

**CITY OF MASVINGO**

**MINUTES OF PROCEEDINGS OF THE 1067<sup>th</sup> ORDINARY COUNCIL MEETING IN COMMITTEE, HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES ON FRIDAY 1 AUGUST 2025 AT 6.17 P.M.**

**PRESENT:**

His Worship the Mayor Councillor A. Tabe  
Deputy Mayor Councillor D. Mberikunashe  
Councillor S. Chikwangwani  
Councillor W. Sitemere  
Councillor B. Hwata  
Councillor R. Musekiwa  
Councillor M. Madhuna  
Councillor A. Time  
Councillor E. Zishiri  
Councillor S.T. Marombedze  
Councillor S. Manyanga  
Councillor B. Muchokwa

**OFFICIALS:**

Town Clerk  
Chamber Secretary  
Director of Housing and Social Services  
Finance Director  
Acting Director of Engineering Services (W. Madzivadondo)  
Internal Audit Manager  
Housing and Social Services Manager  
Principal Human Capital Officer  
Assistant Committee Officers (2)

**205. CONFIRMATION OF MINUTES.**

**RESOLVED**

THAT the minutes of the meetings held on 27 June 2025 be taken as read, confirmed as a correct record and signed.

*Proposed by Councillor S. Manyanga  
Seconded by Councillor A. Time*

**206. HUMAN RESOURCES AND GENDER COMMITTEE**

IT WAS MOVED BY Councillor A. Time, seconded by Councillor S. Chikwangwani

“THAT the minutes of the meeting of the Human Resources and Gender Committee held on 18 July 2025 be adopted subject to the resolutions passed in relation thereto”

WHEREUPON the original motion was put as the substantive motion and it was

**RESOLVED**

THAT the minutes of the meeting of the Human Resources and Gender Committee held on 18 July 2025 be adopted subject to the resolutions passed as follows:

1. THAT the minutes of the meeting held on 28 April 2025 be taken as read, confirmed as a correct record and signed.
2. THAT, the request to renew the part time contract of employment for part time Medical Officer Dr Magadzire Matsvaire with effect from 01 July 2025 to 30 June 2027 be granted.
3. THAT, the request by the Director of Health Services to renew the contracts of thirteen (13) Health Clubs for a period of six (6) months with effect from 1 August 2025 to 31 January 2026 be granted.
4. THAT, a request to engage two (2) Bricklayers Grade 8 and four (4) General Hands Grade 1 for a period of three months to work in the construction of Tanaiwa model house be granted.
5. THAT the current Workers Committee be dissolved.
6. THAT employees in grades 1 to 10 be advised to choose and or appoint a new Workers Committee.
7. THAT employees in grades 11 to 13 be advised to form a committee to represent their interests.
8. THAT as soon as employees in grade 1 to 10 appoints a Workers Committee, a new Works Council be formed including appointing a new Works Council Chairperson and vice Chairperson.
9. THAT as soon as employees in grades 11 to 13 appoint a Workers Committee, a new Works Council for Middle and Senior Management be formulated including appointing a Works Council Chairperson and vice Chairperson.
10. THAT two Works Council Constitutions be amended, drafted and adopted by the two Works Councils.
11. THAT the process to amend the Employment Code of Conduct be initiated.
12. THAT, the request to engage one additional student intern in the Procurement Management Unit effective 1 August 2025 be granted.
13. THAT the application by Ms Vimbai Huruva (120266) Senior Waste Management Officer Grade 11 for a two -year study leave to pursue a Master's of Science Degree in Climate Change and Sustainable Development with National University of Science and Technology (NUST) with effect from 15 August 2025 to 31 December 2027 on block release be granted subject to conditions governing Study Leave.

