NKEYEMA TOWN COUNCIL

MINUTES OF THE BUSINESS COMMUNITY ENGAGEMENT MEETING HELD ON TUESDAY 16TH SEPTEMBER, 2025 AT TBZ MARKET AT 14:00HRS

DATE :16TH SEPTEMBER, 2025
TIME : 14:30-17:00HRS
LOCATION : TBZ MARKET
FACILITATORS : APHIUS KAPUTULA, ABEL SAMANJOMBA AND JOSEPH SICHULA
CHAIRPERSON : JOSEPH SICHULA

ATTENDANCE

Officers

Name	**Position**
Joseph Sichula	Chief Accountant
Christopher Muchima	Health Inspector
Aphius Kaputula	Public Relations
Inutu Silishebo	Senior Legal Assistant
Health Inspector	Health Inspector

Stakeholder	**Position**
Christine Lutangu	Marketeer
Cathine Cholya	Marketeer
Chipango Fredericks	TBZ Market Chairperson
Alex Likisi	Marketeer
Evans S Mulowa	CWAC Chairperson
Elijah Kasanga	Marketeer
Given Chibinda	Mobile money dealer
Sililo Kalaluka	Mobile money dealer
Given Isango	Stationery Shop
Alice Mulawa	Mobile Money dealer
Simushi Mwenda	Mobile Money dealer
Beauty Shalila	Marketeer

Trinath Chobola	Clothing business
Namagolwa Sitanga	Marketeer
Ritah Chinga	Marketeer
Mercy Mubiana	Marketeer
Mwangala Mutanuka	Marketeer
Annah Chainda	Marketeer
Norah K. Makina	Chicken seller
Charles Chilano	Stationery dealer
Eunice Mutenda Tolopo	Chicken seller
Ruppert Chimovu	Marketeer
Ngazhi Kambungo	Mobile Phone Agent
Matakala Shamilimo	Chicken Seller
Charles Sindama	Farmer
Musole Nyundu	farmer
Golden Mututuko	farmer
Ndumba Ndumba	Stationery shop
Juvens Kalume	Grocery Owner
Abigail Mukongolwa	Grocery Owner
Margaret Liywali	Marketeer
Paul Maseka	Mobile Money Agent
Astridah Ndembele	Marketeer
Hildah Kamwanda	Marketeer

See s*igned register on Appendix 1*

AGENDA

1. **Prayer**
2. **Opening Remarks**
3. **Budgeting and Planning Framework Presentation**
4. **Budget Performance**
5. **Health Permits Presentation**
6. **Plenary and 2026 budget submissions**
7. **Chairperson's Closing remarks**
8. **Prayer**

PRAYER

The opening prayer was offered by Ms Mercy Nkole

NTC/BCEM/01/09/2025 OPENING REMARKS

In his opening remarks the Public Relations Officer explained that the purpose of the meeting was to engage the business community in TBZ about the budget making process of the council. He explained that the budget was a people centred document at any level of governance that requires the input of stakeholders such as the business community. The facilitator said the team would make presentations about the local authority's budget performance and explain some fees and charges under public health and later allow questions and answers accompanied with 2026 budget submissions from the business community.

NTC/BCEM/02/09/2025 PRESENTATION ON BUDGETING AND PLANNING FRAMEWORK

The Chairperson of the meeting stated that budgeting process of the Local Authority was guided by law under the Local Government Act No. 2 of 2019, the planning and Budgeting Act No. 1 of 2020, the Urban and Regional Planning Act No 3 of 2015, the 2026-2028 National Budget Call Circular and other Government policies. He stressed that allocation of resources should be in line with priority areas of the vision 2030, the 8th National Development Plan (8NDP), the local authority core mandate, National Decentralisation Policy 2023-2028 and its implementation plan, Integrated Development Plan (IDPs), and strategic development frameworks such as, Sustainable Development Goals (SDGs), among others.

NTC/BCEM/03/09/2025 PRESENTATION ON THE BUDGET PERFORMANCE

In preliminary of the meeting the Chairperson of the meeting explained to the members of the community that Nkeyema Town Council's 2025 Output Based Budget (OBB) stood at 83 million Kwacha out of which 2.1 million kwacha was to be generated through local revenue while the rest was to be funded through Grants-Zambia Devolution Support Fund and central government funding such as CDF at 36.1 million kwacha, Community Sports, Roads Fund, Cash for Work accounted for other funds.

