MBALA MUNICIPAL COUNCIL

MINUTES OF THE CONSTITUENCY DEVELOPMENT COMMITTEE MEETING HELD ON 12th FEBRUARY, 2025 IN THE COUNCIL CHAMBER AT 09:30 HOURS.

IN ATTENDANCE:

NAME:	**POSITION/INSTITUTION:**
• NJAVWA SIMUTOWE	: MEMBER OF PARLIAMENT
• JESTUS SIKAZWE	: DISTRICT COMMISSIONER
• BRIAN MUSUKUMA	: WDC REPRESENTATIVE
• VICTORIA C. PAMBA	: WOMEN REPRESENTATIVE
• NAMBEYA BERTHA	: YOUTH REPRESENTATIVE
• PETER SICHILIMA	: WDC REPRESENTATIVE
• ADEL NDELEMETI	: CIVIL SOCIETY REPRESENTATIVE
• SINYANGWE HUSTINGS	: AREA COUNCILOR (KAZIMOLWA)
• GRANT SCHAEFER	: RELIGIOUS REPRESENTATIVE
• JOHN MBAO	: WARD COUNCILOR (KALAMBO)
• JACKSON SIMBEYA	: WARD COUNCILOR (MWAMBA)
• BURTON SIKAUMBWE	: COMMUNITY EXPERT
• GEOFREY BWALYA	: DISABILITY REPRESENTATIVE
• MWEWA LIBWESHYA	: DIRECTOR PLANNING
• GREENWELL MWAMBA	: COMMUNITY REPRESENTATIVE

BY INVITATION:

• DESYLVA D. ZULU	: MP'S REPRESENTATIVE
• PAXINAH PHIRI	: OFFICE OF THE PRESIDENT
• SIMPAMBA SOLOMON	: CIVIL ENGINEER
• CHISHIMBA JANUARIUS	: QUANTITY SURVAYOR
• GOODSON BANDA	: CIVIL ENGINEER
• DAISY KABWE	: SOCIO-ECONOMIC PLANNER
• GODFRIDAH MUSONDA	: PROCUREMENT OFFICER

APOLOGIES

• CHRISTOPHER MENGO SIAME	: CHIEF'S REPRESENTATIVE

THE MEETING WAS CALLED TO ORDER AT 09:30 HOURS

AGENDA:

1. Opening Prayer
2. Apologies
3. Self-introductions
4. Opening remarks by CDFC Chairperson
5. Reading, Confirmation and Adopting of previous meeting minutes.
6. Presentation of Field Appraisal Report on shortlisted 2025 Community Projects and their estimates for approval.
7. Presentation of Field Appraisal Report on shortlisted 2025 Empowerment Grants and Loans for approval.
8. Closing remarks.
9. Closing prayer.

OPENING PRAYER:

Prior to the commencement of the meeting, a prayer was given by Pastor Adel Ndelemeti at exactly 10:40 hours.

APOLOGIES:

Apologies were conveyed as indicated above.

SELF-INTRODUCTIONS:

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

OPENING REMARKS:

The Committee's Chairperson welcomed all members present and appreciated all members for making it to the meeting. He mentioned that the main agenda for the meeting was the selection of Community Projects for approval. He then called upon the District Commissioner to make some remarks and the and to invite the Member of Parliament to make some welcoming remarks.

THE DISTRICT COMMISSIONER'S REMARKS

The District Commissioner in his remarks welcomed everyone and urged all to fully participate in the deliberations.

THE MEMBER OF PARLIAMENT'S REMARKS:

The Member of Parliament, in his remarks mentioned that he was glad that everyone was represented as it meant that the Committee had the zeal to serve the community. He encouraged everyone that once given a task, the task had to be performed wholeheartedly.

NOTICE OF MEETING:

The Notice convening the meeting was read by the Committee Chairperson and the agenda was adopted.

CDCM/01/02/25: READING, CORRECTION AND COMFIRMATION OF PREVIOUS MEETING MINUTES.

During the reading and confirmation of minutes, only a few spelling corrections were made and noted by secretariat.
On a proposal by **Pastor Adel Ndelemeti**, duly seconded by **Councillor John Mbao**, it was;

RESOLVED that;
The Minutes of the **previous meeting held on 18th January, 2025** be **CONFIRMED** and **ADOPTED** as a true and correct record of the proceedings of the Committee Meeting.

CDCM/02/02/25: PRESENTATION OF FIELD APPRAISAL REPORT ON SHORTLISTED 2025 COMMUNITY PROJECTS AND THEIR ESTIMATES FOR APPROVAL.