14. THAT Mrs Sibonile Diwah (Records Clerk Grade 5) be appointed to the post of Town Clerk's Personal Assistant Grade 9 with effect from 1 August 2025.
15. THAT the Town Clerk be instructed to engage 18 Graduate Trainees for a period of two years in the following fields/professions: Architecture, Audit, Accounting, Health and Safety, Information & Technology, Estates & Valuation, Waste Management, Environmental Health, Public Relations, Human Capital Management, Monitoring & Evaluation, Economics, Local Governance & Administration, Civil Engineering, Chemical Engineering, Social Work, Library & Records and Horticulture.
16. THAT the Chamber Secretary, Mr Vitalis Shonhai be appointed Acting Town Clerk during the period 7 August 2025 to 19 September in place of Eng. E. Mukaratirwa who will be on vacation leave.
17. THAT the report of the Town Clerk be approved and adopted subject to the resolutions passed in relation thereto.

**207. ITEM REFERRED FROM THE 1067 ORDINARY COUNCIL MEETING.**

**A. APPLICATION BY TAWANDA NYAMAREBVU, FOR A CHANGE OF BOTTLE STORE LIQUOR DEVELOPMENT PERMIT TO A BAR LIQUOR DEVELOPMENT PERMIT ON STAND NUMBER 28119, MUSHANDIKE STREET, HILLSIDE EXTENSION MASVINGO.**

On the application by Tawanda Nyamarebv, for a change of Bottle Store Liquor Development permit to a Bar Liquor Development permit on Stand Number 28119, Mushandike Street, Hillside Extension Masvingo, the Ward Councillor highlighted that the residents around the Business Centre convened a meeting at which the matter was discussed. It was highlighted that all residents who attended the ward meeting raised some objections against the intended business.

Some of the members highlighted that the applicant had complied with Council requirements, if residents had objections they should refer same to the Liquor Licensing Board for consideration at the appropriate time.

Some members were of the view that Council should listen to the voices of the residents irrespective of technical circumstances of the matter. The Director of Housing and Social Services explained the role of Council in processing development permits. He emphasized that Liquor Trading licenses are issued by the Liquor Licensing Board.

Debate ensued. Some members were of the view that Council should grant the application so that the developer would proceed to apply for a Liquor trading Licence with the Liquor Licensing Board. Other members were of the view that the applicant should continue operating as a Bottle Store.

The Town Clerk advised that the matter should be referred to a closed session of Council where members would have the opportunity to express their views. The house agreed that the matter be put in abeyance pending a meeting of Council Caucus.

The Motion was moved by Councillor R. Musekiwa, seconded by Councillor S.T. Marombedze.

**RESOLVED**

THAT Application by Tawanda Nyamarebvu, for a change of Bottle Store Liquor Development permit to a Bar Liquor Development permit on Stand Number 28119, Mushandike Street, Hillside Extension Masvingo be put in abeyance pending a meeting of Council Caucus.

**208. REPORT OF THE TOWN CLERK**

**A. MUTAPA CHRONICLE MASVINGO YEAR BOOK**

Consideration was given to the report of the Town Clerk on Mutapa Chronicle Masvingo Year Book. The City of Masvingo received an expression of interest from Join the Dots seeking partnership in publishing an annual year book, Mutapa Chronicle. The publication seeks to publish an annual report of all things in Masvingo. The publication would profile the profile for Masvingo from investment opportunities in tourism, energy, water, and the commercial sector to the health sector, educational sector, social services and infrastructure development. The publication would also be useful in reigniting twinning arrangements that are in place with other foreign cities.

The Mutapa Chronicle was intended for distribution to internal stakeholders, potential investors, tourist and other visitors to the city of Masvingo.

It was highlighted that the Year Book would be published at no cost to Council. The house adopted the Year Book concept and authorized the Publishers to partner with the City of Masvingo in collecting and publishing information.

**RESOLVED**

THAT Council be authorized to partner with Join the Dots in producing and publishing Mutapa Chronicle Masvingo Year Book.

