

**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 FRIDAY, 23 AUGUST 2024 AT 10.31 A.M.**

**PRESENT:** Councillor B. Muchokwa (Chairman)  
Councillor M. Madhuna  
Councillor A. Time  
Councillor R. Musekiwa

**APOLOGIES:** Councillor S. Manyanga  
Deputy Mayor Councillor D. Mberikunashe

**IN ATTENDANCE:** Mr. L. Magwati- DDC Office

**OFFICIALS:** Acting Director of Engineering Services  
Acting Director of Housing and Social Services  
Acting Chief Environmental Health Officer  
Deputy Finance Director  
Public Relations Officer  
Committee Officer

**230. CONFIRMATION OF MINUTES**

Before the confirmation of the minute the following correction was made;

- Page 4 on capital budget financing was corrected by insertion of "departments" after "respective".

**RESOLVED**

THAT the minutes of the meeting held on 22 July 2024 be taken as read and confirmed as a correct record and signed.

*Moved by Councillor M. Madhuna  
Seconded by Councillor A. Time*

**231. MATTERS ARISING**

**i) Minute: Purchase of equipment for the new landfill in Cumbria Farm**

It was reported that financial institutions were still being engaged with a view of sourcing funding for the procurement of the landfill equipment. The Committee expressed very serious concern on the need to expedite procurement of the equipment to operationalise the new landfill and address the waste nuisance at the existing waste site.

The Committee deliberated at length on the need to urgently source funding for equipment including from Government using a similar model used to acquire firefighting equipment. Management was tasked to prioritize the acquisition of landfill equipment.

**232. REPORT OF THE FINANCE DIRECTOR**

**A. FINANCIAL PERFORMANCE.**

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Consideration was given to the report of the Finance Director on financial performance covering total cumulative revenue and major sources of revenue for the period under review. It was reported that the total cumulative revenue for the period up to 31 July 2024 amounted to ZiG 85,536,567. Total revenue realized constituted 80% of the budgeted revenue for the period amounting to ZiG 107,174,278. The major sources of revenue for the period were sale of goods 70%, taxes 23%, fines penalties and forfeits 7%.

**(i) Measures being undertaken to improve revenue efficiency.**

It was reported that in pursuit of governance and transparency, Council conducted first quarter budget performance review meetings with stakeholders where inputs for the rafting of the 2025 Budget was also obtained.

Regarding initiatives to increase revenue, it was highlighted that the Economic Development Officer had presented a report to Management on the way forward regarding reviving the liquor business operations and other income generation projects which report would be considered by Council.

**(ii) Expenditure**

It was reported that the total expenditure for the period April up to 31 July 2024 was ZiG 74,623,261.00 representing 70% of budgeted expenditure. The report of the Finance Director on staff salaries and other recurrent expenditure was noted.

**iii) Major Creditors**

The report of the Finance Director on major creditors due as presented below was noted.

<b>DESCRIPTION</b>	<b>AMOUNT (ZiG)</b>
ZIMRA (PAYE AND AIDS LEVY)	2,111,783.19
NSSA	909,838.14
LAPF	4,242,187.03
ZIMDEF	496,422.09
STANDARDS LEVY	276,700.95
WORKERS UNIONS	530,633.73
ZESA	7,545,489.98
MEDICAL AID FUND	1,771,612.29

On concerns by the Committee to pay off the ZESA debt and current challenges, it was agreed that Council should strive to collect its debts from Government departments and other institutions and pay off critical creditors.

**B. CAPITAL EXPENDITURE**

It was reported that the Total capital expenditure for the month amounted to ZiG 2,439,1090 constituting 3% of total attributed to the harsh economic climate which also affected the revenue performance of Council.

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**D. CASHBOOK AND CASH FLOW PROJECTIONS**

The report of the Finance Director on the cashbook and actual cashflow as at 31 July 2024 and bank balances was noted. The Cashflow position as reflected in the cashflow statement amounted for the month ending 31 July 2024 amounted to ZiG 18,973,226.

*[Councillor Madhuna moved out of the Committee Room at this point.]*

**E. DEBTORS AND DEBT COLLECTION (RECEIVABLES MANAGEMENT)**

Consideration was given to the report of the Finance Director on debtors and debt collection covering debtors by category that is low density and high density residential, commercial, Government Departments. Debtors as at 30 June 2024 was ZiG 130,905,815.45 which was on the increase owing to non-payment of Council bills. Council recorded a collection efficiency of 62.51% as compared to 71.03% in June 2024.

