NKEYEMA TOWN COUNCIL

MINUTES OF THE COMMUNITY STAKEHOLDER'S 2026 BUDGET CONSULTATIVE MEETING HELD AT MAWILO PRIMARY SCHOOL IN SHISHAMBA WARD ON 3RD DECEMBER 2025 AT 14:50 HOURS

Time Start: 14:50 Hours – 17:00 Hours

Facilitators: Nsofwa Mfula, Angela Muduli, Inutu Silishebo and Kufekisa

Chairperson: Nsofwa Mfula

STAKEHOLDERS IN ATTENDANCE

NAME	**POSITION**
OFFICERS PRESENT	
1. Nsofwa Mfula	Town Planner
2. Inutu Silishebo	Senior Legal Assistance
3. Angela Muduli	District AIDS Coordination Advisor
4. Christopher Muchima	Health Inspector
5. Kufekisa	Ass. Internal Auditor

Name	**Position**
Mombola Nasilele	Farmer
Inonge Mushokabanji	Farmer
Munembo Mubita	Farmer
Lukisha Ineli	Farmer
Coned Kanema	Community Member
Mubanga Mandandi	Farmer
Fredrick Muneko	Church Leader
Patrick Incha	Church Leader
Loida Malasa	Farmer
Mary Mishi	Farmer
Mwiya Kwalombo	Farmer
Brighton Kalaluka	Farmer

Njamba Kahilu	Farmer
S. Mutunda	Farmer
Queen Mizhi	Farmer
Kakuhu Kasweka	Marketer
Zangeta Mervis	Farmer
Mambo Chikubi	P.T. A member
Njamba Kapalula	Farmer
Martha Kayelu	Community Member
Nyambe Sitali	Farmer
Ngula Kolombota	Farmer
Poniso Munango	Farmer
Bwendo Nkomoli	Community member
Mercy Kashwekwa	Farmer
Mukimba Nyambe	Farmer
Mutongo Kakoma	Farmer
Ndala Simbuwa	Farmer
Maggie Kamizyi	Business Woman
Kebby Biswaswa	Farmer
Justin Shihola	V/Headman
Kashwenka Lembuwa	Farmer
Hellen K. Kahale	Farmer
Pelekelo Walukui	Farmer
Wanyambe Munembo	Farmer
Nyambe Sinonge	Farmer
Lubinda Nawa	CWAC member
Malumo Malumo	Community Member
Malope Wamunyima	Community Member
Jacob Muneku	CWAC Member
Liyali Nyambe	Community member
Bridget Musembula	Farmer
Edith Chilombo	Farmer
Mulemba Mubanga	Farmer
Stephen N Mukelabai	Farmer
Numba Muleta	Farmer
Kakumbi N Gabriel	CWAC Chairperson
Ngebe Musole	Community Member
Annie Musole	Community Member
Kapango Somili	Community Member
Getrude Yawila	Community Member
Kalumbu Luneta	Community Member
Mushimbei Moran	Community Member
Norah Kinkata	Community Member

Siabazibe Kelvin	Headteacher Secondary
Mukubesa Kabisa	Teacher
Bertha Mubanga	Marketer
Mate Nosiku	Marketer
Loveness Katupisha	Farmer
Chipango Chakwanda	Marketer
Mildred Chiyemba	Marketer
Mafo Njamba	Farmer
Byimba Chinoye	Farmer
Situtu Mwakoi	Headteacher Primary
Sibeso Walusuku	Farmer
Mubita Mulima	Teacher
Sitwala Mubita	Teacher
Mary Nyambe	Farmer
Christine Chimbinde	Farmer
Wamunyima Mulonda	Farmer
Makayi Irine Kalimbwe	Farmer
Lumonga Lutangu	Farmer
Makunyi Moyo	Farmer
Nduia Chiwaya	Farmer
Simangolwa Ngomesha	Farmer
Nathsn Kapanda	Community
Bisenga Njamba	Businessman
Kahilu Chitengi	Farmer
Japhet Shiloka	Headman
Likonde Liweluka	Community Member
Joseph Kapenda	Farmer
Siyoto Kanunga	Community Member
Chindele Njamba	Community member

Agenda

1. Prayer
2. Opening remarks
3. Presentation on Budget and Planning Framework, Decentralization, and Zambia Devolution Support Program
4. Presentation on 2025 Budget Performance
5. Plenary, Community project proposals and submissions
6. Closing remarks /prayer

Prior to the commencement of the meeting, a prayer was offered by Mr. Siabazibe Kelvin – the head teacher for Mawilo Secondary School.