*Deputy Mayor Councillor D. Mberikunashe and Councillor R. Musekiwa declared their interest on the item (B) below and moved out of the meeting.*

**B. RECOMMENDATION FOR CONSIDERATION OF COUNCILLOR RICHARD MUSEKIWA AND COUNCILLOR DANIEL MBERIKUNASHE TO BE CONFERED WITH THE TITLE AND DIGNITY OF ALDERMAN.**

Consideration was given to the report of the Town Clerk on the request by the two Councillors to be given the Alderman Status in Council. It was reported that Council received requests from Councillor Richard Musekiwa and Councillor Daniel Mberikunashe

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for recognition and conferment of the status of Alderman for having served Council for a period of 10 (ten) years. Accordingly, Section 106 (1) and 106 (2) of the Urban Councils Act [Chapter 29:15] provides as follows;

*“(1) A municipal council may appoint to the dignity of alderman any person who has held office as mayor or councillor on that council for a period of, or for periods which in the aggregate amount to, “eight years or more in the case of mayor, or ten years or more in the case of a councillor.”*

*(2) An alderman may retain the title of alderman and use the crest and armorial bearings designed by the Council for Aldermen, whether he is a Councillor or not.”*

Councillor Richard Musekiwa and Councillor Daniel Mberikunashe served Council for an aggregate of 10 years 5 months each as detailed below:

<b>Term 1: 2013 – 2018</b>	<b><u>Cumulative Period</u></b>
16 September 2013 - 30 July 2018 14 days	4 years 10 months
<b>Term 2: 2018 – 2023</b>	
5 September 2018 - 17 December 2020	2 years 3 months and 13 days
11 April 2022- 23 August 2023	1 year 4 months and 13 days
<b>Term 3: 2023 – 2028</b>	
08 September 2023 - to date	1 year 10 months and 24 days
Total cumulative	10 years 5 months

It was highlighted that in terms of the Ministerial Circular No 12 (CX/7) of 15 July 2025, the title of Alderman is an honorary title and does not carry any financial or material benefit. The requests were granted.

**RESOLVED**

1. THAT Councillor Richard Musekiwa and Councillor Daniel Mberikunashe having held office of Councillor for an aggregate of ten years each, be conferred the title and dignity of Alderman considering their contribution to the development of Masvingo.
2. THAT after conferment of the title of Alderman, Councillor Richard Musekiwa and Councillor Daniel Mberikunashe be authorised to utilise the Council Crest and Armorial bearings designated for Alderman.

**C. REQUEST FOR AUTHORITY FOR THE TOWN CLERK TO SIGN LEGAL DOCUMENTS.**

Consideration was given to the report of the Town Clerk on the request for the Town Clerk to sign legal documents on behalf of Council. It was highlighted that Council being a legal persona presents a number of legal matters before the Courts and Legal Institutions. In executing this function, Council was facing situations where opposing legal practitioners would challenge the authority of the Town Clerk in signing affidavits and other legal documents on behalf of Council on legal matters. The Town Clerk in terms of the Urban Council's Act Chapter 15:19 was the accounting officer hence had the authority to dispose of Council legal matters. The request was granted by Council and that all legal documents signed by the Town Clerk in the past be ratified.

**RESOLVED**

THAT Council authorizes the Town Clerk to sign legal documents on behalf of Council on all legal matters and ratify all that the Town Clerk had already signed.

**D. REPORT ON PROPOSED STRATEGIES TO JUSTIFY LIFTING THE CONDITIONAL MORATORIUM ISSUED BY THE MINISTER OF LOCAL GOVERNMENT AND PUBLIC WORKS ON TOWN PLANNING ISSUES.****i. Background information**

The Minister of Local Government and Public Works employed the legal provisions of Section 69 of the Regional, Town and Country Planning Act Chapter 29:12 (Act) which states that the Minister of Local Government and Public Works has powers to give Local Planning Authorities directions either on general or specific areas relative to the provisions of the Act.

Section 69 (2) of the Regional, Town and Country Planning Act Chapter 29:12 states the Minister may issue advisory notes and guides to local planning authorities on any matters connected with the exercise or performance of their functions or duties in terms of this Act and in exercising or performing their functions and duties such local authorities shall take into account such advisory notes and guides.

