



CITY OF HARARE

SMALL TO MEDIUM ENTERPRISES COMMITTEE

MINUTES OF A MEETING OF THE ABOVE COMMITTEE HELD IN THE COUNCIL CHAMBER, TOWN HOUSE ON THURSDAY, 15TH MAY 2025 AT 12:30PM

MEMBERS PRESENT: Councillors: D. Ngadziore (Chairperson)
J. Bhingari
S. Chanachimwe
C. Chidagu
E. Kamusikiri
K. Maburutse
W.C. Muzuva

APOLOGIES FOR ABSENCE: Councillors: B. Duma
S. Chuma
K. Kadzombe
L. Makuwerere
C. Mande
S. Mapanzure
G. Marera
C. Mashozhera
A. Munamba
K. Mutapaire

OFFICIALS PRESENT

Eng P.M. Moyo	: Acting Town Clerk
W.S. Chiwawa	: Acting Chamber Secretary
Dr. C. Tongowona	: Acting Director of Housing and Community Services
G. Kusangaya	: Acting Finance Director
J. Mazvimba	: Acting Director of Urban Planning
A. Nyamurova	: Town Clerk`s Office (Audit Manager)
Dr. A. Muguti	: Town Clerk`s Office (Acting Head-Strategy)
D.S Mavalwane	: Town Clerk`s Office (Monitoring and Evaluation Manager)
W. Mugobogobo	: Town Clerk`s Office (Acting ICT Manager)
L. Mandoza	: Town Clerk`s Office (Monitoring and Evaluation Division)
V. Ngwarati	: Town Clerk`s Office (Emergency Services Division)
T. Mberikunashe	: Town Clerk`s Office (Emergency Services Division)
C. Marodza	: Town Clerk`s Office (Corporate Communications Division)
B. Mtonzi	: Town Clerk`s Office (Corporate Communications Division)
T. Zizhou	: Town Clerk`s Office (Business Development Unit)
M. Samukange	: Human Capital Department

S. Makuzha	: Department of Housing and Community Services
D. Tigere	: Department of Housing and Community Services
P. Jiriyengwa	: Department of Housing and Community Services
L. Tambala	: Department of Housing and Community Services
A. Masuku	: Finance Department
E. Mudimu	: Finance Department
G. Guzha	: Department of Works
T. Nyanhanda	: Department of Works
S.J. Kaneba	: Department of Works
C. Banga	: Chamber Secretary`s Department
G. Mutenure	: Chamber Secretary`s Department
B. Mukumba	: Chamber Secretary`s Department (Intern)

RECOMMENDATIONS : 6 TO 9

RESOLUTIONS : 1 TO 5

REPORTERS AND MOVERS: Councillors: D. Ngadziore, J. Bhingari

1. PRAYERS (1)

The opening and closing prayers were led by Councillors W.C. Muzuva and C. Chidagu respectively.

2. CONFIRMATION OF MINUTES (A.2)

The Minutes of the Meeting of this Committee held on 16th April 2025 had been circulated with the Agenda.

On the proposal by Councillor J. Bhingari seconded by Councillor W.C. Muzuva the Committee: -

RESOLVED

That the Minutes of the meeting of this Committee held on 16th April 2025 be taken as read and confirmed.

ACTION: A/CS: 15/05/25

3. UPDATE ON THE PROGRESS OF BLITZ PROGRAMME ACROSS COUNCIL. (A.4)

Under matters for which the Chairperson's consent had been obtained, the Committee requested for an update on progress of the blitz programme across Council.

The Acting Finance Director reported that there was progress and that his Department was assessing the impact of the exercise.

The Committee pointed the need to monitor the blitz and to assess its impact as Council was incurring expenses through fuel and allowances for participants.

The Committee also undertook to assess the impact of the Markets blitz the following month.

RESOLVED

- (1) That the Acting Human Capital Director monitors the on-going revenue collection blitz and assess its impact as Council is incurring expenses on the exercise.
- (2) That the Director of Housing and Community Services (Head Markets) assesses and reports to this Committee the impact of the revenue collection blitz on markets.

