

CITY OF MASVINGO

MINUTES OF PROCEEDINGS OF THE 1069th ORDINARY COUNCIL MEETING IN COMMITTEE, HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES ON MONDAY 29 SEPTEMBER 2025 AT 6.14 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 B. Muchokwa
Councillor S. Shonhiwa

APOLOGIES:

Councillor S.T. Marombedze
Councillor S. Manyanga

OFFICIALS:

Town Clerk
Director of Housing and Social Services
Finance Director
Acting Director of Engineering Services
Internal Audit Manager
Housing and Social Services Manager
Principal Human Capital Officer
Monitoring and Evaluation Officer
Committee Officer
Committee Officers II (2)

269. CONFIRMATION OF MINUTES.

RESOLVED

THAT the minutes of the meetings held on 25 August 2025 be taken as read, confirmed as a correct record and signed.

*Proposed by Councillor A. Time
Seconded by Councillor B. Hwata*

270. HUMAN RESOURCES AND GENDER COMMITTEE

IT WAS MOVED BY Councillor A. Time, seconded by Councillor E. Zishiri

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

On minute “G” regarding the three-Day induction Workshop for Works Councils, it was highlighted that Chiredzi had been proposed as the venue town for the Workshop.

On minute “H” regarding engagement of a Psychologist to conduct Counselling Sessions on the Internal Audit Manager, Mrs D Makusha, His Worship the Mayor requested Mrs Makusha to declare interest on the matter and move out of the meeting.

Before the Internal Audit Manager moved out of the Chamber, she highlighted that she had her rights at work and did not require the services of a Psychologist.

The house expressed mixed views on the matter. Some members were of the view that Council should deal with her grievance issues first before engaging a Psychologist. Some of the members were of the view that the matter was purely an administrative issue which should be dealt with by the Town Clerk and Management. Debate ensued on the matter.

The Town Clerk explained some efforts he had initiated as a way of addressing her situation but without any positive result. He added that the idea of engaging a Psychologist was a way of assisting her to adapt to the new set up. The recommendation of the Committee was carried.

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 September 2025 be adopted subject to the resolutions passed as follows:

1. THAT the Town Clerk be authorized to engage twenty (20) fixed term Contract General Hands Grade 1 for a period of six months for grass cutting in the Parks and amenities section with effect from 13 October 2025.
2. THAT the Town Clerk be authorized to engage one Locum Registered General Nurse grade 9, for a period of 98 days from 1 October 2025 to 29 December 2025, in place of Tracy Zhou, who will be on maternity leave.
3. THAT thirteen (13) employees be confirmed onto the fixed establishment of Council after having successfully completed probation as detailed in the table below:

Name of employee	Position	Department	Date of appointment

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1. Emmanuel Tinarwo (120299)	Transport Officer Grade 10	Engineering Services	02 June 2025
2. Christine Mutizwa (130542)	Workshop Clerk Grade 5	Engineering Services	02 June 2025
3. Chiedza Mazambani (130541)	Library Assistant Grade 7	Housing and Social Services	02 June 2025
4. Precious Chirozvi (120265)	Departmental Secretary Grade 7	Housing and Social Services	02 June 2025
5. Constance Gubvumi	Administration Assistant	Chamber Secretary	02 June 2025
6. (130539)	Grade 7		
7. Faith Sibanda (130540)	Human Capital Clerk Grade 5	Town Clerk's Office	02 June 2025
8. Simbarashe Svinurai (130543)	Prepaid Parking Marshal Grade 4	Finance	15 June 2025
9. Bertha Chigaba (130538)	General Hand Grade 1	Health Services	11 April 2025
10. Agreement Svinurai (130537)	General Hand Grade 1	Health Services	07 May 2025
11. Blessed Hove (120297)	Town Planner Grade 10	Engineering Services	02 June 2025
12. Position Magade (120298)	Town Planning Technician Grade 9	Engineering Services	13 May 2025
13. Phainos Wadzanai (120292)	Town Planner Grade 10	Engineering Services	05 June 2025

4 THAT the Town Clerk be authorized to organize a three-day induction and drafting or Amendment of the Employment Code of Conduct and Works Councils Constitutions workshop in Chiredzi for Works Council, Disciplinary and Appeals Committees members.

5. THAT the request to engage a Psychologist at Council cost to conduct professional counselling on the Internal Audit Manager, Mrs D. Makusha be granted.

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

271. REPORT OF THE TOWN CLERK

A. APPOINTMENT OF WORKS COUNCIL CHAIRPERSONS AND VICE CHAIRPERSONS.

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Consideration was made to the report of the Town Clerk on the appointment of Works Council Chairpersons and Vice Chairpersons. It was reported that Council at its 1059th ordinary meeting held on 28 October 2024 read together with the 1066th Council meeting held on 13 June 2025 adopted the job evaluation report including the creation of the Middle and Senior Management tier and that the said tier to have its own bargaining fora.

