



CHIENGE TOWN COUNCIL

MEETING TITLE: STAKEHOLDERS ENGAGEMENT COMMUNITY MEETING

DATE: 2nd October, 2025

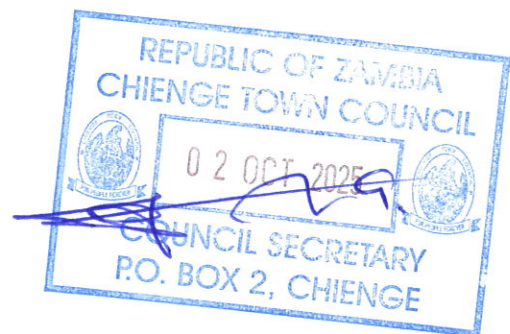
TIME: Start Time 08:00 Hours- End Time 11:47 Hours

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



OFFICERS IN ATTENDANCE:

S/N.	NAME	GENDER	POSITION
1.	Jonas Mwendakawa	Male	Acting Council Secretary
2.	Tony Tembo	Male	Director Human Resource and Administration
3.	Lawrence Kateya	Male	Director Finance
4.	Mabvuto Sakala	Male	Acting Director of Planning
5.	Prudence Malama	Female	Socio-Economic Planner
6.	Jarios Mwila	Male	Administrative Officer
7.	Shipanuka Collins	Male	Assistant Commercial Manager
8.	Ickson Tembo	Male	Programmer
9.	Beene milimo	Female	Internal Auditor
10.	Moses Nyansa	Male	Town planning
11.	Wells Chifunda	Male	Public Relations Officer
12.	Nathan Banda	Male	Human Resource Officer
13.	Fred Chishimba	Male	Office of the President
14.	George Lengwe	Male	Forester
15.	Wages Mambo	Male	DACO
16.	David Shula	Male	Loan Officer
17.	Innocent Mpundu	Male	Public Health Officer
18.	Alice Mvunga	Female	Fisheries Officer
19.	Cheelo Titus	Male	District Livestock Officer
20.	Willard Simutanda	Male	Assistant Committee Clerk



COMMUNITY MEMBERS PRESENT:

21.	Bernard musonda	Male	WDC Chairperson
22.	Boston Banda	Male	WDC Secretary
23.	Pearson Bwalya	Male	WDC Chairperson
24.	Majory Mulenga	Female	WDC Member
25.	Ronald Chondwe	Male	WDC Secretary
26.	Musonda .G. Chisha	Male	WDC Treasurer
27.	Kelvin Chipili	Male	WDC Secretary
28.	Lightface Katai	Male	WDC Chairperson
29.	Robert Kachela	Male	WDC Vice Chairperson
30.	Wilson Kasongo	Male	WDC Chairperson
31.	Godfrey Mwenya	Male	Chief Representative
32.	Nelson Kalezi	Male	WDC Secretary
33.	Bupe Chabu	Male	WDC Chairperson
34.	Robert Mwaka	Male	WDC Chairperson
35.	Catherine Mpundu	Female	WDC V/Chairperson
36.	Marlon Mwansa	Male	WDC Chairperson
37.	Chansa Mulenga	Male	Community member
38.	Annie Chishimba	Male	WDC Treasurer
39.	Isaich shabele	Male	Community member
40.	Maurice Bwalya	Male	WDC Secretary
41.	Jackson Musonda	Male	Community Member
42.	Isaac Lumbwe	Male	Community Member



43.	Martine Mulenga	Male	Community member
44.	Richard Kabwe	Male	WDC Secretary
45.	Muma. K. Kataso	Male	WDC Chairperson
46.	Michael Kangwa	Male	WDC Secretary
47.	Florence Lupunja	Female	WDC Treasurer
48.	Beauty Kabaso	Female	WDC Treasurer
49.	Osborn Tusha	Male	WDC Treasurer
50.	Paul Kubulo	Male	WDC Secretary
51.	Gift Chansa	Male	WDC Chairperson
52.	Cosmas Mpampi	Male	WDC Secretary
53.	Goodson Katai	Male	WDC Treasure
54.	Abraham Mwape	Male	WDC Treasurer
55.	Holland Chishala	Male	WDC Chairperson
56.	Kelvin Chansa	Male	WDC treasurer
57.	Dickson Mwansa	Male	WDC Secretary
58.	Lawrence Mulaya	Male	WDC Chairperson
59.	Songwe kolala	Male	WDC Treasurer
60.	David Mukeya	Male	WDC Chairperson
61.	Michael Mwape	Male	WDC Chairperson
62.	Abraham Chishala	Male	WDC Secretary
63.	Benjamin Kaputa	Male	WDC Treasurer
64.	Jonas Mulenga	Male	WDC Chairperson
65.	Bernard Chishimba	Male	WDC Treasurer



