

**CITY OF MASVINGO**

**MINUTES OF PROCEEDINGS OF THE FINANCE AND GENERAL PURPOSES  
COMMITTEE MEETING, HELD IN THE COMMITTEE ROOM, MUNICIPAL  
OFFICES ON TUESDAY, 19 JULY 2022 AT 3.35 P.M.**

**PRESENT:** Councillor B. Beta (Chairman)  
His Worship the Mayor Councillor C. Maboke  
Councillor S. Manyanga  
Alderman S. Maridza  
Councillor A. Tabe  
Councillor R. Musekiwa

**IN ATTENDANCE:** N. Sozinyu : (Local Governance Studies Student) GZU  
J. Sigauke : Local Governance Studies Student) GZU

**OFFICIALS:** Chamber Secretary  
Chief Environmental Health Officer  
Acting Director of Housing and Social Services  
Acting Director of Engineering Services  
Acting Finance Director  
Chief Internal Auditor  
Senior Accountant  
Assistant Administration Officer  
Assistant Committee Officer

**327. CONFIRMATION OF MINUTES.**

**RESOLVED**

THAT the minutes of the meetings held on 20 June 2022 be taken as read,  
confirmed as a correct record and signed.

*Proposed by Councillor S. Manyanga  
Seconded by Councillor Alderman S. Maridza*

**328. REPORT OF THE ACTING FINANCE DIRECTOR**

**A. STATEMENT OF CONSOLIDATED INCOME AND EXPENDITURE**

Consideration was given to the report of the Acting Finance Director on the statement of consolidated income and expenditure and travel and subsistence allowances payments for June 2022. The report was noted.

**B. HIGH AND LOW DENSITY DEBTORS RECONCILIATION AND DEBT  
COLLECTIONS**

The report of the Acting Finance Director on high- and low-density debtors reconciliation for the month of June 2022 was considered.

The low-density and high density debtors reconciliation had closing balances of ZWL 895 559 383.93 and ZWL272 601 471.99 respectively as at 30 June 2022.

**Minutes: Finance and General Purposes Committee: 19/07/22**

The collection efficiency of 54.77% was recorded for the month of June 2022. The report was noted.

**C. TRAVEL AND SUBSISTENCE ALLOWANCES FOR THE MONTH OF JUNE 2022**

The report of the Acting Finance Director on travel and subsistence allowance payments for the month of June 2022 was noted.

**D. ACTUAL AND PROJECTED CASHFLOW STATEMENTS**

The actual cashflow position and projected cashflow statements for the period March up to September 2022 was noted.

**E. PROCUREMENT OF FIRE TENDERS FROM BELARUS ON BEHALF OF LOCAL AUTHORITIES**

Consideration was given to the report of the Acting Finance Director on the letter from the Permanent Secretary in the Ministry of Local Government and Public Works advising that the Government will procure Fire Tenders on behalf of Local Authorities utilizing the 2022 Devolution fund allocations. The City of Masvingo would get two fire tenders at a cost of USD464 396 each. The 2022 Devolution allocation was ZWL\$253 107 300 and Council was being advised to reprioritize the Devolution Funds to accommodate the cost of the fire tenders.

The Committee raised concern that Fire Tenders were not a priority to the City of Masvingo. The City of Masvingo was in need of refuse trucks, tipper trucks, grader and Ambulances. The Committee counter proposed that the Government should consider procuring two refuse trucks, a tipper truck, Grader and an Ambulance for the City of Masvingo using the devolution funds in place of the fire tenders.

**RESOLVED TO RECOMMEND**

1. THAT the position of Government through the Ministry of Local Government and Public Works, to procure two Fire Tenders for the City of Masvingo at a cost of USD464 396.00 each be turned down on the basis that Fire Tenders were not a priority for the City. **TC**
2. THAT the Town Clerk be instructed to request the Ministry of Local Government and Public Works, to procure 2 Refuse Trucks, Tipper Truck, Grader and an Ambulance in place of two Fire Tenders for the City of Masvingo, under the 2022 Devolution fund allocation. **TC**

**F. REQUEST FOR REVIEW OF PRICE ON OFFER TO PURCHASE CONDITION OF SERVICE VEHICLE T. GOZO.**

Consideration was given to the report of the Acting Finance Director on appeal by the former Director of Engineering Services, Mr T. Gozo, for review of the price for his official vehicle.

