



**Government of Zimbabwe
Ministry of Environment, Climate and Wildlife**

**with support from
ICAT, UNOPS and UNEP-CCC**

**Initiative for Climate Action Transparency Project in Zimbabwe
Phase II**

**Output 1.1: Digital Tool Developed, NAP-MEF Digitized and
Institutionalized**

Activity 1.1.7: District and Municipality Visits

Deliverable 7: District and Municipality Visits Reports

17 to 23 August 2025

Initiative for Climate Action Transparency - ICAT

Deliverable Title

7: District and Municipality Visits Reports including recommendations on requirements for upscaling implementation

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Summary

The Government of Zimbabwe through the Ministry of Environment, Climate and Wildlife, with support from ICAT, UNOPS, and UNEP-CCC, conducted a series of district and municipality visits from August 17 to 23, 2025, as part of the Initiative for Climate Action Transparency Project. These visits to Nyanga, Mutare, Gweru, and Tsholotsho aimed to operationalize the National Climate Change Adaptation Plan Monitoring and Evaluation Framework (NAP-MEF) by engaging local stakeholders, assessing progress in data collection for seven priority sectors and assessing the progress made in data collection using the NAP MEF digital data collection tool (Annexures 1 – 4). Although significant progress had been made in collecting data across the priority sectors data collectors faced some challenges in accessing some datasets. Key challenges identified included significant data gaps, difficulties in accessing historical and urban-specific information, lack of resources, and the need for better inter-departmental coordination. The initiative concluded with plans to finalise data submission and hold a validation workshop to ensure the tool's effectiveness for national climate adaptation reporting and securing international funding.

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1. Nyanga Rural District Council: 18 August 2025,

1.1. Welcome and introductions

Prior to the meeting, a courtesy call was made to the Nyanga RDC with a view to appraise council officials on climate projects they could embark on (including carbon credits) with support from Ministry of Environment, Climate and Wildlife. The meeting was chaired by Mr Myambo, the Acting CEO for Nyanga District. The Acting CEO thanked participants from different departments for accepting the invitation at a very short notice and implored them to actively contribute to the meeting. This was followed by introductions of participants (Annexure 5) from Nyanga. Afterwards, Mr Muhwati, the ICAT coordinator introduced the consultants and Ministry officials (Annexure 5) before asking Mr Dhobha, Deputy Director from the Climate Change Management Department to introduce, Mr Zhakata, the Chief Director in the Ministry of Environment, Climate and Wildlife.



In his opening remarks, the Chief Director acknowledged the local leadership which was present in the meeting. Mr Zhakata mentioned that the CCDM was pleased to engage the Nyanga RDC, which had participated in the formulation of the NAP. In addition, the Chief Director emphasised the importance of the transparency process in carbon trading and explained how Nyanga could benefit from its vast forestry resources. The carbon trading guidelines being developed by the Ministry seeks to regularise carbon trading in Zimbabwe to ensure that local communities benefit from the global trade of carbon credits, in particular the need to capacitate the RDC's to benefit from this considering that the climate change impacts are felt at local level. The Chief Director provided a brief explanation of the NAP including how the local

authorities fit into the Programme. He emphasised the need for providing accurate and robust data to assist in the reporting of climate change adaptation and impacts as well as . unlocking financial resources for climate adaptation planning. The Chief Director highlighted some of the climate related hazards such as Cyclone Freddy, and Cyclone Anna that the district experienced in the past.. He mentioned that with support from ICAT, UNOPS, and UNEP-CCC the Government of Zimbabwe’s MECW was implementing the ICAT Phase 2 Project. The project seeks to develop the institutional arrangements and tools needed to support the implementation of Zimbabwe’s National Adaptation Plan monitoring and evaluation framework for reporting adaptation action under the Enhanced Transparency Framework. The NAP MEF is being piloted in four selected local authorities namely Tsholotsho RDC, Nyanga RDC, Gweru City and Mutare City. He then highlighted that a digital tool had been developed for collecting, storing and analysing climate adaptation data. Progress towards adaptation was going to be measured using sector specific indicators that were being refined as part of the project. The CD mentioned that the whole NAP-MEF process was fully participatory, GESI-responsive and iterative. To this end, the CD indicated that the data providers were trained on GESI, the NAP-MEF, adaptation transparency reporting and the use of the digital tool during the Kadoma workshop held from 17-18 July 2025. He emphasised the need to provide the necessary data, including challenges gaps and areas of improvement. With these remarks and with indulgence of participants, the DDC and acting CEO, he declared the meeting officially opened.



1.2. Objectives of the meeting

Mr Ndidzano, Deputy Director at Climate Change Management Department, then invited the ICAT-CCC project coordinator Mr Muhwati to give the objectives of the meeting. Mr Muhwati explained the importance of the United Nations in coordinating global efforts towards combating climate change , hence the presence of UN partners in the meeting. He explained the UNFCCC framework and the Paris Agreement, both of which Zimbabwe is signatory to. Mr Muhwati mentioned that Zimbabwe launched

the Zimbabwe Climate Change Adaptation Plan 2024. He indicated that within the NAP, there is a Monitoring and Evaluation Framework (MEF), which Zimbabwe will leverage to support adaptation transparency reporting across the seven priority adaptation sectors. The NAP-MEF, plays a crucial role in fulfilling the reporting requirements in the BTR and National Communications. Therefore, there was need to put in place a robust data collection system to assist in the collection, processing and storage of the data. He further mentioned that since adaptation efforts are done at local level, there was need for partners from the district to assist in the collection of data that will be used for monitoring adaptation progress.

With this background, the objectives of the meeting were to:

- Meet a wider range of stakeholders involved in adaptation planning and provision of associated data at the local level, including district gender and community development officials.
- Assess and document the challenges, needs and gaps in relation to the adaptation data collection basing on the pilot practical exercise undertaken using the digital tool from the time of the training workshop to the time of the visits (one month).
- Engage with local authority senior management officials (RDC Chief Executive Officers and City Council Town Clerks), introduce them to the NAP-MEF and obtain their perspectives in relation to adaptation transparency.

The expected deliverables from the visits were;

- Detailed District and Municipal Visits Report including the challenges, needs and gaps for implementing local level adaptation transparency arrangements.
- Updated manual and digital tool based on recommendations from the participants which will be finalised for the validation workshop scheduled for October/November 2025.
- Report on the inclusion of gender and inclusivity considerations into the NAP-MEF and National Communications and BTR Process.
- Awareness on the NAP-MEP raised amongst local authority senior management.



1.3. Recap of the National Climate Change Adaptation Plan Monitoring and Evaluation Framework

Dr Mugandani, the lead climate change adaptation consultant then invited Dr Shekede to present on the NAP M&E evaluation framework. In his remarks, he emphasised the need for planning activities to be conducted at local level considering that climate change impacts are mostly felt at local level. However, to be able to characterise the progress in adaptation activities of the country, there is need to collect data and inform the progress of these interventions and hence the need for the NAP M&E.

Dr Shekede provided a detailed overview of the NAP MEF including the objectives, scope, and overall approach to the MEL for the adaptation in relation to the NAP process. He also highlighted the roles, responsibilities, data, institutional and resources needed for adaptation. Furthermore, he emphasised the importance of the NAP MEF in fulfilling the requirements of the Paris agreement particularly the need to track progress, assess effectiveness of interventions, and inform decision. He then explained the components, context and benefits of the NAP MEF for the country before presenting on the adaptation interventions in the country within the 7 priority sectors.



1.4. Sector presentations on opportunities and gaps in data collection

After Dr Shekede's presentation, participants were divided into seven groups to discuss the challenges, needs and gaps for implementing local level adaptation transparency arrangements, use of the manual and the digital tool; GESI considerations in the NAP-MEF and National Communications and BTR Process. The data providers chaired the breakaway sessions for sector specific issues while the gender expert led the discussion on GESI.



1.4.1 Health sector

The group gave a comprehensive report on the data availability, collection status and challenges under the health sector for Nyanga district (Table 1). It was indicated that the district targets and baselines in the sector were informed by the health Master Plan.



