

CHADIZA TOWN COUNCIL

Stakeholder Meeting Minutes

Meeting Title: 2026 Budget Consultative Meeting

Date: 22nd October, 2025

Time: 10:36 hours - 15:00 hours

Location: Elshadai Lodge

Facilitator: Council Secretary, Mr. David Mwansa Mumba

Attendees:

Community Representatives and Ward Officials:

| NAME | POSITION | GENDER | WARD |
|---------------------|------------------------------|--------|------------|
| Severiano Zulu | ACC Chairperson | M | Chilenga |
| Anastazio Banda | WDC Chairperson | M | Chilenga |
| Sylvester Banda | WDC Chairperson | M | Kandabwako |
| Mbewe Sacha | WDC Chairperson | M | Kandabwako |
| Samson Phiri | ACC Chairperson | M | Kandabwako |
| Osten Phiri | WDC Secretary | M | Kandabwako |
| Derick Phiri | WDC Vice Chairperson | M | Kabvumo |
| Gift Sakala | WDC Treasurer | M | Chilenga |
| Charles Phiri | Market Advisory Committee | M | Chadiza |
| Snoir Tembo | WDC Vice Chairperson | M | Chilenga |
| Misozi R Zulu | WDC Vice Chairperson | F | Kapachi |
| Samuel Milanzi | Pastor/Bread of Life | M | Chadiza |
| Jackson Kabesha | ZAPCD | M | Chadiza |
| Deogratias Chileshe | CARE | F | Chadiza |
| Elias Sakala | National Assembly | M | Chadiza |
| Beston Shumbwa | SDMC | M | Chadiza |
| Patrick Banda | SDMC | M | Chadiza |
| Susan Banda | Market Advisory | F | Chadiza |

| | Committee | | |
|-----------------|---------------------------|---|------------|
| Develesi Phiri | Market Advisory Committee | F | Chadiza |
| Mercy Tembo | WDC Treasurer | F | Chadiza |
| Aliness Sakala | ACC Chairperson | F | Chadiza |
| Daniel Banda | SDMC | M | Kandabwako |
| Doreen Kaira | WDC Treasurer | F | Kapachi |
| Melvis Phiri | WDC Chairperson | F | Chadiza |
| Damisiano Phiri | Councillor | M | Kabvumo |
| Bernad Phiri | Councillor | M | Kandabwako |
| Edward Mbewe | Councillor | M | Kapachi |
| Allan Banda | Councillor | M | Chilenga |

Officers from Chadiza Town Council:

| NAME | POSITION |
|--------------------|--------------------------|
| Richard Zimba | Council Chairperson |
| David Mwansa Mumba | Council Secretary |
| Wislon Mvula | Ag. Director Planning |
| Munaye Samapimbi | Director Engineering |
| Ernest Kalimbanya | Director Human Resource |
| Chrispin Sakala | Director Finance |
| Christine M Mumba | Socio Economic Planner |
| Martin Mulwila | Chief Accountant |
| Martha Phiri | Systems Analyst |
| Yobe Phiri | Electrical Engineer |
| Steven Mutale | Civil Engineer |
| Tina Mkumba | Public Relations Officer |
| Samuel Phiri | Electrician |
| Thole Mirriam | Intern |
| Benjamin Phiri | Intern |

Agenda:

1. Opening Remarks
2. Presentation on Budget Performance from January to September, 2025
3. Presentation on Project Implementation Performance for 2025
4. Plenary Discussion
5. General Submissions from Stakeholders
6. Closing Remarks

7. 1. Opening Remarks

The Council Secretary, Mr. David Mwansa Mumba, began by welcoming all participants to the community budget consultative meeting and expressed appreciation for their attendance and commitment to the budgeting process.

In his remarks, he emphasized that the meeting serves as a vital platform for stakeholder engagement in the formulation of the budget for the upcoming financial year. He highlighted the importance of inclusiveness, transparency, and community participation in ensuring that the budget reflects the true needs and priorities of the people.

The Council Secretary further announced that in the spirit of inclusiveness and transparency, the consultative meeting was being aired live on Breeze FM and simultaneously streamed on the station's Facebook page as well as the Chadiza Town Council's official Facebook page. This broadcasting initiative was deliberately designed to accommodate community members who could not physically attend the meeting, ensuring that all residents of Chadiza had an opportunity to participate in and witness the budget consultation process.

He noted that contributions from various stakeholders, including government departments, community representatives, the private sector, and civil society organizations, would guide the Council in aligning its programs and resource allocation with the national development agenda and decentralization policy.

The Council Secretary encouraged participants to actively take part in the discussions and share constructive ideas that would help in developing a realistic and people-driven budget.

He concluded by thanking the organization team for their efforts and officially declared the budget consultative meeting open.

2. Presentation on Budget Performance (January - September 2025)

The Chief Accountant, on behalf of the Director of Finance, presented key revenue and expenditure trends for the financial year 2025. He began by presenting the receipts and expenditure report from January to September 2025, including projections up to December 2025.

