934,349	27	137	29	3,161,202	21%	3,161,202	-	6,095,551
		Nalikwanda	2,799,374	17	39	22	3,161,202	56%	3,161,202	-	5,960,576
73	Monze Town Council	monze central	2,934,350	26	157	32	5,377,000	20%	2,929,800	2,447,200	5,864,150
		Bwengwa	2,934,350	21	32	32	5,377,000	100%	5,141,831	235,169	8,076,181
		moomba	2,929,800	21	59	22	5,377,000	37%	4,435,524	941,476	7,365,324
74	Mpika Town Council	mpika central	2,570,612	19	98	36	3,227,785	37%	2,832,000	395,785	5,402,612
75	Mpongwe Town Council	mpongwe central	2,929,800	19	100	33	3,227,785	33%	3,227,785	-	6,157,585
76	Mporokoso Town Council	mporokoso	2,934,350	26	78	24	3,214,597	31%	3,197,502	17,095	6,131,852
77	Mpulungu Town Council	mpulungu	2,367,117	69	140	163	6,144,397	116%	3,218,793	2,925,604	5,585,910
78	Mufulira Municipal Council	Mufulira	2,934,350	28	33	23	3,214,597	70%	-	3,214,597	2,934,350
		Kantanshi	2,934,350	14	37	26	3,214,597	70%	-	3,214,597	2,934,350
		Kankoyo	2,934,350	18	31	25	3,214,597	81%	-	3,214,597	2,934,350

79	Mufumbwe Town Council	Mufumbwe	732,753	196	32	32	3,214,597	100%	3,947,350	- 732,753	4,680,103
80	Mulobezi Town Council	Mulobezi	2,094,780	21	27	22	3,214,597	81%	2,672,661	541,936	4,767,441
81	Mumbwa Town Council	Mumbwa Central	2,934,350	21	87	29	3,227,785	33%	3,296,530	- 68,745	6,230,880
		Nangoma	2,934,350	39	84	57	3,227,785	68%	3,259,131	- 31,346	6,193,481
82	Mungwi Town Council	Malole	2,931,350	31	141	32	3,215,000	23%	3,215,000	-	6,146,350
83	Mushindamo Town Council	Solwezi East	2,512,677	15	51	37	3,214,597	73%	5,291,821	- 2,077,224	7,804,498
84	Mwandi Town Council	Mwandi	2,932,167	27	92	37	3,107,808	40%	3,107,808	-	6,039,975
85	Mwansabombwe Town Council	Mwansabombwe	2,934,350	33	109	16	3,277,299	15%	3,028,391	248,908	5,962,741
86	Mwense Town Council	Mwense	1,445,000	12	38	30	3,786,393	79%	5,904,414	- 2,118,021	7,349,414
		Mambilima	1,538,100	15	33	30	3,786,393	91%	5,904,414	- 2,118,021	7,442,514
87	Mwinilunga Town Council	Mwinilunga	1,770,000	22	-	22	3,131,939	-	1,770,000	1,361,939	3,540,000
88	Nakonde Town Council	Nakonde	2,736,000	18	68	37	3,107,808	54%	3,181,800	- 73,992	5,917,800
89	Nalolo Town Council	Nalolo	2,725,569	32	146	37	3,227,785	25%	3,221,606	6,179	5,947,175
90	Namwala Town Council	Namwala	3,739,510	21	85	16	5,377,000	19%	3,739,510	1,637,490	7,479,020
91	Nchelenge Town Council	Nchelenge	2,934,350		83	31	3,107,808	37%	3,117,332	- 9,524	6,051,682
92	Ndola City Council	Ndola Central	2,705,400	16	101	36	3,227,785	36%	3,240,000	- 12,215	5,945,400
		Kabushi	2,706,350	22	98	29	3,227,785	30%	3,215,850	11,935	5,922,200
		Bwana Mukubwa	2,690,000	37	88	58	3,227,785	66%	-	3,227,785	2,690,000
		Chifubu	2,625,000	67	81	50	3,227,785	62%	2,400,000	827,785	5,025,000
93	Ngabwe Town Council	Lufubu	-	-	-	-	3,227,785	-	-	3,227,785	-
94	Nkeyema Town Council	Nkeyema	1,633,973	11	33	16	3,131,940	48%	2,609,170	522,770	4,243,143
95	Nsama Town Council	Chimbamilonga	2,934,350	58	58	22	6,162,135	38%	2,943,350	3,218,785	5,877,700

96	Nyimba Town Council	Nyimba	2,717,500	22	73	27	3,718,200	37%	3,718,200	-	6,435,700
97	Pemba Town Council	Pemba	2,929,800	22	131	47	3,226,200	36%	2,489,032	737,168	5,418,832
98	Petauke Town Council	Petauke Central	2,874,060	32	21	31	3,107,807	148%	3,350,360	- 242,553	6,224,420
		Kaumbwe	2,929,800	27	20	20	3,107,807	100%	4,916,500	- 1,808,693	7,846,300
99	Rufunsa Town Council	Rufunsa	2,319,717	8	51	24	2,439,600	47%	2,439,600	-	4,759,317
100	Samfya Town Council	Bangweulu	2,671,025	15			3,107,808	-	2,671,025	436,783	5,342,050
101	Senanga Town Council	Senanga	2,926,000	-	70	42	3,227,785	60%	3,227,785	-	6,153,785
102	Senga Hill Town Council	Senga Hill	2,706,350	33	20	20	3,227,785	100%	-	3,227,785	2,706,350
103	Serenje Town Council	Serenje Central	2,580,000	21	59	27	3,227,785	46%	-	3,227,785	2,580,000
		Muchinga	2,934,350	21	29	26	3,227,785	90%	-	3,227,785	2,934,350
104	Sesheke Town Council	Sesheke	2,925,466	18	67	54	3,227,785	81%	3,226,542	1,243	6,152,008
105	Shangombo Town Council	Shangombo	2,934,350	40	73	47	3,227,785	64%	3,183,113	44,672	6,117,463
106	Shibuyunji Town Council	Mwembezi	2,934,350	26	76	21	3,227,785	28%	3,089,753	138,032	6,024,103
107	Shiwang'andu Town Council	Shiwang'andu	1,542,865	10	57	26	3,227,785	46%	4,620,650	- 1,392,865	6,163,515
108	Siavonga Town Council	Siavonga	2,934,350	24	29	29	3,227,786	100%	3,407,650	- 179,864	6,342,000
109	Sinda Town Council	Kopche	2,927,585	16	17	17	4,852,500	100%	6,000,371	- 1,147,871	8,927,956
		Sinda	2,528,000	14	17	42	4,852,500	247%	5,955,905	- 1,103,405	8,483,905
110	Sinazongwe Town Council	Sinazongwe	2,706,350	39	127	33	3,227,785	26%	3,227,785	-	5,934,135
111	Sikongo Town Council	Sikongo	2,706,350	23	20	20	3,107,807	100%	3,107,807	-	5,814,157
112	Sioma Town Council	Sioma	2,950,515	45	-	19	3,214,598	-	-	3,214,598	2,950,515
113	Solwezi Municipal Council	Solwezi	2,831,000	74	51	43	3,214,597	84%	2,874,004	340,593	5,705,004
114	Vubwi Town Council	Vubwi	880,000	8	35	29	3,227,785	83%	3,070,000	157,785	3,950,000
115	Zambezi Town Council	Zambezi East	2,594,061	22	25	25	3,214,596	100%	5,808,657	- 2,594,061	8,402,718

