

**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 TUESDAY, 19 AUGUST 2025 AT 4.58 P.M.**

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

**IN ATTENDANCE:** Mr. W. Vhomo- Local Governance Studies Student: GZU  
Miss P. Matadi: Development Studies Student: GZU

**OFFICIALS:** Acting Town Clerk  
Finance Director  
Acting Director of Engineering Services  
Deputy Finance Director  
Housing and Social Services Manager  
Internal Audit Manager  
Economic Development Officer  
Monitoring and Evaluation Officer  
Public Relations Officer  
Assistant Committee Officer

**218. CONFIRMATION OF MINUTES**  
**RESOLVED**

THAT the minutes of the meeting held on 18 July 2025 be taken as read and confirmed as a correct record and signed.

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

**219. MATTERS ARISING**

**(i). Minute 194(i): Revival of Shagashe Game Park**

It was reported that a Draft Agreement with the Department of Parks and Wildlife Management Authority had been completed and was still to be shared with the investor. The Committee expressed concern on the delays in the implementation of the project.

**220. REPORT OF THE FINANCE DIRECTOR**

**A. FINANCIAL PERFORMANCE.**

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 July 2025 amounted to ZiG366 544 779. Total revenue realized constituted 86% of the budgeted revenue for the period amounting to ZiG 427 265 330. The major sources of revenue for the period were sale of goods at 69%, taxes 29% fines and penalties 2%.

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

It was reported that engagements with Government Departments were ongoing given the level of Government debt. A supplementary valuation Roll had also been carried out to increase billing efficiency and accountability. Early billing had also sustained Council as evidenced by the collection efficiency of 65.80%. It was indicated that revenue collection was also increasing after Council started billing Clipsham Views residential project.

The Committee was of the view that Council would generate more revenue by collecting garbage from the residents of Victoria Ranch. On the need to engage Masvingo Rural District Council on the provision of services to Victoria Ranch, the Chamber Secretary explained that further engagements would be possible after the renewal of the Memorandum of Understanding with Masvingo Rural District Council. On the proposal to supply water at Victoria Ranch, it was highlighted that Council could not meet the demand due to limited pumping capacity. The Acting Town Clerk indicated that he would engage with the District Development Coordinator on the issue of Victoria Ranch.

**(ii) Expenditure**

The report of the Finance Director on staff salaries and other recurrent expenditure was noted. Total expenditure for the period ending July 2025 was ZWG 329 520 087 distributed as follows, capital expenses 5%, employee compensation 57%, use of goods and services 38%.

**B. CAPITAL EXPENDITURE**

It was reported that the total capital expenditure for the month amounted to ZWG 1 284 677.79. 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 July 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. A collection efficiency of 72.14 % derived from a billing equivalent of ZiG 1 980 457.33 and receipts amounting to ZWG 1 428 718.03 for billable properties. The billed revenue trend analysis for the months of January 2025 to July 2025 was noted. It was indicated that efforts were being made to engage with Government debtors for set off arrangements. The report was noted.

**E. CREDITORS ANALYSIS**

Consideration was given to the report of the Finance Director on accounts Payables focusing on major trade and payroll creditors for the month of July 2025. On major

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**E. STORES AND ASSET MANAGEMENT**

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

**F. REQUEST FOR FINANCIAL SUPPORT TOWARDS DANHIKO PARALYMPIC GAMES – MASVINGO WHEEL CHAIR TENNIS**

Consideration was given to the report of the Finance Director on the letter from Masvingo Wheelchair Tennis Association requesting for financial support towards transport and food provisions for the Danhiko Paralympic games to be held from 18<sup>th</sup> to 20<sup>th</sup> September 2025. They submitted a budget of US\$880 being transport, US\$480 and food US\$400 for twenty (20) participants.

It was reported that Council has already supported the association through payment of registration fees. The Committee noted that supporting the association aligns with the value of inclusivity which the city embodies. The request was granted.