The Conditional Moratorium which was issued to all local authorities in Zimbabwe prohibited all local authorities from exercising powers vested in them in terms of Section 26, Section 27, Section 40 and Section 49 of the Regional Town and Country Planning Act Chapter 29:12 for a period of 90 days effective 2<sup>nd</sup> of May 2025.

The Conditional Moratorium impacted on the following legal processes:-

- i. Change of Use and Special consent - Section 26 (3)
- ii. Regularization – Section 27
- iii. Subdivisions and Consolidations – Section 40 (3)
- iv. Change of Reservation – Section 49 (3) and (4)

The Conditional Moratorium prohibited all local authorities from receiving, acknowledging, processing and issuance of permits on applications for change of

reservation and land use within the stipulated ninety (90) days. Upliftment before or after the ninety (90) days was conditional. City of Masvingo like all other Local Authorities was supposed to fulfill conditions outlined in the Conditional Moratorium, within the 90 days period subsequently have the powers restored. The upliftment was to be on a Local Authority by Local Authority basis and not blanket.

**ii. Executive Summary**

It was reported that the City of Masvingo served as the provincial capital of Masvingo Province and was the biggest urban settlement in the Province. Most high order functions and activities were located within the City. The issuance of the Conditional Moratorium impacted on exercising powers related to Change of Use and Special consent - Section 26 (3), Regularization – Section 27, Subdivisions and Consolidations – Section 40 (3) and Change of Reservation – Section 49 (3) and (4).

The City of Masvingo formally acknowledged receipt of the Conditional Moratorium. Various strategies and actions were agreed upon as ways to address the conditions of the Moratorium. The City of Masvingo will ensure broader consultation of planning and development initiatives. These include but not limited to billboards advertisement, posting on residents social media, placing on Council noticeboards broadcasting intentions on local radio/TV platforms and Council websites. Local authorities may also take advantage of Community gathering/functions for publicity. The local planning authority shall diligently enforce provisions of various laws and town planning permits guiding development to ensure that the built and natural environment are sustainable, resilient and inclusive. It has dawned on professionals in the built environment that the natural environment is being neglected. As such the City of Masvingo as local planning authority shall develop plans for maintenance and beautification of buffers along roads and other public spaces.

**iii. Spatial Planning Department Setup**

It was reported that the planning function for the City of Masvingo was under the Department of Engineering Services as a Town Planning Division. The Department reports to Council through the Public Works and Planning Committee. The Director of Engineering Services manages the town planning function. Below the Director Engineering Services are three Assistant Directors, among them the Town Planning Manager. The organogram for the Section was also discussed.

It was reported that the approved staff establishment for the Town Planning Division has 21 officers, and 9 officers were in posts consisting of 3 Town Planners, 2 Planning Technicians, 2 Building Inspectors, 1 GIS Officer, one Building Inspectorate Clerk, and one Town Planning Graduate Trainee in post. The qualifications for the staff in the Division were also noted.

**iv. Departmental roles, responsibilities, and operational framework**

It was reported that the roles and responsibilities of the Town Planning Division could be deduced from the professions which make up this division. The duties included among others , the following:

- Preparation and management of spatial planning frameworks for development of an inclusive, resilient, safe and sustainable urban settlement as guided by the

provisions of the Regional, Town and Country Planning Act Chapter 29:12 and the Urban Councils Act Chapter 29:15

- Ensuring development are undertaken within the approved cadastral boundaries of the stand and in terms of the approved development permits.
- To digitize the City's spatial data and its manipulation to ensure efficiency in service delivery
- Designing sustainable buildings as well as advise various stakeholders on sustainable construction
- Promoting the planning and management of an orderly, safe and efficient traffic and transportation system.
- Providing advice on policy issues relative to the Regional, Town and Country Act Chapter 29:12
- The Town Planning Division falls within the Engineering Services Department which reports to the Public Works and Planning Committee.

