

CITY OF MASVINGO

MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD IN THE COMMITTEE ROOM, MUNICIPAL OFFICES ON MONDAY, 23 JANUARY 2023 AT 4.53 P.M.

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

IN ATTENDANCE: Mr. F. Mudzamiri (Local Governance Student)

OFFICIALS: Acting Town Clerk
Chief Environmental Health Officer
Finance Director
Acting Director of Housing and Social Services
Acting Director of Engineering Services
Committee Officer

018. CONFIRMATION OF MINUTES

RESOLVED

THAT the minutes of the meeting held on 3 October 2022, 25 and 28 November 2022 be taken as read, confirmed as correct records and signed.

***Moved by Councillor A. Chiteme (3/10/2022)
Seconded by Alderman S. Maridza***

***Moved by Councillor A. Chiteme (25/11/2022)
Seconded by Alderman S. Maridza***

***Moved by Alderman S. Maridza (25/11/2022)
Seconded by Councillor A. Chiteme***

019. REPORT OF THE FINANCE DIRECTOR

A. STATEMENT OF CONSOLIDATED INCOME AND EXPENDITURE

Consideration was given to the report of the Finance Director on income and expenditure for the month of November and December 2022 covering payments made including travel and subsistence allowances. The expenditure on travel and subsistence for the period under review was noted.

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B. HIGH- AND LOW-DENSITY DEBTORS RECONCILIATION AND DISCONNECTIONS

The report of the Finance Director on high- and low-density residential areas reconciliation for the months of November and December 2022 covering debtors opening balances, closing balances and payments made by low- and high-density debtors was noted.

The Committee noted with concern the increasing institutional debt and the need to engage various government departments to settle their debts from their Treasury allocations.

C. ACTUAL AND PROJECTED CASHFLOW STATEMENT

The report of the Finance Director on the actual and projected expenditure covering the actual for the period up December 2022 and projections up to April 2023 was noted.

D. REQUEST BY FOR DONATIONS BY HONOURABLE MINISTER E. CHADZAMIRA TOWARDS THE GRADUATION OF 4189 WOMEN TO BE OFFICIATED BY THE FIRST LADY, AMAI DR. A MNANGAGWA ON 29 DECEMBER 2022 AT MASVINGO POLYTECHNIC.

The Committee gave consideration to the report of the Finance Director on a letter received from the Honourable Minister of State for Provincial Affairs and Devolution for Masvingo Province requesting for donations towards the Graduation Ceremony for 4129 Women which was held on 29 December 2022 and officiated by Her Excellency, the First Lady Dr. Amai A. Mnangagwa. The programme was co-ordinated in partnership with the Zimbabwe Open University and Angel of Hope Foundation at Masvingo Polytechnic College. It was noted that the request had been overtaken by events.

E. REQUEST FOR SUPPORT: SHINE SHINE QUEENS FOOTBALL CLUB

Consideration was given to the report of the Finance Director on the request for donations by Shine Shine Queens Football Club towards their celebrations on 20 January 2023 after being promoted into the topflight league for the 2022-2023 season. It was reported that the Council's Donations Budget for the 2023 year was USD 24,000. The Committee noted the request for donations towards the celebrations had been overtaken by events and the Director of Housing and Social Services was tasked to liaise with the applicant on their requirements for the 2022-2023 Premier League Season with a view of considering assistance towards operational costs from the Donations Budget. The request had been superseded by events.

RESOLVED TO RECOMMEND

1. THAT the request by Shine Shine Queens Football Club for donations towards their celebration held on 20 January 2023 after being promoted to the Premier League for the 2022-23 Soccer Season be turned down on the basis that the event had already taken place.

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2. THAT the Acting Director of Housing and Social Services be instructed to engage ShineShine Queens Football Club regarding their operational budget requirements for the 2022-23 Premier League Soccer Season for consideration under the Donations Budget.

