

1  
Ordinary Council Meeting - 01 April 2025

# *Municipality of Swakopmund*

## **AGENDA**

### **PART 1**

## **ORDINARY COUNCIL MEETING**

ON

TUESDAY

**01 APRIL 2025**

AT

19:00



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Ref No: **5/2/1/1/2**

Enquiries: **Ms A Kahuika**

**26 March 2025**

The Chairperson and Members  
of the Management Committee  
Municipality of SWAKOPMUND

Dear Sir / Madam,

**NOTICE: ORDINARY COUNCIL MEETING**

Notice is hereby given in terms of Section 24 (1) of the Local Authorities Act of 1992, Act 23 of 1992 as amended, of a **ORDINARY COUNCIL MEETING** to be held:

**DATE** : **TUESDAY, 01 APRIL 2025**

**VENUE** : **COUNCIL CHAMBERS,  
MUNICIPAL OFFICE BUILDING,  
C/O RAKOTOKA STREET AND DANIEL KAMHO  
AVENUE, SWAKOPMUND**

**TIME** : **19:00**

**Hellao !Naruseb**  
**ACTING CHIEF EXECUTIVE OFFICER**

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6.	<b><u>PETITIONS</u></b>	None.
7.	<b><u>MOTIONS OF MEMBERS</u></b>	None.
8.	<b><u>ANSWERS TO QUESTIONS OF MEMBERS OF WHICH NOTICE WAS GIVEN</u></b>	None.
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12. **REPORTS AND RECOMMENDATIONS OF COMMITTEES OR THE CHIEF EXECUTIVE OFFICER**

None.

13. **DRAFT REGULATIONS AND TARIFFS, IF ANY**

None.



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**MINUTES**

of an **Ordinary Council Meeting** held in Council Chambers, Municipal Head Office, Swakopmund on **Thursday, 27 February 2025 at 19:00.**

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**PRESENT:**

Councillor B R !Goraseb	:	Mayor
Councillor S M Kautondokwa	:	Deputy Mayor
Councillor W O Groenewald	:	Chairperson of the Management Committee
Councillor E Shitana	:	Alternate Chairperson of the Management Committee
Councillor M Henrichsen	:	Member of the Management Committee
Councillor H H Nghidipaya	:	Member of the Management Committee
Councillor C-W Goldbeck	:	Member of Council
Councillor D Namubes	:	Member of Council
Councillor P Shimhanda	:	Member of Council

**OFFICIALS:**

Mr A Benjamin	:	Chief Executive Officer
Mr M Haingura	:	General Manager: Corporate Services & HC
Mr V S Kaulinga	:	General Manager: Economic Development Services
Mr C McClune	:	General Manager: Engineering and Planning Services
Mr H !Naruseb	:	General Manager: Finance
Ms L N Mutenda	:	General Manager: Health Services and SWM
Ms L Mupupa	:	Public Relations Officer
Ms A Kahuika	:	Administrative Officer
Mr U Tjiurutue	:	Corporate Officer: Administration

**ALSO PRESENT:**

Ten (10) members of the public.

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**1. OPENING BY PRAYER**

Pastor JP Archer opened the meeting with a prayer.

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**2. ADOPTION OF THE AGENDA OF THE MEETING OF COUNCIL**

(C/M 2024/02/27 - 5/2/1/1/2)

On the proposal of Councillor D Namubes seconded by Councillor H H Nghidipaya, it was:

**RESOLVED:**

**That the agenda be adopted.**

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3. **APPLICATIONS FOR LEAVE OF ABSENCE AND DECLARATION OF INTEREST BY MEMBERS OF COUNCIL**

3.1 Application for leave of absence:

- Councillor D Am-!Gabeb : Approved

3.2 Declaration of interest:

- Councillor H H Nghidipaya : Item 11.1.7

4. **CONFIRMATION OF MINUTES**

(C/M 2025/02/27 - 5/2/1/1/2)

4.1 **MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 30 JANUARY 2025**

(C/M 2025/02/27 - 5/2/1/1/2)

On the proposal of Councillor D Namubes seconded by Councillor H H Nghidipaya, it was:

**RESOLVED:**

**That the minutes of the Ordinary Council Meeting held on 28 November 2024, be confirmed as correct.**

5. **INTERVIEWS WITH DEPUTATIONS OR PERSONS SUMMONED OR REQUESTED TO ATTEND THE MEETING OF A COUNCIL**

None.

