

# Municipality of Swakopmund

## AGENDA

## PART 2

# ORDINARY COUNCIL MEETING

ON

THURSDAY

**31 OCTOBER 2024**

AT

19:00



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11. **RECOMMENDATION OF THE MANAGEMENT COMMITTEE**11.1 **MANAGEMENT COMMITTEE MEETINGS HELD IN OCTOBER 2024**

ITEM NO	SUBJECT	REF NO	PAGE
11.1.22	Application By Ms A D S Ganases To Waive The Pre-Emptive Right Of Erf 7693, Extension 28, Swakopmund	E 7693	3
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11.1.22 **APPLICATION BY MS A D S GANASES TO WAIVE THE PRE-EMPTIVE RIGHT OF ERF 7693, EXTENSION 28, SWAKOPMUND**  
(C/M 2024/10/31 - E 7693)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **8.7** page **105** refers.

**A. This item was submitted to the Management Committee for consideration:**

1. **INTRODUCTION**

This submission serves to request the Council to consider the application of Ms. Ashley Delecha Sharon Ganases to waive the pre-emptive right of Erf 7693, Extension 28, Swakopmund to transfer ownership to Mr Nelson Jeremia Korukuve. Ownership of the erf is still registered in Council as the beneficiary Mr. John Elvis Gariseb passed before the transfer of ownership being registered.

*For ease of reference, the status of the various persons is stated below:*

- 1.1 Mr John Elvis Gariseb, the beneficiary and donee of Erf 7693, who passed away before the transfer of ownership could be registered.
- 1.2 Ms Ashley Delecha Sharon Ganases, daughter and executor of the estate of late Mr John Elvis Gariseb duly appointed by the Master of the High Court.
- 1.3 Mr Nelson Jeremia Korukuve, a prospective third-party purchaser of Erf 7693.
- 1.4 Mr. McKay Losper, an agent of Ms Ganases.

2. **BACKGROUND**

Erf 7693, Swakopmund was allocated to Mr Gariseb on **10 December 2018**. Attached as **Annexure "A"** is the Mass Housing Home Loan Sales Agreement. ENS Africa issued the Power of Attorney to transfer ownership to the estate of the late John Elvis Gariseb (**Annexure "B"**).

During an inspection, nobody was found at home to establish who resides in the house.

On **26 July 2024** Mr Losper, the agent of Ms Ganases called the office and explained that Ms Ganases resides in Mondesa, her other sibling lives in South Africa and one of her minor siblings reside in Swakopmund with their mother. Another minor sibling resides in Khorixas with his mother. He further confirmed that the house is occupied by lessees.

3. **APPLICATION**

An application letter dated **23 May 2024** was received from Fisher Quarmbly & Pfeifer Legal Practitioners on behalf of Ms Ganases (as executor of the estate) requesting consent to transfer Erf 7693. Ms Ganases wrote a letter dated **05 June 2024 (Annexure "C")** requesting the Council to transfer Erf 7693 to Mr Korukuve.

It is stated that each sibling has a place to stay, and they attempt to rent out the property but due to disagreements the children agreed to sell the property. Hence, the request to sell the property. On the affidavit of Mr Korukuve it is stated that the transaction between Ms Ganases and himself already took place to an extent that Fisher Quarmbly & Pfeifer Legal Practitioners have a guarantee.

4. **PRE-EMPTIVE RIGHT**

As per the tripartite agreement for the donation of the subject erf to the late estate signed on **07 June 2024 (Annexure "P")** entered into by and between the estate of the late Mr Gariseb, Council, and NHE, the sale of any improved erf is subjected to certain conditions, in particular, clause 2.3.1:

*"The Council and/or the NHE may cede and assign their rights and obligations in terms of this agreement to any other person, provided they have given written notice thereof to the beneficiary. The Beneficiary may not cede and assign any rights or obligations under this agreement for the duration of the 10 (ten) years period.."*

Therefore, the purchaser is not allowed to sell the property to a third party before the 10-year period has lapsed or, unless it is first offered back to Council.

5. **PREVIOUS RESOLUTIONS FOR SIMILAR CASES**

Following are resolutions for similar requests that were passed by the Council:

5.1 On **28 July 2022** under item 11.1.14:

- "(a) That Council waives the 10-year restriction over, Erf 2592, Matutura, and permits the sale of Erf 2592 to a third party.*
- (b) That Ms Engelbrecht be informed that she no longer qualifies for allocation and erf under the low-cost housing projects, as she is no longer a first-time property owner.*
- (c) That Ms Engelbrecht submits the third party's information to determine whether or not he or she is eligible to purchase the house. The purpose of low-cost housing is defeated if the house is sold to a third party who is not on the Master Waiting List and is not a first-time homeowner.*
- (d) That the Ministerial approval be obtained to allow Ms Engelbrecht to sell Erf 2592 to a third party."*

5.2 On **30 June 2022** under item 11.1.20 Council approved to waive the pre-emptive right over Erf 2626, Matutura:

- "(a) That Council waives the pre-emptive right registered over Erf 2626, Matutura, and permits Ms A Kotze to sell the property to the third party.*
- (b) That Ministerial approval is obtained from MURD to allow Ms A Kotze to sell to Ms E Lukas (third party)."*

5.3 On **27 April 2023** under item 11.1.31 Council also approved to waive the pre-emptive right over Erf 2016, Matutura:

- "(a) That Council waives the 10-year restriction over, Erf 2016, Matutura, and permits Mr. Ndevaetela to sell Erf 2016 to a third party, that meets the following criteria:*
  - 1. He or she must be on the Master Waiting List*
  - 2. Must reside in Swakopmund.*
  - 3. Must be a first-time homeowner.*
  - 4. Must earn at least N\$ 6,000.00 or more.*
- (b) That Ministerial approval be obtained to allow Mr. Ndevaetela to sell Erf 2016, Matutura to a third party who meets the criteria in (a) above.*
- (c) That Mr. Ndevaetela be informed that he no longer qualifies for allocation of an erf under the low-cost housing projects, as he is no longer a first-time property owner."*

Ministerial approval was requested for the above transactions and responses are still awaited.



6. **MINISTERIAL EMPHASIS**

The National Housing Development Act makes provision for the resale of land by Build Together recipients to 3<sup>rd</sup> parties only once a quarter of the loan period of 20 years has expired. Persons who have received land under the Build Together program can therefore only sell the erf if at least 5 years have lapsed from the date of allocation of the loan. In line with this provision, the Council similarly sold its land at the Closed Bid Sale of 2012 with a 5-year pre-emptive right. All bidders were made aware of this condition throughout the entire process of the sale. The intention was therefore to not allow the resale of any land within at least 5 years from the date of transfer.

In order to address the great national demand for residential land, the Minister has however indicated that greater emphasis will now be placed on the pre-emptive not allowing the sale to third parties and that period is extended from 5 years to 10 years.

7. **CURRENT SITUATION**

Fisher Quarmby & Pfeifer Legal Practitioners requested consent to transfer Erf 7693 to Mr Korukuve with all conditions contained in the tripartite agreement (reimposition of conditions).

Below is an evaluation of whether Korukuve meets the criteria to be considered for buying the erf in question:

<b>The Third-Party Criteria</b>	<b>Do They Comply</b>
1. <i>He or she must be on the Master Waiting List</i>	<i>Not on the Master Waiting list or Men/women in uniform list</i>
2. <i>Must reside in Swakopmund</i>	<i>No, in Walvisbay, Rooikop military camp</i>
3. <i>Must be a first-time homeowner</i>	<i>Yes</i>
4. <i>Must earn at least N\$ 6000.00 or more</i>	<i>Yes</i>

Mr Korukuve is not on the Master Waiting List of the Council or NHE. He submitted a sworn declaration (**Annexure "N"**) where he states that the property on Erf 7693 is his first immovable property which he bought from Ms Ganases through the Master of the High Court. **Annexures I, J, K, and L** provide copies of the full birth certificates of all siblings including Ms Ganases.

8. **DISCUSSION**

As per the Home Loan Sales Agreement, clause 11 (Reversionary Right), the purchaser, purchaser heirs, executors, administrators, or assigns are not allowed to sell the property to any person within 10 years.

The abovementioned applies to Ms Ganases after the death of her late father, Mr. Gariseb. However, the loan amount is settled in full by the insurance and Ms Ganases now requests to sell the property to a third party.

Council donated the land to Mr Gariseb. The services were installed at the cost of N\$150.00 per m<sup>2</sup> at the time. According to the Municipal valuation roll the land is currently valued at N\$ 56 000.00. Ms Ganases intends to sell the property without conforming to the restrictive clause of 10 years for the price of N\$ 480 000.00. Therefore, the Council can waive the pre-emptive right but is entitled to recoup the land value from the seller.

9. **PROPOSAL**

It is therefore proposed that the Council exercises its discretion to waive the 10-year restriction over Erf 7693, Extension 28, Swakopmund to enable Ms Ganases to sell the said erf to Mr Jeremia Korukuve. It is further proposed that Ms Ganases repay the land value of N\$ 56 000.00 since the 10-year clause has not expired.

It is further proposed that due to the high number of deceased matters and divorce cases experienced by the beneficiaries under the Mass Housing Development Programme and subsequently the requests to waive the pre-emptive clause are submitted through court order be a standard resolution and Council delegates authority to CEO to sign consent to cancel the restrictive clause over a property to avoid similar cases being submitted to Council continuously or on every such occasion.

**B. After the matter was considered, the following was:-****RECOMMENDED:**

- (a) **That the Council approves to waive the pre-emptive right over Erf 7693, Extension 28, Swakopmund by allowing Ms Ashley Delecha Sharon Ganases the daughter and executor of the estate of the late Mr John Elvis Gariseb to sell the erf to Mr Nelson Jeremia Korukuve based on an agreement reached between the children, and the reimposition of condition of sale remains in force.**
- (b) **That it be noted that services were installed at the cost of N\$ 150.00 per m<sup>2</sup> for the erf which was developed and that the cost needs to be recovered by the Council.**
- (c) **That Ms Ganases be responsible for paying the current value of the land which is 315m<sup>2</sup> × N\$ 150.00/m<sup>2</sup> = N\$ 47 250.00 and now escalated to N\$ 56 000.00 according to the latest valuation to reinvest in the development of low-cost housing programs.**
- (d) **That NHE issues the title deed to Mr Korukuve after the transfer of the property to the estate and the full amount in point (c) above is recovered by Council for land value.**
- (e) **That Ms Ganases be informed that once she sells the property, she no longer qualifies for allocation of an erf under the low-cost housing projects in Swakopmund, as she is no longer a first-time property owner.**
- (f) **That the Council delegates the authority to the Chief Executive Officer to cancel the restrictive pre-emptive clause over a property where:**
  - (i) ***A beneficiary is deceased and the heirs agree to sell the property,***
  - (ii) ***In instances where a purchaser passed on and the executor requested to sell to a 3<sup>rd</sup> party,***
  - (iii) ***The restrictive clause be reimposed on the new owner.***

**This delegation of authority is to avoid similar cases being submitted to the Council continuously or on every such occasion.**

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**ANNEXURE "B"**

Prepared by me,

"THE PROPERTY, ANY PORTION THEREOF OR SHARE THEREIN MAY NOT BE ALIENATED WITHIN A PERIOD OF 10 (TEN) YEARS FROM DATE OF FIRST TRANSFER OF THE PROPERTY UNLESS:

1. THE COUNCIL, IN CONSULTATION WITH NHE, HAS CONSENTED THERETO IN WRITING, AND

2. THE PROPERTY WAS OFFERED FOR SALE TO THE COUNCIL IN WRITING AND THE COUNCIL, IN CONSULTATION WITH NHE, HAS REJECTED THE OFFER IN WRITING. THE COUNCIL SHALL BE ENTITLED TO ACCEPT THE OFFER AT A PRICE EQUAL TO:

2.1 THE COSTS OF CONSTRUCTION OF THE DWELLING AT THE PROPERTY AS CHARGED BY NHE TO THE TRANSFEREE, AND

2.2 THE REASONABLE COSTS OF ANY ADDITIONAL IMPROVEMENT OF THE PROPERTY OTHER THAN THE SAID CONSTRUCTION COSTS, AS DETERMINED BY AN INDEPENDENT VALUATOR APPOINTED BY THE COUNCIL, WHOSE DETERMINATION SHALL BE FINAL AND BINDING ON THE PARTIES CONCERNED.

THE COUNCIL SHALL ACCEPT OR REJECT THE OFFER IN WRITING WITHIN 60 (SIXTY) DAYS OF RECEIPT OF THE OFFER. "ALIENATE" SHALL NOT BE CONSTRUED AS TO INCLUDE AN ALIENATION ON ACCOUNT OF A MARRIAGE IN COMMUNITY OF PROPERTY, DEATH, DIVORCE, SEQUESTRATION OR ANY OTHER CHANGE IN THE LEGAL STATUS OF THE OWNER OF THE PROPERTY, ON THE UNDERSTANDING THAT THE RESTRAINT ON ALIENATION SHALL BE BINDING ON THE ALIENEE/S AND HIS/THEIR SUCCESSOR-IN-TITLE FOR THE REMAINING PERIOD OF THE RESTRAINT."

and to transfer the said property in full and free property to the said Transferee and to renounce all the right, title and interest which the Transferor heretobefore had in and to the said property, to do whatsoever shall be necessary as effectively as I could do if personally present and hereby promising to ratify and confirm all that my Attorney shall lawfully do by virtue hereof.

THUS DONE and SIGNED at SWAKOPMUND on this the 07 day of JUNE 2024 in the presence of the undersigned witnesses.

**AS WITNESSES:**

1. 

2. 

  
Chief Executive Officer or Acting  
Chief Executive Officer

  
Chairperson or Alternate Chairperson of  
The Management Committee



## TRANSFER DUTY ACT 1993 (ACT 14 OF 1993) SECTION 14

**DECLARATION BY DONOR**

I/We, the undersigned,

**MUNICIPAL COUNCIL OF SWAKOPMUND**

herein represented by **ALFEUS BENJAMIN** or **HELLAO INARUSEB** or **CLARENCE CLAUDE MCCLUNE** or **VILHO SHOONGELENI KAULINGE** or **LYDIA NENGU MUTENDA** or **MPASI HAINGURA** in their respective capacities as CHIEF EXECUTIVE OFFICER or ACTING CHIEF EXECUTIVE OFFICER and **BLASIUS REINHARDUS GORASEB** in his capacity as Chairperson of the Management Committee; or **WILFRIED GROENEWALD** in his capacity as Alternate Chairperson of the Management Committee acting by virtue of the authority granted in terms of Section 31A(a) of the Local Authorities Act, 1992 (Act 23 of 1992), as amended do hereby nominate constitute and appoint

do solemnly and sincerely declare that on \_\_\_\_\_ and not before, the **MUNICIPAL COUNCIL OF SWAKOPMUND** donated to

**THE ESTATE OF THE LATE JOHN ELVIS GARISEB . .**

(Identity Number: 771108 0009 1),

Unmarried

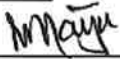
the following IMPROVED property


- CERTAIN** : ERF NO. 7693 SWAKOPMUND (EXTENSION NO. 28) . .
- SITUATE** : IN THE MUNICIPALITY OF SWAKOPMUND  
REGISTRATION DIVISION "G"  
ERONGO REGION
- MEASURING** : 315 (THREE ONE FIVE) SQUARE METRES . .
- HELD BY** : CERTIFICATE OF REGISTERED TITLE NO. T.4684/2017

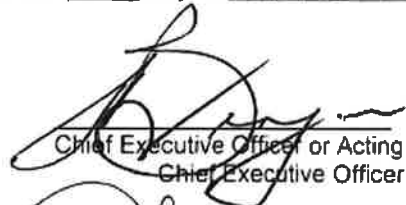
And I declare that the value of the said property is **N\$467 900.00** and that the **MUNICIPAL COUNCIL OF SWAKOPMUND** have not received, nor will it receive any valuable consideration for or on account of the alienation of the said property.

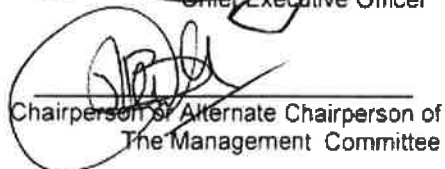
THUS DONE and SIGNED at SWAKOPMUND on this the 07 day of JUNE 2024 in the presence of the undersigned witnesses.

**AS WITNESSES:**

1. 

2. 

  
Chief Executive Officer or Acting  
Chief Executive Officer

  
Chairperson or Alternate Chairperson of  
The Management Committee



**ANNEXURE "C"**

Ashley Sharon Delecha Ganases  
 Erf 7693, Matutura, Swakopmund  
 +264812509898

Chief Executive Officer  
 Swakopmund Municipality  
 C/O Rakotoka Street and Daniel Kamho Avenue

05 June 2024

**REQUEST TO COUNCIL FOR CONSENT OF SALE / TRANSFER OF ERF 7693, Matutura, Swakopmund  
 (Estate Late: John Elvis Gariseb) E993/2020**

1. My name is Ashley Ganases, major heir and Executor in the Estate of my father the Late Elvis John Gariseb
2. My father was not married and has 4 children in 4 women
3. In the Estate of my father, we are 2 Major Beneficiaries and 2 Minor Beneficiaries
4. We the 2 Major beneficiaries have our own places of residences, me residing at my own place in Swakopmund and my sister residing in Upington, South Africa, the 2 minors live with their mothers to which both mothers have their own homes, one in Khorixas and one in Swakopmund.
5. As we all have our own places to stay, we tried to rent the house but there were disagreements to which we as a family have resolved to selling the immovable asset of my father being Erf 7693, Matutura, Swakopmund
6. The estate of my father is registered under E993/2020 at the Master of the High Court
7. The high court approved and endorsed the sale of the property under section 47 and section 42(2) of the Administration of Estates Act.
8. My father had bought a house through NHE / Swakopmund Municipality, to which Clause 11 states no sale in the period not less than 10 years
9. My father died before this term was reached or clause was honored by him
10. There is no bond over the property as the life cover paid off the property and there is no outstanding balance on the property
11. We are thus requesting councils' consent for the sale and / or transfer of the property
12. The same conditions as those of my father shall apply to the new buyer.
13. No clause will be waived hence the very same restrictions shall apply to the new living buyer / owner
14. We thus humbly request the consent of the sale / transfer of Erf 7693, Matutura, Swakopmund
15. The property was sold to Mr. Nelson Jeremiah Korukuve, a resident of Swakopmund and a servant of the Namibian people in the army for N\$480,000 on 13 May 2024

Sincerely,



Ashley D S Ganases (Executor)

FISHER QUARMBY & PFEIFER  
ATTORNEYS CONVEYANCERS NOTARIES



Authorised and regulated by the Law Society of Namibia

Tel: (061) 233 171 . (083) 223 3100 | Fax: (061) 228 286 | Email: cheryl@fqp.com.na

C/o Robert Mugabe Avenue & Thorar Street, Entrance at No 43 Dr Theo-Ben Gurirab Street, Windhoek, Namibia  
P.O. Box 37, Windhoek, Namibia

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Our Reference: AJVDM/ca/244834

Your Reference:

Date: 23 May 2024

THE CHIEF EXECUTIVE OFFICER  
SWAKOPMUND MUNICIPALITY

Dear Sir / Madam

**RE: OUR TRANSFER: ESTATE LATE J.E. GARISEB // N.J. KORUKUVE**  
**YOUR TRANSFER: MUNICIPALITY OF SWAKOPMUND / ESTATE LATE**  
**GARISEB / ERF NO 7693 MATUTURA**

Kindly please consent to the above transfer, subject to the conditions imposed by the Municipal Council of Swakopmund.

Find annexed the consent for signature in BLACK INK .

We are looking forward to hearing from you.

Yours faithfully

PER: FISHER QUARMBY & PFEIFER

Prepared by Me

CONVEYANCER  
C. QUINN**CONSENT**

I, the undersigned,

**MUNICIPAL COUNCIL OF SWAKOPMUND**

Herein represented by **ALFEUS BENJAMIN** or **HELLAO !NARUSEB** or **CLARENCE CLAUDE MCCLUNE** or **VILHO SHOONGELENI KAULINGE** or **LYDIA NENGU MUTENDA** or **MPASI HAINGURA** in their respective capacities as **CHIEF EXECUTIVE OFFICER OR ACTING CHIEF EXECUTIVE OFFICER** and **BLASIUS REINHARDUS GORASEB** in his capacity as Chairperson of the Management Committee or **WILFRIED GROENEWALD** in his capacity as Alternate Chairperson of the Management Committee acting by virtue of the authority granted in terms of Section 31A(a) of the Local Authorities Act, 1992 (Act 23 of 1992), as amended

hereby certify that the conditions imposed by the Municipal Council of Swakopmund and created in the Deed of Transfer still to be registered, subject to a pre-emptive right created for a period of 10 years from date of registration, and registered in respect of

**CERTAIN:** Erf No 7693 Matutura  
Extension No 28

**SITUATE:** In the Municipality of Swakopmund  
Registration Division "G"  
Erongo Region

**MEASURING:** 315 (Three One Five) Square Metres

THE PROPERTY of the Seller by virtue of Deed of Transfer still to be registered in the name of

**ESTATE LATE JOHN ELVIS GARISEB**

Hereby consent to the transfer of the aforesaid property to

**NELSON JEREMIA KORUKUVE**  
**Identity number 950814 0053 7**  
**Unmarried**

**Subject** to the conditions imposed by the Municipal Council of Swakopmund for its benefit and created in Deed of Transfer still to be registered.

SIGNED at **SWAKOPMUND** this day of **2024**

AS WITNESSES:

1. \_\_\_\_\_

\_\_\_\_\_  
Chief Executive Officer of  
Acting Chief Executive Officer

2. \_\_\_\_\_

\_\_\_\_\_  
Chairperson or Alternate  
Chairperson of The Management Committee



**SWAKOPMUND MASS HOUSING DEVELOPMENT PROGRAM  
TRIPARTY CONDITIONAL DONATION OF IMMOVABLE PROPERTY  
ENTERED INTO BY AND BETWEEN**

**INTRODUCTION**

- A. In terms of the Mass Housing Development Program and with specific reference to Cabinet resolution no. 7/10.5.16/001, the Government of Namibia, through the NHE and local authority councils, makes available for acquisition by approved beneficiaries from applicants amongst the public, improved properties to enable the beneficiaries to become the owners of properties serving as their primary residences.
- B. In terms of the Mass Housing Development Program, the Council makes available suitable land, against no costs to the beneficiaries or the NHE, while the Government of Namibia has undertaken to repay the Council an agreed amount towards the costs for servicing the land, where applicable.
- C. The NHE, acting on directives from the Government of Namibia, administers the Mass Housing Development Program and in doing so, *inter alia*:
  - C1. oversees the construction of residential dwellings on the available land, in accordance with fixed plans and specifications for approved types of residential dwellings;
  - C2. receive and evaluate the applications for housing from the public and, in accordance with allocation criteria and subject to availability, allocate housing to the beneficiaries against the beneficiaries taking up the obligation for payment to the NHE of the costs for the development and construction of the dwellings;
  - C3. enters into an agreement with the beneficiaries for the repayment of the agreed construction costs of the dwellings, by means of agreed terms for its repayment, as further set out in this agreement.
- D. The Council is the registered owner of the Property herein referred to, which has been improved with a residential dwelling built by the NHE with funds emanating from the Government of Namibia, as part of its Mass Housing Development Program.
- E. The Beneficiary applied for, and based on the application, the NHE allocated the Property to the Beneficiary under the Mass Housing Development Program.
- F. This agreement records the terms on which the parties agreed the Beneficiary will become the owner of the Property and will pay to the NHE the construction costs of the dwelling.

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 NHE  
 EG  
 JK  
 n 11

**1. DONATION OF PROPERTY**

1.1 In execution of their agreement, the Council hereby donates to the Beneficiary, who hereby accepts the donation of the following Property, subject to the terms of this agreement:

**CERTAIN:** ERF NO. 7693 SWAKOPMUND-1  
(EXTENSION NO. 28) ^  
**SITUATE:** IN THE MUNICIPALITY OF SWAKOPMUND  
REGISTRATION DIVISION "G"  
ERONGO REGION  
**MEASURING:** 315 ^ (THREE ONE FIVE) SQUARE METERS  
**HELD BY:** CERTIFICATE OF REGISTERED TITLE NO. T 4684/2017  
(hereinafter referred to as "the Property").

1.2 The Property is donated to the Beneficiary and his/her spouse if they married in community of property or to the Beneficiary and his/her spouse where the Property was allocated to both spouses as part of the Mass Housing Development Program. Where the Beneficiary is more than one person, the Property is donated to both persons who hereby accept the donation, to become the joint-owners of the Property in the event that they are not married in community of property.

1.3 The parties agree that the value of the Property hereby donated shall be equal to the construction costs, as recorded in annexure "A" to this agreement.

**2. CONDITIONAL DONATION**

2.1 The donation is made on the condition that the Beneficiary fully complies with all the terms of this agreement, including the Beneficiary's obligations towards the NHE to make payment of the construction costs.

2.2 Should the Beneficiary fail to fully comply with all his/her obligations in terms of this agreement, this agreement may be cancelled, and/or the donation may be revoked, in addition to any other remedies available to the Council or the NHE in law. If the agreement is cancelled or the donation revoked, the Property will revert to the Council.

mm

DT  
NHE  
EG  
JR  
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2.3 The Property is donated to the Beneficiary, subject to the following conditions and obligations, which the parties record are material terms of this agreement and which the Council or the NHE may cause to be registered against the title deed of the Property:

2.3.1 The Beneficiary (or his/her successors in title) is restrained from the alienation of the Property, any share therein, any portion thereof or any sectional title unit or right to erect such unit thereon, for a period of 10 (ten) years as from the date of registration of transfer of the Property into the name of the Beneficiary pursuant to this agreement, unless the Council has in consultation with the NHE consented to such transfer in writing and the Property was offered in writing for sale to the Council, who has in consultation with the NHE rejected the offer in writing. The Council shall, within 60 (sixty) days of the receipt of the written offer, be entitled to accept the offer to purchase the Property at a price equal to the agreed costs for the construction of the Property herein recorded, plus the reasonable costs which the Beneficiary may have incurred to further permanently improve the Property (excluding the costs of maintenance and upkeep thereof), which costs shall be determined by an independent valuator appointed by the Council, whose determination shall be final and binding on the parties. For the purposes of this clause 2.3.1, "alienation" shall not include the passing of ownership by means of marriage, inheritance or due to legal processes following divorce, sequestration or affecting the Beneficiary's legal status or capacity.

2.3.2 Any conditions imposed in terms of the provisions of the Townships and Division of Land Ordinance 11 of 1963 which may be applicable to the Property.

2.3.3 For as long as the Beneficiary (or his/her successors in title) is restrained from the alienation of the Property in terms of clause 2.3.1 above and unless the Council in consultation with the NHE has given their prior written consent thereto, which consent it may give on such conditions it deem fit at the time:

(a) the Property shall only be occupied as a residential dwelling by the Beneficiary and his/her spouse's immediate family and at any one stage by no more than 7 (seven) persons, inclusive of any children. For the purposes of this clause 2.3.3, "spouse" shall include the Beneficiary's permanent life partner with whom he/she co-habits, as if married. For the purposes of this agreement "immediate family" shall mean the Beneficiary's or his/her spouse's children and grandchildren; the

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Beneficiary's or his/her spouse's siblings with whom is shared at least one parent and their children; the Beneficiary's or his/her spouse's parents or grandparents and their children;

(b) the Beneficiary shall not be entitled to rent out the Property or any portion thereof;

(c) the Beneficiary shall not cede or assign any of his/her rights or obligations under this agreement.

**3. CONSTRUCTION OF THE RESIDENTIAL DWELLING**

3.1 The NHE has constructed a residential dwelling on the Property of the size, lay-out and with the finishing and specifications materially in accordance with the approved building plans and specifications accompanying the approved plans.

3.2 The approved plans and specifications for the dwelling in the Property are incorporated into this agreement by reference thereto.

3.3 The NHE hereby warrants that the dwelling has been constructed and finished in accordance with all the applicable laws, including the Council's by-laws, building regulations, and those applicable to construction of residential dwellings.

3.4 The NHE accepts that it is liable for and hereby warrants and guarantees the quality of the construction of the dwelling, including the foundations and structures erected, the electrical, water and sewerage systems installed, which the NHE hereby confirms to have been constructed of a satisfactory quality, in a workman-like manner and with suitable materials, given a residential dwelling of its design, size, nature and location.

3.5 The Beneficiary shall notify the NHE in writing of any defects to the dwelling, within a period of 4 (four) months of the Registration Date, upon the receipt of which the NHE shall be obliged to rectify and repair any such latent or patent defects found to have been attributable to the construction of the dwelling or the materials used, within 4 (four) months of the receipt of the notice.

3.6 As from the Registration Date, the risk in and to the Property and the dwelling shall rest on the Beneficiary, who shall be obliged to maintain, repair and keep the dwelling and the Property in a good condition and state of repair.

3.7 The NHE shall not beyond the terms of this clause 3 have any liability whatsoever towards the Beneficiary for latent or patent defects to the dwelling.

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3.8 The Council shall have no liability of whatsoever nature towards the NHE or the Beneficiary pertaining to the dwelling or the Property, which it donates "as is" (voetstoots). Without limiting the aforesaid, the Council does not in any manner with the donation of the Property herein recorded, warrant or guarantee in whatsoever nature to the NHE or to the Beneficiary that the Property or the dwelling are suitable for the purposes of a residential dwelling for use by the Beneficiary.

4. PAYMENT OF THE CONSTRUCTION COSTS

4.1 The parties agree that the costs of improving the Property with a residential dwelling constructed by the NHE, being the sum of the costs for the land, the construction of the dwelling and the professional and other fees for services rendered to develop the Property and the dwelling thereon; plus the costs to effect transfer of the Property and to register a bond as referred to in clause 7 below, shall collectively be referred to herein as "the construction costs". The construction costs payable for the Property is the amount as indicated in annexure "A" hereto, **N\$467 900.00 (FOUR HUNDRED AND SIXTY SEVEN THOUSAND NINR HUNDRED NAMIBIA DOLLARS),**

4.2 The Beneficiary shall pay the construction costs as follows:

4.2.1 the costs to procure the registration of transfer and the bond, if any, as referred to in clause 7 below, shall be paid to the attending conveyancers upon their demand;

4.2.2 the remaining amount of the construction costs shall be payable to the NHE without deduction or set-off and free of any banking charges:

(a) on the Registration Date, where the Beneficiary has secured a loan thereto; or

(b) by means of instalments, where the NHE has agreed thereto,

and as further recorded in annexure "A" hereto.

4.3 The Beneficiary shall be entitled to apply for a loan from any registered bank to finance the payment of the construction costs payable in terms of this agreement. Unless the Beneficiary has secured a loan for the payment constructions costs within 45 (forty five) days of the date on which this agreement is signed, this agreement shall lapse, become ineffective and no party shall have any rights or obligations in terms thereof.

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- 4.4 The Beneficiary shall immediately upon signature of this agreement apply for a loan at a registered bank, supply all information and documents as the bank may reasonably require and shall diligently pursue such an application until finality. The loan shall be deemed to have been granted in the event of the bank recording in writing its willingness to finance the transaction herein recorded on its ordinary terms, commonly referred to as a "pre-approval".
- 4.5 The condition in clause 4.3 above is inserted herein for the benefit of the NHE who may waive reliance thereon.
- 4.6 The Beneficiary shall within 21 (twenty one) days of being requested by the Council's attorneys, secure the payment of the construction costs by means of delivering to the said attorneys of a bank guarantee acceptable to such attorneys, for the payment upon registration of the construction costs.

**5. POSSESSION AND OCCUPATION AND USE OF THE PROPERTY**

- 5.1 The Beneficiary shall be entitled and obliged to take possession of and to occupy the Property as from the Registration Date or as soon as the NHE tenders to the Beneficiary occupation thereof.
- 5.2 Upon the NHE having tendered occupation, the Beneficiary shall be deemed to have taken possession of the Property on the date of delivery of its keys to him/her or his/her assignee. Signing of the form of receipt of the keys shall serve as *prima facie* proof of delivery of the keys in terms hereof.
- 5.3 The Beneficiary shall be liable for all municipal charges including those pertaining to water, sewerage, electricity or other and in respect of any rates and taxes payable in respect of the Property, as from the date of possession and, in any event, as the owner of the Property, as from the Registration Date.
- 5.4 In the event of the Property not appearing on the municipal valuation roll on the date of possession or the date of registration, the Beneficiary agrees to pay municipal rates levied on an amount equal to the construction costs as if it was a provisional valuation; provided that any such payment is subject to revision as soon as the valuation of the Property is entered on the Council's valuation roll.
- 5.5 The Beneficiary shall maintain the buildings at a value of not less than the municipal valuation thereof, which valuation may, as part of the Council's statutory processes, be reviewed from time to time.

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6. ALLOCATION CRITERIA

- 6.1 This agreement is concluded on the basis that the Beneficiary meets the criteria which the Council and the NHE determined for the allocation to Beneficiaries of properties of a similar nature, as part of its administration of and the conditions made applicable to the Mass Housing Development Program. Some of these criteria are listed herein below and are hereinafter referred to in this agreement as "the allocation criteria".
- 6.2 It is agreed that prior to or simultaneously with the signing of this agreement, the Beneficiary must complete the Council's and/or the NHE's standard written application to be allocated a Property as part of the Mass Housing Development Program and shall, in addition thereto, complete annexures B1 and B2, which is hereby incorporated to form part of this agreement.
- 6.3 The Beneficiary hereby confirms and warrants that the contents and the information he/she supplied in the written application and as recorded in annexures B1 and B2 are accurate, true and correct.
- 6.4 The parties record that the Council and the NHE have agreed to enter into this agreement with the Beneficiary, on the basis of the information so supplied and as the Beneficiary complies with and meets the allocation criteria, which the Beneficiary herewith warrants he/she meets and complies with.
- 6.5 In this regard, the Beneficiary (which includes his/her spouse and permanent life-partner, as referred to herein) hereby specifically records and warrants that he/she complies with all of the following allocation criteria, namely:
  - 6.5.1 The Beneficiary is a Namibian citizen at the time of the conclusion of this agreement and will remain a Namibian citizen during the period when any portion of the construction costs remains unpaid;
  - 6.5.2 The Beneficiary is at least 21 (twenty-one) years old at the time of the conclusion of this agreement;
  - 6.5.3 The Beneficiary is a first-time home owner. For the purpose of this agreement, a "first-time home-owner" means that, as at the date of the Beneficiary signing this agreement and never before, neither the Beneficiary nor his/her spouse owns or has owned or is within the immediate future by voluntary act likely to own any immovable property or any share therein, situated anywhere in Namibia and neither the Beneficiary or his/her spouse has or had or is within the immediate future likely to acquire an interest in any entity or other

Swakopmund Mass Housing Development Program  
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arrangement, which owns or owned any immovable property anywhere in Namibia, nor has the Beneficiary, his/her spouse or permanent life partner participated in any other national housing program within the Republic of Namibia;

6.5.4 The Beneficiary acquires the Property as a domestic dwelling for occupation by himself/herself and his/her spouse and their immediate family, as referred to herein;

6.5.5 The Beneficiary does not acquire and will not take transfer or hold the Property as a nominee of another person or in terms of any agreement or arrangement in terms whereof any person other than the Beneficiary has an interest or share in or would obtain an interest or share in or benefit from the Property, to which an owner thereof may ordinarily be entitled;

6.5.6 The Beneficiary's financial information supplied with his/her application for housing is true and correct and meets the financial criteria determined for any person to be allocated and to acquire a similar property in terms of the Mass Housing Development Program;

6.5.7 During the period prior to the Registration Date, the Beneficiary is obliged and hereby undertakes to immediately upon becoming aware thereof, disclose to the NHE and the Council any change in his/her status or any change in his/her circumstances, which may or is likely to cause him/her not to comply with the allocation criteria.

6.6 In the event of the Beneficiary not complying with any of the allocation criteria, the Beneficiary shall be in breach of a material term of this agreement, entitling the Council and/or the NHE to, in addition to any other remedy it may have in law, to immediately cancel this agreement and have the Property re-transferred into the Council's name at the Beneficiary's costs.

**7. TRANSFER AND BOND REGISTRATION**

7.1 Transfer of the Property to the Beneficiary pursuant to this agreement shall be given as soon as possible after the Council is able to give transfer, the financial arrangements for the payment of the construction costs are in place as provided herein.

7.2 Transfer shall furthermore not be given, unless:

7.2.1 the NHE has concluded the construction of the dwelling in compliance with the Council's building regulations and by-laws and the NHE having obtained

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the Council's completion certificate to that effect and a building compliance certificate;

7.2.2 the Beneficiary has complied with his/her obligations to participate in the transfer process, supplied the information and documents required thereto and has attended to such administrative requirements which the Council or the NHE may determine as reasonably necessary prior to transfer;

7.2.3 the Council has been able to comply with all the legal requirements of the town planning disciplines and processes and those applicable to the donation of immovable property in terms of the Local Authorities Act, when applicable.

7.3 Unless the Beneficiary has secured a loan from a registered bank to finance his/her payment obligations towards the NHE in terms of this agreement, the NHE may in its entire discretion agree with a Beneficiary on the down-payment of the construction costs in monthly instalments, which repayment terms, in that event, are to be summarized in writing and attached to this agreement.

7.4 The Beneficiary's repayment obligations to the NHE shall be secured by a first mortgage bond to be registered over the Property in favour of the financing bank or the NHE, as the case may be, on their customary terms and conditions.

7.5 Transfer of the Property shall be effected by the Council's conveyancers. The registration of the mortgage bond in favour of the NHE shall be effected by the NHE's conveyancers.

7.6 All documents necessary to effect transfer of the Property in the name of the Beneficiary shall be prepared by the Council's conveyancers and that pertaining to the registration of the mortgage bond shall be prepared by the NHE's conveyancers.

7.7 All reasonable costs, legal expenses and moneys due in terms of the registration of transfer of the Property and the registration of a bond to finance this transaction, including the transfer fees, stamp duty, transfer duty and any other related fees and expenses, if any, as well as the costs of preparing this agreement and any other legal costs related thereto, are included in the construction costs and shall be payable by the Beneficiary.

7.8 For the purpose of this agreement, "the Registration Date" shall mean the date on which the Property is registered in the name of the Beneficiary pursuant to the terms of this agreement.

**8. FULL RECORD OF THE AGREEMENT AND NO INFORMAL AMENDMENT OR WAIVER**

Swakopmund Mass Housing Development Program  
2019/2011 Standard Deed of Donation

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- 8.1 The parties acknowledge that the provisions of this agreement constitute the entire record of the terms of their agreement and that no undertakings, promises, warranties or representations have been made by either party to the other, save as is set out in this agreement.
- 8.2 The parties record that this agreement supersedes and replaces all previous negotiations, agreements or other arrangements, whether recorded in writing or otherwise pertaining to the Beneficiary acquiring ownership of the Property, which are hereby cancelled; save for the lease, where applicable, agreed to by the NHE and the Beneficiary, in terms of which the Beneficiary may occupy the Property.
- 8.3 No alteration, addition or amendment to, or consensual cancellation of this agreement or the waiver of any rights in terms of this agreement shall be of any force or effect unless reduced to writing and signed by or on behalf of both parties.
- 8.4 Neglect by the Council or the NHE to claim strict performance by the Beneficiary of his/her obligations in terms of this agreement or the granting of extension to the Beneficiary to fulfil any of his/her obligations in terms of this agreement, shall not prejudice the NHE's or the Council's rights in terms of this agreement and shall not be deemed as a novation of the agreement or a tacit waiver of their rights in terms hereof nor shall it be applied against them by means of estoppel by representation.

**9. BREACH**

9.1 In the event of:

9.1.1 the Beneficiary failing to make any payment in terms of this agreement or any of the parties failing to comply with any obligations placed upon him/her in terms of this agreement ("the breach") and, generally, failing to rectify the breach with 7 (seven) days of delivery of written demand thereto by another non-defaulting party, or

9.1.2 the Beneficiary failing to make payment of his/her monthly installments towards the outstanding balance of the construction costs payable to the NHE, if applicable and in that event immediately,

the non-defaulting party entitled to the performance shall be entitled (but not obliged) and without prejudice to any other rights of recourse or any other remedy which it may have in law:

9.1.3 to claim specific performance of the obligations placed upon the defaulting party in terms of this agreement or, if applicable, to claim immediate payment of the full outstanding balance of the construction costs then still due; or

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9.1.4 to cancel this agreement and to claim re-possession and/or re-transfer of the Property (as the case may be) and the payment of any arrear payments due in terms of this agreement together with interest thereon at the prescribed rate and/or such damages as the non-defaulting party may have suffered.

9.2 In the event of the cancellation of this agreement, the NHE shall be entitled to retain all payments made by the Beneficiary in terms hereof, in which event all payments made by the Beneficiary shall be regarded as compensation for the Beneficiary's enjoyment and entitlement to use the Property up to date of cancellation or towards the pre-payment of any damages the Council or the NHE may suffer in consequence thereof.

9.3 Any costs incurred by any party in the enforcement of the terms of this agreement and/or its remedies under this agreement shall be recoverable from the defaulting party, on a scale as between attorney and own client.

10. GENERAL

10.1 The Beneficiary undertakes to vacate the Property immediately on termination of this agreement, it being agreed that no right to tenancy beyond the cancellation of this agreement is created herein.

10.2 The Beneficiary undertakes to maintain the beacons of the Property that they remain distinguishable.

10.3 This agreement shall be binding on the Beneficiary's successors in title.

10.4 The Council and/or the NHE may cede and assign their rights and obligations in terms of this agreement to any other person, provided they have given written notice thereof to the Beneficiary. The Beneficiary may not cede and assign any rights or obligations under this agreement for the duration for the 10 (ten) years period as referred to in clause 2.3.1 above.

10.5 Where the Beneficiary, as referred to herein, is more than one person, i.e. being spouses or otherwise, such persons shall be jointly and severally liable to the NHE and the Council for the due compliance with the Beneficiary's obligations under this agreement.

10.6 Any claim which the NHE may in law have against the Council arising from the improvement of the land by the development and construction of a dwelling thereon, be that claim based on enrichment or otherwise, shall be limited to:

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10.6.1 the amount of the construction costs referred to herein and in particular, the balance of the construction costs which the NHE was unable to recover from the Beneficiary in terms hereof; and

10.6.2 to circumstances where the Council is or becomes the registered owner of the Property.

## 11. DOMICILIUM

11.1 The parties hereto respectively choose as their *domicilium citandi et executandi* for all purposes of and in connection with this agreement as follows:

11.1.1 the Beneficiary: The Property

The postal address on page 1 to this agreement

11.1.2 the Council: The Municipal Office Complex

Rakatoka Street Swakopmund

P.O. Box 53, Swakopmund

11.1.3 the NHE: No. 7 General Murtala Muhammed Avenue, Windhoek

P.O. Box 20192, Windhoek

11.2 Any party hereto shall be entitled to change its *domicilium* from time to time, provided that any new *domicilium* is an address within the Republic of Namibia and such change will only be effective upon receipt of a notice to that effect.

11.3 All notices given in terms of this agreement shall be given in writing and may either be sent by pre-paid post, in which event it shall be deemed to be received 5 (five) days after posting, or shall be delivered to the above physical address, in which event it shall be deemed to have been received when so delivered. Notices may also be given by other means, in which event, however, no deeming provisions relating to its receipt shall apply.

## 12. JURISDICTION OF THE COURTS

The parties hereby consent to the jurisdiction of the Magistrate Court in respect of any action, which may result from this agreement, including all eviction proceedings, claims for damages and other actions as a result of the breach of this agreement by the parties. Notwithstanding such consent by the parties, they shall have the right to institute any action in the High Court according to their decision and absolute discretion.

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Thus done and signed by the COUNCIL at Swakopmund on the 07<sup>th</sup> day of JUNE 2024

AS WITNESSES:



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- 2. 

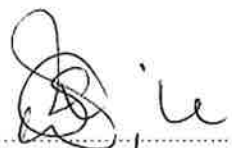
  
 CHIEF EXECUTIVE OFFICER

  
 CHAIRPERSON MANAGEMENT COMMITTEE / ALTERNATE

Thus done and signed by the NHE at WALVIS BAY on the ..... day of ..... 20.....

AS WITNESSES:


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- 2. 

  
 FOR THE NATIONAL HOUSING ENTERPRISE

Thus done and signed by the BENEFICIARY at ..... on the ..... day of ..... 20.....

AS WITNESSES:

- 1. 
- 2. 

  
 A.D.S Ganases on behalf of the Beneficiary in her capacity as Executrix to the Estate Late

Annexure "A" to Agreement

Payment of Construction Costs

N\$467 900.00 (FOUR HUNDRED AND SIXTY SEVEN THOUSAND NINE HUNDRED FOURTEEN NAMIBIA DOLLARS),

Payment of the construction costs by means of instalments (if applicable)

In the event of the construction costs being payable to the NHE by means of monthly instalments, the following shall apply:

1. The construction costs shall be payable in monthly instalments of no less than N\$4 75.47 per month over the period of ..... years.

2. The initial monthly instalment payable at the commencement of the repayment period, shall represent payment of the following amounts:

Capital Repayment: N\$ .....

Interest Repayment: N\$ .....

Short Term Insurance Premium: N\$ .....

Life Insurance Premium: N\$ .....

3. The Beneficiary shall commence with the repayment of the construction costs in monthly installments, as from the first day of the calendar month following the Registration Date.

4. The unpaid portion of the construction costs shall attract interest at the rate of 9.50 % per annum, calculated and capitalized monthly in arrears as from the date of registration.

5. The instalments shall be paid at the offices of the NHE or by payment into the NHE's bank account nominated for this purpose, with each payment clearly reflecting the NHE's reference number, namely ERF 7635 SWAKOPMUND

Currently, the bank account nominated for this purpose is:

Swakopmund Mass Housing Development Program  
2019/2011 Standard Deed of Donation

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Account Holder: .....

Bank Name: .....

Branch Name: .....

Branch Number: .....

Account Number: .....

6. The Beneficiary shall be entitled to repay the full outstanding balance of the construction costs at any time.
7. The payment of the construction costs shall be secured by the registration of a first mortgage bond over the Property in favour of the NHE on the NHE's customary terms and conditions. The mortgage bond shall be registered by the NHE's conveyancers at the cost of the NHE.
8. Notwithstanding anything to the contrary herein contained, it is expressly agreed that in the event of the Beneficiary failing to pay the monthly installments referred to herein on the due date thereof, notwithstanding any previous acceptance or previous waiver by the NHE, the full outstanding balance of the construction costs shall then immediately become due and payable to the NHE.

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B JUL A.CI [Signature]

Annexure B1 to agreement

**SWORN DECLARATION THE BENEFICIARY UNDER MASS HOUSING DEVELOPMENT SCHEME**

(The Beneficiary and his/her spouse must each make a separate declaration.)

I, the undersigned,

Full Names and Surname of Beneficiary: ESTATE OF THE LATE JOHN ELVIS GARISEB A  
 Namibian ID Number: 771108 0009 1  
 Full Name and Surname of Spouse: \_\_\_\_\_  
 Namibian ID Number of Spouse: \_\_\_\_\_

hereby states the following:

1. My full names and surname(s); identity number(s) and marital status are correctly recorded above.
2. I applied for and intend to acquire immovable property from the Swakopmund Municipality as part of the Mass Housing Development Program of the Government of Namibia. This declaration is made in support of that application and the agreement concluded thereto.
3. I make this declaration knowing that any false information which I may provide herein may cause me to forfeit the Property I intend to acquire and that furnishing false information in this declaration is wrong and is a punishable criminal offence.
4. I am 21 (twenty one) years or older at the time of signing this declaration. I am a Namibian citizen. I am  married ..... |  unmarried ..... | in a permanent live-in relationship with a life-partner .....  
 (\*mark with a ✓ whichever is applicable)
5. Neither me, nor my spouse have ever owned any immovable property anywhere in Namibia and I am not likely to own such property in the near future.
6. I acquire the Property as a primary domestic dwelling for occupation by myself, my spouse and our immediate family.
7. I do not acquire the Property on behalf of anyone else or by agreement or arrangement that anyone else will have any benefits from the Property.
8. I have not participated in any other national housing program within the area of jurisdiction of any local authority within the Republic of Namibia.
9. The facts recorded in and referred to in this statement and the application forms I completed and any supporting documents or vouchers, including any financial information provided, are to the best of my knowledge true and correct.

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Signature by Executrix on behalf of Beneficiary

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**Documents  
Containing  
Personal  
Information Are  
Removed From  
The Agenda As  
Directed By  
MANAGEMENT.**

11.1.23

**APPLICATION FOR THE SUBDIVISION OF ERF 4666, SWAKOPMUND, EXTENSION 9 INTO PORTION C AND REMAINDER AND SUBSEQUENTLY REZONING OF PORTION C FROM "INSTITUTIONAL" TO "PUBLIC OPEN SPACE"**

(C/M 2024/10/31 - E 4666)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **8.8** page **157** refers.

