



CHIENGE TOWN COUNCIL

MINUTES OF THE STAKEHOLDER ENGAGEMENT (BUSINESS COMMUNITY) MEETING HELD IN THE SCHOOL HALL AT PONDE SECONDARY SCHOOL ON THURSDAY 2ND OCTOBER, 2025 AT 14:00 HOURS.

MEETING TITLE: Stake-Holders Engagement Meeting-Business Community

DATE: 2nd October, 2025

TIME: Start Time 14:00 Hours- End Time 17:28 Hours

LOCATION: Ponde Secondary School- Conference Hall

FACILITATOR: Acting Council Secretary- Mr. Jonas Mwendakawa

AGENDA

1. Prayer
2. Opening remarks
3. Presentation of the budget
4. Presentation of budget performance
5. Presentation of budget Proposals and submissions
6. Plenary
7. Closing remarks
8. Closing Prayer



ATTENDANCE:

S/ N	NAME	SEX	POSITION	ORGANISATION/ COMPANY	WARD
1.	Jonas Mwendakawa	M	Acting Council Secretary	Council	Chienge
2.	Chita Kaliwile	F	Council Advocate	Council	Chienge
3.	Bernard Mashapi	M	Director Engineering	Council	Chienge
4.	Cletus Mulenga	M	Deputy Director Engineering	Council	Chienge
5.	Lawrence Kateya	M	Director Finance	Council	Chienge
6.	Nyansa Moses	M	Town Planner	Council	Chienge
7.	Prudence Malama	F	Socio-Economic Planner	Council	Chienge
8.	Kelvin Hamooya	M	Health Inspector	Council	Chienge
9.	Petland Kalumba	M	Ass. Procurement Officer	Council	Chienge
10.	Chiteta Barry	M	Ass. Procurement Officer	Council	Chienge
11.	Simutanda Willard	M	Committee Clerk	Council	Chienge
12.	Bright Mutapata		Director Health Services		
13.	Wages Mambo	M	District Agriculture Coordinating Officer	Agriculture	Chienge
14.	Blessings Mfula	M	District Fisheries Officer	Fisheries	Chienge
15.	Mussha Wilfred	M	Company Director	Wilfred Mussha General Dealers	Chibamba
16.	Chishimba Simon	M	Company Director	Simuch Enterprise	Katete
17.	Kalunga Stephen	M	Company Director	Kastelu Solutions	Katete
18.	Richard Chishimba	M	Market Chairperson	Kalumbwe Market	Ifuna
19.	Mukalai Jackson	M	Company Director	J.Mukalai General Dealers	Chienge
20.	Chisala Frank	M	Company Director	Night and Day General Dealers	Katete
21.	Kalongwe James Kapindi	M	Company Director	Kachika Technology	Katete
22.	Mulunga Memory	F	Secretary	Mubwacha Enterprise	Katete
23.	Lunda Ben	M	Secretary	Kamwalu C & J	Katete
24.	Mwakwa Evans	M	Company Director	Echoes Sup & General Trades	L/Chomba
25.	Ngandwe Peter	M		Penga J	Katete
26.	Mulungama Richard	M	Chairperson		Luau



				Chamber of Commerce	
27.	Lunshinga Charles	M	Company Director	Chimecha General Dealers	Katete
28.	Lwimba James	M		Squarb Mart	Chienge
29.	Mr. Godfrey Mwenya	M	Company Director	Jogore Constructions	Katete
30.	Mr. Chika	M	Company Director	Kachika Technology	Katete
31.	Mr. Elias	M	Company Director	Eli-Chil General Dealers	Katete
32.	Katete Kaputa	F	Market Chairperson	Putu Market	Katete
33.	Bwalya Justine	M	Market Secretary	Mununga Market	Mununga
34.	Jirry J. Bwalya	M	Company Director	Slangko General Dealers	Kalobwa
	Peter Chipili		Market Chairperson	Putu market	katete
35.	Charles Lushinga	M	Company Director	Chimecha General Dealers	Chienge
36.	Evans Kabwe	M	Company Director	Evans Build Investments	Mununga
37.	Steven Munyemyembe	M	Market Secretary	Lupiya Market	Chibamba

NOTICE OF MEETING

The Acting Council Secretary Mr. Jonas Mwendakawa read out the notice convening the meeting

PRAYER



Prior to the commencement of the meeting, an opening prayer was given by Mr. Simon Chishimba.

INTRODUCTION

Members introduced themselves, stating their names, ward and the organization where they came from.