Key findings:

- Out of a total annual budget of K95,126,634, the Council had collected K49,395,695.12, representing 51.93% revenue collection efficiency as at 30th September 2025
- National support budget stood at K88,451,294 of the total budget, with K42,885,618.76 disbursed as at 30th September 2025, representing 62.68% of national support
- Own source revenue totaled K6,641,590.00, with a flexed budget of K5,041,192.50 and actual collection of K4,619,439.32 as at 30th September 2025, representing 91.63%
- Budget performance comparisons: K3,182,275 in 2023, K5,177,888 in 2024, and a projected K5,887,157 by December 2025, representing 88.19% performance

3. Presentation on Project Implementation Performance for 2025

The Assistant Director of Engineering presented the project implementation performance report for 2025. Key highlights included:

- Chadiza Town Council was implementing 14 community projects using the 2025 CDF allocation with an overall implementation percentage of 68.5% as at 20th October 2025
- Cash for Work Programme: 19,348 beneficiaries across 20 wards benefited from January to September 2025
- Works undertaken: road maintenance, construction, drainages, environmental control, and garbage collection
- Challenges: Poor road network making areas inaccessible to officers and contractors, especially feeder roads; payment delays for Cash for Work via mobile money (particularly Zamtel network)

4. Plenary Discussion

Following the presentations, stakeholders raised several questions and concerns:

Question: What measures has the Council put in place to address the low performance in collection of property rates? (Mr. Elias Sakala)

Response: The Director of Finance informed the meeting that the Council had sensitized property owners on the significance of paying property rates. By law, the Council is empowered to use judicial or bailiff procedures to recover unpaid bills. Management has started engaging community members to raise awareness.

Contribution: Need to lobby land from chiefs to expand the district and enable the Council to collect revenue from places like the market, as most land in the Central Business District market area is owned by Chiefs (Community Member)

Response: The Council Secretary agreed to the contribution, stating that a town can only be developed and well-planned when the boundaries are known. He assured the audience that engagements between the Chiefs and the Council will continue to acquire more state-owned land. He also urged community members to convert their land to state land to acquire title deeds.

Contribution: Build a recreation facility for young people to enable them to be economically active and prevent them from engaging in unsolicited behavior like drug abuse (Mr. Jackson Kabesha, ZAPCD representative)

Response: The Director of Finance mentioned that the Council is building a community hall that is government funded under the Zambia Devolution Support Program (ZDSP). The hall will help youths stay away from vices because when completely built, it will be a multipurpose building catering for all ages.

Question: What led to the increase of revenue in 2025 between January and October? How is the Council handling high staffing levels regarding payment of salaries? (Mr. Patrick Banda)

Response: The Director of Finance stated that the Council has different business ventures that have helped in the increase of revenue collection, such as block making and building. The Council is also building a bar and restaurant using locally generated revenue, which is another venture meant to increase revenue for the local authority.

Concern: The district does not have a reliable filling station (Marketer)

Response: The Director of Human Resource and Administration representing the Council Secretary informed the meeting that the issue of the filling station requires urgent attention and management would endeavor to seek support from donors such as the Zambia Development Support Program.

Concern: Need to consider building facilities that are friendly to persons with disabilities (Community Member)

Response: The Director of Engineering said the concern on user-friendly buildings for people living with disabilities is resolved, affirming that the new structures are user-friendly.

Concern: Need for monitoring of buildings being constructed because some buildings are not properly built. Emphasis on building attractive buildings of good quality (Community Member)

Response: The Director of Engineering said the monitoring of structures is being done by different stakeholders. The Council Secretary also gave a response on the need to

beautify structures being built and confirmed that the Council is being very particular with the quality and outlook of structures. The Community Hall is an example of a structure that has taken time to complete because of trying to ensure the contractor does a good job.

5. General Submissions from Stakeholders

The following submissions were received from stakeholders and community representatives for consideration in the 2026 budget:

- Fire Station at Chanida Border - Stakeholders proposed a fire station at Chanida citing the long distance from the main fire station in the CBD to Chanida. In case of fire outbreak, it would be difficult to reach the border on time.
- Chadiza Skills Training Center in Chadiza Central Ward - Stakeholder proposed the construction of a skills training center in the Chadiza CBD to prevent drug abuse among youths as well as keep them economically active.

Decisions Made:

The Council will consider all submissions fairly within available budgetary provisions. All stakeholder recommendations will be incorporated into the 2026 budget preparation process.

Action Items:

- Continue sensitization on property rates payment and engage legal procedures where necessary - Finance Department - Ongoing
- Continue engagements with traditional leaders on land acquisition for district expansion - Council Management - Ongoing
- Seek donor support for filling station improvement through ZDSP - Human Resource Department - December 2025
- Ensure all new structures comply with disability-friendly standards - Engineering Department - Ongoing
- Compile and review all stakeholder submissions for 2026 budget - Planning Department - 30th November 2025

Next Steps:


Stakeholders are urged to continue engaging with the Council during budget implementation and monitoring phases to ensure transparency and accountability in service delivery.

6. Closing Remarks

In his closing remarks, the Council Secretary thanked all stakeholders for their active participation, valuable contributions, and commitment to community development. He assured the meeting that the Council would consider all submissions fairly within available budgetary provisions.

He further urged stakeholders to continue engaging with the Council during the budget implementation and monitoring phases to ensure transparency and accountability in service delivery.

After saying these words, he officially closed the meeting at 15:00 hours.



Chairperson



Secretary



Prepared by: Josephine Chembe, Administrative Officer, Chadiza Town Council