Prior to the presentation, the Committee Chairperson informed the Committee that the total amount for Community projects was **K17,750,444.41** while for Disaster Projects, the Amount came to **K934,233.9.** He went on to say that the Committee needed to consider projects that would be visible as well as the incomplete projects as stipulated in the CDF Guidelines. The Director of Planning further stated that prioritization of incomplete projects was key as guided and by this, the Committee was advised.

The presentation of the Field Appraisal Report on 2025 Community Projects was done by the Civil Engineer. The presentation was done as shown in **Appendix A.**

After the presentation, the Civil Engineer clarified that the estimates for projects was VAT inclusive. He also went on to explain that the plan for the Lunzua Staff House had to be made as a semi-detached house plan to increase capacity as the school had 9 teachers all not accommodated.

When a concern arose as to why the earth-moving equipment had to be serviced with CDF when they had been handed over, the Chairperson responded that we would not be able to use the fuel allocation if the Road Maintenance Equipment was unusable. There was also another concern about prioritizing CDFC with the CDF Vehicle whenever there were CDF programmes, a concern that was noted by the Member of Parliament.

The District Commissioner brought to the Committee's attention, the need for Disaster projects to be taken with urgency to which the Chairperson affirmed that Disaster Projects did not require approval from PLGO before implementation.

In the same regard, the Civil Engineer alluded to the fact that the number of Disaster Projects costed more that the allocated amount and as such, only Kaka and Pumpa would be considered with the funds that were available. The Civil Engineer also mentioned that the Rural Health facilities had been devolved to the Local Authority and hence the responsibility to stock them with medical equipment upon construction lay with the Local Authority. He gave an example of Uningi Health Facility that had been handed over yet needed to be stocked with equipment.

The Committee analysed the Community Projects settled for the following projects and estimated costs.

TABLE 1: 2025 SHORTLISTED PROJECTS

S/N	PROJECT DESCREPTION	WARD	ESTIMATED AMOUNT(ZMW)
1.	REHABILITATION OF PRESIDENTS AVENUE ROAD-DRAINAGE, STREET LIGHTS AND PEDESTRIAN SIDE WALK.	KAZIMOLWA	9,182,500.00
2.	REHABILITATION AND PURCHASE OF EQUIPMENT AT UNINGI HEALTH POST	MWAMBEZI	1,125,595.43
3.	CONSTRUCTION OF FLOAD LIGHTS AT MASAMBA, KALWANGA AND MUSOMBIZI.	NSUNZU	795,000.00

4.	SERVICING OF CDF MONITORING VEHICLE AND EQUIPEMENT	KAZIMOLWA	750,000.00
5.	PROCUREMENT OF 1,200mm X 1,200mm BOX CULVERTS	KAZIMOLWA	321,388.68
TOTAL			**12,174,484.11**

TABLE 2: CDF PROJECTS THAT NEED ADDITIONAL FUNDING FROM 2025 CDF

S/N	PROJECT DESCRIPTION	YEAR	WARD	AVAILABLE FUNDS(ZMW)	ESTIMATED ADDITIONAL FUNDS(ZMW)	TOTAL FUNDS(ZMW)
1.	CONSTRUCTION OF MODERN MARKET SHELTER AT MBULU MARKET	2024	KAZIMOLWA	1,705175.45	5,425,960.30	7,131,135.75
2.	CHIPOMA MECHANIZED WATER SYSTEM	2024	KALAMBO	300,000.00	12,000.00	12,000.00
3.	UNINGI MECHANIZED WATER SYSTEM	2023	MWAMBEZI	250,000.00	69,000.00	69,000.00
4.	KAKA MECHANIZED WATER SYSTEM	2023	LWANDI	250,000.00	69,000.00	69,000.00
TOTAL					**5,575,960.00**	**7,281,135.75**

TABLE 3: 2025 DISASTER PROJECTS (BLOWN OFF ROOFS)

S/N	PROJECT	WARD	FINDINGS	ESTIMATED(ZMW)
1.	PUMPA PRIMARY BLOWN OFF ROOF	LWANDI	STRUCTURE CAN BE RENOVATED BY CHANGING ROOF AND ITS ROOF STRUCTURE AND REPAINTING IT.	473,253.00
2.	KAKA PRIMARY BLOWN OFF ROOF	LWANDI	STRUCTURE CAN BE RENOVATED BY CHANGING ROOF AND ITS ROOF STRUCTURE AND REPAINTING IT.	459,503.00
	TOTAL			**932,756.00**

TABLE 4:ROAD PROJECTS TO BE IMPLEMENTED USING THE K3,278,013.69 FUEL AND LUBRICANTS COMPONENT.

