KALULUSHI MUNICIPAL COUNCIL

P.O Box 260400
KALULUSHI

TO: His Worship the Mayor
Honorable Kampamba Mulenga
The District Commissioner
All Councillors
All Constituency Development Fund Committee Members
All Ward Development Committee Chairpersons
The District Social Welfare Officer
The Community Development Officer
The District Disaster Management and Mitigation unit coordinator
The District Cash for work
KALULUSHI

Dear All,

NOTICE OF ENGAGEMENT MEETING

NOTICE IS HEREBY GIVEN: That there will be an engagement meeting to discuss several critical development issues to be held at Civic Center on Thursday 8th May, 2025 at 09:00 hours.

Councillors, Ward Development Committee Chairpersons, 24 Data Entry Clerks, Constituency Development Fund Committee will be paid transport refund because the meeting will take more than one hour and because of limitation of funds, there will be no lunch

BETTY M. LISWANISO
TOWN CLERK

6th May, 2025

AGENDA

PRAYER

1. Prayer
2. Welcoming remarks by His Worship the Mayor

REPUBLIC OF ZAMBIA
OFFICE OF THE TOWN CLERK
KALULUSHI MUNICIPAL COUNCIL
06 MAY 2025
PRESIDENT AVENUE
P.O. BOX 260400,
KALULUSHI

3. Welcoming remarks by Cash for Work Coordinator
4. Welcoming remarks by Honourable Member of Parliament
5. Update on cash for work
6. Update on Constituency Development Fund
7. Submissions from wards (Challenges)
8. Plenary
9. Way Forward
10. Closing Remarks
11. Prayer

KALULUSHI MUNICIPAL COUNCIL

MINUTES OF ENGAGEMENT MEETING HELD AT J & J LODGE, KALULUSHI, ON THURSDAY 8TH MAY, 2025 AT 10:10 HOURS.

PRESENT

Councillors:

1. Hastings Banda - *Deputy Mayor*
2. M'soni Chepeshi
3. Chanda Christopher
4. Silungwe Lewis
5. Mulubwa Davies
6. Mulenga Bertha
7. Shiku Pethias
8. Sikazwe Sydney
9. Chewe C Francis
10. Musukwa Nivel
11. Namitondo Teddy
12. Nasinda Nanzila
13. Chilufya M Collins
14. Maziba Elias
15. Kabila Godfrey
16. Kameya Preston
17. Luwi Richard
18. Chitundu Dyson

19. Jibinga Kelly	District Commissioner, ***Chairperson***
20. Betty M Liswaniso	Town Clerk
21. Mwakoi Susiku	Director Public Health
22. Mutampuka Prince	Director Engineering Services
23. Muyunda Mwitelela	Acting Director Housing & Social Services
24. Lubosi Kufekisa	Acting Director Planning
25. Brian Nkolola	Chief Human Resource Officer

26. Masambika Given	Chief Administration Officer
27. Kamanga Lidah	Assistant Public Relation Manager
28. Katete Thresa	Public Relation Officer
29. Kangongwe Monde	Town Planner
30. Shimba Angela	Social Economic Planner
31. Kandidi Gideon	UPND
32. Shalubala John	UPND
33. Bupper Chinde	UPND
34. Chibuye Keegan	CDFC Chairperson
35. Chumbu Onestah	CDFC Vice Chairperson
36. Musonda Davies	CDFC Member
37. Rev.Mutale Churchill	CDFC Member
38. Kalipa Hazel	CDF Committee
39. Mwebe Fredrick	WDC Chairperson
40. Chisenga Bright	WDC V/Chairperson
41. Kaoma Elizabeth	WDC Chairperson
42. Kayanse Samuel	WDC Chairperson
43. Simonze Bonaventure	WDC Chairperson - Dongwe
44. Mumba Palo	WDC – Kafue
45. Pepa Arnold	WDC Chairperson
46. Beauty Silika	WDC – Nsokoloko
47. Chilembo Yotham	WDC – Musakashi
48. Kakenge Wilfred	WDC Chairperson – Kalengwa
49. Katenge Boyd	WDC Chairperson – Luapula
50. Kunda Morgan	WDC Chairperson – Lukoshi
51. Ngozo Mowa Hidan	WDC Chairperson – Kankonshi
52. Katekwe Memory	WDC Treasure – Kalungwishi
53. Chibuye Tina	WDC Secretary – Luapula
54. Kampamba M Evans	WDC Chairperson – Kalanga
55. Munsanje Frank	WDC
56. Nguluka Grace	WDC