F. APPOINTMENT OF CLERK OF THE VALUATION BOARD

The Committee considered the report of the Finance Director on the appointment of the Clerk of the Valuation Board. It was reported that the general valuation process was on going and draft report had been received in which we are providing information requested by valuers. The Acting Finance Director requested the Committee to appoint the Clerk of the Valuation Board in terms of Section 245 of the Urban Council Act (Chapter 29:15).

It was reported that Management had considered and recommends that Council appoints Mr Simon Dhleleyeni, Area Superintendent for Mucheke Administration Office be appointed as Clerk of the Valuation Board for six (6) months from 1 February 2023. Mr Dhleleyeni will receive 10% Responsibility Allowance for this role and Council will avoid the cost of employing a new person. Mr Dhleleyeni possesses a qualification in valuation and experience in Real Estate Management. It was reported that The Valuation Clerk would steer the processes for the completion of the new valuation roll. The appointment was approved.

RESOLVED TO RECOMMEND

THAT S. Dhleleyeni, Area Superintendent, Grade 12 be appointed Clerk of the Valuation Board for six (6) months from 1 February 2023 and be paid a Responsibility Allowance for the additional duties.

G. APPOINTMENT OF THE CITY OF MASVINGO VALUATION BOARD

The Committee considered the report of the Finance Director on the appointment of the City of Masvingo Valuation Board. It was reported that Section 241 of the Urban Council Act provides for the establishment and constitution of the Valuation Board which is to be appointed by the Minister. Subsection (3) provides that the President of the Valuation Board shall be a person who holds the office of President of the Administrative Court. Council shall be required to nominate one member and an alternative to be appointed into the board while the Minister shall also select one member and his alternate.

The Finance Director recommended that Council requests the Judicial Services Commission to nominate one member who meets the criteria set out in the Act to be appointed as President of the Valuation Board. The request was approved. It was reported that Council would be required to nominate a member and Alternate.

The Committee noted that the appointment of a member of the Valuation Board and Alternate would be done in due course.

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RESOLVED TO RECOMMEND

1. THAT the Acting Town Clerk be instructed to write a letter to the Judicial Services Commission requesting for the appointment of the President of the City of Masvingo Valuation Board in terms of Section 241 of the Urban Council Act (Cap 29:15). **ATC**
2. THAT the Town Clerk be instructed to submit to Council, two nominees being a Member and Alternate of the City of Masvingo Valuation Board.

H. UTILISATION OF BEER LEVY FUNDS

The Committee considered the report of the Finance Director on the utilisation of funds from the Traditional Beer Levy. It was reported that in terms of the Traditional Beer Act beer levy funds must be expended on social services within the Council area. The Committee adopted the recommendation for the usage of balance in the Beer Levy account and remittances for 2023 for the construction of a Maternity Wing at Northwest Medical Clinic to ensure a one stop facility for medical services.

RESOLVED TO RECOMMEND

THAT the construction of a Maternity Wing at Northwest Medical Centre be funded from the Traditional Beer Levy Account.

I. REQUEST FOR DONATIONS TOWARDS CELEBRATIONS FOR THE ACHIEVEMENTS MADE BY THE FIRST LADY, HER EXCELLENCY, DR. A. MNANGAGWA IN ACHIEVEMENT OF VISION 2030 TO BE HELD ON 29 JANUARY 2023 AT MUCHEKE STADIUM

The Committee considered the report of the Finance Director on a request for donations received from the Honourable Minister of State for Devolution and Provincial Affairs Mr. E. Chadzamira to be channelled towards celebrations of achievements made by the First Lady, Dr. A. Mnangagwa towards attainment of Vision 2030. It was reported that the celebrations would take place at Mucheke Stadium on 29th of January 2023 where His Excellency, President E. D. Mnangagwa would officiate. The Committee approved a donation of ZWL 200,000 and free use of Mucheke Stadium towards the event.