PROJECT DESCRIPTION	AVAILABLE FUNDS(ZMW)	ESTIMATED ADDITIONAL FUNDS(ZMW)	TOTAL FUNDS(ZMW)
OPENING UP OF 13 KM KASENSHYA-MUSENDE-ITOKOTO JUNCTION ROAD.	351,570.00	351,096.60	702,666.60
TOTAL	351,570.00	**351,096.60**	702,666.60
DISTRIBUTION OF THE K2,305,746.19 (32 KILOMETRES)			
NAME OF ROAD	**PROJECT DESCRIPTION**	**COVERAGE**	**AMOUNT(ZMW)**
NSIZYE ROAD	GRADING, DUMPING AND SPREADING OF GRAVEL.	3 KILOMETRES	216,163.71
KALAMBO-CHIPOMA-CHALAMANGA ROAD	GRADING, DUMPING AND SPREADING OF GRAVEL.	3 KILOMETRES	216,163.71
TOWNSHIP ROADS.	GRADING, DUMPING AND SPREADING OF GRAVEL.	26 KILOMETRES	1,873,418.77
SUB-TOTAL			**2,305,746.19**
GRAND TOTAL		**2,656,842.79(351,096.60+2,305,746.19)**	

The Committee therefore resolved that:

The recommended Community Projects be considered for approval.

This was proposed by Pastor Adel Ndelemeti, and duly seconded by Mr. Jestus Sikazwe.

CDCM/03/02/25: PRESENTATION OF FIELD APPRAISAL REPORT ON SHORTLISTED 2025 EMPOWERMENT GRANTS AND LOANS FOR APPROVAL.

The Committee Vice Chairperson updated the members on the number of Empowerment Loan and Grant Applicants that underwent field Appraisal. He mentioned that 138 of the 150 Shortlisted Grant Applicants were appraised. He also mentioned that 50 Loan applicants were appraised and approved. It was noted that at least four Loan Beneficiaries would benefit from each Ward apart from Kazimolwa Ward which would have 13 beneficiaries. The Chairperson then advised that once all were appraised, the team should compile the estimates in line with the given budget and the final list to be presented to the Committee for approval in the next meeting.

CDCM/05/01/25: UPDATE ON THE DEFERMENT OF SECONDARY AND SKILLS APPROVAL BY PLGO.

The Director Planning reported to the Committee that the office of the PLGO deferred the approval of the Secondary and Skills Bursaries on the basis that the Committee should only recommend for a period of one year as opposed to the entire duration. He therefore proposed that the Committee recommend approval for one year and that Management follow up on the earlier request made to PLGO.

The Committee therefore resolved that:

The recommended Secondary and Skills Bursary applicants be considered for approval for one year.

This was proposed by Mr. Sikaumbwe Burton , and duly seconded by Councillor Hustings Sinyangwe.

CLOSING REMARKS

The Chairperson thanked everyone for the participation during the meeting and urged all to keep everything discussed confidential. With these remarks, he declared the meeting officially closed at 14:15 hours.

CLOSING PRAYER

A closing prayer was given by Pastor Adel Ndelemeti at 14:15 hours.

THE MEETING ENDED AT 14:15 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 FRIDAY 12TH FEBRUARY, 2025.

APPENDIX A: PRESENTATION OF 2025 FIELD APRRAISED PROJECTS.

WARD	SERIAL	PROJECT NAME	ENGINEERING ESTIMATE (ZMW)
KAWIMBE	1	DRILLING AND INSTALLATION OF A SOLAR POWERED MECHANIZED WATER SYSTEM AT KOWA VILLAGE	K538,598.56
	2	DRILLING AND INSTALLATION OF A SOLAR POWERED MECHANIZED WATER SYSTEM AT CHIPANYA VILLAGE	K538,598.56
MWAMBEZI	3	CONSTRUCTION OF 1×3 CLASSROOM BLOCK,ABLUTION BLOCK AND WATER RETICULATION AT CHINENKE PRIMARY SCHOOL.	K349,402.74
MWAMBA	4	INSTALLATION OF A SOLAR POWERED MECHANIZED WATER SCHEME AT ELONI VILLAGE	K538,598.56
	5	CONSTRUCTION OF NEW LOCAL COURT,SEMI-DETACHED STAFFHOUSE AND MECHANIZED WATER SCHEME.	K4,879,879.80
INTALA	6	CONSTRUCTION OF 1×3 CLASSROOM BLOCK, ABLUTION BLOCK AND WATER MECHANISM SCHEME AT LANDULA PRIMARY SCHOOL.	K3,541,088.50
LWANDI	7	CONSTRUCTION OF SEMI-DETACHED TWO BEDROOMED STAFF HOUSE, RENOVATION OF DIP CATTLE TANK, CONSTRUCTION OF VETENERY OFFICE AND MECHANIZED WATER SCHEME.	K4,947,506.29