The employees in grades 1 to 10 (operations), and those in grades 11 to 13 (middle and senior management) have chosen their workers' committees. Considering this development, Council was obliged to appoint a Chairperson and a Vice Chairperson for each of the two (2) Works Councils. The following proposals were considered:

- THAT Councillor Alaica Time be appointed chairperson of the Works Council for middle and senior management grades (grades 11 to 13)
- THAT Councillor Benard Muchokwa be appointed vice chairperson of the Works Council for middle and senior management grades (grades 11 to 13)
- THAT Councillor Sharon Marombedze be appointed chairperson of the works council for operations grades (grades 1 to 10)
- THAT Councillor Esther Zishiri be appointed vice chairperson of the works council for operations grades (grades 1 to 10)

Councillor B. Muchokwa objected to the proposals and moved out of the meeting.

The house agreed that Councillor B. Muchokwa be replaced by Councillor B. Hwata as Vice Chairperson of the Works Council for the Middle and Senior Management employees (grades 11-13). The proposals were adopted.

RESOLVED

1. THAT Councillor Alaica Time be appointed Chairperson of the Works Council for Middle and Senior Management grades (grades 11 to 13)
2. THAT Councillor Benson Hwata be appointed Vice Chairperson of the Works Council for middle and senior Management grades (grades 11 to 13).
3. THAT Councillor Sharon Marombedze be appointed chairperson of the works council for operations grades (grades 1 to 10).
4. THAT Councillor Esther Zishiri be appointed Vice Chairperson of the Works Council for operations grades (grades 1 to 10).

B. APPOINTMENT OF COUNCILLOR SHONHIWA SIMBARASHE INTO COMMITTEES OF COUNCIL AND OTHER BODIES

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Consideration was given to the report of the Town Clerk on the appointment of Councillor Simbarashe Shonhiwa into Committees of Council. It was highlighted that following the election of Shonhiwa Simbarashe as Councillor for Ward 7 on 13 September 2025 and his subsequent swearing in as a Councillor on 29 September 2025. It was proposed and agreed that Councillor Simbarashe Shonhiwa be appointed to serve in the following Committees:

- THAT Councillor Shonhiwa Simbarashe be appointed as a member of Audit Committee.
- THAT Councillor Shonhiwa Simbarashe be appointed as a member of Health Housing and Environmental Services Committee.
- THAT Councillor Shonhiwa Simbarashe be appointed member of the Publicity Association Board.
- THAT Councillor Shonhiwa Simbarashe be appointed Alternate Member of the District Aids Action Committee (DAAC).

RESOLVED

- i. THAT Councillor Shonhiwa Simbarashe be appointed as a member of the Audit Committee.
- ii. THAT Councillor Shonhiwa Simbarashe be appointed as a member of the Health Housing and Environmental Services Committee.
- iii. THAT Councillor Shonhiwa Simbarashe be appointed member of the Publicity Association Board.
- iv. THAT Councillor Shonhiwa Simbarashe be appointed Alternate Member of the District Aids Action Committee (DAAC).

C. APPOINTMENT TO INSIDE AND OUTSIDE BODIES

Consideration was given to the report of the Town Clerk on the appointment of Councillors to inside and outside bodies of Council. It was reported that His Worship the Mayor Councillor A.Tabe was a member of Masvingo Municipal Medical Aid Society (MMMAS) when he was the Chairperson of the Human Resources and Gender Committee. It was proposed and agreed that he be replaced by Councillor Alaica Time.

RESOLVED

THAT Councillor Alaica Time be appointed member of Masvingo Municipal Medical Aid Society (MMMAS) and relinquish her appointment to Publicity Association Board.

D. FORMATION OF THE BUSINESS DEVELOPMENT COMMITTEE AND APPOINTMENT OF MEMBERS OF THE COMMITTEE

Consideration was given to the report of the Town Clerk on the formation of the Business Development Committee. It was reported that following the creation of the economic development section and the appointment of the City Economic Development Officer, it had become necessary for the formation of a Business Development Committee with the following terms of reference;

- To receive the strategic and operational plans of the entities.
- To receive the conditions of service for employees of each of the Commercial entities.
- To review all contracts of major capital projects and of a threshold agreed in the service level agreement of each unit.
- To continuously monitor and evaluate the commercialized entities.
- To advise Council on policy issues relating to commercialized entities.
- To receive audited accounts of each of the entities.
- To approve the appointment of the Managerial Head of each commercialized entity.
- To receive and approve the service delivery agreements of each commercialized entity.
- To review investment proposals and any other issues to promote investments in the City.

It was proposed that Council forms a Business Development Committee, and appoints Councillors S. Marombedze, B. Hwata, W. Sitemere, A. Time and S. Chikwangwani as members of the Business Development Committee. The members agreed on the formation of the Business Development Committee. However members did not agree on the proposed composition of the Committee. The matter was put in abeyance pending a meeting of the Council Caucus.

[Councillor M. Madhuna moved out of the meeting at this point.]

RESOLVED

1. THAT Council forms a Business Development Committee.
2. THAT appointment of members to serve in the Business Development Committee be put in abeyance pending a meeting of the Council Caucus.

The meeting ended at 7.10 p.m.

MAYOR

TOWN CLERK