6. **PETITIONS**

None.

7. **MOTIONS OF MEMBERS**

None.

8. **ANSWERS TO QUESTIONS OF MEMBERS OF WHICH NOTICE WAS GIVEN**

None.

9. **OFFICIAL ANNOUNCEMENTS, STATEMENTS AND COMMUNICATIONS**

(C/M 2025/02/27 - 5/5/2)

*Honourable Councillors, Mr. Alleus Benjamin, the Chief Executive Officer, General Managers, Managers and officials of Council, Pastor JP Archer, Members of the Junior Town council, Members of the community, Members of the media, Ladies and gentlemen*

**Good evening once again.**

**Welcome to the February Announcements. Thank you so much for joining us this evening.**

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**Honourable Councillors, Fellow residents of Swakopmund.**

On the 8<sup>th</sup> of February this month, our nation bid farewell to a visionary leader whose unwavering dedication shaped the course of our history. As Swakopmund mourned alongside the rest of the country, we were reminded of the unity and strength that our Founding Father always championed. His dream was for a nation that stands together, and in his memory, we must continue to uphold that spirit. As we prepare to lay him to rest on 1 March, we extend our heartfelt gratitude to all residents for their patience and respect during this time of mourning. Let us honor his legacy by remaining united, ensuring that the values he instilled in us continue to guide our community forward.

Additionally, we would like to extend our gratitude to the Namibian government who saw it befitting to host memorial services in all the regions. We were indeed fortunate to attend the Erongo Regional memorial service and pay homage to the Father of the Namibian nation. May his soul rest in eternal peace.

**Ladies and gentlemen**

Whilst we are remembering and celebrating our selfless leader, I would like to use this opportunity to take this moment to highlight the Community Angels Project, an initiative by the Swakopmund Municipality that recognizes and celebrates individuals who make a difference in our community. These selfless citizens embody the very principles that our Founding Father stood for which is compassion, unity, and service to others.

Tonight, we have invited Ms Justina Hamukwaya who is the founder of the Miss Teen Mondesa and Miss Mondesa Beauty Pageant, a youth empowerment initiative that grooms young women for future opportunities, including Miss Namibia.

Beyond the stage, Justina leads charity programs such as soup drives, sanitary pad donations, school support, and community upliftment projects, making a meaningful impact in Mondesa. Her dedication to youth development and community service makes her a true Community Angel! As we welcome her on stage to receive her certificate acknowledging her commitment to service, let us please her a round of applause.

On behalf of Council, I would like to thank Ms Hamukwaya for her service to Swakopmund. May you continue to inspire many others to make a difference in our society.

**Ladies and gentlemen**

In this same spirit, I hereby announce that on 19 February 2025, the Municipality of Swakopmund donated a total of 670 wheelie bins to the Stampriet Village Council. These wheelie bins were distributed to the residents who were truly grateful for this generous gesture.

This donation followed a visit by a delegation from Swakopmund to the Stampriet Village Council in the Hardap Region, aimed at benchmarking and exploring innovative agricultural development projects and their impact on the local community and economy. During the visit, a shortage of refuse storage facilities in the council area was identified, hence these donations.

**Ladies and gentlemen**

As Council, we remain committed to supporting emerging sister councils by facilitating technical and skills transfer, as well as providing essential donations.

I am sure that you will all agree with me that sanitation is not just a local concern, but it is a national priority. Therefore, while we continue to enhance waste management in Swakopmund and the Erongo region, we recognize that access to proper sanitation is essential for the health, dignity, and development of communities across Namibia. Clean environments contribute to safer, healthier, and more sustainable towns and villages. It is through collaboration, shared responsibility, and proactive initiatives that we can ensure a cleaner and healthier future for all Namibians.

And we are indeed grateful for the opportunity to have provided this essential resource to the Stampriet village council.

