

MINUTES FOR THE ZAMBIA EITI COUNCIL(ZEC) MEETING HELD ON 21 NOVEMBER 2024 IN THE CONFERENCE ROOM AT THE GEOLOGICAL SURVEY DEPARTMENT

PRESENT

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| 1. Mr. Felix Nkulukusa | - | ZEC Chairperson |
| 2. Mr. Chilombo Mulima | - | Government (MoFNP) Proxy |
| 3. Ms. Mwaka Mwamulima | - | Government (ZCCM-IH) Member |
| 4. Mr. Obert Kangwa | - | Government (ZRA) Member |
| 5. Ms. Mercy C. Zulu | - | Government (MMMD) Proxy |
| 6. Mr. Hugh Carruthers | - | Industry (FQM) Member |
| 7. Mr. Sokwani Chilembo | - | Industry (ZCM) Member |
| 8. Mr. Namo Chuma | - | Civil Society (Environment Africa) Proxy |
| 9. Mr. Morgan Katati | - | Civil Society (ZIEM) Proxy |

IN ATTENDANCE

- | | | |
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| 1. Mr. Ian Mwiinga | - | ZEITI Head of Secretariat |
| 2. Ms. Mutinta Hadunka | - | ZEITI Communications Officer |
| 3. Mr. Kennedy Sinkala | - | ZEITI Accountant |
| 4. Ms. Violet Mukanda | - | ZEITI Secretary |
| 5. Mr. Chomba Chileshe | - | ZEITI Data Officer |
| 6. Ms. Joy Kulombota | - | ZEITI Intern |
| 7. Ms. Nyasha Vera | - | OEP Communications Officer |

APOLOGIES

- | | | |
|----------------------------|---|---|
| 1. Dr. Hapenga M.Kabeta | - | Government (MMMD) Member |
| 2. Mr. Francis Chilunga | - | Government (MoJ) Member |
| 3. Mr. Edmond Kangamungazi | - | Civil Society (Caritas) Member, V/Chairperson |
| 4. Mr. Nsama Chikwanka | - | Civil Society (PWYP) Member |

1. Opening Remarks

In his opening remarks, the ZEC Chairperson implored the members turn up for meetings on time as scheduled. This will help the chairperson to also attend to other scheduled meetings on his diary.

2. Adoption of the Agenda

The agenda was adopted without any changes. The proposal to adopt the agenda was made by Mr. Sokwani Chilembo and seconded by Mr. Obert Kangwa.

3. Apologies

A list of apologies is given on page 1.

4. Confirmation of Minutes for the previous ZEC meeting

The minutes were confirmed as a true and accurate record of the proceedings of the previous meeting after clarifications on some substantive matters as detailed in the section below on matters arising. The proposal to adopt was made by Mr. Hugh Carruthers and seconded by Mr. Chilombo Mulima.

5. Matters Arising

The matters arising were presented based on the action taken report. The following below were the key discussion points:

- i. The Chairperson requested for an update pertaining to Item C on page 3 of the minutes of the previous ZEC meeting relating to the sharing of resolutions from the various meetings that were attended by the Secretariat staff.

In response, the ZEITI Secretariat informed the meeting that documentation from various Ministerial meetings will be circulated via email to all members for their information.

- ii. On the matter regarding an update on the Special Purpose Vehicle (SPV) for the Mining sector, the Ministry of Mines requested for more time to compile information on the matter which will be shared at the next ZEC meeting in the first quarter of 2025.

Following the request from the Ministry of Mines to defer the presentation on the SPV to the next meeting, the Chairperson guided the Ministry of Mines to appoint an Alternate member to the permanent Secretary who will serve on the Zambia EITI Council whenever the Permanent Secretary is not available to attend the meeting. This guidance was provided with a view to constant representation of the Ministry of Mines at all ZEC meetings.