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**A. This item was submitted to the Management Committee for consideration:**

**1. Purpose**

The purpose of this submission is for the Council to consider the application for the subdivision of Erf 4666, Swakopmund Extension 9 into Portion C and Remainder and subsequent rezoning of Portion C from "institutional" to "public open space".

**2. Introduction and Background**

The Engineering and Planning Services Department (EPS) is proposing the above-mentioned statutory procedures as a reactive substitute for Erf 3352, Swakopmund, zoned public open space, being permanently closed as resolved by Council on 30<sup>th</sup> August 2021, via Item 11.1.24.

Council has a responsibility to ensure that sufficient provision for public open space or public plazas for recreation or social interaction is maintained in each suburb as per the Town Planning standards and urban design guidelines. To retain and maintain adequate provision of public spaces, Erf 4666, Swakopmund Extension 9 is being subdivided into Portion C and Remainder and subsequently rezoned to "public open space".

**3. Ownership**

Currently, the ownership of Erf 4666, Swakopmund Extension 9 currently vests in the Swakopmund School of Excellence CC as endorsed under the Deed of Transfer No. T4438/2015. See **Annexure A**.

However, as per the Council Resolution of 12 December 2023, resolved via C/M 2023/12/12, ownership of the Remainder of Erf 4666, will be transferred back to the Swakopmund Municipal Council after the approval subdivision of Erf 4666, Swakopmund Extension 9 into Portions A, B and Remainder by the Urban and Regional Planning Board.

**4. Zoning and Locality**

The Erf is zoned "Institutional" and measures 73 192m<sup>2</sup> in extent. Erf 4666, Swakopmund Extension 9 is located on the corners of Dr. Eugen Müller, Maple and Acacia Streets. See insert on the next page.



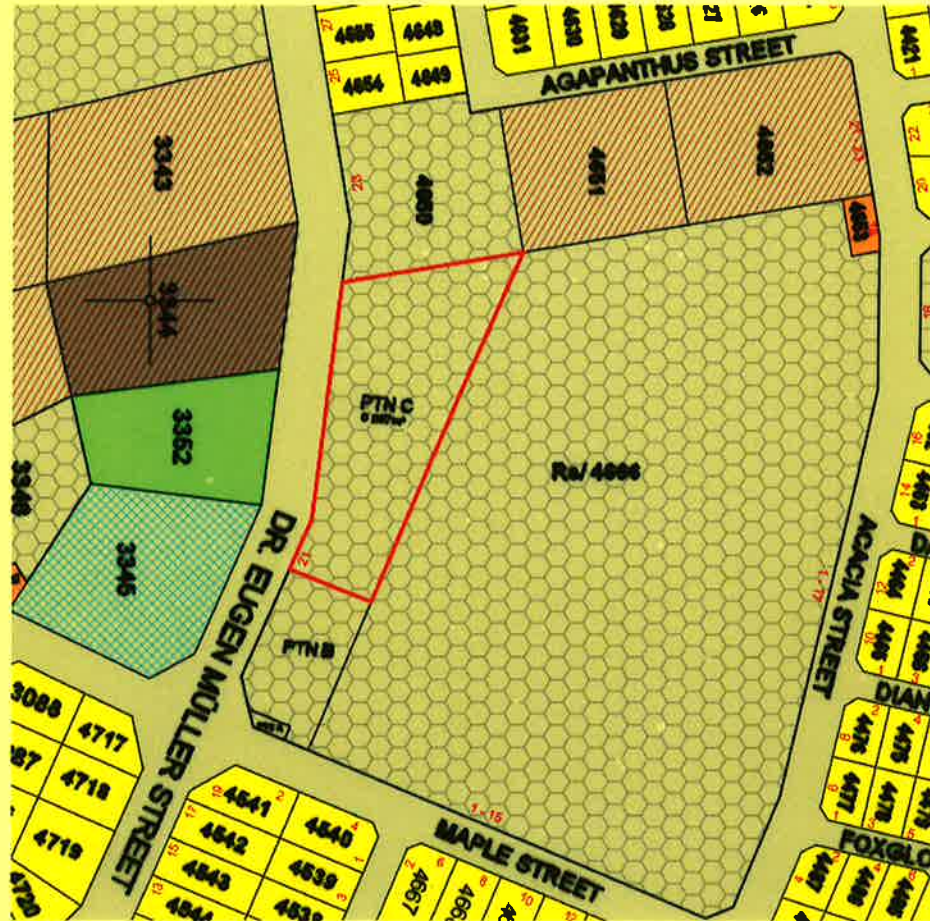


Figure 1: Location of Erf 4666, Swakopmund Extension 9

#### 5. Access and Infrastructure services

Access to Remainder Erf 4666, Swakopmund Extension 9 is currently obtained from the existing street network at the corner of Dr. Eugen Müller Street (25m wide) and Maple (20m wide). Subdivided Portion C will obtain access from Dr. Eugen Müller Street.

Parking for the proposed development will be provided in accordance with the provision of the Swakopmund Zoning Scheme. The proposed portion and remainder are connected to the existing bulk and internal municipal services.

#### 6. Public consultation

In terms of the Urban and Regional Planning Act, Section 107, a subdivision and rezoning are subject to the public consultation process.

The proposed subdivision and rezoning were advertised on the 21<sup>st</sup> and 28<sup>th</sup> June 2024 in the Namibian and The Namib Times. A notice was placed on site and one (1) notice was on display on the municipal notice board. Additionally, a notice was published in the Government Gazette, dated 1<sup>st</sup> July 2024 notice No. 306 see **Annexure B**.

Twenty-five (25) neighbouring property owners were notified of the intention to subdivide and rezone a portion of Erf 4666, Swakopmund Extension 9 via registered letters.



The closing date for comments and/or objections was on the 18<sup>th</sup> July 2024. Attached as **Annexure B** is the list of neighbours consulted via registered mail. No objections have been received after lapsing of the closing date.

## 7. Proposal

The Municipal Council of Swakopmund intends to subdivide Erf 4666, Swakopmund Extension 9 into Portion C and Remainder.

The proposed subdivision will enable the creation of a public open space to replace one being permanently closed on Erf 3352, Swakopmund Extension 9. The mandate was to permanently close Erf 3352, and consolidate with Erven 3345 and 3346, Swakopmund Extension 9.

As a result thereof, Council intends to subdivide a portion of Erf 4666, Swakopmund Extension 9 and subsequently rezone the portion from "institutional" to "Public Open Space".



Figure 2: Aerial image indicating the existing situation and proposed subdivision on Erf 4666, Swakopmund Extension 9

## 8. Discussion

### 8.1 Subdivision and rezoning

Erf 4666, Swakopmund Extension 9 will be subdivided into Portion C and Remainder whereby Portion C and subsequently rezone from "institutional" to "public open space".

The portion will be subdivided as per the table below:

<b>PORTION NUMBER</b>	<b>APPROXIMATE AREA (m<sup>2</sup>)</b>	<b>PROPOSED USE</b>
Erf 4666	70 060	Institutional
Portion C	9 057	POS
Remainder/4666	61 003	Institutional

See the subdivision plans attached as **Annexure C1**.

## 8.2 Financial implications

The subdivision of Erf 4666, Swakopmund Extension 9 into Portion C and Remainder will require surveying. The cost is estimated to be approximately N\$ 20 000.00.

Registration fees are unknown at this stage; however, it is not anticipated to be significant in terms of the total cost of the process.

Funds should be defrayed from Vote Number 5000-3-10-143-00 where an amount of N\$1 400 000. 00, is available.

## 8.3 Title Conditions

The current title deed conditions of Erf 4666, Swakopmund be retained for the Remainder Erf 4666, Swakopmund Extension 9 and register the new conditions against the title deeds for Portion C:

1. *The erf shall only be used or occupied for purposes which are in accordance with and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018),*

## 9. Conclusion

The proposal complies with the Swakopmund Zoning Scheme and should therefore be favourably considered.

**B. After the matter was considered, the following was:-**

### **RECOMMENDED:**

- (a) **That Erf 4666, Swakopmund, Extension 9 not be subdivided into Portion C and Remainder.**
  - (b) **That proposals be invited through the expression of interest for the best suitable use of Erf 4666, Swakopmund, Extension 9 as an *Institutional* land.**
  - (c) **That the provision of a *Public Open Space* be made a condition for any future development on Erf 4666, Swakopmund, Extension 9, without the rezoning option.**
-

AVW/km/V15242

2015-07-21

# DEED OF TRANSFER

No. T 4438 2015

*Between*

**MUNICIPAL COUNCIL OF SWAKOPMUND**

*and*

**SWAKOPMUND SCHOOL OF EXCELLENCE CC**

**REGISTRATION NUMBER: CC/2011/5107**

**ERF NO. 4666 (A PORTION OF ERF 1534)**

**SWAKOPMUND**

**EXTENSION 9**

*Received 22/09/2015  
by Diego*

*Marinda Coleman Attorneys*

Hein Hartmann 1984  
22 Robert Mugabe Ave.

D.D. Rev 2015

AND THAT APPEARER DECLARED THAT her said principal had on the 17<sup>th</sup> day of December 2014 sold, and that she in her capacity as Attorney aforesaid, did by these presents, cede and transfer, in full and free property to and on behalf of

**SWAKOPMUND SCHOOL OF EXCELLENCE CC**  
**Registration Number: CC/2011/5107**

(hereinafter styled the TRANSFEREE)

Its Successors-in-title or Assigns,

**CERTAIN** Erf No. 4666 (a Portion of Erf No. 1534) Swakopmund,  
 Extension No. 9

**SITUATE** In the Municipality of SWAKOPMUND  
 Registration Division "G"  
 ERONGO Region

**EXTENT** 7, 3192 (Seven Comma Three One Nine Two) <sup>hectares</sup> ~~Square metres~~ as  
 will appear on General Plan No. A.491/2004 rf

**HELD BY** Certificate of Registered Title No. T.924/2006

**SUBJECT** to the following conditions imposed in terms of the Town Planning Ordinance, Ordinance 18 of 1954, as amended, namely : -

**IN FAVOUR OF THE LOCAL AUTHORITY**

- A. The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Swakopmund Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954) as amended.
- B. The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least four times the municipal valuation of the erf. rf

LIST OF REGISTERED ITEMS POSTED



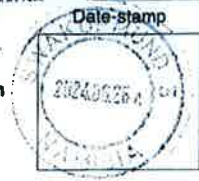
nampost\*

by \_\_\_\_\_

Sender's reference no.	Addressee's name and address	Registration no.
1	Handwritten address	RR 015 068 313 NA
2	Handwritten address	RR 015 068 239 NA
3	Handwritten address	RR 015 068 225 NA
4	Handwritten address	RR 015 068 211 NA
5	Handwritten address	RR 015 068 204 NA
6	Handwritten address	RR 015 068 188 NA
7	Handwritten address	RR 015 068 185 NA
8	Handwritten address	RR 015 068 101 NA
9	Handwritten address	RR 015 068 092 NA
10	Handwritten address	RR 015 068 089 NA
11	Handwritten address	RR 015 068 075 NA
12	Handwritten address	RR 015 068 061 NA
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by Swakopmund Municipality - 25 June 2024



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15	Eureka Court - L. Potgieter Box 4580 Swakopmund	RR 015 089 036 NA
16	Van der Walt Jacobus Box 1816 Swakopmund	RR 015 089 027 NA
17	Stepping Stone Trust Box 18247 Swakopmund	RR 015 089 013 NA
18	Nieuwoudt Helena Box 3615 Windhoek	RR 015 089 000 NA
19	Van Rooyen Jacobus L. Box 1139 Windhoek	RR 015 089 993 NA
20	Markus Cas Box 21729 Windhoek	RR 015 089 980 NA
21	Denk Jantjie Rudette. Box 28224 Windhoek	RR 015 089 978 NA
22	TCP Properties - B. Laese Box 9117 Klein WVK	RR 015 089 962 NA
23	Gawesob Mois Daniel Box 43 Khorifas	RR 015 089 959 NA
24	TCP Properties - T. Borsari Box 464 Otiwaro 790	RR 015 089 950 NA
25	Sophia Investment Box 464 Otiwaro 790	RR 015 089 931 NA

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P1/185





+264 84 410 4111 | [swkmun@swkmun.com.na](mailto:swkmun@swkmun.com.na) | P.O. Box 53 Swakopmund, Namibia

Ref: E 4666 & E 4464

Enquiries: JT Heita

21 June 2024

Denk Poinsttia Rudette  
The owner of Erf 4464, Swakopmund Ext 9  
P O Box 22624  
WINDHOEK  
10000  
Namibia

Email: [ponidenk.denk@gmail.com](mailto:ponidenk.denk@gmail.com)

By registered mail

Dear Sir,

**APPLICATION FOR THE SUBDIVISION OF ERF 4666, SWAKOPMUND EXTENSION 9 INTO PORTION C AND REMAINDER AND SUBSEQUENTLY REZONING OF PORTION C FROM "INSTITUTIONAL" TO "PUBLIC OPEN SPACE"**

The Swakopmund Municipality intends to have the Erf 4666, Swakopmund Extension 9 subdivided into Portion C and Remainder and subsequently rezone Portion C from "institutional" to "public open space".

Erf 4666, Swakopmund Extension 9 is located along Dr. Eugen Müller, Maple and Acacia Streets. The Erf is zoned "institutional" and measures 73 192m<sup>2</sup> in extent. Portion C will obtain access from Dr. Eugen Müller Street.

In terms of Section 107 of the Urban and Regional Planning Act 2018, subdivision and rezoning are subjected to a public consultation process including the surrounding neighbouring property owners. It is for this reason you are hereby being consulted via this letter.

Should you have any objection or comments to the proposed formalization, please provide the Municipality with your comments and/or valid objections, if any, regarding the proposed subdivision and rezoning.

*WJ*



The objection form is attached for your convenience. Objections, duly motivated, must be forwarded to the Chief Executive Officer of the Swakopmund Municipality, in writing on or before the **Thursday, 18 July 2024**.

Yours sincerely,



**Clarence McClune**  
**General Manager: Engineering & Planning Services**

RE





**APPLICATION FOR THE SUBDIVISION OF ERF 4666, SWAKOPMUND EXTENSION 9 INTO PORTION C AND REMAINDER AND SUBSEQUENTLY REZONING OF PORTION C FROM "INSTITUTIONAL" TO "PUBLIC OPEN SPACE"**

I....., the owner of **Erf 4464, Swakopmund Extension 9.**

Object

Do not object

If objecting please indicate the reasons for doing so:

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

Should this form not be returned to our office by **Thursday, 18 July 2024.**, it will be assumed there are no objections against the envisaged development.

Signed at..... on this ..... day of.....2024.

.....  
Signature of the property owner.





SITE NOTICES ON ERF 4666, SWAKOPMUND EXTENSION 9

**MUNICIPALITY OF SWAKOPMUND**  
 June-September 2024  
**Approved Events Calendar**  
 WAFFLES • SPORT EVENTS • PUBLIC GAMES • CONCERTS

**Hosting Events on Local Authority Property**

• Application • Consideration • Approval/Festival • Registration/Booking  
 • Event/Event Dates • Event/Event Dates/Activities • Consideration/Booking  
 • Main/Day/Event • Event/Event Dates/Activities

The main consideration for any event being staged in Swakopmund on PUBLIC LAND is the safety of the participants and the public.

1. Applicant must submit an application form from the Municipality's (Common Development Services) Department of Sport and Recreation to the relevant authority.
2. Applicant must submit an application with 30 minutes supporting documentation in writing to the relevant authority. All applications will be considered on a case-by-case basis.
3. Applications will be assessed for compliance, safety, and security of the relevant authority. Applicant must provide a liability waiver to the relevant authority.
4. Applications/Event dates/revenue will be considered to the applicant in writing. Any event approval is subject to all relevant authority's approval and/or other relevant authority's approval. Revenue will be paid to the relevant authority of the event. Non-compliance with Council's approval will lead to immediate cancellation of the event.

All event applications submitted by 05:00 on 31 January 2024 on local authority property must be submitted on or before 31 AUGUST 2024. NO APPLICATION WILL BE CONSIDERED AFTER THE CLOSING DATE.

Events Development Services / Events Office  
 & Ms. Nara Shyamini, Events Development Officer  
 T: 064-4104232 / nshyamini@swakopmund.na • E: 064-4104232 / nshyamini@swakopmund.na

**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 107 (j) of the Urban and Regional Planning Act, 2014 (Act 5 of 2014) that the Swakopmund Municipality intends to apply to the Urban and Regional Planning Board for the

• SUBDIVISION OF ERF 4666, SWAKOPMUND EXTENSION 9 FROM "LOCAL AUTHORITY" TO "MUTUALITY"

The locality plan is available and open to inspection during working hours at the Swakopmund Municipality Town Planning Division.

Contact Person: JT Heals Tel: 410-4403 (Manager: Town Planning)

Any person having any objection or wish to comment on the statutory procedures as set above, may lodge such objections to the Chief Executive Officer, P.O. Box 65, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 15<sup>th</sup> July 2024.

NOTICE NO: 69/2024

A Benjamin  
 Chief Executive Officer

**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 107 (j) of the Urban and Regional Planning Act, 2014 (Act 5 of 2014) that the Swakopmund Municipality intends to apply to the Urban and Regional Planning Board for the

• SUBDIVISION OF ERF 4666, SWAKOPMUND EXTENSION 9 INTO PORTION C AND REZONING AND

• SUBSEQUENTLY REZONING OF PORTION C FROM "MUTUALITY" TO "PUBLIC OPEN SPACE"

The locality plan is available and open to inspection during working hours at the Swakopmund Municipality Town Planning Division.

Contact Person: JT Heals Tel: 410-4403 (Manager: Town Planning)

Any person having any objection or wish to comment on the statutory procedures as set above, may lodge such objections to the Chief Executive Officer, P.O. Box 65, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 15<sup>th</sup> July 2024.

NOTICE NO: 69/2024

A Benjamin  
 Chief Executive Officer

**MUNICIPALITY OF SWAKOPMUND**

**Sale of 42 Single residential erven in Est 25, Swakopmund, to Swakop Urban employees**

Notice is hereby given in terms of the provisions of Section 63 (7) of the Local Authorities Act, Act 23 of 1992, as amended, that the Municipal Council of Swakopmund intends to sell 42 Single Residential erven to the employees of Swakop Urban, as per item 11.1.28 of the Council Meeting held on 25 January 2024, and item 11.1.3 of the Council meeting held on 4 June 2024.

Below is a list of beneficiaries offered to purchase the 42 Single Residential erven in Est 25, Swakopmund:

No	Name	Erf No.	Site M <sup>2</sup>	Erf Purchase Price (R2024/2025)
1	Rhodesie Nampote	4997	531	NAD 85 850,00
2	Richard Bussen	4978	413	NAD 74 340,00
3	Oliver Bussen	4984	400	NAD 72 000,00
4	Patrick Bussen	4995	390	NAD 72 000,00
5	Elmarie Nampote	4996	400	NAD 72 000,00
6	Patrick Gotsche	4999	400	NAD 72 000,00
7	Ludwig Gotsche	4998	490	NAD 72 000,00
8	Benjamin Gotsche	4997	400	NAD 72 000,00
9	Benjamin Gotsche	4998	400	NAD 72 000,00
10	Ludwig Gotsche	4999	400	NAD 72 000,00
11	Jeffrey Nathan Van Ropden	4989	429	NAD 74 140,00
12	Lloyd Moringe	4988	400	NAD 74 140,00
13	Theresa Nampote Nampote & Patrick D Mampote	4993	433	NAD 77 840,00
14	Isabelle L. L. L. L.	4991	419	NAD 74 340,00
15	Elisa Nampote & Edward Mathias	4994	490	NAD 85 400,00
16	Agnes M. Mathias	4995	490	NAD 85 400,00
17	Agnes M. Mathias	4996	413	NAD 74 340,00
18	Elisa Nampote	4991	413	NAD 74 340,00
19	Elisa Nampote	4994	413	NAD 74 340,00
20	Agnes M. Mathias	4995	413	NAD 74 340,00
21	Agnes M. Mathias	4996	413	NAD 74 340,00
22	Agnes M. Mathias	4997	413	NAD 74 340,00
23	Agnes M. Mathias	4998	413	NAD 74 340,00
24	Agnes M. Mathias	4999	413	NAD 74 340,00
25	Agnes M. Mathias	5000	413	NAD 74 340,00
26	Agnes M. Mathias	5001	413	NAD 74 340,00
27	Agnes M. Mathias	5002	413	NAD 74 340,00
28	Agnes M. Mathias	5003	413	NAD 74 340,00
29	Agnes M. Mathias	5004	413	NAD 74 340,00
30	Agnes M. Mathias	5005	413	NAD 74 340,00
31	Agnes M. Mathias	5006	413	NAD 74 340,00
32	Agnes M. Mathias	5007	413	NAD 74 340,00
33	Agnes M. Mathias	5008	413	NAD 74 340,00
34	Agnes M. Mathias	5009	413	NAD 74 340,00
35	Agnes M. Mathias	5010	413	NAD 74 340,00
36	Agnes M. Mathias	5011	413	NAD 74 340,00
37	Agnes M. Mathias	5012	413	NAD 74 340,00
38	Agnes M. Mathias	5013	413	NAD 74 340,00
39	Agnes M. Mathias	5014	413	NAD 74 340,00
40	Agnes M. Mathias	5015	413	NAD 74 340,00
41	Agnes M. Mathias	5016	413	NAD 74 340,00
42	Agnes M. Mathias	5017	413	NAD 74 340,00

Full particulars of the above transaction will be for inspection at the Municipality Head Office situated at the corner of Rautavaara Street, Swakopmund, Room B1-33 (Mr. Nikolaus Middelburg), First floor, between 14:00 – 18:00 weekdays until 28 June 2024.

Any person objecting to the proposed sale, may lodge such objection in writing, duly motivated, to the Chief Executive Officer, P.O. Box 65, Swakopmund, not later than 12:00 on 5 July 2024.

Please take note that NO objections via e-mail will be accepted. Objections must be made by delivering a hard copy to the office of the Chief Executive Officer and supplying a return postal address and telephone number.

Only objections will be considered at the email address below.

Enquiries: Mr. Nikolaus Middelburg  
 Email: [nmiddelburg@swakopmund.na](mailto:nmiddelburg@swakopmund.na)  
 Tel: 064-4104232  
 NOTICE NO: 69/2024

A Benjamin  
 CHIEF EXECUTIVE OFFICER

**NATIONAL GRADUATE SURVEY**

OL. OLM. NANCIL. MUST and UNAM invites all graduates who completed their studies in 2019, 2020 and 2021 to participate in the 2022 online National Graduate Survey.

CONTACTS



**NOTICE OF THE CONSENT APPLICATION IN TERMS OF THE WALVIS BAY TOWN PLANNING SCHEME**

CONSENT: Self Catering Accommodation - Harbours View ON ERF NO: 183 TOWNSHIP/AREA: Dolphin Beach STREET NAME & NO: Sand Piper Street, Unit 10, Door 2

In terms of the Walvis Bay Town Planning Scheme, notice is hereby given that I/we, the undersigned, have applied to the Municipality of Walvis Bay for permission to erect/establish on the site/s/on Self Catering Accommodation

Plans may be inspected or particulars of this application may be obtained at Town Planning, First Floor, Rooms 101 & 105, Civic Centre.

Any person having any objection to the approval of this application, must lodge such objection, together with grounds thereof, with the General Manager: Roads and Building Control, (Town Planning), Private Bag 5617, Walvis Bay and the applicant, in writing, not later than 5 July 2024

**NAME AND ADDRESS OF APPLICANT: KR Properties Investment ten CC, PO Box 26546, Windhoek, cell: 081 877 4468 Email: safaricityproperties@gmail.com.**



**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 137, (b) of the Urban and Regional Planning Act, 2015 (Act 5 of 2015) that the Swakopmund Municipality, intends to apply to the Urban and Regional Planning Board for the

- BUDDIVISION OF ERF 4686, SWAKOPMUND EXTENSION 9 INTO PORTION C AND REMAINDER AND
- SUBSEQUENTLY REZONING OF PORTION C FROM "INSTITUTIONAL" TO "PUBLIC OPEN SPACE"

The locality plans are available and open for inspection during working hours at the Swakopmund Municipality Town Planning Division

Contact Person: JT Hilda Tel: 410 4403 (Manager: Town Planning)

Any person having any objections or wish to comment on the said application as set above, may lodge such objections to the Chief Executive Officer, P. O. Box 53, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 18<sup>th</sup> July 2024

NOTICE NO: 58/2024

A Benjamin Chief Executive Officer



**Tickets Available for Trio Femiaale's Second 20th Anniversary Concert "Our Legacy"**

*Eileen van der Schyff*

**Musik enthusiasts in Swakopmund can now secure their tickets for Trio Femiaale's highly anticipated second 20th Anniversary concert, titled "Our Legacy".**

The tickets are available at Rogi Souvenir. The concert promises to be a memorable evening celebrating not only the trio's rich history but also their commitment to nurturing young musical talent

Integrating promising young musicians, the event will feature performances by two en-

sembles, Strings Attached and Young Strings, under the direction of Trio Femiaale's violinist, Christa Lambrechts. Unlike the busy classical concert held in May, "Our Legacy" will offer a mix of dynamic and meditative compositions, aiming for a lighter, more relaxed atmosphere.

Trio Femiaale invites all their loyal fans to join them for this special night. Seniors requiring transportation assistance can contact 081 253 8850 for arrangements. Don't miss out on this unique celebration of music and mentorship. Get your tickets now and be a part of Trio Femiaale's enduring legacy.

**Visit us on**  
<http://issuu.com/namibtimes>

**W/Bay PLANT & TOOL HIRE SERVICES CC**

**WE ARE HIRING**

Walvis Bay Plant & Tool Hire Services cc is seeking a highly skilled and experienced Qualified Diesel Mechanic to join our team. The ideal candidate should have 5-10 years of hands-on experience in diesel mechanics, with a strong knowledge of hydraulics and electronics. This role requires expertise in servicing and maintaining a variety of equipment, including mobile cranes, trucks, forklifts, generators, and compressors.

**Responsibilities:**

- Perform routine maintenance, diagnostics, and repair of diesel engines and related equipment.
- Troubleshoot and repair hydraulic and electronic systems in various equipment.
- Conduct inspections and perform preventive maintenance on mobile cranes, trucks, forklifts, generators, and compressors.
- Adhere to safety and quality standards in all repair and maintenance tasks.
- Document all service and repair activities accurately.
- Respond to breakdowns and service calls in a timely and efficient manner.

**Requirements:**

- Recognized Trade Qualification as a Diesel Mechanic.
- 5-10 years of experience as a Qualified Diesel Mechanic.
- Extensive knowledge of hydraulics and electronics.
- Strong mechanical skills in servicing and repairing mobile cranes, trucks, forklifts, generators, and compressors.
- Valid Code BE or higher Driver's License.
- Reside in or near Walvis Bay for prompt response to after-hours breakdowns.
- Willingness to travel on short notice to project sites within Namibia for breakdowns.
- Strong problem-solving and communication skills.
- Ability to work independently and as part of a team.

**Benefits:**

- Membership in a Medical Aid and Pension Fund

Interested Candidates may apply in address mentioned below with complete CV and required educational certificates by 31 July 2024. **Only Shortlisted candidates will be contacted**

Email: [mduky@plantiers.com.na](mailto:mduky@plantiers.com.na) or deliver to our offices @ 30 Rooikop Road, Walvis Bay



Email all your news to [newsdesk@namibtimes.net](mailto:newsdesk@namibtimes.net) or call Eileen van der Schyff at 081 725 8068

Sharlien Tjambari at 081 325 9372 or mail to: [sharlien@namibtimes.net](mailto:sharlien@namibtimes.net)

Rudi Bowe at 081 725 8066 or mail to: [journalists@namibtimes.net](mailto:journalists@namibtimes.net)

# Namibia to host 11th mining expo

• **SHANIA LAZARIUS** Conference from 7 to 8 August at the Windhoek THE Chamber of Mines of Namibia will host the 11th Mining Expo and

last year's expo saw good participation but this year is expected to break the record. "We've already surpassed last year's record-breaking participation, with 145 companies booked and 242 booths reserved," says Malango. "The event promises a diverse range of exhibi-

tors showcasing cutting-edge innovations that are propelling the industry forward." According to Malango, the expo will serve as a central hub for industry professionals, suppliers and stakeholders to connect and explore the latest developments in Namibia's mining sector.

The expo will have a mining conference, a supplier's platform and a business-to-business networking session. The expo's theme, "Green Shoots for Namibia's Mining Industry: A Season of Opportunity and Growth to Drive Economic Expansion", reflects the renewed optimism surrounding the sector.

**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 107 (b) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) that the Swakopmund Municipality, intends to apply to the Urban and Regional Planning Board for the

- SUBDIVISION OF ERF 4668, SWAKOPMUND EXTENSION 9 INTO PORTION C AND REMAINDER AND
- SUBSEQUENTLY REZONING OF PORTION C FROM "INSTITUTIONAL" TO "PUBLIC OPEN SPACE"

The locality plans are available and open for inspection during working hours at the Swakopmund Municipality, Town Planning Division

Contact Person: JT Hesse Tel: 410 4403 (Manager: Town Planning)

Any person having any objections or wish to comment on the statutory procedures as set above, may lodge such objections to the Chief Executive Officer, P. O. Box 53, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 18<sup>th</sup> July 2024

NOTICE NO: 582924

A Benjamin  
Chief Executive Officer

**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 107 (b) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) that the Swakopmund Municipality, intends to apply to the Urban and Regional Planning Board for the

- REZONING OF ERF 845, SWAKOPMUND EXTENSION 31 FROM "LOCAL AUTHORITY" TO "AUTHORITY"

The locality plans are available and open for inspection during working hours at the Swakopmund Municipality, Town Planning Division

Contact Person: JT Hesse Tel: 410 4403 (Manager: Town Planning)

Any person having any objections or wish to comment on the statutory procedures as set above, may lodge such objections to the Chief Executive Officer, P. O. Box 53, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 18<sup>th</sup> July 2024

NOTICE NO: 582924

A Benjamin  
Chief Executive Officer

**Municipality of Swakopmund**

**VACANCY:**

Applications are hereby invited from Namibian citizens, for appointment in the following vacancy:

**SUPERINTENDENT: WATER WORKS**  
(Parsons C4 Band)

**Remuneration and Benefits:** Minimum (N\$114 002.00)

Market related salary package, Medical Aid, Pension Fund, Housing Allowance/Subsidy, Transport allowance, 35 m<sup>3</sup> free water per month and 20 transport annual leave days & 12 gratuity bonus leave days per annum.

**Main purpose of the job:** To direct the overall technical and administrative work of the Waterworks Section regarding water meter installations and maintenance. Additionally, to supervise the maintenance and extension on both non-purified and potable water networks to reduce water losses.

**Requirements:**

- National Diploma in Civil Engineering or National Vocational Certificate Plumbing and Piping (Level 4) National Vocational Diploma Plumbing Sheet metalwork (N3)
- Minimum experience: National Diploma in Civil Engineering
- 3 years experience in bulk water distribution and metering of which 3 years should have been in a supervisory position
- National Vocational Certificate Plumbing and Piping (Level 4) National Vocational Diploma Plumbing Sheet metalwork (N3)
- 5 years' experience in bulk water distribution and metering of which 3 years should have been in a supervisory position
- Code B drivers' license (Driving duties form part of the core duties of the position, therefore a drivers' capability list will be consulted)

**Key performance areas:** Responsible for section management, maintain and expand water networks (potable and semi-purified), financial management, supervision, leadership, execution of action plan (minimizing water losses), consumer connections maintenance of vehicles, equipment and tools and Occupational Health and Safety Management (OHSM)

**Contact person:** Ms M Niemand (Tel no. 064-4104225)

Applicants should complete Council's prescribed application form which can be obtained from our website (<http://www.swakopmund.com.na>), together with sufficient documentary evidence to show the compliance with the requirements stipulated for the position, the nature, scope and period of previous positions held, and the work experience gained, and all material facts should accompany the application form. Complete application forms should be directed to the Human Capital Manager, P. O. Box 53, Swakopmund or placed in the GREEN APPLICATION BOX on or before Monday, 8 July 2024 at 11:00.

Only shortlisted candidates will be contacted.

**THE MUNICIPALITY OF SWAKOPMUND IS AN EQUAL OPPORTUNITY EMPLOYER**

V 13:08:07.2024

A Benjamin  
CHIEF EXECUTIVE OFFICER

**We are moving**

Exciting News: PwC Namibia's Windhoek office is moving to a new location.

New location as of 1 July 2024  
Unit No. 156  
Maevus Mall  
Centaurus Street  
Windhoek

CONTACT US: 06-1-234 3432

**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 50(3)(a)(ii) of the Local Authority Act, 1992 (Act 23 of 1992), that the Municipality of Swakopmund, intends to permanently close Erf 3352, Swakopmund Extension 9 (approximately 4.821m<sup>2</sup> in extent) as a "public open space" and subsequently apply to the Urban and Regional Planning Board in terms of Section 107, Regulation 10 (1) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), for the

- Rezoning of Erven 3352 and 3346, Swakopmund Extension 9 from "Public Open Space" and "Institutions" respectively, to "Local Business" with a bulk of 1, and
- Consolidation of Erven 3345, 3346 and 3352, Swakopmund Extension 9 into consolidated Erf 7.

The application and locality plans are available and open for inspection during working hours at the Swakopmund Municipality, Town Planning Division

Contact Person: JT Hesse Tel: 410 4403 (Manager: Town Planning)

Any person having any objections or wish to comment on the statutory procedures as set above, may lodge such objections to the Chief Executive Officer, P. O. Box 53, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 18<sup>th</sup> July 2024

NOTICE NO: 6172024

A Benjamin  
Chief Executive Officer

"In 2023, the mining industry experienced impressive growth, contributing significantly to our national gross domestic product (GDP) and employment," says Malango. "We saw an 18.9% growth rate, pushing our contribution to GDP from 11.9% to 14.4%. This translates to not only a stronger economy but also the creation of new jobs. Direct employment within the mining sector rose by 12.6% compared to 2022."

In 2023, the total taxes paid by the mining sector amounted to N\$6.861 billion, marking a significant increase of 55.9% from N\$4.401 billion in 2022.

According to Malango, a key driver of this growth is the resurgence of the global uranium market. "This positive trend is

expected to translate into increased production at Namibia's cornerstone uranium mines. We're also anticipating the resumption of operations at Langer Heinrich and the development of new projects, namely, Bannerman's Etango-8 Project and Deep Yellow's Tumas Project."

Malango says the expo will also highlight the development of new projects in battery minerals and precious metals.

Namibia is also set to see the development of its third gold mine, the Twin Hills project, subject to regulatory approval.

## Opinion

### The role and importance of farmers' associations

• ERASTUS NGARUKA

THE AGRICULTURAL SECTOR is the backbone of Namibia's economy through its three main pillars – food production, employment creation and income generation. The sector faces endless challenges associated with climate, market, technologies, inputs and conflicts, among others. These hinder sustainable crop and livestock production at all levels in both communal and commercial production environments.

In comparison, communal farming areas comprise mostly farmers producing at a smaller scale and their production is oriented to subsistence. They participate mostly in informal trade or market segments, however, a significant number also participate in the formal markets.

On the other hand, farmers in the commercial farming environment produce at a larger scale for formal markets, including export markets.

The sector's challenges require that all relevant stakeholders coordinate their strategies and efforts to overcome these challenges. The Namibian agriculture sector is organised and institutionalised through various role players participating in different value chains. These institutions include farmers' associations that directly represent farmers' interests in their respective geographical areas.

The general role of a farmers' association is to protect the rights and interests of farmers and to act as a linkage between them and other stakeholders or service providers in the sector. The associations are recognised (gazetted) non-profit making institutions and are also affiliated to national unions. These associations assist on affiliation fees and commissions received for facilitating services, such as farm product sales.

The agriculture sector is regarded as the largest employer in the country, however, in relation to output or productivity, there seems to be a gap. This means the workforce is higher and the productivity is relatively low. This gap can be attributed to the low skills and knowledge levels of the agricultural workforce, besides other challenges. Therefore, capacity building or skills development in the sector should be a priority and a critical task in the mandate of the farmers' associations.

Farmers' associations need to develop

and organise needs-based training and information dissemination programmes to keep farmers abreast and simultaneously improve their productivity. The associations need to be at the forefront of sourcing and promoting improved and appropriate technologies and sustainable farming practices to ensure sustainable productivity and livelihoods of their farming communities.

In addition, one of the common challenges for many communal farmers is poor access to production input supplies, such as seeds, medicines, implements and feed, for example.

This can be attributed to distance or remoteness, affordability and lack of information, among others. To close this gap, the farmers' association can coordinate the acquisition of such inputs and ensure that their farmers are equipped and able to sustain their production.

Furthermore, marketing is another aspect of crucial importance to farmers. The availability and accessibility of markets are a challenge to many farmers, especially in communal areas. This is where a farmers' association can play the role of exploring and securing markets, thus linking the farmers to various markets.

This process includes the harmonisation of market requirements with the farmer's needs or harmonising the production and marketing of farm products. Furthermore, a farmers' association is the multiplicity of the farmers at platforms of policy formulation and decisions, where it must share the views and protect the interests of the farmers.

Organised agriculture can address farmers' challenges by lessening the burden on individual farmers in accessing agricultural services and it can ensure inclusivity in development and decision making in the sector.

Lastly, the performance and sustainability of a farmers' association would depend on the commitment of the farmers, the management capacity of its leadership and the necessary facilities, such as the office and equipment to manage the institution. Therefore, while investing efforts to capacitate farmers, the association should also capacitate itself.

Erastus Ngaruka is technical adviser of livestock and rangeland management at Agribank



# NOTICES

**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 107 (b) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) that the Swakopmund Municipality, intends to apply to the Urban and Regional Planning Board for the

- SUBDIVISION OF ERF 4688, SWAKOPMUND EXTENSION 9 INTO PORTION C AND REMAINDER AND
- SUBSEQUENTLY REZONING OF PORTION C FROM "INSTITUTIONAL" TO "PUBLIC OPEN SPACE"

The locality plans are available and open for inspection during working hours at the Swakopmund Municipality Town Planning Division

Contact Person: JT Heita Tel: 410 4403 (Manager: Town Planning)

Any person having any objections or wish to comment on the statutory procedures as set above, may lodge such objections to the Chief Executive Officer, P. O. Box 53, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 18<sup>th</sup> July 2024.

**NOTICE NO: 882824**

A Benjamin  
Chief Executive Officer

**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 50(3)(a)(iv) of the Local Authority Act, 1992 (Act 23 of 1992), that the Municipality of Swakopmund intends to permanently close Erf 3382, Swakopmund Extension 9 (approximately 4 800m<sup>2</sup> in extent) as a "public open space" and subsequently apply to the Urban and Regional Planning Board in terms of Section 107, Regulation 10 (1) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), for the:

- Rezoning of Erven 3382 and 3346, Swakopmund Extension 9 from "Public Open Space" and "Institutional" respectively, to "Local Business" with a bulk of 1, and
- Consolidation of Erven 3348, 3346 and 3382, Swakopmund Extension 9 into consolidated Erf X.

The application and locality plans are available and open for inspection during working hours at the Swakopmund Municipality Town Planning Division

Contact Person: JT Heita Tel: 410 4403 (Manager: Town Planning)

Any person having any objections or wish to comment on the statutory procedures as set above, may lodge such objections to the Chief Executive Officer, P. O. Box 53, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 18<sup>th</sup> July 2024.

**NOTICE NO: 872824**

A BENJAMIN  
Chief Executive Officer

**NOTICE**

**CONSENT USES, ERECTION OF BUILDINGS AND USE OF LAND IN TERMS OF TOWN PLANNING SCHEME REGULATIONS**

Notice is hereby given in terms of Clause 6 of the Swakopmund Town Planning Scheme Regulations that the Municipal Council considers the following consent uses, erection of buildings and use of land, details of which are obtainable from the General Manager: Engineering & Town Planning Services.

Ushni Safaris CC herewith intends to apply to the Municipality of Swakopmund for special consent to operate a resident Occupation: Administration office on the premises of Erf 47, No. 38 Sandpiper Street, Volgelstrand.

Any person having any objection against such application should lodge such objections in writing and within 14 days of the last publication to the Swakopmund Municipality and the applicant, during normal business hours.

Closing date for objections or comments is 28 July 2024

Contact Persons:  
Aldis van Greunen, Cell: 081 739 8049, Email: acc@nams@vsm.com.na  
or Mr. J. Heita (Manager: Town Planning) Tel: +264 (64) 410 4403

**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 107 (b) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) that the Swakopmund Municipality, intends to apply to the Urban and Regional Planning Board for the

- REZONING OF ERF 8643, SWAKOPMUND EXTENSION 21 FROM "LOCAL AUTHORITY" TO "AUTHORITY"

The locality plan is available and open for inspection during working hours at the Swakopmund Municipality Town Planning Division.

Contact Person: JT Heita Tel: 410 4403 (Manager: Town Planning)

Any person having any objections or wish to comment on the statutory procedures as set above, may lodge such objections to the Chief Executive Officer, P. O. Box 53, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 18<sup>th</sup> July 2024.

**NOTICE NO: 892824**

A Benjamin  
Chief Executive Officer

**MUNICIPALITY OF SWAKOPMUND**

**CONSENT USES, ERECTION OF BUILDINGS AND USE OF LAND IN TERMS OF TOWN PLANNING SCHEME REGULATIONS**

Notice is hereby given in terms of Clause 6 of the Swakopmund Zoning Scheme that the Municipal Council considers the following consent uses, erection of buildings and use of land, details of which are obtainable from the General Manager: Engineering & Planning Services.

1. Erf 1870, Swakopmund Extension 26 (Frans Ramparts - Pre-School) Special consent for a Resident Occupation - Pre-School
2. Erf 2103, Morobee (Maats Street) Special consent for a Resident Occupation - Pre-School
3. Erf 2920, Swakopmund Extension 8 (27 Omega Street) Special consent for a Resident Occupation - Administrative Office
4. Erf 2898, Matrusa Extension 12 (Husab Street) Special consent for a Resident Occupation - Administrative Office
5. Erf 298, Matrusa Extension 1 (Basel Street) Special consent for a Resident Occupation - Administrative Office
6. Erf 8923, Unit 3 Swakopmund Extension 10 (John Ntshole Avenue & Edison Street). Special consent to operate an administrative office

Contact Person: Mr. J. Heita (Manager: Town Planning) Tel: +264 (64) 4104403

Any person having any objections to the proposed activities may lodge such objections, duly motivated in writing with the Chief Executive Officer, on or before 18<sup>th</sup> July 2024.

**NOTICE NO: 892834**

A Benjamin  
Chief Executive Officer

**NOTICE IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2018, AND WALVIS BAY ZONING SCHEME**

Swakopmund Municipality intend to apply to the Municipality of Walvis Bay, under Ministry of Urban and Rural Development for the following:

1. Erf 373 Meerling (No. Second Street North and South Road West) Rezoning from Single Residential (1:500) to Single Residential (1:350) and subdivisions into three equal land portions, each portion measuring ±299m<sup>2</sup>. The intention is to develop apartments/sharing houses.
2. Erf 553 Meerling (No. 5 Kain Street) Withdrawal of provisions such as use and Design No. A19/2017. Withdrawal of provisions of conditions of title, and rezoning from Single Residential (1:500) to Single Residential (1:300) and subdivision into three land portions
3. Erf 432 Meerling (No. 24 Seewalk Road West): Consent for a bed and breakfast consisting of 3 bedrooms

The aforementioned applications are submitted in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), under Walvis Bay Zoning Scheme, as amended.

Take notice that:

- (a) the planning application for each project (is open for inspection during normal office hours, at Room 01, Town Planning Section of Municipality of Walvis Bay, Civic Centre, and in Electronic Planning, 22 Sam Nujoma Avenue, Walvis Bay. An electronic copy can be accessed from My 800 City website.
- (b) interested parties affected persons can register with Swakopmund Planning and submit their written comments, representations, queries and/or objections to the planning application together with grounds thereof.
- (c) the deadline to register with Swakopmund Planning and to submit written comments, representations, queries and/or objections will be on or before 11:00 Tuesday, 30 July 2024.

Swakopmund  
Town & Regional Planning  
PO Box 2095 Walvis Bay  
swakop@nams.na  
+264 64 280 773  
+264 65 754 4740

**MINISTRY OF TRADE & INDUSTRY**

**LIQUOR ACT, 1998**

**NOTICE OF APPLICATION FOR A MAGISTRATE IN TERMS OF THE LIQUOR ACT, 1998**

Notice is given that an application in terms of the Liquor Act, 1998, particulars of which appear below, will be made to the Magistrate of the District of Erongo.

1. Name and postal address of applicant: Chunky's Convenience Store CC, PO Box 4456, Vinteta, Swakopmund

2. Name of business or proposed business to which application relates: Chunky's Convenience Store CC

3. Address/location of premises to which application relates: Shop No. 4, Schapers Eck, Erf 752, Libertaria Amathilla Street, No. 67, Swakopmund

4. Nature and details of application: Transfer of Light Liquor Licence - Application for transfer of Light Liquor Licence from Ploemea Maria Veiga Freire to Chunky's Convenience Store CC

5. Where application will be lodged: Erong - Swakopmund Magistrate Court.

6. Date on which application will be lodged: 01 July 2024

Any objection or written submission in terms of section 28 in relation to the application must be sent or delivered to the Magistrate of the District, to reach the Magistrate not later than 7 days after the date on which the applicant is lodged

**VACANCY**

**VACANCY**

based in Walvis Bay

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Closing date: 04 July 2024  
For further information, please contact:  
Cell: 081 442 3208  
recruitment@seventy7consulting.com

**NOTICE IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2018, SWAKOPMUND ZONING SCHEME, AND ENVIRONMENTAL MANAGEMENT ACT OF 2007**

Swakopmund Municipality intend to apply to the Swakopmund Municipality, under Ministry of Urban and Rural Development, and the Ministry of Environment, Forestry and Tourism for the following statutory approvals:

1. Portion 76 (± 15-hectare portion of Portion 80) of the Farm Swakopmund Town and Kennelhof No. 41 (The land situated north of the Midg & Caxava Park); Township establishment and layout approval on Portion 76 measuring ±200 land portions. Application for an environmental clearance certificate for services establishments.
2. Portion 27 of Farm No. 163 (P/W 77 Swakopmund): Sub-division of Portion 27 (measuring 81 7468 hectares) into 7 land portions and the Farmstead (Farm), with a minimum plot size of 3 hectares.

The aforementioned applications are submitted in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), the Swakopmund Zoning Scheme, as amended, and the Environmental Management Act, 2007 (Act No. 1 of 2007).

Take notice that:

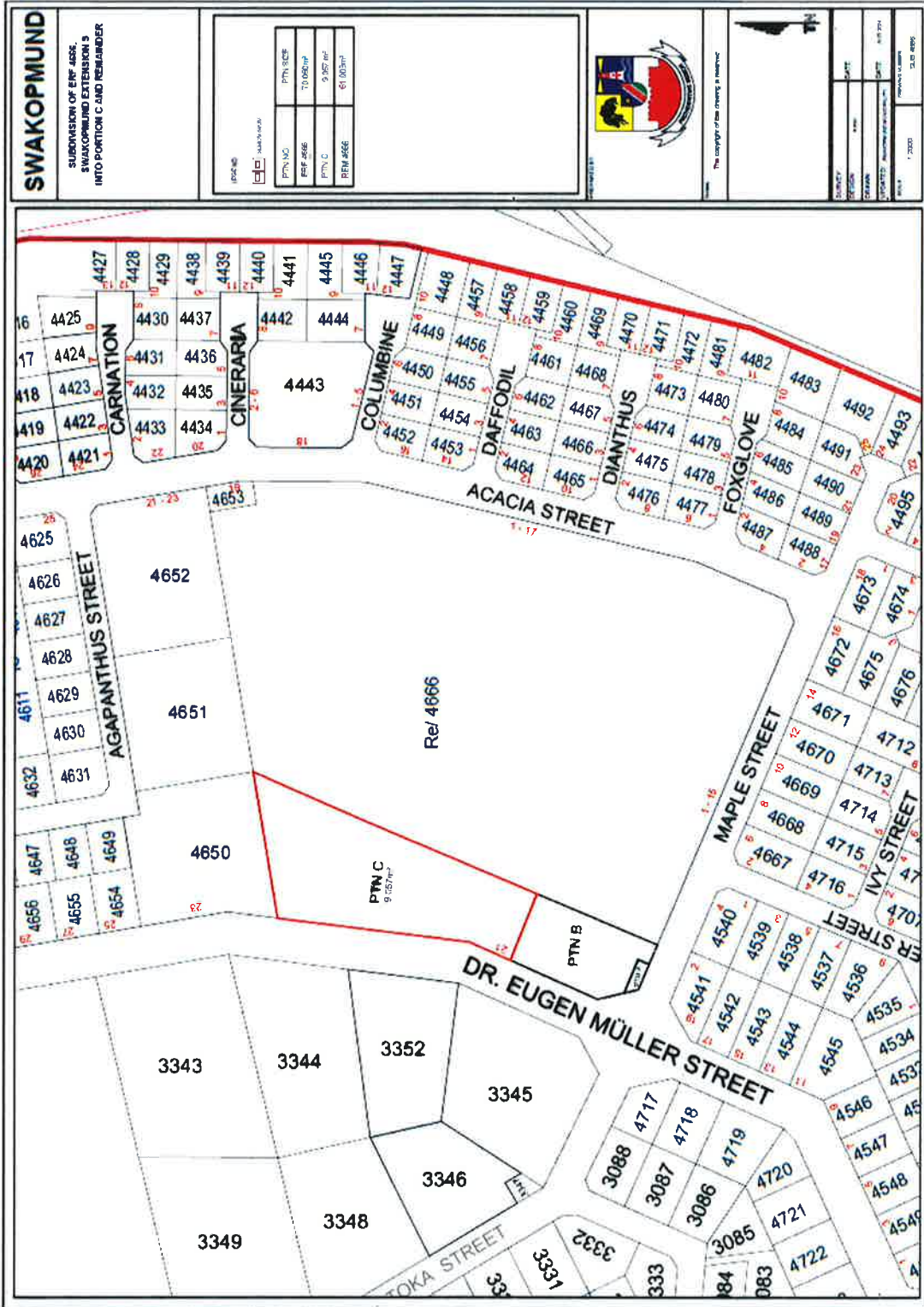
- (a) the information documents or planning applications for each project (is open for inspection during normal office hours at the Town Planning Section of the Swakopmund Municipality, Rikazzak Street, Swakopmund, and at Swakopmund Planning, 22 Sam Nujoma Avenue, Walvis Bay. An electronic copy can be accessed from My 800 City website.
- (b) interested parties affected persons can register with Swakopmund Planning and submit their written comments, representations, queries and/or objections to the planning application together with grounds thereof.
- (c) the deadline to register with Swakopmund Planning and to submit written comments, representations, queries and/or objections will be on or before 17:00 Thursday, 30 July 2024.