ACTION: A/HCD, A/FD & DHCS (Head- Markets: 15/5/25)

4. CONVENING THE SMALL TO MEDIUM ENTERPRISES MICRO FINANCE POLICY WORKSHOP. (A.4)

On 16 April 2025 this Committee (Item 4) had resolved -

"That the Acting Chamber Secretary organises a workshop on the formulation of policies and a model for using the Small to Medium Enterprises Micro Finance and spelling out how the Small to Medium Enterprises in Harare will access financial resources".

Arising from the previous Minutes, the Committee enquired an update on the Small to Medium Enterprises Micro Finance Policy workshop. The policies would support the Small to Medium Enterprises in accessing financial resources and to operationalize the facility once the paper work for the Micro Finance was finalized.

The Committee reiterated that after the necessary processes and registration with the Reserve Bank of Zimbabwe (RBZ), the Micro-Finance Fund would be operationalised. It agreed that the workshop be scheduled in two weeks' time. Ministerial approval would be sought as suggested in this meeting.

The Committee also expressed the need for the newly established Board for the Micro Finance to attend the proposed workshop for their input.

Following discussion, the Committee: -

RESOLVED

That the Acting Chamber Secretary organizes a workshop for the week ending 31st May 2025 for the formulation of the Small to Medium Enterprises Micro-Finance operationalization Policy focusing on the Small to Medium Enterprises revolving funds and infrastructure development.

ACTION: A/CS: 16/05/25

5. UPDATE ON REVENUE COLLECTION FROM SIYA-SO (MAGABA)- MACHIPISA (MUKAMBO); AND RESOLUTIONS ON FEES TO BE PAID AT SIYA-SO, GLEN VIEW "8" COMPLEX AND MACHIPISA. (B.1)

The Committee had before it, a report (8th May 2025, circulated with the Agenda) by the Director of Housing and Community Services recommending noting the update on revenue collection from Siya-So (Magaba)- Machipisa (Mukambo); and resolutions on fees to be paid at Siya-So, Glen View "8" Complex and Machipisa.

The Committee deferred consideration of the report pending submission of the Lease Agreements of the co-operatives and the layout plans for each site from the Department of Urban Planning to enable it to make an informed decision.

Following discussion, the Committee-

RESOLVED

That decision on the report (8th May 2025) by the Director of Housing and Community Services on the update on revenue collection from Siyaso (Magaba)- Machipisa (Mukambo) and resolutions on fees to be paid at Siya-so, Glen View "8" Complex and Machipisa be deferred pending submission of the lease agreements for the co-operatives and the layout plans for each site from the Department of Urban Planning to enable it to make an informed decision.

ACTION: A/CS, A/DUP & DHCS: 16/05/25

6. SMALL TO MEDIUM ENTERPRISES REVENUE COLLECTION AND REVENUE GENERATION REPORT FOR THE PERIOD OF MARCH AND APRIL 2025 AND STRATEGIES TO ENHANCE REVENUE COLLECTION.
[B.2]

The Committee had before it, a report (7th May 2025, circulated with the Agenda) by the Director of Housing and Community Services recommending noting the Small to Medium Enterprises revenue collection and revenue generation for the period of March and April 2025 and strategies to enhance revenue collection.

The Acting Director of Housing and Community Services reported that a total of ZWG(Zig) \$3,985,767.36 and USD \$442,718.20 had been collected from the Small to Medium Enterprises in City of Harare during the specified period under review. The following strategies had been executed to improve revenue collection:

- On-going blitz programme,
- issuing notices to traders with outstanding payments,
- establishing payment arrangements for vendors in arrears throughout the City, and
- granting permits.

He further reported that the following strategies were planned for implementation during the year 2025 to further enhance revenue collection:

- establishing payment plans for vendors in arrears throughout the City,
- regular monitoring of weekly revenue inflows,
- identifying additional vending sites, and
- conducting awareness campaigns by the Council.

He also reported that revenue collection in the year 2025 was anticipated to increase as further strategies were to be implemented to ensure improvement in revenue collection.

The Committee expressed the need for the division to come with targets for each markets site and Market Offices as well in order to be able to monitor and evaluate revenue collection performance.