RESOLVED TO RECOMMEND

THAT Council makes a donation of ZWL 200,000 and free use of Mucheke Stadium towards celebrations of achievements made by the First Lady Dr. A. Mnangagwa towards attainment of Vision 2030 at a ceremony to be held at Mucheke Stadium on 29th of January 2023.

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J. PROPOSAL TO ENGAGE FINANCIAL CLEARING BUREAU (FCB) ON DEBT MANAGEMENT.

Consideration was given to the report of the Finance Director on the proposal to engage Financial Clearing Bureau (FCB) to assist Council with Debt Management Services. It was reported that FCB was a private limited company offering credit clearing services and vetting. They collected credit data from several entities that provide credit to the public and issue a Credit Clearance Certificate showing that the prospective borrower has a clean record.

It was reported that partnering FCB would ensure that debtors who want to borrow are required to clear the Council bill first, and FCB would then issue out a Credit Clearance Certificate to the debtor after settlement of the debt for a small fee. It was reported that the City of Harare and Kwekwe City Council had entered into agreements with FCB. The request was approved.

RESOLVED TO RECOMMEND

THAT the Finance Director be instructed to engage Financial Clearing Bureau (FCB) to assist Council with Debt Management Services as a strategy to enhance collections.

K. Adoption of Report

RESOLVED TO RECOMMEND

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

020. REPORT OF THE DIRECTOR OF HOUSING AND SOCIAL SERVICES

A. LIQUOR SECTION REPORT

The report of the Acting Director of Housing and Social Services on the Liquor Section for the months of November and December 2022 for the three outlets covering sales by brand, profit and appropriations was noted. The Committee noted the low profits recorded and the need to capitalise the Liquor Section including provision of solar and upgrading of refrigeration systems.

B. APPLICATION FOR ASSISTANCE: MASVINGO UNITED FOOTBALL CLUB

The Committee considered the application of Masvingo United Football Club for assistance for the 2022-3 Premier League Soccer Season. It was reported that the Club was requesting for assistance towards the payment of affiliation fees amounting USD 2,0000 and Signing on Fees of USD 7,000. The Committee approved the payment of affiliation fees amounting to USD 2,000 for Masvingo United Football Club.

The Committee explored the idea of considering allocating the Club space from which they could operate a Shop to augment their income as a long-term measure of reducing

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the burden on Council. The Committee also approved the waiver of stadium rentals fees for the team when it is having home matches.

RESOLVED TO RECOMMEND

1. THAT Council pays USD 2,000 or equivalent being affiliation fees for Masvingo United Football Club for the 2022-3 Premier Soccer League Season.
2. THAT as part of Council assistance to Masvingo United Football Club, Council waives the payment of lease rentals for Mucheke Stadium during the team's home matches for the 2022-3 Premier Soccer League Season.

C. Adoption of Report

RESOLVED TO RECOMMEND

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

021. REPORT OF THE ACTING DIRECTOR OF ENGINEERING SERVICES

A. REQUEST TO BORROW 4,000 BRICKS FROM COUNCIL: COUNCILLOR S. MANYANGA

Consideration was given to the report of the Acting Director of Engineering Services on the request from Councillor S. Manyanga (Ward 10) for 4000 bricks which are intended for use in the construction of a portion of 4.1 Infantry Battalion Perimeter wall. It was reported that in his letter the Councillor highlighted that the bricks will be returned by the end of February 2023.

The Acting Director of Engineering Services reported that Council currently had no bricks available for the request since the bricks available are for Dialogue on Shelter project and Chesvingo Safe Market. It was agreed that the Director of Engineering Services should initiate request for funding of the project under the Ward Development Fund. The Chamber Secretary was tasked to liaise with the Finance Director and all Councillors on the submission of Ward Development Projects with a view of finalising Ward Development Projects earmarked for implementation in 2023.

RESOLVED TO RECOMMEND

1. THAT the application by Councillor S. Manyanga to borrow 4000 bricks for the construction of a perimeter wall at 4.1 Infantry Battalion be considered under the Ward Development Fund allocation.

