

**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 WEDNESDAY, 22 OCTOBER 2025 AT 4.35 P.M.**

**PRESENT:** Councillor B. Muchokwa (Chairman)  
His Worship the Mayor (Councillor A. Tabe)  
Councillor R. Musekiwa  
Councillor M. Madhuna  
Councillor A. Time

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

**IN ATTENDANCE:** Mr. L. Magwati – Economist, DDC Office  
Mr. W. Vhomo- Local Governance Studies Student: GZU

**OFFICIALS:** Town Clerk  
Finance Director  
Director of Housing and Social Services  
Director of Health Services  
Acting Director of Engineering Services  
Deputy Finance Director  
Housing and Social Services Manager  
Environmental Health Officer  
Economic Development Officer  
Administration Officer  
Committee Officer

**286. CONFIRMATION OF MINUTES**

**RESOLVED**

THAT the minutes of the meeting held on 22 September 2025 be taken as read and confirmed as a correct record and signed.

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

**287. MATTERS ARISING**

**(i). Minute(i): Revival of Shagashe Game Park**

It was reported that the Draft Memorandum of Agreement had been shared with the investor.

**288. REPORT OF THE FINANCE DIRECTOR**

**A. FINANCIAL PERFORMANCE.**

**Minutes- Finance & General Purposes Committee: 22 October 2025**

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 September 2025 amounted to ZiG496 922 965. Total revenue realized constituted 85% of the budgeted revenue for the period amounting to ZiG572 304 172. The major sources of revenue for the period were sale of goods at 70%, taxes 27% fines, forfeits and penalties constituting 2% and transfer 1%. The report was noted.

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

It was reported that Council had deployed Cashiers to Garikai market to enhance revenue collection. The recently held consultative process including budget feedback meetings with residents and stakeholders were also yielding positive results with reduced complaints for billing errors hence an indicator of improved service delivery and billing accuracy.

The Committee noted the need to enforce legislation to address rampant cases of illegal trading activities in the Central Business District and cases of tuckshops operating from residential premises and other undesignated spaces.

**(ii) Expenditure**

The report of the Finance Director on staff salaries and other recurrent expenditure was noted. Total expenditure for the period ending September 2025 was ZWG 331 045 168 distributed as follows, capital expenses 4%, employee compensation 57%, use of goods and services 28% and grants 1%.

**B. CAPITAL EXPENDITURE**

It was reported that the total capital expenditure for the month amounted to ZWG 1 305 968.47. The report was noted.

**C. CASHBOOK AND CASH FLOW PROJECTIONS**

The report of the Finance Director on the cashbook and actual cashflow as at 30 September 2025 and bank balances was noted.

**D. 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 low density and high density residential, commercial, government departments. The distributions of debtors by category, i.e commercial, industrial, residential high density, low density and institutions was noted. The total debtors for the period under review amounted to ZiG 515 634 663.77 with commercial constituting 22%, 9%, government departments 30%, low density residential 11%, residential high density 15%, medium density residential 3%. The Committee expressed serious concern on the rising government debt and highlighted the need to engage Central Government to settle its debt and enable Council to meet its service delivery mandate.

**E. CREDITORS ANALYSIS**

**Minutes- Finance & General Purposes Committee: 22 October 2025**

Consideration was given to the report of the Finance Director on accounts Payables focusing on major trade and payroll creditors for the month of September 2025. In total Council is owing various suppliers and service providers ZiG102,791,614.97.

**F. STORES AND ASSET MANAGEMENT**

The report of the Finance Director on Stores and Asset Management for the month of September 2025 covering stock levels of various consumables including water treatment chemicals, oils and fuels was noted.

**G. APPORTIONMENT AND PAYMENT OF ACTUARIAL DEFICIT AS AT 31 DECEMBER 2023- LOCAL AUTHORITIES PENSION FUND(LAPF)**

The Committee considered the report of the Finance Director on the payment of an actuarial deficit apportioned to the City of Masvingo, being a member of the Local Authorities Pension Fund (LAPF) following an actuarial valuation carried out in December 2023 in terms of the Pensions and Provident Funds Act (Cap 24:32) section 17(4) which obliged each member to fund the actuarial deficit. It was reported that each local authority was required to come up with a Certified Repayment Agreement to meet its obligation in this case the City of Masvingo owed ZWG 104,674,455.67.

The Committee turned down the recommendation to submit an application to the Minister of Local Government and Public Works for authority to utilize land sales to settle the actuarial deficit. It was reported that land sales constituted a capital injection into the pension fund. The Committee was of the view that Council should step up its debt collection efforts notably by pursuing Central Government debt and pay off the actuarial deficit from revenue rather than land sales.

