

## 6.8 LEGAL SERVICES

### Function

- \* Ensure compliance with governing legislation and reduce litigation by or against the Ministry

## 6.9 FINANCE AND ADMINISTRATION

### Function

- \* Provide Finance and Administration support services

## 6.10 INTERNAL AUDIT

### Function

- \* Provide audit services

## 6.11 HUMAN RESOURCES

### Function

- \* Provide human resources management services and coordinate human resources planning

## 6.12 PROCUREMENT MANAGEMENT

### Function

- \* Coordinate the procurement of goods and services for the ministry

## 6.13 STRATEGIC, POLICY PLANNING, MONITORING AND EVALUATION

### Function

- \* Facilitate the formulation, monitoring and reviewing of Ministry policies
- \* Coordinate the creation and maintenance of an updated database of the Ministry's programmes and projects

## 6.14 GENDER MAINSTREAMING, INCLUSIVITY AND WELLNESS

### Function

- \* Coordinate the formulation, implementation and evaluation of gender mainstreaming, inclusivity and wellness policies, strategies and programmes in the Ministry in consultation with Heads of Departments

## 6.15 COMMUNICATION AND ADVOCACY

### Function

- \* Spearhead the development of communications and advocacy strategies for the Ministry
- \* Superintend over the dissemination of information about the Ministry's activities, policies, programmes and services through various media platforms

## 6.16 INFORMATION COMMUNICATION TECHNOLOGY (ICT)

### Function


- \* Spearhead the development and establishment of Ministry specific and cross-cutting ICT policies, procedures and systems and ensure that they are in sync with the Ministry's strategic goals and national development imperatives.





## CONTACT DETAILS

Makombe Building  
Cnr Leopold Takawira Street/Herbert Chitepo Avenue  
Private Bag CY7706, Harare  
Mobile: +263777390875  
Directline: +263242794189

Email: [commsandadvocacy@gmail.com](mailto:commsandadvocacy@gmail.com)

 [www.mlg.gov.zw](http://www.mlg.gov.zw)

 @MoLGPWZim

 Ministry of Local Government and Public Works

# Ministry of Local Government and Public Works

# 2024

## 1. VISION

Devolved governance for prosperous communities by 2030

## 2. MISSION

To promote socio-economic development of rural and urban communities in a well-built devolved environment.

## 3. MANDATE

-Formulate,regulate and monitor policies that promote sound local governance;  
-Facilitate devolution;  
-Initiate,promote and implement urban and rural development projects and programmes.

## 4. CORE VALUES

**Team work** - co-ordination,co-operation  
**Innovativeness** - dedication to creativity  
**Agility** - an attitude of responsiveness  
**Transparency** - openness with zero tolerance to corruption  
**Accountability** - building trust through responsibility  
**Hunhu/Ubuntu** - embracing our culture and good corporate citizenship  
**Integrity** - honesty, ethical conduct, high moral principles and professionalism

## 5. DEPARTMENTS AND THEIR CORE FUNCTIONS

### 6.1 LOCAL AUTHORITIES

#### 6.1.1 URBAN LOCAL AUTHORITIES

##### **Function**

\*Enhance local governance in urban local authorities

#### 6.1.2 RURAL LOCAL AUTHORITIES

##### **Function**

\*Enhance local governance in Rural District Councils(RDCs)

### 6.1.3 LIQUOR LICENSING BOARD

##### **Function**

\* To promote,regulate, support and facilitate the operations of the liquor industry  
\* Manage and provide adequate information on liquor license application

### 6.2 TRADITIONAL LEADERSHIP SUPPORT SERVICES

##### **Function**

\* Facilitate the establishment,resuscitation,selection, upgrading and appointment of Traditional leadership

### 6.3 SPATIAL PLANNING AND DEVELOPMENT

##### **Function**

\* Formulate Spatial Planning Policy and standard;  
\* Administer and review the Regional Town and Country Planning Act;

### 6.4 CIVIL PROTECTION

##### **Function**

\*Provide overall coordination of Civil Protection Organisations in Provinces and Civil Protection areas in Zimbabwe  
\*Develop effective disaster mitigation strategies and systems  
\*Administer Civil Protection Act

### 6.5 PUBLICWORKS

##### **Function**

\* Formulate and implement policies and programmes In construction and maintenance

#### 6.5.1 ARCHITECTURAL SERVICES

##### **Function**

\* Prepare architectural designs for building projects (define the scope), supervise construction works and co-ordinate professional teams in constructing projects

### 6.5.2 ENGINEERING SERVICES

##### **Function**

\* Provide functional and economic Engineering designs in accordance with the clients brief, supervise and monitor the work of Engineering consultants appointed to undertake works by the ministry

### 6.5.3 CONSTRUCTION AND MAINTENANCE

##### **Function**

\*Provide direct labour in construction and maintenance services.

### 6.5.4 QUANTITY SURVEYING

##### **Function**

\* Prepare tender documents and cost estimates for construction projects and value construction work

### 6.6 VALUATION AND ESTATES MANAGEMENT

##### **Function**

\* Provide valuation services to Government and Quasi-Government institutions  
\*Manage Government office accomodation, residential and commercial immovable property

### 6.7 PROVINCIAL LOCAL GOVERNMENT SERVICES

##### **Function**

\* Monitor, regulate, promote and facilitate local governance at provincial level.

#### 6.7.1 DISTRICT DEVELOPMENT COORDINATOR'S OFFICE

##### **Function**

\* Monitor,regulate,promote and facilitate local governance at district level.

#### 6.7.2 PROVINCIAL PUBLIC WORKS DIRECTORATE

##### **Function**

\* Implement policies in Estates Mngement, Valuation Services, Construction and Maintenance of Infrastructure  
\* Facilitate State functions and occasions