**Minutes: Finance and General Purposes Committee: 19/07/22**

It was reported that the Finance and General Purposes Committee meeting of 16 May 2022 recommended Minute 193(F):

*“That the request by Mr T. Gozo, former Director of Engineering Services for reduction of selling price of the conditions of services Mazda Double Cab vehicle registration number ADY1628 from the revalued price of USD12 800 to USD3 840 be treated in line with the existing policy governing disposal of conditions of service vehicles and the precedence set in the disposal of the Town Clerk’s vehicle Minute 309(D)(1)(ii) of the Special Council meeting held on 29 July 2021”.*

Management deliberated on the matter and realized that the policy gap lies in the valuation of the conditions of service vehicles that would have outlived their useful life before disposal. To fill this gap Management recommended that a residual value of 5% be put on vehicles that would have reached their useful lives and the condition of service vehicles would be disposed at this residual value. The vehicle was procured at USD62 900 in 2015 and the residual value would be USD3 145.00. The Committee requested that Council formulate a policy to deal with such cases in future. The matter was put in abeyance pending a formulation of a Council policy on disposal of official vehicles.

**RESOLVED TO RECOMMEND**

1. THAT the appeal by Mr T. Gozo for review of the disposal price of his official vehicle Mazda BT50 ADY 1628 be put in abeyance pending formulation of a council policy on disposal of official vehicles. **TC**
2. THAT the Acting Finance Director be instructed to facilitate the formulation of a policy for disposal of official vehicles. **AFD**

**G. CONTRIBUTIONS TOWARDS PRODUCTION OF THE MASVINGO INVESTMENT OPPORTUNITIES DOCUMENTARY**

Consideration was given to the report of the Acting Finance Director on the contributions towards the production of the Masvingo Investment opportunities documentary. It was reported that Council through resolution 193(D) of the Finance and General Purposes Committee meeting held on 16 May 2022 resolved;

*“That Council makes a donation of RTGS65 000 to the Masvingo State Occasions Committee for the production of Masvingo Investments opportunities documentary drawn from the 2022 Sundry Donations Vote”.*

Council received a letter from the Minister of State for Provincial Affairs and Devolution specifying that the contributions for Urban Local Authorities be pegged at ZWL\$150 000 for the production of the documentary. It was noted that the City of Masvingo be featured in the documentary. The request was granted.

**RESOLVED TO RECOMMEND**

1. THAT Council amends resolution 193(D) of 16 May 2022 by deleting RTGS65 000 and replacing it with ZWL\$150 000. **AFD**

**Minutes: Finance and General Purposes Committee: 19/07/22**

2. THAT the Acting Finance Director be instructed to pay ZWL150 000.00 to the Masvingo State Occasions Committee, as contribution towards the production of the Masvingo Investment Opportunities Documentary.

AFD

**H. CONTRIBUTIONS TOWARDS URBAN COUNCILS ASSOCIATION OF ZIMBABWE (UCAZ) 2022 GOLF CHARITY TOURNAMENT TO BE HELD ON 15 JULY 2022 AT THE ZIMBABWE REPUBLIC POLICE GOLF COURSE IN HARARE.**

Consideration was given to the report of the Acting Finance Director on the contributions towards the 2022 Golf Tournament to be held in Harare on 15 July 2022. Council received a letter from the Urban Councils Association of Zimbabwe to the effect that each local authority should contribute ZWL\$250 000 towards the fundraising golf tournament. The tournament would be held by UCAZ in conjunction with the Angel of Hope Foundation and the Department of Social Development with the proceeds going towards the rehabilitation of Nyangombe former refugee camp into a Youths Skills Development Centre. It was highlighted that the contribution had already been made since time was running out. The payment was ratified.

**RESOLVED TO RECOMMEND**

THAT the payment of ZWL\$250 000 to Urban Councils Association of Zimbabwe (UCAZ) Chambuta Development Fund, for a Golf Tournament, to fund raise for the rehabilitation of Nyangombe Youth Skills Development Centre be ratified. AFD

**I. REQUEST FOR EXEMPTION FROM PAYMENT OF MASVINGO CITY COUNCIL WATER BILLS: ACCOUNT NO. 43-010533-01-0: ALFRED WALTER HOSTEL**

Consideration was given to the report of the Acting Finance Director on the request by Sister Maria Murwira, Manager of Alfred Walter Hostel for exemption from paying water bills. It was reported that Alfred Walter Hostels was a faith based and a non-profitable Organization taking care of 150 children with mental challenges while attending school at Ratidzo Zimcare School. The request was granted.

