



PETAUKE TOWN COUNCIL

MINUTES OF THE PETAUKE TOWN COUNCIL BUDGET CONSULTATION STAKEHOLDERS ENGAGEMENT MEETING HELD IN THE CONFERENCE ROOM CIVIC CENTRE, PETAUKE ON WEDNESDAY 5TH NOVEMBER 2025 FROM 11:20 HOURS TO 14:02 HOURS.

PRESENT:

Name	Position	Organisation
1. Innocent Mwansa-	Ag Director Planning-	Petauke Town Council/ Chairperson
2. Enock K Ngulube -	Director HRA -	Petauke Town Council
3. Rebecca Mazunda -	Ag Director Finance -	Petauke Town Council
4. Sonia Kondolo -	Accountant -	Petauke Town Council
5. Esther Phiri -	Environmental Planner-	Petauke Town Council
6. Ephraim Kafula -	Socio Economic Planner_	Petauke Town Council
7. Abzack B Phiri -	Comm Dev. Officer -	Petauke Town Council
8. Corinne Mwanza -	Public Relations Officer-	Petauke Town Council
9. Monica K Mumba-	Ass. Comm. Clerk -	Petauke Town Council
10. Kalipeni Njobvu -	Chairperson -	Chilimanyama WDC
11. Edward Mwale	Chairperson -	Petauke Main Market
12. Daka Aaron -	Chairperson -	Chileya Market
13. Simon Zulu -	Zonal Representative-	Chilimanyama WDC
14. Moses Phiri -	Chairperson -	Behind Bus Station
15. Ruth Ngoma -	Reporter -	PASME Radio
16. Maxwell Phiri -	Chicken Seller -	Chileya Market
17. Moffat Mwanza -	Chicken Seller -	Chileya Market
18. Philimon Mwanza-	Chicken Seller -	Chileya Market
10. Maureen Mwanza-	Chicken Seller -	Chileya Market
20. Ashley Miyoba -	Executive Officer -	OOP (SD)
21. Lupupa Mwaba -	Executive Officer -	OOP (SD)
22. Dauti Banda -	Zone Representative-	Nyika WDC
23. Joseph Tembo -	Station Manager -	PASME Radio
24. Kosamu Zulu -	Member -	Petauke Chamber of Commence
25. Nicholas M Banda-	Zone Representative -	Ward Development Committee

CALL TO ORDER

The meeting was called to order by **Mr. Innocent Mwansa**, Acting Director Planning at 11: 20 hours followed by a prayer offered by **Ms. Ruth Ngoma** from PASME Radio.

PTC/SBEM/04/11/25: CHAIRPERSON OPENING REMARKS

In his opening remarks **Mr. Innocent Mwansa**, Acting Director Planning welcomed everyone to the meeting and urged every to actively participate in the deliberations. He informed the Stakeholders that the engagement meeting was aimed at reviewing the performance of the 2025 income and expenditure Budget and address the challenges faced during the period under review. He further informed the stakeholders that, most importantly, the meeting was convened to receive submissions for the 2026 fiscal year so that the resultant budget could be a reflection of the community needs.

The remarks by the Acting Director Planning were noted.

PTC/SBEM/05/11/25: PRESENTATION ON THE 2025 BUDGET PERFORMANCE

1. Introduction

It was reported that Petauke Town Council was undertaking the budget performance review and preparation **pursuant to Section 41, Part VI of the Local Government Act No. 2 of 2019.**

The Acting Director Finance presented the 2025 budget performance covering the period ending 30th September, 2025 while highlighting the challenges faced by the Local Authority in the execution of the budget.

2. Objectives

The objectives of the Stakeholders Engagement meeting were presented to the stakeholders as follows:

- To review 2025 Budget Performance
- To explain challenges faced by Petauke Town Council in the Execution of the Budget
- To sensitise stakeholders on the revised fees and Charges
- To create awareness among stakeholders on the payment methods available
- To receive stakeholders' inputs for the 2026 budget

- To ensure fiscal plans were aligned with community needs.

3. Presentation

The Acting Director Finance explained that the Council was highly indebted especially to the Statutory Bodies such as the National Pension Scheme Authority (**NAPSA**), Local Authorities Superannuation Fund (**LASF**), Zambia Revenue Authority (**ZRA**) and on salaries and wages to employees and retired staffs.

Further, The Acting Director Finance explained to the stakeholders on the utilization of the 2023 funds received under the **Zambia Devolution Support Program (ZDSP)**. She also eluded to the stakeholders the approved project under **2024** Capital Grant budget as follows;

i. Construction of a bus station at Petauke turn off

ii. Construction of an engineered land fill

The total budgetary allocation for both projects was reported as **K8, 340,000.00**

In addition, Stakeholders were informed that the Council would, effective **January 2026**, increase toilet and market levies from the current **K2 to K3**. The increase was aimed at cushioning the cost of maintaining the markets and public toilets, ensuring they remained clean and functional at all times.

The Acting Director Finance also reported that the Council would, effective **January 2026**, introduce daily parking fees for motor bike and bicycle operators as follows;

- i. **Bicycles** - **K2.00 per day**
- ii. **Motor Bikes** - **K5.00 per day**

4. Stakeholders Submissions

Stakeholders expressed their displeasure on the **39%** collection efficiency as at 30th September, 2025. They also sought for clarification on the actual expenditure on **Cash for Work** and **Travel Expenses Slot** highlighting the differences of about **K4, 000, 000** and **K200, 000.00**, over planned budget respectively.