		Zambezi West	2,594,061	20	25	25	3,214,596	100%	5,808,657	- 2,594,061	8,402,718
116	Zimba Town Council	Mapatizya	2,934,350	28	27	26	5,377,000	96%	5,609,909	433,200	8,544,259
			409,460,365	5,190	10,679	5,170	539,259,359	48%	480,463,303	59,462,165	889,923,668

Appendix 9 - Failure to Recover Loans

No.	Councils	Constituency	Number of Recipients	Number of recipients not making payments	Default Period	Amount Issued K	Amount to be Recovered K	Amount Repaid K
1	Chadiza Town Council	Chadiza	64	4	12 to 60 months	5,083,597	245,485	128,817
2	Chama Town Council	Chama - North	66	6	12 to 48 months	3,107,808	119,059	95,130
		Chama - south	67	7	12 to 48 months	3,107,808	79,534	246,633
3	Chasefu Town Council	Chasefu constituences	52	35	24 to 48 Months	5,678,228	769,160	329,942
4	Chavuma Town Council	Chavuma	62	45	1 to 12 Months	6,137,397	613,740	-
5	Chembe Town Council		-	-	-	-	-	-
6	Chibombo Town Council	Katuba	33	12	1 - 12 months	5,456,720	516,869	358,473
		Keembe	46	36	2 - 8 months	4,774,750	527,113	138,084
7	Chienge Town Council	Chienge	24	24	1 - 12 months	2,934,350		
8	Chifunabuli Town Council	Chifunabuli	2	2	1 - 12 months	400,000		-
9	Chikankata Town Council	Chikankata	47	18	3 to 8Months	3,009,980	1,165,439	535,840
10	Chilanga Town Council	chilanga	30	14	1 to 6 Months	3,059,982	-	751,877
11	Chililabombwe Municipal Council		44	6	1 - 12 months	4,131,657	635,658	431,929
12	Chilubi Town Council	Chilubi	93	55	1 - 12 months	3,624,982	589,478	-
13	Chingola Municipal Council	Nchanga	65	47	1 - 12 months	2,949,300	249,319	-

		Chingola	27	25	2 - 12 months	2,991,000	255,768	-
14	Chinsali Municipal Council	Chinsali	90			6,125,650	1,632,058	299,287
15	Chipangali Town Council	chipangali	45	33	24 to 48 months	6,093,890	905,631	267,720
16	Chipata City Council	Chipata Central	52	-	12 to 36months	6,157,602	463,346	463,346
		Luangeni Constituency	60	22	12 to 36months	5,940,785	553,360	154,736
17	Chipili Town Council			-		-	-	-
18	Chirundu Town Council		-	-	-	-	-	-
19	Chisamba Town Council	Chisamba	30	-	12 to 48 months	4,543,556	478,188	219,914
20	Chitambo Town Council	Chitambo	20	20	1 - 5 months	5,322,805	534,481	-
21	Choma Municipal Council	Choma central	47	-	6 to 48Months	5,407,363	5,999,803	176,406
		Mbabala	48	-	12 to 48 Months	5,628,916	5,910,362	101,215
22	Chongwe Municipal Council	chongwe	28	-		5,678,228	769,160	329,942
23	Gwembe Town Council	Gwembe	35	21	6 to 2Months	3,193,800	3,353,490	155,262
24	Ikelenge Town Council	Ikelenge	27	22	1 to 4 Months	2,529,000	311,168	180,056
25	Isoka Town Council	Isoka	38	25	1 to 3 Months	1,893,660	120,852	-
26	Itezhi Tezhi Town Council	itezhi - tezhi constituency	34	16	30 to 120 days	5,301,254	6,421,415	366,646
27	Kabompo Town Council	Kabompo	36	36	1 to 3 Months	5,873,196	1,280,554	-
28	Kabwe Municipal Council	Kabwe central	53	42	1- 5 months	6,127,650	612,770	206,617

		Bwacha constituency	27	20	1- 5 months	3,856,453	385,745	154,348
29	Kafue Town Council	Kafue	20	9	5 Months	1,360,000	213,403	-
30	Kalabo Town Council	Kalabo central	97	83	5 to 11 Months	6,040,000	6,493,000	63,824
		Liuwa	106	98	3 to 10 Months	3,766,941	4,049,462	10,386
31	Kalomo Town Council	Kalomo central	70	70	6 to 12Months	5,698,000	5,982,900	-
		Dudumwezi	57	43	6 to 12 Months	5,575,169	5,853,927	40,461
32	Kalulushi Municipal Council	Kalulushi	45	9		3,838,652	1,283,234	499,599
33	Kalumbila Town Council	Solwezi west	77	77	1 to 11 Months	4,920,867	1,251,392	262,438
34	Kanchibiya Town Council	Kanchibiya	96	80	1 to 5 Months	6,162,713	618,646	-
35	Kaoma Town Council	Kaoma Central	31	31	7 to 11 Months	2,350,000	2,526,250	-
		Mangango constituency	50	50	8 to 11 Months	3,189,851	3,429,090	-
36	Kapiri Mposhi Town Council	Kapiri Mposhi constituency	28	28	1 - 5 months	2,754,588	276,506	-
37	Kaputa Town Council	Kaputa	54	4	3 to 12 Months	656,625	131,325	-
38	Kasama Municipal Council	Kasama central	48	17	2 - 6 months	1,701,329	340,266	-
		Lukashya	48	13	1 - 12 months	1,518,640	303,728	
39	Kasempa Town Council	Kasempa	44	25	1 to 4 Months	2,245,000		87,165.22
40	Kasenengwa Town Council	Kasenengwa	43	5	24 to 48 months	4,659,260	-	-
41	Katete Town Council	mkaika	58		12 to 48 months	5,126,101	-	-

		Milanzi	48	3	12 to 48 months	5,232,106	478,515	-
42	Kawambwa Town Council							
		pambashe	50	44		6,071,320	1,599,885	330,778
43	Kazungula Town Council	Katombola constituency	37	21	1 to 6 Months	5,913,885	2,464,688	1,085,082
44	Kitwe City Council	Nkana	101	100	1 - 12 months	6,152,784	345,269	75,403
		Kwacha	55	21	1 - 12 months	6,072,296	773,192	275,245
		Chimwemwe	73	60	1 - 12 months	6,128,872	323,348	96,381
		Kamfinsa	76	76	1 - 12 months	6,151,359	652,437	136,293
		Wusakile	69	63	1 - 12 months	6,136,672	289,648	191,472
45	Lavushimanda Town Council	Mfuwe	42	24	1 to 2 Months	5,096,106	2,953,200	-
46	Limulunga Town Council	Luena	20	20	6 to 8 Months	2,102,800	2,260,510	-
47	Livingstone City Council	Livingstone central	96	10	6 to 12Months	4,725,407	4,961,677	235,035
48	Luampa Town Council	Luampa	43	40	7 to 10 Months	5,648,452	6,072,086	26,116
49	Luangwa Town Council	feira	13	9	5 Months	1,025,000	202,175	71,042
50	Luano Town Council	Mkushi South	32	26	3 -7 months	5,096,735	627,355	42,998
51	Luanshya Municipal Council	Luanshya	70		1 - 12 months	3,227,785	2,472,723	500,578
		Roan	114		1 - 12 months	3,242,700	2,997,280	479,415
52	Lufwanyama Town Council	Lufwanyama	50	11	1 - 3 months	4,070,892	398,952	29,787