Table 1: Health sector Data collection report, Nyanga district

Indicator	100Baseline data	If available, state actual value at start of intervention	Targets, desired value	If available, state actual target/desired value	Unit of measurements (% ,ha, etc)
1.Number of health centres/facilities in the district.	32	29	108	108 According to District Master Plan	
2.Presence of District health and climate hazard preparedness plans o Disaster Risk Reduction Plan o Emerge Response Plan	EPR plan and DRR plan	- EPR Plan was available	-DRR Plan -EPR Plan	Both EPR and DRR plans required	
3.Number of health centres using climate forecast information for planning	All health facilities100%	29 All facilities at that time 100%	100% facilities	100%	
4.Presence of a functional health surveillance system in place that integrates climate change-related risks (e.g. heat stress, vector-borne diseases, waterborne illnesses) o Yes – fully integrated and operational o Partially – some climate risks are considered o No – not integrated o Other (explain)	YES	YES	YES	YES	
5.Percentage of clinics reporting WASH-related illnesses	100%	100%	100% All facilities should report	100%	100%
6.Percentage of clinics recording WASH-related illnesses every month	Variable depends on clinics facing WASH related diseases eg diarrhoea,	Variable depends on clinics facing	Variable depends on clinics facing	Variable depends on clinics facing WASH related	Variable depends on clinics facing

	cholera, typhoid and dysentery	WASH related diseases eg diarrhoea, cholera, typhoid and dysentery	WASH related diseases eg diarrhoea, cholera, typhoid and dysentery	diseases eg diarrhoea, cholera, typhoid and dysentery	WASH related diseases eg diarrhoea, cholera, typhoid and dysentery
7.Number of waterborne diseases recorded during a climate event	Drop down needed for the diseases eg cholera, dysentery, typhoid, diarrhoea				
8.Number of people trained on WASH o Male o Female					
9.Presence of real-time WASH-health surveillance dashboards	RWIMS Data base, Weekly WASH reports	RWIMS Data base, Weekly WASH reports	RWIMS Data base, Weekly WASH reports	RWIMS Data base, Weekly WASH reports	RWIMS Data base, Weekly WASH reports
10.Number of health workers trained on climate and WASH interlinkages o Male o female	Trainings during staff meetings/ DHTs ongoing. All trained	Trainings during staff meetings/ DHTs ongoing. All trained	Trainings during staff meetings/ DHTs ongoing. All trained	Trainings during staff meetings/ DHTs ongoing. All trained	Trainings during staff meetings/ DHTs ongoing. All trained
11.Number of research projects on climate related diseases	There is need for clarity on operational or formal research				

In the health sector presentation, key opportunities and enablers for data collection included the use of existing sources such as the Environmental Health reports and the DHIS2 system, which streamlined the process. Adequate training and the coordination of WASH (Water, Sanitation, and Hygiene) activities through the District Water and Sanitation Sub-Committee (DWSSC) provided a strong supporting policy framework. However, some challenges were noted and these included financial constraints, especially the lack of resources for field verification. It was highlighted there was lack of clarity on certain data points, such as the number of people trained on WASH and the number of waterborne diseases.

It was recommended that 1) financial resources be availed for data validation and verification in the field; 2) the different waterborne diseases be specified and included in a drop down tool for the indicator, 3) the indicator on the number of people trained on WASH be specific on whether this is referring to health personnel or the general community; 4) data collection be finalized at the end of each reporting year; 5) advocacy for climate change and resilience be strengthened at all levels through informational, educational, and communication (IEC) materials. This would promote public participation and ownership of adaptation programs.

1.4.2 Infrastructure and water

The presenter highlighted challenges in data collection across both sectors, particularly, the failure to obtain data from institutions such as ZINWA. However, they were hopeful that they were going to eventually get this data and populate the forms.



1.4.3 Tourism

Presentation touched on data collection challenges in the sector. Notable concerns were the failure to get data from some tourism operators who do not register operations to avoid taxation. However, the presenter highlighted that efforts have been

made to access data through, for instance, engaging the Hotel Practitioners Association whose president was also present during the meeting.



1.4.4 Biodiversity

The presenter mentioned that they had a few problems in the data collection. The group proposed to have an indicator that included other insects such as flying ants that are found in the district under the non-timber forest products. Furthermore, it was noted that the indicator percentage change in forest cover did not accommodate negative values considering that the change can also be negative. The digital tool expert was to include a provision for capturing negative values. The data collectors were advised to use the 'other' option on the non-timber forest resources indicator to include any other resources that might not be available on the drop down.



1.4.5 Agriculture

The presenter mentioned that they had few problems in the data collection for the agriculture sector as most indicators were already being captured (Table 2). Several of these indicators are further disaggregated by age, gender and level of vulnerability allowing more detailed sectoral analysis.



Table 2: Report from the agriculture sector in Nyanga for data collection

Indicator	Baseline data (Yes, No)	If available, state actual value at start of intervention	Targets, desired value (Yes, No)	If available, state actual target/desired value	Unit of measurements (% ,ha, etc)	Gender (Yes, No)	Age (Yes, No)	Location (Yes, No)	Vulnerability status (Yes, No)
1. Total number of households in the district	Yes	47653	Yes	47653	285.9Ha	Yes	Yes	Yes	Yes
2.Number of women headed households.	Yes	4703	Yes	4703	10%	Yes	Yes	Yes	Yes
3.Number of child-headed households practising farming in the district	Yes	2302	Yes	2302	5%	Yes	Yes	Yes	Yes
4.Number of People With Disabilities (PWDs) in the district practising farming	Yes	1191	Yes	1191	2.49%	Yes	Yes	Yes	Yes
5.Number of farmers accessing weather and climate information services	Yes	47015	Yes	47015	98%	Yes	Yes	Yes	Yes
6.Number of functional hydro meteorological stations.	Yes	5	Yes	5	100%	Yes	Yes	Yes	Yes
7.Commonly used channels for accessing climate and weather services in the district: o Radio/TV o Mobile platform o Extension officers o Community meetings/Local information centres o Other (Specify)	yes	5	yes	5	100%	Yes	Yes	Yes	Yes
8.Frequently used and preferred channels by a) women and b) persons with disabilities to access	yes	4	yes	4	100%	Yes	Yes	Yes	Yes

climate and weather information services in the district.									
9.List the Indigenous Knowledge Systems used for climate weather information	yes	4	yes	4	100%	Yes	Yes	Yes	Yes
10.Number of households practising CSA o CA Conservation agriculture: Pfumvunza/Intwasa o Minimum or no tillage o Mulching (use of crop residues or cover crops) o Permanent soil cover o Crop residue retention o Drought-tolerant and early maturing food and feed crop varieties o Crop rotation and diversification (e.g., cereals with legumes) o Intercropping (e.g., maize with cowpeas) o Agroforestry (e.g., integrating fruit or nitrogen-fixing trees which can be utilized by livestock in farms) o Precision agriculture (use of data and technology for input efficiency) o Other (Specify)	yes	10	yes	10	100%	Yes	Yes	Yes	Yes
11.Water Management o Rainwater harvesting? (e.g., roof catchments, runoff collection) o Drip and sprinkler irrigation systems	yes	6	yes	4	67%	Yes	Yes	Yes	Yes

<ul style="list-style-type: none"> o Water conservation techniques including Tied ridges and infiltration pits for moisture retention o Use of water-efficient irrigation scheduling and technologies o Recycling and reuse of wastewater for irrigation o Other (Specify) 									
<p>12.Livestock Management</p> <ul style="list-style-type: none"> o Improved livestock breeds that are heat-tolerant or disease-tolerant o Improved animal feed and nutrition (e.g., fodder crops, feed blocks, feed banks) o Rotational and controlled grazing systems o Manure management (composting and biogas generation) o Livestock health improvement through vaccinations and veterinary services: Disease management o Drought tolerant livestock (goats, poultry, donkeys) o Adoption of drought tolerant feed crops o Farmer field schools for climate smart livestock practices o Water conservation and management o Integrated farming systems o Other (Specify) 	yes	10	yes	10	100%	Yes	Yes	Yes	Yes
13.Soil Fertility Management	yes	6	yes	6	100%	Yes	Yes	Yes	Yes

<ul style="list-style-type: none"> o Integrated soil fertility management (ISFM): o Organic manure + inorganic fertilizers o Composting and vermicomposting o Biochar application o Green manuring and cover crops o Use of legumes for biological nitrogen fixation o Other (Specify) 									
14. Institutional and Farm-Level Strategies <ul style="list-style-type: none"> o Crop/livestock insurance schemes o Digital agriculture tools (e.g., mobile-based advisory services) o Community-based seed banks and local seed systems o Access to markets for climate-resilient value chains o Other (Specify) 	yes	5	yes	5	100%	Yes	Yes	Yes	Yes
15. CSA practices most preferred and adopted by a) women, b) youth and c) persons with disabilities in the district.	yes	10	yes	9	90%	Yes	Yes	Yes	Yes
16. Estimated annual yield of dominant crops for the previous year (tonnes / Ha) <ul style="list-style-type: none"> o Maize o Sorghum o Finger millet o Rapoko o Other 	yes	4	yes	4	100%	Yes	Yes	Yes	Yes