**RESOLVED TO RECOMMEND**

THAT the Finance Director be instructed to engage Central Government and other debtors with a view that they settle their debts and Council utilizes the proceeds therefrom to pay its apportionment of Local Authorities Pension Fund (LAPF) actuarial deficit.

**H. EXPRESSION OF INTEREST- ERP/BILLING SYSTEM IMPLEMENTATION, TOWNSHIP REGULARISATION AND DEBT MANAGEMENT AND RECOVERY SYSTEM- REDFORCE INVESTMENTS (PVT) LIMITED**

The Committee gave consideration to the report of the Finance Director on the expression on interest received from Redforce Investments (Private) Limited for a partnership to provide and implement ERP/Billing system, township regularisation and debt management & recovery system to City of Masvingo. It was reported that Redforce Investments (Pvt) Limited made a presentation on their proposal on 30 September 2025.

It was reported that Redforce system, had an integrated digital platform designed to address key operational, financial, and service delivery challenges. The system was comprised of several core modules which include township Regularization, debt Management and recovery, digital cartography (GIS), Business licensing and compliance, Call center, online payment and enterprise resource planning (ERP) system with integrated billing and receipting.

**Minutes- Finance & General Purposes Committee: 22 October 2025**

The system modules showed significant potential, particularly in call center management, debt recovery and business licensing. However, critical concerns were raised regarding the system integration, potential loss of historical, unclear licensing fees, risks associated with local support and the possibility of creating new standalone systems. Further due diligence including a review of its performance at other sites like Chitungwiza is strongly recommended before the council decides to get on board.

It was reported that the Redforce system aims to move the council from fragmented, manual processes to unified, automated and data driven operational environment. The Committee noted the proposed of each module namely the Call Centre, Debt management, business licensing, digital cartography and township regularization, ERP billing and online payments. A summary of the challenges of the proposed system including integration issues with the PROMUN System, risk of stand-alone systems, product support (system is based outside Zimbabwe), cost of acquisition of the system and need for further research were highlighted. The Committee further noted that the submission by Redforce (Pvt) Ltd constituted an unsolicited bid. In light of the above the Committee upheld the recommendations of the Finance Director and the roadmap;

- *Mandatory due diligence:* A dedicated technical team must be set up to conduct a full review of the system's current performance at the Chitungwiza Municipality or any other local authority where it is operational.
- *Signing of a non-disclosure agreement-* Management should be authorised to sign a non-disclosure agreement with Redforce Investments (Pvt) Limited to protect both parties as engagements take place.
- *Signing of Memorandum of Understanding-* Upon satisfactory conclusion of the due diligence process, council may proceed to sign a memorandum of understanding with Redforce Investments (Pvt) Limited.
- *Supplier engagement-* A contract will be signed with the supplier after following all the due procurement process as outlined in the Public Procurement and Disposal of Public Assets Act (Chapter 22:23)

**RESOLVED TO RECOMMEND**

THAT Council adopts the roadmap for the implementation of the ERP township regularisation and debt management proposed by Redforce Investments (Pvt) Ltd as follows;

1. The Town Clerk be instructed to set up a technical team to conduct a full review of the system's current performance at the Chitungwiza Municipality or any other local authority where it is operational.
2. THAT Council and Redforce Investments (Pvt) Limited shall sign a non-disclosure agreement
3. THAT upon satisfactory conclusion of the due diligence process, Council may proceed to sign a memorandum of understanding with Redforce Investments (Pvt) Limited and a contract in compliance with all due processes as outlined in the Public Procurement and Disposal of Public Assets Act (Chapter 22:23)

**I. Adoption of Report**

Minutes- Finance & General Purposes Committee: 22 October 2025

**RESOLVED TO RECOMMEND**

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

**289. REPORT OF THE TOWN CLERK**

**A. LIQUOR SECTION REPORT**

The Committee considered the report of the Town Clerk on Council liquor outlets covering sales by brand and outlet, profitability and challenges for the month of September 2025. It was reported that the section recorded total sales of ZiG 466,543.24 as compared to ZiG 484 336.94. The Liquor business recorded a net loss of ZiG 13,938.45 for the month under review.

On the challenges faced by the section and its requirements such as a dedicated vehicle and repair of refrigerators, the Committee was of the view that the issues should be addressed administratively.

**B. Adoption of Report**

**RESOLVED TO RECOMMEND**

THAT the report of the Town Clerk be approved and adopted.

**290. REPORT OF THE CHAMBER SECRETARY**

**A. APPOINTMENT OF CHIEF SECURITY OFFICER AS AMOURER AND RENEWAL OF NINE FIREARMS LICENSES**

The Committee considered the report of the Chamber Secretary on the appointment of the Acting Chief Security Officer, Mr. Coster Sesenyani as Armourer of the City of Masvingo in terms of the Firearms Act. The function for the safekeeping of Council firearms had been delegated to the Chief Security Officer by the Town Clerk. Authority was also granted for the renewal of firearms licenses for the 9 firearms at a total cost of USD 905.00. It was noted that Mr. C. Mpindu had previously been appointed Armourer and had since left Council employment.