**v. Justification For Moratorium Upliftment**

On the conditions for the moratorium, the justification for lifting the moratorium have been prepared and presented against each condition as presented in the Conditional Moratorium. The report outlined the strategies to be employed by council in addressing the conditions laid down in the moratorium from Condition B to Condition E.

**vi. Development Control Capacity.**

It was reported that the Town Planning Division was charged with the duty of development control inspections however this does not suffice. Ideally it should be a daily exercise but this could not be done because of resource constraints. The current strength, capacity challenges and suggested areas for improvements were noted.

**vii. Implementation Plan**

It was reported that Short-term measures for resuming controlled development have been proposed by Council as outlined below:

- a. Filling the 12 vacancies on the approved organogram.
- b. Outsource or collaborate with local institutions of higher learning for translation into other local languages
- c. Train Council Staff on sign language and buy appropriate gadgets
- d. Buy digital advertising screens
- e. Effectively ensure adherence to and enforcement of the legal provisions and Standard Operations Procedures in the day to day Council Business.
- f. Institute continuous improvement and capacity building trainings to ensure efficient and effective implementation of development control mechanism.
- g. Site inspections to monitor compliance with provisions of these legal provisions be a daily activity by dedicated development control officers.
- h. Secondment of Municipal Police to complement building inspectorate
- i. Meter Readers and housing officers to check new developments on stands during meter reading.
- j. Availing digital gadgets to record status of development.
- k. Providing vehicles for the Building Inspectorate Division to keep it mobile.

- l. Availing the necessary tools of trade including Office machines and Drawing equipment.
- m. Preparing Local Development Plans for various areas within the City.
- n. Availing office workspace.

**viii. Institutional or regulatory steps taken**

It was reported that Town Planning Division shall carry out periodic reviews of the effectiveness of the internal controls, check regulatory compliance, and standard adherences. Stakeholder engagement on enforcement strategies would be pursued. The report was noted.

**ix. Future Planning Goals and Road map**

**Long-term spatial planning objectives.**

It was reported that the Town Planning Division would ensure development of a safe, resilient, inclusive and sustainable built environment which meets the needs of the urban community. It would also strive to protect the urban green spaces against extinction so as to maintain a livable environment. It was also indicated that the Section would review the approved statutory plans regularly, and align spatial Planning objectives with national policies and guidelines.

The strategies proposed by the Town Clerk for Council implementation towards achieving spatial planning objectives were adopted by Council. The Town Clerk was therefore authorized to submit the report to the Ministry Local Government and Public Works with a view that the Minister would lift the moratorium.

**RESOLVED**

- 1. THAT strategies to be employed by council in response to the conditional moratorium issued by the Minister of Local Government and Public Works be adopted.
- 2. THAT the Town Clerk be authorized to submit the report on the strategies to be employed by Council in response to the conditional moratorium, to the Minister of Local Government and Public Works for lifting the moratorium.

**E. REPORT ON THE PARTICIPATION AT THE COLOURS OF THE WORLD CULTURE, TOURISM AND DESTINATION FAIR: ISTANBUL: 18-20 APRIL 2025**

It was reported that the City of Masvingo participated at the Colors of the World Culture, Tourism and Destination Fair held on 18-20 April 2025 in Istanbul, Türkiye. The fair aimed to promote cultural exchange, contribute to the sustainable growth of the tourism sector and generate real economic benefits for countries and cities and showcase the touristic, cultural, historical, and gastronomic treasures, along with vibrant festivals to a global audience. The City of Masvingo delegation comprised of 13 people, five (5) from council, District Development Co-ordinator (DDC), Deputy Director Economic Analysis-

Masvingo Province, four (4) from Charles Austin Theatre, one (1) for gastronomy and one (1) from tourism industry players. The delegates participated in live culture and arts performances, live gastronomy performances, business conference and exhibitions. The exhibition was overall successful as the city's cultural and culinary heritage was showcased to the world much to the excitement of the delegates. Two of our delegates also participated in two different panel discussions. The two topics in which we participated in were,

1. Event Tourism: Development and Best Practice Examples on a National Level
2. Event Tourism: Development and Best Practice Examples on a Regional/Local Level

It was highlighted that 18 Countries participated in the event.