17.Total area under each of the dominant crops o Maize o Sorghum o Finger millet o Rapoko o Other (Specify)	yes	30363	yes	30363	100%	Yes	Yes	Yes	Yes
18. Number of climate-induced cattle deaths e.g. resulting from drought or disease outbreaks	No	-	No	-	-	No	No	No	No
19.Area of land under irrigation systems (Ha) o Flood o Sprinkler o Drip o Other (Specify)	yes	1930	yes	1930	100%	Yes	Yes	Yes	Yes
20.Number of farming households with access to agricultural markets	yes	44253	yes	44253	100%	Yes	Yes	Yes	Yes
21.Number of value addition centres/enterprises established	yes	13	yes	13	100%	Yes	Yes	Yes	Yes
22.Number business units established	yes	13	yes	13	100%	Yes	Yes	Yes	Yes
23.Post-harvest losses (Tonnes) for key crops	yes	40t	yes	40t	100%	Yes	Yes	Yes	Yes
24.Number of training sessions on climate change education to the farmers	yes	340	yes	340	100%	Yes	Yes	Yes	Yes
25.Number of a) women, b) persons with disabilities actively earning income from established climate-resilient crop and livestock value chains	yes	12568	yes	12568	100%	Yes	Yes	Yes	Yes

Key opportunities and enablers for data collection included successful collaboration with government departments and partners, the availability of existing datasets and platforms, and sufficient training and capacity-building support. The coordination with other agencies, which provided access to their data records, was also instrumental. However, several challenges were noted, such as a lack of resources to verify data, particularly indigenous knowledge and significant gaps in staff skills and financial resources. Difficulties were also faced in accessing certain locations and data sources, and issues with data quality, completeness, and timeliness were encountered. To improve the process, recommendations were made for providing resources like fuel and allowances, and for offering additional training in areas such as indigenous knowledge. The data collectors were given two weeks to finalise data collection.

1.4.6 Human settlements

It was indicated that data was available for the sector and the teamwork helped to identify data sources and collect data (Table 3). For the Human Settlements sector, data collection was facilitated by the Nyanga RDC database and District Civil Protection plans. The process was also made easier by existing reports, minutes, field visit documents, and Ward DRR plans. While the council had sufficient training, more capacity-building was recommended for District Civil Protection (DCP) members. Coordination with other agencies was helpful for providing and verifying data. Existing council and district policies also enabled the process.



Table 3: Data collection report in Nyanga district for human settlements

Indicator	Baseline data	If available, state actual value at start of intervention	Targets, desired value	If available, state actual target/desired value	Unit of measurements (% , ha, etc)
1. Do existing by-laws on human settlements support the construction of climate proofed buildings resilient buildings?	-building by law		-Gazetting of the Environmental by law, -drafting of the Human settlement By law		
2. Number of settlements regularised	0		Evictions to be conducted at Kiti area		
3. Number of households vulnerable to climate hazards (floods, landslides, mudslides)	39368 (district population)		There is need for disaggregation of data based on type of hazard		
4. Current programs being implemented in the district to ensure that settlements are climate change resilient (e.g., relocation, flood-proof housing, improved infrastructure, building codes).	-improved infrastructure, building codes, -rebuilding of damaged houses i.e. in ward 21 -development control - avoiding issuing stands in low lying areas -plan approval -inspections -Implementation of minimum service delivery standards				

However, the presentation highlighted several challenges, including inadequate personnel and resources, particularly for GIS Mapping. There was also a problem with accessing adequate information, and outdated data. To improve data collection, it was suggested that a more comprehensive approach be taken to households relocated, considering various hazards like floods. The report recommended conducting surveys, site visits, and consultations with village heads to verify existing data rather than solely relying on secondary sources. Additional resources were needed to support surveys to disaggregate households affected by different hazards. There was also a need for improved information sharing among multi-disciplinary agencies and stakeholders.

1.4.7 Major gaps and challenges in collecting GESI data

During the field visit to Nyanga, the Gender and Inclusivity Consultant held discussions with representatives from the Ministry of Women Affairs, Ministry of Youth, the Department of Social Welfare, and non-governmental organizations. The purpose was to explore key challenges and opportunities for strengthening collection of gender and inclusivity data within the district.

Participants noted that while some structures exist to support GESI related data collection particularly in areas where there are established coordinators, several significant challenges persist. Budget constraints were seen as a primary barrier, limiting the deployment of adequate personnel or “foot soldiers” to collect data comprehensively. Participants emphasized the need to leverage existing extension staff to complement these efforts. For youth, social media platforms such as WhatsApp and Facebook, as well as community meetings, were mentioned as important avenues for their engagement and data collection. It was also stated that rural and remote areas remain disadvantaged due to poor network connectivity, inadequate transportation, and low awareness among respondents. In many cases, community members require further sensitization to understand the purpose of data collection, as participation tends to be low without clarity on how the information will be used.

1.4.8 Sharing of gender and inclusivity data by agencies and organizations

On the question of data sharing, participants indicated that some collaborative mechanisms are already in place. Government agencies make use of inter-ministerial data sharing platforms, while structures such as the Civil Protection Committee are also used to coordinate data. These platforms create opportunities for harmonization, though participants noted that the effectiveness of sharing remains dependent on the strength of local coordination and institutional commitment.

1.4.9 Interventions to improve gender and inclusivity data collection and use (e.g., training, new tools, partnerships)

Participants put forward several recommendations for improving the collection and use of gender and social inclusivity data in Nyanga. A key suggestion was to strengthen stakeholder coordination, as much of the relevant data is held by different actors. The Rural District Council (RDC) was identified as the central coordinating office that could

be empowered to streamline GESI data collection and reporting. It was also proposed that the district should develop a comprehensive gender policy, currently at the bill stage, to formalize commitments to gender and inclusivity. In addition, the creation of standardized reporting templates for GESI issues was emphasized as a practical step toward improving data consistency.

Participants also highlighted the need to raise awareness on gender equality across all government departments and ensure that each department appoints a gender focal person. These focal persons would ensure alignment with key frameworks such as the Gender policy, the Sexual Harassment Policy, and the Domestic Violence Act. Another area of concern raised was the need to broaden the definition of disability, moving beyond physical impairments to capture other forms of vulnerability. Participants stressed the importance of joint planning across stakeholders to ensure that gender and inclusivity are not only mainstreamed but also lead to tangible improvements on collection and use of climate-related data.



1.5. Remarks from Consultants

The team leader Dr Mugandani thanked the participants for their contributions. He emphasised that the consultants were anticipating further feedback from the sector experts.

1.6 Way forward and Closing Remarks

Mr Muhwati mentioned that the process was iterative and continues until the tool is finalised. He further highlighted that the tool is still being developed, and the forms will be revised to capture the suggested changes. The validation workshop will allow further development of the tool to ensure that the developed tool can be rolled out to other Districts.

Dr. Jingjing Gao also gave her closing remarks on behalf of UNEP CCC and ICAT program. She thanked participants for coming to support the work and highlighted the opportunities presented by the project to prepare and understand the climate change adaptation needs. Using such information government can lobby for resources to support climate change adaptation actions in the country.



The RDC representative also thanked everyone for the support and mentioned that the support is going to benefit the whole district.

Mr Ndidzano gave the closing remarks on behalf of the Chief Director appreciating presentations on the progress made to date in data collection. He emphasised the need for the different departments to share data. He also highlighted that climate change is an important pillar in NDS2 and that the digital tool could also assist in monitoring and evaluating actions in NDS2. He further mentioned the need for district local plans to also align with the climate change strategy and if need be, the Ministry of Environment is available to assist. Mr Ndidzano thanked everybody for attending the meeting.



End of meeting

2. Mutare City Council: 19 August 2025

2.1. Welcome and introductions

A courtesy call was made to the leadership prior to the meeting. The meeting commenced with an opening prayer and introductions, with Ms. Kimberly Sithole facilitating the meeting. The acting town clerk, Ms. Mandiziwa, introduced the District Development Coordinator's (DDC) representative. Thereafter, Mr. Muhwati introduced Dr. Gao the UNEP CCC and ICAT representative and Mr. Ndidzano, the Deputy Director, Adaptation.



The Acting Town Clerk Ms Mandiziwa then gave the opening remarks, welcoming the visitors, to Mutare noting the vulnerability of the town to landslides and floods owing to its location in a valley. The district was also concerned with land degradation occurring in the municipality further making the district susceptible to the different hazards. She emphasised the need for support particularly from the various stakeholders. It was highlighted that the City of Mutare has a Department on urban resilience thereby making it easy to incorporate climate change issues in its plans, programmes and projects.