- iii. On the sustainability of the ZEITI online data portal, the committee comprising ZEC members from the Bank of Zambia, Ministry of Finance and National Planning, and the Zambia Revenue Authority presented the sustainability plan to the ZEC for consideration. Among the suggestions that were made in the sustainability plan include revamping of the ZEITI website to increase the number of visits to the site. The revamping of the website should also include links to other websites that host data such

as the Ministry of Mines, ZAMSTATS, Ministry of Finance, and Bank of Zambia websites among others. The revamped website should also serve as a dashboard for various summary datasets to encourage visitors on the page to interact with the data. A full report is attached in the Annex to the Minutes.

The meeting resolved that as part of the revamping of the website it will be useful to complete the development of the portal so that it is linked to various Government data base to enhance the sharing of data on a near real time basis. The meeting further requested the ZEITI Secretariat to develop a Communications Strategy for the dissemination of information and data on the portal but more importantly for general awareness raising to various stakeholders on the existence of the portal.

The Chairperson requested the ZEITI to draft letters to the World Bank and the US embassy seeking financial support and technical support in relation to the development of the ZEITI Online data portal.

5.1. General discussion from Matters Arising

- a. The Chairperson commended the ZEITI Secretariat for the quick turnaround time on the minutes of the previous meeting and the accuracy of the minutes;
- b. On the possibility of including a data subscription module on the ZEITI Online data portal, the meeting raised reservations on the suggestion as it would defeat the core principle of open data access for all EITI related information and data as provided in the EITI open data policy; and,
- c. The Zambia Chamber of Mines offered to assist the ZEITI Secretariat with awareness raising activities especially in relation to the data portal. As part of this gesture, the Chamber of Mines requested the ZEITI Secretariat to write a blog on the portal which will be published in the regional Chamber of Mines newsletter ahead of the Invest in Africa Mining Indaba in Cape Town.

6. Presentation and approval of the 2025 work plan

The 2025 ZEITI work plan and Budget was presented for approval to the ZEC. Notably, the work plan has provided support towards deepening the Mainstreaming of EITI implementation and also activities towards the upcoming EITI Validation for Zambia.

The meeting was also informed that the ZEC Chairperson facilitated an increase towards the budget allocation for the ZEITI from an annual ZMW 3 million to ZMW 6 million for 2025.

On the funding the Chairperson pledged to support broad resource mobilisation efforts for the ZEITI including and beyond the traditional funding from the Government.

The Chamber of Mines also affirmed their commitment to supporting the ZEITI mainstreaming efforts in 2025 as pledged during the launch of the ZEITI Online data portal.

The ZEC approved the budget noting that the ZEITI will need to provide a contingency budget in their future budgets to manage any unforeseen risks during the execution of the budget. The proposal to adopt the budget was made by Mr. Obert Kangwa and seconded by Mr. Namo Chuma.

In his closing remarks, the Chairperson acknowledged the presence of the ZCCM-IH in the meeting. He also made a special recognition of Ms Vera Nyasha who was attending the meeting in her capacity as communications officer for the Opening Extractives Programme (OEP).

Finally, the Chairperson requested the ZEITI Secretariat to suggest dates for ZEC meetings for 2025 which should be circulated to all ZEC members at the beginning of the year in 2025.

The meeting closed at 10:15hrs.

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CHAIRPERSON

DATE

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SECRETARY

DATE

ACTION TAKEN REPORT

S/N	ISSUE	ACTION NEEDED	STATUS	BY WHOM
1	Revamp of the ZEITI website	Draft TORs to procure consultant for the assignment	Done	ZEITI
2	Appointment of a permanent alternate member for MMMD to the ZEC	PS-Mines to appoint an Alternate	Done	PS Mines
3	Letters to the World Bank and US Embassy	Draft letters to the World Bank and the US Embassy towards support for the ZEITI Online data portal	Done	ZEITI
6	Blog on ZEITI Online data portal	Blog drafted and shared with the Chamber of Mines for onward publication	Done	ZEITI/ZCM
7	2025 ZEC Meeting Calendar	Draft and circulate the 2025 ZEC meeting calendar	Done	ZEITI