**(i) Local Music and Dance Performances**

It was reported that the Charles Austin Theater group performed local traditional music and dances that excited the delegates at the fair. The group's performance was so good that a news channel ASEAN News had to record a feature of their performance for their news channel. The Masvingo music artist by the name Blessing Maramba put excellent shows performing both our local traditional music and international music much to the excitement of the audience.

**(ii) Gastronomy and Culinary Performances**

It was reported that Ms Rejoice Gundura performed at the gastronomy section showcasing traditional Zimbabwean dishes. A lot of participants showed interest in Zimbabwean foods.

**(iii) Exhibition**

It was reported that a well-designed exhibition stand was put up for the city of Masvingo by the organisers of the event as part of madora, mauyu, baobab coffee, maheu, nyii and mufushwa. These foods attracted the attention and interest of many attendees. By the end of the exhibition, all the foods that we carried for the exhibition had been finished as the visitors found them delicious and irresistible. There is indeed a potential market for these in the Eurasian countries. Of interest was a visit by one professor who has done research and wrote articles on the baobab fruit (Mauyu) and its nutritional and health values without seeing the real fruit and had to first see it at our stand. The exhibition focused on the Great Zimbabwe and the surrounding touristic attractions that complete the tourism experience of tourists if they visit Masvingo. The team did their best to market our city, province and country's touristic attractions.

**(iv) Conferences**

Our delegation also participated in the conferences sessions that were informing and offered platforms for real exchange of ideas, practices and experiences that contribute to mutual growth of the tourism market. Enriching topics on event tourism were discussed in various formats including expert presentations, round table discussions and panel discussions. The topics covered in these conferences are,

**(v) Key learning points and recommendations**

It was highlighted that key learning points and recommendations drawn from Council representatives who participated at the expo were as follows:

- 1 Infrastructure is a key requirement for successful tourism development. There is need for the development of conference facilities, hotels, roads and airports. The venue of the expo is a conference facility owned by the Istanbul Metropolitan Municipality, City of Masvingo might take a deliberate step to construct own conference facilities to attract events to the city.
- 2 Cities are key enablers and facilitators of tourism and economic development, the Istanbul Bureau of Tourism (IBB) facilitated the hosting of the Silk Road Dialogue in Istanbul in 2024 and facilitated the hosting of this inaugural Colors of the World, Culture, Tourism and Destination Expo hence promoting their city as a tourist destination. It is imperative that the Masvingo Publicity Association or another structure be set up to push and facilitate the promotion of tourism in the city with the direction and involvement of council, government and the private sector.
- 3 Culture and Gastronomy have become key enablers of tourism growth and are gaining international recognition. The City of Masvingo may deliberately engage in culture and gastronomy promotion events with the private sector and market them to international audiences.
- 4 The Local Economic Development Plan needs to be finalised and adopted by council to facilitate the formulation of sector specific action plans for its implementation for the benefit of the city.
- 5 There is need to actively involve the private sector in tourism development and other local economic development initiatives so that they appreciate and invest in these initiatives which ultimately results in business growth. There is need to cascade information to stakeholders on the opportunities that are available in investing in participation in these events.
- 6 Events Tourism is a very crucial element that requires coordination and participation of all key stakeholders as it brings significant economic benefits to the city. Council may start small by hosting a culture and arts event probably a week or few days before some of the major planned events such as the Masvingo Agricultural Show and grow from there. Council may also facilitate the private sector's attendance to some of the tourism promotion platforms offered in the International Tourism Alliance of Silk Road Cities at their cost.
- 7 Council should leverage on collaborations with other local authorities in the province as well as the private sector and other stakeholders to maximise the benefits of participation at international events.

The meeting ended at 8.54 p.m.

**CONFIRMED THIS**

**DAY OF**

**2025**

**MAYOR**

**TOWN CLERK**