

## **MINUTES FOR THE ZEC MEETING HELD ON THURSDAY 8 OCTOBER 2020 AT CARITAS ZAMBIA - KAPINGILA GUEST HOUSE IN LUSAKA**

### **PRESENT**

- |                             |                                    |
|-----------------------------|------------------------------------|
| 1. Mr. Charles Chivweta     | - Government (MoF) Chairperson     |
| 2. Mr. Moses S. Nyirenda    | - Government (MMMD) Proxy          |
| 3. Mr. Adrian Zulu          | - Government (MLGH) Member         |
| 4. Mr. Spyton Phiri         | - Government (ZRA) Proxy           |
| 5. Mr. Sokwani Chilembo     | - Mining Industry (ZCM) Member     |
| 6. Mr. Talent Ng'andwe      | - Mining Industry (ZCM) Proxy      |
| 7. Mr. Hugh Carruthers      | - Mining Industry (FQM/ZCM) Member |
| 8. Mrs. Pauline Mundia      | - Mining Industry (FSSMAZ) Member  |
| 9. Ms. Petronella Phiri     | - Civil Society (YAD) Member       |
| 10. Mr. Edgar Siakacoma     | - Civil Society (NEF) Member       |
| 11. Mr. Edmond Kangamungazi | - Civil Society (PWYP) Member      |
| 12. Mr. Andisen Zulu        | - Civil Society (CCZ) Member       |
| 13. Mr. Edward Lange        | - Civil Society (SARW) Member      |
| 14. Mr. Mwiya Mwandawande   | - Civil Society (EITA) Member      |

### **IN ATTENDANCE**

- |                         |                                 |
|-------------------------|---------------------------------|
| 1. Mr. Ian Mwiinga      | - Head ZEITI Secretariat        |
| 2. Ms. Mutinta Hadunka  | - ZEITI- Communications Officer |
| 3. Mr. Emmanuel Sibongo | - ZEITI- Accountant             |
| 4. Mr. Lupinda Chimwasu | - ZEITI- Economist              |
| 5. Ms. Grace Mauka      | - Smart Zambia Institute        |
| 6. Dr. Faustin Banda    | - Mainstreaming IT Consultant   |

### **ABSENT WITH APOLOGY**

- |                           |                                    |
|---------------------------|------------------------------------|
| 1. Mr. Fredson Yamba      | - Government (MoF) ZEC Chairperson |
| 2. Mr. Barnaby B. Mulenga | - Government (MMMD) Member         |
| 3. Mopani Copper Mines    | - Mining Industry (ZCM) Member     |
| 4. Lubambe Copper Mines   | - Mining Industry (ZCM) Member     |
| 5. Mr. Evans Kanche       | - Mining Industry (AZMEC) Member   |

### **1.0. Opening Remarks by the Chairperson**

The meeting was chaired by Mr Charles Chivweta, a senior economist from the Ministry of Finance. Mr Chivweta was requested to Chair the meeting by the Secretary to the Treasury.

In his welcome remarks, the Chairperson thanked the Caritas Zambia through the Publish What You Pay Zambia chapter for hosting the meeting.

The meeting commenced at 10.15hrs.

### **2.0. Adoption of the Agenda**

The agenda was adopted with one addition. The addition was to include the consideration of names from the civil society sector who have been nominated to serve on the Zambia EITI Council (ZEC). The additional proposal was made by Mr Edmond Kangamungazi.

The agenda was approved by the meeting after a proposal from Mr. Edward Lange and a secondment from Mr. Adrian Zulu.

### **3.0. Apologies**

The list of apologies is given on page 1.

### **4.0. Confirmation of the Minutes for the Previous ZEC Meeting**

The minutes of the previous ZEC meeting were adopted as a true record of the proceedings after one correction was made as indicated below:

- i. On page 6 in the last paragraph the word 'conflict' should be replaced with the word 'disrepute'.

Mr. Sokwani Chilembo proposed the adoption of the minutes and Mr. Edgar Siakacoma seconded.

### **5.0. Matters Arising (Action Taken Report)**

- i. The ZEITI Secretariat reported to the meeting that a presentation of the third quarter financial report would be made in the course of the meeting. The main feature of the financial reports this time around was the inclusion of a variance analysis;

- ii. The ZEITI Secretariat reported that support was provided to the civil society sector during the deliberation of the conflict of interest allegations for Mr Edward Lange;
- iii. The ZEITI Secretariat reported to the meeting that discussions and planned gender mainstreaming activities in collaboration with Oxfam are underway; and,
- iv. The ZEITI Secretariat informed the meeting that Oxfam had applied to be an observer on the ZEC. The application has since been submitted to the government for further processing.