ADES

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2. THAT the Chamber Secretary be instructed to engage all Councillors for submission of projects to be funded under the Ward Development Fund for the 2023 financial year. CS

B. ALTERNATIVE POWER SUPPLY FOR CITY OF MASVINGO BUSHMEAD WATERWORKS

Consideration was given to the report of the Acting Director of Engineering Services on the options for providing alternative power supply to the Bushmead Waterworks. The two options as presented below including costs therefore were either the procurement of a generator or the installation of a solar power plant and the running costs thereof;

It was reported that a feasibility study for alternative power supply for the Bushmead Water Works was done by The Design Team Consulting Engineers. From the feasibility report, it was noted that the most suitable alternative was construction of a 1.6 MW Solar plant with running costs of US\$14 760 per year compared to a 2.5 MVA Generator with running costs of US\$1 208 566.80.

| | 2.5MVA GENERATOR US\$ | 1.7MW SOLAR PLANT US\$ |
|---|--------------------------------------|---------------------------------------|
| Installation Cost | 850 000.00 | 3 087 000.00 |
| 2mva Transformer | 95 000.00 | 95 000.00 |
| Transformer Protection System | 15 000.00 | 15 000.00 |
| Power Cables | 25 000.00 | 65 000.00 |
| Changeover System | 60 000.00 | 60 000.00 |
| Earthing And Lightning Protection | 15 000.00 | Covered in installation cost |
| Civils | 60 000.00 | - |
| Land Acquisition | - | 120 000.00 |
| Labour (Installation) | 75 000.00 | - |
| Total installation costs | 1 195 000.00 | 3 442 000.00 |
| Floating solar system installation cost | | 5 122 000.00 |
| <i>NB 2MVA Generator comes with fuel storage tanks</i> | | |
| <i>NB Solar plant constitutes of invertors, panels and battery bank</i> | | |
| <i>NB Solar power plants costs exclude overhead line construction, the costs will be determined by the actual location of solar plant</i> | | |

Running costs comparison

| | 2.5MVA GENERATOR US\$ | 1.6MW SOLAR PLANT US\$ |
|---------------------------|--------------------------------------|---------------------------------------|
| Fuel consumption per day | 1 936.80 | - |
| Maintenance costs per day | 7.50 | 41.00 |
| ZETDC bill | 1 412.86 | 0.00 |
| Total daily costs | 3 357.13 | 41.00 |
| Total monthly costs | 100 713.90 | 1 230.00 |
| Annual costs | 1 208 566.80 | 14 760.00 |

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The Committee adopted the option of installation of a solar power plant at the quoted cost. The Acting Finance Director was instructed to identify potential sources of funding including the introduction of a levy to finance the construction of a solar power plant.

RESOLVED TO RECOMMEND

THAT the proposal to construct a solar plant for providing alternative power supply to the Bushmead Waterworks at a cost of USD 5 122 000 be approved and the Finance Director be instructed to identify sources of funding for the project. **FD**

C. STATUS OF COUNCIL FLEET.

The Committee gave consideration to the report of the Acting Director of Engineering Services on the status of the Council fleet with bias towards service delivery vehicles.

The report highlighted the spares required to bring back each particular back on the road, the cost of the spares, the date the requisition for the spares was raised. It was reported that to repair the entire fleet and make it operational ZWL 45 million was required and this amount could not be raised at once.

The Committee noted with very serious concern that most of the fleet including refuse collection fleet was down owing to non-procurement of spares and that this would negatively affect service delivery. The Committee tasked Management to prioritise and phase the repair of the Council fleet and report on the progress.

