MBALA MUNICIPAL COUNCIL

MINUTES OF THE CONSTITUENCY DEVELOPMENT FUND COMMITTEE MEETING HELD ON 8th MAY, 2025 IN THE COUNCIL CHAMBER AT 09:50 HOURS.

IN ATTENDANCE:

NAME:	**POSITION/INSTITUTION:**
• NJAVWA SIMUTOWE	: MEMBER OF PARLIAMENT
• BURTON SIKAUMBWE	: COMMUNITY EXPERT
• JESTUS SIKAZWE	: DISTRICT COMMISSIONER
• BRIAN MUSUKUMA	: WDC REPRESENTATIVE
• NAMBEYA BERTHA	: YOUTH REPRESENTATIVE
• PETER SICHILIMA	: WDC REPRESENTATIVE
• ADEL NDELEMETI	: CIVIL SOCIETY REPRESENTATIVE
• SINYANGWE HUSTINGS	: AREA WARD COUNCILOR (KAZIMOLWA)
• JOHN MBAO	: AREA WARD COUNCILOR (KALAMBO)
• JACKSON SIMBEYA	: AREA WARD COUNCILOR (MWAMBA)
• GEOFREY BWALYA	: DISABILITY REPRESENTATIVE
• GREENWELL MWAMBA	: CHIEFS REPRESENTATIVE
• CHRISTOPHER MENGO SIAME	: CHIEF'S REPRESENTATIVE

BY INVITATION:

- SIMPAMBA SOLOMON : CIVIL ENGINEER
- CHISHIMBA JANUARIUS : QUANTITY SURVAYOR
- GOODSON BANDA : CIVIL ENGINEER
- DAISY KABWE : SOCIO-ECONOMIC PLANNER
- SUWILANJI SIZIYA : SOCIO-ECONOMIC PLANNER

APOLOGIES

- GRANT SCHAEFER : RELIGIOUS REPRESENTATIVE
- VICTORIA C. PAMBA : WOMEN REPRESENTATIVE

THE MEETING WAS CALLED TO ORDER AT 09:50 HOURS

AGENDA:
1. Opening Prayer
2. Apologies
3. Self-introductions
4. Opening remarks by CDFC Chairperson
5. Assessment Report on Road Projects by Engineering Department.
6. Desk Appraisal of additional Bursaries Applications.
7. Closing remarks.
8. Closing prayer.

OPENING PRAYER:
Prior to the commencement of the meeting, a prayer was given by Adel Ndelemeti at exactly 09:50 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 Vice-Chairperson, standing in for the Chairperson welcomed all members present and appreciated all members for making it to the meeting at short notice. He reminded the members of the need to observe time to the number of programmes ahead. Encouraging everyone to participate, he then called upon the District Commissioner to make some remarks 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 thanked everyone that had made it and emphasized the need for selflessness in decision making as a Committee and urged all to prioritize the people's interest in selfless service.

NOTICE OF MEETING:
The Notice convening the meeting was read by the Committee Vice- Chairperson and the agenda was adopted.

CDCM/02/08/05/25: DESK APPRAISAL OF SECONDARY SCHOOL BURSARY APPLICATIONS.

It was reported for the Consideration of the Committee that the Department of Planning was in receipt of additional applications from WDCs for individuals who wished to be enrolled in Secondary School. After the scrutiny of the applications received, the applications were approved as shown in **Appendix B**

The Committee therefore resolved that:
The recommended Secondary Bursary applicants be considered for approval.

This was proposed by Councillor John Mbao, and duly seconded by Geofrey Bwalya.

Additionally, there was a list from Mbulu Special Unit from 2024 CDF that needed to be desk appraised.

The Committee therefore resolved that:
The recommended that the list from Mbulu Special Unit be considered for approval under 2024 CDF.

This was proposed by Brian Musukuma, and duly seconded by Peter Sichilima.

DESK APPRAISAL OF SKILLS DEVELOPMENT BURSARY APPLICATIONS.

It was reported for the Consideration of the Committee that the Department of Planning was in receipt of additional applications from WDCs for individuals who wished to be enrolled in Trade and Skills Institutions.

After the scrutiny of the applications received, the applications were approved as shown in **Appendix C**

The Committee therefore resolved that:
The recommended Skills Development applicants be considered for approval.

This was proposed by Councillor John Mbao, and duly seconded by Geofrey Bwalya.

It was also brought to the attention of the Committee the issue concerning the one 2024 Skills Development Beneficiary from Zambia University College whose meal component was not considered because it was not included in the acceptance letter. When the Socio-Economic Planner mentioned that the beneficiary by the name of Amanyile Ntuntu had brought a revised acceptance letter so that he could be considered for meals, **the Committee agreed and resolved that:**

The beneficiary be Considered for the meal component as he was entitled to it.

