MBALA MUNICIPAL COUNCIL

MINUTES OF THE CONSTITUENCY DEVELOPMENT FUND COMMITTEE MEETING HELD ON 11th AUGUST, 2025 IN THE COUNCIL CHAMBER AT 10:23 HOURS.

IN ATTENDANCE:

NAME:	**POSITION/INSTITUTION:**
1. NJAVWA SIMUTOWE	: MEMBER OF PARLIAMENT
2. GRANT SCHAEFER	: RELIGIOUS REPRESENTATIVE
3. VICTORIA C. PAMBA	: WOMEN REPRESENTATIVE
4. BURTON SIKAUMBWE	: COMMUNITY EXPERT
5. BRIAN MUSUKUMA	: WDC REPRESENTATIVE
6. NAMBEYA BERTHA	: YOUTH REPRESENTATIVE
7. PETER LUNGU	: PARLIAMENTARY OFFICER
8. ADEL NDELEMETI	: CIVIL SOCIETY REPRESENTATIVE
9. SINYANGWE HUSTINGS	: AREA WARD COUNCILOR (KAZIMOLWA)
10. JOHN MBAO	: AREA WARD COUNCILOR (KALAMBO)
11. JACKSON SIMBEYA	: AREA WARD COUNCILOR (MWAMBA)
12. GEOFREY BWALYA	: DISABILITY REPRESENTATIVE
13. GREENWELL MWAMBA	: CHIEFS REPRESENTATIVE
14. CHRISTOPHER MENGO SIAME	: CHIEF'S REPRESENTATIVE
15. MWEWA LIBWESHYA	: DIRECTOR OF PLANNING

BY INVITATION:

1. MAINZA MOOYA	: OFFICE OF THE PRESIDENT
2. FRANCIS MUKOSHA	: INTERNAL AUDITOR
3. CHITI LOMBE	: GROUP ACCOUNTANT
4. CHISHIMBA JANUARIUS	: QUANTITY SURVAYOR

5. GOODSON BANDA : CIVIL ENGINEER
6. WINZA SIMBAYA : DISTRICT PLANNING OFICER
7. NATASHA NAMUKOKO : TOWN PLANNER
8. JAMES MUTALE : PLANNING ASSISTANT
9. SUWILANJI SIZIYA : SOCIO-ECONOMIC PLANNER

THE MEETING WAS CALLED TO ORDER AT 10:30 HOURS

AGENDA:
1. Opening Prayer
2. Apologies
3. Self-introductions
4. Opening remarks by CDFC Chairperson
5. Reading, Correction and Confirmation of Previous Meeting Minutes
6. Matters Arising
7. Presentation by Engineering Department on Request for Funds
8. Closing remarks.
9. Closing prayer.

OPENING PRAYER:
Prior to the commencement of the meeting, a prayer was given by Adel Ndelemeti at exactly 09:35 hours.

APOLOGIES:
No apologies were received.

SELF-INTRODUCTIONS:
Self-introductions were done by the members present as per the attendance list above.

CDCM/01/08/25: OPENING REMARKS

The Member of Parliament in his opening remarks welcomed everyone to the meeting and mentioned that he was glad to find everyone in good health. He further went on to mention that as a committee there was still need for members to put their heads together to keep pushing the agenda of development within the constituency.

The Member of Parliament also commended the Local Authority for the works they have been doing in the district especially that of patching up of the roads in various parts of the CBD. He further went on to also commend the CDFC in helping change the face of the district.

CDCM/02/08/25: READING, CORRECTION AND CONFIRMATION OF PREVIOUS MEETING MINUTES

The previous meeting minutes were read through and corrections were made that included spelling errors and grammar related errors. The corrections noted by secretariat were as follows:

On the attendance list, Greenwell Mwamba position was changed to Chief Representative from Community Representative.

The minutes were then adopted as the true reflection of what was deliberated on during the previous meeting, it was proposed by Civil Society Representative and seconded by the Youth Representative.