Further, Stakeholders also emphasized on the need to remove the street vendors adding that the situation also

contributed to the low collection efficiency on market fees. The Chairperson of Chileya market lamented that the vendors were disadvantaging the traders in Chileya market as well as the Council in terms of revenue. They describe Chileya as a “graveyard”

Members also proposed that the Council should repossess uncompleted shops at Chileya market which were making the market look untidy. They also suggested advertising open spaces along omelo mumba road and an area near **ZESCO** for development, to generate revenue for the Council. Additionally, stakeholders proposed that Council should begin charging/levying individuals occupying land near **ZESCO**, using it for pillar making and car washes. It was suggested that each stand along omelo mumba road pay **K50.00** per month.

Stakeholders mentioned that Council’s revenue collection was limited to business permits and daily levies within the **Central Business District (CBD)** and the 3 main markets: Chileya, Main Market and Showgrounds. They noted that people selling merchandise (**bwandila**) in Mwanjawanthu chiefdom were not being targeted for revenue collection.

The Chairperson of main market raised concerns about the daily closure of the toilet at **16:00 hours** and congestion at the toilet forcing people to relieve themselves in unfinished shops and drainages. He also emphasized the need for council to consider constructing a toilet at the market area behind fire station.

The Chilimanyama Ward Development Committee Chairperson suggested allowing installment payment for business permits and blamed political interference for non-compliance and the council’s failure to remove the street vendors. He also mentioned that the engagement of Revenue Collectors in Chilimanyama ward was awaiting guidance from management. He also welcomed the proposed construction of a bus station at the turn off.

Stakeholders also urged the Council to also consider completing the construction of the stadium and building shops around it to boost revenue.

The WDC Zonal representative for Kawere zone in Chilimanyama ward submitted that the introducing motor bicycle and motor bikes fees and increasing of toilet and market levies during an election year was a bad move, as it wouldn't be well received by the Community.

5. Consideration on 2025 Projects under Integrated Development Plan

The Environmental Planner Ms. Esther Phiri reported that Council was earmarked to receive a capital grant to support decentralization and therefore the community was required to propose a project enshrined in the Integrated Development Plan to be considered for funding for the 2025 financial year.

The Proposed project are as listed below;

1. Community Hall
2. Public Car Parks
3. Resource Centre (Library)
4. Markets
5. Construction of tracking bay

Stakeholders were encouraged to prioritize the projects presented and suggest construction site.

Reactions.

It was generally noted that the problem of street vending was not a one-sided issue requiring the Council to deal with alone, rather there was political interference that needed to be addressed in order to score success.

It was also clarified that the Cash for Work program budget was initially supposed to end in August 2025, but government funding continued until October, 2025 thereby causing the budget and expenditure differences adding that the program had since been suspended. The Acting Director Finance added that some figures were carried forward from 2024 balances.

On travel expenses, the Director Human Resource and Administration stated that budgets were estimates and what was presented were actual expenses. He cited increments in fuel prices and subsistence allowances for the Officers as a reason for the differences.

The Acting Director Planning explained that the introduction of motorcycle fees was aimed to regulate and create a public motorcycle parking spaces, thereby bringing order to the Central Business District. He also said that the **K1.00** increase in toilet and market levies was actually too minimal, especially when compared to other district in the province, sating Petauke Town Council was charging less.

After a long deliberation, it was;

RESOLVED THAT:


- i. Council management to put in place measures to collect revenue from traders selling merchandise (bwandila) in Mwanjawanthu and Mumbi chiefdom by registering vendors, issuing permits and setting up collection points.
- ii. The daily closure time of the Toilets in the Market/ Bus station be reviewed by management to allow members of the public access to the facility.
- iii. Management to Plan for the Construction of a modern toilet/Ablution block at the Market area behind fire station.
- iv. The Stakeholders Engagement meeting be conducted quarterly for performance review.
- v. The street vendors be given a priority when allocating trading spaces at the new market under construction
- vi. The Proposed projects in the Integrated Development Plan (IDP) be ranked as listed follows:
 1. Community Hall
 2. Construction of tracking bay
 3. Public Car Parks
 4. Markets
 5. Resource Centre (Library)
- vii. The full package construction of a community hall be **CONSIDERED** with the following; children's play park with jumping castles and a provision for people living with Disability.
- viii. Council to conduct sensitization on sand to avoid environmental damage degradation in Chilimanyama ward and take precaution on chole road which had some cracks.

PTC/SBEM/06/11/25: CLOSING REMARKS

The Director Human Resource and Administration thanked members for their contributions and noted that emphasis

was on 39% collection efficiency on the own source revenue. He also intimated that the engagement meeting was fundamental in seeking consensus on contentious issues that would otherwise affect the smooth operations of the Council in the provision of services.


Having exhausted the items presented, the meeting was declared closed after a prayer by Mr. Simon Zulu at 14:02 hours.

Prepared by: 

Name: Monica Mumba

Role: Assistant Committee Clerk

Department: Human Resources and Administration

Approved by: 

Innocent Mwansa

Ag Director of Planning

Petauke Town Council