Swakopmund  
Town & Regional Planning  
PO Box 2095 Walvis Bay  
swakop@nams.na  
+264 64 280 773  
+264 65 754 4740

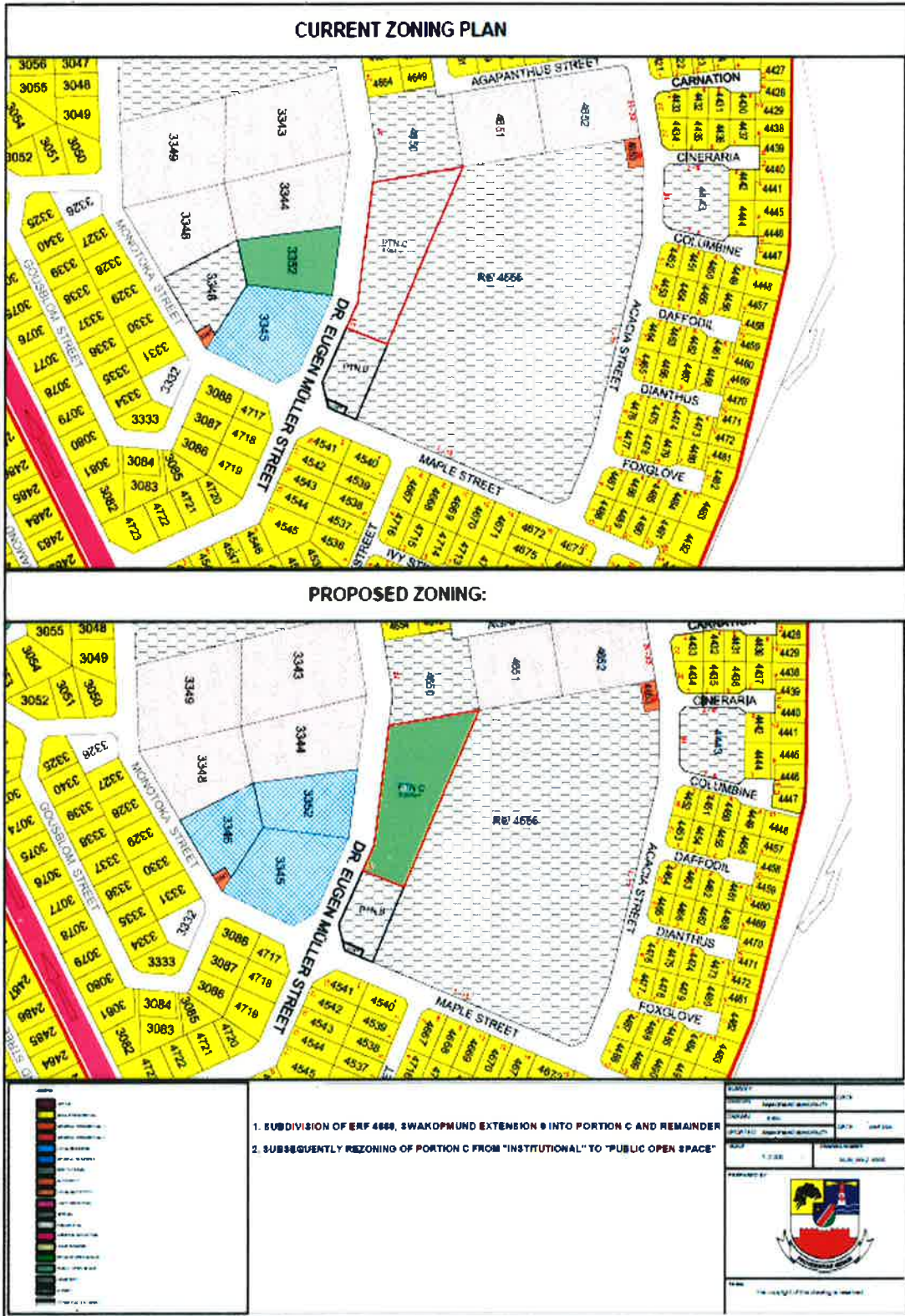




ANNEXURE C1







11.1.24 **SUBDIVISION OF PORTION 29 (A PORTION OF PORTION 40) OF FARM 163 INTO PORTIONS A, B, AND REMAINDER**  
(C/M 2024/10/31 - PTN 29)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **8.9** page **176** refers.

**A. This item was submitted to the Management Committee for consideration:**

1. **Purpose**

The purpose of this submission is for the Council to consider an application to subdivide Portion 29 (a portion of Portion 40) of Farm 163 into Portions A, B and Remainder in terms of Section 105 (1) (e) (ii) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018).

2. **Introduction and Background**

An application to subdivide Portion 29 (a portion of Portion 40) of Farm 163 into Portions A, B and Remainder was received by the Engineering and Planning Services from van der Westhuizen Town Planning and Properties, applying on behalf of the registered owner Mr. D. E Knuffel. The application is attached as **Annexure A**.

3. **Ownership**

Ownership of Portion 29, of Farm 163 is held in the Deed of Transfer T 2133/97 and vests in Dieter Erich Knuffel. Proof of ownership has been attached to the application.

4. **Zoning, Locality and Size**

Portion 29 is zoned "agriculture" as indicated in the figure below. The portion is situated within Smallholdings also known as Swakop River Plots. It measures 10.844 Hectares in extent. The portion currently accommodates three existing dwelling houses.

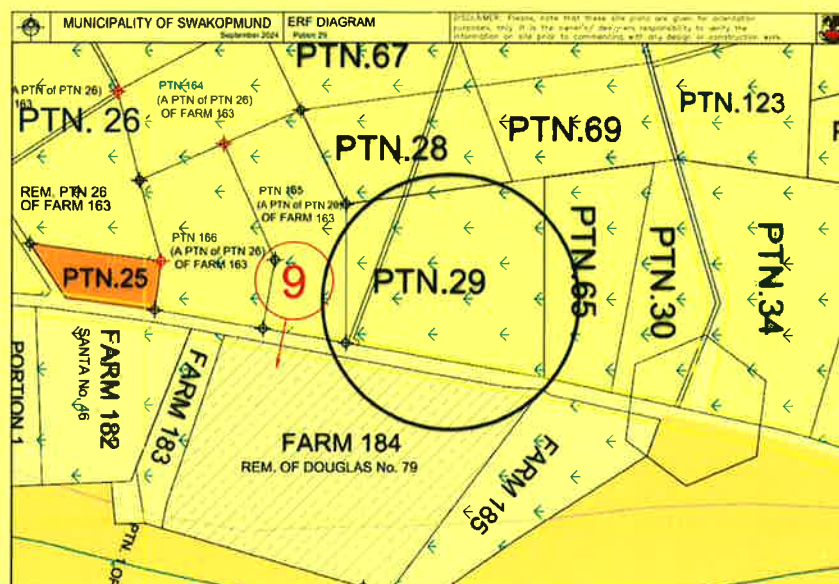


Figure 1: Portion 29, Smallholdings locality and zoning map

5. **Access and municipal services**

Access to Portion 29, Smallholdings is obtained directly from a D1901 Road. The same access would be maintained for the newly created portions.

The existing municipal services will be maintained. The property has already three water metres connected to each house. In terms of sewer, all houses have septic tanks.

Any further extension or upgrading of services due to this subdivision should be done to the satisfaction of the General Manager: Engineering and Planning Services, at the cost of the applicant (landowner).

6. **Public Consultation**

In terms of the Urban and Regional Planning Regulations Section 10 (4) for subdivision, only the affected neighbouring property owners must be notified. No publication of notices in newspapers and government gazettes is required. The applicant notified four (4) neighbouring property owners in writing of the intention for the proposed subdivision.

The closing date for objections or comments was Wednesday, 28<sup>th</sup> of August 2024. No objections were received.

7. **Proposal**

The owner intends to subdivide the property into two portions and the remainder to provide each of his children a property with its own title deed.

The table below illustrates the subdivision proposal:

<b>PORTION NUMBER</b>	<b>SIZE IN HECTARES</b>	<b>ZONING</b>
<i>Portion A</i>	<i>3.50ha</i>	<i>Agriculture</i>
<i>Portion B</i>	<i>3.68 ha</i>	<i>Agriculture</i>
<i>Remainder PTN 29</i>	<i>3.66ha</i>	<i>Agriculture</i>
<b>Total</b>	<b>10.84ha</b>	

8. **Evaluation**

Previously, the Council only allowed agricultural portions and farms to be subdivided into portions not less than 10 hectares. This has subsequently been changed for certain areas as identified in the Swakopmund Structure Plan 2020-2040. With the approval and adoption of the Swakopmund Structure Plan 2020-2040, certain areas have been identified and provided with an opportunity to allow for further subdivision. Portion 29 (a Portion of Portion 40) of Farm 163, Swakopmund falls within Zone C - Residential Estate & Tourism with a minimum area of 3.5 hectares. Therefore, the subdivision is in line with the Swakopmund Structure Plan 2020-2040.

In terms of Sections 59 and 66 (k) of the Urban and Regional Planning Act, (Act no 5 of 2018), an endowment fee "must be made to a local authority or the State in trust for a future local authority" read in conjunction with Regulations 17 (d) of the Act, which stipulates that "a proof of payment of the endowment" before the Registrar of Deeds registers the transfer of any portion which is subject to a condition of the endowment. Furthermore, the Swakopmund



Council's Property Policy stipulates that an endowment fee should be levied at a rate of 7,5% of the land value (market value as determined by the Municipal Valuer) of the first 10 erven created.

9. **Conditions to be registered against the newly created portion**

The current title deed conditions registered against Portion 29, (a portion of Portion 40) of Farm 163 Swakopmund should be retained for the Remainder of Portion 29 Swakopmund and the following conditions should be registered against the title deed of the newly created Portion A:

- (a) *That the portions shall be used or occupied for the purposes which are in accordance with, and the use or occupation of the portion shall at all times be subject to, the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018),*
- (b) *The building value of the main building, excluding the outbuilding to be erected on the Erf shall be at least four times the municipal valuation of the Erf.*

10. **Conclusion**

The proposed subdivision of Portion 29, (a portion of Portion 40) of Farm 163 Swakopmund into Portions A, B and Remainder is not foreseen to have any significant negative impacts on the area. It can therefore be supported.

**B. After the matter was considered, the following was:-**

**RECOMMENDED:**

- (a) **That the subdivision of Portion 29, (a portion of Portion 40) of Farm 163 Swakopmund into Portions A, B, and Remainder be approved as per the table below:**

<b>PORTION NUMBER</b>	<b>SIZE IN HA</b>	<b>ZONING</b>
<b>Portion A</b>	<b>3.50 ha</b>	<b>Agriculture</b>
<b>Portion B</b>	<b>3.68 ha</b>	<b>Agriculture</b>
<b>Rem/PTN 29</b>	<b>3.66ha</b>	<b>Agriculture</b>
<b>Total</b>	<b>10.84 ha</b>	

- (b) **That Conditions registered against Portion 29, (a portion of Portion 40) of Farm 163 Swakopmund be retained for Remainder of Portion 29, (a portion of Portion 40) of Farm 163 Swakopmund.**
- (c) **That the following conditions be registered against the newly created portions A and B:**
  - (i) ***That the portion shall be used or occupied for the purposes which are in accordance with, and the use or occupation of the portion shall at all times be subject to, the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018),***
  - (ii) ***The building value of the main building, excluding the outbuilding to be erected on the portion shall be at least four times the municipal valuation of the portion.***

- (d) **That the subdivision of Portion 29 (a portion of Portion 40) of Farm 163 Swakopmund be subject to an endowment fee of 7.5% as provided for in terms of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018) as well as the Municipality of Swakopmund Property Policy.**
  - (e) **That all additional infrastructures that are to be required as a result of the proposed development be for the account of the applicant and in accordance with the specifications of the General Manager: Engineering and Planning Services.**
  - (f) **That no building plans inclusive of relaxation of building lines or aesthetics application be approved until proof of payment of the compensation (endowment) fee for the subdivision has been received by the Council.**
  - (g) **That the applicant provides proof that the subdivision of Portion 139 (a Portion of Portion 40) of Farm 163 into Portion A and Remainder has been approved by the Minister of Urban and Rural Development and provides Council with approved diagrams before any submission of building plans to the Engineering and Planning Services Department for approval, and**
  - (h) **That the on-site parking requirements be as per the Swakopmund Zoning Scheme.**
-

**ANNEXURE A - APPLICATION**

19-03-01. Ptn 29 of F14

C12(29)

17

*Spencer***TOWN PLANNING & PROPERTIES**PO BOX 1594  
SWAKOPMUND, NAMIBIA

Chief Executive Officer  
Municipality of Swakopmund  
PO Box 53  
Swakopmund  
Namibia



4 September 2024

Dear Sir,

**SUBDIVISION OF PORTION 29 (A PORTION OF PORTION 40) OF FARM NO.163, INTO PORTION "A", "B" AND REMAINDER.**

Van Der Westhuizen Town Planning & Properties cc was appointed by Mr. D E Knuffel, the registered owner of the Remainder of Portion 29 (a Portion of Portion 40) of Farm No.163, Swakopmund to undertake and complete all necessary statutory processes for the:

- **SUBDIVISION OF PORTION 29 (A PORTION OF PORTION 40) OF FARM NO.163, INTO PORTION "A", "B" AND REMAINDER**

Application is herewith made to the Swakopmund Municipal Council, in terms of Section 105 (1) of the Urban and Regional Planning Act of 2018, for the subdivision of the Remainder of Portion 29 (a Portion of Portion 40) of Farm No.163, Swakopmund, into Portion "A", "B" and Remainder.

**1. BACKGROUND**

With the approval and adoption of the Swakopmund Structure Plan certain areas along the river plots were provided with the opportunity to further subdivide. In the past Council only allowed plots to be subdivided into portions of no less than 10ha in extent. This has subsequently been changed for certain areas as identified in the Swakopmund Structure Plan. Rem/Portion 29 is located within the Zone C identified as Urban Agriculture (3.5ha).

Mr. Knuffel has been the registered owner of the property since 1997 and as such have constructed 3 houses on the property over the years. Each of the houses already has its own water meter connected to the Municipal Water infrastructure. It is only the electricity that is shared at this stage. It is the intention of our client to have the property subdivided into 3 portions and give each of his children the house and land they already live on and continue to live on the remainder.

On Page 119 under B. Residential Estate with specific reference to *Restrictions* the following is indicated:

*"Strict restrictions should be put in place to restrict owners of these plots to further*

***subdivide any smallholding if the minimum site requirement cannot be met. However, exemptions can be made for plots that accommodate two or more existing residential structures (main dwelling units) which were constructed with approved building plans prior to the adoption of this Structure Plan who wish to subdivide”.***

As indicated above, strict restrictions should be put in place to ensure that the minimum of 3.5ha size be met. In this case, the proposed subdivision of the Remainder of Portion 29, meets the requirement of 3.5ha portions as prescribed by the Structure Plan. Council may also consider smaller plots provided that there are two or more existing residential buildings constructed with approved plans before the Structure plan came into operation. In this case no exemption is needed or applied for.

It is against this background that we formally apply for the subdivision of Portion 139 (a Portion of Portion 40) of the Farm 163, into Portion A and Remainder.

## 2. LOCALITY

Portion 29 is located along the D1901 access road that provides access to all plot/owners. This road currently seen as the main arterial route of the Swakopmund Smallholdings area. Situated directly opposite Rem/Ptn 29, across the D1901 access road, is the Moonlight Resort and Blakeway (Annexure A).

## 3. OWNERSHIP

Ownership of Rem/Portion 29 (a Portion of Portion 40) of Farm No.163, Swakopmund, vests with Mr. DE Knuffel, by means of Deed of Transfer No. 2133/1997 as attached at Annexure B to this document. Power of Attorney for the proposed intentions were also given by the owner and is attached as "Annexure C".

## 4. INTENTION OF CLIENT AND PROPOSED SUBDIVISION

Currently Rem/Portion 29 accommodates three existing houses that has been in existence for many years. It is the intention of the owner to Subdivide the 10.8884ha property into 3 (three) portions (Annexure D1). This will enable Mr. Knuffel to provide each of his children with a house and its own title deed. The nature of use will remain agriculture as per the current zoning of the property.

According to the Deed of Transfer (Annexure B) the property being subdivided measures approximately 10.8444ha in extent and is suitable for the intended subdivision. The intended subdivision is also in line with the requirements of the Swakopmund Structure Plan as approved and adopted by the Municipality of Swakopmund.

The proposed subdivision and new erf sizes will be as follows:

Proposed Portions	Portion Sizes in ha
Portion A	3.50ha
Portion B	3.68ha
Remainder of Portion 29	3.66ha
<b>Total ha</b>	<b>10.84ha</b>

## 5. TOPOGRAPHY

Rem/Ptn 29 is already an established plot with established structures and uses on the property. There exist no natural features that would prohibit the subdivision of land into 3 portions. As can be seen on the Contour plan, the Rem/Ptn 29 is relatively flat (**Annexure D2**).

## 6. ACCESS

Access to the property is currently obtained directly from the Plot Access Road also known as the D1901. The houses already enjoy their own access points and it is not foreseen that any additional requirements will be of concern.

## 7. INFRASTRUCTURE SERVICES

Rem/Portion 29 is currently connected to the Electrical grid of Erongo Red and connected to the Municipal water supply and already has 3 water meters for each house. Once the subdivision is concluded two of the newly created portions will apply to obtain their own electricity from Erongo Red.

In terms of sewer, all houses have septic tanks as this is the norm on the small holdings in light of the absence of Municipal Sewerage systems in the area. It is also the opinion that this norm will continue to exist for many years to come.

Refuse removal is already available to the plots and it is not foreseen how the subdivision will impact negatively on the refuse removal as there already exist 3 dwellings and the refuse is already being collected.

## 8. PUBLIC PARTICIPATION

Neighbouring property owners have been requested for their comments/objections on the proposed subdivision. Attached please find copies of letters to neighbours via registered mail (**Annexure E**). Site notices were also placed on the Erf and Municipal Notice Board for public comments (**Annexure F**). Closing date for comments or objections to the proposed subdivision was on 28 August 2024. No Objections were received against the proposed intentions of our client (**Annexure G**).

## 9. CONCLUSION

It is our opinion that the intentions of our client are in line with vision of the Swakopmund Municipality and can, due to the reasoning in this application, be approved. It is our opinion that the 3 (three) existing dwellings, that has already been in use for many years, will in no manner whatsoever negatively impact on any of the surrounding services. This is due to the fact they are have all the years already been operating as part of the system but only from 1 (one) property, being Rem/Ptn 29.

As mentioned earlier in this application, it is the intention of the owner to give each of his children a house with its own title.

The Structure Plan, states On Page 119 under B. Residential Estate with specific reference to Restrictions the following is indicated:



***“Strict restrictions should be put in place to restrict owners of these plots to further subdivide any smallholding if the minimum site requirement cannot be met. However, exemptions can be made for plots that accommodate two or more existing residential structures (main dwelling units) which were constructed with approved building plans prior to the adoption of this Structure Plan who wish to subdivide”.***

The above statement is interpreted as follows: The Minimum size requirement in this zone is 3.5ha and as such plot owners in this zone may apply for subdivision up to 3.5ha. It also states that exemption can be given to deviate from the 3.5ha based on the number of dwellings constructed on the property with approved building plans before the coming into operation of the Structure Plan.

In our client's case there will be no need for any exemption to deviate from the minimum size requirement as all portion created by the subdivision is in excess of 3.5 ha.

Since the dwellings on the property has already been in existence for many years and operating as residential dwellings there seems be very little reasoning not to support the intentions of our client.

#### **10. APPLICATION**

Application is herewith made in terms of Section 105 (1) of the Urban and Regional Planning Act of 2018 for the Subdivision of Portion 29 (a Portion of Portion 40) of Farm No.163, Swakopmund, into Portion "A", "B" and the Remainder.

It is trusted that you will find the above application in order and favorable for approval by Council.

Yours Faithfully,



**A R VAN DER WESTHUIZEN**



## DEED OF TRANSFER

NO. 2133/97

*between*

MUNICIPAL COUNCIL OF SWAKOPMUND

*and*

DIETER ERICH KNUFFEL  
BORN ON THE 6TH APRIL 1942  
UNMARRIED

PORTION 29 OF THE FARM NO. 163

**LORENTZ & BONE**  
ATTORNEYS, NOTARIES AND CONVEYANCERS

REVENUE  
NEDC

Prepared by me:

  
CONVEYANCER  
COLEMAN, M

K 112 975 21/8/1996  
1/2 the share of 1/2 part of unit 1 and  
of unit 2 of the 1st floor of the building  
situated at 123 4th St. Windhoek  
to be transferred to the Municipal Council of Swakopmund  
in terms of the provisions of the Swakopmund  
Municipal Council Act No. 1 of 1996.

K 113  
1/2 part of unit 1 and  
unit 2 of the 1st floor of the building  
situated at 123 4th St. Windhoek  
to be transferred to the Municipal Council of Swakopmund  
in terms of the provisions of the Swakopmund  
Municipal Council Act No. 1 of 1996.

LORENTZ & BONE  
Attorneys, Notaries & Conveyancers  
12<sup>th</sup> FLOOR FRANS INDONGO GARDENS  
P O Box 85, WINDHOEK

### DEED OF TRANSFER

BE IT HEREBY MADE KNOWN:

THAT

MARINDA COLEMAN

appeared before me the Registrar of Deeds, at Windhoek, she the said Appearer,  
being duly authorised thereto by a Power of Attorney granted to her by the

MUNICIPAL COUNCIL OF SWAKOPMUND

(hereinafter styled the TRANSFEROR)

dated the 16<sup>th</sup> day of April 1996 and signed at Swakopmund.

- 2 -

AND THAT APPEARER DECLARED THAT his said principal on the 11th October 1994 had truly and legally sold, and that he/she, in his/her capacity aforesaid did, by these presents, cede and transfer, in full and free property to and on behalf of

(S) DIETER ERICH KNUFFEL  
BORN ON THE 6TH APRIL 1942  
UNMARRIED

(hereinafter styled the **TRANSFeree**)

His Heirs, Executors, Administrators or Assigns,

CERTAIN PORTION 29 OF THE FARM NO. 163

SITUATE In the Municipality of Swakopmund  
Registration Division "G"

EXTENT 20,8554 (Twenty Comma Eight Five Five Four) Hectares, as  
will appear from annexed diagram No. A.334/1994, and

HELD BY Government Grant No. T. 3401/1986

SUBJECT to the following condition imposed in terms of Section 21 of the  
Townships and Division of Land Ordinance, No. 11 of 1963, to  
wit:

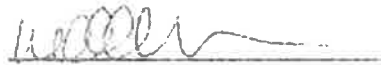
IN FAVOUR OF THE LOCAL AUTHORITY

The land may only be used for agriculture and related purposes.

WHEREFORE the Appearer, renouncing all the Right and Title the TRANSFEROR heretofore had to the premises, did, in consequence, also acknowledge the TRANSFEROR to be entirely dispossessed of and disentitled to, the same, and that, by virtue of these Presents, the said TRANSFEREE, His Heirs, Executors, Administrators, or Assigns, now and henceforth shall be entitled thereto, conformably to local custom, the State, however, reserving its Rights; and finally acknowledging the purchase price amounting to the sum of N\$6 256,62

SIGNED AT WINDHOEK on

together with the Appearer, and confirmed with my seal of office.



SIGNATURE OF APPEARER

In my presence,



REGISTRAR OF DEEDS

**SPECIAL POWER OF ATTORNEY**



I/We, the undersigned,

**DIETER ERICH KNUFFEL (ID: 420406 00361)**

In my/our capacity as:

**REGISTERED OWNER OF PORTION 29 (A PORTION OF PORTION 40) OF THE FARM NO. 163**

do hereby nominate, constitute and appoint,

**VAN DER WESTHUIZEN PLANNING & PROPERTIES CC, P O BOX 1598, SWAKOPMUND**

With power of Substitution, to be my lawful Attorney and Agent in my/our name, place and stead, negotiate and to make all necessary applications to Municipality, Town Council, Ministry of Urban and Rural Development or any other authority, for the:

- **SUBDIVISION OF PORTION 29 (A PORTION OF PORTION 40) OF FARM NO. 163, INTO PORTION "A", "B" AND REMAINDER.**

At the cost of the applicant and generally for effecting the purposes aforesaid, to do or cause to be done whatsoever shall be requisite, as fully and effectually, for all intents and purposes as I/We might or could do if personally present and acting herein - hereby ratifying, allowing and confirm all and whatsoever my/our said Attorney and Agent shall lawfully do, or cause to be done, by virtue of these present.

SIGNED at Swakopmund this 3rd day of September 2024

In the presence of the undersigned witnesses.

**WITNESSES:**

1. [Signature]

2. [Signature]

[Signature]

**DIETER ERICH KNUFFEL**



LIST OF REGISTERED ITEMS POSTED PTN 29



by Van der Heekeren Town Planning & Property

Sender's reference no.	Addressee's name and address	Registration no.
Item 184, Reg/ August No 71 1	Moonlight Pizza (PVT LTD) Po Box 8405 Sankaravudh, 13001	RR 012 446 594 NA
Item 183 of the Council No 165 2	DE Bouffel Po Box 1399 Sankaravudh, 13001	RR 012 446 603 NA
Item 185, Blakang 3	Fairy Duster Insurance Pusat Bina 12012, Pussipempak Wunditok, 10017	RR 012 446 617 NA
Item 181, 65 4	EQ Insurance & Finance Co. Po Box 1333 Sankaravudh, 13001	RR 012 446 623 NA
/		

RU00 PER 28054

Number of items

4

Received by

*[Signature]*

Date-stamp

No compensation will be considered unless enquiry regarding this postal article is made within one year after the date of posting.

21/185





11.1.25 **SUBDIVISION OF PORTION 139 (A PORTION OF PORTION 40) OF FARM 163, SWAKOPMUND INTO PORTION A AND THE REMAINDER**  
(C/M 2024/10/31 - PTN 139)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **8.10** page **191** refers.

**A. This item was submitted to the Management Committee for consideration:**

1. **Purpose**

The purpose of this submission is for the Council to consider the application for the subdivision of Portion 139 (A Portion of Portion 40) of Farm 163 and the remainder in terms of Section 105 (1) (e) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018).

2. **Introduction and Background**

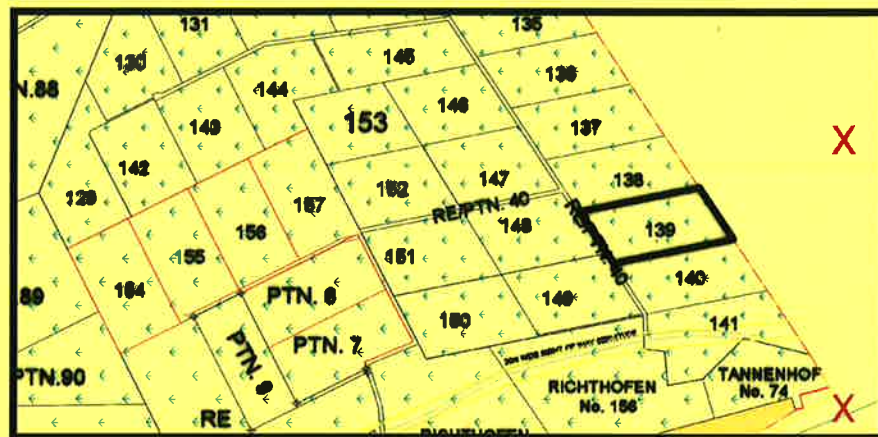
A subdivision application was received by the Engineering and Planning Services from Van Der Westhuizen Town Planning and Properties cc on behalf of the registered owner Mr Lourens Christiaan Fourie. The application is attached as **Annexure A**.

3. **Ownership**

Ownership of Portion 139 (A Portion of Portion 40) of Farm 163 is held in the Deed of Transfer 3247/2010 and vests in Mr Lourens Christiaan Fourie. Proof of ownership has been attached to the application.

4. **Zoning, Locality and Size**

Portion 139 (A Portion of Portion 40) of Farm 163 is zoned "Agricultural" as indicated in the figure below. The Portion measures 10.0013 Hectares in extent and is in the Swakopmund River Plots area.



5. **Access, parking, and municipal services**

Access to Portion 139 (A Portion of Portion 40) of Farm 163 is gained from Remainder Portion 40. Parking for the proposed will be provided as stipulated by the Swakopmund Zoning Scheme. The Portion is already connected to the

services network. However, all additional infrastructure resulting from the proposed development shall be the responsibility of the owner of the property.

6. **Public Notification**

The neighbouring property owners have been consulted via registered mail for comments on the subdivision and the last date of objection was the **2<sup>nd</sup> July 2024**.

No objection was received.

7. **Proposal**

It is the intention of the owner of Portion 139 (a Portion of Portion 40) of Farm 163 to subdivide the property into Portion A and Remainder and transfer Portion A to the son whilst the remainder remains in the applicant's name. The use of the property will remain agricultural, and the proposed subdivision is in line with Swakopmund Structure Plan 2020-2040 because the Portion is in Zone B which is identified for Urban Agriculture accommodating 5ha portions.

The proposal is indicated in the table below:

<b>PROPOSED PORTION NUMBER</b>	<b>AREA (HA)</b>	<b>ZONING</b>
<i>Portion A</i>	<i>5.0006</i>	<i>Agriculture</i>
<i>Remainder</i>	<i>5.007</i>	<i>Agriculture</i>
<i>Total</i>	<i>10.0013</i>	<i>Agriculture</i>

8. **Evaluation**

Previously, agricultural portions had a restriction on the minimum size of 10 hectares per portion. However, with the approval of the Swakopmund Structure Plan 2020-2040, certain areas have been identified to allow for subdivision. Portion 139 (a Portion of Portion 40) of Farm 163 is in Zone B which is identified as Urban Agriculture with a minimum of 5 hectares, therefore, the subdivision is in line with the Swakopmund Structure Plan 2020-2040.

In terms of Sections 59 and 66 (k) of the Urban and Regional Planning Act, (Act no 5 of 2018), an endowment fee "must be made to a local authority or the State in trust for a future local authority" read in conjunction with Regulations 17 (d) of the Act, which stipulates that "a proof of payment of the endowment" before the Registrar of Deeds register the transfer of any portion which is subject to a condition of endowment. Furthermore, the Swakopmund Council's Property Policy stipulates that an endowment fee should be levied at a rate of 7,5% of the land value (market value as determined by the Municipal Valuer) of the first 10 erven created.

9. **Title Deeds Conditions**

The current title deed conditions registered against the Remainder of Portion 139 (a Portion of Portion 40) of the Farm 163 should be retained and be registered against the newly created Portion A (a portion of Portion 139 (a portion of Portion 40) of the Farm 163).

**10. Conclusion**

The proposed subdivision of Portion 139 (a Portion of Portion 40) of Farm 163 into Portion A and Remainder can be supported as it does not have any negative or detrimental impacts on the existing character and is in line with the Swakopmund Structure Plan 2020-2040.

**B. After the matter was considered, the following was:-****RECOMMENDED:**

- (a) **That the subdivision of Portion 139 (a Portion of Portion 40) of Farm 163 into Portion A and Remainder measuring 5.0006 Ha and 5.0007 Ha in extent, respectively, be approved.**
  - (b) **That compensation fee in respect of an endowment fee of 7.5% be charged for the newly created portion.**
  - (c) **That the applicant provides proof that the subdivision of Portion 139 (a Portion of Portion 40) of Farm 163 into Portion A and Remainder has been approved by the Minister of Urban and Rural Development and provides Council with approved diagrams before any submission of building plans to the Engineering and Planning Services Department for approval.**
  - (d) **That no building plans inclusive of relaxation of building lines or aesthetics application be approved until proof of payment of the compensation fee for the newly created portion has been received by the Council.**
  - (e) **That all additional infrastructures that are to be required as a result of the proposed development be for the account of the applicant and in accordance with the specifications of the General Manager: Engineering and Planning Services.**
  - (f) **That the current title deed conditions registered against the Remainder of Portion 139 (a Portion of Portion 40) of the Farm 163 should be retained and be registered against the newly created Portion A (a portion of Portion 139 (a portion of Portion 40) of the Farm 163.**
-

**ANNEXURE A - APPLICATION FORM**

19-03-01-Port 139

31

TOWN PLANNING &amp; PROPERTIES

PO BOX 1598  
SWAKOPMUND - NAMIBIA

Chief Executive Officer  
Municipality of Swakopmund  
PO Box 53  
Swakopmund  
Namibia



9 July 2024

Dear Sir,

**SUBDIVISION OF PORTION 139 (A PORTION OF PORTION 40) OF THE FARM 163, SWAKOPMUND, INTO PORTION "A" AND REMAINDER.**

Van Der Westhuizen Town Planning & Properties cc has been appointed by Lourens Christiaan Fourie, the owner of Portion 139, (a Portion of Portion 40) of the Farm 163, Swakopmund to undertake all necessary statutory steps for the:

- **SUBDIVISION OF PORTION 139 (A PORTION OF PORTION 40) OF THE FARM 163, SWAKOPMUND, INTO PORTION "A" AND REMAINDER.**

Application is herewith made in terms of Section 105 (1) of the Urban and Regional Planning Act of 2018 for the subdivision of Portion 139 (a Portion of Portion 40) of the Farm 163, Swakopmund, into Portion "A" and Remainder.

**1. BACKGROUND**

With the approval and adoption of the Swakopmund Structure Plan certain areas along the river plots were provided with the opportunity to further subdivide. In the past Council only allowed plots to be subdivided in to portion of no less than 10ha. This has subsequently been changed for certain areas as identified in the Swakopmund Structure Plan. Portion 139 located within the Zone B identified as Urban Agriculture (5ha).

On Page 119 under B. Residential Estate with specific reference to *Restrictions* the following is indicated:

***"Strict restrictions should be put in place to restrict owners of these plots to further subdivide any smallholding if the minimum site requirement cannot be met. However, exemptions can be made for plots that accommodate two or more existing residential structures (main dwelling units) which were constructed with approved building plans prior to the adoption of this Structure Plan who wish to subdivide".***

As indicated above, strict restrictions should be put in place to ensure that the minimum of 5ha size

be met. In this case, the proposed subdivision of Portion 139, meets the requirement of 5ha portions as prescribed by the Structure Plan. Council may also consider smaller plots provided that there are two or more existing residential buildings constructed with approved plans before the Structure plan came into operation.

It is against this background that we formally apply for the subdivision of Portion 139 (a Portion of Portion 40) of the Farm 163, into Portion A and Remainder.

## 2. LOCALITY

Portion 139 is located in Junction 5 of the Swakopmund River plots and directly adjacent to the Dorob National Park (**Annexure A**). This portion, along with numerous others form the boundary of the Swakopmund Town Lands. All land to the east of the said Portion 139 is State Land forming part of the aforesaid Dorob National Park.

## 3. OWNERSHIP

Ownership of Portion 139 vests with Mr LC Fourie by means of Deed of Transfer 3247/2010 as attached at **Annexure B** to this document. Power of Attorneys for the proposed intentions were also given by the owner and is attached as "**Annexure C**".

## 4. INTENTION OF CLIENT AND PROPOSED SUBDIVISION

It is the intention of our client to have Portion 139 subdivided into Portion A and Remainder (**Annexure D**). Portion A will then be transferred to the name of our client's son. The Remainder of Portion 139 will remain in the name of Mr LC Fourie. The nature of use will remain agriculture as per the current zoning of the property.

According to the Deed of Transfer (**Annexure B**) the property being subdivided measures approximately 10.0013ha in extent and is suitable for the intended subdivision. The intended subdivision is also in line with the requirements of the Swakopmund Structure Plan as approved and adopted by the Municipality of Swakopmund.

The proposed subdivision and new erf sizes will be as follows:

Proposed Portions	Portion Sizes in ha
Remainder of Portion 139	5.0006 ha
Portion A	5.0007 ha
<b>Total ha</b>	<b>10.0013 ha</b>

## 5. ACCESS

Access to the property is current obtained from the internal road network of the Swakopmund river plots. Access for the remainder of Portion 139 will be by means of a 10m wide panhandle along the northern Boundary of the property (**see subdivision plan**). Portion A already enjoys an existing access point which is to remain as is.

## 6. INFRASTRUCTURE SERVICES

Portion 139 is currently connected to the Electrical grid of Erongo Red and Municipal water supply. Once the subdivision is concluded Portion A will secure its own electrical and water supply connection at the concerned institutions. Sewer is currently accommodated for by means of a septic tank system, as is the norm for the area.

## 7. PUBLIC PARTICIPATION

Neighbouring property owners have been requested for their comments/objections on the proposed subdivision. Attached please find copies of letters to neighbours via registered mail (Annexure E). Site notices were also placed on the erf and Municipal Notice Board for public comments (Annexure F). Closing date for comments or objections to the proposed subdivision was on 2 July 2024. No Objections were received against the proposed intentions of our client (Annexure G).

## 8. CONCLUSION

It is our professional opinion that the intended subdivision is in line with the provisions as contained in the approved and adopted Structure Plan of Swakopmund.

The intentions of our client will in no way exert any negative impact on the surrounding area. The nature of circumstances makes it very hard for some of the plots to be fully utilized for agricultural purposes and as such smaller portions have become more affordable and financially viable.

There is a need for smaller more affordable and manageable sized portions of Agricultural land. 5ha should be the norm on the plots as some people would rather own 5 ha of rock than 10 ha of rock.

With Swakopmund reaching its limits in terms of northern, southern and eastern growth and becoming somewhat landlocked to a sense, it is envisaged that the areas from Rossmund Golf Course, to the east and including the whole of the Swakopmund River Plots, will experience greater pressure to adapt. Council should as a matter of urgency start with the planning of formal service infrastructure network work for the area. These areas will become Proclaimed Extensions of Swakopmund in the very near future.

## 9. APPLICATION

Application is herewith made in terms of Section 105 (1) of the Urban and Regional Planning Act of 2018 for the subdivision of Portion 139 (a portion of Portion 40) of the Farm 163, Swakopmund, into Portion "A" and the Remainder.

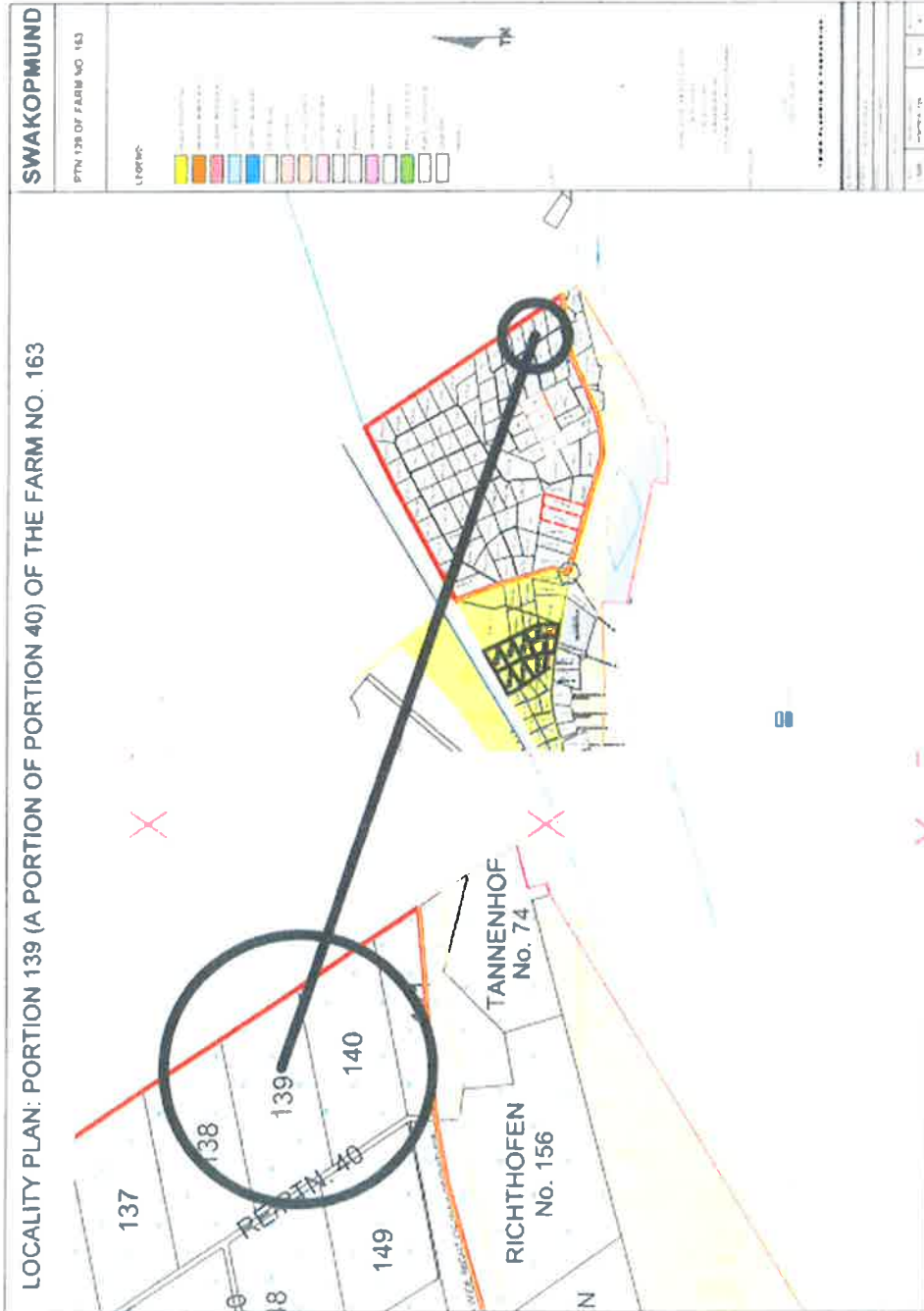
It is trusted that you will find the above application in order and favorable for approval by Council.

Yours Faithfully,



**A R VAN DER WESTHUIZEN**







Prepared by me  
  
 CONVEYANCER  
 LOCH B K

T 3247 / 2010

**DEED OF TRANSFER**

*Be it hereby made known:*

THAT BEATE KAREN LOCH

appeared before me, Registrar of Deeds at WINDHOEK <sup>Dieta</sup> ~~he/she~~, the said Appearer, being duly authorised thereto by a Power of Attorney granted to him/her by

DIETENHOFEN CC

(Registration Number CC/98/401)

dated the 15th day of JUNE 2010, and signed at SWAKOPMUND



## Ordinary Council Meeting - 31 October 2024

And the said Appearer declared that his/her Principal had truly and legally sold on the 30th day of MARCH 2010

and that he/she in his/her capacity aforesaid did, by these presents, cede and transfer, in full and free property, to and on behalf of

**LOURENS CHRISTIAAN FOURIE**

(Identity Number: 680906 0005 0)

MARRIED OUT OF COMMUNITY OF PROPERTY

his Heirs, Executors, Administrators or Assigns

**CERTAIN:** PORTION 139 (A PORTION OF PORTION 40) OF THE FARM NO. 163

**SITUATE:** IN THE MUNICIPALITY OF SWAKOPMUND  
REGISTRATION DIVISION "G"  
ERONGO REGION

**MEASURING:** 10,0013 (TEN COMMA NIL NIL ONE THREE) HECTARES as indicated on General Plan SG No. A 272/2007 and held by Deed of Transfer No. T 4086/2000

**A. SUBJECT** to the following conditions imposed in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954) namely:

**IN FAVOUR OF THE LOCAL AUTHORITY:**

1. The erf shall only be used or occupied for purposes which are in accordance with and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954) as amended.
  2. The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least four times the municipal valuation of the erf.
- B. SUBJECT FURTHER** to a Servitude of Right of Way, the area of which is indicated by the figure 149c, 149a, e3, ez, 150b on General Plan S.G. No. A 272/2007 in favour of the Portion 150 (a Portion of Portion 40) of the Farm No. 163 measuring 10,0628 (Ten Comma Nil Six Two Eight) Hectares.

**ENTITLED** to a Servitude of Right of Way, the area of which is indicated by the figure xABCDEFGHIJKL on Diagram No. A 185/2008 over Portion 5 (Street) of the Farm No. 236 and created in Notarial Deed No. K 553/2009S

3

WHEREFORE the Appearer, renouncing all the right and title which the said TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge the said TRANSFEROR to be entirely dispossessed of, and disentitled to, the same, and that, by virtue of these presents, the said TRANSFEREE, his Heirs, Executors, Administrators or Assigns, now is and henceforth shall be entitled thereto, conformably to local custom, the State, however reserving its rights, and finally acknowledging the purchase price to be the sum of N\$500 000 00.

Signed at WINDHOEK on

13 October 2024

together with the appearer, and confirmed with my seal of office

In my presence,

  
\_\_\_\_\_  
Registrar of Deeds

  
\_\_\_\_\_  
Signature of Appearer

1. Transfer Duty Receipt No  
OR-Exemption Certificate 303077020  
Issued at Walvis Bay  
On 18 JUNE 2010  
for N\$19 000.00.

Checked 1. \_\_\_\_\_  
2. \_\_\_\_\_

2. I, the undersigned, BEATE KAREN LOCH hereby certify in terms of Section 7B(a) of Act 23/1992 ("the Act") that all rates leviable in respect of the immovable property contained in this Deed, and all the fees, charges and other moneys due to the local authority council in respect of any service, amenity or facility supplied to such property in terms of the Act, inclusive of any availability charge and minimum charge provided for in section 30(1)(u) of the Act, have been paid up to and including the date of registration thereof.

\_\_\_\_\_  
CONVEYANCER

2



SPECIAL POWER OF ATTORNEY

I/We the undersigned

LOURENS CHRISTIAAN FOURIE (ID: 680906 0005 0)

In my/our capacity as

REGISTERED OWNER OF PORTION 139 (A PORTION OF PORTION 40) OF THE FARM NO. 163

do hereby nominate, constitute and appoint

VAN DER WESTHUIZEN PLANNING & PROPERTIES CC, P O BOX 1598, SWAKOPMUND

With power of Substitution, to be my lawful Attorney and Agent in my/our name place and stead, negotiate and to make all necessary applications to Municipality, Town Council, Ministry of Urban and Rural Development or any other authority for the

- SUBDIVISION OF PORTION 139 (A PORTION OF PORTION 40) OF FARM NO. 163, INTO PORTION "A" AND REMAINDER.

At the cost of the applicant and generally for effecting the purposes aforesaid, to do or cause to be done whatsoever shall be requisite, as fully and effectually, for all intents and purposes as I/We might or could do if personally present and acting herein - hereby ratifying allowing and confirm all and whatsoever my/our said Attorney and Agent shall lawfully do, or cause to be done, by virtue of these present

SIGNED at Swakopmund this 31 day of July 20 24

In the presence of the undersigned witnesses

WITNESSES:

1.

2.