**Honourable Councillors,**

Just as we prioritize waste management to improve public health, we also remain committed to enhancing safety and security within our communities. In this regard, we are pleased to announce



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the upcoming inauguration of the DRC Police Station, scheduled to take place on 6 March 2025 at the newly built station. This milestone marks a significant step towards strengthening law enforcement presence and ensuring the well-being of residents in one of Swakopmund's fastest growing areas.

We eagerly anticipate this significant occasion and are confident that the establishment of the safety and security cluster in the DRC area will help curb the high levels of criminal activity.

**Honourable Councillors, Ladies and Gentlemen,**

That concludes our announcements for today. We will now proceed with the agenda items.

Thank you for your time and attention.

**MAYOR**

10. **REPORT OF THE MANAGEMENT COMMITTEE REFERRED TO IN SECTION 26(1) (E) OF THE ACT**

10.1 **REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY MANAGEMENT COMMITTEE DURING FEBRUARY 2025**

(C/M 2025/02/27 - 5/2/1/1/2)

**RESOLVED:**

That the report to Council on the resolutions taken by Management Committee meetings held on 13 February 2025 be noted.

11. **RECOMMENDATIONS OF THE MANAGEMENT COMMITTEE MEETING HELD DURING FEBRUARY 2025**

11.1 **MANAGEMENT COMMITTEE MEETING HELD ON 13 FEBRUARY 2025**

11.1.1 **RESUBMISSION: REZONING OF ERVEN 3132 & 3133, SWAKOPMUND, EXTENSION 9 (CONSOLIDATED ERF 10029) FROM SINGLE RESIDENTIAL WITH A DENSITY 1:900m<sup>2</sup> TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:250M<sup>2</sup>**

(C/M 2025/02/27 - E 3232, E3133, E 10029)

**RESOLVED:**

That Item No. 11.1.16 of C/M 2018/01/25 be amended to read as follows:

- (a) That the rezoning of Erven 3132 and 3133, (consolidated Erf 10029), Swakopmund Extension 9 from "Single Residential" with a density of one dwelling per 900m<sup>2</sup> to "General Residential" with a density of one dwelling per 150m<sup>2</sup> be turned down.
- (b) That Erven 3132 and 3133, (consolidated Erf 10029), Swakopmund Extension 9 be rezoned from "Single Residential" with a density of one dwelling per 900m<sup>2</sup> to "General Residential" with a density of one dwelling per 250m<sup>2</sup>.
- (c) That consent to commence with construction while the rezoning is being processed be turned down.
- (d) That the applicant provides proof that the rezoning has been approved by the Minister and promulgated.

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- (e) That the rezoning of Erven 3132 and 3133, (consolidated Erf 10029), Swakopmund Extension 9 is subject to a compensation fee with respect to Betterment calculated in accordance with Section 9 (b) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) Regulations in conjunction with the national betterment fee policy of 2009.
- (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 Council.
- (g) 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.
- (h) That all the parking be provided on-site in line with the Swakopmund Zoning Scheme.

11.1.2

**RESUBMISSION: APPLICATION FOR THE SUBDIVISION OF ERF 3613, SWAKOPMUND INTO PORTION A AND REMAINDER**

(C/M 2025/02/27 - E 3613)

**RESOLVED:**

- (a) That Item No 11.1.26 of C/M 2024/11/14 be amended to read as follows:
- (b) That it be noted that Erf 3613, Swakopmund is located in Swakopmund Proper which is the same as "Swakopmund Dorp" as detailed in the Certificate of Consolidated Title T 1102/1937.
- (c) That Erf 3613, Swakopmund Dorp be subdivided into Portion A and Remainder.
- (d) That the subdivision will have the following effect:

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

- (e) 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.
- (f) That the conditions registered against Erf 3613, Swakopmund Dorp be cancelled and that the following conditions be registered against the 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.*

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- (g) The subdivision of Erf 3613, Swakopmund Dorp 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.
- (h) That the applicant provides proof that the subdivision of Erf 3613, Swakopmund Dorp 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.
- (i) 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 Council.
- (j) That the objectors be informed of Council's decision and their right to appeal to the Minister against Council's resolution in terms of Section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) within 21 days of receipt of notice of this Resolution, provided that written notice of such an appeal shall be given to the Ministry, as well as Council, within the stipulated period.

