NYIMBA TOWN COUNCIL

Meeting Title: Women Stakeholder Engagement on 2025 Budget Performance and 2026 Budget Submission.

Date: 11th September 2026.

Time: 08:30 – 10:00 hours.

Location: Chiweza Primary School – Chiweza Ward.

Facilitator:

1. Gibson Mweemba – Council Secretary.
2. Monica Chishimba – Director Finance.
3. Joan Kapesa – Community Development Officer.
4. Pelivis Masongozi – Director Planning.
5. Wallace Mshoka – Environmental Planner.
6. Godfrey Keembela – Chief Planner.

ATTENDEES:

No.	Name	Women's Group / Association	Ward
1	Faneli Lungu	Tilimbe Women's Group	Chinambi
2	Moureen Lungu	Tiyanjane Women's Group	Chinambi
3	Nelia Tembo	Tilimbike Women's Group	Chinambi
4	Adness Ngulube	Tione Club	Chinambi
5	Magret Mwenda	Mapalo Women's Group	Chinambi
6	Beatrice Sakala	Katuba Women's Group	Chinambi

No.	Name	Women's Group / Association	Ward
7	Rosemary Daka	Happy Women Saving Group	Chamilala/Mombe area
8	Loyce Phiri	Choonadi Women's Group	Vizimumba
9	Grace Moyo	Titukuke Johnchabala Women's Group	Vizimumba
10	Joyce Mwanza	Sikwenda Women's Group	Lwezi
11	Lina Chikula	Umozi Women's Group	Lwezi
12	Phiri Salome	Tilangiwe Women's Group	Msima
13	Janipher Zulu	Chimwemwe Women's Club	Msima
14	Veronica Tembo	Baundale Women's Club	Msima
15	Natalia Mwanza	Mwase Women's Development Club	Chiweza
16	Mrs Kayombo	Maden Women's Cooperative	Chiweza
17	Jenipher Daka	Chikondi Development Club	Nyimba
18	Gladys Mwanza	Chikuyu Women's Group	Nyimba
19	Christina Phiri	Wasala Weka Women's Club	Nyimba
20	Banda Mulira	Tasintha Women's Club	Nyimba
21	Beauty Nyangu	Kapalepale Women's Club	Nyimba
22	Catherine Phiri	Kamembe Women's Group	Kaliwe
23	Margre Mwanza	Kalubila Women's Club	Kaliwe
24	Rabecca Tembo	Chikondano Women's Club	Kaliwe
25	Catherine Tembo	Uweka Women's Club	Kaliwe
26	Joyce Mwale	Joinani Women's Club	Katipa
27	Shumba Catherine	Nyamilando Cooperative	Mtilizi
28	Monica Mtonga	Ngubvu Women's Club	Mtilizi
29	Iwell Lungu	Nzeruniweka Women's Club	Mtilizi
30	Aliness Tembo	Mama Women's Club	Chamilala
31	Elizabeth Tembo	Snow Burner Cooperative	Chamilala
32	Tembo Avelina	Tangaweka Women's Group	Chamilala

No.	Name	Women's Group / Association	Ward
33	Maggie Phiri	Tilipo B Women's Club	Ngozi
34	Phiri Catherine	Changamukani Cooperative	Ngozi
35	Agness Lungu	Nyampundu Cooperative	Ngozi

2. AGENDA

1. Opening Remarks.
2. Presentation on Budgeting and Planning Framework.
3. Presentation on 2025 Budget Performance.
4. Presentation of 2026 Budget Proposals and Submissions.
5. Plenary Session.
6. Closing Remarks.

3. OPENING REMARKS

The meeting commenced at 08:30 Hours at Chiweza Primary School. The Council Secretary welcomed all women representatives and other invited stakeholders to the engagement and expressed appreciation for their participation in the budget preparation process.

