



# **CITY OF HARARE**

## **AUDIT COMMITTEE**

### **MINUTES OF A PHYSICAL MEETING OF THE ABOVE COMMITTEE HELD IN THE COUNCIL CHAMBER, TOWN HOUSE, ON THURSDAY, 10<sup>TH</sup> NOVEMBER 2022 AT 15.10 PM**

**MEMBERS PRESENT:** **Councillors:** K. Charumbira (Chairperson)  
M. Dutuma  
J. K. Kunashe  
A. Shingadeya  
S. Wutawunashe

**APLOGIES FOR ABSENCE:** **Councillor:** G. Mandere  
E. Mupamawonde

#### **OFFICIALS PRESENT**

Eng. M. Moyo : Acting Town Clerk  
S. Majogo : Acting Director of Housing & Community Service  
A. Nyamurova : Town Clerk's Office (Audit Manager)  
D. Njanina : Chamber Secretary (Committees Manager)  
D. Mavolwane : Town Clerk's Office (A/Monitoring & Evaluation Manager)  
I. Dhedheya : Town Clerks` Office (CCD)  
E. Marange : Town Clerks` Office (Audit)  
B. Phiri : Town Clerks` Office (Audit)  
A. Shoko : Town Clerks` Office (Audit)  
V. Y. Matengarufu : Chamber Secretary's Department (Public Affairs and Protocol)  
L. Masuka : Chamber Secretary's Department  
L. S. Chikadza : Chamber Secretary's Department  
T. R. Mugurasave : Chamber Secretary's Department (Intern)  
T. G. Dimbo : Chamber Secretary's Department (Intern)

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**RECOMMENDATIONS:** **NIL**

**RESOLUTIONS:** **1 to 4**

**REPORTERS AND MOVERS:** **Councillors:** K. Charumbira  
M. Dutuma

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**1. PRAYERS (A.1)**

The opening and closing prayers were led by Councillor S. Wutawunashe and M. Dutuma respectively.

**2. ABSENCE OF HEADS OF DEPARTMENT AT THE AUDIT COMMITTEE MEETING**

The Committee expressed concern at the absence of Heads of Department at the Meeting and agreed to postpone the meeting to the following week.

The Acting Town Clerk apologized to the Committee and advised that Heads of Department were out of Harare on Council business.

**RESOLVED**

- (1) That the Acting Town Clerk ensures that Heads of Department prioritise Audit Committee meetings.
- (2) That the Audit Committee Meeting be deferred to the following week when all Heads of Department would be present

**ACTION: ATC: 11/11/2022**

**3. DEFEREMENT OF THE AUDIT COMMITTEE MEETING TO A DATE TO BE ADVISED**

Arising from discussion on the absence of some Heads of Department mentioned elsewhere in these Minutes, the Committee deferred the consideration of the Audit Committee meeting dated 10<sup>th</sup> November 2022 to the following week when all Heads of Department were available.

**RESOLVED**

That the Audit Committee meeting scheduled for Thursday 10<sup>th</sup> November 2022 be deferred to the following week when all Heads of Department are available.

**ACTION: A/CS: 11/11/22**

**4. AUTHORITY TO UNDERTAKE A FAMILIARISATION TOUR OF BULAWAYO CITY COUNCIL AND ZIMRA INTERNAL CONTROL SYSTEMS**

On 29<sup>th</sup> August 2022 this Committee (Item 9) had requested the Acting Chamber Secretary to organize a look and learn study tour of Bulawayo City Council and Zimra offices with a view to study how they were dealing with

their internal control systems in their organisations. The Committee now expressed concern on the delay in finalizing the crucial tour which would address the concerns raised in the 2019 External Auditors' report as well as the internal control challenges faced by the City.

**RESOLVED**

That the Acting Chamber Secretary ensures that the familiarization tour to Bulawayo City Council and Zimra offices is organized as a matter of urgency.

**ACTION: A/CS: 11/11/22**

**THE MEETING ENDED AT 15: 50 HOURS**

LC/fm