LOURENS CHRISTIAAN FOURIE





LIST OF REGISTERED ITEMS POSTED



by [Handwritten Name]

Sender's reference no.	Addressee's name and address	Registration no.
[Handwritten]	[Handwritten]	RR 012 447 626 NA
[Handwritten]	[Handwritten]	RR 012 447 612 NA
[Handwritten]	[Handwritten]	RR 012 447 609 NA

Recd: 17/08/24  
 Quarter: 5  
 Date: 14/12/24  
 Price: 500

Registered Mail  
 (P. 155 Form No.)  
 (Recipient Name) OR (CST)  
 (Address Line 1)  
 (Address Line 2)  
 (Address Line 3)  
 (Address Line 4)  
 Payer

Net	910.70
Tax Credit	815.22
Net P (155)	910.70
Total	815.22
	95.00

Note: VAN DER MERWETZEN "one of them"  
 Address: (recipient)

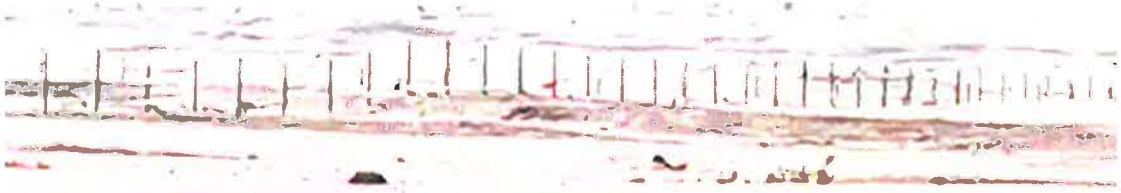
Reference No: 264-11100-15-262044-12  
 THANK YOU FOR USING YOUR POST OFFICE  
 SERVICE AND FOR THE PROGRESSIVE SERVICE  
 THATS HOW WE GROW TOGETHER

Number of items: 3 Received by: [Signature]

No compensation will be considered unless enquiry regarding this postal article is made within one year after the date of posting.

P1/185





**NOTICE OF INTENTION:**

**NOTICE OF INTENTION IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2018 (ACT 9 OF 2018) CONCERNING THE SUBDIVISION OF PORTION 138 (A PORTION OF PORTION 46) OF FARM NO. 163 INTO PORTION "A" AND REMAINDER.**

Notice is hereby given in terms of Urban and Regional Planning Act of 2018 (Act 9 of 2018) that Van Der Merwe's Trust (Pty) Ltd, on behalf of our Clients, the registered owners of Portion 138 (a Portion of Portion 46) of Farm No. 163, do hereby intend to apply to the Swakopmund Municipality for the following:

**SUBDIVISION OF PORTION 138 (A PORTION OF PORTION 46) OF FARM NO. 163 INTO PORTION "A" AND REMAINDER.**

Portion 138 currently measures approximately 10,8013ha in extent and is located on the most eastern border of the Swakopmund Municipality at Junction 5. The Portion borders the Derob Park directly east of it. Currently the portion accommodates numerous agricultural, residential purposes and business-related activities. It is the intention to subdivide Portion 138 into Portion A (25,0007ha) and Remainder (8,2990ha), in line with the provision of the Structure Plan of Swakopmund. It is thus required and necessary to formally apply to the Authority and the Ministry of Urban and Rural Development for the proposed Subdivision of the property.

Please further take note that -

- > the proposed Subdivision plan of the Erf can be inspected at the Public Notice Board of the Swakopmund Municipality situated at Corner of Rakotoka Street & Daniel Kamoh Avenue
- > any person having objections to the proposed Subdivision or who wants to comment thereon, may lodge such objections/comments, together with the grounds thereof, in writing to the Municipality and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comment must therefore be submitted by no later than 17:00 on 2 July 2024.

**PROPOSED SUBDIVISION OF PORTION 138 (A PORTION OF PORTION 46) OF THE FARM NO. 163 INTO PORTION A AND REMAINDER**

138

Remainder 8,2990ha

PTN A = 25,0007ha

140

**DOCUMENTS**

**FOR CITIZENS)**

13 December 2023  
It will not be repeated



11.1.26 **APPLICATION FOR THE SUBDIVISION OF ERF 3613, SWAKOPMUND, EXTENSION 3 INTO PORTION A AND REMAINDER**

(C/M 2024/10/31 - E 3613)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **8.11** page **207** refers.

**A. This item was submitted to the Management Committee for consideration:**

**1. Purpose**

The purpose of this submission is for the Council to consider the application for the subdivision of Erf 3613, Swakopmund Extension 3 into Portion A and Remainder.

**2. Introduction and Background**

An application for the subdivision of Erf 3613, Swakopmund Extension 3 into Portion A and Remainder was received by the Engineering and Planning Services Department from Stubenrauch Planning Consultants Town and Regional Planners on behalf of the registered owners. The application is attached as **Annexure A**.

**3. Ownership**

The ownership of Erf 3613, Swakopmund Extension 3, vests in Hans -Dieter Kurt Claus Göthje as held by Certificate of Consolidated Title T 1102/1937. See **Annexure B**.

**4. Locality, Zoning, and Size**

Erf 3613, Swakopmund Extension 3 is located on Matadi Matheis Street. The Erf is zoned "Single Residential" with a density of 1:900m<sup>2</sup> and measures 2719m<sup>2</sup> in extent.

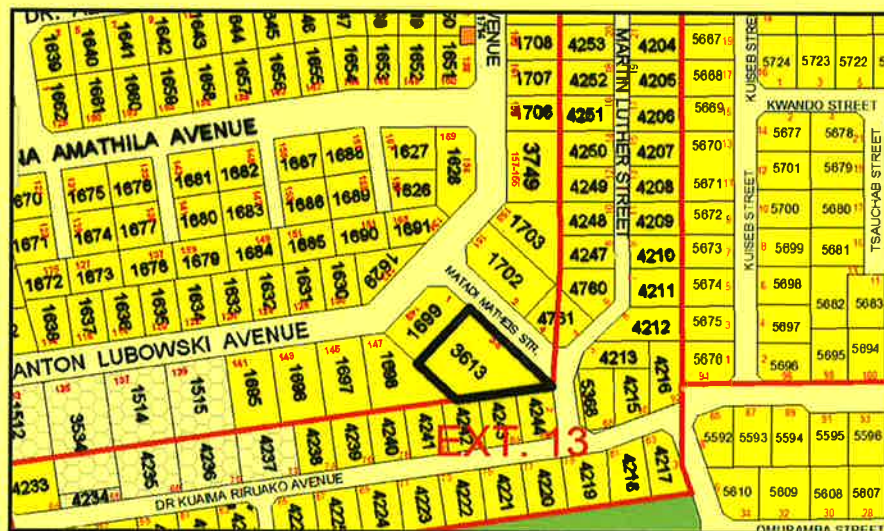


Figure 1: Locality of Erf 3613, Swakopmund Extension 3

5. **Access, Parking, and Municipal services**

Access to Erf 3613, Swakopmund Extension 3 is currently obtained from Matadi Matheis Street and will be maintained. The Erf is located in an area that is already connected to the services network. There are no conditions or servitudes registered against the erf that could affect the proposed subdivision. The provision of municipal services to the newly created erven should however be for the account of the applicant to the satisfaction of the General Manager: Engineering and Planning Services.

6. **Public Consultation**

In terms of the Urban and Regional Planning Act, Act No. 5 of 2018, neighboring property owners should be notified in writing of the intent. This was done via registered mail, the last date for the submission of comments was the 25<sup>th</sup> June 2024. Two written objections was received by the closing date. Please see the proof of notice report attached as **Annexure C**.

7. **Development Proposal**

The owners of Erf 3613, Swakopmund wish to subdivide the Erf into two portions, of which the newly created portion is envisaged to be sold and the Remainder retained by the owner. The northern part of the property is currently vacant but was used for gardening purposes, however, due to financial constraints, the maintenance thereof has been stagnant.

The proposed subdivision will have the following effect:

<b>Erf No</b>	<b>Zoning</b>	<b>Density</b>	<b>± Area (m<sup>2</sup>)</b>
Portion A	Residential	1:900	950
RE/3613	Residential	1:900	1769
<b>TOTAL</b>			<b>2719</b>

8. **Objections Received and the Applicant's Response**

Two objections were received from the owners of Erven 1698 and 1699, Swakopmund Extension 3. The owners of Erf 1698, Swakopmund Extension 3 cited an " indisputable invasion of privacy" as the premise of their objection. They also stated that the new dwelling to be constructed on the newly created Portion A will be a double-story dwelling with windows and balconies directly looking onto their property's garden. According to the objector, this invasion of privacy will have a significant negative impact on the market value of their Erf. This objector also raised concerns about the creation of a precedent concerning the subdivision of larger erven in residential areas and that a precedent of this nature is dangerous and will disrupt the tranquil and peaceful atmosphere in the area and will incentivize developers who are profit-driven.

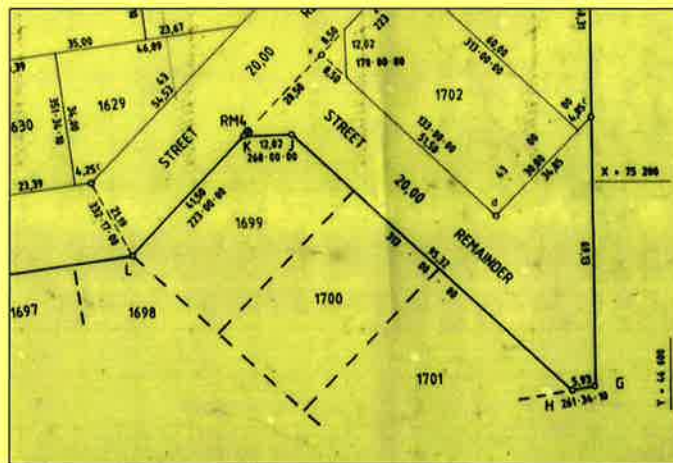
The owners of Erf 1699, Swakopmund Extension 3 stated that "*without adherence to the restrictions as dictated by the Municipality of Swakopmund, he does not consent to the relaxation of the requirements about density and height control, parking, and building lines*". The applicant responded to the objections with the stipulations of the Swakopmund Zoning Scheme with respect to the height restrictions, the zoning of the Erf as well as the density.

The applicant further clarified that the current density will be retained for the newly created portion and has highlighted that the development potential of

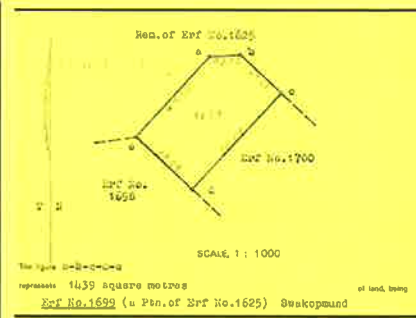
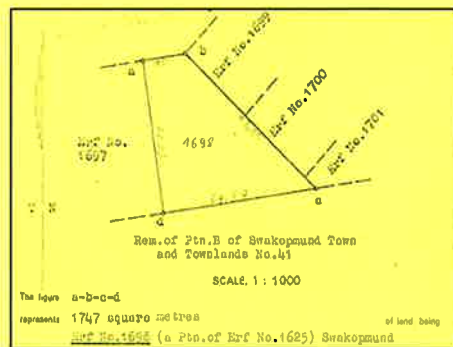
the property will be lowered by one dwelling unit after the proposed subdivision. In its current state, the owner of Erf 3613, Swakopmund Extension 3 can construct up to a maximum of three (3) dwelling units on the property with the Council's consent as the density permits, however, with the proposed subdivision, the resulting erven will be 1769m<sup>2</sup> and 950m<sup>2</sup>, which will only permit for the construction of one dwelling house on each portion. The applicant lastly expressed that the Swakopmund Zoning Scheme's requirements will be adhered to for any future developments on the newly created portion as well as the remainder.

9. **Evaluation**

Erf 3613, Swakopmund Extension 3 is amongst one of the biggest erven in the area boasting an Erf size of 2719m<sup>2</sup>. This Erf originated from a consolidation of Erven 1700 and 1701, Swakopmund Extension 3, that was approved by the Council in October 1986. Please see the extract below of General Plan No: G 79 which indicates the origins of Erf 3613, Swakopmund Extension 3. This can also be seen in the Erf Diagrams of Erven 1698 and 1699, Swakopmund, please see below.



General Plan No: G 79: Erven 1700 and 1701 that were later consolidated into Erf 3613, Swakopmund.



There is no request for the change in land use or density, the proposed subdivision is therefore straightforward and will revert the property to the original state before the consolidation in October 1986. The current density of Erf 3613, Swakopmund Extension 3 namely 1:900m<sup>2</sup> will be maintained for both the newly created portion as well as the Remainder.



The Swakopmund Structure Plan 2020-2040 in section 7.4.1 promotes densification, intensification, and urban infill to curb urban sprawl. While larger erven are seen to be beneficial as evidenced by one of the objectors' sentiments, these erven incur higher maintenance costs, which is one of the reasons for the proposed subdivision. They incur higher rates and taxes, and increased security costs due to their sizes. Additionally, large erven with gardens as with Erf 3613, Swakopmund Extension 3, incur higher water costs, this is not only important to the applicant, but to the town and the country given the fact that Namibia is a dry country where water conservation measures have become critical. It is important to note that the resulting erven will still be quite big and will allow for the development of a sizeable dwelling unit just like those already built in the area. The concerns regarding the reduced property value as a result of the proposed subdivision can therefore not be proven.

The objections received are speculative in nature as there is no submission of building plans nor the submission of an application for the relaxation of building standards by the owners of Erf 3613, Swakopmund Extension 3 at this stage that substantiates the objections. Furthermore, any proposed structure to be built in the future on the newly created Erf will have to adhere to the provisions of the Swakopmund Zoning Scheme. Should the building lines be exceeded, the neighboring property owners will be required to give their consent.

Each application is assessed on its own merits as detailed above; a precedent can therefore not be set. In light of the above, the proposed subdivision is not foreseen to have any significant impacts on the area and can be supported.

10. **Compensation**

The subdivision of Erf 3613, Swakopmund Extension 3 into Portion A and Remainder be subject to a 7.5% compensation fee with respect to endowment calculated according to Regulation 9 (b) relating to the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) read in conjunction with the Swakopmund Municipality Property Policy.

11. **Conditions to be Registered.**

It is recommended that the conditions registered against Erf 3613, Swakopmund Extension 3 be canceled, and the following conditions be registered against newly created Portion A.

- (i) *The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018);*
- (ii) *The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least four times the municipal valuation of the erf.*

12. **Conclusion**

The proposed subdivision of Erf 3613, Swakopmund can be supported as it is not foreseen to have any significant negative impacts on the area.



**B. After the matter was considered, the following was:-****RECOMMENDED:**

- (a) That Erf 3613, Swakopmund Extension 3 be subdivided into Portion A and Remainder.
- (b) That the subdivision will have the following effect:

<b>ERF NO</b>	<b>ZONING</b>	<b>DENSITY</b>	<b>± AREA (M<sup>2</sup>)</b>
<b>Portion A</b>	<b>Residential</b>	<b>1:900</b>	<b>950</b>
<b>RE/3613</b>	<b>Residential</b>	<b>1:900</b>	<b>1769</b>
<b>TOTAL</b>			<b>2719</b>

- (c) That the provision of municipal services to the newly created erven be for the account of the applicant to the satisfaction of the General Manager: Engineering and Planning Services.
- (d) That the conditions registered against Erf 3613, Swakopmund Extension 3 be canceled and that the following conditions be registered against newly created Portion A.
- (i) *The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).*
- (ii) *The building value of the building to be erected on the erf shall be at least four times the municipal valuation of the erf.*
- (e) The subdivision of Erf 3613, Swakopmund Extension 3 into Portion A and Remainder be subject to a 7.5% compensation fee with respect to endowment calculated according to Regulation 9 (b) relating to the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) read in conjunction with the Swakopmund Municipality Property Policy,
- (f) That the applicant provides proof that the subdivision of Erf 3613, Swakopmund Extension 3 into Portion A and Remainder has been approved by the Minister of Urban and Rural Development and provides Council with approved diagrams before any submission of building plans to the Engineering and Planning Services Department for approval,
- (g) That no building plans inclusive of relaxation of building lines or aesthetics application be approved until proof of payment of the compensation fee for the newly created portion has been received by the Council.
-

19-03-08-3613

E 3613

15



Reference: W/24014

12 April 2024

Enquires: Günther Stubenrauch/Ancke van Staden

The Chief Executive Officer  
Swakopmund Municipality  
PO Box 53  
Swakopmund



Dear Mr. A Benjamin

**SUBDIVISION OF ERF 3613, SWAKOPMUND DORP INTO ERF A/3613 AND THE  
REMAINDER OF ERF 3613**

**1. THE APPLICATION**

Stubenrauch Planning Consultants cc has been appointed by Mr Hans-Dieter Kurt Claus Göthje, the registered owner of the Erf 3613, Swakopmund Dorp to apply on his behalf to the Swakopmund Municipal Council and to the Urban and Regional Planning Board (URPB) for the Subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.

The purpose of this application is to obtain a formal Council Resolution as required by the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), which will enable our office to obtain approval from the Urban and Regional Planning Board.

The purpose of this application is to obtain a formal approval from the Swakopmund Municipality whereafter, a formal submission for the approval of the application can be made to the Urban and Regional Planning Board as required by the Local Authority Act, 1992 (Act No. 23 of 1992) and the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).

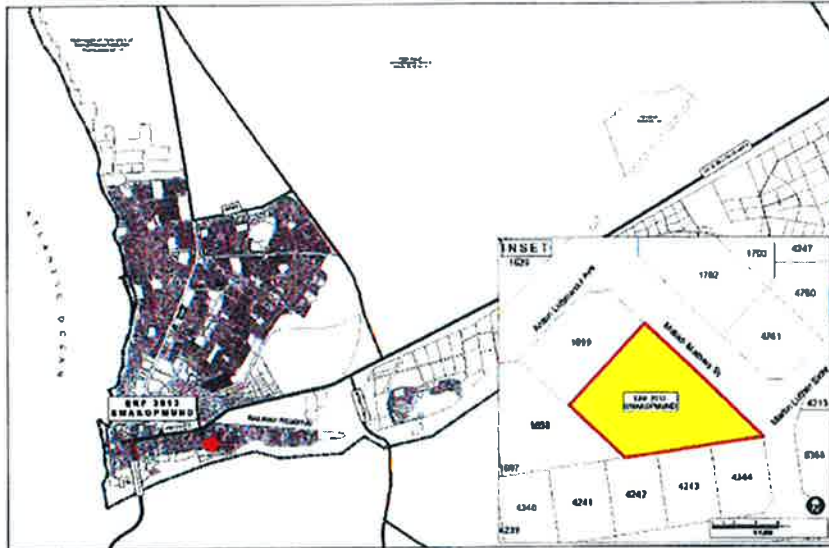
**It should be noted that the formal Council Resolution for the subject subdivision can only be taken once the public notification and consultation as outline under Section 8 of this application has been completed.**

## 2. PROPERTY DESCRIPTION

### (a) Locality

Erf 3613 is located in the southern side of the Swakopmund urban area within the Kramersdorf neighbourhood. The Pro-Ed Academy School and Riverside Private School is within walking distance of the subject erf.

**Figure 1: Locality Map**



### (b) Ownership and Zoning

According to the attached Title Deed No. T1102/1987, the ownership of Erf 3613, Swakopmund Dorp, vests with Hans-Dieter Kurt Clause Gröthje.

Erf 3613, Swakopmund Dorp is zoned as "Single Residential" with a density of 1:900 in accordance with the Swakopmund Zoning Scheme No. 12 (then Swakopmund Town Planning Scheme).

The subject erf is located in a predominant "Single Residential" zoned area as depicted on the land use map below.

Figure 2: Extract of the Land Use map

**(a) Size**

Erf 3613, Swakopmund Dorp measures 2719m<sup>2</sup> in extent according to the attached Diagram.

**(b) Conditions and Servitudes**

There are no conditions or servitudes registered against the subject even that could prohibit the intended development.

**(c) Status Quo**

As depicted in Figure 3 below, Erf 3613, Swakopmund Dorp, has a permanent residential structure situated in the southern side of the erf, while the northern side of the property lies vacant with no physical structure on-site. The northern side of the property was previously used by our client for gardening purposes, but due to financial constraints, the upkeep of the garden has become stagnant.

The subject erf is relatively flat which makes it suitable for development as depicted by the contours on the attached maps.

Figure 3: Aerial map of Erf 3613, Swakopmund Dorp



### 3. PROPOSED DEVELOPMENT

It is our clients' Intension to subdivide Erf 3613, Swakopmund Dorp, into Erf A/3613 and Remainder which will allow our client to sell the newly created Erf A/3613 to obtain an additional income and save costs in the long run.

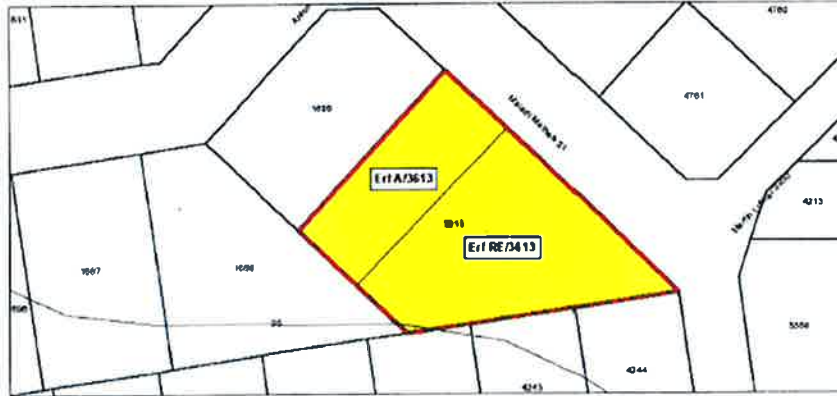
Furthermore, Swakopmund is a growing town and has captured the attention of many eager buyers seeking their ideal houses. With its aesthetically pleasing urban surroundings, it has come to no surprise that there is a demand for properties in this area.

By subdividing Erf 3613, Swakopmund Dorp, the owner of the newly created Erf A/3613, once purchased, will gain exclusive ownership to their designated portion leading to an increase in property rights and autonomy. Individual ownership will allow for personalized development, landscaping and improvements, enhancing the overall appeal to the potential buyer.

After Erf 3613, Swakopmund Dorp, has been subdivided, Erf A/3613 will be approximately 950m<sup>2</sup> and the Remainder will be 1769m<sup>2</sup>, which will comply with the density of 1:900 of Erf 3613, Swakopmund Dorp, hence, no rezoning is needed.



Figure 4: Proposed Subdivision



The subdivision is in line with the Swakopmund Structure Plan (2020-2024) that encourages and promote infill development and densification through private initiatives.

The subdivision is to be carried out as outlined in Table 1 below and as depicted in SPC drawing No. W/24014-2 map attached.

Table 1: Subdivision plan

Erf No	Zoning	Density	± Area (m <sup>2</sup> )
Erf A/3613	Residential	1:900	950
Erf RE/3613	Residential	1:900	1769
<b>TOTAL</b>	<b>Residential</b>	<b>1:900</b>	<b>2719</b>

#### 4. ENGINEERING SERVICES

Erf 3613, Swakopmund Dorp are currently fully connected to the municipal reticulation services which consists of water, electricity and sewer and will remain as such after the consolidation has been completed.

It is the responsibility of the owners to connect their erven to the municipal reticulation system at their own cost.

#### 5. ACCESS

Access onto Erf 3613, Swakopmund Dorp is obtained from the Internal street network (Maladi Matheis Street) and will remain as such after the has been completed. Subdivided Erf A/3613 and the Remainder will continue to gain access from Maladi Matheis Street (20m wide).



**6. ENVIRONMENTAL ASPECT**

Subdivisions are not listed amongst the activities that require an Environmental Impact Assessment (EIA) in accordance with the Environmental Management Act of 2007. As such, no Environmental Impact Assessment was conducted for this application.

It should be noted that Erf 3613, Swakopmund Dorp is located in an already existing residential area, which further limit the impacts on the environment. The subdivided Erf A/3613 will retain the current zoning of "Residential".

**7. COMPLIANCE WITH THE URBAN AND REGIONAL PLANNING ACT (ACT 5 OF 2018)**

Section 65 of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) deals with the matters to be taken into account by the functionary authorised as contemplated in Section 88 when considering the proposed application.

The subject application complies with the following relevant considerations:

**(a) Impact on the environment**

The subject subdivision will retain the current zoning and land use. As such, no negative impacts on the natural environment are expected to arise from the proposed development as the subject erf is situated in a predominantly residential area.

**(b) Impact on the surrounding area**

The proposed development on Erf 3613, Swakopmund Dorp will not change the character of the neighbourhood as it is merely a subdivision of the subject erf, which will add an additional residential zoned erf to the neighbourhood. Thus, no negative impacts on the surrounding areas are anticipated.

**(c) Socio-Economic Impact**

The subject subdivision will retain the current zoning which is "Residential" as defined in the Swakopmund Town Planning Scheme, thus there will be no impact on the socio-economy.

**(d) Impact on Existing Municipal Services**

The proposed subdivision will not have any negative impacts on the existing municipal services, as the property is located in an already developed neighbourhood, where current

Municipal engineering services (water, sewage and electricity) are sufficient to accommodate the capacity of 10 additional erven.

**(e) Impact on Cultural Heritage**

Erf 3613, Swakopmund Dorp not located in a Heritage Protected area, thus there will be no impact on the heritage resources of this area.

**(f) Compliance with the legislation**

The proposed consolidation plans on the subject erven are in compliance with the Urban and Regional Planning Act (Act 5 of 2018) as well as the Swakopmund Zoning Scheme (previously known as the Swakopmund Town Planning Scheme).

**8. THE NOTIFICATION PROCEDURE**

The Urban and Regional Planning Act of 2018 as promulgated, sets out the regulations that govern the urban and regional planning fraternity. These regulations under Section 10 require that on receipt of a complete application in terms of Section 105 of the Urban and Regional Planning Act, 2018, the Chief Executive Officer of the Local Authority or the authorised planning authority must request the applicant to give notice of the application in the prescribed manner to –

- (a) Prescribed persons

To comply with the Urban and Regional Planning Act (Act 5 of 2018), we hereby request the Swakopmund Municipal Council to instruct our office in writing to give notice of the proposed development in the prescribed manner.

We further request the Swakopmund Municipal Council to provide our office with the postal addresses and contact details to which the notifications are to be sent. A request for the contact details is attached to this application for your easy reference.

**9. CONCLUSION**

Stubenrauch Planning Consultants hereby seeks Swakopmund Municipal Council's approval for the Subdivision of Erf 3613, Swakopmund Dorp Into Erf A/1613 and the Remainder of Erf 3613.

**ANNEXURE B**

Should Council be in agreement, please kindly provide our office with the following documentation:

1. Council Resolution
2. Formal Council Minutes, including the front and second page indicating who attended, extract dealing with the amendment of title conditions as well as the last page signed by both the Chief Executive Officer and the Mayor.
3. Date stamped maps of the attached sets of Locality map, consolidation map and aerial Photo map.
4. Recommendation Letter

**10. ANNEXURES**

Kindly find enclosed the following documents for your reviewing in support of this application.

**Annexure A:** Relevant Maps

**Annexure B:** Copy of the Diagrams

**Annexure C:** Copy of Title Deed

**Annexure D:** Example of Written Instruction to Notify

**Annexure E:** Request for Addresses of the Surrounding Property Owners

**Annexure F:** Power of Attorney

**Annexure G:** Example of Recommendation letter

We trust that you will support this application.

Yours Sincerely,



Günther Stubenrauch

Opgestel deur my  
*[Signature]*  
TRANSPORTBESORGER  
J.G. GOORBY

ORIGINAL.  
OORSPRONKLIKE.  
STAMPED.  
GESEEL.  
  
DUTY  
SEELREC R. ....  
FEES  
FOODIE R. 3-00

VERBOD 1987-04-22 992 1987  
MORTGAGED. (No. 1111)  
vir R. 134.000-00  
'n verdere bedrag, wat te oorskrynde  
an additional amount not exceeding R. 20.100-00  
  
AKTESKANTOOR,  
DEEDS OFFICE,  
WINDHOEK.  
  
REGISTRAR VAN ERE  
REITSKAP OF OIKON

SERTIFIKAAT VAN VERENIGDE TITEL

T 1102 119 37

(Uitgereik kragtens die bepalinge van  
Artikel 40 van die Registrasie van  
Aktes Wet, 1937. (Wet 47 van 1937))

NADEMAAL HANS-DIETER KURT CLAUD GÖTHJE  
Identiteitsnommer 340520 01 00117



aansoek gedoen het om die uitreiking van hom van 'n  
Sertifikaat van Verenigde Titel kragtens die bepalinge van Artikel 40  
van die Registrasie van Aktes Wet, 1937; en

NADEMAAL HANS-DIETER KURT CLAUD GÖTHJE  
die geregistreeerde Eienaar is van

SEKERE.../

2

1. SEKERE Erf Nr 1700 SWAKOPMUND DORP  
(n Gedeelte van Erf Nr 1625)
- GELEë in die Munisipaliteit van SWAKOPMUND  
Registrasie Afdeling "G"
- GEHOU Kragtens Akte van Transport Nr T 3582/1986
2. SEKERE Erf Nr 1701 SWAKOPMUND DORP  
(n Gedeelte van Erf Nr 1625)
- GELEë in die Munisipaliteit van SWAKOPMUND  
Registrasie Afdeling "G"
- GEHOU kragtens Akte van Transport Nr T 3582/1986

wat verenig is tot die grond hieronder beskryf;

SO IS DIT dat ingevolge die bepalinge van genoemde Wet, ek,  
die Registrateur van Aktes in Windhoek hierby sertifiseer dat  
genoemde

HANS-DIETER KURT CLMIE GÖTHJE

Identiteitsnommer 340520 0011 7

Sy Erfgename, Eksekuterus, Administrateurs of Regsverkrygendes  
die geregistreerde eienaar is van

SEKERE Erf Nr 3613 SWAKOPMUND DORP

GELEë in die Munisipaliteit van SWAKOPMUND  
Registrasie Afdeling "G"

GROOT : 2719 (Twee Sewe Een Nege) Vierkantmeters

SOOS soos aangedui op die aangehegte Kaart Nr A 632/86

ONDERHEWIG aan die volgende voorwaardes van opgelê  
kragtens Artikel 30 van die Ordonnansie op  
Dorpe en Grondverdeling Nr 11 van 1963, naamlik:-

TEN GUNSTE VAN DIE PLAASLIKE BESTUUR:

- (a) Die erf mag slegs gebruik word vir doeleindes wat strook met, en onderworpe aan, die bepalings van die Dorpsbeplanningskema van SWAKOPMUND, wat ingevolge die bepalings van die Dorpsbeplanningordonnansie 1954, (Ordonnansie 18 van 1954), soos gewysig, goedgekeur is. R
- (b) Die minimum bouwaarde van die hoofgebou, buitegeboue uitgesluit, sal R100 000,00 (eenhonderd duisend Rand) wees.

EN DAT kragtens hierdie Sertifikaat genoemde


HANS-DIETER KURT CLAUS GÖTHJE

Identiteitsnommer 340520 01 0011 7

Sy Erfgename, Eksekuteurs, Administrateurs of regsverkrygendes nou en voortaan daartoe geregtig in sereenkomstig plaaslike gebruik, maer behoudens die regte van die Geverment.

TEN BEWYSE WAARVAN ek, die genoemde Registrateur hierdie Akte onderteken en met die ampseël bekragtig het.

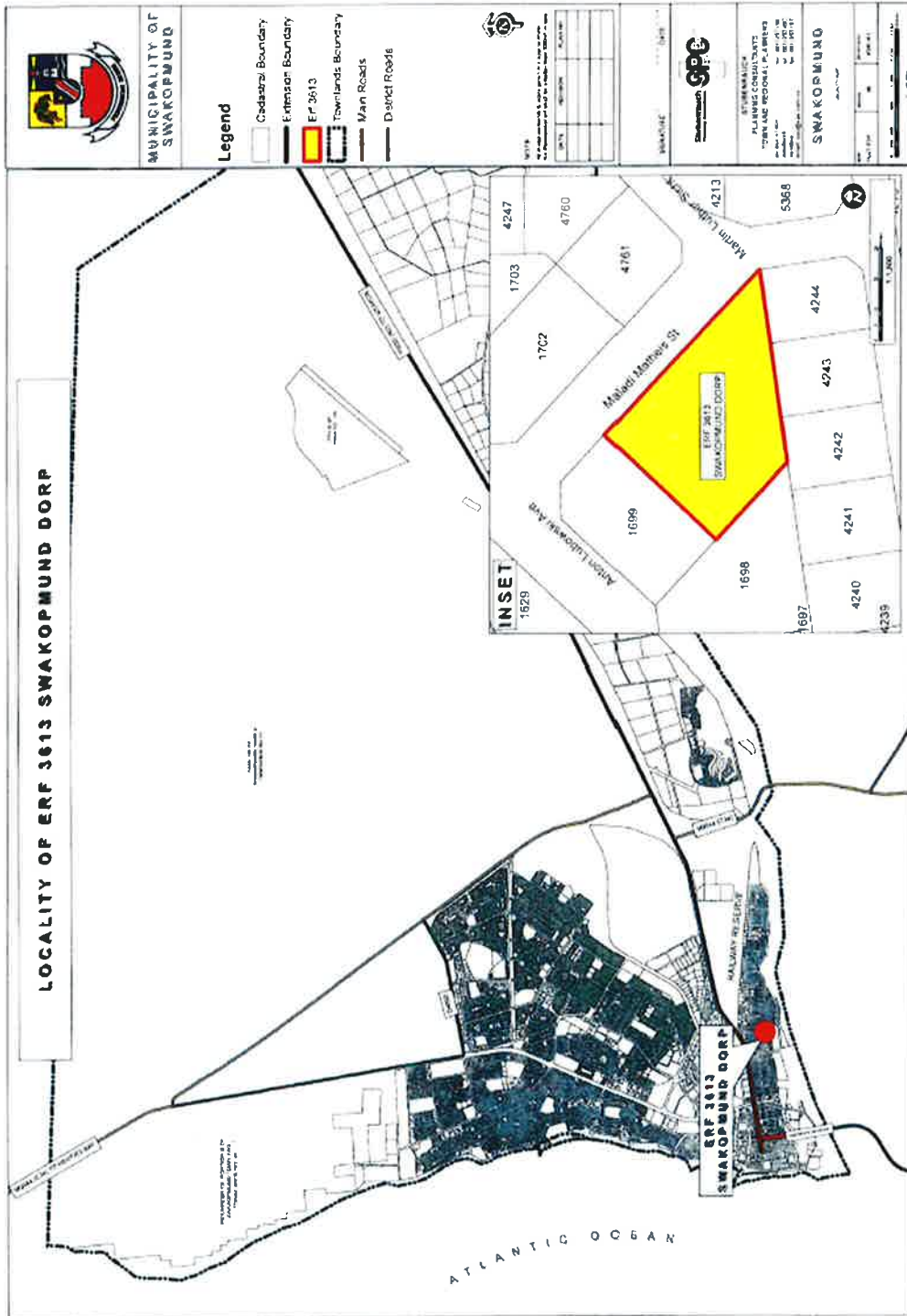
ALDUS GEDOEN en geteken in die Kantoor van die Registrateur van Aktes in WINDHOEK op 1987-04-22

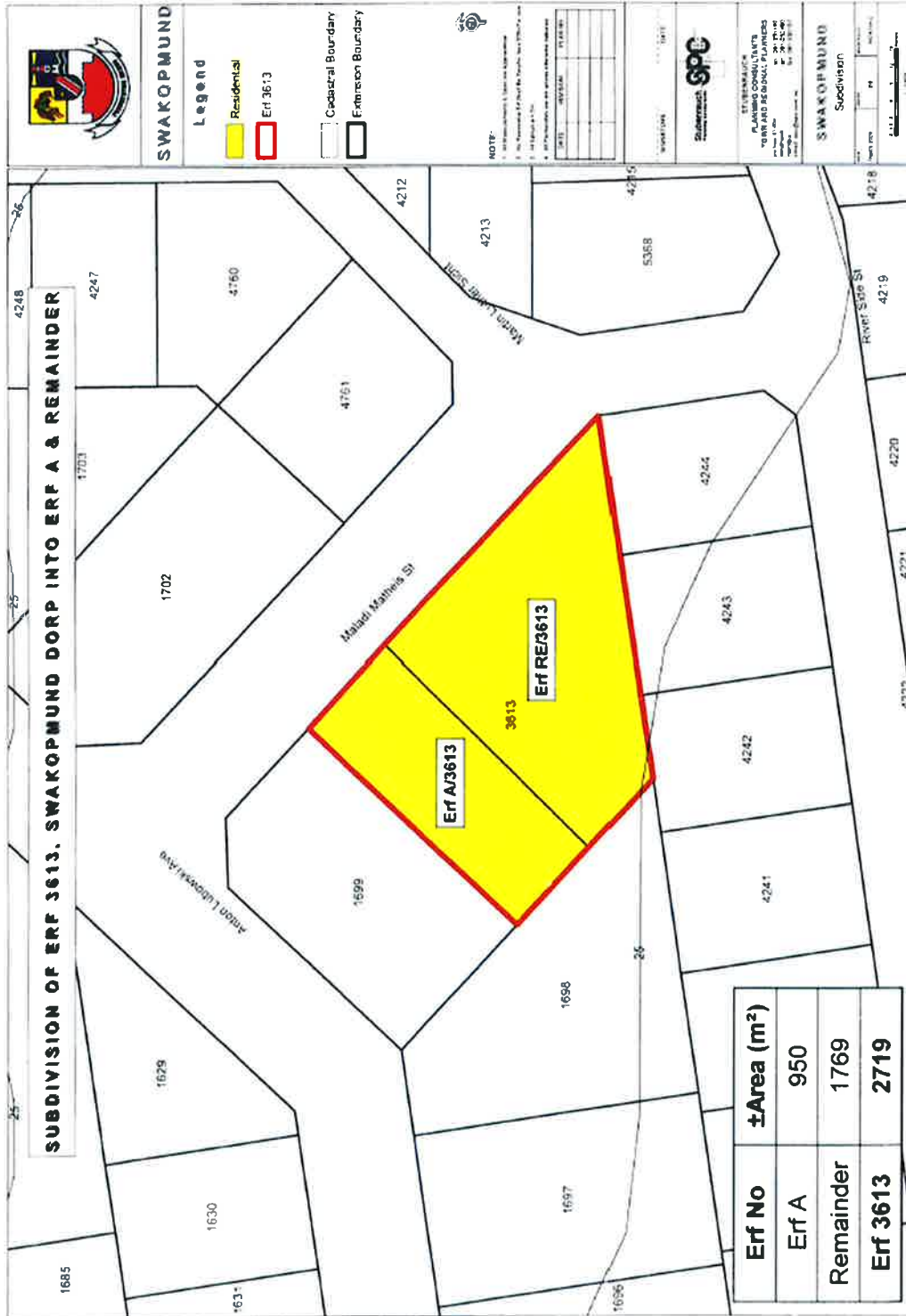
  
REGISTRATEUR VAN AKTES

ml R



ANNEXURE B











Reference: W/24014

9 September 2024

Enquires: Günther Stubenrauch/Ancke van Staden

The Chief Executive Officer  
Swakopmund Municipality  
PO Box 53  
Swakopmund

Dear Mr. A Benjamin

**SUBDIVISION OF ERF 3613, SWAKOPMUND DORP INTO ERF A/3613 AND THE  
REMAINDER OF ERF 3613**

**1. INTRODUCTION**

Stubenrauch Planning Consultants cc has been appointed by Mr. Hans-Dieter Kurt Claus Göthje, the registered owner of the Erf 3613, Swakopmund Dorp to apply on his behalf to the Swakopmund Municipal Council and to the Urban and Regional Planning Board (URPB) for the Subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.

An application was submitted to Swakopmund Municipality on 12 April 2024 and on 16 May 2024 Council instructed our office to give notice as per the Urban and Regional Planning Act (Act No. 5 of 2018).

**2. NOTIFICATION**

In line with the stipulations of the Urban and Regional Planning Act (Act No. 5 of 2018), notification of the subject application was done in the following manner:

- a) Surrounding neighbours were consulted via letters that was sent through registered post and through email.

This application notification was to allow the surrounding property owners the opportunity to view the subject application as submitted to the Local Authority and to allow them to comment or object against the proposed development for a period of 14 working days.

A summary of the letters that was delivered and the responses received from the letters to the surrounding property owners is outlined in Table A below.

**Table A: Responses received during the notification period**

Erf Number	Name of Owner	Delivery method	Response
Erf 1702, Swakopmund	Nichterlein David & Thekla & Frank N	Email	No response
Erf 4761, Swakopmund	Meyer Johan & Lirse Sophia	Registered Post	No response
Erf 4213 & 5368, Swakopmund	Swakopmund Municipality	Registered Post	No response
Erf 4244, Swakopmund	Schulze HJ & K	Registered Post	No response
Erf 4243, Swakopmund	Dronia Peter Helmut Robert	Registered Post	No response
Erf 4242, Swakopmund	Schommarz Ralf	Registered Post	No response
Erf 1698, Swakopmund	Düenessicht Trust	Registered Post	Response-Objection
Erf 1699, Swakopmund	Bellwinkel	Registered Post	Response-Objection

**Kindly note that as per the attached letters and comment forms sent to the owners of the surrounding properties, neighbours are encouraged to respond to the letters of notification, and that if our office does not receive any response from them, our office will assume that they do not object to the proposed development.**

Two immediate neighbours surrounding Erf 3613, Swakopmund Dorp submitted objections to our office and is discussed below:

### **2.1 Objector 1: Düenessicht Trust (Andreas and Susann Kinghorn)**

An objection was received from an immediate neighbour, Düenessicht Trust, by the time the objection period lapsed on 24 June 2024 (objection letter is attached).

The issues listed in the objection submitted as well as the SPC response on the issues raises are as follows:

#### **Objection 1:**

*"Invasion of our property's privacy. To create a new, separate erf of 900 square meters immediately next to our property creates a huge and indisputable invasion of privacy, given that a new dwelling will be erected there, which, given the size of the erf, will most likely be a double storey in nature and in all probability we will be facing windows and potentially balconies directly looking into/ onto our properties garden, living space and rooms."*

#### **Response:**

1. In accordance with the Swakopmund Zoning Scheme No. 12, all "Single Residential" erven have a height restriction of 8 meters.
2. In accordance with the Swakopmund Zoning Scheme No. 12, a "Single Residential" zoned property with a density of 1:900 can erect one dwelling unit or dwelling house per 900m<sup>2</sup>.

3. Given that Erf 3613, Swakopmund Dorp, measures 2,719m<sup>2</sup> in extend with a density of 1:900, the erf has the potential to develop a maximum of three (3) dwelling units on the erf.
4. It should be noted that the density of 1:900 will be retained, as such, the newly created erf (Erf A/3613), as well as the remainder (RE/3613) will both have a density of 1:900.
5. After the subdivision has been completed, Erf A/3613 will measure approximately 950m<sup>2</sup>, which means that the development potential of the erf with a density of 1:900 will be one dwelling unit or dwelling house per 900m<sup>2</sup>. The RE/3613 will measure approximately 1,769m<sup>2</sup> and will have the development potential of one (1) dwelling unit. This means that after the subdivision is completed, the potential of the initial erf was lowered by one dwelling unit.
6. Should the owner decide to construct a double story building, there are architectural and design solutions that can be implemented to mitigate the concern about privacy, these solutions include but is not limited to: building setbacks (kindly see Annexure G attached as an example).
7. In view of the above, our client has the right to develop a second dwelling unit on his property without any restrictions from the neighbours as long as building control and land use guidelines are met.

For your easier reference, please see Table 1 outlining the development potential for the erf.

Table 1: Development potential

Erf No.	± Area (m <sup>2</sup> )	Zoning	Density	Maximum Dwelling units
A/3613	950	Single Residential	1:900	1
RE/3613	1769	Single Residential	1:900	1
<b>Erf 3613</b>	<b>2719</b>	<b>Single Residential</b>	<b>1:900</b>	<b>3</b>

*This concern is invalid as the owner of Erf 3613, Swakopmund Dorp has the right to:*

- a) Apply for the subdivision as long as the allocated residential density is not exceeded
- b) Develop 3 units on the property without exceeding its 1:900 residential density

**Objection 2:**

*"As a result of 1 above, the invasion of privacy is bound to have a significant negative impact on the market value of our erf. It further creates an almost impossible situation to solve. Given the leal height limit of 8 meters, it makes it impossible for us to either 1) build a wall high enough to provide privacy or 2) plant a hedge high enough for the same purpose."*



**Response:**

1. In Section 7.8 of the Swakopmund Zoning Scheme No. 12 it stipulates that: "in case where new buildings are erected on an erf the minimum value of the main building shall be in accordance with the minimum municipal building value stipulated by Council within the area". This means that the Swakopmund Municipal Council must stipulate the value of the new building in accordance with the value of the surrounding buildings.
2. Furthermore, Section 2.4 (b) of the Swakopmund Zoning Scheme No. 12 stipulates that "the three (3) meters requirement for side and rear boundaries shall apply to single story units and shall increase by two (2) meters for each additional storey, measures from the external walls of the building under consideration."
3. Additionally, building lines must be respected in accordance with the Swakopmund Zoning Scheme No. 12 whereby no building, exclusive of boundary walls, may be erected on the site within (a) 5 meters from any street (b) 3 meters from any rear boundary (c) 3 meters from any side boundary.
4. According to the Scheme, a "Rear Boundary" of a site or erf means every boundary thereof (other than a street boundary), which is parallel to, or is within 45° of being parallel to every street boundary of such site or erf, and which does not intersect a street boundary or does not border on an open space".

The subdivision of Erf 3613, Swakopmund Dorp will not negatively impact the market value of the objector's erf, as the new building of Erf A/3613 will have a similar building value as its surroundings.

Furthermore, the side and rear boundaries must increase by 2 meters for each additional storey that is constructed in accordance with the Swakopmund Zoning Scheme No. 12. Building lines must be respected and will be controlled and enforced by the Local Authority when submitting the building plans.

**Objection 3:**

*"To create a precedent of subdividing larger erven in residential areas creates a dangerous slippery slope whereby the tranquil atmosphere of the area is disrupted and eroded away. If such a subdivision is allowed, in other words, others are bound to follow as one can then not reasonably allow one party to do so and not others. We live in a tranquil and peaceful historic suburb of Kromersdorf of Swakopmund, with wide open roads and large properties, and this tradition should be embraced and kept alive. To sewer erven into ever smaller portions destroys a town feel and creates an ever more densely populated metropolitan atmosphere, which does not bode well for the traditional image and feel of Swakopmund. It also creates an incentive for developers, who are primarily driven by profit motive and not by traditions and aesthetic considerations, to move in and develop even more densely. Tradition should not be thrown out of the window, especially in residential areas."*

**Response:**

1. Currently Erf 3616, Swakopmund Dorp measures 2719m<sup>2</sup> in extend, compared to the surrounding properties, the area of the erf is much larger. The surrounding properties stretches from 815m<sup>2</sup> - 1770m<sup>2</sup> (see Annexure H).
2. After the subdivision of Erf 3616, Swakopmund Dorp, Erf A will measure 950m<sup>2</sup> while the remainder will measure approximately 1769m<sup>2</sup>. Hence the subdivided erven will still fit into the low density and large properties character of the neighbourhood.
3. The Swakopmund Structure Plan 2020 – 2040 which was approved by the Urban and Regional Planning Board and promulgated in the Government Gazette No. 7869 on 1 August 2022, encourages urban densification within developed areas in order to create liveable spaces (Chapter 5.5.1) and states that "One should be able to subdivide the main house into smaller independent units, particularly when the children are out of the house" (Chapter 10.3).
4. The northern side of the property (Erf A/3161) was previously used by our client for gardening purposes, but due to financial constraints, the upkeep of the garden has become stagnant. By subdividing and allowing for a new residential building on Erf A/3161 will increase the aesthetic value of the neighbourhood instead of having a stagnant garden facing the street.

The concern raised by the objector that the subdivision will negatively influence the character of the neighbourhood cannot be supported. The proposed subdivision promotes urban densification, lead to the development of an upmarket neighbourhood on the one hand while permitting the use of excessive undeveloped spaces within the neighbourhood. As such, the subdivision will add to the aesthetic value of the neighbourhood as well blend into the surrounding properties.