11.1.3

**RESUBMISSION: TOWNSHIP ESTABLISHMENT ON PORTION 96 OF SWAKOPMUND TOWN AND TOWNLANDS NUMBER 41 AND LAYOUT APPROVAL**

(C/M 2025/02/27 - 17/1/4/2/1/14, 17/1/4/1/5)

**RESOLVED:**

- (a) That the township establishment on Portion 96, of Swakopmund Town and Townlands Number 41 be approved.
- (b) That the proposed township's name "Olive Park" be approved and be submitted to the Street Naming Advisory Committee for adoption.
- (c) That the latest version of the subdivisional township layout plan on Portion 96, Swakopmund, dated 25 January 2025, be approved.
- (d) That a density of 1:300m<sup>2</sup> be allocated to "Single Residential" erven.
- (e) That a density zoning of 1:250m<sup>2</sup> be allocated for "General Residential" erven.
- (f) That the general business erf be assigned a bulk zoning of 2.0.
- (g) That the implementation plan and infrastructure design be to the satisfaction of the General Manager: Engineering and Planning Services.
- (h) That all public places, including streets, be transferred to Council without compensation and free of other costs.
- (i) That the conditions of Establishment be as follows:



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- (a) **The following conditions shall be registered against the title deeds of all erven except those that are zoned as "Public Open Space" and those that are zoned "Local Authority":**
  - (i) **The erf must only be used or occupied for purposes which are in accordance with, and the use or occupation of the erven shall at all times be subject to the provision of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).**
- (b) **The following conditions shall be registered against the title deeds of "single residential, general residential and general business zoned erven:**
  - (i) **The erf must only be used or occupied for purposes which are in accordance with, and the use or occupation of the erven shall at all times be subject to the provision 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 (4) times the municipal valuation of the erf.**
- (c) **The following conditions shall be registered against the title deeds of "Institutional" zoned erven:**
  - (i) **The building value of the main building, excluding the outbuilding to be erected on the erf, shall be at least two (2) times the municipal valuation of the erf.**
- (j) **That the 5-meter-wide underground electric cable be rerouted at the cost of the applicant.**

11.1.4

**ALLOCATION OF ERF 7102, SWAKOPMUND, EXTENSION 26 TO THE NEXT QUALIFYING BUILD-TOGETHER BENEFICIARY**

(C/M 2025/02/27 - E 7102)

**RESOLVED:**

- (a) **That Council approves the allocation of Erf 7102, Swakopmund, Extension 26 to Ms Maria Nghitonywa as follows:**

No.	Name and Surname	Erf No.	Size	Zone	Purchase Price
1	Maria Nghitonywa	7102	414	Single Residential	N\$9,200.00

- (b) **That Council takes note that an assessment criterion was conducted before allocation of the erf.**
- (c) **That Ms Nghitonywa qualifies for a maximum loan amount of N\$80, 000.00 and must repay N\$620.24 per month excluding charges on her services account.**



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- (d) That the erf purchase price of N\$ 9 200.00 be deducted from the loan amount of N\$ 80 000.00.
- (e) That Ms Nghitonywa may construct a Container house unless she proves to be financially able to construct an L-shaped house.
- (f) That the beneficiary takes note that Council will not consider any appeals for assistance from beneficiaries who are not able to finish construction of the house within the prescribed period.

11.1.5 **OBJECTION BY MS EVA KAPENA MATUNDU FOR DONATION OF ERF 9536 TO MR SIMION KAO IN EXTENSION 37, SWAKOPMUND**  
(C/M 2025/02/27 - E 9536)

**RESOLVED:**

- (a) That Council takes note of the list of names and erven approved at the Council Meeting dated 03 September 2024, under item 11.1.24, which were advertised, and an objection was received from Ms. Kapena Eva Matundu, an occupant of Erf 9536 Extension 37, Swakopmund.
- (b) That Council repeals the allocation of Erf 9536 from Mr Simon Kao and re-allocates it to Ms Eva Kapena Matundu.
- (c) That Ministerial approval be obtained to enable the transfer of the properties in terms of Section 30(1)2 of the Local Authority Act.
- (d) That the initial conditions of allocation as approved at the Council Meeting of 03 September 2024 be upheld.