#### **6.0. Presentation by consultants of the inception report on the Mainstreaming Feasibility Study and the assessment of online disclosure platforms for EITI purposes**

The presentation on the feasibility assessment by the Lead and IT consultants was made to the ZEC. The presentations were aimed at highlighting the proposed methodology, sampling techniques, and model questions to be used during the feasibility study.

The ZEC provided feedback to the consultants. Some of the concerns raised by the ZEC included amongst the following below:

- a. Lack of clarify on the proposed methodology to be used;
- b. Lack of clear justification on the proposed sample and how the selection of the sample was undertaken;
- c. The proposed questions for stakeholders were weak and in some cases missing; and,
- d. Incomplete inception report lacking in substance and quality.

The ZEC requested the consultants to address the concerns raised before approving the inception reports. Further, the ZEC agreed to approve the reports online on a no-objection basis.

## **7.0. Presentation of the third quarter activity progress report and financial report**

The ZEITI Secretariat presented the key highlights of the second quarter implementation report as indicated below:

### *i. 2019 EITI Report.*

The ZEITI Secretariat informed the meeting that the production of the 2019 report had commenced and currently ZEITI is collecting data. The ZEITI Secretariat indicated that the 2019 ZEITI report will be produced under the flexible reporting framework as approved by the ZEC.

The 2019 ZEITI report will be approved for publication on Wednesday 9 December 2020 during the end of year ZEC meeting.

### *ii. Transparency and Accountability Bill.*

The ZEITI Secretariat indicated that the drafting of the ZEITI legislation had commenced through the Ministry of Justice. A zero draft Bill will be circulated among members from comments before an in person meeting is called to provide feedback to the drafters from Ministry of Justice.

### *iii. Financial report.*

The ZEITI secretariat presented its third quarter financial report. The financial report provided a variance analysis in terms of expenditure. The ZEITI noted that the Covid-19 pandemic had an adverse effect on the work plan. A lot of the scheduled activities have been delayed.

The ZEC encouraged the Secretariat to further simplify the reporting template to also include a column for comments.

The ZEITI Secretariat informed the meeting that the full audit reports for the financing from the government and the World Bank would be shared at the end of year ZEC meeting.

## **8.0. Approval of the 2019 ZEITI Reporting template and questionnaire**

The new 2019 ZEITI flexible reporting Data collection templates as well as the Covid19 Impact questionnaire were unanimously approved by the ZEC.

## **9.0. Consideration of Oxfam to be an observer on the Zambia EITI Council (ZEC) and consideration of CSOs intending to serve on the ZEC**

The meeting was informed that following the discussion at the previous ZEC meeting regarding the possibility of having Oxfam as an observer of the MSG, Oxfam has formally made the application. However, the meeting agreed that any member or organization wishing to be part of the MSG either as a member or observer must be cleared by the government. In view of this, the application from Oxfam and the nominated members from the CSO sector who wish to serve on the MSG would be submitted to the government for clearance. The organisations whose names were submitted are Actionaid Zambia, Transparency International Zambia chapter, and National Empowerment Forum.

## **10.0 Presentation of the outcome of the civil society sector meeting on governance concerns**

The civil society informed the meeting that the deliberations on the allegations of conflict of interest and potential conflict of interest against Mr Edward Lange had taken place. The meeting concluded that there was no conflict of interest established against Mr Edward Lange. However, the civil society sector informed the meeting that in the interest of progress, the following was resolved:

- a) Mr Edward Lange voluntarily agreed to step down as ZEC – Vice chairperson;
- b) Mr Edmond Kangamungazi takes over from Mr Edward Lange as ZEC Vice Chairperson with immediate effect; and,
- c) No further discussion of the matter would continue before the ZEC.

## 11.0 Closing remarks by Chairperson

In closing the meeting, the chairperson encouraged the members to read all documents circulated to them. He further encouraged members to provide feedback when requested by the ZEITI Secretariat to ensure the implementation of the activities is not hampered.

The meeting ended at 13:50 hrs.

.....

CHAIRPERSON

DATE .....

.....

SECRETARY (ZEITI Secretariat)

DATE .....

## ACTION TAKEN REPORT

S/N	ISSUE	ACTION NEEDED	STATUS	BY WHOM
1	2019 ZEITI report	Finalisation	Done	ZEITI/BDO
2	Mainstreaming inception reports	Provide feedback	Done	ZEITI/ZEC
3	Approval of variance analysis report	Correction of negative variance	Done	ZEITI
4	Transparency Bill	Drafting	Zero draft ready	ZEITI/MoJ
5	Submission of Oxfam application as an observer to the government for clearance	Submission of CVs to the Ministry of Mines and Minerals Development	Done	ZEITI
6	Submission of CSO representatives intending to serve on the ZEC	Submission of CVs to the Ministry of Mines and Minerals Development	Done	ZEITI