KAOMA TOWN COUNCIL

MINUTES OF THE ZAMBIA DEVOLUTION SUPPORT PROGRAM MEETING BY HODs HELD ON MONDAY 10TH NOVEMBER, 2025 IN THE CONFERENCE ROOM AT 9:00 HOURS.

MEMBERS PRESENT:

1. Karen Mwamba	-	Director Planning
2. Lilato Mwitha	-	Director Finance
3. Raymond Katongo	-	Assistant Director Engineering
4. Joseph Chikashi	-	Forestry
5. Stanely Shikabone	-	Chief Administrative and Committee Officer
6. Lawrence Tshabalala	-	District Health Services
7. Chainda Chainda	-	Fisheries and Livestock
8. Angela Bwalya	-	Zambia Correctional Service
9. Chabalanga Ng'ambi	-	Agriculture
10. Dickson Pola	-	District Education Board Secretary
11. Chipo Simasiku	-	Health Inspector
12. Martin Kambunji	-	Systems Analyst
13. Muyangana Siamalambo	-	Socio Economic Planner
14. Fwelu Kakinga	-	Health Education Officer

ABSENT WITH APOLOGY: None was given.

1. Prior to the commencement of the meeting, an opening prayer was offered by Dr. Chainda Chainda

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02 DEC 2025
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AGENDA:

1. Opening prayer
2. Introductions
3. Opening remarks
4. Presentation on ZDSP and Utilisation Guidelines
5. Presentation and Evaluation of proposed projects
6. Any other business
7. Closing remarks
8. Closing prayer

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MZDSP/01/11/2025 NOTICE OF MEETING

The notice of meeting was taken as read.

MZDSP/02/11/2025 OPENING REMARKS

The Director Planning warmly welcomed all the members to the meeting and encouraged the members to fully participate in the project identification and evaluation to ensure that the selected projects encompass all communities in the district to enhance the socio-economic status of the district.

MZDSP/03/11/2025 PRESENTATION ON ZDSP AND UTILISATION GUIDELINES

A presentation was made by the Director Planning on the general overview of Zambia Devolution Support Program (ZDSP) and its guidelines in project proposal/ selection. She explained all the requirements needed to qualify for funding under the same program and also elaborated on the importance of stakeholder engagement at all levels of the project from proposal through to implementation and completion to ensure it is accepted and owned by the community. She further explained both the positive and negative utilization lists (acceptable and non-acceptable utilization guidelines) prior to opening the floor for proposals and evaluations.

MZDSP/04/11/2025 PRESENTATION AND EVALUATION OF PROPOSED PROJECTS

1. The first project that was proposed was an abattoir as the current one is dilapidated and is located in the central business district. Further deliberations brought out aspects of having a standard slaughter slab with all the required amenities which will be able to effectively and efficiently serve the people in the district and should be easily accessible.

2. The second project that was proposed was a market facility that serves communities in a way that all wholesalers and retailers in the district benefit from it and is easily accessible. This was to curb on unconducive habits such as wholesalers e.g. farmers from far places spending nights in undesignated

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places to sale their produce as both wholesalers and retailers. Possible proposed areas for the establishment of the bulking center and abattoir included strategic places with high population such as Chilombo – Nyango - Kalumwange roads as well as Kazanga area.

After a lengthy discussion, it was agreed that a standard bulking center can be constructed on the western side of the Central Business District (CBD) with all necessary and required amenities as outlined below;

S/N	AMENITY	REASON
1	Storage rooms	For people to store their merchandise in a safe space as they come for business in the district.
2	Bulking Center (inclusive of an Abattoir)	An upto standard abattoir with all necessary requirements such as holding pens, cold rooms and/or chillers, etc.
3	Cold rooms and chillers	These will be used by all farmers who slaughter their animals and also the general public who transport inspected meat for home consumption from different areas and need freezer services.
4	Spray races	These will be constructed in various wards and will be used by farmers to spray and disinfect their animals once a week in their respective wards to prevent diseases and ensure that the animals are healthy even as they

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		are brought to the abattoir for slaughter.
5	Toilets	These will ensure adequate sanitation at the bulking center, prevent open defection and avoid the spread feacal - oral route diseases.
6	Waste bay and waste bins	These will enable the waste produced at the bulking center to be confined in a specific place and prevent indiscriminate waste disposal while waiting for collection by the council.
7	Water reticulation system	This will ensure that the bulking center has water readily available and running for smooth operations of businesses including meat inspection and toilet maintenance.

3. The third project proposed was an ablution block and water reticulation at the mother's shelter wing at Kaoma District Hospital to service the mother's shelter as well as the school for children with special needs as they do not have toilets. The Assistant Director Engineering guided that this might fall off because the project will only be used by a specific group of people and not the public and furthermore, the project will be handed over to hospital management.

4. The fourth project proposed was installation of street lights in the CBD along freedom way road. However, the Assistant Director Engineering guided that the ongoing construction of Nkeyema-Katunda road has an allocation of 5km township roads to be constructed in Kaoma district and the allocation comprises of installation of street lights.

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The DEBS officer then suggested that the street lights under this project can be installed in isolated dark roads that frequently used such as the road going to Kaoma secondary school or research area to enhance on security and order and curb on cases of attacks by street kids (junkies).

5. The fifth project proposed was the construction of a community library. Possible locations for this proposed facility included Kaoma Youth Resource center, Kaoma Trades Training Institute or DEBS office. It was discussed that this facility will have internet access and an online library in addition to physical books to promote research and study by all users.

6. The sixth project proposed was mechanization of boreholes in both Kaoma Central and Mangango constituencies.

After lengthy discussions and scrutiny, it was agreed that projects to be considered for possible funding should include a bulking center, ablution block and water reticulation at mother's shelter and children with special needs, street lights, community library and mechanization of boreholes in both constituencies. Furthermore, the DACO emphasized that whichever project is selected for funding should ensure that all necessary amenities for the smooth running of the project are attached and the works should be up to standard.

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ANY OTHER BUSINESS

It was also highlighted that unlike previously, much thought will be put on ensuring that proposed projects do no end up as white elephants. Thus, the locations of these projects should within communities where they are needed to avoid abandonment. The Assistant Director Engineering, further advised that costs will be advised once all their associated amenities of the proposed projects are comprehensively considered. Additionally, emphasis was made that office of the the DEBS office should be the ideal place to construct the community library. However, there will be need to engage the traditional leadership in the district in cases where council does not have land for some proposed projects.

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MZDSP/06/11/2025

CLOSING REMARKS

In her closing remarks the Director Planning thanked the participants for their active participation during the deliberations and implored everyone to continue rendering their unwavering support towards the development of our district and declared the meeting closed.

MZDSP/07/11/2025

CLOSING PRAYER

The closing prayer was given by Mr. Pola Dickson from DEBS office and the meeting was called to an end at 12:50 hours.

SIGNATURE - SECRETARIATE

10.11.2025
DATE

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