Mr Muhwati then invited Dr. Jingjing Gao to give her remarks. She highlighted that she represents the technical partner for the project, providing the necessary technical support to support the Government of Zimbabwe to implement the NAP-MEF. She emphasised that there is need for the country to understand the level of risk and get prepared to adapt to the risk posed by climate change. Dr Gao indicated that collecting sound data was critical to make informed decisions and to communicate the country's requirements for climate action.



Mr Ndidzano was then invited to give opening remarks on behalf of the Chief Director, Mr Zhakata. Mr Ndidzano, thanked the participants present, recognising the efforts of Mutare Municipality in conserving the environment particularly its water quality. He elaborated on the impacts of climate change particularly the vulnerability of the district to these climate related hazards, hence the need for NAP focusing on the seven priority sectors. He elaborated on the need for the M&E, and the need for the development of a tool that can assist in the collection of the data, bearing in mind that there is need to utilise a digital tool that allows for timeous collection and sharing of data. The tool was particularly important in tracking efforts, being done by the country in climate adaptation, and for reporting which is key in attracting financing partners.



2.2. Objectives of the meeting

Mr Muhwati, then presented on the objectives of the meeting. He emphasised that the project was necessitated by the global problem of climate change. In particular, the UNFCCC framework and Paris agreement seek to address climate change through ensuring that each country take climate change mitigation and adaptation steps considering that climate change is not going to end anytime soon. There is, therefore, need to adapt and learn from the changing climate. He indicated the reporting requirements under the Convention and the Paris agreement. Mr Muhwati then indicated that resilience planning, monitoring and evaluation are supposed to be conducted at a local level, informed by local level risk analysis. Thus, ICAT Phase II project focuses on the need to capture data and report on progress made in adaptation over time. Mr Muhwati then went through the objectives of the meeting.

2.3. An overview of the National Climate Change Adaptation Plan Monitoring and Evaluation Framework

Dr Mugandani, then invited Dr Shekede to give a presentation on the NAP-MEF. He first commended Mutare city council, in being forward thinking through adopting various technologies and methodologies that makes the project easier. He elaborated on the seven sectors that have been prioritised and the need to assess the progress that has been made in climate change adaptation and hence the need for NAP MEF and a tool to track the progress in adaptation.



2.4. An overview of the Digital tool

Mr Mazhindu then gave a brief overview of the NAP-MEF digital tool. He specifically gave the rationale of the digital tool, focusing on the advantage of the digital tool over traditional paper-based forms and surveys. Furthermore, he elaborated the reasons for choosing KoboToolbox over other available data collection tools like Epicollect and ODK. He then gave a brief presentation on the architecture of KoboCollect, how it functions and its suitability to the project. He then explained how the application allows

data collection online and offline as well as capabilities of the tool in storing data and the eventual export to other formats such as Excel files for further analysis.



2.4.1 Agriculture sector

The presenter explained that because Mutare is a City, agriculture was not a primary focus. However, data collected for the sector is for the entire district. This has resulted in a significant lack of data specifically for the urban area, with most information focusing on rural regions. Where urban data was available, it was very limited and often included details from areas which are not part of the city, like Chigodora. The slow pace of data collection is directly linked to the challenge of separating urban from rural data. The presenter concluded by stating that while the city has not made previous efforts in this area, it is now working toward a solution, recognizing the need for this data at an international level.



2.4.2 Forest and biodiversity

The presenter reported that while some information was easy to access, other data, such as records of beehives in the city, were not readily available but could be tracked in the future. A significant loss of forest cover in 2023 was also mentioned. Another challenge identified was the difficulty in mapping and a general lack of urban-specific data, as most efforts have focused on Mutare's rural areas. The presenter stressed the need for data cleaning, given that most of the existing information pertains to the entire district. For now, it was suggested that it would be more efficient to report on the whole district to meet current timelines. However, the presenter emphasized the need to eventually collect specific data for the city to support projects that require information for local authorities. To achieve this, a call was made to partner with organizations like the EMA (Environmental Management Agency) and the Forestry Commission. The final recommendation was to report on the specific municipality whenever possible, but to use district-wide data when city-specific information is not available.

2.4.3 Health

The presentation highlighted how the health sector is already experiencing the impacts of climate change, with Mutare City serving as a prime example. The city, once considered a non-malaria zone, recorded over 3,000 cases and 30 deaths in 2017 due to climate-related changes. Since then, the city has continuously battled malaria, with cases spiking during floods. The presenter noted that there were no problems in collecting the data. Despite these challenges, the municipality's efforts have been successful, reducing cases from 3,000 to around 300. The presenter noted that the city has specific data for its 48 health facilities, most of which are in the Central Business District (CBD), and this information is readily available. It was also stressed that there is a need to start capturing data on phenomena like heat waves. In the future, the city plans to develop WASH (Water, Sanitation, and Hygiene) surveillance dashboards and improve its data collection to more accurately reflect specific affected areas.



2.4.4 Tourism

The presentation highlighted significant challenges in data collection for the tourism sector due to the absence of a dedicated tourism officer in Mutare. To address this, a recommendation was made to write to the Ministry of Tourism at the national level, requesting for data, and having a specific tourism officer for the city as in Nyanga district. The presenter also suggested working with the hotel associations to gather data. Another key piece of advice was to collaborate with the Zimbabwe Tourism Authority (ZTA), specifically through provincial tourism officers, and with the city's economics department to improve data collection. This was also seen as an opportunity for the city to identify the operators with the view of realising revenue from the operators.



2.4.5 Water

The presenter noted that key data indicators for water resources such as the ratio of developed to potential land, new dams and weirs established, and dams rehabilitated could only be sourced from the Zimbabwe National Water Authority (ZINWA). A formal request has been drafted to facilitate access to this data. Furthermore, a significant challenge is the lack of readily available information for certain indicators, such as the percentage of agricultural land with improved irrigation. This information is not currently captured, necessitating a GIS survey to acquire it. The presenter also emphasized the need for more training and additional personnel who understand the different indicators to assist with data collection efforts. Therefore, additional GIS training was recommended to enable the capturing of this vital data.



2.4.6 Infrastructure

The presenter stated that while some existing model by-laws, such as those prohibiting construction on wetlands, are in place, further work is needed to incorporate new regulations, particularly for building materials. It was also noted that additional training for data collectors is necessary to ensure they fully understand concepts like climate-proofing and can apply them during data collection.

2.4.7 Human settlements

The group highlighted the need for a specific criterion to identify settlements vulnerable to climate hazards. They emphasized that dedicated personnel are required to map different hazards in the city. Furthermore, the presenter indicated some indicators were not applicable to the city e.g., the number of dams within the city. It was agreed that data collectors need to clearly separate missing data from instances where the indicator may not be applicable to enhance transparency in reporting.. It was also suggested that where the specific data for the indicator was missing proxies could be used. The presenter stated that progress in data collection was at 50% due to the significant amount of unavailable data. To move forward, it was recommended that the engineer in charge be given more personnel to assist with data collection.

2.5. Gender Equality and Social Inclusion

One of the lessons learnt during the visit to Nyanga was that the plenary setting made it difficult for participants to openly share their views on gender and inclusivity issues in Nyanga. Therefore, a decision was made to introduce a GESI break away session in Mutare and subsequent districts/municipalities. The breakaway session consisted of representatives from the Ministry of Women Affairs, Ministry of Youth, Department of Social Welfare, as well as civil society and non-governmental organizations.

2.5.1 Major gaps and challenges in collecting GESI data

In the breakaway session, participants highlighted that data collection tools often originate from technical experts and are heavily scientific, particularly in agriculture-related surveys. Such tools, with complex terms and definitions, are difficult for rural communities to understand, leading to data that does not always reflect lived realities. Participants emphasized the need for the simplification of survey instruments. Another point was on religious and cultural norms that were highlighted as significant barriers, particularly in patriarchal communities such as Johane Marange dominated areas, where the participation of women in surveys is constrained and often mediated by male leaders or family members. In such settings, women and youth may only engage under the authority of a husband, bishop or community elder, limiting the authenticity of responses and in some cases, they are totally not allowed to participate in surveys. In addition, participants observed that some respondents exhibit a “donor syndrome”, providing inaccurate information for fear of exclusion from development programs.

Trust and confidence were recurring themes. Participants emphasized that community members are more open when data is collected by trusted local individuals and in safe spaces. Gender dynamics were also noted, with some cultural beliefs discouraging men from interviewing women and vice versa. Political gatekeeping emerged as another challenge, with local party structures and government protocols sometimes said to be blocking or delaying data collection. These factors combined create an environment where surveys may not fully capture ground realities.