**2.2 Objector 2: Gudrun Bellwinkel**

An objection was received from an immediate neighbour, Gudrun Bellwinkel by the time the objection period lapsed on 24 June 2024 (objection letter is attached). The issues listed in the objection submitted as well as the SPC response on the issues raises are as follows:

**Objection 1:**

*"Without adherence to the following restrictions, as dictated by the Municipality of Swakopmund:*

1. Density Control
  - a) The Maximum coverage of all buildings is 45%
  - b) Maximum of one (1) dwelling house or residential building
2. Height control
  - a) Height restriction of eight (8) meters

3. *Parking*

*a) No relaxation of parking spaces/ maximum floor are/ position/ dimension, in accordance with the Municipal regulations"*

4. *Building lines*

*a) No building, permanent structure or portion thereof, inclusive of swimming pool but excluding boundary walls and fence may be erected on the erf within:*

- i. Five (5) meters from any street boundary*
- ii. Three (3) meters from any rear boundary*
- iii. Three (3) meters from any lateral boundary; and*
- iv. Five (5) meters requirement for side and rear boundaries or half of the height of the building, whichever is greater*

*5. The three (3) meter requirement for side and rear boundaries shall apply to single storey units and shall increase by two (2) meters for each additional storey, measured from the external walls of the building under consideration.*

*6. I do not give consent for the relaxation of above-mentioned requirements and constrictions."*

**Response:**

1. In accordance with the Swakopmund Zoning Scheme No. 12, the maximum coverage for all buildings in the "Single Residential" zone is 60%.
2. Currently Erf 3616, Swakopmund Dorp has the potential to develop 1631m<sup>2</sup> of the property in accordance with the Swakopmund Zoning Scheme No. 12.
3. After the subdivision Erf A/3161 has the potential to develop a residence of 570m<sup>2</sup> of the property, while RE/3161 has the potential to develop a residence of 1,061m<sup>2</sup> of the property.
4. It should be noted that if the owner of the newly created erf wants to apply for relaxation of the eight (8) meter height restriction, the neighbours must give consent. But the relaxation is not part of this subdivision application, as such, the owner of the newly created erf must adhere to the existing restrictions as per the Swakopmund Zoning Scheme No. 12.
5. As per the Swakopmund Zoning Scheme No. 12, the parking provision as well as the access to, the position and the dimensions of parking spaces is determined by the Swakopmund Municipal Council.
6. The owner of the newly created erf must adhere to the requirements of the Swakopmund Zoning Scheme No. 12 which will be controlled and enforced by the Local Authority when submitting the buildings plans for approval.

### 3. LEGAL PROCEDURES

According to Section 108 of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) and Section 14 of the Regulations relating to the Urban and Regional Planning Act, 2018, the Local Authority must within 14 days of notification about the objection, decide whether to hold a hearing or simply overrule the objection.

Should the local authority decide to hold a hearing, it must determine the date, place and time for the hearing and the Chief Executive Officer of the local authority must give notification in writing, with reasonable time of notice to the applicant and the objector. The hearing is to be used as a platform at which the objector will state their case, which will be used by the local authority to make their decision regarding the proposed subdivision of Erf 3613, Swakopmund Dorp.

Should the Swakopmund Municipality decide to overrule the objection and recommend the application to the Urban and Regional Planning Board (URPB), the Chief Executive Officer must in terms of Section 109 (4) of the Urban and Regional Planning Act of 2018 (Act No. 5 of 2018) inform the objectors in writing about the decision taken by Council with regards to the application. Should the objector not be satisfied with Council's decision, they have a right to appeal to the Minister of Urban and Rural Development in terms of Section 110 of the Act. The appeal should be submitted within a period of 21 working days from the date the objector is notified about Council's decision to appeal.

Kindly take note that our office will require a copy of the letter sent to the objector as well as the Resolution and Minutes of the hearing as these must be submitted together with the application to the Urban and Regional Planning Board.

**Further take note that according to Section 15 of the Regulations relating to the Urban and Regional Planning Act, 2018, a Local Authority must make a recommendation on an application within 30 working days after conducting a hearing.**

### 4. FOR COUNCIL RECOMMENDATION

It should be noted that the proposed development as set out in the application as submitted to the Municipality of Swakopmund is in line with the Swakopmund Structure Plan as approved and gazetted by the Minister of Urban and Rural Development as well as in line with the Swakopmund Zoning Scheme.

The following Recommendation is herewith made:

- a) That the objections submitted are to be turned down and that the subdivision is approved;
- b) That the application be mandated to submit the subdivision for approval with the Urban and Regional Planning Board.

**5. ANNEXURES**

Kindly find attached the following documentation in support of this application.

**Annexure A:** Instruction to notify from the Swakopmund Municipality

**Annexure B:** Letters sent to the surrounding property owners via registered mail and email

**Annexure C:** Copy of objections lodged

**Annexure D:** Example of a hearing invitation

**Annexure E:** Example of the Council Recommendation letter

**Annexure F:** Relevant Maps


**Annexure G:** Example of building setback

**Annexure H:** Erf sizes of surrounding properties

Please note that Council is to inform both the applicant (SPC) and the objectors (Gudrun I. Bellwinkel and Düenensicht Trust) of the decision taken.

Looking forward to your response.

Yours faithfully



Günther Stubenrauch

**Ancke Van Staden**

---

**From:** David Nichterlein <davidnichterlein@gmx.de>  
**Sent:** Thursday, 30 May 2024 5:19 pm  
**To:** Ancke Van Staden  
**Cc:** Frank Nichterlein  
**Subject:** Re: Subdivision of Erf 3613, Swakopmund Dorp  
**Attachments:** The Owner of Erf 1702 Swakopmund.pdf

Dear Mrs. van Staden,

Thank you very much for the friendly phone call.

I am pleased to confirm receipt of your e-mail.

We will discuss the matter and get back to you as soon as possible.

Thank you and best regards

David Nichterlein

Am 30.05.2024 um 14:44 schrieb Ancke Van Staden <office2@spc.com.na>:

Good Afternoon,

**As discussed telephonically, kindly take this email and the attached letter as notification as per the Urban and Regional Planning Act, 2018 as described below.**

Stubenrauch Planning Consultants cc on behalf of Mr Hans-Dieter Kurt Claus Göthje, the registered owner of Erf 3613, Swakopmund Dorp, in terms of the Urban and Regional Planning Act of 2018, herewith inform you that we have applied to the Swakopmund Municipality and intend on applying to the Urban and Regional Planning Board (URPB) for the subject **subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.**

Erf 3613, Swakopmund Dorp is zoned as "Single Residential" with a density of 1:900 and is located in the southern side of the Swakopmund urban area within the Kramersdorf neighbourhood. Erf 3613, Swakopmund Dorp measures 2719m<sup>2</sup> in extent.

It is our clients' intension to subdivide Erf 3613, Swakopmund Dorp, into Erf A/3613 and Remainder which will allow our client to sell the newly created Erf A/3613 to obtain an additional income.

**As an immediate neighbour of Erf 3613, Swakopmund Dorp, you are hereby notified of the proposed application as set out above.**

Kindly take note that any person objecting to the proposed subdivision, as set out above may lodge such objection together with their grounds thereof, with the Chief Executive Officer of the Swakopmund Municipality and the applicant (SPC) in writing on or before **Tuesday, 25th June 2024.**



LIST OF REGISTERED ITEMS POSTED



v. Stübenrauch Planning Consultants CC

Sender's reference no.	Addressee's name and address	Registration no.
N/24014	The Owner of Erf 4761, Swakopmund Meyer Johan and Uise Sophia P.O. Box 1270, Swakopmund	BA 002 962 82
J/24014	The Owner of Erf 426, Swakopmund HJ and K Schulze P.O. Box 11806, Klein Windhoek	BA 002 962 837
J/24014	The Owner of Erf 6243 Swakopmund Orania Peter Helmut Robert P.O. Box 3539, Swakopmund	BA 002 962 845 N
J/24014	The Owner of Erf 4242, Swakopmund Schommarz Ralf P.O. Box 3571, Vineta	BA 002 962 85
J/24014	The Owner of Erf 1699, Swakopmund Reilwinkel P.O. Box 203, Swakopmund	BA 002 962 868
J/24014	The Owner of Erven 423 and 5268, Swakopmund The Chief Executive Officer, Swakopmund Municipality P.O. Box 53, Swakopmund	BA 002 962 871
J/24014	The owner of Erf 1698 Swakopmund Quenensicht Trust PO Box 2823 Swakopmund	BA 002 962 885 N

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 Post Ref No: 0024451015  
 Branch: Ausspanne/102  
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 Net -638.07  
 Tax Code Amount Total Tax  
 VAT A (0%) 6253.00 638.07  
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 Total 69.08  
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TOWN AND REGIONAL PLANNERS

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30 May 2024

Our Ref: W/24014

Enquiries: G. Stubenrauch/ A. van Staden

The Owner of Erf 1702, Swakopmund  
 Nichterlein David and Thekla Frank N

Dear Sir/Madam

**SUBDIVISION OF ERF 3613, SWAKOPMUND DORP INTO ERF A/3613 AND THE  
 REMAINDER OF ERF 3613**

Stubenrauch Planning Consultants cc on behalf of Mr Hans-Dieter Kurt Claus G thje, the registered owner of Erf 3613, Swakopmund Dorp, in terms of the Urban and Regional Planning Act of 2018, herewith inform you that we have applied to the Swakopmund Municipality and intend on applying to the Urban and Regional Planning Board (URPB) for the subject subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.

As an immediate neighbour of Erf 3613, Swakopmund Dorp, you are hereby notified of the proposed application as set out above.

Erf 3613, Swakopmund Dorp is zoned as "Single Residential" with a density of 1:900 and is located in the southern side of the Swakopmund urban area within the Kramersdorf neighbourhood. Erf 3613, Swakopmund Dorp measures 2719m<sup>2</sup> in extent.

It is our clients' intension to subdivide Erf 3613, Swakopmund Dorp, into Erf A/3613 and Remainder which will allow our client to sell the newly created Erf A/3613 to obtain an additional income.

Table A below depicts the proposed subdivision.

Table A: Proposed Subdivision

Erf No	Zoning	Density	± Area (m <sup>2</sup> )
Erf A/3613	Residential	1:900	950
Erf RE/3613	Residential	1:900	1769
<b>TOTAL</b>	<b>Residential</b>	<b>1:900</b>	<b>2719</b>



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TOWN AND REGIONAL PLANNERS

30 May 2024

Our Ref: W/24014  
 Enquiries: G. Stubenrauch/ A. van Staden

The Owner of Erf 4761, Swakopmund  
 Meyer Johan and Lisre Sophla  
 PO Box 1270  
 Swakopmund

Dear Sir/Madam

**SUBDIVISION OF ERF 3613, SWAKOPMUND DORP INTO ERF A/3613 AND THE  
 REMAINDER OF ERF 3613**

Stubenrauch Planning Consultants cc on behalf of Mr Hans-Dieter Kurt Claus Göthje, the registered owner of Erf 3613, Swakopmund Dorp, in terms of the Urban and Regional Planning Act of 2018, herewith inform you that we have applied to the Swakopmund Municipality and intend on applying to the Urban and Regional Planning Board (URPB) for the subject subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.

**As an immediate neighbour of Erf 3613, Swakopmund Dorp, you are hereby notified of the proposed application as set out above.**

Erf 3613, Swakopmund Dorp is zoned as "Single Residential" with a density of 1:900 and is located in the southern side of the Swakopmund urban area within the Kramersdorf neighbourhood. Erf 3613, Swakopmund Dorp measures 2719m<sup>2</sup> in extent.

It is our clients' intension to subdivide Erf 3613, Swakopmund Dorp, into Erf A/3613 and Remainder which will allow our client to sell the newly created Erf A/3613 to obtain an additional income.

Table A below depicts the proposed subdivision.

**Table A: Proposed Subdivision**

Erf No	Zoning	Density	± Area (m <sup>2</sup> )
Erf A/3613	Residential	1:900	950
Erf RE/3613	Residential	1:900	1769
<b>TOTAL</b>	<b>Residential</b>	<b>1:900</b>	<b>2719</b>

• Günther Stubenrauch - BA; M (TRP) (Dipl)  
 Main Member

• B Bassen - OES & Environmental  
 Member

• P Igumbi - Admin & Logistics  
 Manager



**Stubenrauch**  
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Our Ref: W/24014

30 May 2024

Enquiries: G. Stubenrauch/ A. van Staden

The Owner of Erven 4213 and 5368, Swakopmund  
The Chief Executive Officer  
Swakopmund Municipality  
PO Box 53  
Swakopmund

Dear Sir/Madam

**SUBDIVISION OF ERF 3613, SWAKOPMUND DORP INTO ERF A/3613 AND THE  
REMAINDER OF ERF 3613**

Stubenrauch Planning Consultants cc on behalf of Mr Hans-Dieter Kurt Claus Göthje, the registered owner of Erf 3613, Swakopmund Dorp, in terms of the Urban and Regional Planning Act of 2018, herewith inform you that we have applied to the Swakopmund Municipality and intend on applying to the Urban and Regional Planning Board (URPB) for the subject subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.

As an immediate neighbour of Erf 3613, Swakopmund Dorp, you are hereby notified of the proposed application as set out above.

Erf 3613, Swakopmund Dorp is zoned as "Single Residential" with a density of 1:900 and is located in the southern side of the Swakopmund urban area within the Kramersdorf neighbourhood. Erf 3613, Swakopmund Dorp measures 2719m<sup>2</sup> in extent.

It is our clients' Intension to subdivide Erf 3613, Swakopmund Dorp, into Erf A/3613 and Remainder which will allow our client to sell the newly created Erf A/3613 to obtain an additional income.

Table A below depicts the proposed subdivision.

**Table A: Proposed Subdivision**

Erf No	Zoning	Density	± Area (m <sup>2</sup> )
Erf A/3613	Residential	1:900	950
Erf RE/3613	Residential	1:900	1769
<b>TOTAL</b>	<b>Residential</b>	<b>1:900</b>	<b>2719</b>

• Günther Stubenrauch - BA; M (TRP) (S16)  
Main Member

• B. Dörsen - GIS & Environmental  
Member

• P. Jumbo - Admin & Logistics  
Manager





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Our Ref: W/24014

30 May 2024

Enquiries: G. Stubenrauch/ A. van Staden

The Owner of Erf 4244, Swakopmund  
 HJ and K Schulze  
 PO Box 11806  
 Klein Windhoek

Dear Sir/Madam

**SUBDIVISION OF ERF 3613, SWAKOPMUND DORP INTO ERF A/3613 AND THE  
 REMAINDER OF ERF 3613**

Stubenrauch Planning Consultants cc on behalf of Mr Hans-Dieter Kurt Claus G6thje, the registered owner of Erf 3613, Swakopmund Dorp, in terms of the Urban and Regional Planning Act of 2018, herewith inform you that we have applied to the Swakopmund Municipality and intend on applying to the Urban and Regional Planning Board (URPB) for the subject subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.

As an immediate neighbour of Erf 3613, Swakopmund Dorp, you are hereby notified of the proposed application as set out above.

Erf 3613, Swakopmund Dorp is zoned as "Single Residential" with a density of 1:900 and is located in the southern side of the Swakopmund urban area within the Kramersdorf neighbourhood. Erf 3613, Swakopmund Dorp measures 2719m<sup>2</sup> in extent.

It is our clients' Intension to subdivide Erf 3613, Swakopmund Dorp, into Erf A/3613 and Remainder which will allow our client to sell the newly created Erf A/3613 to obtain an additional income.

Table A below depicts the proposed subdivision.

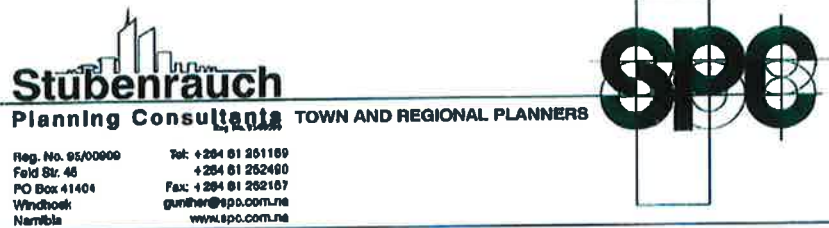
Table A: Proposed Subdivision

Erf No	Zoning	Density	± Area (m <sup>2</sup> )
Erf A/3613	Residential	1:900	950
Erf RE/3613	Residential	1:900	1769
<b>TOTAL</b>	<b>Residential</b>	<b>1:900</b>	<b>2719</b>

• Gunther Stubenrauch - BA; M (TRP) (Sas)  
 Main Member

• B. Besson - GIS & Environmental  
 Member

• P. Jumbi - Admin & Logistics  
 Manager



Our Ref: W/24014  
Enquiries: G. Stubenrauch/ A. van Staden

30 May 2024

The Owner of Erf 4243, Swakopmund  
Dronia Peter Helmut Robert  
PO Box 3539  
Swakopmund

Dear Sir/Madam

**SUBDIVISION OF ERF 3613, SWAKOPMUND DORP INTO ERF A/3613 AND THE  
REMAINDER OF ERF 3613**

Stubenrauch Planning Consultants cc on behalf of Mr Hans-Dieter Kurt Claus Göthje, the registered owner of Erf 3613, Swakopmund Dorp, in terms of the Urban and Regional Planning Act of 2018, herewith inform you that we have applied to the Swakopmund Municipality and intend on applying to the Urban and Regional Planning Board (URPB) for the subject subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.

As an immediate neighbour of Erf 3613, Swakopmund Dorp, you are hereby notified of the proposed application as set out above.

Erf 3613, Swakopmund Dorp is zoned as "Single Residential" with a density of 1:900 and is located in the southern side of the Swakopmund urban area within the Kramersdorf neighbourhood. Erf 3613, Swakopmund Dorp measures 2719m<sup>2</sup> in extent.

It is our clients' intention to subdivide Erf 3613, Swakopmund Dorp, into Erf A/3613 and Remainder which will allow our client to sell the newly created Erf A/3613 to obtain an additional income.

Table A below depicts the proposed subdivision.

Table A: Proposed Subdivision


Erf No	Zoning	Density	± Area (m <sup>2</sup> )
Erf A/3613	Residential	1:900	950
Erf RE/3613	Residential	1:900	1769
<b>TOTAL</b>	<b>Residential</b>	<b>1:900</b>	<b>2719</b>

• Günther Stubenrauch - EA; M (TRP) (SM)  
Main Member

• B Beason - OIB & Environmental  
Member


• Pijpambu - Admin & Logistics  
Manager





**Stubenrauch**  
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Our Ref: W/24014 30 May 2024  
 Enquiries: G. Stubenrauch/ A. van Staden

The Owner of Erf 4242, Swakopmund  
 Schommarz Ralf  
 PO Box 3571  
 Vineta

Dear Sir/Madam

**SUBDIVISION OF ERF 3613, SWAKOPMUND DORP INTO ERF A/3613 AND THE  
 REMAINDER OF ERF 3613**

Stubenrauch Planning Consultants cc on behalf of Mr Hans-Dieter Kurt Claus Göthje, the registered owner of Erf 3613, Swakopmund Dorp, in terms of the Urban and Regional Planning Act of 2018, herewith inform you that we have applied to the Swakopmund Municipality and intend on applying to the Urban and Regional Planning Board (URPB) for the subject subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.

As an immediate neighbour of Erf 3613, Swakopmund Dorp, you are hereby notified of the proposed application as set out above.

Erf 3613, Swakopmund Dorp is zoned as "Single Residential" with a density of 1:900 and is located in the southern side of the Swakopmund urban area within the Kramersdorf neighbourhood. Erf 3613, Swakopmund Dorp measures 2719m<sup>2</sup> in extent.


It is our clients' intension to subdivide Erf 3613, Swakopmund Dorp, into Erf A/3613 and Remainder which will allow our client to sell the newly created Erf A/3613 to obtain an additional income.

Table A below depicts the proposed subdivision.


Table A: Proposed Subdivision

Erf No	Zoning	Density	± Area (m <sup>2</sup> )
Erf A/3613	Residential	1:900	950
Erf RE/3613	Residential	1:900	1769
<b>TOTAL</b>	<b>Residential</b>	<b>1:900</b>	<b>2719</b>

• Olof von Stubenrauch - BA; M (TRP) (Soc) Main Member      • B Besson - GIS & Environmental Member      • P Ljubojevic - Admin & Logistics Manager



**Stubenrauch**  
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---

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Our Ref: W/24014  
 Enquiries: G. Stubenrauch/ A. van Staden

30 May 2024

The Owner of Erf 1698, Swakopmund  
 Duenensicht Trust  
 PO Box 2823  
 Swakopmund

Dear Sir/Madam

**SUBDIVISION OF ERF 3613, SWAKOPMUND DORP INTO ERF A/3613 AND THE  
 REMAINDER OF ERF 3613**

Stubenrauch Planning Consultants cc on behalf of Mr Hans-Dieter Kurt Claus Göthje, the registered owner of Erf 3613, Swakopmund Dorp, in terms of the Urban and Regional Planning Act of 2018, herewith inform you that we have applied to the Swakopmund Municipality and intend on applying to the Urban and Regional Planning Board (URPB) for the subject subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.

As an immediate neighbour of Erf 3613, Swakopmund Dorp, you are hereby notified of the proposed application as set out above.

Erf 3613, Swakopmund Dorp is zoned as "Single Residential" with a density of 1:900 and is located in the southern side of the Swakopmund urban area within the Kramersdorf neighbourhood. Erf 3613, Swakopmund Dorp measures 2719m<sup>2</sup> in extent.

It is our clients' intention to subdivide Erf 3613, Swakopmund Dorp, into Erf A/3613 and Remainder which will allow our client to sell the newly created Erf A/3613 to obtain an additional income.

Table A below depicts the proposed subdivision.

**Table A: Proposed Subdivision**

Erf No	Zoning	Density	± Area (m <sup>2</sup> )
Erf A/3613	Residential	1:900	950
Erf RE/3613	Residential	1:900	1769
TOTAL	Residential	1:900	2719



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Our Ref: W/24014  
 Enquiries: G. Stubenrauch/ A. van Staden

30 May 2024

The Owner of Erf 1699, Swakopmund  
 Bellwinkel  
 PO Box 303  
 Swakopmund

Dear Sir/Madam

**SUBDIVISION OF ERF 3613, SWAKOPMUND DORP INTO ERF A/3613 AND THE  
 REMAINDER OF ERF 3613**

Stubenrauch Planning Consultants cc on behalf of Mr Hans-Dieter Kurt Claus Göthje, the registered owner of Erf 3613, Swakopmund Dorp, in terms of the Urban and Regional Planning Act of 2018, herewith inform you that we have applied to the Swakopmund Municipality and intend on applying to the Urban and Regional Planning Board (URPB) for the subject subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.

As an immediate neighbour of Erf 3613, Swakopmund Dorp, you are hereby notified of the proposed application as set out above.

Erf 3613, Swakopmund Dorp is zoned as "Single Residential" with a density of 1:900 and is located in the southern side of the Swakopmund urban area within the Kramersdorf neighbourhood. Erf 3613, Swakopmund Dorp measures 2719m<sup>2</sup> in extent.

It is our clients' intension to subdivide Erf 3613, Swakopmund Dorp, into Erf A/3613 and Remainder which will allow our client to sell the newly created Erf A/3613 to obtain an additional income.

Table A below depicts the proposed subdivision.

Table A: Proposed Subdivision

Erf No	Zoning	Density	± Area (m <sup>2</sup> )
Erf A/3613	Residential	1:900	950
Erf RE/3613	Residential	1:900	1769
<b>TOTAL</b>	<b>Residential</b>	<b>1:900</b>	<b>2719</b>

• Oorloof Stubenrauch - SA; M (TRP) (Siz)  
 Main Member

• B Basson - GIS & Environmental  
 Member

• P Jiyumbu - Admin & Logistics  
 Manager

Kindly take note that any person objecting to the proposed subdivision, as set out above may lodge such objection together with their grounds thereof, with the Chief Executive Officer of the Swakopmund Municipality and the applicant (SPC) in writing on or before **Tuesday, 25<sup>th</sup> June 2024**.

Kindly complete the attached comment form for return to our office by **Tuesday, 25<sup>th</sup> June 2024**.

Please note that even if you do not have any objection or reservation against the intended subdivision, you are requested to kindly return the completed form to our office, as the form is to be attached to the Urban and Regional Planning Board (URPB) submission.

Should you require any additional information in this regard or would further like to discuss this matter with us please do not hesitate to contact our office.

Yours faithfully

  
Günther Stubenrauch

Our Ref.: W/24014

Name: .....  
Tell: .....  
Cell: .....  
Fax: .....  
Email: .....  
...../...../ 2024

(please fill in your personal details above)

Stubenrauch Planning Consultants cc  
PO Box 41404  
Windhoek  
Email: [pombili@spc.com.na](mailto:pombili@spc.com.na)

Dear Sir / Madam

**SUBDIVISION OF ERF 3613, SWAKOPMUND DORP INTO ERF A/3613 AND THE REMAINDER OF ERF 3613**

Herewith do I / we (please print).....

the owner/s of .....

declare that I / we (please indicate an X in the appropriate box):

**DO NOT OBJECT**

Do not object against Subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.

**DO OBJECT**

Do object against Subdivision of Erf 3613, Swakopmund Dorp into Erf A/3613 and the Remainder of Erf 3613.

If objecting, please indicate the reasons for doing so:

.....  
.....  
.....  
.....

Should this form not be returned to our office by Tuesday, 25th June 2024, we will assume there are no objections against above-mentioned development.

Signed at: ..... on this ..... day of ..... 2024.

.....  
Signature of Property Owner

.....  
Witness





**Susann and Andreas Kinghorn**

**Trustees of Dünensicht Trust**

**P O Box 2823**

**Swakopmund**

**Email: susannkinghorn@gmail.com**

**Cellphone: 064-812538850**

**We object to the subdivision of Erf 3613 into Erf A/3613 and the remainder of Erf 3613 on the basis of the following:**

1. It is a drastic invasion of our property's privacy. To create a new, separate erf of 900 square meters immediately next to our property creates a huge and indisputable invasion of privacy, given that a new dwelling will be erected there, which, given the size of the erf, will most likely be a double storey in nature and in all probability we will be facing windows and potentially balconies directly looking into/onto our properties garden, living space and rooms. This is aggravated by the fact, that the only access to the proposed new erf is from an easterly direction, making building the non-garage portion in all likelihood facing our western direction. While new erven do tend to be smaller, the subdivision of large erven should be treated with caution.
2. As a result of 1 above, the invasion of privacy is bound to have a significant negative impact on the market value of our erf. It further creates an almost impossible situation to solve: How to guard against this invasion of privacy? Given the legal height limit of 8 meters, it makes it impossible for us to either 1: build a wall high enough to provide privacy or 2. plant a hedge high enough for the same purpose. We are therefore somewhat forced into a corner.
3. To create a precedent of subdividing larger erven in residential areas creates a dangerous slippery slope whereby the tranquil atmosphere of the area is disrupted and eroded away. If such a subdivision is allowed, in other words, others are bound to follow as one can then not reasonably allow one party to do so and not others. We live in a tranquil and peaceful historic suburb of Kramersdorf of Swakopmund, with wide open roads and large properties, and this tradition should be embraced and kept alive. To sever erven into ever

smaller portions destroys a town feel and creates an ever more densely populated metropolitan atmosphere, which does not bode well for the traditional image and feel of Swakopmund. It also creates an incentive for developers, who are primarily driven by profit motive and not by traditions and aesthetic considerations, to move in and develop even more densely. This has shockingly happened on the way driving into Swakopmund where tiny townhouses now dominate the scene and are, quite frankly, anything but appealing. Tradition should not be thrown out of the window, especially in residential areas. Commercial areas are a somewhat different context altogether.

4. The sentiment by other, immediate neighbours seems similar to ours for the same reasons.

5. We have approached the party wanting to subdivide without successfully convincing them not to do so. We play with open cards and are happy to share this letter with them.

We are therefore, in principle, absolutely opposed to the proposed subdivision on fairly obvious grounds.

Signed by the Trustees for the time being of 'The Dünensicht Trust', owner of Erf 1698 Swakopmund.

  
\_\_\_\_\_  
Andreas Kinghorn  
(Trustee of Dünensicht Trust)

  
\_\_\_\_\_  
Susann Asta Else Kinghorn  
(Trustee of Dünensicht Trust)

Signed in Swakopmund on 25 June 2024

Our Ref.: W/24014

Name: Gudrun T.  
Tel: 091 269 1455/Bellwinkel  
Cell: 0164 404 899  
Fax:  
Email: bellwinkelgi@gmail.com  
24 / 06 / 2024

Stubenrauch Planning Consultants cc  
PO Box 41404  
Windhoek  
Email: [pombili@spc.com.na](mailto:pombili@spc.com.na)

(please fill in your personal details above)

Dear Sir / Madam

**SUBDIVISION OF ERF 3613, SWAKOPMUND DORP INTO ERF A/3613 AND THE REMAINDER OF ERF 3613**

Herewith do I / we (please print) Gudrun Bellewinkel  
the owner/s of erf 1699 Anton Lubowski Avenue 149  
Kramersdorp Swakopmund  
declare that I / we (please indicate an X in the appropriate box):

**DO NOT OBJECT**

Do not object against Subdivision of Erf 3613, Swakopmund Dorp Into Erf A/3613 and the Remainder of Erf 3613.

**DO OBJECT**

Do object against Subdivision of Erf 3613, Swakopmund Dorp Into Erf A/3613 and the Remainder of Erf 3613.

If objecting, please indicate the reasons for doing so:

See reasons in attachment A/3613

Should this form not be returned to our office by Tuesday, 25th June 2024, we will assume there are no objections against above-mentioned development.

Signed at: Swakopmund on this 24th day of June 2024.

  
Signature of Property Owner

  
Witness

Stubenrauch Planning Consultants cc  
PO Box 41404  
Windhoek  
Email: [pumbili@spc.com.na](mailto:pumbili@spc.com.na)

Gudrun I. Bellwinkel  
PO Box 303  
Swakopmund  
Email: [bellwinkelg@gmail.com](mailto:bellwinkelg@gmail.com)  
24 June 2024  
Ref.: W/24014

**SUBDIVISION OF ERF 3613; SWAKOPMUND DORP INTO ERF A/3613 AND THE REMAINDER OF ERF 3613**

Dear Sir/ Madam,

I, Gudrun I. Bellwinkel, herewith make known my objection to the subdivision of Erf 3613, without adherence to the following restrictions, as dictated by the Municipality of Swakopmund:

**1 Density Control**

- 1.1 The maximum coverage of all buildings is 45%
- 1.2 Maximum of one (1) dwelling house or residential building

**2 Height Control**

- 2.1 Height restriction of eight (8) meters

**3 Parking**

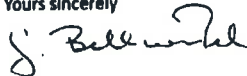
- 3.1 No relaxation of parking spaces/ maximum floor area/ position/ dimension, in accordance with Municipal restrictions

**4 Building lines**

- 4.1 No Building, permanent structure or portion thereof, inclusive of swimming pools but excluding boundary walls and fences may be erected on the erf within:

- 1) Five (5) meters from any street boundary
- 2) Three (3) meters from any rear boundary
- 3) Three (3) meters from any lateral boundary; and
- 4) Five (5) meters in the case of a garage from any street boundary or half of the height of the building, whichever is greater
- 5) The three (3) meters requirement for side and rear boundaries shall apply to single storey units and shall increase by two (2) meters for each additional storey; measured from the external walls of the building under consideration.
- 6) I do not give consent to any relaxation of above mentioned requirements and restrictions

Yours sincerely



Gudrun I. Bellwinkel

11.1.27 **REPORT: 14<sup>TH</sup> TKC (TRANS KALAHARI CORRIDOR) JOINT LAW ENFORCEMENT OPERATION FROM 18-24 AUGUST 2024, RUSTENBURG, SOUTH AFRICA**  
(C/M 2024/10/31 - 11/1/4/35)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **10.1** page **03** refers.

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**A. This item was submitted to the Management Committee for consideration:**

An invitation letter dated **19 July 2024** was received from the Ministry of Works and Transport to attend and participate in the 14<sup>th</sup> Trans Kalahari Corridor Management Committee (TKCMC) Joint Law Enforcement Operation (JLEO) from the **18<sup>th</sup> to the 24<sup>th</sup> of August 2024** in Rustenburg, South Africa, **Annexure "A"**. The Manager: Emergency Law Enforcement and Senior Traffic Officer Shindume was delegated to attend this event as per Council resolution on **08 August 2019** under item **9.2**.

The Trans Kalahari Corridor (TKC) Member States were represented at this event by various government departments and agencies such as revenue services, law enforcement, immigration, agriculture, social security service providers (Funds), health and transport. The operation was held under the theme: **"United in Deepening Regional Integration and Growing Economics."**

The Municipality of Swakopmund is considered a key stakeholder and therefore thanked Council for their continued support in participating in these operations.

Attached as **Annexure "B"** is the final 14<sup>th</sup> (TKCMC) Trans Kalahari Corridor Joint Law Enforcement Operation Report for information.

**B. After the matter was considered, the following was:-**

**RECOMMENDED:**

**That the Council takes note of the 14<sup>th</sup> (TKCMC) Trans Kalahari Corridor Joint Law Enforcement Operation Report held in Rustenburg South Africa from 18-24 August 2024.**

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REPUBLIC OF NAMIBIA

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**MINISTRY OF WORKS AND TRANSPORT**


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Private Bag 13341, Ausspannplatz  
 6719 Bell Street, Snyman Circle  
 Windhoek, NAMIBIA

T/15/4/4

Your Ref: .....

Our Ref: .....

Enquiries: Alexia Katjuongua  
 Tel No: +264 61 2088151 / +264812878912  
 Email: [alexia.katjuongua@gmail.com](mailto:alexia.katjuongua@gmail.com)

**To: Executive Directors** : Ministry of Agriculture, Water and Land Reform  
 Ministry of Environment, Forestry and Tourism  
 Ministry of International Relations and  
 Cooperation  
 Ministry of Health and Social Services  
 Ministry of Home Affairs, Immigration, Safety  
 and Security

**Inspector General** : Namibian Police Force

**Executive Secretary** : National Road Safety Council

**Chairperson** : Namibia Road Safety Forum

**Chief Executive Officers** : Motor Vehicle Accident Fund  
 Namibia Revenue Agency  
 Roads Authority  
 Road Fund Administration  
 Walvis Bay Corridor Group  
 City of Windhoek  
 Municipality of Swakopmund  
 Municipality of Walvis Bay  
 Automobile Association of Namibia

Dear Colleagues.

**RE: INVITATION TO THE 14<sup>TH</sup> TRANS KALAHARI CORRIDOR  
 MANAGEMENT COMMITTEE (TKCMC) JOINT LAW ENFORCEMENT  
 OPERATION (JLEO) FROM THE 18<sup>TH</sup> TO THE 24<sup>TH</sup> OF AUGUST 2024,  
 RUSTENBURG, SOUTH AFRICA**

Reference is made to the above-mentioned subject.



In Pursuance of Article 2.2 and 4.2 of the TKCMC MOU, we are pleased to invite you to participate in the 14<sup>th</sup> Joint Law Enforcement Operation (JLEO) in Rustenburg, South Africa from the 18<sup>th</sup> to the 24<sup>th</sup> August 2024 aimed at enhancing law enforcement visibility and promoting safety and security amongst other things. As key stakeholders, your contribution and partnership are crucial in achieving our shared goal of promoting compliance to legal framework on the TKC.

The JLEO will be hosted under the theme **“United in Deepening Regional Integration and Growing Economies”**.

The following is the proposed schedule of activities:

1. Arrival of Delegates: 18<sup>th</sup> August 2024
2. Joint Law Enforcement Operation 19<sup>th</sup> – 24<sup>th</sup> August 2024
3. Departures of Delegation : 25<sup>th</sup> August 2024

Your participation in this JLEO is highly valued and we believe your insights and support will be instrumental in achieving our objectives. We look forward to your active involvement. Please confirm your participation by nominating an official(s) to form part of the Namibian delegation to attend the said envisaged operation to Ms. Alexia Katjuongua via email: [alexiasackie@gmail.com](mailto:alexiasackie@gmail.com) or tel. no +264 61 2088151 on or before 01 August 2024 for logistical arrangements.

Thank you for your continued support and partnership.

Yours sincerely,

  
Esther N. Kaapanda  
EXECUTIVE DIRECTOR





**14<sup>th</sup> JOINT LAW ENFORCEMENT OPERATION  
(JLEO) REPORT**

18 – 24 August 2024  
Rustenburg  
South Africa



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## 1. Executive Summary

The 14<sup>th</sup> Trans Kalahari Corridor Management Committee (TKCMC) Joint Law Enforcement Operation (JLEO) was conducted on the week of 19 – 24 August 2024 in Rustenburg, South Africa. The weeklong event that was attended by thirty eight (38) stakeholders from the member states, started on the 19<sup>th</sup> of August 2024 with an Information Session consisting of various presentations that lasted until the 20<sup>th</sup> of August 2024. The official opening took place on Thursday, 22 August 2024 on the N4 in Rustenburg.

This operation was preceded by relay operations conducted by the member states through their National Committees. The aim of these operations was to promote road safety awareness amongst the corridor road users, improve the level of security on the corridor, reduce crashes and increase compliance. Fatalities and crashes along the corridor are mostly related to the following factors: Excessive speeding; passenger transport; overloading control; and transportation of dangerous goods. Some of these fatalities are as a result of stray animals and concerted efforts are in place to addressing roaming animals with the farmers along the corridor.

The 14<sup>th</sup> JLEO proved that in spite of law enforcement efforts and monitoring of the movements on the corridor, transportation of illegal substances and dangerous weapons including stolen vehicles remains a challenge.

A total of one thousand five hundred and sixty seven (1567) vehicles were stopped and inspected, and a total of one hundred and fifty-three (153) summonses were issued for various offences. A total of one hundred and thirty two (132) dangerous goods vehicles were stopped and inspected for compliance.

The operation did not only concentrate on "vehicle stop and search" but also interactions with motorists and commuters. Nine hundred and eighty-two (982) commuters were engaged by the Immigration officials where a total of one hundred and twenty seven (127) were charged for deportation while thirty four (34) employers were charged for employing undocumented foreign nationals.

Five hundred and three (503) vehicles were tested for roadworthiness through the Mobile Vehicle Testing Station (MVTS). A total of 45 vehicles were specifically tested for break system. Thirty three (33) vehicles (73%) failed the test and twelve (12) passed (27%).

Promotion of safe transportation, handling, storage and preparation of foodstuffs used in the food chain cycle is key to human consumption. A total of ninety three (93) trucks were charged for transporting food without presenting Certificates of Acceptance, and 185kg of cheese and meat was confiscated and destroyed.

The operation incorporated a number of key road safety activities which included road safety schools debate hosted by the Bojanala Platinum District Municipality where five (05) High School learners competed under the topic **"The enforcement of rail freight can reduce fatalities on South African roads"**.

A dedicated outreach programme targeting truck drivers was conducted at the Bapong Weighbridge where ninety nine (99) truck drivers were engaged and underwent wellness screening. A total number of one thousand four hundred and one (1401) road users were engaged.

The operation was concluded with a performance review (debriefing) session where Member States presented their assessments with recommendations in view to improve on all identified areas.



## 2. Background

The Trans Kalahari Corridor Management Committee (TKCMC) is a tripartite trans-boundary Corridor Management Institution (CMI) that was established with a political and economic vision to pursue or contribute towards deeper regional integration programs of the Southern African Development Community (SADC), the Southern African Customs Union (SACU), and New Partnership for Africa's Development Africa Union Development Agency – NEPAD (AUDA – NEPAD).

The Governments of Botswana, Namibia and South Africa through the Ministries responsible for transport concluded a Memorandum of Understanding on the Development and Management of the Trans Kalahari Corridor on the 3<sup>rd</sup> November 2003, in Walvis Bay – Namibia.

The Trans Kalahari Corridor is a road network spanning approximately 1900 kilometres across the territories of Botswana, Namibia and South Africa. It starts in the Gauteng Province in South Africa and continues through Lobatse and Kanye in Botswana, and terminates at the Port of Walvis Bay. The primary border of the TKC are Skilpadhek/Pioneer Gate and the Mamuno/ Trans Kalahari Borders whilst the Ramatlabama and Tlokweg/Kopfontein. Border Post are the secondary borders that feed into the corridor. Important to note is that Ramatlabama has become a very significant border due to the volumes proceeded by the border.

In pursuance to Articles 4.1 to 4.6 of the Trans Kalahari Corridor Management Committee (TKCMC) Memorandum of Understanding (MOU), the Member States agreed to harmonise road traffic laws, develop coordinated strategies for road law enforcement, transportation of dangerous goods as well as improve road safety through different interventions.

Furthermore, in pursuance of Article 2.2 and 4.2 of the TKCMC MoU the TKCMC Member States conducted the 13<sup>th</sup> TKCMC Joint Law Enforcement Operation (JLEO) in Swakopmund, Namibia. The JLEOs are conducted twice a year on rotational basis.

The main objectives of the JLEO are to:

- (i) Promote compliance with law enforcement along the TKC.
- (ii) Increase law enforcement visibility on the corridor.
- (iii) Promote safety and security.
- (iv) Enforce laws and regulations intended to improve traffic safety and those related to transport.
- (v) Enforce laws related to transport, including weight limits and hazardous materials rules.
- (vi) Identify areas of harmonization; and
- (vii) Joint training programmes

### 3. Stakeholder participants at the 14<sup>th</sup> TKCMC JLEO

The operation was attended by different stakeholders from the three Member States as per below table:

BOTSWANA	NAMIBIA	SOUTH AFRICA	ESWATINI
Ministry of Transport and Public Works	Ministry of Works and Transport	National Department of Transport	MVA Fund
Ministry of Trade and Industry	Ministry of Home Affairs, Immigration, Safety and Security	Cross Border Road Transport Agency	
Ministry of State President	National Road Safety Council	Road Traffic Management Corporation (RTMC)	
Ministry of Labour and Home Affairs	Roads Authority	North West Department of Community Safety and Transport Management (DCSTM)	
Department of Roads Infrastructure Development	Road Fund Administration	Department of Health (Environmental Health Services)	
Department of Road Transport Services	Motor Vehicle Accident Fund	Department of Home Affairs	
Department of Immigration	Municipality of Swakopmund	Gauteng Department of Community Safety (GDCS)	
Botswana Police Service	Municipality of Walvis Bay	TKCNC Member (Private Sector)	
Botswana Unified Revenue Services	Namibian Investment Promotion Dev. Board	Rustenburg Local Municipality	
District Commissioner – Hukuntsi	Namibian Police	Kgetleng-rivier Local Municipality	
Botswana Railways		Bojanala Platinum District Municipality (BPDM)	
		Ramotshere Moilwa Local Municipality (RMLM)	
		South African Police Services (SAPS)	
		Ngaka Modiri Molema District Municipality	
		Department of Economic Development, Environment, Conservation and Tourism (DEDECT)	
		University of North West	

#### 4. Information Session – Day 1

##### 4.1 Opening and Welcoming

The 14th Trans-Kalahari Corridor Management Committee (TKCMC) Joint Law Enforcement Operation (JLEO) was formally launched at the Rustenburg Local Municipality Civic Centre.

The opening session was marked by an emphasis on the theme "United in Deepening Regional Integration and Growing Economies" which underscores the primary objectives of the JLEO. The theme further reflects a commitment to regional integration and highlights the corridor's role in fostering economic development across Southern Africa.

As the 14th TKCMC JLEO progressed, it was imperative that all participating member states maintain their focus on the shared goals of regional integration, economic growth, and sustainable development. The TKCMC should therefore prioritize the following:

- **Enhanced Collaboration:** Strengthening partnerships among member states to address shared challenges and leverage opportunities for economic growth.
- **Infrastructure Development:** Continuing efforts to enhance the infrastructure of the TKC, making it more efficient and secure for trade and transportation.
- **Monitoring and Evaluation:** Implementing robust mechanisms to assess the outcomes of the JLEO and inform future operations.

These strategic priorities will help ensure that the TKC remains a vital trade and economic corridor, contributing to the prosperity of the region and beyond.

#### 4.2 Opening Remarks

The opening remarks delivered by Mr. Segodi Mogotsi on behalf of the Deputy Director-General (DDG): Integrated Transport Planning, Department of Transport, RSA shared light in the broader context of regional integration and economic development in Southern Africa.

The remarks also reflected on South Africa's recent national elections, which resulted in the formation of a Government of National Unity (GNU). The GNU's three core priorities—Inclusive Economic Growth and Job Creation, Maintaining and Optimizing the Social Wage, and fostering a Capable, Ethical, and Developmental State—were presented as being closely aligned with the goals of the TKCMC, particularly in fostering regional integration and economic cooperation within the Southern African Development Community (SADC).

South Africa's commitment to regional integration was underscored, particularly within the framework of the African Continental Free Trade Area (AfCFTA) and the African Union's Vision 2063.

The AfCFTA represents a significant step towards creating a unified market across Africa, and the Trans-Kalahari Corridor (TKC) plays a crucial role in facilitating trade and economic integration within this framework. The Member States' efforts in enhancing cross-border cooperation, improving infrastructure, and streamlining trade processes are vital for realizing the full potential of the AfCFTA.

#### **4.3 Overview of the 14<sup>th</sup> TKCMC JLEO: TKCS Executive Director**

Mr. Leslie Mlungisi Mpofu said the operation's theme reflects the overarching goals of the TKCMC which is to enhance regional integration, promote economic growth, and ensure the efficient management of the Trans-Kalahari Corridor. The TKC is a critical trade route that connects the interior of Southern Africa to major ports, facilitating the movement of goods and services across borders. Therefore the JLEO seeks to address key challenges such as border management, infrastructure development, and security, which are vital for optimizing the corridor's efficiency and making it a corridor of choice for regional commerce.

The operation highlighted the importance of political stability for the success of regional initiatives. A significant achievement highlighted during the operation was the signing of the Agreement and Memorandum of Understanding (MoU) on the One Stop Border Post between Mamuno and the Trans-Kalahari Border Post. This agreement represents a major advancement in improving border management along the corridor, reducing transit times, and enhancing the corridor's attractiveness for trade.

The event highlighted the potential of the TKC to stimulate economic activities and create employment opportunities. It also reinforced the importance of corridor development in line with Article 6.1, emphasizing the need for coordinated efforts to improve infrastructure and trade facilitation.



#### 4.4 Remarks by Member States

##### 4.4.1 Botswana

Botswana Co-Chair represented by the TKCNC National Chair Ms. Masego Gertz expressed gratitude to South Africa for hosting the 14<sup>th</sup> JLEO. Botswana said that the JLEO could not have come at a better time, therefore delegates should take a moment to pause and reflect on the commitments made by our leaders when they signed the Memorandum of Understanding (MoU), in Walvis Bay in 2003.

During the commemoration of the 20 years of the existence of the TKC Memorandum of Understanding, the Ministerial Committee pledged and recommitted to the common vision to eradicate poverty and place their countries on a path of sustainable growth. However, despite two decades of efforts there still is a long way to go.

The JLEO resonates well with this year's theme "**United in Deepening Regional Intergration and Growing Economies**". Botswana and Namibia introduced the use of national identity cards as travel documents as an affirmation and commitment to the MoU. Similarly the Mamumo/Trans Kalahari border is operating 24hrs for seamless movement of goods and services. To that effect, Botswana and Namibia are working around the clock to actualize the Trans-Kalahari Railway (TKR) line. The same line will link South Africa through the Mmamabula-Lephalale rail project.

The heavy haul railway is expected to relief the volumes on the Trans-Kalahari Corridor, as well as facilitating trade in Africa and unlock international markets. To ensure safety along the corridor, the government of Botswana continues to fence some sections of the road as well as improve network coverage, among other things.

#### **4.4.2 Namibia**

TKCMC Chairperson, Dr. Cedric Limbo appreciated and congratulated the three Member States for their continued implementation of the MoU, specifically Articles 2.2 and 4.2. South Africa was commended for hosting the 14<sup>th</sup> JLEO, subsequently, the Secretariat were also appreciated for the good work in championing the program of the Trans Kalahari Corridor on behalf of Member States.

Delegates were informed that, although tariff barriers have been reduced considerably in the course of successive trade negotiations following the general agreement on tariffs and trade (GATT) and the world trade organization- rules, there is an increase in the relative importance of non-tariff measures both as an instrument of protection and as a means of regulatory trade.

Similarity non-responsive and unnecessary regulatory processes and procedures and indeed security and safety measures have proven to be aggressive non-tariff barriers to trade especially in developing countries.

#### **4.3 Tourism Safety Strategy**

The Department of Economic Development, Environment, Conservation and Tourism (DEDECT) presented the Tourism Safety Strategy (TSS) as a response to the emerging safety challenges in the tourism sector. The strategy outlined five focus interventions described as follows:

#### **4.3.1 National Tourism Safety**

The Forum has the responsibility to co-ordinate and integrate safety responses and mechanisms for tourists in distress through the overall management of safety issues in a coordinated, collaborated, efficient and effective manner.

The North West Province Safety Strategy is aimed to avert a breeding ground for criminal activities with focus on proactive and responsive measures and aftercare initiatives. Security and Safety on the corridor remains the priority of the Department, and priority of the Provincial government as a whole. The corridor has had a fair share of criminality especially hi-jacking of vehicles and tourist attacks.

#### **4.3.2 Tourism Safety Memorandum of Understanding (MoU)**

There is an existing Memorandum of Understanding with the South African Police Service to enhance safety within the tourism sector and to contribute towards the country's economy both domestic and internationally. An interest was also raised to enter into an MoU with the TKCS to promote tourism initiatives along the corridor.

#### **4.3.3 Joint Tourism Safety Awareness Programmes**

Rolled-out on a quarterly basis, particularly at private sector sites such as Car Hire, Lodges and Hotels, including Airports precincts.

#### **4.3.4 Tourism Safety Programme**

Informed by the evolving crime trends which required the adaption to the Safety Strategy. The review process would ensure the following:

- The establishment of victim support programme, and
- Implementation of communication protocol in all provinces as part of their future plans.