WELCOMING REMARKS

In his opening remarks, the acting Council Secretary Mr. Jonas Mwendakawa welcomed all stakeholders who were present. He said that the reason why he called for a stakeholder engagement meeting was to allow all stakeholders participate in the preparations of the 2026 budget. He informed everyone that the budget preparations had already begun and the first meeting was held in Mansa where the Council presented its budget performance. He encouraged all members present to feel free to bring out their concerns while the budget was

He then declared the meeting open at 14:00 hours.

MAIN BUSINESS

1.0. BUDGET PRESENTATION

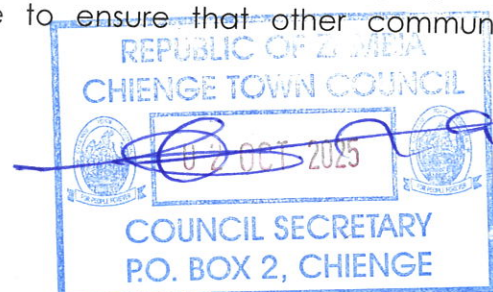
The Director of Finance reported that, the total budget for Chiengwe Town Council for the year 2026 was standing at **K93.1** million from **k67.5** million for 2025 representing a percent increase of 38 percent. He further highlighted that, the increment was attributed to the increase of the national Support through Constituency Development Fund and the introduction of Cash for Work programmes.

The **MANDATE** was to provide operational and excellence service, innovation, community engagement and observance of good financial management and accountability.

The Republican constitution (Amendment) Act No. 2 of 2016 part 1 on the system of Devolved Government (Article 147 (2) and part XI on the System of Local Government. The Director of Finance further said that, the **STRATEGY** of Chiengwe Town Council was to endeavor to achieve sustainable infrastructure development, efficient management and improve accessibility to land, social and economic services through engagement of stakeholders and also to provide social protection to the vulnerable, an enabling business environment and enhanced Governance.

2.0. CASH FOR WORK AND INCREASED CDF

The Director of Finance explained the meaning and purpose of **Cash for Work programme** by indicating that it was government initiative to ensure that other community



programmes were supplemented and achieved through cash for work programmes which in turn would benefit the communities in respective areas within the district.

2.1. CONSTITUENCY DEVELOPMENT FUND (CDF)

The Director of Finance explained that the Government of the Republic of Zambia had continued to increase CDF from year to year. This was aimed at bringing development to all districts across the Nation.

3.0. COMPLIANCE TO BUSINESS OBLIGATIONS

The Director of Finance stated that, in order to support the budget performance for Chiengwe Town Council all business owners were advised to support council through adhering to business regulations by paying Personal Levy, Business Levy, paying Licenses on time as well as other fees and charges that go with business operation.

In addition, the Director reported that The Council being a Fire Authority, had received Fire officers and hence, there was need for business men and women in the community to understand the purpose of paying for Fire Certificates.

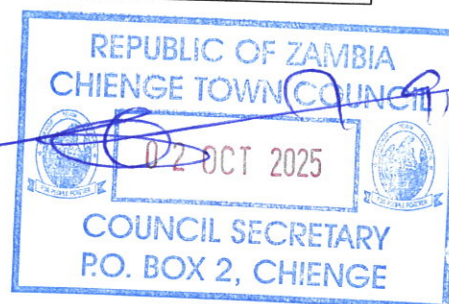
4.0. CHIENGWE TOWN COUNCIL PERFORMANCE AS AT 30TH SEPTEMBER, 2025

2025 BUDGET PERFORMANCE REPORT

Period: 1-January to 30 September-2025

REVENUE SOURCES

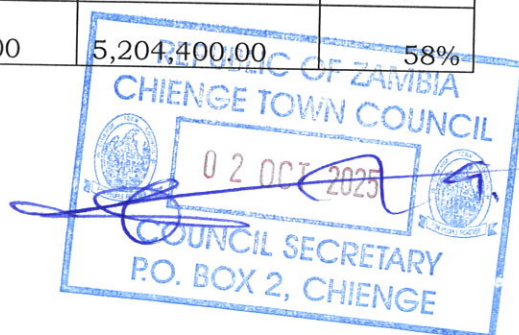
#		Budget	Actual	Variance	Perform
		a	as at 30- September 2025	c=a-b	ance
		ZMW	b	ZMW	b/a
			ZMW		%
1	National Support				
	1.1 Local Government Equalisation Fund	11,230,738.00	6,920,249.00	4,310,489.00	62%
	1.2 Grants In Lieu of Rates	-	-	-	0%
	1.3 Sector Grants	9,693,108.00	3,859,249.59	5,833,858.41	40%
	1.4 ZDSP Capital Grants	8,340,000.00	-	8,340,000.00	0%
	1.5 Constituency	36,058,151.00	22,160,432.00	13,897,719.00	61%