	8	CONSTRUCTION OF A POLICE POST STAFF HOUSE AND A MECHANIZED WATER SCHEME AT KAKA POLICE POST.	K3,605,790.10
	9	CONSTRUCTION OF 1×3 CLASSROOM BLOCK ABLUTION BLOCK AND SOLAR POWERED MECHANIZED WATER SCHEME AT ISOFU PRIMARY SCHOOL.	K3,743,818.58
	10	CONSTRUCTION OF A 250 METERS SPAN BRIDGE AT MWAMBALA FOOT BRIDGE.	K2,124,500
KALAMBO	11	CONSTRUCTION OF 1×3 CLASSROOM BLOCK, ABLUTION BLOCK AND WATER RETICULATION SYSTEM AT CHILIPULA PRIMARY SCHOOL.	K3,676,486.69
NSUNZU	12	CONSTRUCTION OF 4 CROSSING POINTS AT KAZIWE-ITUMBULA ROAD.	K8,795,333.46
	13	CONSTRUCTION OF A SEMI-DETACHED TWO BEDROOMED STAFF HOUSES AND MECHANISED WATER RETICULATION SYSTEM AT LUNZUA PRIMARY SCHOOL STAFF HOUSES	K2,348,534.20
	14	CONSTRUCTION OF FLOAD LIGHTS AT MASAMBA, KALWANGA AND MUSOMBIZI.	K795,000
MOTO MOTO	15	CONSTRUCTION OF 1×3 CLASSROOM BLOCK , MECHANISED WATER RETICULATION, ABLUTION BLOCK AT KATI PRIMARY SCHOOL.	K3,491,402.74
	16	CONSTRUCTION OF HEALTH POST, ABLUTION BLOCK AND A SOLAR POWERED WATER SCHEME AT ISANYA VILLAGE.	K4,246,888.85

KAZIMOLWA	17	REHABILITATION OF PRESIDENTS AVENUE ROAD- DRAINAGE, STREET LIGHTS AND PEDESTRIAN SIDE WALK.	K9,182,500
	18	CONSTRUCTION OF MBULU STORM DRAINAGE	0
	19	CONSTRUCTION OF EARTH EQUIPMENTS MACHINES SHELTER.	K643,052
	20	SERVICING OF CDF MOTOR VEHICLES AND EQUIPMENT	K750,000
	21	PURCHASE OF LOW BED TRUCK	K3,000,000
	22	INSTALLATION OF MECHANISED WATER RETICULATION SYSTEM AT POLICE STATION.	K489,635.05
	23	EXPANSION OF CHULUNGOMA HEALTH POST AND DRILLING OF MECHANIZED WATER SYSTEM.	K3,830,810.64
	TOTAL		**K66,057,425**

DISASTER PROJECTS (BLOWN OFF ROOFS)

		PROJECT	**WARD**	**FINDINGS**	**ESTIMATED**
1		PUMPA PRIMARY	LWANDI	STRUCTURE CAN BE RENOVATED BY CHANGING ROOF AND ITS ROOF STRUCTURE AND REPAINTING IT.	K473,253

2		KAMYANGA PRIMARY	KALAMBO	STRUCTURE CANNOT BE REHABILITADED DUE TO THE STRUCTURAL INTEGRITY. NEED FOR DEMOLITION AND CONSTRUCTION OF NEW 1X3 CRB	K1,871,666.73
3		KAKA PRIMARY	LWANDI	STRUCTURE CAN BE RENOVATED BY CHANGING ROOF AND ITS ROOF STRUCTURE AND REPAINTING IT.	K459,503
4		KATI PRIMARY	KATI	STRUCTURE CANNOT BE REHABILITADED DUE TO THE STRUCTURAL INTEGRITY. NEED FOR DEMOLITION AND CONSTRUCTION OF NEW 1X3 CRB	K1,693,621
4		CHIPOKA PRIMARY	LWANDI	STRUCTURE CANNOT BE REHABILITADED DUE TO THE STRUCTURAL INTEGRITY. NEED FOR DEMOLITION AND CONSTRUCTION OF NEW 1X3 CRB	K1,726,829.52
	TOTAL				**K6,224,874.00**