11.1.6 **MAYORAL DEVELOPMENT FUND: COMPREHENSIVE**  
(C/M 2025/02/27 - 5/5/5/2)

**RESOLVED:**

That Council takes note of the Mayoral Development Fund Comprehensive Report.

11.1.7 **WOERMANN HAUS PREMISES: OCCUPATION OF ROOMS D24-25 AT WOERMANN HAUS**  
(C/M 2025/02/27 - 13/3/1/3,E 1308)

During the discussion of this item, Councillor H H Nghidipaya declared interest and left the Chambers.

**RESOLVED:**

- (a) That Council takes note that Ms B /Uiras trading as Adel's Creation is not occupying rooms D 24 and 25 at the Woermann Haus premises as recorded in points (a) and (b) of Council's resolution, item 11.1.44 passed on 28 November 2024.
- (b) That Council takes note that Ms B /Uiras of Adel's Creation is not levied rental for rooms D 24 and D 25.

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- (c) That Council takes note that Omle Security CC occupies rooms D 24 and D 25 with no lease agreement, no signed indemnity form, and is not paying rent.
- (d) That the previous lessee of Room D 25 be requested to confirm in writing the sequence of events and authority which led to the handing over of the keys to the security business.

11.1.8 **REQUEST FOR SPONSORSHIP TOWARDS TUITION FEES-MAYORAL DEVELOPMENT FUND**  
(C/M 2025/02/27 - 5/5/5/2)

**RESOLVED:**

- (a) That Council approves the payment of N\$22,010.00 towards the tuition fees of Ms Chriszelda Motinga.
- (b) That the approved amount be defrayed from Mayoral Development Fund Vote: 960120408709, where N\$254 584.90 is available.

11.1.9 **REQUEST FOR MEMBERSHIP TO BE PART OF THE ZERO WASTE NETWORK**  
(C/M 2025/02/27 - 18/7/1)

**RESOLVED:**

- (a) That Council takes note of this membership proposal from Namibia Zero Waste Network, that it carries financial burdens.
- (b) That Council takes note of the financial commitment (annual fee, estimated costs, and consultation program costs) if it wishes to be part of this membership. There are no budgetary provisions in this financial period.
- (c) That Council takes note that the Health Services & Solid Waste Management Department has made financial commitments in its annual operational and capital budget for continuous projects aimed at improving provisions of waste management as stipulated in Section 30(1) (a) of the Local Authority Act No.23 of 1992.
- (d) That Council takes note of other similar project proposals without any financial burdens that will soon kickstart in Swakopmund, such as The National Youth Climate Action of Namibia (Youth4CAN).
- (e) That Council takes note that there is no evidence of success in any of the Namibian towns to support the feasibility or viability of this project.
- (f) That Council declines the request to join the network.

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11.1.10 **ERONGO RED: MANDATE FOR COUNCIL'S REPRESENTATIVES: ANNUAL GENERAL MEETING : 28 FEBRUARY 2025**  
(C/M 2025/02/27 - 9/1/4/2)

**RESOLVED:**

- (a) That the Chairperson of the Management Committee, Councillor W. Groenewald, and Chief Executive Officer, Mr A Benjamin, be mandated to represent Council at the Erongo RED Annual General Meeting to be held on 18 March 2025 in Swakopmund, be approved.
- (b) That the mandate be condoned for the matters as set out in the table below for the Annual General Meeting:

		<i>For</i>	<i>Against</i>	<i>Abstain</i>
1.	<i>To approve the minutes of the previous Annual General Meeting held on 29 February 2024</i>			
2.	<i>To receive, consider, and adopt the Annual Financial Statements of Erongo Red for the year ended 30 June 2024</i>			
3.	<i>To receive and note the Finance Report</i>			
4.	<i>To confirm dividends declared for the year ended 30 June 2024</i>			
5.	<i>To appoint/confirm the appointment of Auditors.</i>			
6.	<i>To receive and adopt the reviewed board sitting fees and retainer fees.</i>			
7.	<i>To receive and note the Board Effectiveness Report 2024</i>			
8.	<i>Appoint/confirm the appointment of Directors in terms of the Shareholders' agreement.</i>			

- (c) That Council delegates be mandated to request Erongo RED to declare dividends.