53	Lukulu Town Council	Lukulu east	72	41	11 to 12 Months	6,032,000	6,484,400	87,248
54	Lumezi Town Council	Lumezi	45	23	24 to 48 months	6,151,771	732,497	271,934
55	Lundazi Town Council	Lundazi	63	50		5,871,267	586,436	251,017
56	Lunga Town Council		-	-	-	-	-	-
57	Lunte Town Council	Lunte	74	63	2 months	567,355	113,471	-
58	Lupososhi Town Council	Lupososhi	20	10	6 Months	1,207,672	171,048	-
59	Lusaka City Council	Kabwata	121	121	6 months	5,058,480	2,222,935	563,332
		chawama	107	107	6 months	5,325,100	1,701,402	734,136
		Kanyama	155	155	6 months	5,731,900	1,791,462	274,284
		matero	68	68	13 months	2,746,000	1,427,128	227,833
		mandevu	30	30	13 months	649,476	649,476	374,275
		munali	39	39	7 months	2,314,000	486,673	102,104
		Lusaka central	60	60	14 months	5,773,850	1,620,908	409,554
60	Lusangazi Town Council	msanzala	32	32	24 to 48 months		285,286	62,563
61	Luwingu Town Council	Lubansenshi	31	31	2 Months	2,865,000	579,688	-
62	Mafinga Town Council	mafinga	68	68	1 - 8 Months	5,932,460	1,088,661	
63	Mambwe Town Council	Malambo	90	68		5,932,460	1,326,303	398,505
64	Mansa Municipal Council	Mansa central						
		Bahati						

65	Manyinga Town Council	manyinga	35	21	1 to 3 Months	2,531,050	3,079,000	-
66	Masai Town Council	Kafulafuta	91	91	1-12 months	3,227,785	78,435	78,100
		masaiti	60	60	1-12 months	3,227,785	69,555	69,490
67	Mazabuka Municipal Council	mazabuka central	26	-	2 to 8Months	3,292,923	3,457,569	88,756
		magoye	18	-	2 to 4 Months	3,323,891	3,490,086	885,753
68	Mbala Municipal Council	mbala central	64	14	1 - 12 months	4,907,333	3,834,255	2,620,030
69	Milenge Town Council	milenge	20			3,123,427	660,288	211,613
70	Mitete Town Council	Mitete	38	30	8 to 11 Months	6,526,437	7,015,920	126,059
71	Mkushi Town Council	mkushi north	39	38	3 - 8 months	5,727,461	572,846	4,196
72	Mongu Municipal Council	Mongu central	56	56	10 to 13 Months	6,162,134	6,624,294	-
		Nalikwanda	39	39	9 to 12 Months	5,631,374	6,053,727	-
73	Monze Town Council	monze central	26	4	30 to 120 days	2,929,800	3,076,290	169,624
		Bwengwa	53	53	31 to120 days	5,141,831	6,122,589	-
		moomba	43	5	32 to 120days	4,435,254	4,657,017	-
74	Mpika Town Council	mpika central	55	45	1 to 4 Months	5,402,612	700,589	-
75	Mpongwe Town Council	mpongwe central	52	22	9 months	6,107,585	808,346	166,675
76	Mporokoso Town Council	mporokoso	50	32	1 - 12 months	1,024,362	204,872	-
77	Mpulungu Town Council	mpulungu	35	34	4 to 9 months	3,218,793	700,084	-

78	Mufulira Municipal Council	Mufulira			-	-	-	-	-
		Kantanshi			-	-	-	-	-
		Kankoyo			-	-	-	-	-
79	Mufumbwe Town Council								
80	Mulobezi Town Council	Mulobezi	43	43	9 to 13 Months	4,784,691	5,143,543		-
81	Mumbwa Town Council	Mumbwa Central	29	17	1 - 6 months	3,837,970	532,625	67,448	
		Nangoma	57	33	1 - 8 months	3,259,131	782,577	126,375	
82	Mungwi Town Council	Malole			-	-	-	-	-
83	Mushindamo Town Council	Solwezi East	37	35	1 to 6 Months	5,112,677	1,100,931	602,767	
84	Mwandi Town Council	Mwandi	64	12	7 to 10 Months	6,039,975	6,492,973	554,387	
85	Mwansabombwe Town Council	Mwansabombwe				4,424,570	1,329,597	434,014	
86	Mwense Town Council	Mwense	12	1		30,000	29,875	125	
		Mambilima		1		50,000			-
87	Mwinilunga Town Council	Mwinilunga	22	14	24 to 54 months	1,770,000	51,663	150,916	
88	Nakonde Town Council	Nakonde	37	28	4 to 9 months	5,934,134	1,313,203	410,925	
89	Nalolo Town Council	Nalolo	69	64	7 to 12 Months	5,947,175	6,393,213	24,222	
90	Namwala Town Council	Namwala	21	19	30 to 120 days	3,739,510	3,926,486	252,602	
91	Nchelenge Town Council	Nchelenge	55	13		1,441,360			

92	Ndola City Council	Ndola Central	11	6	15 Months	1,950,000	446,979	54,331
		Kabushi	22	9	14Months	1,658,000	537,349	122,425
		Bwana Mukubwa	-	-	-	-	-	-
		Chifubu	55	40	13-14 Months	2,445,000	272,672	32,432
93	Ngabwe Town Council		-					
94	Nkeyema Town Council	Nkeyema	27	27	6 to 8 Months	4,243,143	4,561,379	-
95	Nsama Town Council	Chimbamilonga	21	15	1 - 12 months	2,579,445	515,889	283,627
96	Nyimba Town Council	Nyimba				3,718,200	468,695	113,167
97	Pemba Town Council	Pemba	47	-	4 to 8Months	2,489,032	3,387,510	289,215
98	Petauke Town Council	Petauke	52		24 to 48 months	3,370,360	990,737	-
		Kaumbwe	47	45	25 to 48 months	4,916,500	1,386,595	210,042
99	Rufunsa Town Council	Rufunsa	5	5	5 to 6 Months	561,300		-
100	Samfya Town Council							
101	Senanga Town Council	Senanga	42	17	7 to 11 Months	2,926,000	3,145,450	179,550
102	Senga Hill Town Council	Senga Hill	53	-	-	-	-	-
103	Serenje Town Council	Serenje Central	26	23	7 to 147 Months	2,386,200	553,247	326,778
		Muchinga	21	19	1 to 8 Months	3,232,785	574,188	155,556
104	Sesheke Town Council	Sesheke	54	54	8 to 11 Months	6,119,671	6,578,646	-