2.5.2 Sharing of gender and inclusivity data by organisations

Discussions revealed mixed practices regarding data sharing in Mutare. Community-Based and Faith-Based organizations (CBOs and FBOs) stated that they are open to sharing information, International NGOs (INGOs) were seen as more restrictive due to strict protocols as they will need to seek approvals from their headquarters in developed countries. Collaboration within consortiums was highlighted as a positive practice, making data sharing more accessible where prior relationships exist.

Participants also flagged inconsistencies in reported data, for example, conflicting figures on fatalities during Cyclone Idai, the cause of this was highlighted as due to the absence of a centralized and verified data repository. There was consensus that data remains scattered, sensitive and difficult to consolidate. Another point raised was that some organizations are reluctant to share information due to fear of blame or misinterpretation, while official recognition of data is often delayed until it is validated and published by ZIMSTAT or relevant government body.

2.5.3 Interventions to improve gender and inclusivity data collection and use

In relation to suggested improvements, participants emphasized the need for government to take a stronger role in consolidating gender and inclusivity data and making it accessible in the public domain. Suggestions included the introduction of quarterly reports on GESI data, leveraging the presence of organizations already active in the field to ensure regular updates. Decentralization of data collection was highlighted as critical, with calls for systems that extend from the provincial to ward

level. Standardization of tools was also seen as important for improving comparability and consistency across stakeholders.

Improving accessibility to GESI data was another key point, as participants stressed that timely and open access would help organizations plan and share resources more effectively, for instance, in determining how many women have access to shelter or livelihoods support. Participants also recommended triangulating information from multiple sources to ensure comprehensiveness and accuracy, reducing reliance on fragmented datasets.

2.6 Closing

Mr Muhwati then gave the way forward, indicating the various activities that need to be conducted to perfect the indicators and the tool itself. Mr. Muhwati stated that the program is ongoing, and the tool is still in development. He explained that the form needs to be revised before the validation workshop, which will facilitate the tool's further refinement. The goal is to produce a high-quality product by the end of the year that can be rolled out to other districts. He indicated that data providers were supposed to ensure all data was provided in the two weeks to give sufficient time for the consultants to prepare a report for validation in September/October. Closing remarks given were also given by the acting DDC who thanked the participants for their contributions.

Mr. Ndidzano delivered the closing remarks on behalf of the Chief Director, describing the day as productive due to the interactive discussions on data collection progress. He emphasized the importance of sharing data across departments. He highlighted that climate resilience remains a critical issue within the National Development Strategy 2 (NDS2). Mr Ndidzano also explained how the developed tool could assist with NDS2 objectives and stressed the need for district local plans to align with climate change strategy. He assured the attendees that the Ministry of Environment, Climate and Wildlife is available to provide technical assistance to districts if needed. Finally, Mr. Ndidzano concluded by thanking everyone for their participation.

End of meeting

3. Gweru City Council: 21 August, 2025

3.1. Opening

The meeting was preceded by a courtesy call to the Acting Mayor. Following introductions for the Gweru participants, Mr. Muhwati invited the teams from the Ministry of Environment and the consultant group to introduce themselves (Annexure 5). He then introduced Dr. Gao, the ICAT representative and Mr Ndidzano, Deputy Director in the Climate Change Department. In her opening remarks, Dr. Gao emphasised need to prepare for climate risks in the future and indicated that the current project could help the country to anticipate and better manage the risks posed by climate change.

The Acting DDC then welcomed the participants for the meeting before Mr Ndidzano gave opening remarks on behalf of the CD, Mr Zhakata. Mr Ndidzano explained the process of the development of the tool and the indicators before urging the officials to supply the requested data as agreed from the previous meeting. With the remarks, he declared the meeting officially opened.



3.1.1 Objectives of the meeting

Mr Muhwati then presented on the objectives of the meeting focusing on the background to climate change mitigation and adaptation under the UNFCCC and the

Paris agreement. These international agreements require the country to report on the GHG inventory, Vulnerability and Adaptation which the country has been doing since 1998, as there are already some methodologies and protocols. However, climate change adaptation reporting is not so well developed. He briefly touched on the NAP-MEF which was launched by the Vice President Dr CGN Chiwenga in 2024. He mentioned that the country was leveraging on the NAP- MEF to improve adaptation transparency reporting.



3.2. An overview of the National Climate Change Adaptation Plan Monitoring and Evaluation Framework

Dr. Mugandani introduced Dr. Shekede, who presented on the National Adaptation Plan (NAP) Monitoring and Evaluation (M&E) framework. Dr. Shekede emphasized the importance of conducting planning activities at the local level where climate impacts are most felt. He explained that to accurately track the country's adaptation progress, data collection is essential, which is the core purpose of the NAP M&E framework.

He then provided a detailed overview of the framework, outlining its objectives, scope, and overall approach to monitoring, evaluation, and learning (MEL) for adaptation within the NAP process. He covered key aspects such as roles, responsibilities, data and institutional requirements, and resource availability. Dr. Shekede also highlighted the framework's role in fulfilling the requirements of the Paris Agreement and detailed its benefits at a national level. The presentation then outlined the components of the framework, which tracks adaptation progress at various levels: outputs, outcomes, and impacts. He also elaborated on the framework's specific objectives, which include tracking progress, assessing the effectiveness of interventions, and informing future decisions. The presentation concluded with a review of the country's adaptation interventions and a focus on the seven priority sectors.



3.3. Recap on the digital tool

Mr. Mazhindu provided a brief overview of the NAP-MEF digital tool, explaining the shift from traditional paper-based forms to a digital solution. He detailed the choice of KoboToolbox over other options like Epicollect and ODK, highlighting its suitability for the project. He also explained the tool's architecture and functionality, noting that the KoboCollect application allows data to be gathered both online and offline. He concluded by describing the tool's ability to store collected data and export it as an XLS file for further analysis using software like Excel.



3.4 Sector presentations on opportunities and gaps in data collection

After Mr Mazhind's presentation, the data collectors presented on opportunities and gaps in data collection.

3.4.1 Health sector

The presenter highlighted that data collection was progressing well despite a few challenges faced in collecting the data (Table 4). On Indicator 3, the presenter explained that all health facilities are using climate forecasting to inform their operations. For example, medication procurement is aligned with seasonal changes, such as ordering allergy medication for spring and adjusting supplies for winter. Similarly, mass drug administration campaigns are scheduled based on the expected timing of certain conditions. For WASH-related reporting, the presenter stated there is a 100% reporting rate, as all health facilities are required to use a specific tool to report on conditions like water-related diarrhoea. The target for this indicator is considered not applicable because it relies on thresholds that vary by health facility.

Additionally, the presenter mentioned that 100 people were trained on WASH in 2021, with more females than males participating because the training was voluntary. A near real-time WASH surveillance dashboard is currently being rolled out. While the target for the number of health workers trained is 100%, the current count is zero.

Table 4: Data collection report for the health sector in Gweru

Indicator	Baseline data	If available, state actual value at start of intervention	Targets, desired value	If available, state actual target/desired value	Unit of measurements (% ,ha, etc)	Gender	Age	Location	vulnerability status
1.Number of health centres/facilities in the district.	2021	15	17	17	N/A	N/A	N/A	N/A	Low
2.Presence of District health and climate hazard preparedness plans o Disaster Risk Reduction Plan o Emerge Response Plan	2021	1	2	2	N/A	N/A	N/A	N/A	N/A
3.Number of health centres using climate forecast information for planning	2021	15	15	N/A	N/A				
4.Presence of a functional health surveillance system in place that integrates climate change-related risks (e.g. heat stress, vector-borne diseases, waterborne illnesses) o Yes – fully integrated and operational o Partially – some climate risks are considered o No – not integrated o Other (explain)	2021	Yes	N/A	N/A					
5.Percentage of clinics reporting WASH-related illnesses	2021	100%	100%	100%	%	N/A	N/A	N/A	N/A
6.Percentage of clinics recording WASH-related illnesses every month	2021	38%	N/A	N/A	N/A	N/A	N/A	N/A	N/A

7.Number of waterborne diseases recorded during a climate event	2021	0	0	0					
8.Number of people trained on WASH o Male o Female	2021	100 95Females 5Males	12 water point commit tees	12		Males Female s			
9.Presence of real-time WASH-health surveillance dashboards	2021	0	N/A						
10.Number of health workers trained on climate and WASH interlinkages o Male o female	2021	0	All health worker s	All health workers					
11.Number of research projects on climate related diseases	2021	0							

Linking specific climate events to illnesses like waterborne diseases was identified as a challenge. A key challenge was how to directly relate a climate event to an increase in cases of waterborne diseases such as malaria, which are now being experienced in Gweru. While weekly disease spreadsheets are available, the lack of a clear link between a climate event and disease outbreaks highlights the need for further research. For this project, it was suggested that diseases be simply recorded over time and changes observed during a climatic event could be attributed to the event. Over time, this data could allow for more informed conclusions to be drawn.