11.1.11 **REQUEST FOR FUNDS - FEASIBILITY STUDY TO INVESTIGATE THE INTRODUCTION OF PUBLIC BUS SERVICES IN SWAKOPMUND**  
(C/M 2025/02/27 - 3/1/1/1/1)

**RESOLVED:**

That the Economic Development Services Department consults with local stakeholders and benchmarks against other local authorities who have already implemented a bus service, with a full report to Council before the feasibility is considered.

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11.1.12 **PROPOSAL FOR THE IMPLEMENTATION OF A SWAKOPMUND ECONOMIC BAROMETER**  
(C/M 2025/02/27 3/1/1/1/1, 6/1/3)

**RESOLVED:**

- (a) That Council allocates an annual budget of N\$600,000.00 for the procurement of a Swakopmund Economic Barometer that should include the cost of training municipal staff in economic data analysis and interpretation and for the acquisition of advanced software and tools for data analytics and visualization.
- (b) That the General Manager: Finance makes necessary budget provisions during the next financial year to procure consultancy services to produce an Economic Barometer.
- (c) That the services be procured in accordance with the Public Procurement Act, Act 15 of 2015, as amended.
- (d) That should (c) above be approved, Messrs High Economic Intelligence be advised to apply as per the Act.
- (e) That additional funds be made available for training municipal staff in economic data analysis and interpretation and acquisition of advanced software and tools for data analytics and visualization
- (f) That the outcome of the Economic Barometer be shared with Council to inform future decisions on the continued use and expansion of this critical tool and services.
- (g) That Council takes note of the offer from Simonis Storms to embark on the pilot study.

11.1.13 **FEEDBACK REPORT: REGULATION OF MOBILE FOOD KIOSKS IN SWAKOPMUND**  
(C/M 2025/02/27 15/1/3/1)

**RESOLVED:**

That the feedback report for regulation of Mobile Food Kiosks in Swakopmund be noted.

11.1.14 **REQUEST BY MS TILLITJIE ISAAK TO DONATE ERF 1632, MATUTURA, EXTENSION 8 TO HER DAUGHTER**  
(C/M 2025/02/27 E 1632 M)

**RESOLVED:**

- (a) That Council approves the request by Mr. J Isaaks and Mrs. T Isaak to waive the pre-emptive right over Erf 1632, Matutura, Extension 8, in order to donate the erf to their daughter Ms. Hendrika Magerie van Neel based on Ms. Isaak medical condition.
- (b) That the donation of Erf 1632, Matutura, Extension 8 be revoked and the land value of N\$69 000.00 be paid back to Council by Mr. & Ms. Isaak.

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- (c) That all costs related to this transaction be for the account of the purchasers, such as (but not limited to) the cost for the deed of donation, bond, and transfer registration.

11.1.15 **WAIVER CLAUSE 6.5.1 OF THE TRIPARTITE AGREEMENT REQUIREMENT (NAMIBIAN CITIZENSHIP REQUIREMENT)**  
(C/M 2025/02/27 - E 2445 M)

**RESOLVED:**

- (a) That Ms. Daleen Diessie, who benefitted under the Mass Housing Development Programme, be exempted from the allocation criteria defined under clause 6.5.1 of the approved standard tripartite conditional donation agreement and ownership of the property be registered, subject to point (c) below.
- (b) That in future, beneficiaries under the Mass Housing Development Programme who are found to not being Namibian citizens have their transactions cancelled, and that they forfeit all payments made in respect of the transaction and that the erf be allocated to the next qualifying beneficiary, and that the above case is not regarded as a precedent but rather an exception.
- (c) That in the future, any negligent or intentional oversight by NHE or the parties be penalised by paying to council the current land value of the property in question.