**F. STORES AND ASSET MANAGEMENT**

The report of the Finance Director on Stores and Stores management covering stock levels of critical consumables including water treatment chemicals, status of fuels and oils for the period under review was noted.

**G. IMPLEMENTATION OF 2024 BUDGET**

The Committee gave consideration to the report of the Finance Director on the implementation of the 2024 approved budget. It was agreed to refer the item to a special meeting of the Finance and General Purposes Committee where all Councillors would be invited to map the way forward.

**RESOLVED TO RECOMMEND**

THAT the Finance Director be instructed to refer to a special meeting of the Finance and General Purposes Committee where all Councillors are invited, the implementation on the 2024 approved Budget. **FD**

**H. HALF YEAR BUDGET MEETINGS AND SOLICITING OF 2025 BUDGET ITEMS**

The Committee considered the report of the Finance Director on the Half Year Budget review meetings in preparation for the 2025 Budget. It was proposed and agreed that a half day workshop be held prior to the consultations to enhance familiarity with the report and agree on execution strategy.

**RESOLVED TO RECOMMEND**

THAT the Finance Director be instructed to arrange a half day workshop to consider reports and prepare for the 2025 Council Budget Consultation Roadmap.

**I. Adoption of Report**

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**RESOLVED TO RECOMMEND**

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

**233. REPORT OF THE ACTING TOWN CLERK**

**A. APPLICATION FOR STUDY LOAN: SYLVESTER ZVAVAMWE (130174)**

Consideration was given to the report of the Acting Town Clerk on the application for study loan by Sylvester Zvavamwe (130174) Class 4 Driver Grade 5 for a Class 2 Drivers License with Junior Driving School at a cost of USD 150. The application was granted subject to availability of funds in the educational loan account and conditions governing study loans.

**RESOLVED TO RECOMMEND**

THAT the application by Sylvester Zvavamwe (130174) Class 4 Driver Grade 5 for a Class 2 Drivers License with Junior Driving School at a cost of USD 150 be granted subject to availability of funds in the educational loan account and conditions governing study loans. **FD**

**B. ATTENDANCE OF DRUGS AND SUBSTANCE ABUSE AWARENESS THROUGH SPORTS (SOCCER, VOLLEYBALL AND NETBALL) SPORTS GALA.**

The Committee gave consideration to the report of the Acting Town Clerk on an invitation extended to the City of Masvingo employees by Zaka District Council to participate at a Drugs/Substance Abuse Awareness Sports Gala overing football (soccer), netball and volleyball on 31 August 2024 at Zaka Grounds.

It was reported that the total number of employees was 65 for both male and females. The total cost to attend the sports gala was ZiG 6,065.25 and USD 67 covering food for the participants, cost of the Bus Driver and 100 litres of diesel to transport participants to and from the venue. The Committee approved the request. It was agreed that the Chairperson of the Human Resources and Gender Committee and Health Housing and Environmental Services Committee would attend the games.

**RESOLVED TO RECOMMEND**

THAT Council employees be authorised to attend a Drugs/Substance Abuse Awareness Sports Gala hosted by Zaka Rural District Council on 31 August 2024 at Zaka Grounds at a cost of ZiG 6,065.25 and USD 67 covering food for the participants, cost of the Bus Driver and 100 litres of diesel be approved.

**C. 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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**234. REPORT OF THE ACTING DIRECTOR OF ENGINEERING SERVICES**

**A. REQUEST FOR A PAYMENT PLAN FOR DESIGN APPROVAL FEES: SHINEPLUS HOUSING PROJECT.**

Consideration was given to the report of the Acting Director of Engineering Services on the application by T. Nzuwa of Shineplus Holdings for payment plan to settle USD 58,691.28 due to the City of Masvingo in design approval fees.

The payment proposed payment plan was for initial payment of 50% deposit and the balance over a period of one year paid at the prevailing interbank rate. The payment of the balance was set at six months.

**RESOLVED TO RECOMMEND**

THAT the application by T. Nzuwa on behalf of Shineplus Holdings for payment plan to settle USD 58,691.28 due to the City of Masvingo in design approval fees be pegged at initial payment of a deposit of 50% of the total amount and the balance settled over six months. **FD**

**B. Adoption of Report**

**RESOLVED TO RECOMMEND**

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

The meeting ended at 12.30a.m

**CONFIRMED THIS**

**DAY OF**

**2024**

**CHAIRMAN**

**TOWN CLERK**