57. Chilufya M Changu	DMMU
58. Kalengo Friday	Ichimpe
59. Musonda Emmanuel	Ichimpe
60. Mwenya Garnet	Chibuluma
61. Kayange Samuel	Chembe
62. Kayange Walusungu	Chembe
63. Sinyonyi Theresa P	Lubanga
64. Limpo Mutula A	Lubanga
65. Musonda Bruno	Ngweshi
66. Eugene Samboma	Data Clerk
67. Chisha Chrispine	Data Clerk
68. Kasekela Joshua	Data Clerk
69. Kayange Wamusungu	Data Clerk
70. Mwanza Mapesho	Data Clerk
71. Mumba Davis	Data Clerk
72. Mutale Evans	Data Clerk
73. Mumba Vera	Data Clerk
74. Mubanga Chungu	Data Clerk
75. Kombe Pauline	Data Clerk
76. Kanganjo Sydney G	Data Clerk
77. Banda Emmanuel	Data Clerk
78. Kalumba Kenny	Data Clerk
79. Mumba Annette	Data Clerk
80. Chanda Suwilanji	Data Clerk
81. Katekwe Given	Data Clerk
82. Mukosa Lucky	Data Clerk
83. Zimba S	Senior Citizen
84. Mbewe Kennedy	Board Member
85. Mupeseni Kennedy	Times of Zambia
86. Ng’andu Esther	Zambia Daily Mail
87. Sinyangwe Kashete	ZNBC TV

88. Nshilaya Eric	People Radio
89. Peggy N Mwansa	Committee Clerk **(*Recorder*)**

NATIONAL ANTHEM/ PRAYER

Prior to the commencement of the meeting, the national anthem was sung followed by a prayer from Mr. Evans M. Kampamba, Ward Development Committee Chairperson thereafter, introduction of all members present was led by the Assistant Public Relations Manager

KMC/ENG/05/05/25 APOLOGIES FOR ABSENCE

Apology for absence was received from the Area Member of Parliament, Ms. Kampamba Mulenga and His Worship the the Mayor, Mr. Daudi Simama

KMC/ENG/06/05/25 : WELCOMING REMARKS BY THE DEPUTY MAYOR

The Deputy Mayor welcomed everyone for the meeting and acknowledged all the protocols. He went on to encourage everyone to deliberate freely for the betterment of Kalulushi District.

KMC/ENG/07/05/25 OPENING REMARKS BY CASH FOR WORK CHAIRPERSON

The Chairperson for Cash for Work, welcomed and thanked everyone for finding time to attend the meeting. He went on to emphasize that there were various projects in the District which community members needed to benefit using Cash for Work funds and that it was a Government initiative to lessen the negative impact on the economy. He further stated that the Ward Development Committees and the Area Councillors were key players in Cash for Work and both should be taking keen interest so that the community could benefit from the program. He also emphasized that Cash for

Work should also be used to make the district clean by collecting garbage in various places.

Members were further informed by the Chairperson that the Minister of Local Government and Rural Development visited the District and was impressed with the works that were being implemented in the District under the Constituency Development Fund. He thus, urged members to ensure that Constituency Development Fund benefited Local Businesses in the District.

KMC/ENG/08/05/25 **OPENING REMERKS BY THE MEMBER OF PARLIAMENT REPRESENTATIVE**

The Area Member of Parliament representative thanked the Town Clerk for making it possible to hold the meeting and encouraged the members to participate during deliberations. He mentioned that the Area Member of Parliament was unable to attend the meeting due to other commitments.