**RESOLVED TO RECOMMEND**

THAT the request by Alfred Walter Hostel for exemption from paying water bills for account no. 43-010533-01-0 be granted. AFD

**J. Adoption of Report**

**RESOLVED**

THAT the report of the Acting Finance Director be approved and adopted subject to the resolutions passed in relation thereto.

**Minutes: Finance and General Purposes Committee: 19/07/22****329. REPORT OF THE CHAMBER SECRETARY****A. REQUEST FOR A GRANT FOR SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (SPCA).**

Consideration was given to the report of the Chamber Secretary on the proposed grant conditions of the Society for the Prevention of Cruelty to Animals (SPCA). It was reported that the organization has been assisting Council in dealing with stray dogs and other pet animals. The organization survives on donor funds for its operations and activities. Council has been assisting the organization over the years and the need for having a structured way of supporting the organization was being proposed by Management in the form of a grant. The proposed grant conditions which shall bind SPCA in the utilization of the grant from Council were stated as follows:

**Grant Conditions**

- The grant amount shall be pegged at USD \$1000 per month for the purposes of determining the amount.
- 50% of the grant shall go towards funding core activities of the SPCA.
- For release of further grant there shall be acquittal report on how the previous grant had been used and proposed budget for the use of the next grant
- The acquittal report and the next grant budget shall be submitted to the Finance Director to release next grant.
- The society shall maintain proper books of accounts and follow proper authorization procedures.
- Shall follow proper procurements procedures.
- The grant shall be aligned with the Council budget year and shall be reviewed at the inception of the Council budget.
- The grant shall commence on the on the 1<sup>st</sup> of January 2023.

The proposed grant conditions for the SPCA were adopted by the Committee.

**RESOLVED TO RECOMMEND**

THAT Council to provide a grant to the Society for the Prevention of Cruelty to Animals (SPCA) under the following conditions:

- i. The grant amount shall be pegged at USD \$1000 per month paid at the prevailing interbank rate for the purposes of determining the amount.
- ii. 50% of the grant shall go towards funding core activities of the SPCA.
- iii. For release of further grant there shall be acquittal report on how the previous grant had been used and proposed budget for the use of the next grant
- iv. The acquittal report and the next grant budget shall be submitted to the Finance Director to release next grant.
- v. The society shall maintain proper books of accounts and follow proper authorization procedures.

**Minutes: Finance and General Purposes Committee: 19/07/22**

- vi. Shall follow proper procurement procedures.
- vii. The grant shall be aligned with the Council budget year and shall be reviewed at the inception of the Council budget.
- viii. The grant shall commence on the on the 1st of January 2023.

**B. REQUEST FOR COUNCIL TO RECONSIDER DECISION ON STAND 7934, WELBY AVENUE: C. GURWE.**

Consideration was given to the report of the Chamber Secretary on claim by Mr and Mrs C. Gurwe, for the sum of USD6000.00 being refund on the cost of relocating the power line on stand number 7934, Welby Avenue, Masvingo.

It was reported the matter was considered by Council who then referred the matter to Management for further deliberations.

**Background of the Dispute**

It was reported that Stand Number 7934 was allocated to C. Hamandishe t/a Thunder Run (Pvt) Ltd. The Stand had a power line passing through it at allocation. The Allotee later sold the stand to C. Gurwe. The building plan was submitted by the developer on 5 June 2007. C. Gurwe adopted the previous owner's plans, complete with the names and the plan was approved. It was reported that C. Gurwe did not follow the approved Building Plans/Site Plan and was then advised to engage a qualified Architect or Civil Engineer given the uneven ground which required specialist engineering knowledge.

It was reported that a Civil Engineer was engaged to supervise the works. The dispute arose when the superstructure was constructed under the power line. C. Gurwe was advised to approach ZESA to relocate the powerline. The Developer met the cost of the relocation which they are now demanding Council to reimburse. They claimed the cost of relocation was US\$6 000.00. The Developer (Mr and Mrs C. Gurwe) subsequently approached the High Court seeking to compel the City of Masvingo to reimburse US\$6 000.00 which they had paid to ZESA to relocate the power line.