RESOLVED TO RECOMMEND

THAT Management be tasked to prioritise the repair of the broken-down Council service delivery vehicle fleet in phases. **TC**

D. Adoption of Report

RESOLVED TO RECOMMEND

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

022. REPORT OF THE ACTING TOWN CLERK

A. REQUEST FOR EDUCATIONAL LOAN: P. NYIKA (120175): TOWN PLANNER, GRADE 14

Consideration was given to the report of the Acting Town Clerk on the application for an education loan by P. Nyika (120175) Town Planner Grade 14 for an educational loan amounting to ZWL 485,000 for a Masters' Degree in Urban Design Studies with the National University of Science and Technology. The application was approved subject

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to conditions governing study loans and availability of funds in the revolving educational loan account.

RESOLVED TO RECOMMEND

THAT the application of P. Nyika (120175) Town Planner Grade 14 for an educational loan amounting to ZWL 485,000 for a Masters' Degree in Urban Design Studies with the National University of Science and Technology be approved subject to conditions governing study loans and availability of funds in the revolving educational loan account.

B. REQUEST FOR ENGAGEMENT OF FOUR (4) CONTRACT MUNICIPAL GUARDS GRADE 3.

The Committee considered the request of the Acting Town Clerk for engagement of four contract Municipal Guards Grade 3 for a period of six months with effect from 24 January 2023 who will be responsible for security of Council solar borehole installations at Mucheke Old People's Home and site in Runyararo West. The request was approved.

RESOLVED TO RECOMMEND

THAT the Acting Town Clerk be instructed to engage four contract Municipal Guards Grade 3 for a period of six months to provide for safeguarding the Council solar powered borehole installations at Mucheke Old People's Home and Runyararo West with effect from 24 January 2023. TC

C. REQUEST FOR EXTENSION OF 16 CONTRACT WORKERS FOR SHUVAI MAHOFA STREET (FORMER OLIVER STREET) COMMERCIAL STANDS AND WATER AND SANITATION WORKS FOR A PERIOD OF THREE MONTHS

The Committee gave consideration to the report of the Acting Town Clerk on the request for extension of contract for sixteen workers who were engaged for water and sanitation duties at the Shuvai Mahofa Street (formerly Oliver Street) extension project for a period of three months. The Contract workers consisted of 15 General Hands and a Plumber. The request was approved with effect from 12 January 2023.

RESOLVED TO RECOMMEND

THAT the Acting Town Clerk be instructed to extend by three months the contracts of 15 General Hands and Plumber engaged for the Shuvai Mahofa Street project with effect from 12 January 2023. TC

D. Adoption of Report

RESOLVED TO RECOMMEND

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

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023. REPORT OF THE CHAMBER SECRETARY

A. APPLICATION FOR A CERTIFICATE OF REGISTERED TITLE FOR STAND NUMBER 4283 WESTVIEW INDUSTRIAL AREA

The Committee gave consideration to the report of the Chamber Secretary on the application for a certificate of registered title for stand number 4283 Westview Industrial Area, Masvingo. It was reported that stand number 4283 Westview Industrial Area, Masvingo measured 9649 square metres and was subdivided into four stands as follows;

- Stand number 4283A measuring 1780.68 square metres.
- Stand number 4283B measuring 2251.50 square metres
- Stand number 4283C measuring 2.248.25 square metres
- Stand number 4283D measuring 3712.043 square metres

It was reported that in order to process title Transfer of the stands to the developers, a Holding Deed/Certificate of Registered title for stand number 4283 Westview Industrial Area registered in the name of the City of Masvingo. Authority was granted for the payment of USD 3,130 for the processing of a Certificate of Registered Title for stand number 4283 Westview Industrial Area which would be recovered from beneficiaries when they apply for title.

RESOLVED TO RECOMMEND

THAT the Finance Director be instructed to pay USD 3,130 for the processing of Certificate of Registered Title for stand number 4283 Westview Industrial Area.

B. Adoption of Report

RESOLVED TO RECOMMEND

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

The meeting ended at 7.46 p.m

CONFIRMED THIS

DAY OF

2023

CHAIRMAN

TOWN CLERK