**RESOLVED TO RECOMMEND**

THAT Council supports Masvingo Wheelchair Tennis Association with US\$880 or ZiG equivalent towards their participation at the 2025 edition of the Danhiko Paralympic Games. **FD**

**G. ESTABLISHMENT OF CITY OF MASVINGO STAKEHOLDER BUDGET COMMITTEE**

Consideration was given to the report of the Finance Director on the proposed City of Masvingo Stakeholder Budget Committee. It was reported that the City of Masvingo and City of Mutare held a joint workshop under the Good Governance in Local Authorities (GGLA) project supported by GIZ and the European Union. During the workshop, City of Mutare presented on their multi-stakeholder committee and the benefits they were getting from the structure. City of Masvingo adopted the concept of the stakeholder committee as a key action item on its Public Financial Management (PFM) performance improvement plan.

In pursuit of inclusivity and promoting citizen participation and involvement in the affairs of the city, management was proposing the establishment of a Stakeholder Budget Committee (SBC). The role of the Committee shall be ;

- To participate and contribute in the formulation of the Council budget and tariff proposals.
- To participate and contribute in the review of the budget performance.
- To assist council in communicating progress and priorities on service delivery to stakeholders.
- To consult with their constituent bodies and communicate to council major stakeholder priorities.
- To take the lead and ownership of budget proposals during budget consultation processes.

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- To act in the developmental interests of the city including encouraging constituent members to settle their bills and observe council by-laws,

It was highlighted that Management had already reached out to major stakeholder groups and the following have already confirmed their interest:-

<b><u>STAKEHOLDER GROUP</u></b>	<b><u>NAME OF PERSON NOMINATED</u></b>
Business Community	Mr Andrew Chekani
Zimbabwe Republic Police	Inspector I Zhovha
Business Community	Mr Louis Lindenberg
Religious Organisations	Reverend T. Hlomayi
Residents Associations (MASDDRA)	Mr Moses Mavhusa
Youths	Tarirana Prince Marley (Junior MP – Masvingo Urban
Youths	Junior Mayor
Government Ministries	Mr Ndumiso T. Moyo – Ministry of Industry and Commerce
Zimbabwe Chamber of ZMES	Mr Karl Max Debwe
Women’s organisations (WEDO)	Mrs Angeline Mikiri
Minister of State for Provincial Affairs and Devolution	Mr J.M. Nyamhuri
Business Community	Mr E. Museva
Business Community	Mr N. Pasimupindu
District Development Co-ordinator’s office	Mr L. Magwati
Business Community	Mr Noah Marima
Residents Associations (MURRA)	To confirm

Draft Terms of Reference for the Stakeholder Budget Committee (SBC) were also prepared. The advantages of the SBC were outlined as follows:

- The SBC will act as a link between Council and its stakeholders enhancing information exchange for harmonious relationship and development.
- The SBC will assist in making Council policies and programs aligned to stakeholder priorities and expectations hence inclusive development.

The establishment of the Stakeholder Budget Committee for the City of Masvingo was agreed but the members raised concern that they wanted more training on the concept before working with the Stakeholders Budget Committee. It was agreed that the Town Clerk should organize a learning visit to one of the local authorities who have established the Stakeholder Budget Committee and receive detailed training.

**RESOLVED TO RECOMMEND**

1. THAT the Town Clerk be instructed to organize a learning visit by all Councilors to any one of the local authorities who have established the Stakeholder Budget Committee as a capacity building exercise. TC

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2. That Council adopts the members who have already confirmed their availability and interest into the Stakeholder Budget Committee and that the Town Clerk be authorised to formally communicate the appointments.
3. THAT Management be instructed to reach out to other stakeholder groups for submission of their representatives and that the Town Clerk be authorised to make the necessary appointments.
4. THAT the draft Terms of Reference for the Stakeholder Budget Committee be adopted subject to periodic reviews whenever it becomes necessary.

**H. ADOPTION OF THE PUBLIC FINANCIAL MANAGEMENT PERFORMANCE IMPROVEMENT PLAN**

Consideration was given to the report of the Finance Director on strengthening public financial management in local authorities as one of the key pillars of the Good Governance in Local Authorities (GGLA) project in which City of Masvingo together with other local authorities have partnered GIZ and the European Union. The project encourages peer learning and exchange of good practices among partner local authorities. In pursuit of this, City of Masvingo and City of Mutare held a joint basic public financial management training workshop at Clevers Hotel, Chiredzi on 22 – 24 July 2025. The key deliverable from the workshop, is the Public Financial Management Performance Improvement Plan (PFM – PIP) for the City of Masvingo. The Committee noted the workshop report compiled by GIZ after the training and the PFM-PIP for City of Masvingo. The request was adopted by the Committee.