The applicant was also demanding Council to pay charges amounting to US\$28 160.00 being loss of business arising from alleged misrepresentation by Council employees and associated action by Council Staff. The above request was brought to Council through the Combined Finance and Manpower Committee of 18 June 2018 and resolved as follows:

***“THAT Council puts in abeyance consideration of issues raised by Mrs Gurwe in respect of Stand Number 7934 Welby Avenue, Masvingo given that the matter is pending before the High Court and as such discussion of the matter would be subjudice in the absence of written Confirmation from the Gurwe's Legal representatives of withdrawing the same”.***

**Current Status:**

It was reported that Julian Gurwe and Calisto Gurwe have now submitted to Council a notice of withdrawal of their claim dated 17 May 2022. The developer have raised their issue out of Court and suggested that Council could offer them a Commercial Stand along Beit Bridge Road near Exor Filling Station.

**Minutes: Finance and General Purposes Committee: 19/07/22**

The developer also suggested that Council could credit their outstanding water bills for Stand Number 7934 Downtown, 23733 Mhizha Street, Rujeko C and stand 19586 Kurume Street, Rujeko C. It was also requested that Council should compensate US\$50 paid by the developer as Trading licence. The issue was brought before management for reconsideration.

Management agreed to recommend that Council would pay Mr and Mrs Gurwe, the sum of US\$3 000.00 paid at bank rate spread over a period of 6 months as a compromise by crediting their accounts. It was highlighted that all transactions with Mrs Gurwe should be made in writing for future reference.

**RESOLVED TO RECOMMEND**

THAT the Acting Finance Director be instructed to pay Mr and Mrs Gurwe the sum of US\$3 000.00 paid at interbank rate spread over a period of 6 months, by crediting their accounts as a compromise to the dispute which arose when they paid the cost of relocating powerline on stand Number 7934 Welby Avenue, Masvingo, it being noted that the developer had withdrawn the matter from the court without prejudice. **AFD**

**C. AUTHORITY TO PAY LEGAL FEES FOR SARATOGA MAKAUSI LAW CHAMBERS.**

Consideration was given to the report of the Chamber Secretary on the unpaid legal fees for Saratoga Makausi Law Chambers in respect of services for Stand 27426. It was reported that Stand 27426 now referred to as stand 27564 was offered to Pay and Collect Motor Spares and Hardware represented by Clemence Z. Ranganai on 12<sup>th</sup> April 2004 subject to terms and conditions laid out in the Agreement of Sale. Council terminated its Agreement of Sale with Pay and Collect Motor Spares & Hardware on 10 September 2020 citing breach of Clauses of the Agreement of Sale. On 03 March 2022 the Estate of Late Charles Ranganai challenged the cancellation of Agreement of Sale and lodged papers at the High Court. A Declaratory Order was issued instructing Council to respond to the matters raised by the Estate of the Late Charles Ranganai. Council engaged Saratoga Makausi to handle the matter and a Notice of Opposition was lodged at the High Court. Saratoga Makausi Law Chambers charged a total of ZWL\$967 359.40 for the legal services. The Committee approved the payment of the legal fees

**RESOLVED TO RECOMMEND**

THAT the payment of ZWL\$967 359.40 being legal fees for the legal matter – Estate Late Clemence Zebediah Ranganayi vs City of Masvingo HC 1330/22 be authorized. **CS**

**D. Adoption of Report**

**Minutes: Finance and General Purposes Committee: 19/07/22****RESOLVED**

THAT the report of the Chamber Secretary be approved and adopted subject to the resolutions passed in relation thereto.

**330. REPORT OF THE ACTING DIRECTOR OF HOUSING AND SOCIAL SERVICES.****A. DISPOSAL OF ADDITIONAL LAND FOR JUNIOR HIGH SCHOOL: STAND NO. 30588, RHODENE, MASVINGO**

Consideration was given to the report of the Acting Director of Housing and Social Services on the disposal of land to Junior High School. It was reported that Junior High School requested for additional 3.5 hectares for the High School. In order to facilitate the disposal of the land Council previously applied the rate of US\$4.00 per square meter, which price was determined by the original valuation exercise for institutional land. The request was granted.