NTC/CEM/14/12/2025 OPENING REMARKS

The Daca, Ms. Angela Muduli welcomed all the participants and indicated that the meeting had been called upon to update the stakeholders on the 2025 budget performance and the need for actualization of the decentralization policy through citizen engagement. The Daca encouraged everyone to feel free to participate in the discussion and to contribute positively towards the development of their community. She further mentioned that at the end of the discussion, they community will be requested to submit project proposals that are in the best interest of the masses. She outlined the objective of the meeting as follows;

- To understand the linkages between the budget, decentralization and planning framework
- To understand the requirements of the Zambia devolution support program
- To review the 2025 budget performance
- To engage the community to submit proposed projects identified from the IDP and CDF
- To give feedbacks on projects and activities to be included in the budget

NTC/CEM/15/12/2025 PRESENTATATION ON BUDGET AND PLANNING FRAMEWORK, DECENTALISATION AND ZDSP

The first presentation was done by the Town Planner, Ms Nsofwa Mfula, who simplified the definition of the budget for a mere community member to understand. She further explained that the council budget was being prepared in line with the 8th National Development Plan. The budget being an operational plan, was

linked with the district development plan, which is in this case the Integrated Development Plan (IDP)

She further presented on the Zambia Devolution Support Program. She presented that the program was for five years, from 2022 to 2027 and is being funded by the World Bank with financing amount of US$210 million to be shared among all the 116 councils. The program was aimed to support government agenda for decentralization focusing on devolution functions from sector ministries, strengthening institutional performance and capacity building of local authorities.

In her presentation, she mentioned that stakeholder engagement and participation were requirements for implementing the Zambia Devolution Support Program to qualify for more funding.

She further explained the type of projects that the community is supposed to select under the ZDSP as follows:

- Water reticulation
- Toilets
- Public markets
- Community facilities
- feeder roads
- Waste management
- Street lighting

NTC/CEM/16/12/2025 PRESENTATATION ON BUDGET PERFOMANCE

The overview of the budget performance was presented by the Assistance Internal Auditor who informed the audience on the council budget performance as of 30th June 2025.

It was presented that the overall budget for Nkeyema Town Council 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, Roads Fund, Cash for Work and other devolved functions accounted for other funds. The following were functions that were devolved to the council; District health services, Fisheries and livestock, Social protection and community development, Community sports and Cultural affairs.

The Internal auditor also presented on the revenue trends and the challenges faced when meeting the set targets due to low compliance.

NTC/CEM/16/12/2025 STAKEHOLDERS PROPOSALS AND SUBMISSSON

Arising from the above presentations, the community members from Shishamba ward had raised the following concerns: -

- Construction of more class room blocks at Mawilo Secondary School as the School has only one classroom block harboring about 700 learners
- Water reticulation at both the primary and secondary school
- Water reticulation at Mukandamina, kakanda and Mawilo communities
- Police post
- Construction of mother's shelter and more admission wards at Kakanda clinic
- Feeder road leading to Shishamba zone
- Ablution blocks at Mawilo Primary and the Secondary School and also, at the market

Thereafter, the facilitators acknowledged most of the concerned raised and it was **resolved that** their submission will be considered for implementation.

CLOSING REMARKS

The Ward Development Chairperson thanked everyone for coming to the meeting and for their active participation in the discussion. He expressed gratitude at the availability of the community members and indicated that stakeholder engagement was critical as they ensure no one was left behind.

Having said that, the meeting was declared closed at 17:00 hours

Secretary Signature……Date…… 10th December,2025

Chairperson Signature …… Date …… 10th December,2025

Approved by:

Council Secretary Signature …… Date …… 10th December,2025

NKEYEMA DISTRICT COUNCIL
10 DEC 2025
COUNCIL SECRETARY
P.O. BOX 940010, NKEYEMA

Figure 1 presentations by the facilitators

Figure 2 process of facilitation

Figure 3 one of the facilitators making her presentation

Figure 4 the community members listening attentively

Figure 5 panel of facilitators

Figure 6 audience submitting their concerns