66.	Hollis Mukonda	Male	WDC Treasurer
-----	----------------	------	------------------

OPENING PRAYER

Prior to the commencement of the meeting, an opening prayer was given by Beauty Kabaso

OPENING REMARKS BY THE CHAIRPERSON (ACTING COUNCIL SECRETARY)

The Council Secretary, welcomed all the staff and Stakeholders who were present and highlighted on few items which were going to be discussed in the meeting concerning the 2026 Council budget. He further said, all stakeholders were required to be involved as it was a requirement from co-operate Government and failure to do that the budget would be considered null and void. In his narration he stated that Councillors were not part of the meeting in order to give room to stakeholders to ask more questions affecting their communities.

He further highlighted that, what so ever the Council plans to do should be accounted for within the planned budget and Stakeholders should be conversant enough on how budgets are prepared by the Councils.

Lastly he said that, Government Had Introduced the Cash for Work Programme in Luapula Province for the first time beginning January 2026. Management was working hard to ensure that revenue base was maximized. Thereafter, he declared the meeting officially opened at 08:23 hours.

MAIN BUSINESS

1.0. BUDGET PRESENTATION

The Director of Finance reported that, the total budget for Chienge 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

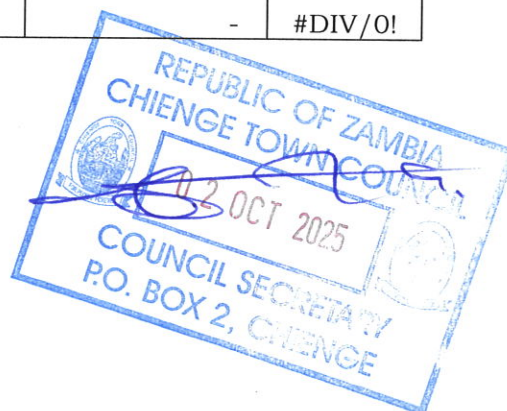
Period: 1-January to 30 September-2025

REVENUE SOURCES

#	Budget a	Actual as at 30- September 2025 b	Variance c=a-b	Perform ance b/a



		ZMW	ZMW	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 Development Fund	36,058,151.00	22,160,432.00	13,897,719.00	61%
	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	Perform ance
		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!
-------------------------------	---	-----------------------	---------------------	----------------



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 emphasized 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 reason why CDF was drastically increased for the year 2026 budget.

In response, Acting Council Secretary said that, the reason why the difference was that much was to cater for other community driven programmes.

- One member from the gallery wanted to know why other projects were not finished according to the contract period.

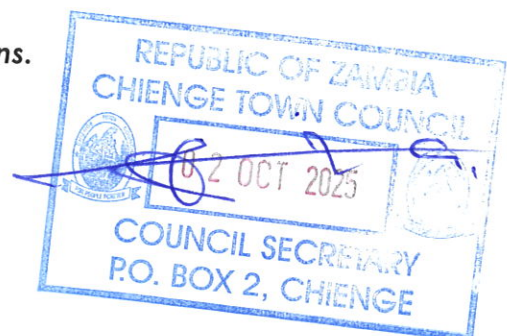
In response, Acting Council Secretary stated that, management had taken keen interest to ensure that there was no pending or unfinished projects.

One member from the gallery raised a concern that some of the wards were highly considered in terms of development compared to other wards in the district.

In response, the Council Secretary responded that most of the Kalungwishi ward projects were water related and two foot bridges were constructed already.

Attached hereto were the photos of the presentations.

6.0. ADOPTION OF THE 2026 BUDGET



After further discussion and on a proposal by Benjamin Kaputa, duly seconded by Annie Chishimba , 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 09:00 Hours - End Time 12:30 Hours
- **Location:** [Council Chamber, Civic Centre]

CLOSING REMARKS

The Council Secretary in his closing remarks thanked all members of staff and all the stakeholders who attend the important meeting. He further encouraged all stakeholders to keep the same spirit of attending meetings every time they were called upon. With these few remarks, he declared the meeting closed at 11:47 hours, following a prayer led by Mr. Wages Mambo.

Prepared by:

ASSISTANT COMMITTEE CLERK: Willard Simutanda

Date: 02/10/2025

DIRECTOR OF FINANCE: Lawrence Kateya

Date Stamp

ACTING COUNCIL SECRETARY: Jonas Mwendakawa

Date Stamp