CDCM/03/08/25: MATTERS ARISING

The chairperson made mention that there was need for there to be an action plan made during every meeting so as to allow for easy follow ups and assignments by responsible officers to be conducted because arising from the minutes that were read, it was realised that there was an oversight by secretariat who were assigned to make a follow up from PLGO regarding the channelling of funds amounting to K1, 000, 000.00 meant for REA to different projects that needed urgent attention.

The Chief Representative wanted to find out why Rehabilitation of Grasshopper was approved because from his memory, the committee had not approved the aforementioned project, to which

Secretariat responded by saying that Grasshopper was initially a 2024 CDF project which was approved by the committee that was in existence before the current existing committee was reconstituted and that what was not approved by the current committee was a proposal for additional funds to work on Grasshopper. She further added that the initial application in 2024 and its approval by a different committee was already set in stone.

The Civil Society Organisation representative wanted to find out why a money making venture such as Grasshopper needed funding from CDF.

The District Planning Officer responded by giving an explanation regarding the genesis of the rehabilitation of Grasshopper to emphasize the explanation by secretariat. He went on to mention that there was what was a fund sent by the government meant for local authorities to work on capital projects but that after the changes in the CDF allocation, that fund was now seated under CDF which was where the Grasshopper project now fell under and that the project was indeed a 2024 project application that was approved by the previous committee.

Quantity surveyor referring to the minutes regarding Grasshopper where it was stated that there should be channelling of funds to another project couldn't be done due to the fact that it was already an approved project and it was currently on EGP.

Regarding communication dissemination, the civil society organisation representative made mention that there seemed to be a very big gap in terms of communication sharing by the council in regards to disseminating information on the happenings of CDF within

the district and that council needed to step up. He further went on to add that he was one person who always listened to the radio as well as followed news on social media where he mentioned that there was a lot of false information circulating within the community which was largely due to communication breakdown and that the matter needed to be looked into seriously due to the fact that the coming year was an election year and council needed to do its due diligence in the area of Public relations.

He further made mention that he was aware that there was a radio program regarding CDF to be held by the council at the same time as the meeting being attended by the CDFC members and that this was an error and that at least one or two members of the committee needed to be part of the radio program seeing as it was CDF related.

The Internal Auditor made mention that the previous Thursday, the Council held a Full Council meeting which was boycotted by the councillors due to such issues and as a way to resolve the matter, the council had planned for more radio programs to be done in order to allow for information dissemination of what was happening in the District and that it was an oversight that the committee was not informed and that it was actually a radio programs on other councils operations and not just CDF related matters.

The Member of Parliament wanted to find out from the Engineering department what the scope of works were regarding one of the approved 2025 CDF projects, specifically Rehabilitation of President Avenue to which the Quantity surveyor responded by saying that there was to be installation of 100 solar lights on a 2.5km stretch, construction of 3km concrete drainage on one side from Chila stream to Mbala Boarding school and construction of sidewalks for 6km

which would have embankments on both sides of the road from Chila stream to Mbala boarding school as well as continue with patching of the road in certain areas.

The Member of Parliament wanted to also find out if there would be resurfacing done to which the Quantity surveyor responded by saying that looking at the K9, 000,000.00 allocated to the project, that would not be possible.

The chairperson also added by saying that resurfacing is a very expensive exercise and that it would have resulted in the road project being the only project under 2024 CDF for Mbala. He further added that there was options, the first being spilling of bitumen and option two was to have a phase two of the project under 2026 CDF and that the committee needed to have that in mind during the desk appraisals for 2026 applications.

The chief representative expressed that he was not comfortable with the scope of works explained by the Quantity surveyor. He further went on to mention that if it was a temporary solution, funds would be wasted and that was better that another option could be done such as consulting RDA because the mentioned road was under the jurisdiction of RDA and that he didn't want to see a situation where RDA would come an undo all the works done by the Local Authority thereby wasting funds that would have gone to other projects that needed urgent attention.