**RESOLVED TO RECOMMEND**

THAT the City of Masvingo (PFM) Performance Improvement Plan be adopted.

**I. NON-REVENUE WATER**

Consideration was given to the report of the Finance Director on non-revenue water for the month of July 2025 as detailed below:

Total water abstracted	=	739 040m <sup>3</sup>
Wash water	=	25 540m <sup>3</sup>
Percentage of wash water	=	3.46%
Total water pumped to Reservoirs	=	687 960m <sup>3</sup>
Normal loss	=	34 398m <sup>3</sup>
Total water recorded inflow at Reservoirs	=	653 562m <sup>3</sup>
Leakage water (water loss)	=	19 607m <sup>3</sup>
Total water pumped outflow from Reservoirs	=	633 953m <sup>3</sup>
Total water billed	=	389 481m <sup>3</sup>
Non-Revenue water percentage	=	45.4%
Loss in monetary terms	=	<b><u>\$ 424 464.89</u></b>

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It was highlighted that Procurement of 1 000 water meters was in progress, and that procurement on pressure reducing Values and Bulk meters had been initiated. The report was noted.

**J. REQUET FOR PAYMENT PLAN FOR PLAN APPROVAL FEES FOR STAND NUMBER 38 PROTEA RHODENE MASVINGO: D. MASOMERE.**

Consideration was given to the report of the Finance Director on request by D. Masomere for a payment plan of plan approval fees for his construction project on Stand Number 38 Protea Road, Rhodene, Masvingo. The request was turned down since it was against the policy.

**RESOLVED TO RECOMMEND**

THAT the request by D. Masomere for a payment plan to settle plan approval fees for his construction project on Stand Number 38 Protea Road, Rhodene, Masvingo be turned down since the request was against the Council policy.

**F. 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.

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

**A. LIQUOR SECTION REPORT**

The Committee considered the report of the Acting Town Clerk on Council liquor outlets covering sales by brand and outlet, profitability and challenges for the month of July 2025. It was reported that the section recorded total sale of ZiG 301 481.06 for the month of July 2025, compared to ZiG 339 595.51 the previous month attributed to shortage of beverages in the market. This translated to a net loss of 12.64%.

The Committee noted that the liquor outlets would be best operated by an independent business unit. The need to expedite the formation of the Economic Development Committee of Council was highlighted which would focus on the business unit.

**B. TRUCK STOP DEVELOPMENT**

Consideration was given to the report of the Acting Town Clerk on the development of the Truck Stop. The Committee noted that progress was very slow partly due to limited funding, and the Committee was of the view that Council should identify a partner for quick project implementation. It was agreed that the idea on the change of the funding model be referred to Management for consideration.

**RESOLVED TO RECOMMEND**

THAT the Town Clerk be instructed to refer the idea of forming a partnership in the development and running of the Truck Stop to Management for consideration. TC

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**C. REQUEST FOR AUTHORITY TO ATTEND A TRAINING PROGRAMME OFFERED UNDER THE INDIAN TECHNICAL AND ECONOMIC COOPERATION (ITEC) 2025: ENG. WILLIAM MADZIVADONDO.**

Consideration was given to the report of the Acting Town Clerk on the request by Engineer W. Madzivadondo, for authority to attend a training programme in India. It was reported that the Government of India has extended its invitation to the Government of Zimbabwe to nominate participants for various courses under the above-mentioned programme. Subsequently, Eng. William Madzivadondo was nominated to attend the Sustainable Municipal Waste Management from 17 to 30 September 2025. Estimated costs to be catered for by Council shall be \$6 600.00 as tabled below;

	<b>Item</b>	<b>Cost</b>	<b>Source of funding</b>
1	Subsistence Allowance at 1.25 x 330 per day = \$412.50 x 16 days (from 16/09/25 to 01/10/25)	\$6 600.00	City of Masvingo
2	Air ticket	-	Government of India
3	Meals		
4	Accommodation		

The request was granted subject to Cabinet approval.