For the health sector, data collection was enabled by existing tools like the District Health Information System (DHIS2) and weekly disease surveillance statistics, with a supportive policy framework in place. However, the process faced several challenges, including a lack of specific and clear indicators for some data points. It was also difficult to collect historical data due to the absence of templates or prior indicators. A significant gap was noted in staff capacity, as health workers have not been trained on climate change issues. To improve, it was recommended that data collection methods be expanded to include other diseases like malaria, not just watery diarrhoea. Additional training for health workers on climate change is also needed, with the next update expected in two weeks' time.

3.4.2 Water

The presenter explained that most of the information for the water sector came from the Zimbabwe National Water Authority (ZINWA) and the respective sub-catchment (Table 5). On Indicator 1, ZINWA did not have information on future dams for the city. However, data was available on the rehabilitation of four existing dams. Therefore, the potential for water resources was assessed based on the capacity of these rehabilitated dams.



Table 5: Data collection report, for the water sector (Gweru)

Indicator	Baseline data	If available, state actual value at start of intervention	Targets, desired value	If available, state actual target/ desired value	Unit of measurements (% ,ha, etc)	Gender	Age	Location	Vulnerability status
1.Ratio of developed storage to potential	0.67		1	0.67					
2.Dam storage capacity developed (Megalitres) (design capacity)	0		0	0	Mega litres				
3.Dam storage actual capacity (Megalitres) (after factoring siltation)	73.839		110	73.839	Mega litres				
4.Number of new dams constructed and commissioned	0			0					
5.Number of new weirs established.	0			0					
6.Number of dams/weirs rehabilitated.	0			0					
7.Number of boreholes				67	No.				
8.Number of functional boreholes				65	No.				
9.Number of houses connected to piped water	41,160			41,422	No.				
10.Ratio of water supply versus demand	0.3		0.4	0.29					
11.Other new water sources	0		1	0					
12.Other rehabilitated water source as applicable	0		0	0					
13 Number of houses with prepaid water meters	0		10,000	0					
14.Percentage of agricultural land with improved irrigation	0		0						

<p>15.Number of households with access to basic water services/improved water services.</p> <ul style="list-style-type: none"> o Located within premises o Less than 500m o More than 500m but less than 1 km o 1km and above 	41,160			41,422	No.				
<p>16.Number of households with access to basic water/improved water services.</p> <ul style="list-style-type: none"> o Piped into dwelling o Piped into yard or plot o Piped into public tap or standpipe <ul style="list-style-type: none"> o Piped into neighbour's yard o Borehole /Tube well o Protected well o Unprotected o Protected spring o Unprotected spring o Surface water o Tanker- truck o Cart with small tank o Water Kiosk o Other 									

The presenter noted that while some boreholes, water kiosks, and tanker trucks serve households, they are considered secondary sources. To improve data collection, it was recommended that staff from both ZINWA and the Shangani sub-catchment be included in future training sessions. Given that Gweru is a drought-prone area, the presenter emphasized the importance of collecting comprehensive data for the water sector. It was also suggested that data from the Zimbabwe National Statistics Agency (ZIMSTAT) should be utilized to enhance these efforts.

Opportunities for data collection included the use of existing resources such as archived reports and records. However, there were significant challenges, including a lack of sufficient training and capacity-building support, as well as unreliable data for Indicator 1. Gaps in staff skills were noted across various agencies, and there were some difficulties in accessing certain data sources and locations.

To improve the process, it was recommended that agencies involved in data collection be better sensitized about the program. The presenter also suggested including other agencies in the program to address the lack of cooperation in providing data. The proposed timeline for the next update is the end of October 2025.

3.4.3 Human settlements and Infrastructure

The presenter noted that reviewing the master plan could provide valuable information, particularly regarding the regularization of settlements. Enforcement orders on certain developments have also led to improved infrastructure, such as storm-water drains, which is beneficial for the city. However, a major challenge is that the indicators used are too broad and generalised, and the necessary data is not available. The presenter stressed the need to define the units of measurement more clearly, for example, by specifying what constitutes a "settlement." The frequency of data collection was also emphasized as a critical factor for improvement.

Furthermore, for human settlements, the data collection process was facilitated by existing records, particularly a Forensic Land Audit Report, which served as a key resource and dataset. Coordination with other agencies also enabled access to prior research. However, the process was hindered by a lack of sufficient training and the absence of institutional frameworks. The primary challenge was that the indicators were too generalized, making it difficult to collect specific and relevant data and leading to issues with overall data quality. To improve, it was recommended that the indicators be made more specific and that greater training be provided on how to collect them effectively..

It was however indicated that there is need to make sure that the data is finalised in the next 2 weeks considering that the project is about to end. Furthermore, it was recommended that data collectors accurately capture data to inform adaptation efforts in the city.



3.4.4 Tourism

Data is from the Ministry of tourism and data is available from 2022. The presenter emphasized that collecting this data is crucial for attracting more investment to the tourism sector by helping stakeholders understand and mitigate risks. It was suggested that the Zimbabwe Tourism Authority (ZTA) could assist with the Green Star Rating initiative.

The presenter confirmed that there is an ongoing discussion about this rating system, which will evaluate how "green" a facility is. While the system hasn't been finalized, it was to be integrated into the registration process. Additionally, the traditional five-star grading system is evolving to include not just comfort but also a facility's commitment to green tourism practices.

Data collection for the tourism sector was enabled by digital tools such as tablets, the Kobo Collect app, and internet data. The Zimbabwe Tourism Authority website also provided some existing datasets. However, there was minimal capacity-building support and little effective coordination with other agencies due to significant data gaps.

The main challenges included technical issues, as the available tourism database on the ZTA website only dates to 2022 and lacks any climate change-specific data. Financial limitations were a constraint, as resources like airtime, vehicles, and fuel for site visits were insufficient, making it difficult to verify submitted data. Difficulties in accessing certain locations also contributed to data quality issues.

To improve the process, it was recommended that site visits and face-to-face interviews be conducted, and a specific template be designed to collect data on climate change mitigation and adaptation measures. Additional training and resources are needed for ICT infrastructure development and for training tourism operators on

climate-proofing. Finally, it was proposed that the Green Star rating be introduced for tourism facilities to improve data availability and quality. The next update is scheduled for October 31, 2025.

3.5 Gender Equality and Social Inclusion

In Gweru, the GESI consultant facilitated breakaway sessions to encourage open dialogue on gender and inclusivity issues after providing a brief presentation on what GESI is, highlighting its goals, its importance in climate adaptation and the value of collecting GESI-related data for developing inclusive and responsive interventions. This framing helped set the tone for the feedback discussion.



After this introduction, a representative from the Ministry of Youth (pictured below) presented on the outcomes of the group discussions.



3.5.1 Major gaps and challenges in collecting GESI data

In the presentation it was noted that a recurrent theme from the discussion was community scepticism, highlighting that respondents often question the purpose of data collection or expect something in return for their participation. In some cases, respondents refuse to engage in surveys if no tangible benefit is noted. Another point stated was that climate change disproportionately impacts the livelihood of women yet engaging them in lengthy surveys often interrupts time they would otherwise dedicate to income generation or household activities. Similarly, long and highly technical questionnaires were seen as a deterrent, with many respondents losing interest or failing to understand the terms used or the type of information required.

For persons with disabilities, participants noted the absence of disaggregation by type of disability, which risks obscuring diverse needs was a major challenge. Additionally, they stated that there are inadequate provisions for inclusive data collection, for example, sign language interpretation is often unavailable. Youth engagement also presents difficulties, as many young people decline participation in group-based activities, expect incentives or face barriers such as lack of data bundles when surveys are conducted online.

3.5.2. Sharing of gender and inclusivity data by agencies and organizations

On the issue of data sharing, participants noted that within government, collaboration is relatively strong. The Ministry of Youth, for instance, routinely shares youth-related data with other ministries such as Women Affairs, as well as with development partners. NGOs also share data with government departments as a requirement. However, sharing data among NGOs and CBOs was reported to be more difficult.

Competition, lack of trust and concerns over how data will be used were cited as barriers. Some organizations fear that their data might be misused for fundraising purposes by others. Furthermore, organizations often request highly localized data (down to ward or district level), which raises sensitivity and can hinder sharing.