105	Shangombo Town Council	Shangombo	47	34	8 to 11 Months	6,117,463	6,576,273	103,349
106	Shibuyunji Town Council	Mwembezhi	26	21	12 to 48 Months	3,089,753	1,283,239	413,127
107	Shiwang'andu Town Council	Shiwang'andu	36	34	1 to 4 Months	4,620,650	270,683	
108	Siavonga Town Council	Siavonga	29	1	5 to 8Months	3,407,650		91,736
109	Sinda Town Council	Kapoche	17	17	24 to 48 months	6,000,371	-	-
		Sinda	42	26	24 to 48 months	5,955,905	7,441,135	333,376
110	Sinazongwe Town Council	Sinazongwe	72	69	6 to 15Months	5,884,590	1,471,148	287,210
111	Sikongo Town Council	Sikongo	43	16	8 to 11 months	5,505,814	5,918,750	208,522
112	Sioma Town Council	Sioma	19	17	6 to 8 Months	1,613,600	1,734,620	10,929
113	Solwezi Municipal Council	Solwezi	43	29	1 to 4 Months	1,629,000	214,087	50,738
114	Vubwi Town Council	Vubwi	29		25 to 48 months	3,070,000	446,220	171,491
115	Zambezi Town Council	Zambezi East	25	24	1 to 7 Months	5,808,657	489,126	813,708
		Zambezi West	25	24	1 to 7 Months	5,808,657	489,126	813,708
116	Zimba Town Council	Mapatizya	54	48	30 to 120days	5,527,349	6,551,247	351,330
	Total		6,664	4,173	-	570,887,190	254,000,285	26,848,925

Appendix 10: Secondary Boarding and Skills Development - Bursaries

No.	Province	District	Constituency	Allocated Amount (2022 & 2023) K	No. of Applicants		No. of Sponsored Beneficiaries		No. of Graduates		Expenditure as at 31/12/2023 K
					Skills Development	Secondary School	Skills Development	Secondary School	Skills Development	Secondary School	
1	Central	Chibombo	Katuba	5,379,641	546	72	546	72	448	14	2,628,795
2	Central	Chibombo	Keembe	5,379,641	406	82	406	82	311	20	3,832,982
3	Central	Chisamba	Chisamba	9,617,179	359	55	267	55	269	-	4,934,650
4	Central	Chitambo	Chitambo	9,302,339	181	51	163	51	33	-	4,122,660
5	Central	Kabwe	Kabwe Central	9,257,644	433	29	415	29	38	12	2,566,756
6	Central	Kabwe	Bwacha	9,209,407	621	5	621	5	503	-	4,452,241
7	Central	Kapiri-Mposhi	Kapiri-Mposhi	5,379,641	764	-	644	-	537	-	5,172,829
8	Central	Luano	Mkushi South	5,379,641	82	391	307	68	13	60	2,954,666
9	Central	Mkushi	Mkushi North	5,379,641	186	461	184	452	95	67	2,321,302
10	Central	Serenje	Serenje Central	8,933,030	510	65	474	65	-	-	4,525,078
11	Central	Serenje	Muchinga	10,016,314	108	47	108	47	-	-	1,898,015
12	Central	Mumbwa	Mumbwa Central	5,379,641	547	157	419	155	402	145	3,913,317
13	Central	Mumbwa	Nangoma	5,379,641	166	79	162	73	33	10	1,250,906

14	Central	Ngabwe	Lufubu	5,379,641	157	-	123	-	25	-	894,491
15	Central	Shibuyunji	Mwembezhi	8,802,114	240	96	240	96	110	20	2,435,062
16	Copperbelt	Chililabombwe	Chililabombwe	5,357,662	1,319	6	515	6	261	3	4,519,860
17	Copperbelt	Chingola	Nchanga	5,379,641	1,132	14	1,132	14	506	2	9,856,676
18	Copperbelt	Chingola	Chingola	5,379,641	1,108	11	1,108	11	344	1	
19	Copperbelt	Kalulushi	Kalulushi	5,379,641	463	10	463	10	148	-	1,350,757
20	Copperbelt	Kitwe	Nkana	5,379,641	591	4	591	4	475	-	30,771,760
21	Copperbelt	Kitwe	Kwacha	5,379,641	752	9	752	9			
22	Copperbelt	Kitwe	Chimwemwe	5,379,641	1,278	5	1,278	5	1,090	1	
23	Copperbelt	Kitwe	Kamfinsa	5,379,641	606	43	606	43	432	-	
24	Copperbelt	Kitwe	Wusakile	5,379,641	661	11	661	11	316	-	
25	Copperbelt	Luanshya	Luanshya Central	5,379,641	600	12	600	12	300	3	8,873,276
26	Copperbelt	Luanshya	Roan	5,379,641	476	29	476	29	235	-	
27	Copperbelt	Lufwanyama	Lufwanyama	5,379,641	990	33	648	33	619	-	3,851,211
28	Copperbelt	Masaiti	Kafulafuta	5,377,216	595	53	595	53	348	-	7,443,076
29	Copperbelt	Masaiti	Masaiti	6,058,417	676	284	676	284	232	2	
30	Copperbelt	Mpongwe	Mpongwe	5,379,642	240	135	234	134	-	-	2,473,775
31	Copperbelt	Mufulira	Mufulira	5,397,641	2,183	19	682	19	433	-	15,421,804

32	Copperbelt	Mufulira	Kantanshi	5,308,522	1,636	16	698	16	508	-	
33	Copperbelt	Mufulira	Kankoyo	5,357,933	1,326	17	565	17	345	-	
34	Copperbelt	Ndola	Ndola Central	5,397,641	725	6	725	6	460	-	5,164,637
35	Copperbelt	Ndola	Kabushi	5,397,641	984	2	984	2	792	-	
36	Copperbelt	Ndola	Bwana Mkubwa	5,397,641	752	25	752	25	683	1	5,348,414
37	Copperbelt	Ndola	Chifubu	5,397,641	993	7	993	7	973	-	4,705,909
38	Eastern	Chadiza	Chadiza	5,379,641	200	286	200	286	170	29	3,564,302
39	Eastern	Chama	Chama North	5,179,679	245	53	245	53	64	25	895,278
40	Eastern	Chama	Chama South	5,179,679	12	252	12	252	1	9	681,650
41	Eastern	Chasefu	Chasefu	5,179,679	93	129	55	115	23	7	1,736,806
42	Eastern	Chipangali	Chipangali	5,357,662	533	321	207	256	194	13	3,153,659
43	Eastern	Chipata	Chipata Central	5,179,679	541	148	541	148	344	23	5,253,295
44	Eastern	Chipata	Luangeni	5,357,662	354	142	354	142	269	9	3,297,185
45	Eastern	Kasenengwa	Kasenengwa	5,379,641	289	70	193	44	251	21	4,223,789
46	Eastern	Katete	Milanzi	3,580,000	182	161	182	161	28	57	3,614,282
47	Eastern	Katete	Mkaika	1,980,000	76	116	76	116	50	27	1,702,913
48	Eastern	Lumezi	Lumezi	5,379,641	238	297	238	297	265	11	2,229,653
49	Eastern	Lundazi	Lundazi	5,179,679	130	393	113	163	67	41	2,210,703