The Committee cited the revenue collected from Mabelreign amounting to USD\$205 in March 2025. The Committee noted that there were five (5) Kiosk

which paid USD\$100.00 each per month. There were also twenty (20) hardware shops each trader paying USD\$25 per month. The sum of USD\$205 was far less than the monthly potential revenue of USD\$1 000.00 (5 x 100) + (20 x \$25). The Committee tasked the Head-Markets to investigate the payment of a sum of USD\$205.00 in March 2025 instead of a potential of \$1 000.00.

The Committee also expressed concern that Commuter omnibuses in the Central Business District did not pay any revenue to the City. It accordingly agreed that Market Officers be given revenue collection targets and that relevant Heads of Department provided the necessary support to the Small to Medium Enterprises sector to enhance revenue collection.

Following discussion, the Committee: -

(A) RESOLVED

- (1) That the Director of Housing and Community Services investigates the payment of a sum of USD\$205 against a potential of USD\$1 000.00 per month at Mabelreign Market in March 2025.
- (2) That the Director of Housing and Community Services establishes monthly revenue potential for each Market.
- (3) That the Director of Housing and Community Services assigns Market Officers with revenue collection targets subject to review periodically with reports to the Committee.

ACTION: DHCS (Head-Markets: 16/5/2025)

(B) RESOLVED TO RECOMMEND

That Council notes the Small to Medium Enterprises revenue collection, revenue generation report for the period of March and April 2025 amounting to ZWL (ZIG) \$3 985 767.36 and United States of America Dollars \$442 718.20 and strategies to enhance revenue collection.

ACTION: DHCS: (HEAD-MARKETS) 3/06/25

7. PROGRESS ON MARKETS UNDER CONSTRUCTION AND PLAN FOR DEVELOPMENT OF NEW MARKETS DURING THE YEAR 2025. (B.4)

The Committee had before it, a report (7th May 2025, circulated with the Agenda) by the Director of Housing and Community Services recommending noting progress on markets which were under construction and plan for the development of new markets during the year 2025.

The Acting Director of Housing and Community Services reported that the Small to Medium Enterprises Committee had convened a meeting on 16th March 2025 and resolved that the Director of Housing and Community Services reports on the markets in Harare, where materials had been purchased but the work remained unfinished and a report outlining new markets planned for construction in 2025.

The Acting Director of Housing and Community Services further reported that the Seke/Dieppe (Coca-Cola) Market project was launched to create a modern and efficient facility for the City's vendors. However, it had encountered several challenges that had led to significant delays. A grant of ZWL\$15,000,000.00 was allocated to the project and the funds were fully utilized leaving the project at 75% completion. To finalize the project, requisitions were raised for the procurement of necessary materials. After several meetings by the Small to Medium Enterprises Division and sister Departments (Department of Works, Finance and the Monitoring and Evaluation Division), materials had not been purchased. The Council had also received Expressions of Interest from prospective parties to take over the project but acceptance had not been possible due to the initial government grant.

Reconstruction of Mbare Retail Market Phase 2

The Director of Housing and Community Services reported that designs had been made for the new market. A Memorandum of Understanding (MOU) was signed between Masimba Holdings and the City of Harare and a ground breaking ceremony was held, officiated by His Excellency, the President of the Republic of Zimbabwe. The relocation of vendors from the old market to the Tsiga market needed to be undertaken before the project commenced.

Tsiga Market

The Director of Housing and Community Services further reported that Tsiga Market served as a temporary site for relocating traders who did not fit into Phase 1, which had recently been opened. Approximately 4,000 traders required relocation to Tsiga market. The Department of Works had completed graveling and compaction, and efforts to construct public toilets and to erect a security fence were underway.

Chisipite People's Market

The Acting Director of Housing and Community Services also reported that Architectural drawings for the market had been completed and that construction was expected to commence once the plan approval process was finalized. The entire project was funded through a donation from the National Railways of Zimbabwe Pension Fund.

Sunningdale Flea Market Sheds

The Director of Housing and Community Services also reported that originally, the plan had been to construct a market shed for the flea market and that materials were procured to support the project. However, the stakeholders felt there was a need to add tuck shops, putting the original plan on hold. The new project ultimately required additional materials to be purchased.