3.5.3. Interventions to improve gender and inclusivity data collection and use

Participants highlighted several strategies to improve GESI data processes in Gweru. Key among these was the need for shorter, simpler questionnaires translated into local languages, ensuring inclusivity and higher participation. Funding was also emphasized as essential, to support logistics and to cover provisions such as meals during surveys, which can encourage participation. Capacity building was seen as another priority, with calls for extensive training of enumerators, particularly on gender-sensitive approaches. Community sensitization prior to surveys was recommended so that respondents understand the purpose and long-term value of data collection. Participants also noted the importance of involving local enumerators, especially youth and women, to increase trust and encourage openness.

Coordination emerged as a recurring recommendation. Stakeholders stressed the need for a centralized database to reduce fragmentation and confusion about where

data is stored, as well as better coordination across agencies and NGOs. Suggestions included establishing a data collection calendar, ensuring municipal authorities play a coordinating role and involving ZIMSTAT to strengthen standardization. Use of local radio stations to raise awareness about upcoming surveys was also proposed to improve participation.

3.6 Way forward and Closing Remarks

Mr. Muhwati addressed the issue of submission timelines for the pilot data, expressing his satisfaction with the data presented so far. He encouraged participants to submit the data within the next one to two weeks, stating that the templates would be finalized at that point, regardless of whether they were complete. This approach would allow the project to move forward with the identified data gaps, as outlined by the presenters. The next steps involve analysing the collected data and producing a report. This report will be presented at a validation workshop to showcase the pilot's findings and demonstrate to colleagues how the data will be used.

Dr. Gao thanked the participants for their attendance and reiterated the commitment to further capacitate the district. The District Development Coordinator (DDC) expressed gratitude to the team and developmental partners, highlighting Dr. Gao's important role. The DDC also extended thanks to the Women's Group and assured that the information would be shared with colleagues from other departments.

Mr. Ndidzano delivered the closing remarks, thanking his colleagues for their presentations and acknowledging the valuable insights from Gweru regarding data availability. He emphasized that the engagement is continuous and expressed hope that more data would be available by the time of the validation workshop. He stressed the importance of aligning with the National Development Strategy 2 (NDS2) to integrate climate change strategy and underscored the need for all partners to work together.



End of meeting

4 Tsholotsho Rural District Council: 22 August, 2025

4.1 Opening Remarks

A courtesy call was made to the DDC prior to the main meeting. The meeting started with introductions, led by the DDC. Mr Muhwati then invited colleagues from the ministry to introduce themselves. The team of consultants also introduced themselves and Dr. Gao. Mr Ndidzano was then introduced by Mr Muhwati to provide opening remarks on behalf of the Ministry of Environment, Climate and Wildlife. In his remarks, Mr Ndidzano, welcomed everyone to the meeting, and emphasised the need to understand how the district responds to the environmental and climatic challenges with regards to droughts, low water tables, increased run off rates among other issues. He indicated that the NAP was launched in 2024 and focuses on 7 priority sectors. Tourism is one of the prioritised sectors in the NAP and happens to be the main economic activity in the district. It is therefore important that the region fully understands how the tourism sector is affected by climate change and the various adaptation interventions that can be implemented in the district. It was highlighted that a series of workshops had been conducted to refine the indicators and the digital tool.



4.2 Objectives of the meeting

Mr Muhwati explained how climate change is a world-wide problem and not only confined to Zimbabwe, detailing the various causes of climate change. Hence, the UN in 1992 came up with UNFCCC to tackle the climate change problem. Mr Muhwati mentioned that Zimbabwe was leveraging the NAP-MEF to track and report adaptation progress. He elaborated the purpose of the meeting, in particular the need to meet a wider range of stakeholders, to assess challenges, needs, and gaps in the data collection and then to engage with the local senior management.



4.3 Presentation on the NAP M&E Framework

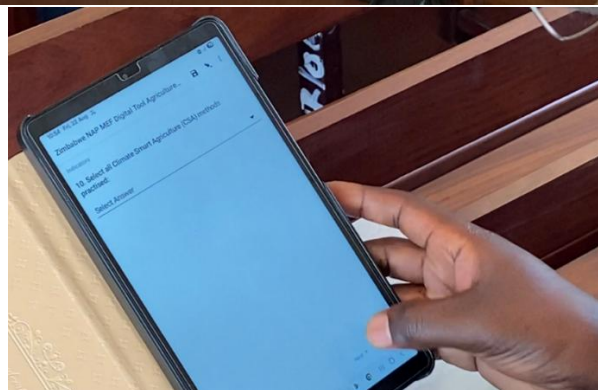
Dr. Shekede presented on the National Climate Change Adaptation Plan (NAP) Monitoring and Evaluation (M&E) Framework. He explained that the framework is a vital tool for tracking adaptation efforts and assessing progress across the country's seven priority sectors, elaborating on the need for the tool, the process and components of the evaluation and the benefits of the evaluation.



4.4 Overview of the Digital Tool

Following Dr Shekede's NAP-MEF presentation, Mr. Mazhindu provided a recap of the NAP-MEF digital tool. He explained that the tool was developed to address the urgent

need to move away from traditional, paper-based surveys. He highlighted the decision to use KoboToolbox over other options, detailing its architecture, functionality, and overall suitability for the project.



Mr. Mazhindu also described the KoboCollect application, which allows data collectors to work both online and offline. He concluded by demonstrating the tool's ability to securely store data and export it as an XLS file for further analysis in software like Excel.

4.5 Sector reports

Dr Mugandani chaired the sessions on the sector reports, with the different experts reporting on their sectors.



4.5.1 Agriculture

The presenter highlighted that the data is available from different sources, and he was in the process of collecting the data and entering it into the digital tool. Furthermore, the presenter elaborated on the different climate sensitive agricultural activities that were being conducted in Tsholotsho.



4.5.2 Water

The presenter noted a significant lack of data for the water sector, particularly regarding the ratio of developed to potential water. No information on this indicator was available from the Zimbabwe National Water Authority (ZINWA). Additionally, the presenter highlighted a challenge in separating data on households with piped water into their dwellings from those with piped water at their houses, as the data is not disaggregated. They also mentioned that only 2025 data is available because ZINWA has adopted a new system. Other challenges included difficulties in accessing data from RIDA and a general need for GIS data.

It was however recommended that there is need for the data collector to utilise platforms like the DDC in gathering the data, especially the need to formally write the chair of the DDC to request data from organisations like ZINWA. Furthermore, the consultants were encouraged to also consider other sources of data like ZIMSTATS. Furthermore, it was recommended to include all relevant stakeholders so that they appreciate the needs of the project and facilitate the data collection exercise.

4.5.3 Infrastructure

The presenter noted, the lack of understanding by the other stakeholders that he was engaging on issues like climate proofed schools even after the explanations he got from the consultants. He recommended further training or clarification on this to the other stakeholders. The various elements of climate proofing were elaborated and it was recommended that some definitions and explanatory notes be provided for indicators the data collectors were having challenges with.. It was also emphasised that data collectors use the platforms created for engaging the consultants on any , there is challenges that they might be facing.



4.5.4 Health and Human settlements

On the issue of the indicator requesting for the number of waterborne diseases recorded per climate event, there is need to have a further indication on the actual waterborne diseases. The concerns were noted, and the indicator was to be rephrased to indicate the number of cases for respective waterborne diseases. The health officials also mentioned that there were no current trainings on climate change in the health sector and they recommended capacity building workshops for their personnel. There were also some challenges with collecting yearly data, as the health officials could only provide data for the current year.

It was recommended that Ministry of Health officials who have direct access to the DHIS2 be included in the project. It was noted that these health officials were not initially part of the team that was trained from Tsholotsho and were not willing to provide the data. It was agreed that the officials from Ministry of Health and Child Care be invited so that they contribute towards data collection for the project. This is particularly important given that they have access to DHIS2 that is a repository for health surveillance data.



4.5.5 Tourism, Forest and biodiversity

The presenter reported that he was working with the Ministry of Tourism and tour operators, and there were no major challenges being faced in data collection. On Forest and Biodiversity, the presenter highlighted some challenges in accessing data from 2020 to 2021, probably because this was the COVID-19 period. There were no problems on accessing bee keeping records. However, no data was available on mopane worms and thatched grass despite these activities being common practices in the district. It was recommended that the presenter engage stakeholders involved in the respective sectors to facilitate data collection.



4.6 Gender Equality and Social Inclusion

In Tsholotsho, the consultant facilitated breakaway sessions to encourage dialogue on gender and inclusivity issues in climate action. Before the discussions began, the consultant first checked the understanding of participants on GESI and its relevance to climate adaptation. The consultant established that participants were familiar with the concept and introduced the three guiding questions for the session.



