MBALA MUNICIPAL COUNCIL

MINUTES OF THE CONSTITUENCY DEVELOPMENT COMMITTEE MEETING HELD ON 15th MAY, 2024 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
• FAUSTINA MANJOMBI	: DIRECTOR OF PLANNING
• CHRISFORD SIWILA	: CHIEF ACCOUNTANT
• MAINZA N. MOOYA	: OFFICE OF THE PRESIDENT
• SIMPAMBA SOLOMON	: CIVIL ENGINEER
• CHISHIMBA JANUARIUS	: QUANTITY SURVAYOR
• GOODSON BANDA	: CIVIL ENGINEER
• CHITI LOMBE	: GROUP ACCOUNTANT
• SUWILANJI SIZIYA	: SOCIO-ECONOMIC PLANNER
• DAISY KABWE	: SOCIO-ECONOMIC PLANNER

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. Desk Appraisal of additional 2025 Secondary School Bursary Applications.
7. Review of 2025 deferred Empowerment Loans.
8. Review of 2025 deferred Empowerment Grants.
9. Closing remarks.
10. Closing prayer.

OPENING PRAYER:

Prior to the commencement of the meeting, a prayer was given by Pastor Adel Ndelemeti at exactly 10:00 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 expressed gratitude that all could make it. He therefore urged all to deliberate freely throughout the meeting. With these remarks, he officially declared the meeting opened.

NOTICE OF MEETING:

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

CDCM/01/05/24: READING, CONFIRMATION AND ADOPTION OF PREVIOUS MEETING MINUTES.

During the reading and confirmation of minutes, a few spelling corrections were made and noted. Also, one member's name

had been omitted and had to be included. On a proposal by **Councillor Jackson Simbeya**, duly seconded by **Mr. Greenwell Mwamba**, it was;

RESOLVED that;
The Minutes of the **previous meeting held on 14th November, 2024** be **CONFIRMED** and **ADOPTED** as a true and correct record of the proceedings of the Committee Meeting.

CDCM/05/01/25: DESK APPRAISAL OF ADDITIONAL 2025 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 undertake Secondary.
After the scrutiny of the applications received, the applications were approved as shown in **Appendix A**. A few of the applications were not considered for the following reasons:

1. No acceptance letter attached.
2. No recommendation letter attached.

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

This was proposed by Desylva Zulu, and duly seconded by Councillor Hustings Sinyangwe.

CDCM/ 06/01/25: REVIEW OF 2025 DEFERRED EMPOWERMENT LOANS.

It was reported for the Consideration of the Committee that the Department of Planning was in receipt of the Empowerment Loan applications that were deferred back to the WDCs for rectification.
Upon review of the Loan Applications, the recommended applications per ward are as shown in **Appendix B.**

The Committee therefore resolved that:
The recommended Loan applications be submitted to the bank for Bank approval after Field Appraisal then later to PLGO for final approval.

This was proposed by **Mr. Burton Sikaumbwe**, and duly seconded by **Pastor Adel Ndelemeti**.

CDCM/ 07/01/25: REVIEW OF 2025 DEFERRED EMPOWERMENT GRANTS.

It was reported for the Consideration of the Committee that the Department of Planning was in receipt of the Empowerment Grant applications that were deferred back to the WDCs for rectification. Upon review of the Grant Applications, the recommended applications per ward are as shown in **Appendix C.**

The Committee therefore resolved that:
The recommended Grant applications be submitted to PLGO for final approval after field Appraisal.

This was proposed by **Mr. Burton Sikaumbwe**, and duly seconded by **Pastor Adel Ndelemeti**.

During the review of both Loans and Grants, a number of members declared interest on specific applications as follows:

1. Madam Victoria C. Pamba declared interest in Agape Club.
2. Mr. Brian Musukuma declared interest in Chizipe Club.
3. Pastor Adel Ndelemeti declared interest on Holy Channel, Chronicles and Supreme Cherubim Club.
4. Madam Bertha Nambeya declared interest in Reubrig Club.

CLOSING REMARKS

The Chairperson thanked everyone present in the meeting and urged all who would continue serving with diligence even in the new Committee. He mentioned that the Secondary and Skills Bursaries from the previous minutes be submitted to PLGO for approval.

With these remarks, he declared the meeting officially closed at 17:00hours.

CLOSING PRAYER

A closing prayer was given by Madam Bertha Nambeya at 17:00 hours

THE MEETING ENDED AT 17:00 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 SATURDAY 18TH JANUARY 2025.

COMMITTEE CHAIRPERSON
GRANT SCHAEFER

Date ……

SECRETARY
DAISY K. MUKABAINGA

Date ……