50	Eastern	Lusangazi	M sanzala	5,379,641	192	105	118	97	118	5	2,719,453
51	Eastern	Mambwe	Malambo	5,179,679	225	614	210	552	20	76	3,277,921
52	Eastern	Nyimba	Nyimba	3,822,852	185	492	185	492	117	-	2,184,764
53	Eastern	Petauke	Petauke Central	5,179,679	492	381	492	381	226	30	2,233,590
54	Eastern	Petauke	Kaumbwe	5,179,679	100	149	100	149	58	29	890,086
55	Eastern	Sinda	Sinda	3,542,703	21	22	21	22	8	3	4,534,879
56	Eastern	Sinda	Kapoche	3,251,247	39	48	39	48	29	8	5,257,274
57	Eastern	Vubwi	Vubwi	2,569,678	93	52	93	52	74	2	1,024,335
58	Luapula	Chembe	Chembe	5,379,641	126	4	126	4	-	4	2,230,502
59	Luapula	Chienge	Chienge	9,764,632	173	41	139	40	100	-	4,584,953
60	Luapula	Chifunabuli	Chifunabuli	5,379,641	95	132	86	119	21	60	2,156,300
61	Luapula	Chipili	Chipili	5,179,680	119	97	119	97	52	-	1,489,289
62	Luapula	Kawambwa	Kawambwa Central	5,371,641	419	149	419	190	190	3	5,382,583
63	Luapula	Kawambwa	Pambashe	9,818,700	109	135	100	73	73	4	2,169,938
64	Luapula	Lunga	Luapula	5,379,641	60	167	42	179	42	12	954,150
65	Luapula	Mansa	Mansa Central	5,379,641	393	80	393	80			4,600,887
66	Luapula	Mansa	Bahati	5,379,641	307	155	307	155			923,653
67	Luapula	Milenge	Milenge	5,379,641	206	690	152	445	56	329	2,603,550

68	Luapula	Mwansabombwe	Mwansabombwe	5,462,165	279	267	248	178	129	66	3,920,370
69	Luapula	Mwense	Mwense Central	10,060,700	758	326	742	296			4,364,288
70	Luapula	Mwense	Mambilima								3,375,244
71	Luapula	Nchelenge	Nchelenge	-	-	-	-	-	-	-	-
72	Luapula	Samfya	Bangweulu	5,179,679	385	171	384	171	246	-	2,561,988
73	Muchinga	Chinsali	Chinsali	5,377,000	192	105	192	105	142	12	2,090,705
74	Muchinga	Isoka	Isoka	5,379,641	92	102	92	102	52	9	2,567,164
75	Muchinga	Kanchibiya	Kanchibiya	5,179,679	135	24	117	23	71	-	625,267
76	Muchinga	Lavushimanda	Mfuwe	5,377,000	205	98	205	98	178	30	2,382,595
77	Muchinga	Mafinga	Mafinga	5,061,768	53	137	53	137	43	42	1,660,256
78	Muchinga	Mpika	Mpika	5,379,641	894	592	446	263	412	198	3,539,361
79	Muchinga	Nakonde	Nakonde	5,377,000	169	187	169	187	78	2	1,369,312
80	Muchinga	Shiwang'andu	Shiwang'andu	5,179,679	366	42	190	42	64	7	2,117,874
81	North-Western	Chavuma	Chavuma	4,066,000	338	41	303	41	157	-	4,313,964
82	North-Western	Ikeleng'i	Ikeleng'i	5,357,662	53	138	53	138	29	3	4,276,488
83	North-Western	Kabompo	Kabompo	5,357,662	542	163	512	163	350	114	6,323,582
84	North-Western	Kalumbila	Solwezi West	5,357,662	576	176	576	176	387	3	6,354,534
85	North-Western	Kasempa	Kasempa	4,803,138	354	522	354	452	-	-	5,386,606

86	North-Western	Manyinga	Manyinga	5,219,899	208	24	208	24	143	10	4,418,614
87	North-Western	Mufumbwe	Mufumbwe	5,357,662	576	42	564	42	21	-	1,863,600
88	North-Western	Mushindamo	Solwezi East	5,357,662	339	127	200	90	77	-	2,687,910
89	North-Western	Mwinilungá	Mwinilungá	5,219,899	295	343	295	343	184	26	4,342,004
90	North-Western	Solwezi	Solwezi Central	5,357,662	783	259	735	259	206	40	6,698,710
91	North-Western	Zambezi	Zambezi East	5,357,660	658	682	638	682	137	45	1,833,548
92	North-Western	Zambezi	Zambezi West	5,357,660					97	37	1,833,548
93	Northen	Chilubi	Chilubi	7,694,612	187	43	63	23	-	-	7,694,612
94	Northen	Kaputa	Kaputa	7,786,134	62	361	62	361	-	-	1,766,506
95	Northen	Kasama	Kasama Central	17,327,965	126	263	66	70	-	-	6,443,201
96	Northen	Kasama	Lukashya						-	-	
97	Northen	Lunte	Lunte	5,377,000	208	60	186	48	-	-	1,617,536
98	Northen	Lupososhi	Lupososhi	7,978,583	562	208	562	208	-	-	4,145,575
99	Northen	Luwingu	Lubansenshi	7,847,046	340	54	40	-	33	-	2,634,657
100	Northen	Mbala	Mbala	5,357,662	107	191	107	191	-	-	2,359,843
101	Northen	Mporokoso	Mporokoso	5,397,641	587	197	560	149	-	-	3,873,292
102	Northen	Mpulungu	Mpulungu	8,484,153	256	428	256	428	207	-	7,083,396
103	Northen	Mungwi	Malole	5,179,641	424	252	322	227	-	-	5,338,841

104	Northern	Nsama	Chimbambilonga	9,318,864	100	180	100	180	100	-	540,000
105	Northern	Senga Hill	Senga Hill	5,379,641	112	133	107	133	-	-	1,910,249
106	Southern	Chikankata	Chikankata	5,179,679	477	373	477	336	-	-	3,455,943
107	Southern	Choma	Choma Central	5,379,641	721	582	721	582	673	80	5,542,084
108	Southern	Choma	Mbabala	5,379,641	243	286	243	286	205	27	3,183,166
109	Southern	Gwembe	Gwembe	5,379,641	263	186	247	186	8	29	1,106,098
110	Southern	Itezhi-Tezhi	Itezhi-Tezhi	5,377,000	605	86	283	73	32	23	2,798,850
111	Southern	Kalomo	Kalomo Central	10,259,378	663	711	632	711	105	126	5,661,841
112	Southern	Kalomo	Dundumwezi								
113	Southern	Kazungula	Katombora	5,379,641	498	201	346	201	326	10	3,712,342
114	Southern	Livingstone	Livingstone	5,379,641	1,028	136	958	116	598	7	4,118,016
115	Southern	Mazabuka	Mazabuka Central	5,379,641	355	335	355	335	47	62	1,735,245
116	Southern	Mazabuka	Magoye	5,379,641	377	327	377	327	80	97	
117	Southern	Monze	Monze Central	16,131,000	1,479	1,523	1,479	1,366	-	-	17,680,317
118	Southern	Monze	Moomba						-	-	
119	Southern	Monze	Bweengwa						-	-	
120	Southern	Namwala	Namwala	5,377,000	700	302	700	302	681	54	8,675,045
121	Southern	Pemba	Pemba	5,377,000	356	395	356	395	14	19	4,915,267
122	Southern	Siavonga	Siavonga	5,379,641	690	120	580	95	120	35	784,172