#### **4.4 Dangerous goods and hazardous materials: Impact on Municipalities: compliance with By-Laws**

The fire Brigade Services Act 99 of 1987 prescribes that the local authority may make by-laws or regulations which are not contrary to any laws or area of jurisdiction regarding any matter which it may deem necessary or expedient to employ its service effectively.

##### **4.4.1 Requirement for Drivers of Transportation of Dangerous Goods by Road**

A valid and correct driver license, valid Professional Driving Permit PrDP (D), a certificate from an approved training body. Certificate must not be older than six months, SAPS Clearance and medical fitness certificate are amongst the required documents.

##### **4.4.2 Vehicle Requirements**

The first identification in dangerous goods vehicle is a danger warning diamond sign, which must be clearly visible on the front of the vehicle, orange in colour, clean and undamaged and be 250mm square or 100mm on a vehicle, GVM less than 3 500 kg, mounted on a diagonal shape.

The vehicle placard or marking must be three in each cargo containment area, one at the rear and one on each side of the containment area. They must be clearly visible from the roadside, clean and undamaged. The placard must have a goods identification zone, operator telephonic advice zone (landline, mobile or call centre number to ensure 24/7 answering service) and a hazard class diamond zone. Any vehicle used for the transportation of dangerous goods shall have a transport emergency card for each dangerous goods item in the load and shall be stored in the designated space and comply with SANS 10232.4.

Dangerous goods declaration shall have a proper shipping name, the UN number, quantity and type of packaging, gross mass or volume and the net mass of the goods. All dangerous goods vehicle must have a fire extinguisher, GVM of 3500kg or less must have a 1x9kg or 2 x 4.5 kg external mounted, a RIGID vehicle with a GVM of more than 3500kg should have a 2x9 kg also be externally mounted, horse or truck tractor should have 1x9kg and a trailers or Semi-trailer must have a 2x9 kg be externally mounted.

#### **4.5 Face Value Documents: Presentation and samples**

The member states presented on their face value documents inclusive of permits, driving licenses, abnormal loads etc.

#### **4.6 TKCNC Country Reports**

##### **4.6.1 Botswana**

Senior Assistant Commissioner Pilane Sebigi gave a presentation on the activities of the TKCNC in Botswana.

In response to and in alignment with the TKCMC MoU Articles 4.1 to 4.6, the TKCNC had streamlined its operational plan to address all road safety threats along the corridor.

The Committee conducted strings of operations with the recent held at Molapowabojang and Ghanzi Junction on the 25<sup>th</sup> - 26<sup>th</sup> July 2024 which ultimately ended as a relay operation with South Africa.

As part of the road safety campaign, the Committee will continue to strengthen its awareness through road safety educational campaigns targeting farmers along the corridor including truckers and will commence from September 2024 - February 2025.

The Domestic JLEO comprises of the following stakeholders;

- **Ministries** – Transport and Public Works, Health, Agriculture, Office of the President
- **Departments** -DRTS, Immigration, Roads, Labour,Wildlife, Environmental Protection, Trade Development, Botswana Railways and Office of District Commissioner
- **Parastatals** - BURS, MVA
- **Other entities** - District Road Safety Committees, Business Botswana, Private Emergency Services

A total of thirty one (31) cases were registered during the domestic JLEO with nine (09) completed cases and twelve (12) pending. The following are some of the successes registered; six (06) labour related cases, fourteen (14) immigration cases and one (01) for assaulting a Police Officer.

Despite the successes registered and observation of reduction in fatalities, the following remains a challenge:

- Illegal traffickers of wildlife and wildlife products
- Digression of goods in transit (Transit goods delivered locally)
- High number of livestock along the corridor
- Truckers failing to keep safe distance between their trucks
- Insufficient resting places along the corridor leading to driver fatigue
- Poor network coverage in some places
- Littering of domestic waste which attract animals and causes pollution along the corridor



#### 4.6.2 Namibia

Ms. Alexia Katjuongoa from the Ministry of Works and Transport, presented the summary of activities conducted by the TKCNC in Namibia. The Committee conducted seven (07) festive season domestic JLEOs at different locations along the TKC between the 17<sup>th</sup> of November 2023 and 16<sup>th</sup> of January 2024.

The operation focused on the recently promulgated Vehicle Mass Act, 2024, (Act. No 01 of 2024) which deals with the decriminalization of overload control with its benefits being holistic synergy and operational efficiency within the road transport sector.

Overloading above the 5% tolerance continue to be a serious challenge. A special weighbridge operation was conducted during the period Nov 2023 - June 2024 at the Walvis Bay, Brakwater and Gobabis. A total of one hundred and seven thousand eight hundred and fifty two (107 852) vehicles were weighed with a total of five million, six hundred and sixty seven thousand, six hundred and forty five freight volumes. Six hundred and twenty (620) vehicles were charged for overloading above the 5% tolerance.

The Festive season operation also focused on the Random Breath Testing (Alcohol) in clamping down on drunken driving which causes crashes and fatalities. Three hundred (300) drivers were arrested for driving under the influence of a alcohol and a total of sixteen thousand six hundred and seventy eight (16 678) summonses were issued. From the seven hundred and sixty six positive (766) vehicles it included twenty six (26) government vehicles.

A multi-stakeholder build-up operation to the 14<sup>th</sup> TKCMC JLEO in South Africa was conducted on the 2<sup>nd</sup> of August 2024 at Gobabis Traffic Check point. A total of five hundred and twenty one (521) drivers were screened for alcohol

with none screened positive. Seventy four (74) vehicles were screened for outstanding traffic fines and thirty four (34) were positive.

#### 4.6.2.1 Challenges

- High overloading on the corridor within the permissible 5% tolerance.
- Trucks driving in convoy without observing distance between vehicles causing traffic congestion and unsafe overtaking.
- High offence in relation to drinking and driving.

#### 4.6.3 South Africa

Mr. Suebel Mmono gave a presentation on the activities conducted by the TKCNC. The Committee embarked on strings of domestic Joint Law Enforcement Operations aimed to increase road safety awareness for road users and to improve the level of safety, reduce crashes and increase compliance along the corridor.

The transportation of goods and passengers increased drastically on the TKC as a result more vehicles entered the market which increased traffic volumes.

The operators increased operations which resulted in non-adherence to cross-border laws and regulations as they wanted to increase profit margins.

#### 4.6.3.1 Objectives of the Domestic JLEOs

- To ensure safer roads and free flow of traffic movement and high-level compliance on all legislations regulating cross-border road transport through joint law enforcement operations.
- To increase compliance with cross-border road operators.
- To identify and prosecute illegal operators; and
- To address the lawlessness of cross-border road transport operators on the TKC.

#### 4.6.3.2 Highlights

A speed detection relay operation was conducted along a stretch of the corridor, and a total of one hundred and sixty seven (167) summonses were issued for exceeding the speed limit.

The Committee conducted two (02) major multi discipline law enforcement operations along the corridor as part of the build-up to the 14<sup>th</sup> TKCMC JLEO. The first operation was held on the 12<sup>th</sup> of July 2024 led by the MEC for Department of Community Safety and Transport Management, and the second operation held on the 26<sup>th</sup> of July 2024 at a junction of R49 and N4 near Zeerust as a relay operation with the Botswana TKCNC.

A total of one thousand two hundred and twenty five (1225) vehicles were stopped and inspected, and a total of one hundred and fifty-three (153) summonses were issued for various offences. A total of one thousand six hundred and seventy three (1673) vehicles were screened through the Smart Car using the numberplate recognition system.

During these operations, fifteen (15) foreign nationals were charged with deportation. One (01) case of possession of drugs (Nyaope) was registered, with eleven (11) summonses issued.

#### 4.6.3.3 Challenges

The following transgressions remains a challenge but with collaborated efforts they are on a decline:

- Passenger overload
- Driving without DL
- Tyre defects
- Failure to wear a seatbelt
- False/illegal number plates

- Unlicensed motor vehicles
- Operating HMV without PRDP
- Warning devices
- Failure to present Original Cross Border Permit
- Failure to complete to the Consignment note
- Wrong border post/route
- Destination of the trips not specified on the route description
- Roadworthy copies

#### **4.7 NEPAD Business Foundation**

Mr. Peter Varndell, CEO of the NEPAD Foundation made a presentation on the mandate of the Foundation and its focus areas. He indicated that the NEPAD initiative was launched more than 20 years ago with the aim to coordinate development programmes, projects and initiatives from inception to implementation through public and private sector partnerships for the economic development within Africa.

The Foundation was involved in the setting up of the Railway project on North – South Corridor as well as the Maputo Corridor. Amongst others the Foundation also played a critical role in the hosting of the SADC Business Council. The efficiency and effectiveness of economic corridors largely depends by the role played by Corridor Management Institutions (CMIs) that oversee their operations. The TKCMC has established the TKCS, a well-managed CMI. CMIs have been instrumental in facilitating dialogue between Member States and various corridor stakeholders. This led to various harmonizing procedures and documentation used in transport and transit operations along the corridors, resulting in reduced transit times and cost.

#### **4.8 Ndende Technologies**

Ndende Technologies founded in 2019, gained recognition for Identity Verification and Facial Recognition technology and has since positioned itself to provide intelligent solutions for authenticating people. The company provides for integrated facial recognition technology within existing law enforcement systems. Additionally, Ndende advocated for information sharing amongst multi-disciplinary stakeholders.

The following are potential initiatives for law enforcement:

- Crime Detection and Prevention
- Surveillances and Monitoring
- Identity Verification
- Missing Persons Cases
- Counter-Terrorism
- Border Control
- Public Safety Events

#### **4.9 Wild Life: Handling on the TKC**

Dr. L. Gaborone from Department of Economic Development, Environment, Conservation and Tourism (DEDECT) gave a presentation on wildlife handling on the TKC. The TKC is a vital trade route that plays a significant role in facilitating regional economic growth. However, its operation and development must consider the protection of wildlife along the corridor. Effective wildlife management is essential to balance the corridor's economic activities with ecological conservation, ensuring the sustainability of both the corridor and the diverse ecosystems it traverses.

The following are key aspects of wildlife handling:

- (i) **Wildlife Conservation and Protection**
- (ii) **Mitigating Wildlife-Related Incidents**
- (iii) **Stakeholder Collaboration**
- (iv) **Regulatory Compliance**

By incorporating comprehensive wildlife handling practices, adhering to legal frameworks, and engaging with stakeholders, the TKC can balance economic development with the preservation of its natural heritage. The continued collaboration between law enforcement, conservation organizations, and local communities will be key to ensuring the corridor's long-term sustainability and the protection of its wildlife.

## **5.0 Compliance to Environmental Health Standards**

Environmental Health Service (EHS) focuses on the prevention of communicable and environmental related diseases and plays a vital role in the control of such diseases.

Industrialisation and modernisation has a negative impact on the environment when it is not controlled or regulated which consequently has an impact on human health. The Hazardous Substances Act No 15 of 1973 prohibits and controls the importation, manufacture, sale, use, operation, modification and disposal and dumping of such substances. Hazardous substances are used in many areas daily e.g. farms (Agricultural) and industrial areas and those substances contain different properties that can pose a threat to human life.

The role of Municipal Health Services (**MHS**) in relation with TKC JLEO is to ensure food safety in respect of acceptable microbiological and chemical standards, quality of all food for human consumption and optimal hygiene control



throughout the food supply chain from the point of origin up to the point of consumption.

Poor management of health care risk may lead to contamination of ecosystems and the most basic benefit of proper health care waste is compliance with state regulations.

### **5.1 The objectives of Environmental Health Services**

- To protect public health along the Trans Kalahari Corridor.
- Monitor compliance to health legislation and standards.
- Create awareness and enforce where necessary.

Target vehicle for environmental health law enforcement shall include:

- (i) Health care risk waste transportation compliance.
- (ii) General waste transportation compliance.
- (iii) Food delivery trucks to verify issuing of certificate of acceptability in terms of foodstuffs, cosmetics and disinfectants Act 1972 and related regulations.
- (iv) Tobacco and chemical transportation vehicles compliance.
- (v) Vehicles transporting human remains (hearses) to ascertain possession of Certificates of Competence (CoC) and Repatriation permit for transportation of human remains to other countries.

### **5.2. Health Care Risk Waste Transportation**

- It must include the name and address of the waste carrier, have an international bio-hazard sign including emergency phone number on the vehicle. Vehicle for transporting healthcare risk waste should not be used for transporting other material. Vehicle should be kept locked except when loading and offloading and should be properly maintained and kept clean.

- Transporter must be registered under the country's regulations for the transportation of health care risk waste and licensed to drive the type of vehicle used for the transportation of the waste. All health care risk waste management must be in-line with the requirements of the National Health Act of 2003 and the requirements SANS 10248 (as amended).

**5.3 General Waste Transportation Truck or Vehicle**

- All trucks or vehicles transporting general waste must be in a possession of a valid waste management permit issued by a Environmental Compliance Management Inspector for transportation general waste issued according to the requirements of the National Environmental Management, Waste Management Act of 1998.
- Must be in a possession of a valid Health Certificate issued by an Environmental Health Practitioner issued in terms of the National Health Act, of 2003.

**5.4. Food, Tobacco, and Chemical delivery/transportation vehicles**

- Food, Tobacco and chemical delivery/transportation vehicles must be in possession of a valid Certificate of Acceptability (CoA) issued in terms of Foodstuffs, Cosmetics and Disinfectants Act of 1972 and related regulations issued by an Environmental Health Practitioner area of locality.
- Tobacco delivery or transportation vehicle or truck driver must be in possession of a valid Health Certificate issued in terms of the Tobacco regulations control.
- Chemicals delivery or transportation vehicle or truck must have a –  
(i) Valid permit issued in terms of Agricultural pests and remedies regulations issued by and Inspector of area of locality for transportation of chemicals and

(ii) Valid Health Certificate (HC) issued in terms of the Foodstuffs, Cosmetics and Disinfectants Act of 1972 and related regulations issued by an Environmental Health Practitioner area of locality.

#### **5.5. Human Remains Vehicle Transportation (HEARSE)**

- Human remains must be transported by means of a Hearse **ONLY**.
- The transporting vehicle must be in possession of a valid Certificate of Competency (CoC) issued by an Environmental Health Practitioner of the area.
- The vehicle Repatriating the human remains (Hearse) from RSA to another country must be in possession of all Repatriation permits and a valid Certificate of Competence (CoC) issued by an Environmental Health.

#### **6.0 Smart Car presentation**

Ms. Brenda Mtshweni from Cross Border Road Transport Agency (CBRTA) explained that as part of its smart law enforcement initiatives, the C-BRTA introduced an automated law enforcement approach which involves the usage of an Automatic Number Plate Recognition System (referred to as the "smart car"). The objectives of the smart car are to increase operational efficiency, enhance law enforcement and ensure compliance and safety.

The desired outcomes of the smart car are as follows:

- To streamline and digitalize law enforcement processes.
- To improve accuracy and efficiency in vehicle identification and tracking.
- To improve accuracy and completeness of documentation.
- To enhance real-time intelligence and alerting capabilities.
- To strengthen analytics and predictive enforcement efforts; and
- To increase officer safety and effectiveness.

## 7.0 Official Opening – 22 August 2024

### 7.1 Summary of TKCMC JLEO Successes

Mr. Leslie Mpofu, TKCS Executive Director highlighted that the operations serve as a platform to update each Member State on changes in legislation and various important documents that might have an impact on trade. These operations enhance trade facilitation and economic development amongst Member States and the region as a whole. Non-tariff measures are important as a means of regulating trade and as an instrument of protection. Initiatives such as joint operations seeks to eliminate non-tariff barriers.

Corridors enhance regional and global value chains as well as production networks and developing countries have taken a stand to benefitiate production and thus promote the diversification drive.

Trade facilitation successes have been achieved through the Joint Law Enforcement activites and these include but not limited to:

- The recognition for system integration by Member States to assist on issues of non-compliance.
- Need to use gadgets that will identify offenders that do not pay fines and infact Namibia and South Africa have introduced such smart cars.
- Need to have car registration identifier between member states to enable law enforcers to view the information of the vehicle without hindrance to address the issue of fraudulent vehicles registered in Botswana, (Botswana and South Africa have introduced such scanners.
- Accident simulations have resulted in the contracting parties adopting the Road Incident Management System as a standard for the TKC.
- Developed Standard Operating Procedures (SOP) to be used as a guide during TKCMC operations.

- Benchmarking which resulted in Namibia procuring Mobile Vehicle Testing Station (MVTS).

## **7.2 Messages of Support**

### **7.2.1 Botswana**

Ms. Masego Gertz re-affirmed the crucial role corridors play in fostering economic growth for Member States. Transport corridors are vital lifelines that connect communities, nations and continents by enhancing efficiency, safety and sustainability on corridors. Corridor operatives are recognised for their continued monitoring of compliance with transportation laws.

The mandate of Member States is to work diligently to remove barriers that are threatening seamless movement of goods and people and ensuring the safety of road users. Member States are encouraged to continue exchanging ideas and learn from each other to remove hurdles on corridors.

### **7.2.2 Namibia**

Dr. Cedric Limbo indicated that as people and cargo move across borders, in order to regulate movement there is a need to negotiate seamless movement of trade among member states and SADC. The TKCS serves as a voice of excellency for championing initiatives aimed at harmonising transportation laws. Namibia has opened an innovative hub to drive the country's development.

## **7.3 Keynote Address**

Mr. Wessel Morweng, the Member of Executive Council (MEC) for Department of Community Safety and Transport Management (DCSTM) said that the 14<sup>th</sup> TKCMC JLEO follows a series of successfully held operations by South Africa, Botswana and Namibia. These Member States also share not only cordial bilateral relations but also common blood, tradition, culture and languages.

The theme of this event is inspired by the political outcome and the direction South Africa has taken, bringing everyone on board to work together towards achieving a greater call of serving citizens better.

This 14th JLEO follows immediately after South Africa's national elections which took place on the 29<sup>th</sup> of May 2024 and will be followed by Botswana in October and Namibia in November of the same year. The RSA election outcomes ushered in a new political dispensation of the Government of National Unity (GNU) at national level with three broad but clear priorities of Inclusive Economic Growth and Job Creation, Maintain and Optimize Social Wage and a capable, ethical and developmental state.

These priorities tie very well with the work the country is doing in the SADC region. This is emphasized at the continental level by AcFTA and the AU Vision 2063. All these emphasised the importance of working together as sister countries.

The North West Province is committed to the vision of the forebears to connect and integrate the region. The TKC remains one of our torch bearers on the continent with its successes realized in growth of traffic volumes and infrastructural investment along the corridor in the three Member States.

#### **7.4 Vote of thanks**

Cllr. Reginia Mputle, Member of the Mayoral Committee for Public Safety in the Rustenburg Municipality appreciated all stakeholders from the three member states. Similarly, they were encouraged to keep the good work of strengthening the economic growth of the three member states through collective efforts to pave for safe and secure communities.



## 8.0 Dangerous Goods Simulation

A dangerous goods simulation was conducted on Thursday the 22<sup>nd</sup> of August 2024, after the official opening of the 14<sup>th</sup> JLEO. It was conducted at Mooinooi N4 off-ramp and was attended by dignitaries from Member States. Accidents contribute to delays, bottlenecks and congestion in traffic flow. This is compounded by the time it takes to detect, activate a response and access the scene of an accident by emergency and law enforcement personnel. The deployment of an incident management programme is therefore vital for prudent and innovative measures to be employed to deal with accidents swiftly and efficiently to keep roads operating as optimally as possible.

The Road Incident Management System (RIMS) committee and its stakeholders facilitated a dangerous goods simulation at Mooinooi. This forms part of their mandate to test the capabilities of the emergency services on the national road network, to ensure that should such incidents occur they are managed in a quick and efficient manner.

The simulation role played a scenario of an "accident" involving a burning petrol tanker after collision. The staged injured patients were treated using standard triage protocol and transported off the accident scene timeously. While the incident was being managed, the traffic authorities controlled the traffic at the scene to minimise the impact on traffic flow and eliminated any obstacles like the people who were seen taking pictures. A debriefing for all emergency personnel was held afterwards in order to see where further improvements could be made in the management of such incidents.

The simulation clearly displayed the coordination of all key stakeholders in the event of crash involving a dangerous and the role each stakeholder plays.

Incident management continues to prove a viable tool in dealing with accidents efficiently to maintain open roads and free traffic flow.

#### **9.0 Road Safety Schools Debate**

The Road Safety School Debate is a programme envisioned to cultivate responsible road safety behavior amongst young people and also nurtures their research, analytic and presentation skills as young leaders in their communities. The debate coincided with the 14th Joint Law Enforcement Operation where five (5) schools competed at district level under the topic "The enforcement of rail freight can reduce fatalities on South African roads".

Leokeng Secondary School were crowned the District champions, President Mangope Technical High School second position and Moedwil combined school third position. The Department of Community Safety and Transport Management, Acting Director for District Development model, Ms. Lesego Motsatsi said that the involvement of TKC member states reveals and opportunity for further collaborations in future.

The Executive Director of the Trans Kalahari Corridor Secretariat, Mr Leslie Mpofu said that observing learners debate was an exceptional experience and further stated that transport is an enabler of the economy, hence there is need to understand issues and come up with solutions to address such within the entire transport sector.

The MMC for Technical Services for the Bojanala Platinum District Municipality, Cllr. Victoria Makhaula said that learners displayed a great understanding of the topic and were able to apply it to issues within the District and TKC as working towards reducing fatalities.

**10.0 De-Briefing Session****10.1 Remarks by Overall Commander**

The operation overall Commander, Brigadier Ntoagae appreciated the contributions by all Member States and emphasised the importance for the delegates to undertake a SWOT analysis to evaluate the strengths, and identify gaps for the upcoming 15<sup>th</sup> JLEO. The programme of the week started from Monday to Saturday with day one and two scheduled for information sessions. The law enforcement operation was scheduled for three days which started on day three, preceded by the official opening and simulation on day four. Day five was coupled with Road Safety School Debate, drunk driving operation and Bapong Weighbridge visit by Member States.

Emphasis was on operational commanders to ensure overall coordination and address challenges at all times. It was pleasing to learn that there were no incidents nor casualties until the end of the operation. The Brigadier stated that at some point the weather was changing with some days being extremely hot and operatives had to break to avoid dehydration. The operation was indeed a success in combating serious crime at the entry and exit points and appreciated the job well done by the delegates.

The operation's highlights are the recovery of two stolen vehicles, possession of unlicensed fire arms resulting in three (03) arrests, four (04) rifle's, two (02) shotguns, three (03) pistols and one hundred and thirty (130) 9mm rounds, One hundred and forty four (144) shotgun rounds, two hundred and eighty three (283) AK 47 rounds, five (05) AK47 magazines and five (05) 9mm magazines were recovered.

identify gaps and to mitigate these gaps with workable solutions and proposed areas of harmonization.

Dr. Limbo from Namibia also thanked South Africa for the successful hosting of the 14<sup>th</sup> TKCMC JLEO and expressed his appreciation for the different enforcement equipment that were deployed at the operation like the smart car, etc. He indicated that it will be an opportune moment for member states to benchmark with South Africa on such equipment that are aimed at enhancing law enforcement. He said it will be good if road safety education can be introduced in schools to improve the current situation.

Mr. Segodi Mogotsi from South Africa, thanked all senior officials and delegates from the Member States for attending the 14<sup>th</sup> TKCMC JLEO. The eSwatini delegation was also recognized for their continued support in attending the joint operations. The Member States on the Maputo Corridor have been requested to host similar operations which will be beneficial for that corridor.

The work of the coordinating team was commended as well as the TKC Secretariat for the support they provided during the preparation and hosting of the 14<sup>th</sup> TKCMC JLEO.

Mr. Mogotsi therefore declared the 14<sup>th</sup> TKCMC JLEO officially closed.

**11.0 Assessments and Recommendations from Member States****11.1 Law Enforcement****Assessments:**

- Stakeholders from different Ministries and entities from Member States were well represented during the JLEO.

**Recommendations:**

- Member states to utilize the statistics gathered at the Weighbridge on overload control to assess the level of non-compliance per Member State.
- Member states to provide analysis of crashes and fatalities along the corridor including the response plan.
- Member states to conduct intelligence driven operations using identified hotspots.

**11.2 Parking Bay****Assessment:**

- All officials represented at each parking bay e.g. police, traffic, immigration and if trucks parking by customs.

**Recommendations:**

- Priority to be given to the finalisation and implementation of the SOP for the Joint Law Enforcement Operations.
- Standardisation and harmonization of procedures, processes and systems applied on the corridor, e.g. enforcement on headlamps regulation.

**11.3 Operation site****Assessments:**

- Speed reduction signage were not visible when approaching the roadblock checkpoint, resulting in road users speeding when passing the site.

- The operation site was congested during the first shift but lesser number during the second shift.
- The equipment that was used at the operation site was sufficient and advanced eg. drones, smart car.

**Recommendations:**

- That speed reduction humps be erected on both directions when approaching and through the operation site.
- That there be a standard number of participants per member state.
- To identify feeder routes and deploy other delegates into other feeder routes that lead into the TKC to ease congestion.
- To identify a designated smoking area at the site and declare the operation site a smoke free area.
- Paramedics to be deployed to the site for the duration of the operation to deal with onsite emergencies.
- That the equipment be deployed to the next Joint Law Enforcement Operation to be hosted by Botswana and that they process their request in advance through the TKC Secretariat for the equipment to be deployed.

**11.4 Data Capturing**

**Assessments:**

- Data forms are not completed accurately leading to the majority of forms deemed spoilt as they do not have all required fields completed.
- Operatives seemed more comfortable to complete their national data capturing forms over the TKC data forms.

**Recommendations:**

- Operatives to be trained on the TKC Data forms on the day of briefing.
- Comparison to be done on the TKC data form and the national templates for possible standardization.

- Working Group meeting to be conducted frequently to look into proposed recommendations for implementation.

### 11.5 Education

#### Assessment:

- The road safety team was not properly coordinated leaving a gap in terms of driver education.
- Road safety awareness outreach programmes are not intensified throughout the operation.

#### Recommendations:

- Host Member State to assign a road safety team leader to ensure proper coordination of the education team. Road Safety activities and education to be extended to the vulnerable groups.
- Joint educational planning and meeting from Member States is required.

### 12.0 The 14<sup>th</sup> TKCMC JLEO Recommendations

- To give effective management of incidents on the corridor, both the officials responsible for Road Incident Management System (RIMS) and Dangerous Goods should develop a training plan that will assist in ensuring that there's efficiency and effectiveness in terms of enforcing the law on transportation of dangerous goods.
- Member States to consider the introduction of technology to streamline information relating to trucks weighed at the Weighbridges along the corridor for effective coordination and collaboration.
- Member States to consider for adoption, a TKC Road Safety Schools Debate competition as part of promotion of road safety amongst the youth. The TKC initiatives include the cycling for the TKC, the symposium and the TKC



regalia to be sold to individuals as the TKCS can no longer afford procurement of regalia for issuance to member states.

- Member States' TKCNC JLEOs to ensure that their operational plans are synchronised
- Member States to consider the TKCMC JLEO build-up and withdrawal strategy for the whole corridor.

*Signed by:*



**Mr. Leslie M. Mpofu**  
**EXECUTIVE DIRECTOR**

11.1.28 **WITHDRAWAL OF EXTENSION 13, MATUTURA: INVITATION FOR DEVELOPMENT PROPOSAL FOR THE INSTALLATION OF SERVICES AND CONSTRUCTION OF HOUSES**

(C/M 2024/10/31 - 16/1/4/2/1/14)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **10.2** page **43** refers.

**A. This item was submitted to the Management Committee for consideration:**

1. **Purpose**

The purpose of this submission is for the Council to:

- 1.1 repeal point (8) (iii) of Council's resolution passed on **12 December 2023**, item 11.1.28 to invite development proposals for the installation of services and construction of houses on the erven zoned "single residential" at Extension 13, Matutura;
- 1.2 Consider and approve the proposal that the Council budgets and coordinates the installation of services to Extension 13, Matutura, and sells serviced erven to the public by closed bid sale close to the finalization of the installation of services.

2. **Background**

Following the non-performance by three developers i.e. Ghetto Assistance Centre (Pty) Ltd for Extension 4, Reviving Property Solutions (Pty) Ltd for Extension 5, and Matsi Investment (Pty) Ltd for Extension 13, Matutura, Council canceled the development agreements and approved to invite development proposals for the respective extensions.

On **12 December 2023** under item 11.1.28 point (8) (iii), Council approved the cancellation of the transaction for the development of Extension 13 and passed the following resolution amongst others:

*"That Council cancels the agreement with Matsi and Extension 13, Matutura be advertised for sale by call for development proposals subject to the conditions approved by Council on 29 June 2023 under item 11.1.20, point (d)".*

Development proposals were invited from companies as per notice 74/2024 (**Annexure "A"**) for the installation of services and construction of houses for Extension 4 and 5, Matutura. Extension 13, Matutura was excluded from the notice as it is partly serviced.

3. **Discussion**

3.1 **Availability of Services**

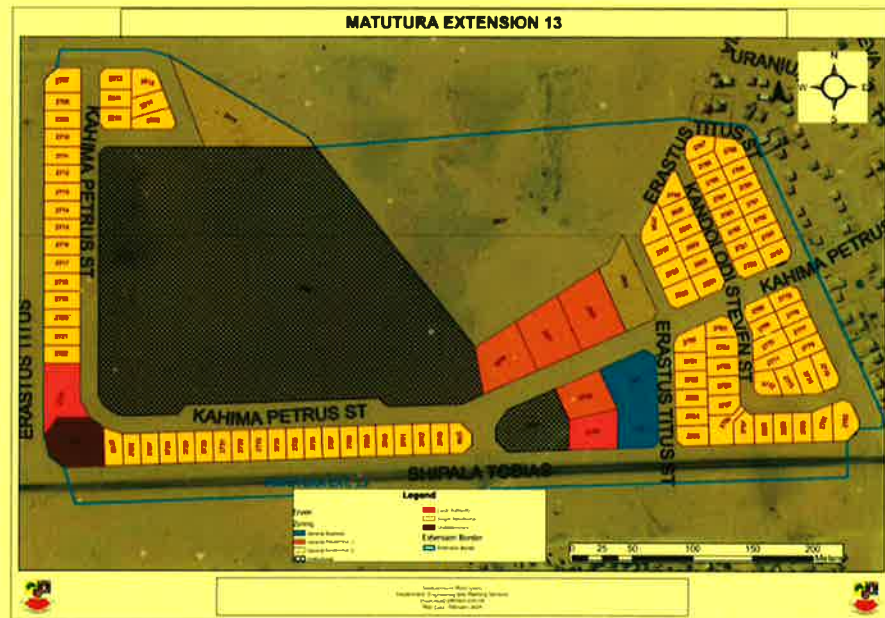
According to Engineering & Planning Services, bulk municipal services are installed along the southern border of the township (water and sewage). It is therefore not necessary to appoint a private company to install services, but Council can expand the install internal services by itself.

Extension 13, Matutura comprises of the following erven:

Zoning	Total Erven	Size of Zoning Areas
Single Residential	97	41 015 m <sup>2</sup>
General Residential 1	5	7 148 m <sup>2</sup>
General Residential 2	1	5 639m <sup>2</sup>
General Business	2	2 834m <sup>2</sup>
Municipal	2	2 661m <sup>2</sup>
Private Open Space	1	31 263m <sup>2</sup>
Undetermined	1	1 765m <sup>2</sup>
Institutional	2	54 129m <sup>2</sup>

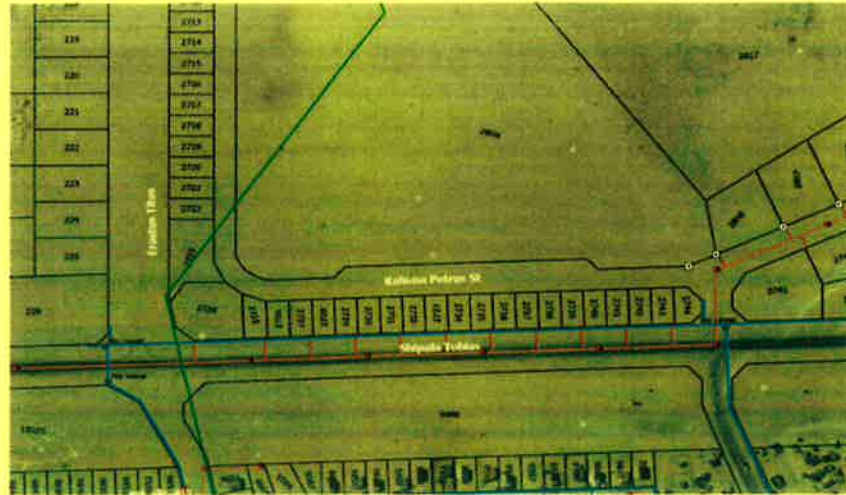
3.2 **Single Residential Erven**

Upon finalization of services installation, 97 erven zoned "Single Residential" will be available for sale by closed bid. Currently Council has no erven zoned "Single Residential" available in the area.



As indicated on the map below, a semi-purified effluent line crosses over Erf 2809, which is an Erf zoned "institutional" and belongs to the Government of Namibia.

As indicated on the map below single residential erven (20 erven) along Shipala Tobias Street are serviced with water and sewer hence only require connection points and electrical services, whereafter Council can offer these erven for sale by closed bid sale.



### 3.3 **Erven zoned Business**

Erf 2747 and 2748, Matutura located in Extension 13, Matutura were allocated for sale to Black River Investment CC at the closed bid sale on 29 November 2019. After Black River Investment CC failed to secure the purchase price after numerous extensions of time, on **29 July 2021** under item 11.1. Council cancelled the sale transaction and passed the following resolution:

- (a) That Council takes note that Messrs Black River Investment CC did not provide proof of financial support to date as required in terms of the Management Committee decision passed on 21 April 2021, item 5.10 and that the sale of Erf 2747 and 2748, Matutura to Messrs Black River Investment CC is cancelled accordingly in terms of Clause 11 of the Deed of Sale.
- (b) That the remainder of the deposit paid, for N\$ 10 000.00 for the registration fee and N\$ 30 000.00 in respect of rates and taxes be forfeited in terms of clause 11.2 of the signed sale agreement.
- (c) That Messrs Black River Investment CC be informed of the cancellation by Council.
- (d) That Erven 2747 and 2748, Matutura be sold by closed bid on the date to be determined by Council at the upset price of N\$ 755 782.65 for both erven."

Following the cancellation of the sale transaction of the said erven, various allegations were made against the Council by Black River Investments CC regarding the unfair cancellation of the transaction.

A submission is tabled to Council requesting whether to allow a further engagement with Black River Investment CC regarding the review of the sale transaction of Erven 2747 and 2748, Matutura.

### 4. **Development Cost**

It is anticipated that the development cost for Extension 13, Matutura might be similar to the development cost of N\$ 125/m<sup>2</sup> for Extension 6 to 12, Matutura which was approved by Council on **25 February 2021**, under item 11.1.8 in respect of expenditure incurred when the infrastructure was planned,

designed and installed in the said extensions. A memorandum from Engineering & Planning Services is attached as **Annexure "B"** the cost of services.

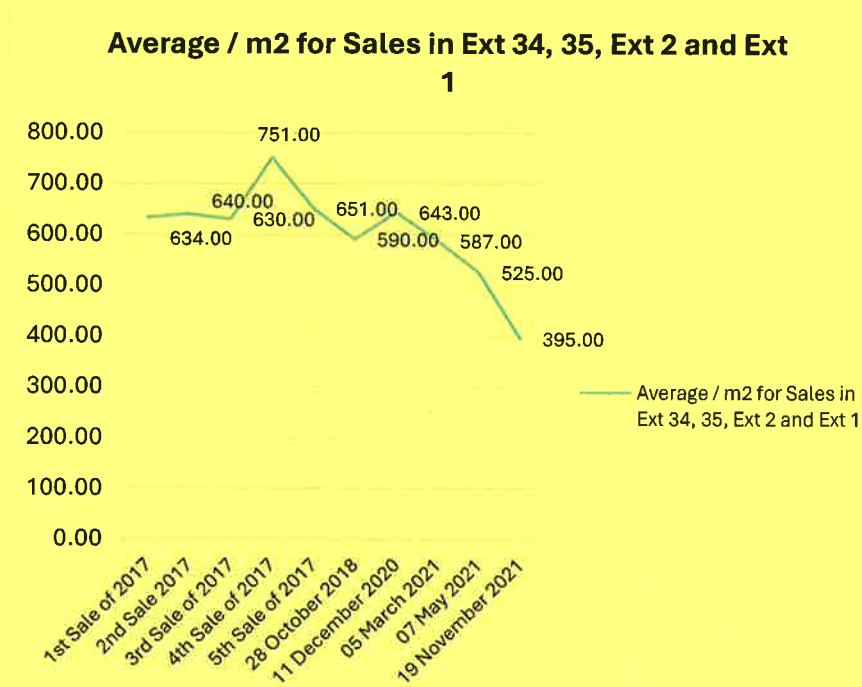
It is therefore proposed that Council makes provision for the expansion of internal services and electrification in Extension 13, Matutura in the financial year 2025/2026.

5. **Sale by Public Closed Bid**

Considering that Council does not have erven zoned "single residential" available to sell to the public to meet the current demand, it is proposed that Council considers servicing Extension 13 and sell the erven to first-time property owners by closed bid sale subject to Council's standard conditions approved for the sale of 19 November 2021 and that allocation be done to the second highest bidder, to discourage unrealistic high bids.

It is further proposed that closed bid sales be approved and arranged as soon as a cost estimate is available to base an upset price on and before completion of installation of services subject to the conditions of sale approved by Council on **01 July 2021 (Annexure "C")** under item 11.1.4 for the sale of 19 November 2021.

For interest sake, the Council held a closed bid sale on **19 November 2021** for allocation to the second highest bidder, and such resulted in a lower average purchase price which is to the benefit of the community, while the Council gained by the levying of rates and taxes (see chart below):



**B. After the matter was considered, the following was:-**



**RECOMMENDED:**

- (a) That the Council amends point (d) (8) (iii) 1. of the Council resolution passed on 12 December 2023, item 11.1.28 by restructuring the sentence in two separate points, i.e. points 1 and 2; and repeals point 2: to invite development proposals for the installation of services and construction of houses on the erven zoned "Single Residential" at Extension 13, Matutura:

**(d) (8)****(iii) Matsi Investment (Pty) Ltd**

1. ~~That Council cancels the agreement with Matsi Investment (Pty) Ltd. and Extension 13, Matutura be advertised for sale by call for development proposals subject to the conditions approved by Council on 29 June 2023 under item 11.1.20, point (d).~~
  2. That Extension 13, Matutura be advertised for sale by call for development proposals subject to the conditions approved by Council on 29 June 2023 under item 11.1.20, point (d).
- (b) That the General Manager of Engineering & Planning Services provides cost estimates and cash flow projections; and timelines for the installation of services keeping in mind delays caused by environmental requirements (if any).
- (c) That the General Manager of Engineering and Planning Services budget for the finalization of installation of services for Extension 13 in its budget for the 2025/2026 financial year.
- (d) That Erongo RED be consulted for assistance in undertaking and funding the development of the electrical infrastructure.
- (e) That the General Manager of Corporate Services & HC be permitted to commence with the selling erven  $\pm 3$  months before the completion of the installation of services by closed bid sales at an upset price determined on the cost estimates under (b) above; subject to the conditions approved by Council on 01 July 2021 under item 11.1.4, i.e. first-time property owners and allocation to the second highest bidder.
-

## Notice

## Municipality of Swakopmund

ANNEXURE "A"


**Invitation for Development Proposal for the services installation and development of houses for Extensions 4, 5 and 13, Matutura**

Notice is hereby given in terms of Section 63 (2) of the Local Authorities Act, Act 23 of 1992, as amended that the Municipal Council of Swakopmund invites development proposals from incorporate companies for the installation of services and development of houses for the following three townships:

1. Extension 4, Matutura
2. Extension 5, Matutura

**In order to be considered the following requirements must be complied with:**

- (i) Proof of successful completion of at least 2 projects requiring relevant similar experience in projects involving turnkey township development within the last 7 years, not less than N\$ 50 million.
- (ii) Proof of the skill and ability of professional teams involved in the execution of the development agreement in at least 2 projects of similar value, scope and extent.
- (iii) Adequate proof of the developer's financial ability to develop the township in the discretion of Council and confirmed proof of access to finance to complete the development project; and
- (iv) The content of the **development proposal** to include the following, i.e:

1. A purchase price expressed in Namibia Dollar per square metre for the undeveloped sellable land; <b>alternatively</b>	2. Return/transfer of at least 30% of land to Council after installation of services.
--------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------

3. The cost to the public of erven based on the actual cost of installation of services and the cost of 1- or 2- or 3-bedroom houses based on a bill of cost.
4. Development of the township is based on the approved zoning map and in terms of all relevant regulations and the Standard Manual for the Civil Engineering Services for Township Development.
5. The developer shall carry all risk and expense at their cost without having ownership of the land or using it as surety (depending on options 1 and 2 above); and
6. the time frame within which the development will be commenced from date of signing the development agreement and completion of the project.

**General:**

The proposal document and zoning maps for each extension can be obtained from Ms S Bruwer at the Swakopmund Head Office, c/o Daniel Kamho Avenue and Rakotoka Streets, Swakopmund, subject to payment of N\$300.00 (non-refundable and VAT included).

The duly completed proposal documents in an envelope together with the required documents, clearly marked with the name of the proposer and stating "**Development Proposal for either Extension 4 or 5, Matutura**" must be placed in the blue wooden box, marked "Development Proposals for Township" on the Ground Floor next to the Enquiry Desk, at the Municipal Office Building on / before Friday, **01 November 2024** at 12:00. Only proposals attached to the municipal form will be accepted.

**Enquiries:** Stephny Bruwer  
 ☎ [sbruwer@swkmun.com.na](mailto:sbruwer@swkmun.com.na)  
 ☎ 064-4104212

The Council for the Municipality of Swakopmund is not obliged to accept any proposal and reserves the right to withdraw this invitation.

**Notice No: 74/2024**
**A Benjamin, Chief Executive Officer**



ANNEXURE "B"



# MEMORANDUM

## OFFICE OF ENGINEERING AND PLANNING SERVICES DEPARTMENT

**To:** General Manager, Corporate Services and Human Capital  
(Acting)

**From:** General Manager, Engineering and Planning Services

**Date:** 5 October 2022

**Reference:** Erf 3664, Swakopmund

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**Subject:** INVITATION FOR DEVELOPMENT PROPOSAL – E 2502  
AND E 8570

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Your memorandum dated 29 September 2022 but only received 04 October 2022 bears reference.

The development cost of N\$125/m<sup>2</sup> which was confirmed through a Council decision on the 25 February 2021 under item 11.1.8 is a correct reflection of the expenditure incurred when the infrastructure was planned, designed and installed for Ext. 6 – 12 Matutura, Ext. 27 – 29 Swk, Ext. 37 Swk, a portion of Ext. 30, and a portion of Ext. 31

The above extensions and portions were developed using Central Government Funds under the Mass Housing Initiative, whereas the portion of Ext. 31 and Ext. 30 (layout attached) is being developed using Council's funds. By comparing the development cost vs the size of the land serviced, then the land serviced under the Central Government funds is larger which yields a smaller development cost per m<sup>2</sup> compared to the size of land for extension 31 and extension 30 which is being serviced with Council's funds, hence the development cost of N\$ 150/m<sup>2</sup>.

Both erf 2502 (Extension 12, Matutura) and erf 8570 (Extension 31, Swakopmund) are not occupied by informal dwellings.

Please keep in mind that there was a request or interest by the Mondesa Station Commander to acquire erf 8570 in Extension 31, Swakopmund, which is a good location for a police station that will serve the community in "DRC", "Wagdaar", "Matutura" etc. Such interest was lodged at the office of the Mayor.

Regards

G McClure

GENERAL MANAGER: ENGINEERING AND PLANNING SERVICES

ccm/ccm

→ (e/f)

11.1.4

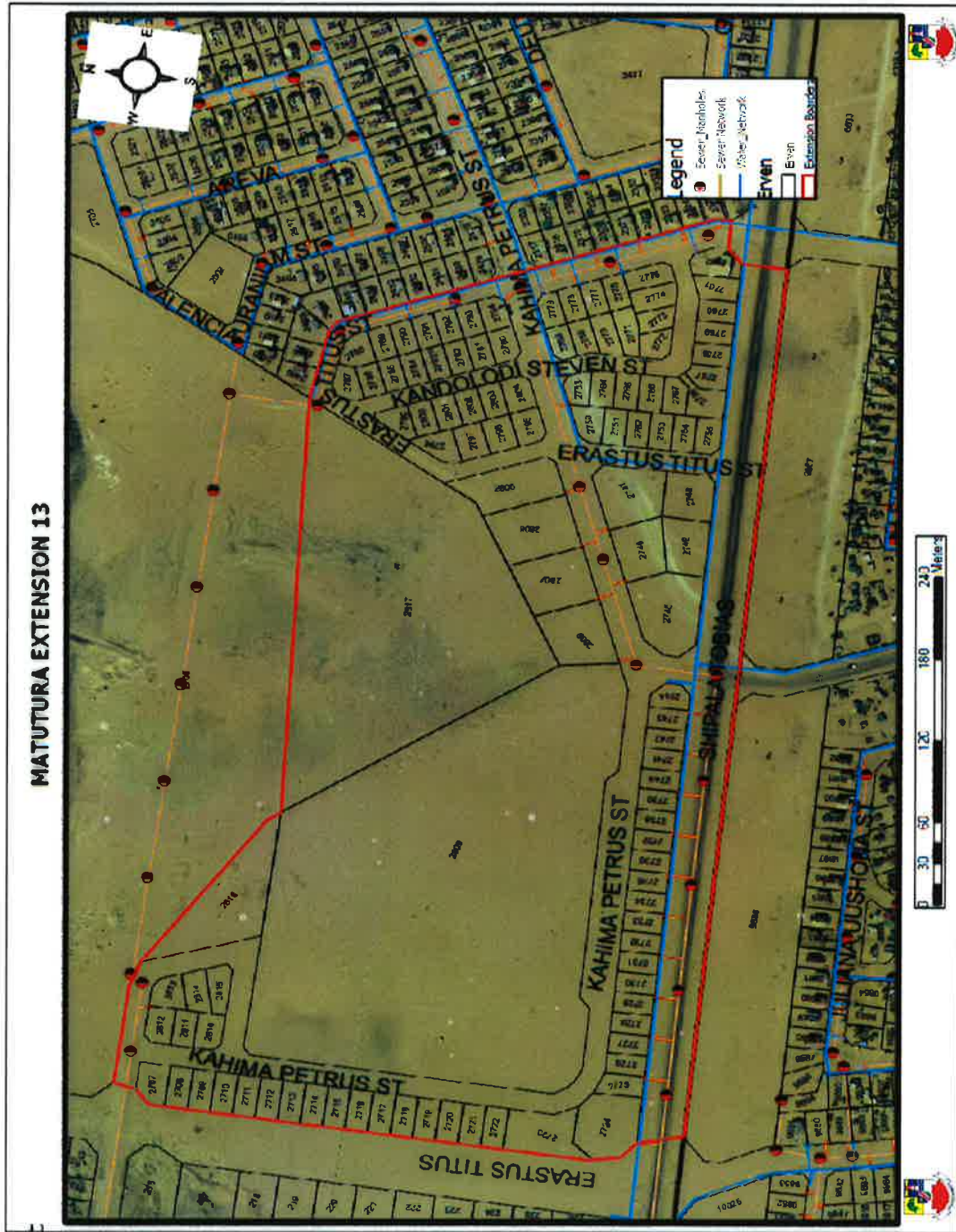
**EXTENSIONS 1, MATUTURA - FIRST TIME PROPERTY OWNER SALE**

(C/M 2021/07/01 - 16/1/4/2/1/14)

ANNEXURE "C"

**RESOLVED:**

- (a) That Council approves the sale of the remaining 65 erven zoned "Single Residential" located in Extension 1, Matutura to local, first time property owners.
- (b) That the upset price for these erven remains N\$300.00/m<sup>2</sup> as resolved by Council on 22 November 2018 under item 11.1.25.
- (c) That the following conditions be applicable:
- (i) That the registration fee be N\$3 000.00.
  - (ii) Only natural persons may register to take part in the sale.
  - (iii) Bidders must be first time property owners, meaning they may not currently, or previously owned property registered in their name. The status will be confirmed with the deeds office and Bipa (both spouses of a marital couple must be first time property owners).
  - (iv) Bidders must be local residents, residing in Swakopmund prior to August 2020.
  - (v) Bidders must submit proof of financing from a banking institution on the date of sale and attach copies of such to their bid forms.
  - (vi) That each bidder be restricted to submit 3 bid forms only; and that no bidder may submit more than 1 bid per erf.
  - (vii) That allocation be done to the second highest qualifying bidder on the basis of 1 erf per natural person (married couples, irrespective of the marital regime are regarded as 1 entity).
  - (viii) The erf may not be sold unless developed to the value of 4 x the municipal value of the erf. This condition will be registered in the title deed of the erf.
  - (ix) That should erven remain unsold at the date of the sale, such erven be offered to the registered bidders who are present and may then bid on a second erf.
  - (x) That the purchase price be paid within 120 calendar days from the date of sale.
-



11.1.29 **NON-COMPLIANCE ACTIVITIES ON ERF 3079, INAWAS STREET, OLETWENI, SWAKOPMUND**

(C/M 2024/10/31 - M 3079)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **10.3** page **52** refers.**A. This item was submitted to the Management Committee for consideration:****Purpose**

The aim of this submission is for the Council to request a court order that would cease the operation of the **Nest Outdoor Kitchen** on Erf 3079 until compliance with relevant governing regulations is accomplished.