KMC/ENG/09/05/25 **UPDATE ON CASH FOR WORK**

The Town Clerk welcomed everyone for attending the meeting and stated that everyone was free to deliberate so that an informed decision could be made. She further extended gratitude to the Councillors and Ward Development Committees for their hard work and implementing cash for work effectively. She further informed the members that the Government of the Republic of Zambia had released K515, 475. 00 in September 2024 and that K388, 553. 00 was spent on Cash for Work initiative. She went on to say that the total sum of **K13, 970, 474, 68** was released by Government specifically for Cash for Work and **K11, 155, 316. 63** had been used leaving a balance of **K2, 860, 159.05**. She further, reminded the members that work must commence in all the respective wards

Arising from the aforementioned, she highlighted some of the challenges as outlined below;

1. Action Plans were not being submitted to the office of Director Planning for scrutinizing.
2. Lack of Combined Efforts, several works, particularly in areas like graveyard, cemeteries, parks and open spaces were impacted due to a lack of combined effort across the majority of the wards.
3. Varying Work Hours - different working hours had caused the monitoring of activities difficult, as some beneficiaries reported for work as early as 05:00 hours making it challenging to track attendance and work progress. Additionally, some Councillors were making beneficiaries work on their farm lands which led to misused of manpower.

4. Delayed Paperwork Submission – Ward Development Committees were submitting paperwork late resulting in delays in making payment to beneficiaries.
5. Aging Manipulation – Some wards were recruiting under and over aged beneficiaries outside the targeted age of 18 – 59 years and that some wards were facing internal disputes and others were recruiting family members.

Arising from the above-mentioned challenges, she emphasized that all ward Development Committees should fully participate in the recruitment process so that each and every Community member benefits from the program.

The Town Clerk further informed the members that, the Government had put in a lot of funds hence, the need for Area Councillors and Ward Development Committees should ensure that the works were being undertaken in accordance with the Cash for Work guidelines and prioritize the works to be undertaken in the wards and that members should use the funds prudently for the betterment of the Community.

KMC/ENG/10/05/25 **UPDATE ON CONSISTUENCY DEVELOPMENT FUND**

The Town Clerk informed the members that the Government had released a total sum of K25, 700, 000. 00 for the year 2022 under Constituency Development Fund and to date Kalulushi Constituency had received a total sum of **K73, 785, 448. 35**.

She also highlighted the administrative costs expenses as outlined below:-

2022	-	K1, 286, 995.00
2023	-	K1, 415, 695.00
2024	-	K1, 531, 782.00
2025	-	K1, 802, 907.00

She went on to mention that the Government wanted to develop Kalulushi district hence, the funding in huge sums of money. She further highlighted that some wards had benefited more from Constituency Development Fund though the wards that had benefited were not pronouncing the efforts the government was putting in.

Members were further informed by the Town Clerk that people who had benefited on loans and grants were not remitting hence, the challenge to enable others benefit from the same. She went on to say that Constituency Development Fund had paid for skills training, bursaries and various projects were covered in the District such as Water Reticulation, Classroom Blocks, Health Posts and Maternity Wings just to mention a few.

The Town Clerk had further informed the members on the funds that were disbursed to various wards as outlined below;-

CHAMBISHI ZONE

Mwambashi Ward

Project 2022	-	K440, 615.30
Project 2025	-	K300, 000.00 in progress
Total	**-**	**K740, 615.30**

Musakashi Ward

Project 2022	-	K 931, 293.48
Project 2024	-	K1, 165, 523.69
Project 2025	-	K 400, 000.00
Total	**-**	**K2, 496, 817.17**

Sitwe Ward

Project 2023	-	K1, 039, 562.00
Project 2025	-	K 455, 000.00
Total	**-**	**K1, 494, 562.00**

Twaiteka Ward

Project 2022	-	K 585, 550.00
Project 2025	-	K 570, 000.00
Total	**-**	**K1, 155, 550.60**

Chambishi Ward

Project 2022-2025	-	K2, 250,000.00

Lukoshi Ward

Project	-	K2, 000, 000.00
Project	-	K 142, 000.00
Total	**-**	**K2, 142, 000.00**