123	Southern	Sinazongwe	Sinazongwe	5,379,641	1,156	203	732	196	576	22	4,652,785
124	Southern	Zimba	Mapatizya	5,179,679	339	261	227	261	227	64	2,881,768
125	Western	Kalabo	Kalabo Central	5,357,662	115	345	115	345	84	109	2,441,044
126	Western	Kalabo	Liuwa	5,179,679	92	121	92	121	-	-	874,872
127	Western	Kaoma	Kaoma	5,179,679	353	15	353	15	295	65	1,756,502
128	Western	Kaoma	Mangango	5,179,679	1	355	1	355	-	83	
129	Western	Limulunga	Luenana	5,219,899	235	41	194	4	-	-	2,236,950
130	Western	Luampa	Luampa	5,219,899	376	79	335	8	216	-	3,256,013
131	Western	Lukulu	Lukulu	5,357,662	314	97	102	97	96	-	1,185,584
132	Western	Mitete	Mitete	5,357,662	5	37	5	37	-	-	461,623
133	Western	Mongu	Mongu	5,179,679	237	540	237	540	21	51	3,583,462
134	Western	Mongu	Nalikwanda	5,357,662	122	339	122	339	-	20	3,815,282
135	Western	Mulobezi	Mulobezi	5,357,662	268	15	158	13	148	1	1,187,305
136	Western	Mwandi	Mwandi	5,179,676	350	408	297	326	98	6	1,943,632
137	Western	Nalolo	Nalolo	5,179,679	287	33	283	33	60	-	3,469,938
138	Western	Nkeyema	Nkeyema	5,219,899	66	62	66	62	-	-	1,180,119
139	Western	Senanga	Senanga	5,397,641	191	208	191	208	174	89	3,324,380
140	Western	Shangombo	Shangombo	5,379,641	440	149	293	28	285	-	3,120,962

141	Western	Sesheke	Sesheke	5,379,641	156	329	86	247	-	-	2,944,791
142	Western	Sikongo	Sikongo	5,179,679	164	502	146	392	-	-	2,456,124
143	Western	Sioma	Sioma	5,357,662	200	386	200	379	23	28	2,708,436
144	Lusaka	Lusaka	Kanyama	5,377,000	613	81	613	81	613	10	26,247,992
145	Lusaka	Lusaka	Chawama	5,357,662	517	35	517	35	517	3	
146	Lusaka	Lusaka	Munali	5,377,000	412	28	412	28	412	2	
147	Lusaka	Lusaka	Matero	5,357,662	764	72	764	72	764	5	
148	Lusaka	Lusaka	Kabwata	5,449,603	842	106	842	106	659	21	
149	Lusaka	Lusaka	Mandevu	5,397,203	973	47	973	47	971	5	
150	Lusaka	Lusaka	Lusaka Central	5,377,000	196	17	196	17	153	1	
151	Lusaka	Chongwe	Chongwe	5,377,000	497	691	451	625	438	8	
152	Lusaka	Chirundu	Chirundu	5,379,641	680	46	631	46	600	1	2,131,143
153	Lusaka	Rufunsa	Rufunsa	4,066,000	597	-	597	-	-	-	3,259,887
154	Lusaka	Luangwa	Feira	5,379,641	523	126	477	126	470	126	2,184,764
155	Lusaka	Kafue	Kafue	5,379,641	-	-	-	-	-	-	4,536,080
156	Lusaka	Chilanga	Chilanga	5,379,641	1,000	50	431	32	403	9	3,748,696
				870,494,767	64,496	26,547	54,970	23,770	29,962	3,140	514,555,952

Appendix 11: Beneficiaries of Secondary Boarding and Skills Development Bursaries Who Did Not Report

No.	Province	District	Constituency	Amount Paid K	No. of Beneficiaries	
					Skills Development	Secondary School
1	Copperbelt	Chingola	Nchanga	45,120	16	
2	Copperbelt	Chingola	Chingola	143,820	51	
3	Copperbelt	Mufulira	Mufulira		122	-
4	Copperbelt	Mufulira	Kankoyo		86	-
5	Copperbelt	Ndola	Ndola Central	108,320	20	-
6	Copperbelt	Ndola	Bwana Mkubwa	123,616	23	-
7	Lusaka	Chilanga	Chilanga	541,622	51	
8	North Western	Ikelengi	Ikelengi	44,550	-	14
9	North Western	Mwinilunga	Mwinilunga	135,894	4	15
10	Northern	Kasama	Lukashya	117,262	6	-
11	Southern	Chikankata	Chikankata	102,000	13	-
12	Southern	Siavonga	Siavonga	215,426	29	-
13	Western	Kaoma	Mangango	81,000	-	27
14	Western	Mongu	Nalikwanda	143,216	40	-
				1,801,846	461	56

Appendix 12 -Beneficiaries of Secondary Boarding and Skills Development Bursaries Not Perusing Skills Development Courses

No.	Province	District	Constituency	Amount Paid K	Number of Students	Course Pursued
1	Lusaka	Chongwe	Chongwe	402,000	26	Firefighting, Aircraft Maintenance Engineering, Journalism, Public Relations, Secretarial and Office Management
2	Lusaka	Lusaka	Kabwata	126,615	29	Psychosocial Counselling, Business Administration, etc
3	Lusaka	Lusaka	Lusaka Central	99,570	1	Business Administration
4	Lusaka	Rufunsa	Rufunsa	162,470	16	Teaching Methodology, Business Administration, Secretarial and Office Management
5	Eastern	Nyimba	Nyimba	45,515	8	Computer Studies, Secretarial and Office Management
6	North Western	Kabompo	Kabompo	164,320	8	Engineering
7	Western	Mongu	Mongu Central	185,430	22	Diplomas in Computer Studies, Diplomas in Human Resource Management
8	Western	Mongu	Nalikwanda	84,570	12	Diplomas in Computer Studies, Diplomas in Human Resource Management
	Total			1,270,490	122	

Appendix 13: Analysis of Performance of Desks

No.	Name of Council	Constituency	Planned/Target Number	Cost of Desks to be Procured K	Delivered	Cost of Delivered Desks K	Undelivered	Cost of undelivered Desks/Unspent K
1	Chibombo Town Council	Katuba	1,900	2,470,000	-	-	1,900	2,470,000
		Keembe	2,990	4,200,000	920	1,290,307	2,070	2,909,693
2	Chisamba Town Council	Chisamba	5,500	7,700,000	2,810	3,266,080	2,690	3,766,000
3	Chitambo Town Council	Chitambo	5,000	6,500,000	-	-	5,000	6,500,000
4	Kabwe Municipal Council	Kabwe Central	4,800	6,122,300	4,546	6,159,500	254	37,200
		Bwacha	5,700	8,650,000	5,276	8,639,500	424	10,500
5	Kapiri Mposhi Town Council	Kapiri Mposhi	2,010	2,613,000	-	-	2,010	2,613,000
6	Luano Town Council	Mkushi South	6,490	9,086,000	6,040	8,456,000	450	1,590,600
7	Mkushi Town Council	Mkushi North	3,800	3,980,000	-	-	3,800	3,980,000
8	Mumbwa Town	Mumbwa Central	2,200	3,080,000	2,200	3,080,000	-	-
		Nangoma	3,000	4,200,000	3,000	4,102,000	-	-
9	Ngabwe Town Council	Lufubu	3,646	5,200,000	2,830	4,634,760	816	565,240
10	Serenje Town Council	Serenje Central	1,742	2,500,000	-	-	1,742	2,500,000
		Muchinga	2,125	2,998,950	-	-	2,125	2,998,950
11	Shibuyunji Town Council	Mwembezi	7,037	8,426,000	5,462	5,422,163	1,575	3,003,837
12	Chililabombwe Municipal Council	Chililabombwe	2,000	3,000,000	375	562,500	1,625	2,437,500
13	Chingola Municipal Council	Chingola	1,400	2,300,000	1,572	2,293,015	172	-
		Nchanga	1,280	2,048,000	720	1,888,000	560	-
14	Kalulushi Municipal Council	Kalulushi Central	3,200	4,000,000	3,200	4,000,000	-	-
16	Luanshya Municipal Council	Luanshya Central & Roan	6,092	11,404,800	-	-	6,092	11,404,800
17	Lufwanyama Town Council	Lufwanyama	7,530	11,919,000	7,530	11,765,000	-	-
18	Masaiti Town Council	Masaiti	7,861	13,482,510	7,691	13,256,510	170	226,000
		Kafulafuta	5,546	9,370,800	4,847	8,302,600	699	1,068,200
19	Mpongwe Town Council	Mpongwe	13,407	22,853,310	11,688	20,119,710	1,719	2,733,600