**Introduction**

Throughout this year, the Council has been presented with a multitude of grievances from residents in the vicinity of Erf 3079, !Nawas Street in Oletweni. These concerns arise from disturbances such as noise disturbances, restricted access to residents' homes, patrons urinating on neighbors' properties, and generally an unsafe environment for the residents of ! Nawas street. These nuisances are attributed to the operation of an illicit establishment on erf no 3079.

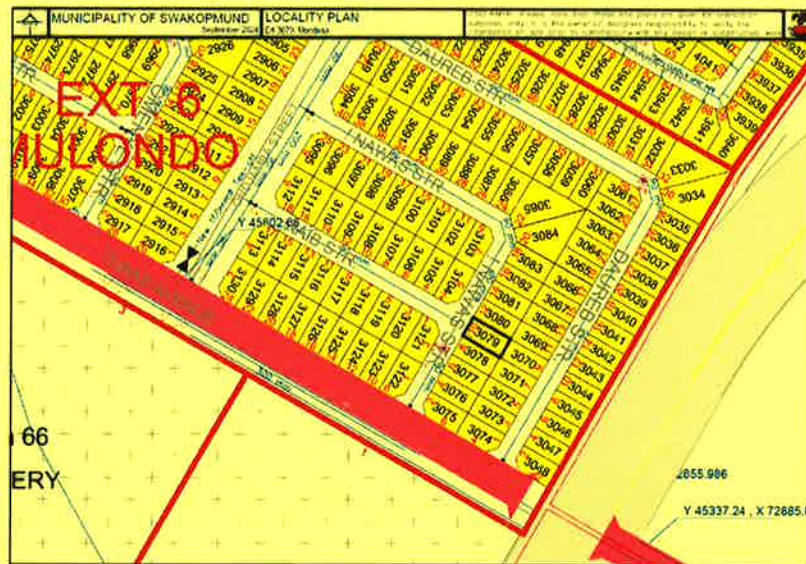
The Environmental Health Practitioners, from the Health Services & Solid Waste Management Department, carried out an inspection that verified the presence of an establishment operating on the abovementioned premises and engaging in alcohol sales without a business registration and fitness certificates. Furthermore, the property owner was consulted regarding the complaints from the neighbors and the correct procedures to take in order to legally register his establishment. He was issued with a notice to discontinue the establishment's operations. However, all concerns have been disregarded by the property's owner, until a subsequent complaint was lodged on 10 September 2024, and the establishment continues to operate. The ongoing disturbances caused to the neighbors in the area have necessitated the initiation of a court judgment to address the issue.

**Attached** are the notices and compliant letters for your information.

**Zoning, Size, and Locality**

Erf 3079, Mondesa is zoned "*Single Residential*" and is located at Regenstein Street.





Locality of Erf 3079, Swakopmund

### Ownership

The ownership of Erf 3079, Swakopmund vests with Mr. Mueseel Elifas.

### Provisions of the Swakopmund Zoning Scheme

Erf 3079, Swakopmund is zoned "single residential". The primary use for Single Residential is "dwelling house". The purpose for which land is used with the special consent of the Council is a place of public worship, place of instruction, resident occupation, and residential guesthouse. Activities of this nature can only be permitted on erven zoned "light" or "general industrial".

Clause 8.2 Removal of injurious conditions:

*"Where the amenity in any area is adversely affected by the condition of any building, erf, garden or by any activity taking place in the area, the Council may serve notice on the responsible person requiring him, within a specified period of not less than 28 (twenty-eight) days from the date on which the notice was served, to take such action as is necessary to eliminate the source of annoyance".*

8.6.1 Contravention of the Swakopmund Zoning Scheme, states that:

*"Any person who commits, or knowingly permits a contravention of any of the provisions of the scheme or of the requirements of any order or notice issued or conditions imposed under the provisions of this scheme, shall be deemed to have contravened the provisions of this scheme and shall be found guilty of an offence and liable on conviction to the penalties prescribed by Section 48 of the Ordinance".*

### Provisions of the Registration of Businesses

The business activities on erf 3079 is illegal and the GN no 354, Registration of Business, of November 2002, which inter alia states,

*"3, (1) No person may engage in business within the area of the Local Authority unless a registration certificate has been issued by the Registration Officer in respect of such business."*

**The Public and Environmental Health Act, 2015 stipulates that;**

*56. A person may not cause a health nuisance or may not permit to exist on a land or premises owned or occupied by him or her, or of which he or she is in charge, a health nuisance or other condition liable to be injurious or dangerous to health*

**Conclusion**

The Council has utilized all available corrective actions to secure the property owner's adherence to regulations, which unfortunately were not followed. As a result, the expertise of legal professionals is being enlisted to halt activities that do not align with the relevant governing requirements.

**B. After the matter was considered, the following was:-****RECOMMENDED:**

- (a) That the illegal activities taking place on Erf 3079, !Nawas Street, Oletweni, Swakopmund be legally ceased.**
  - (b) That the Council seeks the services of a legal practitioner for the elimination of the said nuisance on Erf 3079, Swakopmund.**
  - (c) That all costs thereof be for the account of the owner of Erf 3079, Swakopmund.**
  - (d) That the General Manager: Health and Solid Waste Management be appointed to adduce to the affidavit on behalf of the Council to institute and prosecute the application.**
  - (e) That the court order is effective as soon as the appointment of the legal practitioner is done.**
-

P.O.Box 7486

Swakopmund

31<sup>st</sup> January, 2024

The Office of the Mayor and the Office of the Chief Executive Officer

Municipality of Swakopmund

C/o Rakotoka St &amp; Daniel Kamho Avenue



**Subject: COMPLAINT LETTER REGARDING THE NOISE AND ILLEGAL URINATION IN REGARDS TO THE ESTABLISHMENT, THE NEST IN !NAWAS STREET, OLETWENI**

To Whom It May Concern

I am Brave Ashiyana, a resident of !Nawas street, Oletweni Swakopmund. I am writing to bring to your notice the negative impacts that The Nest, herewith referred to as the establishment, has brought to the residents of !Nawas street. In addition to the noise pollution that ends only at midnight (00H00), the patrons of the establishment have resorted to using the boundary walls of neighboring houses and the open street as outdoor toilets. This is a direct contravention of the Public and Environmental Health Act of 2015 and Municipal by laws as per the Local Authorities Act of 1992. Furthermore, due to the high influx of cars, the residents experience difficulty in entering their homes. As cars tend to park in front of gates. The influx of patrons has further resulted in an increase in petty crimes being reported including theft and accidents involving motor vehicles.

Although the residents do recognize the application processes pertaining to the acquisition of liquor licenses and permission to operate in a residential area. The owner of the establishment only sought permission from one neighbor, excluding the rest. Despite the establishment having being in operation for a period of five (5) months. The residents of !Nawas street have spoken to the owner of the establishment for a long lasting solution but to no avail.

The residents of !Nawas street humbly request the Municipality of Swakopmund to kindly look into this matter as it is negatively impacting our children, especially during examinations. Thus, a long lasting solution is urgently required to the benefit of all ratepayers of !Nawas street.

Thank you in advance.

Yours faithfully,

Brave Ashiyana

Concerned resident of !Nawas street



10 September 2024

Swakopmund Municipality

C/O Rakotoka & Daniel Kamho Street

Health Services and Solid Waste Management Department

To Whom It May Concern

This letter serves to express the disappointment in the actions of the Municipality of Swakopmund (herewith referred to as the Municipality) on the matter regarding the alcohol outlet popularly known as The Nest, located in !Nawas street, Mondesa.

In January 2024, a letter was addressed to the Office of the Chief Executive Officer (CEO) on the matter of the illegality of the outlet. Especially in regards to the fact that the residents of !Nawas street did not give consent for the opening of the outlet. On 09 September 2024, a resident of !Nawas street made an enquiry on the complaint. Unbeknownst to the residents, a response was promptly issued in February on the closure of the outlet. The notice of closure was communicated to the owner of the outlet who duly signed to consent to the closure of the outlet within the stipulated 24-hour period in February. A period of seven (7) months later, this outlet continues to operate unabated. Despite numerous complaints of noise pollution, restricted access to homes and a generally unsafe environment for the residents of !Nawas street.

It is the sincere hope and concern that this issue will be addressed promptly, for the benefit of the ratepayers.

Yours sincerely

Residents of !Nawas street



MHS & SWM  
Please prepare a  
Submission to MC

A handwritten signature in black ink, appearing to be "J. J. J. J.", located below the typed text.



# MUNICIPALITY OF SWAKOPMUND

Ref No: M3079

(064) 4104504  
0686519142  
53 Swakopmund  
NAMIBIA  
Web [www.swkmun.com.na](http://www.swkmun.com.na)  
[rneshuku@swkmun.com.na](mailto:rneshuku@swkmun.com.na)

Enquiries: Ms R Neshuku

21 February 2024

The Nest Outdoor Kitchen  
P.O. Box 943  
**SWAKOPMUND**  
13001

Att: Mr. Muesee Elifas

Dear Sir,

**THE NEST OUTDOOR KITCHEN, ERF NO. 3079 INAWAS STREET, OLETWENI, SWAKOPMUND**

The Health Department has received complaints regarding the illegal business activities taking place at Erf 3079, Mondesa. The Municipality of Swakopmund: Registration of Businesses Regulations No. 354 of 2002 states that;

#### **Operating a business**

3. (1) No person may engage in business within the area of the Local Authority unless a registration certificate has been issued by the Registration Officer in respect of such business.

(2) A registration certificate shall not be granted unless a certificate of fitness in respect of the premises has been issued.

Additionally,

#### **Penalties and Offences**

15. (1) Any person who-  
(a) contravenes or fails to comply with any provisions of these regulations or any condition imposed in terms thereof or thereunder;

shall be guilty of an offence and on conviction liable to a fine not exceeding NS2 000,00 or imprisonment for a period of not exceeding 6 months or both such fine and such imprisonment.

Erf 3079, Mondesa Extension 6 is zoned "single residential" in terms of the Swakopmund Zoning Scheme. This zone does not make provision for the operation of a restaurant. You are therefore notified to **immediately** stop conducting/operating the business from the premises.

Yours faithfully,


**L. N. MUTENDA**  
GENERAL MANAGER: HEALTH SERVICES AND SOLID WASTE MANAGEMENT

**THE NEST OUTDOOR KITCHEN, ERF NO. 3079 INAWAS STREET, OLETWENI,  
SWAKOPMUND**



I Elfas Muesee in print \_\_\_\_\_ herewith acknowledge

receipt of attached correspondence on 21/02/2024

Signature:  \_\_\_\_\_



+264 64 410 4600 | [swkmun@swkmun.com.na](mailto:swkmun@swkmun.com.na) | P.O. Box 53, Swakopmund, Namibia

Ref: Erf 3079

Enquiries: *Salome W. Kaffer*  
[skaffer@swkmun.com.na](mailto:skaffer@swkmun.com.na)

13 September 2023

Mr Mueseel Elifas  
 P O Box Box 943  
**SWAKOPMUND**  
 13001

Dear Sir,

**UNREGISTERED BUSINESS ACTIVITY AT THE NEST OUTDOOR KITCHEN, ERF NO 3079  
 INAWAS STREET, OLETWENI, MONDESA**

Throughout this year, the council has been presented with a multitude of grievances from residents in the vicinity. These concerns arise from disturbances such as noise, restriction of access to their homes, unsafe environment for the residents and instances of patrons urinating on neighbours' properties, all attributed to the operation of an illicit restaurant/bar on Erf 3079 in Oletweni, Mondesa.

***The Municipal Council of Swakopmund as prescribed in GN No 354, REGISTRATION OF BUSINESSES, of November 2002, which Inter alia states,***

***"3, (1) No person may engage in business within the area of the Local Authority unless a registration certificate has been issued by the Registration Officer in respect of such business."***

***Reg 15. (1) Stipulates Any person who - Contravenes or fails to comply with any provisions of the Business Registration Regulations or any condition imposed in terms thereof or hereunder.***

***"Shall be guilty of an offence and on conviction liable to a fine not exceeding N\$2000.00 or imprisonment for a period of not exceeding 6 months or both such fine and such imprisonment."***



Erf 3079, Mondesa Extension 6 is zoned "single residential" in terms of the Swakopmund Zoning Scheme. This zone does not make provision for the operation of a restaurant/bar.

The ongoing inconveniences created by operations at Erf 3079 will compel Council to seek a legal ruling to resolve the situation.

Consider this **our final notification**, requesting that you halt all commercial activity at Erf 3079. You are not permitted to operate any business until your business registration is approved by the Council, since failure to comply will result in legal action.

Yours faithfully



**L N MUTENDA**  
**GENERAL MANAGER: HEALTH SERVICES AND SOLID WASTE MANAGEMENT**

Cc: Chief of Police Swakopmund



**UNREGISTERED BUSINESS ACTIVITY AT THE NEST OUTDOOR KITCHEN, ERF NO 3079 INAWAS STREET, OLETWENI, MONDESA**



I, Elifas Muesee (OWNER) herewith acknowledge

receipt of attached correspondence on 13/09/24

Signature: 



11.1.30 **SUBMISSION REQUEST FOR JUNIOR TOWN COUNCILLORS TO SHADOW MUNICIPALITY COUNCILLORS AND STAFF MEMBERS**

(C/M 2024/10/31 - 5/3/1/3)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **10.4** page **61** refers.

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**A. This item was submitted to the Management Committee for consideration:**

**INTRODUCTION**

The purpose of this submission is to request approval for the Junior Town Councillors to shadow Municipality Councillors and staff members in order to gain valuable experience and a deeper understanding of the public sector's operations and governance processes.

**BACKGROUND**

The introduction of the Chief Executive Officer role and the departmental structure within the Junior Town Council (JTC) program during the 2022/2023 intake represents a significant step toward fostering organizational growth. This change allowed for clearer roles and responsibilities across various departments, contributing to a more strategic and effective approach to managing operations and administration within the Council.

It is against this background that the Junior Town Council envisages introducing a shadowing program. The Junior Town Council's new shadowing initiative will provide members with hands-on experience in public sector management, community engagement, and policy implementation. This program is designed to empower the youth by offering them practical insights into how public services are administered and how policies are developed to benefit the community.

**PROPOSAL**

It is against this background that we hereby request the approval of a shadowing program to take place over six (**6**) months, during which the Junior Town Councillors will be paired with experienced Municipal Councillors and key staff members.

During the duration of the program, the Junior Councillors will attend council meetings, departmental briefings, and community consultations. They will be involved in the observation of service delivery activities, infrastructure projects, budget planning, and administrative processes. Through this exercise, the members of the JTC will be able to grasp an understanding of the roles and responsibilities of the Municipal Councillors and staff.

The shadowing program will be able to provide hands-on experience and prepare them for future roles in government, equipping them with practical knowledge of municipal operations and to develop leadership, communication, and problem-solving skills essential for public service.

In light of this, we hereby seek approval is respectfully requested to proceed with this initiative. This initiative can foster a sense of civic responsibility among the younger generation and build a pipeline of capable leaders for the future.



### Expectation from Junior Town Council members

- At the end of the shadowing period,
- Journal and document experiences
- Ask questions
- Assessment reports by PA to the Mayor to be signed by the relevant department visited.
- Evaluation of the program to be done at the
- At the end of the program, each Junior Town Councillor will present their learnings and recommendations based on their shadowing experience.

### Junior Town Council structure and proposed shadowing schedule

Junior Town Council Executive Council	Responsibility/JTC Department	Municipal Council and relevant departments	Assigned duties	Timeline
Junior Mayor	Political Chairperson and spokesperson	Mayor	Political leadership Chairing of Council meetings Public Engagement Local governance	November
Deputy Junior Mayor	Deputy Chairperson	Councillors	Political leadership, Chairing of Council meetings Public engagement Local governance	November
Chief Executive Officer	Head of Operations and Human Resources	Office of the Chief Executive Officer Corporate Services and Human Capital Economic Development Service	Problem-solving and project management Town planning, finance administration, and public services Human resource	November/December
Public Relations Officer	Communication and Marketing	Public Relations Marketing and Communications	Social media management Press release Media liaison Digital content creation including designing of posters etc	January- April
Treasurer	Budgeting and sponsorship	Finance Procurement	Finance administration including budgeting, expenditure, and asset management Procurement processes	January-April
Secretary	Administration	Office of the CEO/Mayor Corporate Services: Administration Section Archives	Agenda drafting and minute-taking General administration Record keeping and filing	January-April

**Learning Plan and Schedule**

<b>Activities</b>	<b>Description</b>	<b>Time frame</b>	<b>Schedule</b>
Orientation	Familiarize the Junior Councillors with the structure and roles of the Council and departments Visit around Municipality head office and other offices including stores, nursery, bungalows, and Workshop.	November-December	Once off visit to the office
Attending meetings and events	Management Committee Council meeting Public meetings Procurement meetings	January-April	Ongoing during the time frame Time and dates to be arranged with relevant department/Meeting Chairperson and participants
Administration Agenda Minute taking Record keeping	General office administration Drafting of addendums, Drafting of agendas Minute taking  Filing and recording of incoming correspondences	November-April	Ongoing during the time frame Time and dates to be set with the relevant department/office
Events	Attend events and part take in event planning and management	November-April	Adhoc, PA to the Mayor to arrange with the Event organizing lead to include members of JTC
Budgeting	Training in budgeting	January-April	To be arranged with the Finance Department Head
Report writing Community engagement	Writing reports	November-April	

**B. After the matter was considered, the following was:-****RECOMMENDED:**

- (a) **That the Council approves the Junior Town Council shadowing program for the period from November 2024 to April 2025.**
  - (b) **That the Municipal Councillors assist the members of the Junior Town Council.**
  - (c) **That the General Managers identify and avail staff members that the JTC members can shadow on a rotational basis.**
  - (d) **That availed staff members assist with the filling in the progress reports of the Junior Town Council for the shadowing period.**
  - (e) **That the PA to the Mayor provides a feedback report on the progress and outcomes of the program.**
-

11.1.31 **INVITATION TO THE OFFICIAL OPENING OF THE 2024 TSUMEB COPPER FESTIVAL**  
(C/M 2024/10/31 - 5/5/1)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **10.5** page **64** refers.

**A. This item was submitted to the Management Committee for consideration:**

**INTRODUCTION**

The submission seeks the Council's approval for the Mayor to attend the Tsumeb Copper Festival scheduled to take place from the **30 October** to **02 November 2024**.

**BACKGROUND**

The Tsumeb Copper Festival is an annual event that brings together various stakeholders in the mining, trade, and local economic development sectors. It serves as a platform to promote cultural exchange, networking, and economic collaboration between towns. The event attracts participants from across Namibia and abroad, making it an ideal opportunity for Swakopmund to foster inter-town relations and promote potential investment opportunities.

**PROPOSAL**

It is therefore requested that the Mayor honours the invitation to attend the opening of the event. The attendance at the festival will provide an opportunity to promote Swakopmund as a prime destination for investors and local economic development initiatives. This aligns with the Mayor's vision of economic emancipation and job creation for the town.

The costs associated with this trip, including accommodation, meals, and transportation, will be covered under the Council's travel and subsistence budget for official engagements. It is recommended that the Management Committee approve the attendance of the Mayor, Cllr. Dina Namubes, at the Tsumeb Copper Festival, given the potential benefits for Swakopmund in terms of economic development, networking, and cultural exchange.

The costs to be incurred are calculated as follows:

<b>SUMMARY OF EXPENDITURE</b>					
<b>Item</b>	<b>Lunch Tarif (1x400,00)</b>	<b>Overnight Allowance (3x1000,0)</b>	<b>Accommodation (3x1000,00)</b>	<b>Transport Cost (N\$5.00/Km)</b>	<b>Total</b>
Overnight allowance in Windhoek (N\$2 000.00) x 2	N\$800.00	N\$6 000.00	N\$6 000.00	-	N\$12,800.00
<b>TOTAL EXPENDITURE ON SUBSISTENCE AND EVENT COSTS</b>				-	<b>N\$12,800.00</b>

**B. After the matter was considered, the following was:-**

**RECOMMENDED:**

- (a) That the Council approves for the Mayor to attend the Tsumeb Copper Festival's official opening ceremony.
- (b) That the following estimated expenditure for traveling and subsistence expenses be defrayed from the Conference Expenses Vote: 101015505500 where N\$82,745.00 is available.

<b>SUMMARY OF EXPENDITURE</b>					
<b>Item</b>	<b>Lunch Tarif (1x400,00)</b>	<b>Overnight Allowance (3x1000,0)</b>	<b>Accommodation (3x1000,00)</b>	<b>Transport Cost (N\$5.00/Km)</b>	<b>Total</b>
<b>Overnight allowance in Windhoek (N\$2 000.00) x 2</b>	<b>N\$800.00</b>	<b>N\$6 000.00</b>	<b>N\$6 000.00</b>	<b>-</b>	<b>N\$12,800.00</b>
<b>TOTAL EXPENDITURE ON SUBSISTENCE AND EVENT COSTS</b>				<b>-</b>	<b>N\$12,800.00</b>

---

**Enquiries:** J.G. Gaeseb

**Ref.:** 11/2/1

**Tel.:** +264 (0)67 221056/7/8  
**Fax:** +264 (0)67 221464



OFFICE OF THE MAYOR

Private Bag 2012  
TSUMEB  
Namibia

September 18, 2024

**Honourable Mayors:**

- City of Windhoek
- Grooffontein Municipality
- Walvisbay Municipality
- Swakopmund Municipality
- Okahandja Municipality
- Otjiwarongo Municipality
- Oshakati Town Council
- Otavi Town Council
- Omuthiya Town Council
- Onilpa Town Council
- Okarara Town Council
- Nkurenkuru Town Council
- Ongwediva Town Council
- Ondangwa Town Council
- Katima Mulilo Town Council
- Helao Nafidi Town Council
- Eenhana Town Council
- Oshikuku Town Council
- Okahao Town Council
- Outapi Town Council
- Opuwo Town Council
- Rundu Town Council
- Otjinene Village Council
- Tsandil Village Council

Dear Honourable Mayors,

**RE: INVITATION TO THE OFFICIAL OPENING OF THE 2024 TSUMEB COPPER FESTIVAL**

The Tsumeb Municipality is pleased to extend a formal invitation to you for the official opening of the 2024 Tsumeb Copper Festival, which will take place from the **30th October to 2nd November 2024**, at the United Nations Park in Tsumeb.

Since its inception in 2003, the Tsumeb Copper Festival has firmly established itself as a premier event on the socio-economic calendar of our town. Originally conceived to diversify Tsumeb's economic activities, the festival has grown into a vital platform for local and international exhibitors to present their innovations, engage in meaningful exchanges, and foster business opportunities that drive economic development.

This year's festival, themed "**Celebrating Craftsmanship, Creativity, and Excellence in a Diverse Namibia**," will once again showcase the entrepreneurial spirit, talent, and innovation that define our nation. The festival is a beacon of cultural and economic vitality, reflecting Namibia's dynamic progress.

We are honored to invite you to the official opening ceremony on Friday, 1<sup>st</sup> November 2024, at 09:00. Your presence at this distinguished event would greatly enhance its significance and underscore the importance of continued economic and social collaboration within our diverse communities.

Please confirm your attendance by Friday the 25<sup>th</sup> October 2024 by contacting Mr. Julius Gaeseb at 081 1460166 or [jgaeseb@tsumebmun.org.na](mailto:jgaeseb@tsumebmun.org.na) or Ms. Ester Domingo at 067-221056 or [edomingo@tsumebmun.org.na](mailto:edomingo@tsumebmun.org.na). We look forward to welcoming you to this esteemed celebration.

Thank you for your continued support and dedication to the development of our region.

Yours faithfully,

  
Matheus Hangula  
**MAYOR**



11.1.32

**INVITATION TO CHANCELLOR'S ANNUAL CHARITY GALA DINNER**

(C/M 2024/10/31 - 5/5/1)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **10.6** page **67** refers.

**A. This item was submitted to the Management Committee for consideration:****INTRODUCTION**

The submission seeks Council's approval for the Councillors to attend the Chancellor's Annual Charity Gala dinner on **19 October 2024**.

**BACKGROUND**

The Chancellor's Annual Charity Gala Dinner is an esteemed event organized to raise funds for various charitable causes, with a particular focus on supporting educational initiatives, youth empowerment, and community upliftment programs. The event brings together dignitaries, business leaders, and community representatives from across the country to contribute towards the development of underprivileged sectors of society.

**PROPOSAL**

The costs for this engagement, including transportation, accommodation, and event tickets, will be covered under the Council's official travel and subsistence budget.

The costs to be incurred are calculated as follow:

<b>SUMMARY OF EXPENDITURE</b>					
<b>Item</b>	<b>Lunch Tarif (1x400,00)</b>	<b>Overnight Allowance (3x1000,0)</b>	<b>Accommodation (3x1000,00)</b>	<b>Transport Cost (N\$5.00/Km)</b>	<b>Total</b>
Overnight allowance in Windhoek (N\$2 000.00) x 2 10 Councillors	N\$4 000.00	N\$20 000.00	N\$20 000.00	-	N\$44 000.00
<b>TOTAL EXPENDITURE ON SUBSISTENCE AND EVENT COSTS</b>				-	<b>N\$44 000.00</b>

**B. After the matter was considered, the following was:-****RECOMMENDED:**

**That the invitation to attend the UNAM Chancellors' Annual Charity gala dinner scheduled to take place on 13 November 2024 not be approved due to short notice.**



**UNIVERSITY OF NAMIBIA  
FOUNDATION**

INVITATION TO  
**THE CHANCELLOR'S  
ANNUAL CHARITY GALA DINNER**  
Mövenpick Hotel | October, 19, 2024 | 18hoo - 21hoo

The UNAM Foundation cordially invites you to the Chancellor's Annual Charity Gala Dinner, hosted by His Excellency Dr. Hage Geobert, President of the Republic of Namibia, in his capacity as the Chancellor of the University of Namibia and the Patron of the UNAM Foundation.

Your participation will be instrumental in securing access to higher education for students from underprivileged backgrounds.

Join us for an evening of fine dining and live entertainment as we unite to support the next generation of leaders and drive Namibia's economic growth.

**Table of 10 N\$20,000.00 | Per Person N\$2,000.00**

With this ticket, you will receive a complimentary dinner and drinks for you and your guests.

For more information, please contact the UNAM Foundation at [info@unamfoundation.org](mailto:info@unamfoundation.org) or [+264 61 204 2000](tel:+264612042000).

**UNIVERSITY OF NAMIBIA  
FOUNDATION** **UNAM  
UNIVERSITY OF NAMIBIA**

11.1.33

**INVITATION TO PARTICIPATE AT THE INAUGURAL 1<sup>ST</sup> EDITION OF LOCAL AUTHORITIES' SPORTS, RECREATION, ARTS AND CULTURE (LASRAC) ECOSYSTEM AWARDS IN WINDHOEK**

(C/M 2024/10/31 - 5/5/8/2)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **10.7** page **69** refers.

**A. This item was submitted to the Management Committee for consideration:**

**INTRODUCTION**

The submission seeks the Council's approval for the Council to participate at the Local Authorities Sports, Recreation, Arts and Culture (LASRAC) ecosystem awards in Windhoek scheduled to take on **13 November 2024**.

**BACKGROUND**

The Association for Local Authorities in Namibia (ALAN) in partnership with Oshiteyatemo has invited ALAN members to participate and attend the first edition of the Local Authorities Sports, Recreation, Arts and Culture Ecosystem Awards ceremony scheduled to take place on **13 November 2024** in Windhoek.

The purpose of the platform is to acknowledge the growing professionalism and excellence in Local Authorities by recognizing the exceptional key players in sports, recreation, arts, and culture.

**PROPOSAL**

The Council is hereby requested to nominate itself for the following award categories:

1. *Outstanding Municipality with Good Infrastructure*
2. *Public Servant Mayor*
3. *Leadership and Governance for Chief Executive Officer*
4. *Councillors*
5. *Local Economic Development*
6. *Marketing*

Please note that individuals or entities who are nominated must be willing and able to travel to Windhoek to receive the award, should they be announced as the winner. In light of the above, this submission seeks approval for the Municipality of Swakopmund to participate in this awards ceremony and to attend the gala dinner.

The costs to be incurred have been calculated as follows:

<b>SUMMARY OF EXPENDITURE</b>					
<b>Item</b>	<b>Lunch Tarif (1x400,00)</b>	<b>Overnight Allowance (3x1000,0)</b>	<b>Accommodation (3x1000,00)</b>	<b>Transport Cost (N\$5.00/Km)</b>	<b>Total</b>
Overnight allowance in Windhoek (N\$2 000.00) x 2	N\$1 200.00	N\$6 000.00	N\$6 000.00	-	N\$13 000.00
<b>TOTAL EXPENDITURE ON SUBSISTENCE AND EVENT COSTS</b>				<b>-</b>	<b>N\$13,000.00</b>

B. After the matter was considered, the following was:-

**RECOMMENDED:**

(a) That the Council approves the participation at the LASRAC Ecosystem Awards scheduled to take place on 13 November 2024, in Windhoek for the following delegates;

- Deputy Mayor
- Public Relations Officer (on behalf of the Chief Executive Officer)
- Sports and Recreation Officer

(b) That the following estimated expenditure for traveling and subsistence expenses be defrayed from the Conference Expenses Vote: 101015505500 where N\$82,745.00 is available.

<b>SUMMARY OF EXPENDITURE</b>					
<b>Item</b>	<b>Lunch Tarif (1x400,00)</b>	<b>Overnight Allowance (3x1000,0)</b>	<b>Accommodation (3x1000,00)</b>	<b>Transport Cost (N\$5.00/Km)</b>	<b>Total</b>
<b>Overnight allowance in Windhoek (N\$2 000.00) x 2</b>	<b>N\$1 200.00</b>	<b>N\$6 000.00</b>	<b>N\$6 000.00</b>	<b>-</b>	<b>N\$13 000.00</b>
<b>TOTAL EXPENDITURE ON SUBSISTENCE AND EVENT COSTS</b>				<b>-</b>	<b>N\$13,000.00</b>



**LOCAL AUTHORITIES**  
SPORTS, RECREATIONAL, ARTS AND CULTURE  
**ECOSYSTEM AWARDS**

**LASRAC**



**ASSOCIATION FOR LOCAL  
AUTHORITIES IN NAMIBIA**



ALAN PHYSICAL ADDRESS: No 24, Corner of Johan Albrecht and Pasteur Street,  
Windhoek West Namibia

Friday 20 September 2024

**ALL 57 ALAN MEMBERS:**

- 18 Village Councils,
- 26 Town Councils and
- 13 Municipalities

**TO WHOM IT MAY CONCERN,**

- Her Worships: All Hon. Mayors and Councillors
- His Worships: All Hon. Mayors and Councillors
- All Chief Executive Officers

**SUBJECT: INVITATION TO PARTICIPATE AT THE INAUGURAL 1<sup>ST</sup> EDITION OF LOCAL AUTHORITIES  
SPORTS, RECREATION, ARTS AND CULTURE (LASRAC) ECOSYSTEM AWARDS IN WINDOEK**

Reference is made to the above subject:

I have the honour and privilege on behalf of the Board of Association of Local Authorities in Namibia (ALAN) and our strategic partners hereby inviting all ALAN 57 members to participate and attend the inaugural, 1<sup>st</sup> edition of Local Authorities Sports, Recreation, Arts and Culture (LASRAC) Ecosystem Awards.

The annual LASRAC Ecosystem Awards is organised under the patronage of ALAN, coordinated and managed by Oshiteyatem Investments. The LASRAC ecosystem awards was created with the vision to acknowledge the growing professionalism and excellence in Local Authorities by recognizing and celebrating exceptional key players that are backbone of the LASRAC ecosystem. Celebrating local authorities achievements and sharing their industry career stories, LASRAC ecosystem awards will create a generation of role models to inspire future talent and business success – right from grassroots level to those working with young children and youth in different communities.

The 1<sup>st</sup> edition of LASRAC Ecosystem Awards is scheduled on Wednesday 13 November 2024 or another date in November 2024 with attending guests coming from all the 57 ALAN members. All invited guests and delegates are expected to arrive at 17:00pm and the programme will start at 18:00pm at Safari Hotel, Windhoek International Convention Centre.

ALAN President – Hon. Dr Samuel IOe-Amseb  
Mobile: +264 81 219 9679

ALAN Administrator - Mrs Maureen Kambala  
Mobile: +264 81 273 9102 | Tel: +264 61 240 914  
Email: [alan@iway.na](mailto:alan@iway.na)

LASRAC Ecosystem Awards, Project Director - Dr Peter Mawere  
Mobile: +264 817 622 894 Email: [projectlasrac@gmail.com](mailto:projectlasrac@gmail.com)



**LOCAL AUTHORITIES**  
SPORTS, RECREATIONAL, ARTS AND CULTURE  
**ECOSYSTEM AWARDS**  
**LASRAC**



**ASSOCIATION FOR LOCAL  
AUTHORITIES IN NAMIBIA**



Our community is very excited about LASRAC Ecosystem Awards. We also invited her Excellency, Vice President of the Republic of Namibia who will be expected to deliver the keynote address and to officially launch the annual LASRAC Ecosystem Awards.

**NOMINATION PROCESS:** attached please find LASRAC ecosystem awards 2024 [nomination form](#) with all technical eligibility criteria requirements. The nomination form must be duly completed and emailed to Email: [projectlasrac@gmail.com](mailto:projectlasrac@gmail.com) before Thursday 10 October 2024 cut off time 3:00pm.

**LASRAC ECOSYSTEM AWARDS CEREMONY AND GALA DINNER:** You are all invited to be part of an evening celebrating the growing professionalism and excellence where LASRAC industry has established itself as commercial entity. The LASRAC ecosystem awards ceremony Gala Dinner table space bookings and ticket sales is now open. Please find attached the 2024 edition Gala dinner table booking registration form to be duly completed and emailed [projectlasrac@gmail.com](mailto:projectlasrac@gmail.com) before on Tuesday 15 October 2024 cut off time 10:00am.

For any further information do not hesitate to contact the undersigned on Mobile: +264 81 219 9679 or the LASRAC Ecosystem Awards, Project Director - Dr Peter Mawere on Mobile: +264 817 622 894 Email: [projectlasrac@gmail.com](mailto:projectlasrac@gmail.com).

Thank you and we look forward to welcoming you in Windhoek during at the official launching of the 1<sup>st</sup> edition of LASRAC ecosystem awards as well as announcing the outstanding finalist of 2024 edition.

**Please accept the assurance of our highest esteem.**

Sincerely yours,

Hon. Dr Samuel IOë-Amseb  
President  
Association of Local Authorities in Namibia (ALAN)

ALAN President – Hon. Dr Samuel IOë-Amseb  
Mobile: +264 81 219 9679

ALAN Administrator - Mrs Maureen Kambala  
Mobile: +264 81 273 9102 | Tel: +264 61 240 914  
Email: [alan@iway.na](mailto:alan@iway.na)

LASRAC Ecosystem Awards, Project Director - Dr Peter Mawere  
Mobile: +264 817 622 894 Email: [projectlasrac@gmail.com](mailto:projectlasrac@gmail.com)





ASSOCIATION FOR LOCAL  
AUTHORITIES IN NAMIBIA




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## NOMINATION FORM

### CRITERIA AND ELIGIBILITY REQUIREMENTS

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#### LASRAC ECOSYSTEM AWARDS ONLINE NOMINATIONS PROCESS:

- Open date: Friday 20 September 2024
- Closing date: Thursday 10 October 2024

#### LASRAC ECOSYSTEM AWARDS ADJUDICATION PROCESS:

- Start date: Monday 14 October 2024
- Closing date: Wednesday 23 October 2024

#### CRITERIA AND ELIGIBILITY REQUIREMENTS

- Nominees must have made significant impactful contributions to their field or community as indicated in each of LASRAC category.
- Nominees must demonstrate exceptional reach of their investment through their initiative, leadership, innovation, where necessary collaboration with others in their field.
- Nominees must be willing to be interviewed, or to provide reference where required.
- Nominees must be willing to travel to the LASRAC awards should they be invited.
- Nominees must be willing to be photographed or videographed for public and promotional use even as winners, exceptions might be given in deriving cases subject to the determination of the views of Selection and adjudication Team.
- The decision of the LASRAC awards selection and adjudication Team is final.
- Individuals are allowed to nominate themselves, or to nominate another person employed by different local authority.
- Organisations are allowed to nominate themselves, or to nominate another organisation.
- Ensure all sections are filled out accurately for successful submission.
- The top three nominees will be invited to attend in person the LASRAC Ecosystem Awards Ceremony in Windhoek on Wednesday 13 November 2024 or another date in November 2024.

**Documents  
Containing  
Personal  
Information Are  
Removed From  
The Agenda As  
Directed By  
MANAGEMENT.**



11.1.34 **ERONGO RED BOARD OF DIRECTORS // APPOINTMENT OF AN ALTERNATE MEMBER**

(C/M 2024/10/31 - 11/1/4/17)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **10.8** page **81** refers.

**A. This item was submitted to the Management Committee for consideration:**

Erongo RED informed the office of the Chief Executive Officer that Ms Demeon Keulder has relinquished her appointment as the alternate member of Mr Sam Januarie and Council is requested to consider a replacement.

Council at its ordinary meeting held **4 April 2024**, under **item 11.1.7**. resolved.

*"That this item be referred back to the Management Committee for consideration."*

**Role of the Board of Directors**

- 1 *Approve, monitor, and provide guidance on the strategic planning process. The Chief Executive Officer and the senior management team will have direct responsibility for the ongoing strategic planning process and the establishment of long-term goals for the Corporation, which are to be reviewed and approved not less than annually by the Board of Directors. The Board will provide guidance to the Chief Executive Officer and senior management team on the Corporation's ongoing strategic plan. The Board will establish annual performance objectives against which to measure corporate and executive performance. Based on the reports from the Chief Executive Officer, the Board will monitor the success of management in implementing the approved strategies and goals.*
- 2 *Identify the principal risks of the Corporation's business and use reasonable steps to ensure the implementation of appropriate systems to manage these risks and attempting to achieve a proper balance between the risks incurred and the potential return to shareholders.*
- 3 *Delegate to the Chief Executive Officer the authority to manage and supervise the business of the Corporation, including making of all decisions regarding the Corporation's operations that are not specifically reserved to the Board of Directors under the terms of that delegation of authority. Determine what, if any, executive limitations may be required in the exercise of the authority delegated to management, and in this regard approve operational policies within which management will operate;*
- 4 *Take reasonable steps to ensure the Corporation has management of the highest caliber. The Board of Directors will satisfy itself that executive compensation is linked appropriately to corporate performance. This responsibility is carried out primarily through the appointment of the Chief Executive Officer as the Corporation's business leader. The Board will assess, on an ongoing basis, the Chief Executive Officer's performance against criteria and objectives established by the Board from time to time. The Board will also use reasonable steps to ensure that the Chief Executive Officer has in place adequate programs to recruit, retain, develop, and assess the performance of senior management;*
- 5 *Approve the Corporation's annual financial plans;*
- 6 *Oversee the integrity of the Corporation's internal control and management information systems;*
- 7 *Ensure that the Chief Executive Officer and the senior officers maintain and monitor compliance with the Corporation's Code of Business Conduct by all employees of the Corporation;*
- 8 *Approve the Corporation's communications policy. The Board of Directors will monitor the policies and procedures that are in place to provide for effective and timely communication by the Corporation with its shareholders, the Board and with the public generally, including effective means to enable shareholders to communicate with senior management and the Board. The Board will also monitor the policies and procedures that are in place to maintain a strong, cohesive, and positive image of the Corporation with shareholders, the oil and gas industry,*

- governments and the public generally. The Board will put in place the appropriate measures for the receipt of shareholder feedback;
9. Require that the Board be kept informed of the Corporation's activities and performance and take appropriate action to correct inadequate performance;
  10. Provide for the independent functioning of the Board of Directors. The Board will put in place appropriate procedures to enable the Board to function independently of management at such times as is desirable.
  11. Require the individual directors to be prepared for each Board of Directors and Committee meeting by having read the reports and background materials provided for the meeting and to maintain an excellent Board of Directors and Committee meeting attendance record (the target is 100%).
  12. Consultation with representatives of the Shareholders before a Board of Directors meeting is essential.
  13. Feedback by the individual Directors after each Board of Directors meeting is very important to keep the shareholders well-informed of the latest developments.

#### **Timing and Location of Board Meetings, and Time Commitment**

The board normally meets as the occasion requires. Meetings take place as indicated per notice with at least one sitting per year.

#### **Remuneration**

The board determines the level of remuneration paid to its members within any limitations imposed by shareholders.

Sitting Fees for main Board meeting attendance shall be: N\$5,352 and N\$8,486 (Chairperson) per sitting plus traveling at N\$7,50/km & accommodation at N\$800.00 per night if applicable.

Sitting Fees for Board subcommittee meeting attendance shall be: N\$2,648 and N\$3,956 (Chairperson)

#### **Committee Involvement**

Board committees are formed when it is efficient or necessary to facilitate effective decision-making. The board's present standing committees are the audit, remuneration and nomination committees.

#### **Confidentiality**

All information acquired during appointment is confidential to the Company and should not be disclosed either during your appointment or following termination (by whatever means) to third parties except as permitted by law and with prior clearance from the Chairman.

Council recently at its Ordinary Meeting held **2 April 2024, item 11.1.4**, resolved:

- (a) That the information submitted on the appointment Council's Board of Directors, be approved and that feedback be provided to Council on a regular basis.
- (b) That the Board of Directors be retained for the final 3-year term.
- (c) That, in future, Council's representation in Erongo RED's Board of Directors be advertised with specific criteria.

Council at its Ordinary Management Committee Meeting held **16 July 2024**, item 7.1, recommended:

- (a) That Council considers the appointment of an alternate member from the applications/ Curriculum Vitae (CVs), already received.

- (b) *That Councillors submit the names of potential candidates, along with their respective Curriculum Vitae (CV), to the Chief Executive Officer's Office no later than Friday, 19 July 2024, and that candidates should possess the relevant qualifications, experience, and skills that align with the strategic goals and governance requirements of Council and Erongo RED.*
- (c) *That the submission should include the following:*
- 1. The full name of the nominee with a brief statement on why the nominee would be a valuable addition to Council to serve on Erongo RED's Board of Directors and represent the Council and the entire community of Swakopmund.*
  - 2. A detailed CV highlighting their professional background, relevant experience, and any pertinent achievements.*

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Council recently at its Ordinary Meeting held **8 August 2024, item 11.1.1, resolved:**

**That this item be referred back to the Management Committee.**

---

The Office of the Chief Executive Officer received the following CVs submitted as nominations to be able to serve on Erongo RED's Board of Directors and represent the Council and the entire community of Swakopmund.

- Mr. David Dhila**, current position, Engineering Technician, presently working at the Ministry of Works and Transport.
- Mr Rainer Horsthemke**, currently retired Electrical Engineer, is presently available in all sectors for electrical engineering consulting work and also representing Swakopmund Council as Community Liaison representative for Swakopmund Community.

Attached, are copies of the CVs of the nominated representatives.

**B. After the matter was considered, the following was:-**

**RECOMMENDED:**

**That the Council approves the appointment of an alternate member for Mr. David Dhila in the vacant position on the Erongo RED Board of Directors representing the Swakopmund Municipal Council.**

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**Documents  
Containing  
Personal  
Information Are  
Removed From  
The Agenda As  
Directed By  
MANAGEMENT.**

11.1.35 **INVITATION TO THE NALAO 21<sup>ST</sup> ANNUAL CONFERENCE AND AGM: 5 - 8 NOVEMBER 2024, NIPAM, WINDHOEK**  
(C/M 2024/10/31 - 5/5/1)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **10.9** page **102** refers.

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**A. This item was submitted to the Management Committee for consideration:**

The **National Association of Local Authority Officials (NALAO)** has extended an invitation Council to participate in the 21st Annual Conference and AGM to be held from 5 to 8 November 2024 at the NIPAM Campus Centre. This year's conference is themed, "Demonstrating Public Sector Leadership for the Attainment of the Sustainable Development Goals (SDGs) Agenda for 2030: Empower Local Heroes of Global."

This event aims to bring together key stakeholders, including local authority administrators, political leaders, development partners, and public sector leaders, to discuss strategies that will enhance the leadership and effectiveness of local authorities in achieving the SDG'S (Sustainable Development Goas).

The conference will focus on several important topics, including:

- *Strengthening the role of local authorities in leading the implementation of the SDGs and showcasing successful strategies.*
- *Engaging public sector leaders, development partners, and local authority stakeholders to foster dialogue on effective governance, sustainable development, and public sector leadership.*
- *Keynote addresses and special discussions, including a requested session featuring our Mayor, to provide insights on local governments' roles in driving the SDGs for 2030.*
- *The conference will serve as a critical platform to enhance the Council's strategic capacity to meet the SDGs, while building partnerships and gaining insights from peers and experts across the region.*

Participation in this conference will present numerous benefits to the Council:

- *This is an opportunity for the Council to demonstrate its leadership in achieving the global 2030 Agenda, and actively contribute to discussions that shape local and regional development policies.*
- *Attendees will engage with local authority officials, political leaders, and key stakeholders in development, allowing for knowledge exchange and collaboration on SDG-related initiatives.*
- *The sessions will focus on enhancing the capacity of local authorities to implement the SDGs effectively, providing our leaders with the tools and insights needed to drive sustainable development in our jurisdiction.*
- *A special invitation has been extended for the Mayor to participate in a dedicated discussion on the SDGs. This is an excellent platform for the Council to profile its contributions towards achieving the SDGs and its commitment to the global agenda.*



In light of the strategic importance of this conference, it is recommended that Council:

- Approve participation in the 21st Annual NALAO Conference on AGM to be held from 5 to 8 November at the NIPAM Campus Centre, Windhoek.
- The Mayor and selected Council representatives be authorized to attend the event, particularly in light of the special request for the Mayor's participation in the SDG discussion.

#### **Financial obligation/s**

Pending on Management Committee's decision to nominate representatives from Swakopmund Municipality consideration be given that the financial implication be considered that the Council's nominated representatives will be traveling and be out of town from 3 - 9 November 2024 (6 Nights) based on the following expenditure summary in terms of Council's approved subsistence and traveling allowance:

<b>Item</b>	<b>Tariff/person/day</b>
Lunch Tariff	N\$400,00
Overnight Allowance	N\$1000.00
Accommodation	N\$1000.00
Transport	5,00/km

It is also proposed that the Council's bus be availed for the official trip to ensure efficient and secure transportation of Council representatives and that a designated driver be recommended amongst the group to operate the vehicle throughout the journey. This approach is only to streamline Council travel arrangements but also to ensure that all logistical and security needs are adequately addressed.

#### **B. After the matter was considered, the following was:-**

##### **RECOMMENDED:**

**That the Council does not participate in the 21st Annual Conference and Annual General Meeting to be held from 5 to 8 November 2024 at the NIPAM Campus Centre, Windhoek.**

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NAMIBIAN ASSOCIATION OF LOCAL AUTHORITY OFFICIALS  
 P.O Box 70218, Khomasdal, Windhoek E-mail: [nalao@windhoekcc.org.na](mailto:nalao@windhoekcc.org.na)  
 Cell: +264 85 293 4678; 0853088188 - Tel: +264 61 290 3394

September 17, 2024

**Office of the Chief Executive Officer  
 All Municipalities, Town Councils and Village Councils**

**SUBJECT: INVITATION TO THE NALAO 21<sup>st</sup> ANNUAL CONFERENCE AND AGM: 05 – 08  
 NOVEMBER 2024, NIPAM, WINDHOEK**

We are pleased to invite you to the 21st Annual Conference and General Meeting (AGM) of the Namibian Association of Local Authority Officers (NALAO), scheduled to take place from November 05 to 08, 2024, at the NIPAM Campus in Windhoek.

This year's conference will be held under the theme "**Inspiring Public Sector Leadership for the Attainment of SDGs Agenda 2030**" with the sub-theme "**Empowering Local Heroes for Global Impact.**" The event aims to bring together local authority administrators, political leaders, stakeholders, and development partners to discuss and strategize on enhancing public sector leadership and empowering local government actors to effectively implement the Sustainable Development Goals (SDGs).

The AGM and conference will feature a series of keynote addresses, panel discussions, and workshops designed to inspire and equip participants with the knowledge and tools necessary to drive sustainable development within their communities. It will also provide a valuable platform for networking and sharing best practices among peers.