**RESOLVED TO RECOMMEND**

THAT the Acting Director of Housing and Social Services be instructed to dispose of 3,5 hectares of additional land abutting Stand 30588 Rhodene Masvingo, to Junior High School at a price of USD\$4.00 per square meter.  
**ADHSS**

**B. REQUEST FOR FINANCIAL ASSISTANCE: MASVINGO UNITED F.C.**

Consideration was given to the report of the Acting Director of Housing and Social Services on the request by Masvingo United Football Club, for financial assistance to cater for their operational costs. In view of financial challenges facing Council, it was suggested and agreed that the team be exempted from paying Mucheke Stadium bookings for their home league games only up to the end of the 2022 season.

**RESOLVED TO RECOMMEND**

THAT Masvingo United Football Club be exempted from paying Mucheke Stadium booking fees for their home games up to the end of the 2022 season, being contribution by the City of Masvingo. **ADHSS**

**C. REGISTRATION OF COUNCIL SCHOOL FLEET UNDER COUNCIL**

Consideration was given to the report of the Acting Director of Housing and Social Services on the request by Council schools for registration of school vehicles under the City of Masvingo. It was reported that when Council School fleet was registered under Council fleet, this would cut costs of annual vehicle license fees. The net effect was that the school fleet will now have black on white number plates, hence they would be exempted from paying annual vehicle license fees. On vehicle license fees Council Schools would make a total saving of \$394 020 per year and these funds could be channeled towards infrastructural development.



**Minutes: Finance and General Purposes Committee: 19/07/22**

The current license fees effective from the 17<sup>th</sup> of June 2022 were stated below:

**Summary of the vehicle licensing fees costs**

Francis Aphiri	School bus	\$110 920.00
Light Motor vehicle		\$ 7 000.00
	<b>Total</b>	<b><u>\$117 920.00</u></b>
Runyararo Primary School	Mini Bus	\$51 020.00
	Light Motor vehicle	\$ 7 000.00
	<b>Total</b>	<b><u>\$58 020.00</u></b>
Vurombo Primary School	Mini Bus	\$51 020.00
	Light Motor Vehicle	\$ 7 000.00
	<b>Total</b>	<b><u>\$58 020.00</u></b>
Shakashe Primary School	Mini Bus	\$51 020.00
	<b>Total</b>	<b><u>\$51 020.00</u></b>
Rujeko Primary School	Mini Bus	\$51 020.00
	Light Motor vehicle	\$ 7 000.00
	<b>Total</b>	<b><u>\$58 020.00</u></b>
Dikwindi Primary School	Mini Bus	\$51 020.00
	<b>Total</b>	<b><u>\$51 020.00</u></b>
	<b>Grand Total</b>	<b><u>\$394 020.00</u></b>
		=====

The proposal was approved and adopted by the Committee and the Acting Director of Engineering Services was instructed to process the registration of Council Schools fleet under the City of Masvingo to obtain black on white number plates.

**RESOLVED TO RECOMMEND**

THAT the Acting Director of Engineering Services be instructed to process the registration of Council Schools vehicle fleet under the City of Masvingo subject to the schools paying the registration fees. **ADES**

**D. LIQUOR SECTION**

The report of the Director of Housing and Social Services on the Liquor Section for the month of June 2022 covering sales by outlet and challenges experienced was considered. It was reported that the three operating outlets recorded total net loss of RTGS 687 994.45 compared a net profit of ZWL18 854.87 recorded in May 2022. The loss had been attributed to the increase in employment costs during the period under review.

The members suggested that Council should consider converting the liquor outlets into different income generating activities. It was indicated that the idea would be considered by Management.

**Minutes: Finance and General Purposes Committee: 19/07/22**

The need to establish the Strategic Business Unit of Council to enhance viability of income generating projects was highlighted.

**RESOLVED TO RECOMMEND**

THAT the Acting Director of Housing and Social Services be instructed to refer to Management, the principle of converting the liquor outlets into other income generating activities. **ADHSS**

**E. Adoption of Report****RESOLVED TO RECOMMEND**

THAT the report of the Director of Housing and Social Services be approved and adopted subject to the resolutions passed in relation thereto.