20	Mufulira Municipal Council	Mufulira	3,880	7,378,000	3,880	7,004,815	-	-
		Kantanshi	1,400	2,594,000	-	-	1,400	2,594,000
		Kankoyo	316	552,185	-	-	316	552,185
21	Ndola City Council	Ndola Central,Bwana Mkubwa,Chifubu and Kabushi	3,620	6,050,000	2,490	4,106,700	1,130	1,943,300
22	Chama Town Council	Chama North	2,564	3,462,570	2,207	2,980,457	357	482,113
		Chama South	3,454	4,257,250	2,520	1,223,420	934	3,033,830
23	Chasefu Town Council	Chasefu	4,158	5,156,945	3,663	3,983,519	495	1,173,426
24	Chipangali Town Council	Chipangali	4,461	6,070,550	4,461	5,287,275	-	783,275
25	Chipata City Council	Chipata Central	4,000	4,400,000	4,000	4,400,000	-	-
		Luangeni	3,535	3,888,500	3,535	3,888,500	-	-
26	Kasenengwa Town Council	Kasenengwa	3,500	4,990,000	3,500	4,990,000	-	-
27	Katete Town Council	Milanzi and Mkaika	2,101	3,048,000	-	-	2,101	3,048,000
30	Lusangazi Town Council	Msanzala	2,000	3,050,400	1,186	1,043,000	814	2,007,400
31	Mambwe Town Council	Malambo	1,916	2,286,746	1,552	1,927,196	364	359,550
32	Petauke Town Council	Petauke Central	2,033	2,438,450	1,833	2,235,950	200	202,500
		Kaumbwe	3,345	4,663,820	3,345	4,125,190	-	538,630
34	Chembe Town Council	Chembe	2,651	3,809,600	2,067	3,307,200	584	502,400
35	Chienge Town Council	Chienge	3,200	4,772,000	2,450	3,222,692	750	1,549,308
36	Chifunabuli Town Council	Chifunabuli	3,948	6,796,500	3,948	6,004,160	-	-
37	Chipili Town Council	Chipili	3,825	6,405,000	3,325	4,194,514	500	2,210,486
38	Kawambwa Town Council	Kawambwa Central and Pambashe	6,574	9,870,000	3,072	4,609,000	3,502	5,261,000
39	Lunga Town Council	Luapula	2,991	4,507,408	1,900	2,861,978	1,091	1,645,430
40	Milenge Town Council	Milenge	4,600	6,770,000	2,000	3,000,000	2,600	3,770,000
41	Mwansabombwe Town Council	Mwansabombwe	3,554	5,331,000	3,554	5,197,207	-	133,793
42	Mwense Town Council	Mwense	5,107	6,287,505	5,107	6,287,505	-	-
		Mambilima	2,948	4,622,800	2,948	4,622,800	-	-
43	Nchelenge Town Council	Nchelenge	2,830	4,500,000	2,400	4,178,260	430	321,740
44	Samfya Town Council	Bangweulu	4,728	6,162,225	4,249	5,975,386	479	186,839

45	Chongwe Town Council	Chongwe	575	1,813,331	575	1,218,750	-	594,581
46	Kafue Town Council	Kafue	3,110	4,001,661	3,110	3,181,377	-	820,284
47	Lusaka City Council	Kabwata	4,767	6,538,874	818	581,284	3,949	5,957,590
		Lusaka Central	4,566	5,647,250	3,596	1,923,487	970	3,723,763
		Mandevu	1,100	1,405,500	927	1,065,875	173	339,625
		Matero	3,259	1,144,117	1,080	36,000	2,179	1,108,117
		Kanyama	2,430	1,799,999	1,500	1,799,999	930	-
		Chawama	1,472	1,715,922	229	225,405	1,243	1,490,517
		Munali	1,200	1,173,000	600	175,950	600	997,050
48	Rufunsa	Rufunsa	4,894	7,341,905	4,894	7,135,840	-	206,065
49	Chinsali Municipal Council	Chinsali	1,957	2,601,525	1,757	515,002	200	2,086,523
50	Isoka Town Council	Isoka	6,595	8,989,362	1,928	2,467,727	4,667	6,521,635
51	Nakonde Town Council	Nakonde	4,000	4,828,600	4,000	4,828,600	-	-
52	Shiwang'andu Town Council	Shiwang'andu	3,500	4,111,375	3,500	4,111,375	-	-
53	Chavuma Town Council	Chavuma	1,060	399,060	705	399,060	355	200,945
54	Kabompo Town Council	Kabompo	4,020	6,513,000	4,020	6,513,000	-	-
55	Kalumbila Town Council	Solwezi west	3,061	4,125,000	3,061	4,125,000	-	-
56	Manyinga Town Council	Kabompo east	2,275	2,258,729	2,275	2,258,729	-	-
57	Mushindamo Town Council	Solwezi east	3,749	2,674,730	2,708	2,674,730	1,041	1,028,210
58	Mwinilunga Town Council	Mwinilunga central	3,068	4,500,000	3,068	4,494,620	-	5,380
59	Solwezi Municipal Council	Solwezi Central	3,750	3,060,000	2,580	1,045,293	1,170	2,014,707
60	Zambezi Town Council	Zambezi East	909	454,500	909	454,500	-	-
		Zambezi West	2,091	1,045,500	2,091	1,045,500	-	-
61	Kasama Municipal Council	Kasama	1,350	2,025,000	1,350	1,572,455	-	-
		Lukashya	3,202	4,922,000	3,202	4,319,083	-	-
62	Lunte Town Council	Lunte	4,297	6,977,059	227	322,340	4,070	6,654,719
63	Lupososhi Town Council	Lupososhi	5,580	8,370,000	1,310	1,965,000	4,270	6,405,000