She emphasized that the purpose of the engagement was to provide a platform for women to actively contribute to the Council's planning and budgeting process by highlighting issues, needs and development priorities affecting women, households and communities in Nyimba District. She noted that the participation of women was important in ensuring that the Council's programmes and budget allocations were responsive, inclusive and reflective of the needs of different groups within the community.

The Director of Planning encouraged participants to freely share their experiences, concerns and recommendations, particularly on matters relating to women's economic empowerment, livelihoods, access to markets, health, education and skills development, social protection, water and sanitation, community infrastructure, environmental protection and other issues affecting women's participation in local economic and social development.

She further explained that the views and submissions from the engagement would contribute to the identification and prioritisation of programmes and activities during the budget preparation process. She stressed the importance of constructive participation, transparency, accountability and inclusiveness in ensuring that Council resources are directed towards programmes that address genuine community needs.

The meeting was informed that women's participation in planning and budgeting is essential to ensuring that development interventions respond to the realities faced by women and households in the district. Participants were therefore encouraged to use the engagement to identify priority areas, propose practical solutions and make recommendations that could be considered in the formulation of the Council's budget and development priorities.

4. PRESENTATION ON THE BUDGETING AND PLANNING FRAMEWORK

The meeting received a presentation on the budgeting and planning framework. Nyimba District was presented as having an estimated population of 145,119, covering approximately 11,215 km² and comprising 15 wards in two constituencies. Agriculture remains a major component of the local economy, with implications for infrastructure, markets, transport and other development priorities.

The presentation emphasised the importance of linking annual budgets to the Council's development planning framework, including the Integrated Development Plan (IDP) and national development priorities. The decentralization agenda and participatory governance approach were also highlighted as important in strengthening local decision-making, accountability and community participation.

The meeting noted that budget priorities should be realistic, results-oriented and aligned to available resources. Particular attention was drawn to revenue mobilization, infrastructure development, public health and environmental protection, transport services, economic and business development, and community development.

5. PRESENTATION ON 2025 BUDGET PERFORMANCE

The meeting was informed that the 2025 financial statements had been prepared and that the 2025 draft was undergoing audit. The available Council performance materials did not provide a complete audited 2025 revenue-and-expenditure schedule; therefore, no unaudited 2025 figures were presented as final figures during the drafting of these minutes.

The meeting nevertheless noted the importance of using lessons from the 2025 financial year to strengthen revenue collection, expenditure control, project implementation, debt management and the preparation of subsequent budgets. Stakeholders were encouraged to consider the current financial position and implementation experience when making submissions for the 2026 budget.

6. PRESENTATION OF 2026 BUDGET PROPOSALS AND CURRENT PERFORMANCE POSITION

The Director of Finance presented the 2026 budget framework and the mid-year position for January to June 2026. The approved 2026 budget was reported at K100,187,500, comprising local revenue and national grants. By 30th June 2026, total receipts were reported at K28,486,519.88, representing 28% of the annual budget. The presentation attributed the low overall performance to weak performance in own-source revenue streams and delayed disbursement of grants.

6.1 Local Revenue Performance

The following major local revenue performance issues were highlighted:

- Property rates collected were K340,777.40, representing 9% of the annual budget. Low collection was linked to poor compliance and the inclusion of government properties in the valuation roll whose rates were considered uncollectable.
- Personal levy achieved 72% of the annual budget at K10,521.25.
- Fees and charges achieved K1,289,338.00, representing 27% of the annual budget. The budget had included K2 million anticipated from metal certification, whose certification process was still underway.
- Licences achieved K42,324.33, representing 12% of the annual budget. The Council noted that many licences had been renewed in 2025 and performance was expected to improve in the next renewal cycle.
- Levies achieved K677,790.00, representing 23% of the annual budget. The performance was affected by an overstatement linked to anticipated carbon-credit-related revenue.
- Permits achieved K364,156.00, representing 62% of the annual budget.
- Charges recorded K362,939.00, representing 301% of the annual budget, attributed to the creation and offering of more plots than had been anticipated in the budget.
- Other income significantly exceeded the annual budget because of collections including loan repayments and funds not originally budgeted for.