**RESOLVED TO RECOMMEND**

THAT Eng. William Madzivadondo be authorised to attend the Sustainable Municipal Waste Management Training Programme in India from 17 to 30 September 2025 at a total cost of \$6 600.00 subject to Cabinet Approval.

**D. APPLICATION FOR EDUCATIONAL LOAN: MUNYARADZI MUTAMBASERE (120033) MUNICIPAL CONSTABLE GRADE 5.**

Consideration was given to the report of the Acting Town Clerk on the request by Mr. Munyaradzi Mutambasere (120033) Municipal Constable Grade 5 for an educational loan amounting to USD591.00 or equivalent, to study a Bachelor of Commerce Honours Degree in Accounting with Great Zimbabwe University. The application was granted subject to availability of funds in the educational loan revolving fund account.

**RESOLVED TO RECOMMEND**

THAT, the application for study loan by Mr. Munyaradzi Mutambasere (120033) Municipal Constable Grade 5, amounting to USD591.00 or equivalent, to pursue a Bachelor of Commerce Honors Degree in Accounting with Great Zimbabwe University be granted.

**E. APPLICATION FOR EDUCATIONAL LOAN: VIMBAI HURUVA (120266) WASTE MANAGEMENT OFFICER GRADE 11.**

Consideration was given to the report of the Acting Town Clerk on the application by by Mrs Vimbai Huruva (120266) Waste Management Officer Grade 11 for an educational

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loan amounting to USD 4 920.00, to pursue a Master's of Science Degree in Climate Change and Sustainable Development with National University of Science and Technology (NUST) for the period of 15<sup>th</sup> of August 2025 to 31 December 2027. The application was granted .

**RESOLVED TO RECCOMAND**

THAT the application for study loan by Vimbai Huruva, (120266) Waste Management Officer Grade 11, for an educational loan amounting to USD 4 920.00, to pursue a Master's of Science Degree in Climate Change and Sustainable Development with National University of Science and Technology (NUST) be granted subject to availability of funds in the educational loan revolving fund account. ATC

**F. REQUEST TO RESCIND COUNCIL RESOLUTION NUMBER 022 (9) UTILISATION PLAN FOR DESIGN APPROVAL FEES FOR RUNYARARO WEST HOUSING SCHEME: NATIONAL SOCIAL SECURITY AUTHORITY (NSSA) PROJECT**

Consideration was given to the report of the Acting Town Clerk on the request to rescind resolution. It was reported that Council at its 1061<sup>st</sup> sitting of 27 January 2025 resolved to grant the proposal for Council to utilize design approval fees for Runyararo West Housing project amounting to USD120 790.03, in the provision of 4 x single Cab (GD6) operational vehicles.

It was reported that National Building Society (NBS) had written to formally confirm its request for Council to reconsider a downward adjustment of the engineering design fees charged for the project. Based on the tender bids they received, the current fee levels would contribute to escalated project costs beyond their initial budget thereby risking undermining both affordability and accessibility of the stands to the intended beneficiaries. The National Building Society was therefore requesting for a 50% reduction in applicable fees to help progress the development of land at a reasonable cost and avoid further delays. The request was granted.

**RESOLVED TO RECOMMEND**

1. THAT Resolution Number 022(9) of the 1061<sup>st</sup> Ordinary Council meeting held on 27 January 2025 which reads, "*THAT the proposal for Council to utilise design approval fees for Runyararo Housing Project amounting to USD 120790,03 in the provision of 4x Single Cab (GD6) vehicles be granted*" be rescinded.
2. THAT the request by National Building Society (NBS) for a 50% reduction in design approval fees for Runyararo North West Housing Project be granted. ADES

**G. Adoption of Report**

**RESOLVED**

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

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

**A. LEASE RENTAL FOR STANDARD FARM BEING LEASED BY MC MEATS P/L**

Consideration was given to the report of the Director of Housing and Social Services on the request by MC meats for review of lease rentals for Standard Farm. Pursuant to City of Masvingo Council Resolution Minute No.120 (7) which directed “THAT Management be tasked to enter into negotiations with MC Meats Private Limited for review of lease rentals for Standard Farm, from USD2,500 up to a maximum of USD3,500 per month”. The draft memorandum of agreement of lease was submitted to the Lessee for consideration. The Lessee proposed a monthly rental USD3,000.00. The reason the tenant cited was that they would surrender a portion of the farm measuring about 46.9 hectares which they were not utilizing. The Committee further instructed Management to lease the surrendered portion to generate revenue. The proposal was accepted by the Committee.