This was proposed by Greenwell Mwamba, and duly seconded by Brian Musukuma.

In addition, the Socio-Economic Planner alluded to the need to vary funds allocated for Secondary Bursary to the recommended Skills Bursary as the funds for Skills Development Bursary had been exhausted. **The Committee welcomed the idea and resolved that:**
Funds be varied from Secondary School Bursary to the recommended Skills Development Bursary Applications.

CDCM/03/08/05/25: FINALIZATION ON 2025 CDF LOAN EMPOWERMENT

The Vice-Chairperson updated the Committee that a total number of 42 Loan Beneficiaries had been shortlisted for recommendation by the Field Appraisal Team after the exercise. The list was presented to the Committee as shown in **Appendix A.**

The Committee Vice-Chairperson made mention that regarding the 2024 CDF Loans, there was a total of thirteen (13) shortlisted applicants who were not be funded due to high number of applicants and insufficient funds and that the previous CDFC decided that if permission be granted to utilise the interest being gained and the loan repayments, that those shortlisted applicants be given priority and be funded using the same funds.

Regarding the 2025 applicants, he added that the applicants that were appraised but not shortlisted could be considered as second priority after the 2024 shortlisted applicants that were not funded due to a high number of applicants against the loan allocation, and if authority was granted, they also be funded using the revolving funds.

The Area Member of Parliament also alluded to the need for loan Beneficiaries to be recorded in success stories where their gratitude especially to the Republican President, would also be captured. He added the need for the Public Relations Manager as well as someone from the Community Radio be present during the meetings so that the issue of discrediting CDF on radio could be followed up.

After reviewing the list, the Committee on a proposal by **Adel Ndelemeti**, duly seconded by **Peter Sichilima**, it was;

RESOLVED that;
The recommended Empowerment Loan applicants be submitted to PLGO for approval after the bank approves.

CDCM/04/08/05/25: ASSESSMENT REPORT ON ROAD PROJECTS BY ENGINEERING DEPARTMENT.

The Civil Engineer presented the findings of the field assessment on the Kakungu-Kamba-Isofu Road as tasked by the Committee in the previous meeting. The findings revealed that the stretch of the road came to 18 Kilometres as opposed to what the Committee had estimated in the previous meeting to be 8 Kilometres.

The Civil Engineer also reminded the Committee that the Rehabilitation of 23km of Chipoka –Chisafwa-Kaka Road, a 2023 project which had available funds of **K402, 250.00** needed additional funds of **K621,170.90** which was the exact remainder from the fuel component for roads. For the 18km Kakungu-Kamba Road however, he mentioned that an estimated amount of K1, 386,000.00 was needed to be worked on.

He went on to explain that despite the committee having settled for the Kakungu-Kamba Road to be allocated funds from the previous year's savings, all funds for 2024 and 2025 CDF were exhausted. The Civil Engineer therefore advised that the **K621, 170.90** balance from the CDF Fuel component be allocated to Chipoka –Chisafwa-Kaka Road.

The Area Member of Parliament then brought to the attention of the Committee the issue of the Grasshopper Funds amounting to K1, 000,000.00 as well as the K1, 000,000.00 reserved for Rural Electrification. He suggested that authority be sought from PLGO if funds could be varied towards roads.

The Committee welcomed the idea and therefore resolved that:

The 2023 community project amounting to K402, 250.00 funds for Rehabilitation of Chipoka-Chisafwa- Kaka Road be changed and channelled towards the opening up of Kakungu-Kamba Road and that secretariat request for approval from PLGO.

This was proposed by Councilor Jackson Simbeya and Duly Seconded by Councilor John Mbao.

In addition, the Committee also resolved that:

The K621, 170.90 balance from the CDF Fuel component be allocated towards the opening up of Kakungu-Kamba Road and the remaining K362, 579.1 to make the total estimated K1, 386,000.00 for the above road be gotten from the Grasshopper funds if PLGO approved the request to have funds varied.

This was proposed by Councillor Hastings Sinyangwe and duly seconded by Mr. Jestus Sikazwe.

CLOSING REMARKS

The Committee Vice-Chairperson thanked everyone for the participation during the meeting. He acknowledged the presence of the Area Member of Parliament and urged all to pray for each other including those absent. With these remarks, he declared the meeting officially closed at 12:30 hours.

CLOSING PRAYER

A closing prayer was given by Adel Ndelemeti at 12:30 hours.

THE MEETING ENDED AT 12:30 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 TUESDAY 8TH MAY, 2025.