	Development Fund				
	1.6 Other Grants			-	0%
	Sub - total	65,321,997.00	32,939,930.59	32,382,066.41	50%
2	Own Source Revenue				
	2.1 Local Taxes	18,540.00	32,655.00	(14,115.00)	176%
	2.2 Fee & Charges	1,458,350.00	1,223,924.00	234,426.00	84%
	2.3 Licenses	16,500.00	5,990.00	10,510.00	36%
	2.4 Levies	663,036.00	461,570.00	201,466.00	70%
	2.5 Permits	13,000.00	13,725.00	(725.00)	106%
	2.6 Commercial ventures	80,000.00	63,964.00	16,036.00	80%
	2.7 Others OSR	-		-	#DIV/0!
	Sub - total	2,249,426.00	1,801,828.00	447,598.00	80%
3	Other revenue				
	4.1 Bank interest received	-	-	-	#DIV/0!
	4.2 Borrowings - Loans	-	-	-	#DIV/0!
	4.2 Borrowings - Overdraft	-	-	-	#DIV/0!
	4.3 Others	-	314,221.00	-	#DIV/0!
	Sub - total	-	314,221.00	-	#DIV/0!
Total		67,571,423.00	35,055,979.59	32,829,664.41	0.52

PAYMENTS

#		Budget	Actual as at 30-September 2025	Variance	Performance
		a ZMW	b ZMW	c=a-b ZMW	b/a %
1	Personal emoluments	12,347,171.00	7,142,771.00	5,204,400.00	58%



2	Use of goods and services	16,225,723.00	8,632,646.00	7,593,077.00	53%
3	Financial charges	-	-	-	#DIV/0!
4	Social benefits	8,719,516.00	7,347,757.00	1,371,759.00	84%
5	Non-financial assets	26,002,077.00	13,377,794.00	12,624,283.00	51%
6	Financial assets	3,736,936.00	-	3,736,936.00	0%
7	Loan repayments	-	-	-	#DIV/0!
8	Other repayments	540,000.00	-	540,000.00	0%
Total payments		67,571,423.00	36,500,968.00	31,070,455.00	54%

Net Budget Performance	-	(1,444,988.41)	1,759,209.41	#DIV/0!
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WAY FORWARD

During the presentation of the performance review as at 30th September, 2025, it was noted that there was need for the Council to broaden the revenue base in order to enhance own source revenue in order for Council to provide Municipal Services.

The Director of Finance further, encouraged and emphasised to everyone who attended the meeting to go and share the information they got from the meeting and also to share the importance of complying with some business obligations so that the Local Authority could be able to give standard service provision expected by the community at large.



5.0. Plenary

After the budget summary presentation by the Director of Finance, the Council Secretary invited questions from the Stakeholders.

One of the members from the gallery wanted to know the measures that council would put in place to ensure that the monitoring of projects was done accordingly.

In response, Acting Council Secretary said that, measures were already been established by ensuring that the **CDFC** together with the management should be monitoring community projects in all wards without fail.

Another member from the gallery wanted to know if community members were eligible to participate in the cash for work programme.

In response, the Council Secretary responded stated that Chiengwe Town Council will call for an orientation programme on cash for work guidelines.

On the same item, one member raised a concern that the **WDCS** should be involved in the cash for work programme as well.

The concern was **NOTED**.

Attached hereto were the photos of the presentations.

5.0. ADOPTION OF THE 2026 BUDGET

After further discussion and on a proposal by Peter Chipili, duly seconded by Evans Kabwe, it was,

RESOLVED THAT; the 2026 Budget be Adopted and considered for further **RATIFICATION** to the Ordinary Council Meeting.

- **Next Meeting:**
 - **Date:** 30th November, 2025
 - **Time:** Start Time 14:00 Hours - End Time 17:28 Hours
 - **Location:** Council Chamber, Civic Centre



CLOSING REMARKS

In his closing remarks, the Chairperson (Acting Council Secretary) stated that another budget review meeting would be convened to update the Council and key

stakeholders. He thanked everyone who attended the meeting for their positive participation demonstrated during the meeting and encouraged all to maintain the same level of commitment by attending future meetings when called.

With these few remarks, he declared the meeting closed at 17:28 hours, following a prayer led by Mr. Lushinga Charles.

Prepared by:

ASSISTANT COMMITTEE CLERK: Willard Simutanda *[Signature]* Date 02/10/2025

DIRECTOR OF FINANCE: Lawrence Kateya

[Signature]



ACTING COUNCIL SECRETARY: Jonas Mwendakawa

[Signature]