Hatcliffe Markets

The UN-Women, a non-governmental organization under the United Nations, had partnered with the City of Harare in 2021 to construct the Hatcliffe retail market. A Memorandum of Agreement was signed, but on November 16, 2022, the Housing Department had received a letter from Helpline Zimbabwe stating that the contractor had failed to meet his contractual obligations. The project stalled at 5%, and recovery prospects had appeared unlikely following the passing on, of the contractor's company owner.

The Committee discussed the matter expressing concern that the report did not provide enough information such as materials procured, stage of construction of the Market, additional materials required to complete construction of the markets and cost thereof. The Committee approved the report subject to submission of a supplementary report indicating quantities of materials used and those outstanding and costs thereof and to attach any requisitions.

Following discussion, the Committee-

(A) RESOLVED

That the Director of Housing and Community Services submits a supplementary report indicating quantities of materials used in construction of the markets, state of completion, required materials and costs thereof and attaching requisitions.

(B) RESOLVED TO RECOMMEND

That Council notes the Small to Medium Enterprises Division update on markets under construction and the plan for construction of new markets during the year 2025.

ACTION: DHCS: 3/06/25

8. UPDATE ON PEOPLE'S MARKETS EARMARKED FOR EXPANSION, MODERNIZATION AND UPGRADING. (B.5)

On 16th April 2025, the Small to Medium Enterprises Committee (Item 3) had resolved:

- 1) *"That the Acting Director of Urban Planning develops modern prototype plans for markets intended for use in wards to construct new markets or renovate existing ones.*
- 2) *That the Director of Housing and Community Services in liaison with the Acting Director of Urban Planning, renovates the existing markets to ensure they are functional and supportive of local economic growth."*

The Committee now had before it, a report (13th May 2025, circulated with the Agenda) by the Director of Housing and Community Services recommending noting on the update on Peoples' Markets earmarked for expansion, modernization and upgrading.

The Acting Director of Housing and Community Services reported that the joint site visits were conducted with relevant departments which included Urban Planning, City Architect Division, City Valuation and the Estates division and Markets division. Potential sites for existing People's Markets identified for expansion/modernization included:

- Mabelreign People's market,
- Glen Norah B People's market,
- Highfield Jabavu Flea/People's market,
- Highfield Machipisa Mkambo market,
- Glen View area 8 People's market
- Mupedzanhamo Market

The Director of Housing and Community Services reported that the upgrades aimed to enhance trading environment and support economic growth.

The Committee requested the Director of Housing and Community Services to fully implementation the upgrading of the six (6) sites and that if there were any Expressions of interest applications from various stakeholders upgrade markets they be considered for the five (5) sites and other sites across Harare.

Following discussion, the Committee-

RESOLVED TO RECOMMEND

- (1) That Council notes the proposed 3D drawings prepared by the City Architect for the Peoples' Market earmarked for modernization and upgrading.
- (2) That Council approves the expansion and upgrading of designated People's markets as shown on the 3D drawings and prototypes designed by the City Architect.
- (3) That Council approves the 3D drawings and prototypes which will be replicated at all the sites in wards with dilapidated People's markets to enable them to be functional.
- (4) That Council mandates the Director of Housing and Community Services and Director of Works to fast-track the development for Small to Medium Enterprises Markets in the identified locations.
- (5) That Council considers applications from various stakeholders expressing interest, to develop the market sites identified and highlighted in the preamble above.

ACTION: DHCS: 3/06/25

9. REVAMPING OF THE MUPEDZANHAMO MARKET. (B.3)

The Committee had before it, a report (6th May 2025, circulated with the Agenda) by the Director of Housing and Community Services recommending approval of the revamping of the Mupedzanhamo market.

The Acting Director of Housing and Community Services reported that in December 2023, the Mupedzanhamo market had reopened after being closed since March 2019. The facility had a capacity for 1,710 traders dealing in second-hand clothing, footwear, art, and craft items. The traders at Mupedzanhamo had previously paid a nominal monthly fee of \$50 which was reduced from \$200 in 2024. At that time, over 80% of the traders had left their tables and were operating outside the facility. Those unauthorized traders outside were reportedly paying an average of \$3 per day, totaling about \$72 per month for 24 days. The traders had expressed concern that there was no longer sufficient space for their operations. The traders at Mupedzanhamo had previously expressed concerns that there was little business inside the facility as many of their customers had been drawn away by illegal vendors. They identified that as a significant reason for their inability to pay to Council.