11.1.16 **INFORMAL TRADING REGULATIONS POLICY AND REGULATIONS**  
(C/M 2025/02/27 - 1/1/2/25)

**RESOLVED:**

- (a) That Council approves the Informal Trading Policy.
- (b) That Council approves the proposed Informal Trading Regulations.
- (c) That copies of the policy and the regulations be made available to all employees and Councillors.
- (d) That the Health Services and Solid Waste Management Department ensures that open areas and sidewalks adjacent to recycling companies are cleaned regularly.

11.1.17 **PROPOSED BRANDING PARTNERSHIP FOR SWAKOPMUND PROMENADE**  
(C/M 2025/02/27 - 12/2/4/5; 17/2/9/4)

**RESOLVED:**

- (a) That Council approves Messrs Hollard Insurance Company of Namibia Limited's proposal for a Branding Partnership along the route of the beach walkway, which extends from the Mole up to Platz Am Meer.
- (b) That Council enters into an agreement with Messrs Hollard Insurance Company of Namibia Limited.



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- (c) That the agreement be for a period of 3 years with an option of renewal.
- (d) That Council accepts the annual contribution of N\$150 000.00 for the 3-year period by Messrs Hollard Insurance Company of Namibia Limited for the upkeep and preservation of the beach walkway, which extends from the Mole up to Platz Am Meer.
- (e) That the General Manager: Corporate Services and Human Capital attend to the drafting of the Agreement and, upon agreement by Messrs Hollard Insurance Company of Namibia Limited, the Chairperson of the Management Committee, and the Chief Executive Officer to sign the agreement.
- (f) That Messrs Hollard Insurance Company of Namibia Limited be engaged for the possibility of providing refuse bins along the beach walkway as part of the partnership.

11.1.18

**REQUEST FOR APPROVAL TO ESTABLISH A CONTAINER FOOD PARK IN SWAKOPMUND**

(C/M 2025/02/27 - E 5370,15/1/1/1)

**RESOLVED:**

- (a) That Council approves the project concept for the development of the Container Food Park in Swakopmund at the proposed site, as per Annexure C (on file) and for the Namibia Investment Promotion Development Board (NIPDB) to source funds for the project to the value of approximately N\$2 900 000. 00, which includes container customization, site preparation, and basic infrastructure.
- (b) That Council approves the selection of Erf 118, designated as "Undetermined" as identified in Annexure B (on file), as the proposed site for the establishment of the Container Food Park, due to its strategic location, accessibility, and alignment with Swakopmund's Structural Development Plan.
- (c) That Council acknowledges the potential challenges of traffic congestion and parking issues at the proposed site and mandates that the General Manager: Engineering and Town Planning Services include traffic management strategies in the site development plan to mitigate these concerns.
- (d) That Council agrees to establish a partnership with NIPDB, subject to the finalization of a Memorandum of Understanding (MoU).
- (e) That Council approves the allocation of funds for extending and upgrading the necessary infrastructure (water, electricity, sewage systems, and road access) to the proposed site.
- (f) That the General Manager: Engineering and Planning Services drafts detailed plans and layouts for the project site and prepares an updated cost breakdown based on a comprehensive Bill of Quantities for submission for budgeting purposes.
- (g) That Council grants authorization to NIPDB to commence stakeholder engagement, promotional activities, and preparatory groundwork related to the project.

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- (h) That Council endorses the inclusion of a landscaped green space as a complementary feature to enhance the overall appeal, functionality, and sustainability of the Container Food Park, with minimal additional costs to be assessed in the final Bill of Quantities.
- (i) That Council engages NIPDB for the development of an additional container food park in Mondesa.