**331. REPORT OF THE TOWN CLERK.****A. AMENDMENT OF TRAVEL AND SUBSISTENCE ALLOWANCE POLICY.**

Consideration was given to the report of the Town Clerk on the travel and subsistence allowances for Council employees who travel away from their workstations on Council business. It was reported that Council at its 1027th Ordinary Council meeting held on 1 November 2021 resolved, by minute 374(B):

***“THAT the travel and subsistence policy be amended such that an employee attending official duties at least 20 km from the commonage from the initial 30km be paid the standard subsistence allowance as reviewed from time to time”***

Management noted with concern that the resolution was difficult to operationalize since employees stationed at Bushmead Water Works would be entitled to claim travelling and subsistence allowance each time they travel to the Civic Centre Offices on Council business, given that Bushmead Water Works was outside the 20 km distance. It was suggested that Resolution 374(B) of 1 November 2021 be rescinded in light of the financial implications. It was agreed that employees attending official duties 30 km from the commonage be paid the standard subsistence allowance as reviewed from time to time.

**RESOLVED TO RECOMMEND**

1. THAT Council rescinds Resolution number 374(B) of 1 November 2021 in light of the financial implications. **TC**
2. THAT an employee attending official duties 30 km from the commonage be paid the standard travel and subsistence allowance as reviewed from time to time. **TC**

**Minutes: Finance and General Purposes Committee: 19/07/22****B. FORMER TOWN CLERK'S CONDITION OF SERVICE VEHICLE-  
MITSUBISHI PAJERO SPORT AAE 5778.**

Consideration was given to the report of the Town Clerk on the state of the condition of service vehicle for the former Town Clerk, Mitsubishi Pajero AAE 5778.

It was reported that Council at its meeting held on the 27th of June 2022 tasked the Town Clerk to carry out an assessment to determine the current market value of the Mitsubishi Pajero Sport AAE 5778, in order to make a decision on either to buy a low mileage engine for the same vehicle or to buy a different low mileage vehicle as exit package for the former Town Clerk.

The Town Clerk approached two car dealers in Harare including ZIMOCO Workshop on 6 July 2022 to obtain a guide on the current market value for the Mitsubishi AAE 5778. The two offered US\$ 8 000 and US\$ 7 200 respectively as the disposal price for the vehicle. The offers related to the vehicle as it was on that date. A survey was also done on the second-hand vehicles at the car dealers and found out that Toyota Hilux Double cab was selling at US\$22 000, and Toyota Fortuner was selling at US\$ 26 000, whilst Toyota Prado was selling at US\$32 000.00.

In view of the fact that good second hand cars were more expensive than procuring a low mileage engine, it was advisable that Council purchases a low mileage engine for the former Town Clerk's condition of service vehicle Mitsubishi Pajero Sport AAE 5778.

Members argued that procuring a low mileage engine for the same old vehicle would require Council to meet additional costs of transporting and fitting the engine. In addition Council would not be guaranteed that the engine would be compatible with the vehicle, and also that Mitsubishi vehicle were difficult to maintain. It was suggested that Council should engage the former Town Clerk, Mr A.K. Gusha and discuss the option of availing cash equivalent of the low mileage engine, so that he would make his independent decision about the vehicle. The idea was accepted by the Committee. The matter was put in abeyance pending outcome of negotiations with the former Town Clerk, Mr A.K. Gusha.

**RESOLVED TO RECOMMEND**

1. THAT the provision of the condition of service vehicle for the former Town Clerk, Mr A.K. Gusha, be put in abeyance pending negotiations on the best option to conclude the matter. **TC**
2. THAT the Town Clerk be tasked to engage the former Town Clerk, Mr A.K. Gusha, to discuss the option of Council availing cash equivalent for a low mileage engine for vehicle AAE 5778 in fulfilment of the former Town Clerk's exit package entitlement. **TC**

**C. Adoption of Report****RESOLVED**

THAT the report of the Town Clerk be approved and adopted subject to the resolutions passed in relation thereto.

**Minutes: Finance and General Purposes Committee: 19/07/22**

The meeting ended at 7.39 p.m.

**CONFIRMED THIS**

**DAY OF**

**2022**

**CHAIRMAN**

**TOWN CLERK**