He further reported that efforts had been made to engage the Municipal Police for the removal of illegal vendors, but the vendors had continued to operate unlawfully utilizing water and toilet facilities at the Mupedzanhamo site without contributing anything to the Council. The Mupedzanhamo facility had undergone significant renovations. Additionally, a Memorandum of Understanding between the City of Harare and Ecocash had led to the drilling of a borehole, the construction of a durawall, the installation of a new gate, and repairs to leaking roof sheets. Those improvements enabled the facility to unlock new potential.

He further reported that the Chishawasha grounds measured approximately 7.7 hectares. The Department of Works had compacted the grounds as part of a proposal to relocate vendors, which was ultimately abandoned. This site required fencing and the construction of temporary structures to comply with minimum standards.

The Committee enquired from the Small to Medium Enterprises Division on how the money collected from markets was used.

The Chairperson advised that the idea behind the Micro Finance was to address the lack of funding of Small to Medium Enterprises infrastructure in the City from Small to Medium Enterprises ring-fenced account. He underscored the need to expedite operationalizing the Micro Finance facility. He cited markets inclusive of Mabelreign where construction materials were purchased but remained unused exposing it to theft.

The Committee then enquired progress on the establishment of the Micro Finance.

The Acting Chamber Secretary advised the Committee that there were legal processes to be followed inclusive of submitting paperwork for the Micro Finance to the Reserve Bank of Zimbabwe (RBZ) and then to the Registrar of Companies for registration.

The Committee then requested the Acting Town Clerk, Director of Housing and Community Services (Small to Medium Enterprises Division) and the Acting Chamber Secretary (Legal Division) to submit an update report on progress on registration of the Micro Finance Company at the following Committee meeting. The Monitoring and Evaluation Officer at the Department of Housing and Community Services was tasked to coordinate issues of the Micro Finance.

The Committee also requested from the Acting Town Clerk to speed up the works at Chisawasha Grounds. The Director of Housing and Community Services was also tasked to approach Econet Wireless (Private) Limited on the status and commitment to its investment at Mupedzanhamo Flea Market. The Chairperson also reported that vendors who were operating outside Mupedzanhamo Flea Market were going to be relocated temporarily to Chishawasha grounds to pave way for a car park there at. The operation was

expected to force operators who had stalls in Mupedzanhamo to return to their tables. The Development Control and Harare Metropolitan Police would coordinate the movement of the vendors.

Following discussion, the Committee: -

(A) RESOLVED

- (1) That the Acting Town Clerk (Harare Metropolitan Police), Department of Housing and Community Services (Small to Medium Enterprises Division) and Department of Works (Development Control) coordinates the relocation of vendors from the space outside Mupedzanhamo Flea Market to Chishawasha Grounds.
- (2) That the Director of Housing and Community Services confirms Econet Wireless (Private) Limited`s position on its investment in Mupedzanhamo Flea Market.
- (3) That the Monitoring and Evaluation Officer for the Department of Housing and Community Services in liaison with the Acting Chamber Secretary (Legal Division) coordinates issues of the Micro Finance and submit a report to the Small to Medium Enterprises Committee.

(B) RESOLVED TO RECOMMEND

- (1) That Council approves the relocation of illegal traders operating outside Mupedzanhamo Market to Chishawasha Grounds.
- (2) That Council allows the utilization of funds collected by the Small to Medium Division to construct simple temporary structures for the resettled traders at Chishawasha Grounds.
- (3) That Council approves the utilization of the open space created by the removal of illegal vendors temporarily as a Car Park for the Mupedzanhamo market, Siyaso Complex and other motorists wishing to do business in Mbare area.

ACTION: DHCS, A/CS & A/TC(M&E): 3/06/25

THE MEETING ENDED AT 1:01 PM

GM/BM/ntc