**RESOLVED TO RECOMMEND**

1. THAT Mr. Coster Sesenyani, Acting Chief Security Officer be appointed the City of Masvingo Armourer responsible for the safe custody of all Council Firearms.
2. THAT Council renews licenses for nine firearms at a cost of USD 905.00

**B. Adoption of Report**

**RESOLVED TO RECOMMEND**

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

Minutes- Finance & General Purposes Committee: 22 October 2025

**291. REPORT OF THE DIRECTOR OF HOUSING AND SOCIAL SERVICES**

**A. VALUATION REPORT OF STANDS 28773; 28776; 28777 AND 28778 FORT VICTORIA TOWNSHIP IN THE DISTRICT OF VICTORIA (ALSO KNOWN AS 28773; 28776; 28777 AND 28778 MORNINGSIDE MEDIUM DENSITY.**

Consideration was given to the report of the Director of Housing and Social Services on the valuation of additional stands offered to the Public Service Pension Fund being stands 28773; 28776; 28777 and 28778 Fort Victoria Township (Also known as Stands 28773; 28776; 28777 and 28778 Morningside Medium Density) for disposal purposes has been undertaken. The values inclusive of Value Added Tax for each stand were as follows;

STAND	SIZE (SQM)	RATE/M <sup>2</sup>	VALUE (USD)
28773	9347	22.04	206,000.00
28776	9123	22.03	201,000.00
28777	2056	28.75	59,110.00
28778	3599	22.04	79,330.00
<b>TOTAL</b>			<b>545,440.00</b>

**RESOLVED TO RECOMMEND**

THAT the valuation report for sale of additional stands being stand number 28773, 28776, 28777 and 28778 to the Public Service Pension Fund at a total cost of USD 545,440 be approved.

STAND	SIZE (m <sup>2</sup> )	RATE/m <sup>2</sup>	VALUE (USD)
28773	9347	22.04	206,000.00
28776	9123	22.03	201,000.00
28777	2056	28.75	59,110.00
28778	3599	22.04	79,330.00
<b>TOTAL</b>			<b>545,440.00</b>

**B. FIXING OF MONTHLY LEASE RENTALS FOR LOT 124/5 ALLOCATED TO WEZHIRA YOUTH PARK AND ENTERTAINMENT CENTRE**

The Committee considered the report of the Director of Housing and Social Services on the fixing of lease rentals for Lot 124/5 allocated to Wezhira Youth Park and Entertainment Centre. An internal valuation had recommended a lease rental of USD 108 per month.

**RESOLVED TO RECOMMEND**

THAT lease rentals for Lot 124/5 for a piece of land allocated to Wezhira Youth Park and Entertainment Centre be fixed at USD 108 per month.

**C. FIXING OF MONTHLY LEASE RENTALS FOR FORMER STAND NUMBER 27944 RUJEKO TO REHOBOTH LIGHTHOUSE FULL GOSPEL CHURCH**

The Committee considered the report of the Director of Housing and Social Services on the fixing of lease rentals for a piece of land formerly stand number 27944 Rujeko

**Minutes- Finance & General Purposes Committee: 22 October 2025**

which had been allocated to Rehoboth Lighthouse Full Gospel Church for a greenhouse project. An internal valuation was undertaken and the monthly rentals were fixed at USD 160 per month. The Committee approved the valuation report.

**RESOLVED TO RECOMMEND**

THAT the monthly lease rentals for the piece of land formerly stand number 27944 Rujeko allocated to Rehoboth Lighthouse Full Gospel Church to establish a greenhouse project be set at USD 160 per month.

**D. 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.

**292. REPORT OF THE ACTING DIRECTOR OF ENGINEERING SERVICES**

**A. REQUEST FOR SECURITY GUARD AT STAND NUMBER 872 SHAKASHE DRIVE, EASTVALE, MASVINGO.**

The Committee gave consideration to the report of the Acting Director of Engineering Services on the request for a Security Guard at Stand number 29582 and 872 Shakashe Drive, Eastvale, Masvingo. It was reported that the premises was currently under an alarm system which was not working well and authority was being sought to switch from an alarm system to a 12-hour guard manning the premises at a cost of USD 736 per month as quoted by Safe Guard. The request was referred back to Management.

**RESOLVED TO RECOMMEND**

THAT the request by the Acting Director of Engineering Services for a 12-hour Guard at staff house, stand number 29852 and 872 Shakashe Drive, Eastvale, Masvingo be referred back to Management for consideration.

**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 7.08 p.m

**CONFIRMED THIS**

**DAY OF**

**2025**

**CHAIRMAN**

**TOWN CLERK**