The meeting noted that the Council had automated its revenue management system through the LGIIS, had conducted public sensitisation meetings on revenue collection, maintained a revenue checkpoint and continued updating its revenue database. The Council also reported that 1,500 trading licences had been issued during the period under review.

6.2 National Grants and Transfers

National grants were reported to have performed at 28% overall, with total disbursements of K24,874,071.35 against the annual national-grants budget of K87,434,769.00. The main concern was delayed disbursement of funds.

Grant	Annual Budget	Disbursed by 30 June	Performance
CDF	K40,032,550.00	K13,671,085.12	34%
Roads Grant	K6,351,370.00	K2,000,000.00	31%
Health Grant	K3,804,401.00	K885,280.00	23%
LGEF	K10,151,813.58	K3,015,940.91	30%
Grant in Lieu of Rates	K300,000.00	K0.00	0%
ZDSP	K2,693,736.84	K0.00	0%

6.3 Expenditure Performance

Total expenditure was reported at approximately K23.6 million, equivalent to about 24% of the approved annual budget. Expenditure was largely dependent on the availability and timing of funding.

Programme	Actual Expenditure	Performance on Annual Budget
Constituency Development Funds	K13,863,461.52	69%
Management & Support Services	K4,343,618.70	96%
Integrated Development Planning	K586,574.00	66%
Public Order and Safety	K281,572.90	87%
Economic & Business Development	K23,465.40	19%

Transport Services	K687,524.10	11%
Public Health & Environmental Protection	K416,274.20	21%
Resource Mobilisation & Management	K1,063,374.10	39%
Social Protection & Community Development	K100,000.00	0.4%

6.4 Debt Position

The meeting was informed that the total outstanding debt stock at 30th June 2026 was reported at approximately K18.47 million. The liabilities included PAYE owed to ZRA, NAPSA, LASF, NHIMA, medical insurance, union contributions, long service bonus, settling-in allowance and terminal benefits. The materials further showed that government support through a salary bail-out contributed to the liquidation of salary arrears.

6.5 Development and CDF Projects

The meeting noted progress on a number of CDF-supported projects. Completed or substantially advanced activities included procurement of banana boats, procurement of a motorbike for Chinambi Rural Health Centre, completed borehole projects, installation of a solar system at the District Education Board Secretary's office, and construction works at several schools and road projects.

Other projects were at procurement, mobilisation or construction stages. These included feeder-road works, classroom blocks, a mothers' shelter, boreholes and mechanisation projects, a perimeter wall fence, and the proposed procurement of land for a modern bus station. The project schedule indicated that implementation was affected in some cases by delayed funding.

6.6 Economic and Business Development

Under Economic and Business Development, the Council reported that two business ventures had been recorded against an annual target of 80, two artisanal mining activities had been inspected, and four stakeholder meetings on licensing had been conducted against a target of five. The meeting also noted that the revenue management system had been automated, 1,500 trading licences had been issued, and the process of obtaining the Metal Exchange/Certification Licence was underway.

The performance assessment further identified inadequate local resources as a constraint to implementation of economic and business development activities and recommended intensified revenue mobilisation and continued stakeholder engagement.

7. PLENARY SESSION: STAKEHOLDER DISCUSSIONS AND SUBMISSIONS

During the plenary session, women stakeholders were given an opportunity to seek clarification on the budget preparation process, share experiences and concerns affecting women in the district, and make submissions on programmes and priorities that they would like the Council to consider in the 2027 budgeting and planning process. The discussions focused on practical interventions that could contribute to women's economic empowerment, improved livelihoods, social welfare and access to basic services. The following issues formed the key areas of discussion and proposed action:

- **Women's economic empowerment and livelihood opportunities:** Stakeholders emphasised the need for Council programmes to support women to establish and expand income-generating activities. They proposed increased opportunities for women to access skills training, entrepreneurship support and information on available grants and empowerment programmes.
- **Access to markets for women-led businesses:** Women stakeholders highlighted challenges in accessing reliable and affordable markets for agricultural produce and other products made by women. They proposed that the Council consider measures that could improve linkages between women producers, traders, local markets and potential buyers.
- **Skills development and vocational training:** The meeting emphasised the importance of practical skills development for women and young women, particularly in areas that can generate sustainable livelihoods. Participants proposed greater access to training in entrepreneurship, agriculture, livestock production, tailoring, food processing and other marketable skills.
- **Support for women in agriculture and livestock:** Stakeholders noted that many women depend on agriculture and livestock-related activities for household income and food security. They called for increased access to agricultural information, extension services, livestock disease prevention programmes and other interventions that can strengthen women's productivity and household livelihoods.

- **Access to financial services and empowerment programmes:** Women raised the importance of improving awareness and access to available grants, loans and other empowerment opportunities. Stakeholders proposed that Council and relevant institutions strengthen sensitisation so that women understand application procedures, eligibility requirements and opportunities available to them.
- **Water and sanitation services:** The meeting highlighted the importance of reliable water and sanitation infrastructure, particularly because women often bear significant household responsibilities related to water collection and household care. Stakeholders requested continued prioritisation of water-point rehabilitation, sanitation and maintenance of existing facilities.
- **Health services affecting women and families:** Women stakeholders emphasised the need for accessible and responsive health services, including maternal and reproductive health services, health education and community-level interventions. They encouraged continued investment in health facilities and community sensitisation programmes.
- **Social protection and support for vulnerable women:** Stakeholders called for continued attention to vulnerable women, including elderly women, women living in difficult circumstances and households requiring social support. The meeting encouraged improved awareness of available social protection programmes and strengthened linkages between vulnerable households and relevant support services.
- **Women's participation in local economic development:** Participants emphasised the importance of involving women in community development initiatives and decision-making processes that affect their livelihoods and welfare. They encouraged the Council to maintain regular engagement with women's groups and associations when identifying development priorities and preparing future budgets.
- **Environmental management and clean communities:** Women stakeholders discussed the importance of clean and healthy communities and encouraged greater participation of women in environmental management activities, waste management, tree planting, sanitation campaigns and other community-based environmental initiatives.
- **Access to information on Council programmes and services:** Stakeholders requested that information on Council programmes, budgets, empowerment

opportunities, licences and other services be communicated through accessible channels. They noted that timely information would enable more women to participate meaningfully in planning and take advantage of available opportunities.

- **Support for women-led enterprises and business formalisation:** The meeting discussed the need to encourage women operating small and informal businesses to formalise their enterprises. Stakeholders proposed continued sensitisation on business registration, trading licences and compliance, while encouraging approaches that are accessible to small-scale women entrepreneurs.
- **Community infrastructure and local development priorities:** Women stakeholders emphasised that infrastructure such as roads, markets, water points and other community facilities directly affects women's ability to conduct businesses, access services and participate in economic activities. They therefore requested that such infrastructure continue to be considered during the prioritisation of Council programmes.
- **Strengthening continued dialogue with women stakeholders:** The meeting proposed that women's stakeholder engagements should continue beyond the annual budget consultation process. Regular dialogue was considered important for tracking emerging needs, receiving feedback on implemented programmes and ensuring that women's priorities remain visible in subsequent planning and budgeting processes.

The Council acknowledged the submissions and emphasised that stakeholder views would be considered alongside available resources, statutory requirements, development priorities and the overall budget framework during the budget preparation process. Stakeholders were encouraged to continue participating in Council planning and development processes and to work collectively with the Council and other relevant institutions in addressing identified community needs.