Chief Accountant Mr Sichula making a presentation during the business community engagement meeting

NTC/BCEM/04/09/2025 HEALTH PERMITS PRESENTATION

During the meeting the Health inspector, Mr Abel Samanjomba highlighted the types of permits, the requirements to acquire those permits, penalties failure to comply. He elaborated on the types of permits which includes: Health permits, food handlers' certificate, Liquor Licences. Mr Samanjomba told the business community on the requirements that one need to have for them to acquire the stipulated licences and further stated the penalties that one will face if they do not follow the requirements.

Mr Samanjomba he further stated the need for the business community to ensure they keep their premises clean, sanitary facilities and ensure hygiene practices when doing their day to day activities.

Senior Legal Assistant Ms Silishebo and Health Inspector Mr. Samanjomba during a presentation. In the background Chief Account Mr Sichula observes the presentation.

NTC/BCEM/05/09/2025 PLENARY AND 2026 BUDGET SUBMISSIONS

In the plenary session the business community proposed for the construction of a new ablution block in the old TBZ market siting distance from the current council facility. In the same vein, the business community proposed that the council to set aside funds in 2026 to modify the new TBZ market to enhance security.

Another concern raised was that, there was need for the completion of the entire stretch of the 20km Njonjolo road unlike where portions of the road had been skipped.

Traders raised a concern on the state of the TBZ water tank old market lamenting on how it is in the

deplorable state of the water tank that was constantly leaking and creating a health hazard due to collecting stagnant water.

The business community requested the local authority to provide waste bins in the markets and around TBZ.

The traders also requested the local Authority to follow up cash for work non-payment complaints.

The business community stressed the need to grade township roads around TBZ area with specific emphasis to the police road.

Some traders complained about non-inclusion in community sports and urged the council to change the status quo heading into 2026.

In the course of the plenary session, the facilitators acknowledged most of the concerns and questions from the business community as submissions that should be considered for implementation where it was allowed by law. The Senior Legal Assistant emphasised that all complaints and submissions where welcome but would only be implemented if were in line with the local authority's legal mandate.

The two Health Inspectors in the team, equally urged the business owners to mount waste bins at their premises as it is a requirement by law. They stressed that the Council only mounts waste bins in public places.

With specific reference to the graveling of township roads in TBZ, the team assure the traders that it will be among the priority projects to be undertaken once the earth moving equipment freight was complete. Additionally, facilitators assure the business owners

that their submission on graveling Njonjolo road was noted and would be presented to management.

IT WAS RESOLVED THAT;

Nkeyema Town Council will replace the leaking water tank in the market before the end of the year 2025. In addition, it was further resolved that the council will grade the Road from the M9 to the police post.

One of the business owners asking a question during the meeting

Health Inspector Mr. Muchima responding to a question

One the market traders making a submission during the meeting

Part of the audience of the Business engagement meeting

CHAIRPERSON'S CLOSING REMARKS

In his closing remarks, the chairperson thanked the business owners for their active participation during the meeting. He stressed that all their concerns were noted and would looked at for consideration and possible implementation. He urged the traders to always attend such meetings whenever they were called upon as it was a requirement by law and good governance practice budget

processes to involve stakeholders. The Chairperson closed the meeting at 17:00hours after that he offered a prayer.

Next meeting:

Date: 18th September,2025
Time: 14:00 hours
Location: Munkuye Primary school

Secretary Signature.....Date 22nd September,2025

Chairperson Signature ..... Date 22nd September,2025

Approved by:

Council Secretary Signature ..... Date 22nd September,2025

NKEYEMA DISTRICT COUNCIL
22 SEP 2025
COUNCIL SECRETARY
P.O. BOX 940010, NKEYEMA

Appendix

1. Attendance list

NKEYEMA TOWN COUNCIL

BUSINESS ENGAGEMENT MEETING-TBZ

DATE: 16th SEPTEMBER, 2025

NO	NAME	ORGANISATION/BUSINESS	GENDER	PHONE NO.	SIGN
1	Christine Lutangu	Marketer	F	0973426243	
2	Cathine Cholya	Marketic	F	0975061347	
3	Cithango fredericks	Market Chair	M	0964214188	
4	ALEX LIKISI	market	M	0979651362	
5	EVANS S. MULOWA	CWAC C/PERSON	M	0976993367	
6	ELIJAH KASANZA	MARKETIER V/CHAIRPERSON	M	0773710240	
7	GIVEN CHIBWDA	BOOTH	F	0976031725	
8	SILILO Kalaluka	Booth	M	0979445082	
9	GIVEN ISANGO	STATIONERY	M	0973906390	
10	ALICE MULAUDA	BOOTH	F	0775384889	
11	SIMUSHI MWENDA	Booth	F	0978051932	
12	Beauty Shalila	market	F	0770652407	
13	TRINITH CHOTSOLA	CLOTHING BUSINESS	M	0979186181	
14	Namangolwa Sitanga	market	F	0971621928	
15	Rita Chingo	Market	F	0778323191	
16	Mercy Mubiana	market	F	0777498507	
17	Musangala Mutanuna	Market	F	0970952332	
18	ANNAH CHAINDA	maketi	F	0979429238	
19	Nprah K. makina	Selling chickens	F	0770562536	
20	Charles Chilano (Agape Stationery)	Agape Chomil Stationery	M	0977421954	
21	Eunice mutenda TROPO	selling chickens	F	0975378160	
22	RUPert Chimovu	Tuntyatuna	F	0974033616	
23	NGAZHi Kambungo	selling phones	F	0973056418	
24	Mata/Kalca Shamilimo	Selling chickens	M	0771041194	

NKEYEMA TOWN COUNCIL

BUSINESS ENGAGEMENT MEETING-TBZ

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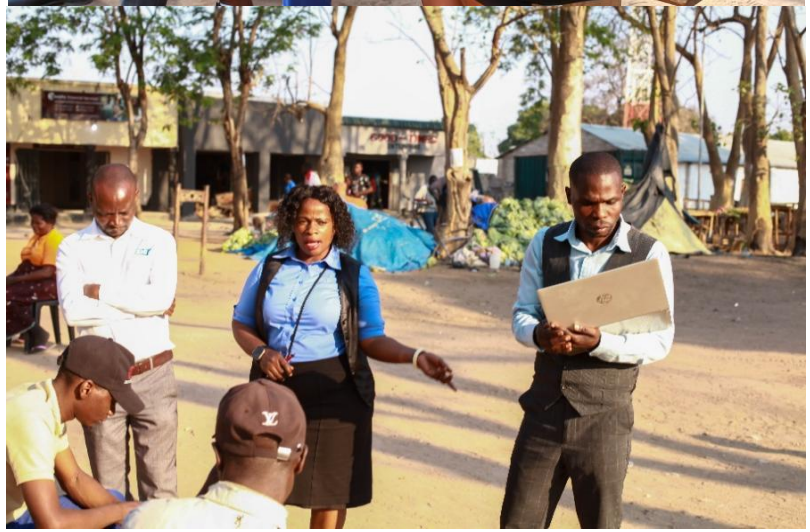
NO	NAME	ORGANISATION/BUSINESS	GENDER	PHONE NO.	SIGN
1	Charles Sindano	Farming	M	0769628507	
2	Mwape Nyirenda	Farming	M	0972151380	
3	Golden Mutwotwo	Tailoring	M	0973105198	
4	NDIMBA NDIMBA	STATIONARY SHOP	M	0973911477	
5	JUXERS KALUME	SHOP	M	0973176307	
7	ABGIL MUKONGOLWA	SHOP	F	0971-446725	
8	MARGRET LITWALI	Stand	F	0974-075539	
9	PAUL MASEKA	MOBILE MONEY OPERATOR	M	0974151097	
10	Astinda Ndembele			0972896124	
11	Hilda Kamwendo		F	0962297502	
12	Incuta Silushelo	NTC	F	0966597714	
13	CHRISTOPHER Mnchima	NTC	M	0974967590	
14	Aphius Kapututa	NTC	M	0976043304	
15	Kudakwashe Mukonoa	NTC	F	0977590203	
16	JOSEPH SICHULA	NTC	M	0966775685	

2. Pictures