4.6.1 Major gaps and challenges collecting GESI data

Participants identified a range of barriers that limit the effective collection of gender and inclusivity data in Tsholotsho. Sensitive information was noted as particularly

difficult to capture unless data is collected by trusted local people. It was noted that cultural expectations and entrenched norms often shape responses, especially where women are not recognized as decision-makers. Migration patterns were also highlighted as a driver of such dynamics, with many men working outside the country, leaving women to manage households but without recognized authority in farming or decision-making.

The involvement of youth in surveys was noted as limited since many are away for work or schooling. For persons with disabilities (PWDs) it was noted that they face exclusion due to inaccessible data collection processes. Another point was that the voices of the most vulnerable (women, PWDs, and survivors of gender-based violence) often remain unheard, as stigma and fear prevent open disclosure, particularly in emergencies. Additional challenges shared included language barrier when enumerators come from outside the community, duplication of surveys by organizations working in silos and resource constraints that limit the reach of surveys to remote areas.

4.6.2 Sharing gender and inclusivity data by agencies and organizations

On the data sharing discussion, participants noted that NGOs generally share their assessments with relevant ministries and through NGO forums, where collaboration does occur. Gender-sensitive registers, which disaggregate information by sex, age and disability, were highlighted as useful tools in capturing inclusivity dimensions and this is practiced by most organisations working in the district. On challenges in data sharing, it was stated that some organizations limit data use to internal purposes, making it difficult to share it with others on the bases of data protection. Competition among organizations and a lack of consistent sharing even within government departments also undermines efforts to consolidate data into a coherent system that can effectively inform policy and programming.

4.6.3 Interventions to improve gender and inclusivity data collection and use

Participants emphasized the importance of using local people as enumerators, noting that they have the advantage of community trust, knowledge of households and awareness of sensitive cultural dynamics. They recommended that interviews on sensitive issues be conducted along gender and age lines (e.g., women with women, youth with youth) to encourage openness. The involvement of mixed groups of data collectors (youth, women, men) was also proposed to ensure respect and inclusivity across different community groups.

Other recommendations included dedicating more resources and time for data collection, using door-to-door approaches to reach remote areas and ensuring feedback is provided to communities after data is collected. Specialized training for enumerators was seen as critical, particularly on handling sensitive issues such as gender-based violence. Collaboration among organizations was encouraged to

minimize duplication and save resources, while ministries were identified as appropriate bodies to consolidate and disseminate data. Participants also stressed the need for practical considerations such as appropriate dress and timing of surveys (e.g., when migrant men return home at the end of the year) to improve data collection processes.

4.6.4 Way forward and closing remarks

Mr. Muhwati underscored the importance of finalizing the data collection within two weeks to allow for the finalization of preparations for the validation workshop . This timeline will enable the consultants to complete the manual and ensure a continuous flow of data into the digital tool, which will ultimately feed into the Biennial Transparency Report (BTR). He also requested that the consultants provide sample products for review. He mentioned that if data for an indicator is unavailable, it should be explicitly noted.



A validation workshop is planned for the next six to eight weeks to allow stakeholders to review and validate the data entered in the platform, ensuring its integrity and utility. The successful use of the tool thus far suggests it is user-friendly. Mr. Tsiga emphasized the need for continuous data collection and for addressing the issues raised, particularly those related to capacity building, to facilitate the BTR. Data collectors were encouraged to expedite the process and to use the WhatsApp platform to communicate any areas requiring revision. Revisions to the indicators are expected within the next few days. Participants were also reminded to use the WhatsApp group to ensure the data submitted is correct and accurate to inform decision-making.

Dr. Gao expressed her pleasure at being able to attend the meeting in person. She expressed her satisfaction with the progress made. Furthermore, she emphasised the importance of the data collection especially is financing from other international

partners. She closed by encouraging the participants to continue in the data collection activities.

The District Development Coordinator (DDC) also thanked the participants, and the meeting was concluded with a closing prayer.



5. Conclusion

The district visits were successfully conducted and provided an important opportunity for not only meeting decision makers and data providers but refining the NAP-MEF indicators. The data providers highlighted gaps and opportunities in data collection with a view to identify challenges in data collection. The visits also served as a crucial validation tool, confirming data availability, quality, identifying contextual factors that influence outcomes, and ensuring that indicators are relevant and measurable at the implementation level. By institutionalizing a two-way flow of information between national and district levels, the framework will remain robust, transparent, and genuinely reflective of progress, ultimately strengthening the country's capacity to report on climate change adaptation.

6. Annexures

6.1. Annexure 1: Data collection progress, Nyanga District

Sector	Name of responsible data expert	Organisation	Data collection status	Comment
Agriculture	Chigombe Shadreck	Agritex	Partial data submitted.	Full data forms have been submitted for the years 2022-2025 (to confirm). Forms for the years 2020 and 2021 are still pending.
Water	Mapimbiro Tatenda	Nyanga RDC	Data collection still ongoing.	Indicated no problems in data collection, yet to submit the data.
Health	Muzore Tichawana	Ministry of Health	Data collection complete, awaiting validation, and possible follow up questions	Forms have been submitted from 2020 to 2025 – confirm data for 2025
Tourism	Rupiya Cynthia	Nyanga RDC	Partial data submitted.	Full data forms have been submitted for the years 2021-2024 (to confirm). Forms for the years 2020 and 2025 are still pending.
Human Settlement	Timburwa Mathew	Ministry of Local Government	Data collection complete, awaiting validation, and possible follow up questions	Forms have been submitted from 2020 to 2025
Infrastructure	Mapimbiro Tatenda	Nyanga RDC	Data collection still ongoing.	Indicated no problems in data collection, yet to submit the data.
Forestry and biodiversity	Rupiya Cynthia	Nyanga RDC	Partial data submitted.	Full data forms have been submitted for the years 2021-2024 (to confirm). Forms for the years 2020 and 2025 are still pending.

6.2. Annexure 2: Data collection progress, Mutare Municipality

Sector	Name of responsible data expert	Organisation	Data collection status	Comment
Agriculture	Kimberly RALI	Mutare Municipality	Data collection still ongoing.	
Water	Innocent Darikai	Mutare Municipality	Data collection still ongoing.	
Health	Eunice Muyambuki	Mutare Municipality	Partial data submitted.	Forms have been submitted from 2023 to 2025 – confirm data for 2020-2022
Tourism	Tarisai Mwaonechiri	Mutare Municipality	Data collection still ongoing.	Indicated problems in data collection, in particular non availability of data.
Human Settlement	Innocent Darikai	Mutare Municipality	Data collection still ongoing.	
Infrastructure	Innocent Darikai	Mutare Municipality	Data collection still ongoing.	
Forestry and biodiversity	Kimberly RALI	Mutare Municipality	Data collection still ongoing.	

6.3. Annexure 3: Data collection progress, Gweru Municipality

Sector	Name of responsible data expert	Organisation	Data collection status	Comment
Water	Anesu Kangambewu	Gweru Municipality	Partial data submitted.	Data submitted for 2024
Health	Sijabulisiwe Khupe	Gweru Municipality	Partial data submitted.	Forms have been submitted from 2021 to 2024 –
Tourism	Kudzai Dvivanatanga / Msindo Moyo	Ministry of Tourism/Gweru Municipality	Partial data submitted.	Data submitted for 2024 for 2021-2023
Human Settlement	Katyamatimba Tanyaradzwa	Gweru Municipality	Partial data submitted.	Data submitted for 2024
Infrastructure	Katyamatimba Tanyaradzwa	Gweru Municipality	Partial data submitted.	Data submitted for 2024

6.4. Annexure 4: Data collection progress, Tsholotsho District

Sector	Name of responsible data expert	Organisation	Data collection status	Comment
Agriculture	Blessing Ndlovu	AARDS	Partial data submitted.	Data submitted for 2025
Water	Tawanda Chimhuka	Tsholotsho RDC	Data collection still ongoing.	No data has been submitted as yet.
Health	Douglas Mashoko T Khumalo	Local government	Partial data submitted.	Data submitted for 2025
Tourism	Nkulukelo Ncube	Tsholotsho RDC	Partial data submitted.	Data submitted for 2021-2023
Human Settlement	Douglas Mashoko	Data collection still ongoing.	No data has been submitted as yet.	No data has been submitted as yet.
Infrastructure	Tawanda Chimhuka	Tsholotsho RDC	Partial data submitted.	Data submitted for 2020-2024
Forestry and biodiversity	Nkulukelo Ncube	Tsholotsho RDC	Data collection still ongoing.	No data has been submitted as yet.