8. KEY RESOLUTIONS AND ACTION POINTS

No.	Resolution / Action	Responsible	Timeframe
1	Strengthen programmes aimed at women's economic empowerment and livelihood improvement, including entrepreneurship support, income-generating activities and access to available empowerment opportunities.	Planning / Community Development / Economic & Business Development	Ongoing; prioritised during budget implementation

No.	Resolution / Action	Responsible	Timeframe
2	Strengthen skills development and vocational training opportunities for women and young women, with emphasis on practical and marketable skills that can support sustainable livelihoods.	Planning / Community Development / Skills Development Stakeholders.	During 2027 budget planning and implementation
3	Improve access to markets and economic opportunities for women-led businesses and agricultural producers through stakeholder linkages, market information and support for local enterprise development.	Economic & Business Development / Planning.	Ongoing
4	Enhance support for women involved in agriculture and livestock production, including access to extension services, disease prevention information, training and other relevant agricultural interventions.	Agriculture / Fisheries & Livestock / Planning	Ongoing
5	Strengthen sensitisation on grants, loans and other women empowerment programmes, including information on eligibility, application procedures and available opportunities.	Community Development / Planning / Relevant Stakeholders	Ongoing; intensified during programme cycles
6	Prioritise water, sanitation, health and community infrastructure needs identified by women stakeholders during the planning and budgeting process, subject to available resources.	Planning / Engineering / Public Health / Health	During budget prioritisation and implementation
7	Strengthen support and referral mechanisms for vulnerable women and households, including improved awareness of available social protection and community support services.	Social Welfare / Community Development	Ongoing
8	Maintain regular engagement with women's groups and associations to ensure that women's priorities are incorporated into Council planning, budgeting and monitoring processes.	Planning / Community Development / Council Management	Ongoing; at least during annual budget consultations
9	Encourage and support women-led businesses to formalise and comply with applicable Council requirements, while continuing sensitisation on registration, licensing and business opportunities.	Economic & Business Development / Revenue	Ongoing
10	Consolidate the submissions and priorities raised by women stakeholders and incorporate feasible proposals into the Council's planning and budgeting process, taking into account available resources and statutory requirements.	Planning / Finance / Council Management	Before final budget submission

9. CLOSING REMARKS

In closing, the Director of Planning thanked the women stakeholders for their participation, openness and constructive contributions to the budget preparation process. She appreciated the issues and priorities raised during the engagement, particularly those relating to women's economic empowerment, livelihoods, skills development, access to markets, agriculture, health, water and sanitation, social protection and community development.

The Director reaffirmed the Council's commitment to promoting inclusive and participatory planning and budgeting, noting that the views of women are important in ensuring that Council programmes and resource allocations respond to the needs and priorities of women, households and communities in the district.

The Council reiterated that the submissions and recommendations raised during the engagement would be consolidated and considered in the planning and budgeting process, subject to available resources, statutory requirements and the overall budget framework.

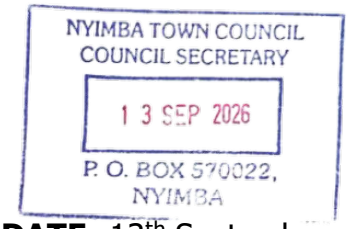
The Director encouraged the women stakeholders to maintain continued engagement with the Council and to participate in future planning, development and monitoring activities.

Next Meeting

The meeting was informed that the next consultative meeting would be held as follows:

- **Date:** 26th January, 2027.
- **Time:** 09:30 – 13:00 hours.
- **Venue:** Nyimba Town Council Chamber.

CERTIFIED AS A TRUE AND CORRECT RECORD OF THE PROCEEDINGS



Signed By: **COUNCIL SECRETARY**.....**DATE:** 13th September, 2026.

Annexes – Selected Pictures of Women Stakeholder Engagement Meeting.

NYIMBA TOWN COUNCIL | WOMEN STAKEHOLDER ENGAGEMENT | 11 SEPTEMBER 2026.