There was a proposal for the Member of Parliament by the Chairperson to have a meeting with RDA over resurfacing of the road for a chip and spray to which he responded that he would do so since he would be in Lusaka by Wednesday

CDCM/04/08/25: PRESENTATION BY ENGINEERING DEPT ON REQUEST FOR ADDITIONAL FUNDING

The Quantity Surveyor gave a report and mentioned that there were three uncompleted projects that needed attention from previous years that the committee needed to approve for onward submission to PLGO or approval. The projects were as follows:

1. Kawimbe 1x2 CRB – K1, 239, 040.09
2. Kasulo Primary School Ablution Block – K676, 872
3. Kaka Maternity Annex – K1, 080, 910.67

Total: K2, 996, 822.76

The chairperson gave details of all three projects. He went on to mention that Kawimbe primary school was under disaster under 2024 for rehabilitation of a blown off roof but the engineers had the project terminated because it was not feasible. The structure was very weak and if they had just replaced the roof, the structure would have collapsed so they resorted to it being built from scratch.

Kasulo Primary School Ablution Block needed to have the ablution block constructed because only the classroom block was built but the ablution block was not done and it was therefore needed.

Kaka Maternity Annex was also a previous CDF approved project that was not completed and it required completion of the structure and modernizing it.

There was a question from the Member of Parliament as to whether it would be furnished with equipment to which the quantity surveyor

responded by saying that the amount being requested for did not include any equipment. The MP requested that that needed to be included because not having it equipped would result in the structure not being utilised and it would end up being a white elephant or being vandalised by the community.

The engineer was asked how much would be needed to equip the annex to which he responded that a K600, 000.00 would be needed on top of the K1, 080, 910.67

The chairperson went on to explain that he had a meeting with technocrats and officers from finance department o Friday to look for savings so that the three projects would be funded and a finance report on expenditures and variations from 2020 to 2025 was distributed to the members so that they could see where funds were being sourced from.

There was a proposal from the Community Expert and duly seconded by Chiefs representative to have savings from various projects from various CDF years to be varied.

DMMU DISASTER APPLICATION

The chairperson made mention that there was a letter from DMMU to purchase a pump for the General Hospital. He had further informed the house that the matter was brought to the attention of DMMU by the Permanent Secretary over the urgent need for the pump t be purchased under CDF after a report was given during DDCC and a brief meeting that was help in the office of the DC over the same matter.

The chairperson also made mention that the committee had to also approve the funding of the pump costing K30, 000 from savings of disaster 2023

There was also a proposal from Mwamba Councillor and duly seconded by Kalambo Councillor to have the funds sourced for variation to go to these three specific projects including the pump.

The chief representative as well as the civil society organisation wanted to find out why a grant aided institution such as the general hospital and St. Marys Nursing College were requesting for funds to purchase a pump costing a small amount. The director of planning responded by saying that because it was an unforeseen emergency, it had not being budgeted for by the institution and looking at the urgency and sensitivity of the matter, the only solution was that of CDF to which the pump was in the process of being purchased.

MEDIA ISSUES

There was a proposal from the chairperson that the committee needed to appoint some members of the committee who would be tasked with the assignment of handling radio programs where the CDF was called upon to go and share information on any CDF related matter.

The names suggested by the committee were as follows:

1. Adel Ndelemeti
2. Burton Sikaumbwe
3. Mengo Siame

CDCM/05/08/25: CLOSING REMARKS

The Committee Chairperson thanked everyone for the participation during the meeting. He acknowledged the presence of the Area Member of Parliament and asked him to give the closing remarks.

The Member of Parliament thanked all members for attending the meeting at such short notice and thanked them for their full participation. He urged all members to not fall into the trap of disseminating wrong information and fall victim to the negative words coming from the communities. He further advised the members to understand that tensions would be high because of the coming election year and that they should exercise patience and tolerance and just do their part as a committee by working together and seeing to it that development is indeed coming up within the district at all costs.

With these remarks, he declared the meeting officially closed at 11:57 hours.

CLOSING PRAYER

A closing prayer was given by Adel Ndelemeti at 11:57 hours.

THE MEETING ENDED AT 12:00 HOURS

CERTIFIED AS A TRUE COPY OF THE CONSTITUENCY DEVELOPMENT FUND COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, CIVIC CENTER, AK WILLOMBE LANE, MBALA, ON MONDAY 11TH AUGUST, 2025.