Lulamba Ward

Project 2022	-	K 690, 728.00
Project 2025	-	K5, 000, 000.00
Total	**-**	**K5, 690, 728.28**

Ichimpe Ward

Project 2022	-	K 672, 247.00
Project 2024	-	K1, 125, 003.26
Total	**-**	**K1, 797, 250.26**

Total amount for Chambishi Zone **K17, 767, 523.33**

KALULUSHI ZONE

Kalungwishi Ward

Project 2024	-	K668, 128.00

Ngweshe Ward - K194, 370.00

Kafue Ward

Project 2022	-	K 828, 546.00
Project 2025	-	K 300, 000.00
Total	**-**	**K1, 128, 546.00**

Nsokoloko Ward

Project 2024	-	K 124, 730.00
Project	-	K 430, 628.10
Total	**-**	**K 555, 358.10**

Dongwe Ward

Project	-	K 300, 000.00

Lubuto Ward

Project 2022	-	K 828, 588.00
Project	-	K1, 162, 109.20
Project	-	K 300, 000.00
Total	**-**	**K2, 290, 697.20**

Kalungwishi Ward

Project 2025	-	K 797, 012.00

Kalanga Ward

Project 2022	-	K 646, 474.16
Project 2023	-	K 954, 310.00
Project 2025	-	K1, 300, 000.00
Total	-	K2, 900, 784.16

Total amount for Kalulushi Zone **K8, 830, 876.24**

CHIBULUMA ZONE

Lemmy Chisupa Ward

Project 2022	-	K 806, 000.66

Project 2023	-	K 796, 187.00
Project 2024	-	K1, 188, 968.48
Project 2025	-	K 650, 000.00
Total	**-**	**K3, 441, 215.48**

Kankonshi Ward

Project 2023	-	K 785, 925.20

Kalengwa Ward

Project 2023	-	K 300, 000.00

Buseko Ward

Project 2023	-	K1, 149, 478.96
Project 2024	-	K 130, 000.00
Project 2022	-	K 814, 290.00
Project 2025	-	K1, 129, 232.16
Total	-	K3, 233, 001.16

Total amount for Chibuluma Zone **K7, 751, 142.96**

CHATI ZONE

Lubanga Ward

Project 2022	-	K 749, 018.27
Project 2023	-	K 743, 459.13
Project 2023	-	K 978, 795.59
Project 2025	-	K1, 126, 265.11
Project	-	K 650, 000.00
Total	**-**	**K4, 247, 536.10**

Chembe Ward

Project 2022	-	K 243, 116.42

Project 2022	-	K 592, 533.00
Project	-	K 784, 758.00
Project	-	K 700, 000.00
Total	**-**	**K2, 320, 480.42**

Chati Ward

Project 2022	-	K 718, 378.00
Project	-	K 997, 000.75
Project	-	K1, 124, 998.00
Project	-	K 794, 517.92
Project	-	K 248, 852.00
Total	**-**	**K3, 883, 752.69**

Total amount for Chati Zone - **K10, 451, 697.21**

CONCERNS RAISED DURING THE MEETING

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

i. Members wanted to find out why the Independence stadium was not being worked on because it was in a deplorable state and most of the events in the District were done from there; in response, the Town Clerk admitted to the concerns as genuine and agreed to attend to the submissions. It was further explained by the District Commissioner that Constituency Development Fund had a Presidential directive to target the challenges with regards to schools and healthy facilities hence, not prioritizing projects like the stadium.

ii. Members had also raised a concern as to why Feeder roads in the district were not prioritized because they were in a bad state, in response, the Town Clerk mentioned that Three Million Two Hundred Thousand Kwacha (K3, 200, 000.00) had been allocated to the Local Authority under Constituency Development Fund for grading of feeder roads in the district.

iii. Members wanted to find out why there was no feedback when Project proposal were submitted; In response the Town Clerk mentioned that the funds being requested for were not Tarrying with the project, that were proposed hence the challenge to make justifications with regard to the project. Additionally, Areas Councillors and Ward Development Committees were not working hand in had to propose a big project instead were ending up proposing more projects which made the ward to be disadvantaged.

iv. Members had raised a concern as to why Nsokoloko and Luapula wards did not benefit more from Constituency Development Fund as compared to other wards. in response, The District commissioner explained that the government wanted to undertake a project of building a training school that should cost more than Twenty Million Kwacha (K20,000,000.00) to cater for all the people in that ward hence, the low share of Constituency Development Fund as compared to other wards. It was further explained by the Constituency Development Fund Committee Chairperson that, the committee considers all the wards with respect and no politics were attached to the allocation of funds.