64	Luwingu Town Council	Lubansenshi	1,525	2,002,500	190	1,346,870	1,335	655,630
65	Mporokoso Town Council	Mporokoso	5,908	9,452,800	1,370	1,980,424	4,538	7,472,376
66	Mpulungu Town Council	Mpulungu	3,700	4,342,729	2,330	3,098,117	1,370	1,244,612
67	Mungwi Town Council	Malole	4,400	7,268,053	4,156	5,835,042	244	1,433,012
68	Nsama Town Council	Chimbambilonga	2,736	4,138,128	2,670	4,040,448	66	97,680
69	Chikankata Town Council	Chikankata	1,350	2,025,025	1,000	180,700	350	1,844,325
70	Gwembe Town Council	Gwembe	429	495,495	-	-	429	495,495
71	Itezhi-Tezhi Town Council	Itezhi-Tezhi	2,865	3,996,083	2,848	3,595,156	17	400,927
72	Kalomo Town Council	Kalomo Central and Dundumwezi	2,280	2,654,000	2,280	2,654,000	-	-
73	Kazungula Town Council	Katombola	3,752	2,301,430	2,209	1,164,990	1,543	1,106,492
74	Livingstone City Council	Livingstone Central	5,382	5,439,777	4,405	4,088,168	977	1,351,609
75	Siavonga Town Council	Siavonga	2,000	2,400,000	1,845	2,214,000	155	186,000
76	Zimba Town Council	Mapatizya	2,620	3,134,000	1,923	2,154,740	697	979,260
77	Kalabo Town Council	Kalabo Central	1,135	912,164	375	394,250	760	517,914
		Liuwa	595	720,077	206	370,125	389	349,952
78	Kaoma Town Council	Kaoma Central	2,390	2,709,365	2,072	2,348,872	318	360,493
		Mangango	3,574	4,051,578	2,273	2,576,731	1,301	1,474,847
79	Lukulu Town Council	Lukulu East	5,484	3,427,000	2,460	3,596,120	3,024	- 169,120
80	Moungu Municipal Council	Mongu Central	3,814	4,958,200	290	377,000	3,524	4,581,200
		Nalikwanda	3,814	4,958,200	248	322,400	3,566	4,635,800
81	Mulobezi Town Council	Mulobezi	4,130	5,447,500	3,980	5,249,649	150	197,851
82	Nalolo Town Council	Nalolo	5,203	2,347,242	4,291	2,270,444	912	76,798
83	Nkeyema Town Council	Nkeyema	3,681	4,113,450	3,286	4,522,834	395	- 409,384
84	Senanga Town Council	Senanga	1,050	2,647,613	-	-	1,050	2,647,613
85	Sesheke Town Council	Sesheke	7,155	7,000,000	1,258	2,200,000	5,897	4,800,000
86	Sikongo Town Council	Sikongo	5,700	4,844,068	5,550	2,302,712	150	2,541,356
87	Sioma Town Council	Sioma	1,600	750,000	1,050	1,312,500	550	- 562,500
88	Mwandi Town Council	Mwandi	1,737	2,800,000	1,522	2,595,500	215	204,500
	Total		371,341	493,999,599	258,006	331,142,142	113,335	161,709,373

Appendix 14 Delivery of Substandard Desks

No.	Council	Constituency	Number of Desks Supplied to schools	Substandard Desks
1	Chingola Municipal Council	Nchanga	720	122
		Chingola	439	68
2	Lufwanyama Town Council	Lufwanyama	7,530	44
3	Masaiti Town Council	Kafulafuta	7,691	42
		Masiti	4,847	57
4	Chililabombwe Municipal Council	Mwembezhi	375	24
5	Mufulira Town Council	Kantanshi	1,400	217
		Kankoyo	316	91
6	Chipili Town Council	Chipili	400	10
7	Milenge Town Council	Milenge	300	23
8	Lusaka City Council	Kabwata	720	324
		Lusaka Central	1,040	100
		Munali	190	64
		Mandevu	1,458	263
		Matero	90	50
		Kanyama	1,500	90
9	Chongwe Town Council	Chongwe	250	48
10	Chipangali Town Council	Chipangali	126	50
11	Lavushimanda Town Council	Mfuwe	48	48
12	Mulobezi Town Council	Mulobezi	3,500	1,170
13	Itezhi-Tezhi Town Council	Itezhi-Tezhi	264	67
14	Kapiri Mposhi	Kapiri Mposhi	200	10
	Total		33,404	2,982

Appendix 15: Failure to Monitor Projects

No.	Council	Constituency	No. of Cooperatives/Bursaries	Amount disbursed K
1	Lufwanyama Town Council	Lufwanyama	114	2,169,037
2	Chingola Municipal Council	Nchanga	155	1,342,850
		Chingola	78	1,560,000
3	Lusaka City Council	Kanyama	271	7,883,700
		Munali	90	3,364,000
		Matero	70	2,151,856
		Lusaka Central	120	7,913,850
		Chawama	107	5,325,100
		Kabwata	121	2,222,935
		Mandevu	30	649,476
4	Mporokoso Town Council	Mporokoso	92	7,425,891
5	Ndola City Council	Ndola Central	73	1,955,000
		Bwana Mkubwa	51	885,000
		Kabushi	44	682,000
6	Lavushimanda Town Council	Mfuwe	79	1,185,000
7	Lupososhi Town Council	Lupososhi	10	313,000
8	Kaoma Town Council	Kaoma Central	117	2,151,857
9	Sioma Town Council	Sioma	11	155,000
10	Manyinga Town Council	Manyinga	24	4,418,614
	Total		1657	53,754,166

Appendix 16: Failure to Disburse Funds

No.	Council	Constituency	Approved Beneficiaries	Amounts Approved for Disbursement K	Amounts Disbursed K	Undisbursed Funds K
1	Kabwe Municipal Council	Kabwe Central	25	3,193,480	3,079,694	113,786
		Bwacha	28	2,851,745	922,103	1,929,642
2	Serenje Town Council	Serenje Central	26	2,546,200	2,386,200	160,000
3	Chililabombwe Municipal Council	Chililabombwa	112	2,151,857	2,133,857	18,000
4	Chingola Municipal Council	Nchanga	65	2,830,000	2,830,000	-
		Chingola	27	3,215,000	3,215,000	-
5	Mufulira Municipal Council	Kankoyo	25	-	-	-
		Mufuliria	23	-	-	-
		Kantanshi	26	-	-	-
6	Lusangazi Town Council	Msanzala	32	-	-	-
7	Isoka Town Council	Isoka	-	-	-	-
8	Samfya Town Council	Bangweulu	-	-	-	-
	Total		389	16,788,282	14,566,854	2,221,428

Appendix 17 -Misappropriation of Grants

No.	Council	Constituencies	Disbursement	No. of Cooperatives/Groups	Total Grants Misappropriated
1	Lusaka City Council	Kanyama	2,295,240	1	20,000
		Chawama	2,186,204	1	30,726
2	Lusangazi Town Council	Msanzala	2,058,408	2	75,050
3	Isoka Town Council	Isoka	2,138,713	11	251,856
4	Chinsali Town Council	Chinsali	1,970,800	7	140,000
5	Nakonde Town Council	Nakonde	2,195,000	6	100,000
6	Shiwang'andu Town Council	Shiwang'andu	2,150,800	1	120,000
7	Siavonga Town Council	Siavonga	2,511,842	3	83,000
8	Chikankata Town Council	Chikankata	2,913,518	2	59,570
9	Kasempa Town Council	Kasempa	3,859,957	3	90,000
10	Mungwi Town Council	Malole	2,151,857	1	8,800
11	Chipata Town Council	Chipata Central	3,069,992	1	22,500
		Luangeni	2,108,557	1	17,000
12	Luvushmanda Town Council	Mfuwe	2,070,000	27	1,390,500
13	Choma Municipal Council	Mbabala	2,121,782	1	40,000
14	Zambezi Town Council	Zambezi East	2,143,064	3	120,000
	Total		37,945,734	71	2,569,002