We believe your presence and participation will greatly contribute to the success of this event. We are delighted to invite all **CEOs, GMs/SEs/HoDs, Professional and Management cadre, the NALAO National Executive Committee members including both the Regional Chairpersons and Vice-Chairpersons, as well as the Chairpersons of NALAO Professional Forums** to attend the Conference and AGM.

We would also like to invite the **Mayor** as there will be a special discussion on the role which political leadership can play in the attainment of the SDGs.

*As is customary for all NALAO Conferences and meetings delegates are reminded to keep gender balance in mind when selecting the delegation to the AGM and*



*keep gender balance in mind when selecting the delegation to the AGM and conference. Please also take note that the arrival date for NEC members and Chairpersons of Professional Forums is Sunday, November 03, 2024 as there will be an NEC meeting on Monday, November, 04, 2024 at 10h00 for the Final NEC Debriefing Session before the AGM.*

The registration fees for the AGM are only N\$1500.00 per delegate for local authorities who are in good standing with their annual contributions and N\$2500.00 for delegates from local authorities who are not in good standing with their Annual Contributions.

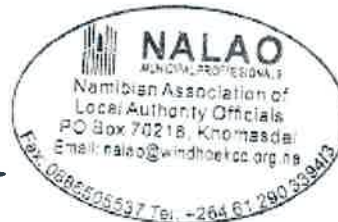
Kindly confirm attendance with full names and titles of delegates on or before Friday, **October 18, 2024**. This will help us to finalize the logistical arrangements for the venue and ensuring that you have a pleasant time in Windhoek. Kindly confirm your attendance with Daphne Katjirua at **085 293 4678** or by sending an email to [nalao@windhoekcc.org.na](mailto:nalao@windhoekcc.org.na) and [daphnekajirua@gmail.com](mailto:daphnekajirua@gmail.com)

We look forward to your positive response and to welcoming you to this important gathering

Your Sincerely,



Moses Matyayl (Mr)  
President



11.1.36 **SALE OF ERF 4770 (A PORTION OF ERF 4362), MONDESA TO HAFENI TOURISM GROUP (PTY) LTD: REQUEST FOR AMENDMENT OF CLAUSES REGARDING HOTEL DEVELOPMENT**  
(C/M 2024/10/31 - M 4770)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **10.10** page **106** refers.

**A. This item was submitted to the Management Committee for consideration:**

1. **Introduction**

The purpose of this submission is for the Council to consider an application received from Hafeni Tourism Group (Pty) Ltd (hereinafter referred to as HTG) dated **27 September 2024** for the amendment of clauses 8.2.2, 8.2.3, 8.2.6 and 8.5 of the duly signed agreement (**Annexure "A"**).

HTG is struggling to secure the purchase price for Erf 4770, Mondesa for N\$ 975 000.00 plus 15% VAT for N\$ 146 250.00 (N\$ 1 121 250.00) as these clauses place a limitation on the development as a "hotel". The financial institutions are cautious to finance a hotel development on Erf 4770, Mondesa (attached as **Annexure "B"** is a letter from Bank Windhoek).

In this regard, Council on **02 April 2024** under item 11.1.6 granted an extension of time until the erf is registered as a transferable erf (**Annexure "C"**).

HTG is of the opinion if a broader description is provided financial institutions will be willing to secure the financing for development.

As an alternative solution, HTG proposes to pay the purchase price in installments as he is determined to develop a hotel.

*From the outset, the Council only allows payment in installments for non-profit institutions and low-income groups.*

Attachments:

<b>Annexure "A"</b>	:	Letter dated <b>27 September 2024</b> received from HTG.
<b>Annexure "B"</b>	:	Letter dated <b>19 April 2024</b> from Bank Windhoek.
<b>Annexure "C"</b>	:	Council's decision passed on <b>02 April 2024</b> under item 11.1.6.
<b>Annexure "D"</b>	:	Initial application dated <b>13 February 2017</b> for the acquisition of land for a hotel and traditional restaurant

2. **Restrictive Condition being "Hotel"**

In the letter dated **27 September 2024**, HTG refers to the conditions the Council has imposed on the deed of sale.

In actual fact, HTG applied for the development of a "hotel" on **13 February 2017** under the heading "**Application for Land to Build Mondesa Hotel and Traditional Restaurant**" (**Annexure "D"**).

Council accordingly approved the sale of a portion of land measuring 3,000 m<sup>2</sup> (now known as Erf 4770, Mondesa) for the construction of a "hotel" on **27 April 2017** under item 11.1.16. Under point (b) (ii) Council also

approved the rezoning of Erf 4770, Mondesa to "general business" with a bulk of 2.0 to allow for the construction of a hotel.

Therefore this condition was approved by the Minister of Urban and Rural Development on **17 February 2023** and was included in the Deed of Sale.

For ease of reference, quoted below all the clauses referring to the hotel development:

**The recordal:**

WHEREAS:

- A. The SELLER is the registered owner of certain immovable property;
- B. The PURCHASER is desirous to purchase a portion of the property for the development of a Hotel and Traditional Restaurant, subject to Council's standard conditions of Sale as contained in the Property Policy; and
- C. STATUTORY PROCESSES for the Subdivision of Erf 4326, Mondesa and Rezoning thereof from "local business" to "general business" have been finalized by the SELLER'S Engineering Services Department.

**Clauses 8.2.2 and 8.2.3:**

- 8.2.2 That the PROPERTY be developed to construct a Hotel and Traditional Restaurant subject to Council's standard conditions of Sale as contained in the Property Policy.
- 8.2.3 That the PROPERTY shall not be alienated within 24 (twenty four) months (2 (two) years) (which shall include the change in shareholding of the PURCHASER) unless a completion certificate has been issued in respect of the structural improvements, worth at least 4 (FOUR) times the municipal valuation of the PROPERTY. Structural improvements for this purpose shall not include the construction of boundary walls or any changes to the subterranean composition of the PROPERTY.

**Clause 8.2.6:**

- 8.2.6 Until a completion certificate has been issued the PROPERTY or any portion thereof may not be subdivided and/or alienated, save for the subdivision and subsequent transfer of the portion as required by Council, without being offered to the SELLER at the same purchase price at which such PROPERTY was obtained from the SELLER.

**Clause 8.5:**

- 8.5 No Development or Construction on the PROPERTY will be permitted to commence until the statutory processes have been completed and transfer of the erven (Subdivision of Erf 4326, Mondesa into Erf 4770 (A Portion of Erf 4326) Mondesa and the Remaining Extent of Erf 4326, Mondesa), has been finalized on condition that no Erf be lodged for registration at the Deeds Office, Windhoek, unless proof of the relevant Government Gazette containing the rezoning in the Amendment Scheme is submitted.

The deed of sale was signed on **21 October 2023** and the due date to secure the purchase price was calculated as 120 days from the said date, i.e. by Monday, **19 February 2024**.

On **27 February 2024** notice to rectify the breach of not securing the purchase price was given in terms of clause 10.1 (30 days). The due date for the performance was therefore Thursday, **28 March 2024**.

On **02 April 2024** under item 11.1.6 Council allowed an extension of time to secure the purchase price (**Annexure "C"**).

3. **Proposal**

- 3.1 It is proposed that reference in the deed of sale to "hotel" be replaced by "tourism accommodation establishment and traditional restaurant" to enable HTG to secure funding to settle the purchase price (recordal point (b) and clause 8.2.2) as per the application letter from HTG dated **27 September 2024**.
- 3.2 That an addendum to the agreement reflecting the above change be signed by both parties and a final extension of time be granted until **31 January 2025** taking into account the annual closure of the Deeds Registry Office.
- 3.2 Making concessions in terms of clauses 8.23, 8.26, and 8.5 cannot be considered as the sales of Erf 4770, Mondesa was by private treaty to HTG for the purposes applied for and not for speculation. As an in-principle decision and as standard practice these clauses are waived in favor of registered financial institutions in order to register bonds.

**B. After the matter was considered, the following was:-****RECOMMENDED:**

- (a) **That the Council takes note of the letter received from Hafeni Tourism Group (Pty) Ltd dated 27 September 2024 requesting amendments to clauses 8.2.2, 8.2.3, 8.2.6, and 8.5 of the duly signed agreement for the sale of Erf 4770, Mondesa.**
- (b) **That Council takes note that the condition for the construction of a hotel was not imposed by Council, but on 27 April 2017 under item 11.1.6 in accordance with the application dated 13 February 2017 under the heading "Application for Land to Build Mondesa Hotel and Traditional Restaurant" received from Hafeni Cultural Group (Pty) Ltd.**
- (c) **That Council takes note that the zoning of the newly created erf was approved on 27 April 2017 as "General Business with a bulk of 2.0) and that Hafeni Tourism Group (Pty) Ltd is struggling to secure financing for the payment of the purchase price and 15% VAT due to the wording "hotel" as it appears in the recordal and clause 8.2.2 of the duly signed deed of sale.**
- (d) **That to facilitate the securing of funding by Hafeni Tourism Group (Pty) Ltd Council agree to amend the word in the deed of sale "hotel" with "tourism accommodation establishment and traditional restaurant".**
- (e) **That an addendum to the agreement reflecting the above change be signed by both parties and a final extension of time be granted until 31 January 2025 taking into account the annual closure of the Deeds Registry Office and Council's decision passed on 02 April 2024 under item 11.1.6.**
- (f) **That making concessions in terms of clauses 8.23, 8.26, and 8.5 not be considered as the sale of Erf 4770, Mondesa was by private treaty to Hafeni Tourism Group (Pty) Ltd for the purposes applied for and not for speculation. As an in-principle decision and as standard practice these clauses are waived in favor of registered financial institutions in order to register bonds.**
- (g) **That should the transaction not be finalized by 31 January 2025 (purchase price and 15% VAT secured) the cancellation be submitted to the Council for confirmation.**
-



**Hafeni Tourism Group Pty Ltd**  
Swakopmund, Namibia  
Tell: 064 400 731  
Cell: +264 (0) 81 1466222  
Email: [hafenictours@gmail.com](mailto:hafenictours@gmail.com)  
[www.hafenitourismnamibia.com](http://www.hafenitourismnamibia.com)

27 September 2024

The Municipality of Swakopmund  
The Chief Executive Officer  
Mr. Alfeus Benjamin

Subject: removal of clause 8 of deed of sale on erf 4770 Hafeni Township Hotel and Traditional Restaurant

Dear Mr. Benjamin

I am drafting this letter again to get clarity on how council will assist me to succeed due to a clause 8 sub clauses 8.2.2, 8.2.3, 8.2.6, & 8.5 which I have attached the bank Windhoek response for your perusal. Due to the conditions the council has imposed on the deed of sale, the bank has requested for clauses to be bank friendly in order for them to be unable to fund this transaction.

My funding application has really come a long way since 2017 and as are all aware, for this transaction, bank financing is pivotal to any entrepreneur. But council clause is the only reason for the delay and so I hereby ask that council to revoke that clause as to allow clarity. Another option would be that council perhaps allows me to pay council directly the amount due in a similar fashion banking institution work by paying the 20 percent deposit to council and have monthly payment plan of the property of the purchase price. In this manner, council clause can remain as it is. But I am concerned that future applicants will experience the same struggle as me. As a proud member of the Mondesa community and celebrated cultural township tourism entrepreneur, I was recently recognized by the Africa Tourism Leadership forum and awards in Gaborone on category of outstanding African and entrepreneur award of which I came number 4 on the continent indeed and motivation, following an award by The Royal African Young Leadership Forum (RAYLF) for my contributions to promoting Pan African leadership in my community. It is my dream to further continue my good work through the establishment of the Hafeni Township Hotel Project.

My respected council, we all know that the township of Mondesa is confronted by many social ills such as crime, drug abuse and many young people are turning to crime and substance abuse due to a lack of opportunities. With my positive track record as a community builder this project is a very important fabric to Mondesa. It will pioneer initiatives that will positively compliment council as well as capacitate youth by job creation and developmental leadership programs. This delay is not helping us any further and I sincerely hoping for council's support by accelerating my proposal.

I hope you can consider this request, sir.

Yours Sincerely  
Mr Heinrich Hafeni  
Entrepreneur & Founder  
Hafeni Tourism Group

## LETTER DATED 19 APRIL 2024 FROM BANK WINDHOEK



Swakopmund Branch  
PO Box 608  
Swakopmund  
Namibia  
Tel: (+264 83)2993100  
Fax:

19 April 2024

The Director  
Hafeni Tourism Group (Pty) Ltd  
P O Box 2237  
Swakopmund  
Namibia

Dear Mr. Nghidipaya

**APPLICATION FOR COMMERCIAL LOAN**

We refer to your application in the above regard, dated 26 March 2024

We regret to inform you that your application was, unfortunately, not successful.

"The reason/s for not approving your application is due to sale of the land being subject to certain conditions to be adhered to under clause 8, reference made specifically to subclauses 8.2.2, 8.2.3, 8.2.5, 8.2.6 and 8.5"

You are welcome to contact us, should you wish to discuss the matter.

Yours faithfully

Mr. ED April  
SENIOR CREDIT OFFICER



**ANNEXURE "C"****COUNCIL'S DECISION PASSED ON 02 APRIL 2024 UNDER ITEM 11.1.6**

11.1.6

**SALE OF ERF 4770 (A PORTION OF ERF 4362), MONDESA TO HAFENI TOURISM GROUP (PTY) LTD: REQUEST FOR AN EXTENSION OF TIME TO PERFORM**

(C/M 2024/04/02 - M 4770)

During the discussion of this item, Councillor H H Nghidipaya his interest in the matter and left the Chambers.

**RESOLVED:**

- (a) **That Council takes note of the application by Hafeni Tourism Group (Pty) Ltd for an extension of time of 3 months to secure the purchase price for Erf 4770, Mondesa:**
- (i) *That the application in (a) not be approved as the purchaser was informed of the purchase price on 06 September 2023 and a copy of the signed deed of sale was provided under cover of a letter dated 06 November 2023, although an amendment to page 10 was only provided on 16 January 2024 such had no material effect on the clause regulating the payment of the purchase price.*
- (ii) *On 01 July 2021 under item 11.1.18 Council passed a resolution not to consider applications for extension of time.*
- (b) **That, notwithstanding point (a) (i) above, Council takes note of the delay in registering the newly created Erf 4770, Mondesa (subdivided from Erf 4326, Mondesa) as a transferable, rateable erf which prevents the transfer of ownership of Erf 4770, Mondesa to Hafeni Tourism Group (Pty) Ltd:**
- (i) *That based on the fact that the newly created Erf 4770, Mondesa is not yet registered in the Deeds Office as transferable property, Council grants an extension of time to transfer Erf 4770, Mondesa to Hafeni Tourism Group (Pty) Ltd until the registration of the erf is finalised (registration of the erf and transfer of ownership will be lodged simultaneously).*
- (c) **That the penalty interest applicable in terms of clause 2.6 of the deed of sale only be levied from the date that Erf 4770, Mondesa is registered as a transferable, rateable erf and not from 21 October 2023; until date of payment of the full purchase price in cash, alternatively until date of registration of transfer of ownership in the case a bank guarantee is issued.**
- (d) **That rates and taxes only be levied from the date Erf 4770, Mondesa is registered as a transferable erf.**



## INITIAL APPLICATION LETTER DATED 13 FEBRUARY 2017

H S



Hafeni Tourism Group (Pty)  
 P.O.Box 2237 Swakopmund  
 Namibia  
 Tell:+264(0)64400731  
 Cell:+264(0)811466222  
[hafeniclours@gmail.com](mailto:hafeniclours@gmail.com)  
 13 February 2017

CC: Mayors Office  
 CC: Chairperson of Management Committee

Acting CEO Swakopmund Municipality  
 P O Box 53 Swakopmund  
 Cnr Rakotoka Street & Daniel Kamho Avenue,  
 Swakopmund, Namibia

Re: Application for land to build Mondesa Hotel and Traditional Restaurant

Dear Mr M P C Swarts

Greetings to you sir, It's with great honour to write to your high office as a young man and Entrepreneur from this great community. I hereby request an audience with the council to discuss the proposal for Land for purpose of a restaurant and hotel which requires land of about 2500 to 3000 sq/m.

As a proud resident and Young Entrepreneur I thought firstly it's only wise to share my small history as a young contributor of this great community.

In 2011 I started a journey into Business with no experience and no networks, I have worked very hard to build a name for myself in the broader society. Having Started Hafeni Tours from renting taxis in the early stages and operating from my grandmother's house as my admin office. Today Hafeni brand is not only locally known but also internationally as a result of my greater vision to build a strong tourism organisation, Today through my umbrella company Hafeni Tourism Group PTY LTD we have two subsidiary Companies Mainly Hafeni Tours and Travel cc and Hafeni Cultural Village and Traditional Restaurant.

Over the last 6 years I have not only concentrated my effort in building business but also equipping myself by personally developing myself educationally thus I was selected among 9 young leaders from Namibia in 2013 to attend a leadership scholarship program in Saarland Germany , in 2015 was selected part of 9 young

leaders from Namibia by President Barack Obama Mandela Washington fellowship for Young African Leaders whereby I did Business and Entrepreneurship at Clark Atlanta University in Georgia as well as meeting President Obama in Washington. In 2015 I was recognised at HAN congress with an Achievement Award, also in the same Year I was inducted as a laureate of the Namibia Business Hall of Fame.

Today I am a nominee for the Crans Montana New leader of Tomorrow an International Organisation from Switzerland that brings together business leaders from around the world and a program that was introduced to Namibia by our President Dr Hage Geingob. My involvement in the community is very broad as I have and continue to participate in the social and economic agenda of our community and nation.

With those abovementioned developments of me as a self-motivated transformative young leader and entrepreneur, I hereby ask council to give me a portion of land next to the MYO ERF 4326 Mondesa to create a Restaurant which will be the first phase that will have access to free wifi and Youth friendly atmosphere followed by second phase of the Hotel known as Hafeni Mondesa Hotel. Through this process we would like to also create a centre/academy that will equip young people in the community with leadership and entrepreneurship skills as part of our community social responsibility which am very passion about.

This methodology is part of my organisation short term goal and an ideology that will provide jobs to many of our unemployed young people, my business continue to be celebrated but I am limited from expanding due to the fact that I share my business at the house I was born 34 Years Ago and the ERF is very small to operate.

I believe that you will agree with me that my business is very good positive for the community thus will attract more of the tourist and locals alike to have great experiences and I trust my application will receive the greatest consideration from our respected leaders who continue to do great work for the betterment of our community.

Thank you very much for your time, and looking forward to hear from your office.

Regards

Heinrich Hafeni Nghidipaya  
Executive Chairman and Founder



11.1.37

**PROPOSAL FOR ESTABLISHING AND OPERATING A BEACHFRONT BUSINESS: BEACH BEDS AND NON-ALCOHOLIC COCONUT AND MOCKTAIL BAR**

(C/M 2024/10/31 - 14/2/4/3)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **10.11** page **03** refers.

**A. This item was submitted to the Management Committee for consideration:**

**1. Introduction**

This submission serves to request the Council's approval for establishing a beachfront business as per the proposal received from Ms. Linda Ruben (**Annexure 'A'**). Ms Ruben wishes to provide and maintain comfortable beach beds and a vibrant cocktail bar serving non-alcoholic coconut beverages and mocktails. This business aims to enhance the beach experience for visitors and promote a family-friendly environment.

**2. Proposal**

Ms. Linda Ruben, an entrepreneur, and resident of Swakopmund, identified the opportunity to create a beachfront business that has the potential to create a summer Caribbean feel along Swakopmund's iconic beach. The proposed business which is named the "*Imantheo Beach Club*" intends to enhance the beach-going experience of residents as well as visitors by providing comfortable beach beds for relaxation and a refreshing non-alcoholic coconut bar providing a variety of tropical beverages.

**Business Concept:**

Messrs Imantheo Beach Club intends to lease an open beach space of at least 80m<sup>2</sup> (Annexure "**B**") on the beachfront in Strand Street adjacent to the operations of the 3x mobile kiosks (vicinity of the yellow bus) where they will offer 10x shaded beach beds (sizes 8.1m x 0.9m) to rent as well as serving non-alcoholic coconut-based beverages from their envisioned coconut bar. The business intends to be operational daily from 08:00 to 19H00 from November 2024 until the end of January 2025. The beach beds will be assembled and well-maintained daily to ensure a serene and appealing experience for beachgoers. The non-alcoholic cocktail bar will serve refreshing coconut mocktails, catering to a wide range of sober beach visitors. Additionally, Imantheo Beach Club will oversee the cleanliness and orderliness of the designated beach area, ensuring it remains inviting and well-maintained. The business idea already received signed approval from businesses operating in the identified area, assuring there will be no conflicts with businesses operating near the identified site.

**3. Discussion:**

Council on **27 June 2024** discussed a proposal to provide beach umbrella rental service in Swakopmund, under item 11.1.10 resolved amongst others:

- (b) *That Council approves the request by Mr. Junias Nambundunga to establish a Beach Umbrella Rental Service business at Swakopmund Mole Beach for a pilot period of 12 months from July 2024 to May 2025.*

It is worth noting that the proposal of Messrs. Imantheo Beach Club could complement the above proposal as it will provide beachgoers with a variety of experiences along the beachfront while also boosting the local economy through our Micro Small and Medium Enterprises (MSMEs).

In terms of the beach access plan the identified area is fit for such activity while offering non-alcoholic drinks also aligns with the Council's current beach regulations 18. (1)

*"A person may not consume any liquor or alcoholic beverages, or be in a state of intoxication, use any drugs, or be under the influence of drugs on the beach area."*

#### **4. Considerations:**

It is notable to consider the benefits that come with the proposed business however several considerations must be considered to ensure the successful implementation of this proposal.

1. *The presence of a tropical attraction like this is expected to increase beach traffic, while parking within the vicinity becomes limited, especially during the holiday season.*
2. *It is important to ensure adherence to all relevant municipal and beach regulations, health and safety standards, and environmental guidelines as well as the Council's beach regulations. This compliance will ensure that the business operates legally and safely, protecting both the customers and the beach area.*
3. *To secure the area of operations Messrs Imantheo Beach Club will employ two guards who will be present during operating hours. Their presence will help maintain a secure environment and provide assistance as needed.*
4. *For health and hygiene promotion, Messrs Imantheo Beach Club will place additional bins around the area for proper waste disposal. Additionally, two new ablution facilities will be installed in the parking area to cater to the needs of guests.*

#### **5. Current Rental Fees for Public Open Spaces**

Currently, the beach area is regarded as a public open space and is rented out as per the following gazetted tariffs:

##### **Lease of Municipal Land (Public Open Spaces as gazetted)**

- **For an area of 16m<sup>2</sup> or less (VAT Excluded)**

- (i) Daily : N\$ 213.56
- (ii) Weekends : N\$ 284.75
- (iii) Weekly : N\$ 357.52
- (iv) Monthly : N\$ 1070.45

- **For an area between 16m<sup>2</sup> and 20m<sup>2</sup> (VAT Excluded)**

- (i) Daily : N\$ 284.32
- (ii) Weekends : N\$ 357.52
- (iii) Weekly : N\$ 428.60
- (iv) Monthly : N\$ 1712.29

The above tariffs can be used to charge for the proposed business rental.

#### **6. Conclusion**

Messrs. Imantheo Beach Club's proposal presents a unique opportunity to enhance Swakopmund's beachfront with a new, family-friendly business that promises to improve visitor experience and stimulate local economic activity. It aligns with the Council's goals of promoting sustainable beach activities.

**B. After the matter was considered, the following was:-**

**RECOMMENDED:**

- (a) **That Permission is granted to Imantheo Beach Club to establish a beachfront business, offering beach bed rentals and operating a coconut bar selling non-alcoholic drinks, subject to the following conditions:**
- (i) **That the following rental be charged:**
- **Refundable Deposit = N\$ 724.00 per an area**
  - **Rental Fees of N\$ 357.52 X 4 per 20m<sup>2</sup> weekend or N\$428.60 4 per 20m<sup>2</sup> weekly (Exclusive 15% VAT) per an area**
- (ii) **That noise be restricted to the immediate surrounding area (i.e. 85 Decibels) and upon any complaints of noise pollution or misbehavior, the approval be terminated.**
- (iii) **That the applicant indemnifies Council against all and any claims in respect of damage to property and/or bodily injury to / loss of life of people that may arise from the utilization of the property.**
- (iv) **That the applicant ensures that there is no littering, dogs, hubby, or alcohol at the identified beach area.**
- (v) **That the applicant restores the area to its normal state after utilization.**
- (vi) **That the applicant ensures that all health and beach regulations are adhered to.**
- (vii) **That all materials/ structures to be used are temporary and neutral in color.**
- (c) **That the request be approved from 10 December 2024 to 10 January 2025.**
- (d) **That strictly no sale of alcohol be allowed on site and no storage facilities (containers) be allowed on site.**
- (e) **That periodic reviews be conducted during the operational period to ensure compliance and address any issues promptly.**
-

Swakopmund Municipality CEO

Mr. Archie Benjamin

Corner of Rakutoka & Daniel Kamho Street, P.O.Box 53,

Swakopmund, Namibia

13 May 2024

Dear Sir/ Madam,

**SUBJECT: PROPOSAL FOR BEACHFRONT BUSINESS**

I trust this proposal reaches you well Sir.

My name is Linda Ruben, an entrepreneur and female resident of Swakopmund who is passionate about community development and economic empowerment.

I am writing to your good office Sir, to propose an exciting development opportunity that I believe will not only enhance the appeal of the beachfront but also contribute positively to the overall visitor experience of Swakopmund.

I would like for the Municipality's permission in establishing a beachfront service offering comfortable beach beds for relaxation and a vibrant coconut bar to provide non- alcoholic coconut beverages. The service will include the setup and maintenance of ten comfortable beach beds for visitors to enjoy a relaxing day by the seashore. The beds will be positioned strategically to maximize comfort and enjoyment while respecting the natural beauty of the beach surroundings.

The set up of a charming coconut bar offering a variety of non- alcoholic coconut –based beverages, such as fresh coconut water, coconut smoothies and coconut inspired mock tails will accompany the relaxing beach beds and the idea to create a beautiful tropical beach ambiance in a not too large area providing a unique and refreshing experience for beachgoers.

It is certain that the addition of our beachfront service for our local and foreign beachgoers will have positive impacts contributing to locally consumable revenues and local job creation opportunities.

I am kindly requesting permission to lease a suitable portion of the beachfront (80 square meters) to implement this business concept from 16 November 2024 – 01 February 2025 and hopefully long term with the approval of the local authority. I am committed to working collaboratively with Swakopmund Municipality to ensure that all operations comply with the regulations applicable. I am open to further discussion and am willing to address any concerns or conditions to make this venture mutually beneficial. Your support in granting me the opportunity to establish this venture would be greatly appreciated.

Thank you for considering my proposal. I look forward to the possibility of working together to create a vibrant and enjoyable beach experience for both locals and tourists.

Please find attached visual examples of similar setups around the world.

Best regards,



Linda Ruben

0818211674

[lindaruben0303@gmail.com](mailto:lindaruben0303@gmail.com)









## PROPOSAL FOR BEACHFRONT BUSINESS

**Business Name:** Imantheo Beach Club  
**Location:** Swakopmund  
**Prepared By:** Ms. Linda Ruben  
**Position:** Founder  
**Contact Information:** [lindaruben0303@gmail.com](mailto:lindaruben0303@gmail.com), 0818211674

### 1. Executive Summary

Imantheo is envisioned as a premier beachfront destination offering comfortable beach beds for relaxation and a vibrant coconut bar to provide non-alcoholic coconut beverages to enhance the beachgoers experience. Imantheo Beach Club aims to cater to both local and international tourists seeking a unique, serene and high-end beach experience. The strategic location, coupled with our comprehensive service offerings will attract more visitors, increase customer satisfaction and boost the overall appeal of the beach.

### Objectives

- To provide a relaxing and comfortable experience for beach visitors.
- To offer refreshing and healthy beverage options.
- To increase the number of visitors and extend their stay at the beach.
- To generate additional revenue streams for beach operations.

### 2. Proposed Enhancements

#### 2.1 Beach Beds

- 2.1.1 **Description:** High – quality, comfortable shaded beach beds with adjustable reclining positions.
- 2.1.2 **Features:** Wood pallets cushioned for maximum comfort
- 2.1.3 **Benefits:** Enhances relaxation and comfort for beachgoers and attracts families, couples and solo travellers looking for a premium beach experience.

#### 2.2 Coconut Bar

- 2.2.1 **Description:** A stylish bar serving fresh coconut water, non-alcoholic coconut-based drinks and other non- alcoholic tropical refreshments.
- 2.2.2 **Features:** Freshly harvested coconuts served chilled and a variety of non-alcoholic coconut based beverages including smoothies and mocktails.
- 2.2.3 **Benefits:** Offers a healthy and refreshing alternative to traditional beach drinks and attracts health-conscious visitors and those looking for unique beverage options.

### 3. Implementation Plan

#### 3.1 Site preparation

- 3.1.1 **Location Selection:** A strategic location attached for ease of reference has been identified for the beachfront business.
- 3.1.1.1 **Size of Each Beach Bed:** The beach beds will be 1.8 meters by 0.9 meters wide.

**Consent form for Beachfront business proposal**

**Subject:** Neighbor Consent Form for Proposed Beachfront Business

**Business Name:** Imatheo Beach Club

We are excited to propose the development of a new beachfront business, Imatheo Beach Club to be located at the beach. Our goal is to create a beautiful tropical beach ambiance for the community and visitors, enhancing the overall beach experience.

As part of our commitment to ensuring community support and maintaining good neighbor relations, we kindly seek your consent and support for this proposal. By signing this form, you acknowledge that you have been informed of the proposed business and have no objections to its development and operation.

To maintain peace and harmony, we assure you that:

- No alcohol or food will be sold on the premises.
- No music will be played on site.
- There will be no public nuisances.

Name	Date	Entity	Contact	Signature
HELMUT	8-07-2024	Fork n' Nice	081 389 4100	[Signature]
Collin	8-07-2024	Dubble Muttie	081 211 4384	S. TITUS
Citanda	8-07-2024	Beach Picnic	081 2688733	[Signature]
Lieschen	08-07-2024	Cartel food bus	081 851988	[Signature]







Imagery ©2024 Airbus, CNES / Airbus, Maxar Technologies, Map data ©2024 20 m

The Mole Guesthouse -  
Swakopmund  
4.0 (74)



Website



Directions



11.1.38 **REQUEST FOR ADDITIONAL FUNDS AND APPROVAL TO FUND NAMPOL ACCOMMODATION AND MEALS**  
(C/M 2024/10/31 - 3/15/1/6/1)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **10.12** page **13** refers.

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**A. This item was submitted to the Management Committee for consideration:**

**1. Introduction**

The purpose of this submission is to:

- (a) *Request additional funds to cater for the Special Reserve Force expenditure.*
- (b) *Obtain Council approval to sponsor the Namibian Police (NAMPOL) Special Reserve Force with accommodation and food for the period 23 August 2024 to 06 January 2025.*

**2. Background:**

The Swakopmund Community has recently been observing a surge in criminal activity, which presents a significant threat to the safety and welfare of the community. This situation not only impacts communal life and economic stability, but it also affects social cohesiveness and the emotional well-being of our community, but also interfering with the normal operation of the community.

**3. Proposal**

In light of the rising crime rate, police patrols must be intensified patrols in Swakopmund. Consequently, Her Worship, the Mayor, has requested the Regional Commander to deploy special reserve forces in Swakopmund as a deterrence against possible offenders for three months, from 1 August 2024 to 31 October 2024 (**Annexure "A"**). In return, the Council is to provide accommodation and meals for twenty officials for three months. As a result of this partnership 20 police officers were deployed from the 23 of August to 31 November 2024 and are currently accommodated at the Swakopmund Municipal Rest Camp.

In the meantime, the Council has received a letter dated 20 June 2024 from NAMPOL Station Commander, Inspector Anton of Swakopmund, indicating the intention to deploy 20 police officers during the festive season. The station commanders therefore request the Council to assist with accommodation and food for for the period 06 December 2024 to 06 January 2025 (**Annexure "B"**).

**4. Financial Implications**

For the 2024/5 financial year, the Council budgeted an amount of N\$ 250 000.00 under vote number: 101016509500 (*Accommodation Namibian Police*), for the Special Police force for the 2024 festive season. Regrettably, no funds were allocated for the deployment of NAMPOL from 23 August to November 2024; thus, a request for additional funds to secure accommodation at the Swakopmund Municipal bungalows and food as per the below table:



Cost breakdown: **23 August 2024 - 30 November 2024 ("Annexure C")**

<i>Accommodation</i>	N\$ 444 284.66
<i>Food</i>	N\$ 36 275.60
<b>TOTAL</b>	<b>N\$ 480 560.26</b>

Cost breakdown: **6 December 2024- 6 January 2025 ("Annexure D")**

<i>Accommodation</i>	N\$ 171 711.04
<i>Food</i>	N\$ 10 643.73
<b>TOTAL</b>	<b>N\$ 182 354.77</b>

**Additional funds: N\$ 662 915.03 - 250 000.00 = N\$ 412 915.03**

**B. After the matter was considered, the following was:-**

**RECOMMENDED:**

- (a) That the General Manager of Finance be permitted to avail additional funds of N\$412 915.03 for Namibian Police Force (Vote Number: 101016509500) to cater for NAMPOL accommodation and meals for the period 23 August 2024- 06 January 2025.
  - (b) That the Namibian Special Police Force be requested to assist with the safety and security at the Swakopmund Fair from 19-21 December 2024.
  - (c) That the Ministry of Safety and Security ensure that the Special Field Force is full-time deployed in Swakopmund during the dates mentioned in (a).
  - (d) That the Namibian Police Force be requested to submit a report of their activities for the periods of 23 August 2024 to 06 January 2025 to the Council.
  - (e) That this generous support of the Municipality to the Namibian Police Force be publicized on all media platforms.
-



+264 64 410 4600

P.O. Box 53, Swakopmund, Namibia

Ref: 3/15/1/6/1

Enquiries: Vilho Kaulinge

18 July 2024

Ministry of Home Affairs, Immigration, Safety and Security  
Office of the Regional Commander  
Private Bag 5005  
Walvis bay  
[EKathala@nampol.na](mailto:EKathala@nampol.na)

Dear Commissioner Kupembona

**REQUEST FOR SPECIAL RESERVE FORCES FROM 1 AUGUST -31 OCTOBER 2024**

On behalf of Council, please accept our utmost gratitude for your substantial support in ensuring the safety and security of our community. Commissioner, we are immensely grateful for the ongoing interventions undertaken by the Namibian police in efforts to combat crime. We are especially grateful for the recent public meeting and police operations held in our town in your attempt to combat crime.

Swakopmund has long been regarded as a leading tourism destination with significant investment potential. However, in recent months, we have seen a concerning increase in various criminal activities. These incidents not only threaten the safety of our citizens, but also undermine the community trust and disrupts economic growth. Sadly, despite the numerous ongoing interventions by Nampol, crime continues to rise at an alarming rate.

The safety and well-being of our residents are of utmost importance and the current situation necessitates immediate and collaborative action. Therefore, in our efforts to address this crisis, Council recommended that the Special Reserve Force be requested for a three-month period. The above request has been prompted by numerous comments, calls and enquiries by the members of the public.



It is against the above background that we hereby formally request your good office to deploy a minimum of **twenty (20)** members of the **Special Reserve Force** to Swakopmund for a duration of **three months**, commencing on **1 August 2024 to 31 October 2024**. As a Council, we want to assure you of our commitment to collaborate with the Namibian Police in our fight against crime. Therefore, we will provide accommodation and meals to the Reserve Force members that will be deployed to our town over that duration.

I believe that through a coordinated effort between the police force, local government and the community, we can effectively address the rising crime rates and create a safer environment for all residents.

We look forward to your favorable response to our request.

Yours sincerely,

  
**Dina Namubes**  
**MAYOR OF SWAKOPMUND**



ANNEXURE "B"

31.5.1.61

7



REPUBLIC OF NAMIBIA



Department of Police

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**MINISTRY OF HOME AFFAIRS, IMMIGRATION, SAFETY AND SECURITY**


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Enquiries: S/Insp Anton  
 Tel: (+264 64) 415009  
 Fax: (+264 64) 406889  
 Your ref.:  
 Our ref: 15/3/9/13

Office of the Station Commander  
 Namibian Police  
 Private Bag 5016  
**MONDESA**

2024/06/20

Office of the CEO  
 Swakopmund Municipality  
 Private Bag 5005  
**WALVIS BAY**


**REQUEST FOR ACCOMODATION AND MEALS FOR RESERVE FORCE FOR THE FESTIVE SEASON:  
 MONDESA POLICE STATION: ERONGO REGION**

1. The above matter refers:
2. This office herewith writes to request for a sponsorship for accommodation and meals for the reserve force during the festive season crime prevention operation.
3. This office is planning to request extra manpower from the Police National Headquarters, in the form of Special Reserve Force to supplement our Crime Prevention Initiative as we are expecting a big influx of holiday goers and tourist that will be visiting the coast and usually criminal activities rise within the festive season.
4. It is against this background that this office needs the reserve force for police visibility during the festive season. We intend to request for a total number of 20 members, since it is our request as per normal practice these members will not be catered for by the police vote for accommodation and meals, hence we plead with your good office for the sponsorship in this regard.
5. These members are professionally trained to enforce the laws under the Criminal Procedure Act 51 of 1977, Liquor Act as well as the applicable Local Authority By Laws and they will be guided to concentrate on the crimes of concern such as Murder, Robbery, Housebreaking, Possession of drugs and public disorder. The operation will commence as soon as the schools closes on the 6<sup>th</sup> December 2024 to the 6<sup>th</sup> January 2025
6. Attached please find the provisional quotation for meals from Food lovers market and Megasave; we would like to suggest the Quote from Food lovers market be considered as they provide everything needed, whilst Megasave only has some. We are requesting that the members be accommodated at the Municipal bungalows as it was done in the past.


We trust that our request receives your favorable attention.

Best regards,

*[Signature]*  
 STATION COMMANDER  
 E.G. ANTON

: S/INSP  
 : MONDESA  
 : ERONGO REGION



**SWAKOPMUND**  
**SUPERSPAR** 

PO. Box 982, SWAKOPMUND, C/o Tobias Heineke and Mandume Ya Ndemufaya Street  
Tel: +264 (64) 415 400 • Fax: +264 (64) 415 401  
E-mail: swakopmundspar@iway.na or swkoparadmin@iway.na

*M. D. Mufle*  
**Tax invoice**

**FROM:**  
Swakopmund Hypermarket  
BOX 982  
SWAKOPMUND

**TO: Municipality of Swakopmund**



**TEL: 064 415400**  
**FAX: 064 415401**  
**E-MAIL: swakopmundspar@iway.na**  
**VAT: 0055836015**

**DATE: 28.08.24**

Description:	QTY	Price excl	Vat	Price incl	Total excl	Vat	Total Incl
Top score maize 10kg	3	106.95	16.04	122.99	320.84	48.13	368.97
Polana elbow macaroni 3kg	4	69.56	10.43	79.99	278.23	41.73	319.96
Tastic rice 2kg	5	61.30	9.20	70.50	306.52	45.98	352.50
Sunflower oil 2litre	4	52.17	7.82	59.99	208.66	31.30	239.96
Marathon sugar white 2.5kg	5	49.57	7.43	57.00	247.83	37.17	285.00
Beef P/KG ( 8x2.5kg)	18	100.00	15.00	115.00	1 800.00	270.00	2 070.00
Chicken leg quarter P/KG (7x3kg)	19	86.09	12.91	99.00	1 635.65	245.35	1 881.00
Potatoes 10kg	3	217.39	32.61	250.00	652.17	97.83	750.00
Onions pocket P/KG	7	30.43	4.57	35.00	197.83	29.67	227.50
Tomatoes 1kg TP	10	39.13	5.87	45.00	391.30	58.70	450.00
Spar white	15	13.91	2.09	16.00	208.70	31.30	240.00
Spar brown	15	13.48	2.02	15.50	202.17	30.33	232.50
Knorr Brown onion	6	6.96	1.04	8.00	41.74	6.26	48.00
Knorr soup tomato 50g	5	6.96	1.04	8.00	34.78	5.22	40.00
Knorr Minestrone soup 50g	4	6.96	1.04	8.00	27.83	4.17	32.00
Knorr soup Chilli beef 50g	6	6.96	1.04	8.00	41.74	6.26	48.00
Waldschmidt C/Pack 5 dozen eggs	3	165.21	24.78	189.99	495.63	74.34	569.97
Knee packs P/KG (4kgx 5)	20	56.52	8.48	65.00	1 130.43	169.57	1 300.00
Nola Tangy Mayo 750g	5	47.82	7.17	54.99	239.09	35.86	274.95
Spar salt poly 1kg	1	11.74	1.76	13.50	11.74	1.76	13.50
Kapana spice 100g	2	8.61	1.29	9.90	17.22	2.58	19.80
Pork sausage P/KG (6 x3.2kg)	16	94.78	14.22	109.00	1 516.52	227.48	1 744.00
Pork bulk pack P/KG	8	121.74	18.26	140.00	973.91	146.09	1 120.00
Brooks Oros orange 2litre	5	33.90	5.09	38.99	169.52	25.43	194.95
Brooks oros naartjie 2litre	3	33.90	5.09	38.99	101.71	15.26	116.97
Rama original spread 60% tub 1kg	3	63.39	9.51	72.90	190.17	28.53	218.70
Appel golden TP 1kg	5	28.70	4.30	33.00	143.48	21.52	165.00
Apples granny smith 1kg TP	5	28.70	4.30	33.00	143.48	21.52	165.00

Apples cripps pink TP 1kg	5	26.09	3.91	30.00	130.43	19.57	150.00
Oranges Pocket	4	56.52	8.48	65.00	226.09	33.91	260.00
F/L L/Life milk UHT 1L 6pack	3	113.03	16.96	129.99	339.10	50.87	389.97
Five roses blend 100's	2	43.47	6.52	49.99	86.94	13.04	99.98
Riccioffy 750g	4	130.43	19.56	149.99	521.70	78.26	599.96

<b>Banking Details:</b>		<b>SUB TOTAL(Exclusive)</b>		<b>N\$13 033.17</b>	
<b>FNB-Swakopmund Hypermarket</b>		<b>Discount</b>		<b>N\$0.00</b>	
<b>ACC:62254111512</b>		<b>Total excl vat</b>		<b>N\$13 033.17</b>	
<b>Branch: 280472</b>		<b>Vat 15%</b>		<b>N\$1 954.97</b>	
<b>SWIFT CODE: FIRNNANX</b>		<b>TOTAL</b>		<b>N\$14 988.14</b>	

02106516105001



02106516105001

Wednesday, 04 September, 2024

17:24:51

**METRO C&C SWAKOPMUND**

MCHUGH STREET  
INDUSTRIAL AREA  
SWAKOPMUND  
PO BOX 1417 WINDHOEK

**Quotation**

**Name** <COD> - <COD>  
**Address**  
  
**Code**

**Phone**  
**Fax**  
**E-Mail**  
**Quotation No.** 105#001554  
**Tracking No.** 106516.105001  
**Dated** 2024/09/04 17:24:40  
**Expiry Date** 2024/09/11 00:00:00  
**User** KONDJENI AFRIKANER 8

Code	Description	Unit Price	Qty	Disc	Total
6005044000034	RHODES JAM APRICOT 1 x 900G (1X900G)	41.99	4.00	0.00	167.96
6001069033538	YUM YUM PEANUT BUTTER SMOOTH 1 x 400G (1X400G)	33.99	8.00	80.00	271.92
60019578	ALL GOLD TOMATO SAUCE 1 x 700ML (1X700ML)	32.99	12.00	36.00	395.88
6009702443294	FIVE ROSES TAGLESS BLACK 1 x 100'S (1X100'S)	63.99	6.00	0.00	383.94
6001068323500	RICOFFY COFFEE ORIGINAL 1 x 750G (1X750G)	119.99	6.00	156.00	719.94
6008079005111	POLANA ELBOWS VARIANT 1 x 3KG (1X3KG)	77.99	12.00	108.00	935.88
6001231012798	TASTIC PARBOILED RICE 1 x 5KG (1X5KG)	129.99	8.00	184.00	1039.92
6008069000232	MARATHON SUGAR WHITE 1 x 2.5KG (1X2.5KG)	50.99	8.00	0.00	407.92
6008069000362	MARATHON SUGAR L/BROWN 1 x 2KG (1X2KG)	34.99	6.00	30.00	209.94
6008079002776	TOP SCORE SUPER MAIZE MEAL SIFT POLY BAG 1 x 10	118.99	6.00	0.00	713.94
6001528351043	FF SUNFLOWER OIL 1 x 2LT (1X2LT)	70.99	8.00	0.00	567.92
6001299019975	CLOVER UHT MILK FULL CREAM 6 x 1LT (6X1LT)	118.99	10.00	150.00	1189.90
6001324213262	BROOKES OROS SQUASH NAARTJIE 1 x 2LT (1X2LT)	46.99	8.00	0.00	375.92
6001324011172	BROOKES OROS SQUASH ORANGE 1 x 2LT (1X2LT)	46.99	14.00	0.00	657.86
6009710390290	RAMA ORIGINAL TUB 60% 1 x 1KG (1X1KG)	60.99	6.00	0.00	365.94
6003992000298	MEATMA STEWING NECK 1 x 2.5KG (1X2.5KG)	109.99	44.00	132.00	4839.56
6001038009359	KNORR PACKET SOUP BROWN ONION 1 x EACH (1XEAC	5.59	16.00	6.40	89.44
6001087353144	KNORR PACKET SOUP CREAM OF TOMATO 1 x EACH (1	5.59	14.00	5.60	78.26
6001087359597	KNORR PACKET SOUP MINESTRONE 1 x EACH (1XEACH	5.59	12.00	4.80	67.08
6001087359627	KNORR PACKET SOUP CHILLI BEEF & VEGETABLE 1 x E	5.59	14.00	5.60	78.26
23000445	EPW WHITE BREAD 1 x 1'S (1X1'S)	13.99	36.00	0.00	503.64
23001947	EPW BROWN BREAD 1 x 1'S (1X1'S)	13.99	36.00	0.00	503.64
781159866241	ONIONS 1 x 1KG (1KG)	17.99	18.00	0.00	323.82
781159865466	POTATOES LARGE CHIPS 1 x 10KG (10KG)	164.99	10.00	0.00	1649.80
781159866401	PEPPERS GREEN PP 1 x 500G (1X500G)	39.99	14.00	0.00	559.86
23029118	APPLES RED 1 x 1.5KG (1.5KG)	34.99	14.00	0.00	489.86
781159867064	APPLES GREEN 1 x 1KG (1KG)	24.99	14.00	42.00	349.86
781159865398	APPLES YELLOW 1 x 1KG (1KG)	24.99	14.00	42.00	349.86
6009703080221	REAL GOOD FROZEN IQF MIX PORTIONS 1 x 1.5KG (1X	79.99	26.00	0.00	2079.74
700371664022	DESERT CHICKEN EGGS 30'S XTRA LARGE 1 x 30'S (1	91.99	10.00	0.00	919.80
<b>Total</b>					<b>414.00 N\$ 982.40 N\$ 21 287.46</b>



GO040-Financial Information - Summary and Detail

4)

Year	Account	101016509500	Opening Balance:	0.00			
ACCOMODATION NAMIBIAN POLICE							
			Approved:	250000			
			Additional:	0			
			<b>TOTAL:</b>	<b>250000</b>			
Month	2024	2023	2022	2021	2020	2019	2018
<input type="checkbox"/> Jul	20834.00	0.00	20834.00				
<input type="checkbox"/> Aug	20834.00	0.00	20834.00				
<input type="checkbox"/> Sep	20834.00	0.00	20834.00				
<input type="checkbox"/> Oct	20834.00	0.00	20834.00				
<input type="checkbox"/> Nov	20834.00	0.00	20834.00				
<input type="checkbox"/> Dec	20834.00	0.00	20834.00				
<input type="checkbox"/> Jan	20834.00	0.00	20834.00				
<input type="checkbox"/> Feb	20834.00	0.00	20834.00				
<input type="checkbox"/> Mar	20834.00	0.00	20834.00				
<input type="checkbox"/> Apr	20834.00	0.00	20834.00				
<input type="checkbox"/> May	20834.00	0.00	20834.00				
<input type="checkbox"/> Jun	20826.00	0.00	20826.00				
<b>TOTAL:</b>	<b>250000.00</b>	<b>0.00</b>	<b>250000.00</b>				
				Issue Requisitions:	0.00		
				Purchase Requisitions:	0.00		
				Purchase Orders:	14998.07		
				Standing Payments:	0.00		
				Other:	0.00		
				Jobs:	0.00		
				<b>TOTAL:</b>	<b>14998.07</b>		
				Actual:	0.00		
				Not Updated:	0.00		
				<b>TOTAL:</b>	<b>0.00</b>		
				<b>BALANCE:</b>	<b>235001.93</b>		

**Documents  
Containing  
Personal  
Information Are  
Removed From  
The Agenda As  
Directed By  
MANAGEMENT.**

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