

Stage 1 - Report form: Briefing with Political heads and Management

Country: Zambia

Facilitator: Faides Temba Temba Nsofu

Municipality: Luanshya Council

Date of meeting: 22 June 2010

Attendance: 9

NAME	DESIGNATION	PHONE	FAX	EMAIL
Dorcas Munkombwe Malama	Council Advocate	0977 889961	511950	dorcasmalera@yahoo.co.uk
Gertrude Chibiliti	Director Admin	0966 785778	"	gertrudechibiliti@yahoo.co.uk
Mutakela Kayonde	Director Planning	0966 79 0394	"	mutalelak@yahoo.com
Andrew Kayekesi	Mayor	0966 923945	"	mpatahbe@zamtel.zm
Felix Mulenga	Director Finance	0977 820832	"	damseke@yahoo.com
Moldal Frank Mwakanandi	Director Engineering	0955 905992	"	moldainn@yahoo.com
Fridah Ngaba	Dep. Dir. Env	0966 785698	"	fridahngaba@yahoo.com
Maybin Mulenga	DEHSS	0966 922435	"	Mulenga_maybin@yahoo.com
Namumba Mpatanji	Information Officer/LGAZ	0977 751859	256766	Lga.zambia@yahoo.co.uk

Buy-in to proceed with 'centre of excellence' process obtained?

Letters were written and the response to have the meeting with management was granted by the Town Clerk, during the meeting a briefing was done on the background to the COE. It was during the briefing that members of staff and the senior management were given an opportunity to ask questions and clarify any issues concerning this process and Luanshya Council having being participated in the provincial workshop and the first Local government Summit was pleased that they have been given another opportunity to be part of this process.

Buy-in was given to proceed with the COE was granted by the council senior management, they also requested that they be given time to study the MOU before signing. They promised to send the signed copy as soon as they sign.

Access to conduct a situation analysis obtained?

Access to conduct the situation analysis was granted by the Mayor who was in attendance at this meeting and co-chaired the meeting the forms were distributed to the relevant and key officers.

The situation analysis was done for this council and the forms were collected on the same day.

Contact person/s for the process identified? (*Give name/s and position/s*).

Two names were proposed by the Mayor in the meeting and all the members present seconded.

It was agreed that:

1. Gertrude Chibiliti the Director Admin and Mutakela Kayonde Director Planning be the contact people for the process.

Find their contact details above.