**RESOLVED TO RECOMMEND**

1. THAT the request by MC Meats Private Limited to surrender a portion of Standard Farm measuring 46 hectares and review of lease rentals to USD3,000.00 per month be granted.
2. THAT Council lease out a portion of Standard Farm measuring 46.95 hectares surrendered by MC Meats Private Limited.

**B. REQUEST FOR PAYMENT OF AFFILIATION FEES FOR 2025 INTERCITIES GAMES.**

Consideration was given to the report of the Director of Housing and Social Services on the request for payment of affiliation fees amount to USD\$3000.00 and USD\$2 889.00 for food for the City of Masvingo to participate in the Intercities Games. The request was granted.

**RESOLVED TO RECOMMEND**

THAT the Finance Director be instructed to pay the sum of USD 5 889.00 being City of Masvingo participation fees and food for the Intercity Games to be held in Mutare in October 2025. **FD**

**C. RUJEKO LIBRARY CHILDREN’S CORNER PROJECT**

Consideration was given to the report of the Director of Housing and Social Services on the Rujeko Library Children’s Corner Project. It was reported that the 1067<sup>th</sup> Council Resolution Number 186(E) Resolved., “THAT the cost of upgrading Rujeko Library under the Children’s Corner Project, in collaboration with Book Aid International and Edward Ndhlovu Memorial Trust be referred to the Finance and General Purposes Committee for consideration”.

It was noted that the City of Masvingo would work on the refurbishment of Rujeko Library Children’s Corner funded by the Book Aid International. The Cost of the project was summarized in the table below:

Refurbishment	Material	Cost
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		<b>USD</b>	<b>ZIG</b>
	Tiling		\$7505.13
	Signage	\$120-00	
	Outdoor table & Benchcombo	\$400-00	
<b>Official Opening</b>	Pull-up Banner	\$80-00	
	2.5x1.2 Banner	\$40-00	
	Food for Delegates	\$400-00	
<b>Total</b>		<b>\$1040-00</b>	<b>\$7505.13</b>

The request was granted.

**RESOLVED TO RECOMMEND**

THAT the Director of Housing and Social Services be instructed to process payment of USD1 040.00 and Zig 7 505.13 being the cost of refurbishment and official opening of Rujeko Library Corner project being funded by Book Aid International.  
**DHSS**

**D. INVITATION OF THE YOUTH IN LOCAL GOVERNMENT TO PARTICIPATE AT THE TOKYO INTERNATIONAL YOUTH CONFERENCE ON AFRICA DEVELOPMENT, IN THE CITY OF TOKYO, JAPAN**

Consideration was given to the report of the Director of Housing and Social Services on the invitation to participate in the Youth in Local Government to be held in Tokyo, Japan. It was reported that the Ministry received an invitation to participate at the Tokyo International Youth Conference on Africa Development, in the city of Tokyo, Japan.

It was reported that the Ministry had written to inform Council that one of the children from Children's Home, Masvingo House, Henry Courage has been nominated to be part of the TICAD9 delegation representing Zimbabwe.

The costs for the trip are as tabulated below:

Accommodation for 10 days @60 per day	USD\$ 600
Ticket Costs	USD\$1900
Travelling and Subsistence USD\$29 per day	USD\$ 290
Total	USD\$2790

The request was granted.

**RESOLVED TO RECOMMEND**

THAT Council fund the cost of travel of Henry Courage, a child at Masvingo Home at Chambuta, to attend and participate in the Youth in Local Government Conference on Africa Development to be held in Tokyo, Japan at a cost of USD2 790.00 as follows:

Accommodation for 10 days @60 per day	USD\$ 600
Ticket Costs	USD\$1900

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Travelling and Subsistence USD\$29 per day	USD\$ 290
<b>Total</b>	<b>USD\$2790</b>

The meeting ended at 6.15 p.m

**CONFIRMED THIS DAY OF 2025**

**CHAIRMAN**

**TOWN CLERK**