In view of the above, members had therefore, emphasized that in future, Constituency Development Funds should be shared equally and should not be politicized

v. Members wanted to find out why the Council was not communicating to individuals whose application for bursaries and skills training were not approved; In response the Town Clerk mentioned that there was an overwhelming response against limited resources i.e 1722 applications against 257 sponsored under skills development bursaries.

She went on to inform the members that Nortec had been increasing fees every term and that the Local Authority had requested the government to intervene on the issue with Nortec because most of the funds under Constituency Development Fund was channeled to pay for a few beneficiaries

The Town Clerk concluded by saying that the reason for the meeting was to disseminate the information on Constituency Development Fund in the district.

She therefore, recommended that a Radio programs to circulate and sensitize the public on Constituency Development fund and Cash for Work be organized which should involve the District Commissioner and Area Councillors.

It was further highlighted with regards to Cash for Work that, there had been a lot of dishonest on recruitment of beneficiaries and that Some Councillors and Ward Development Committee members were recruiting family members and taking people to farms to do the work and being paid using cash for work funds. She mentioned that

the Government's initiative was for all people to benefit and not only family members

At 12:23hrs the District Commissioner left the meeting to attend to other engagements.

KMC/ENG/11/05/25 **VALIDATION OF THE CONSTITUENCY DEVELOPMENT FUND REVISED GUIDELINES**

The Acting Director Development Planning presented to the members the validation of the Constituency Development Fund revised guidelines.

He went on to explain that the objectives of the guidelines were to provide guidance on; Management, Disbursement and Accountability of Constituency Development Funds. He further explained that the guideline also provided clarity on the roles and responsibilities of various stakeholders in relation to; Implementation, procurement and Monitoring and Evaluation under the Constituency Development Fund as provided in section 33 of the ACT.

In addition, he went on to state same of the salient clarifications and provisions made in the revised guidelines as outlined below;

i. Administration cost determined by Minister and the remaining funds after deducting the administrative cost and ringfenced funds shall be allocated as
ii. Provides for CDF steering committee for PSs
iii. Clarification that Directors can't vote in CDFC
iv. Special CDFC meetings require PLGO approval

v. A member may in writing nominate a person from their institution to attend

vi. The committee may constitute subcommittee and delegate its functions

vii. LA to submit Project Implementation plan within 7 days to PLGO after approval

viii. Provided guidance on Disaster/Emergency Component and post emergency reporting

ix. Empowerment beneficiaries should not belong to more than one group

x. 10% of Empowerment funds to persons with disabilities

xi. Provided for multiple windows for bursary applications to accommodate Tevita and Public boarding school calendar

xii. Clearly outlined the Implementation timelines for Each Component.

CLOSING REMARKS

The Town Clerk thanked the members for their active participation and mentioned that the purpose of the meeting was to inform the stakeholders that the Government intention towards Kalulushi District, was to develop and improve the living standards in communities through Cash for Work and Constituency Development Fund. She also thanked the Technical Team and urged them to do all the necessary appraisals and equip Constituency Development Fund Committee with information for them to make rational decisions.

There being no further business to discuss the meeting ended at 13:15 hours after the National anthem and prayer from the Ward Development Committee Chairperson Mr. Kampamba Evans.

Signed this 8th *day of* MAY *2025*

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CHAIRPERSON

REPUBLIC OF ZAMBIA
OFFICE OF THE TOWN CLERK
KALULUSHI MUNICIPAL COUNCIL
08 MAY 2025
PRESIDENT AVENUE
P.O. BOX 260400,
KALULUSHI