11.1.19 **SUBDIVISION OF ERF 285, ROSSMUND INTO PORTION 1 AND REMAINDER**  
(C/M 2025/02/27 - RM 285)

**RESOLVED:**

- (a) That the subdivision of Erf 285, Rossmund into Portion 1 and Remainder as per the table below be approved:

<i>Portion Number</i>	<i>Size in m<sup>2</sup></i>	<i>Zoning</i>
<b>Portion 1</b>	<b>681</b>	<b>Single Residential</b>
<b>Rem/285</b>	<b>682</b>	<b>Single Residential</b>
<b>Total</b>	<b>1363</b>	<b>Single Residential</b>

- (b) That conditions registered against Erf 285, Rossmund be retained and be registered against the newly created Portion 1 and the Remainder of Erf 285, Rossmund.
- (c) That the subdivision of Erf 285, Rossmund be subject to a compensation fee (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.
- (d) That all additional infrastructure 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.
- (e) 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 Council.
- (f) That the applicant provides proof that the subdivision of Erf 285, Rossmund into Portion 1 and Remainder has been approved by the Minister of Urban and Rural Development and provides Council with approved diagram before any submission of building plans to the Engineering and Planning Services Department for approval, and
- (g) That the on-site parking requirements be as per the Swakopmund Zoning Scheme.



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11.1.20

**SUBDIVISION OF ERF 366, MYL 4, EXTENSION 1 INTO 7 PORTIONS AND REMAINDER AND SUBSEQUENT REZONING OF THE NEWLY CREATED PORTIONS FROM "GENERAL RESIDENTIAL" WITH A DENSITY OF 1:250 TO "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:300 AND CONSENT TO PROCEED WITH THE DEVELOPMENT WHILE THE REZONING IS BEING PROCESSED**

(C/M 2025/02/27

M4 E 366)

**RESOLVED:**

- (a) That the rezoning of Erf 366, Myl 4, Extension 4 from "General Residential 1" to "Single Residential" with a density of 1:300 and consent to proceed with development while the rezoning is in progress be turned down.
- (b) That the subdivision of Erf 366, Myl 4, Extension 1 into 7 Portions and Remainder be turned down.
- (c) That instead, Erf 366, Myl 4, Extension 4 be rezoned from "General Residential 1" to "Single Residential" with a density of 1:600.
- (d) That the applicant be requested to submit a revised subdivision layout to consist of four (4) Portions and Remainder in accordance with the suggested density of 1 dwelling per 600m<sup>2</sup> to the satisfaction of the General Manager: Engineering and Planning Services before submission of the application to the Urban and Regional Planning Board.
- (e) That the rezoning of Erf 366, Myl 4, Extension 1 from "General Residential 1" with a density of 1:250 to "Single Residential" with a density of 1:600 is not subject to a compensation fee.
- (f) That the subdivision of Erf 366, Myl 4, Extension 1 be subject to a 7.5% subject to a compensation fee with respect to endowment calculated according to Section 9 (b) of Regulations relating to the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) in conjunction with the Swakopmund Municipality Property Policy, be paid in full by the applicant (owner) before submission of any business registration application, building line relaxation application and/or building plans submission to the Engineering and Planning Services Department for approval.
- (g) That if there be a need for upgrading the municipal services, it be for the account of the applicant, and it must be designed to the satisfaction of the General Manager: Engineering and Planning Services.
- (h) That all the parking be provided on-site in line with the Swakopmund Zoning Scheme and no parking on street reserve; shall be tolerated,
- (i) That no access will be obtained from Dr Schwietering Street.
- (j) That the applicant provide proof that the subdivision and rezoning has been approved by the Minister and promulgated and provide approved erf diagrams from the Surveyor General's Office before any business registration and/or submission of building plans to the Engineering and Planning Services Department for approval.
- (k) That the applicant provides proof that the subdivision has been approved by the Minister and provides approved erven diagrams from

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the Surveyor General's Office before any business registration application, building line relaxation application, and/or building plans submission to the Engineering and Planning Services Department for approval.

- (i) That the title deed conditions registered against Erf 366, Myl 4 Extension 1 be retained for the newly created 7 Portions and Remainder Erf 366, Myl 4 Extension 1 as follows:
- (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.*

11.1.21

**REZONING OF ERF 5003, SWAKOPMUND, EXTENSION 14 FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:600M<sup>2</sup> TO SINGLE RESIDENTIAL WITH A DENSITY OF 1:300M<sup>2</sup> AND SUBSEQUENT SUBDIVISION INTO PORTION 1 AND REMAINDER**

(C/M 2025/02/27 - E 5003)

**RESOLVED:**

- (a) That the rezoning of Erf 5003, Swakopmund, Extension 14 from single residential with a density of 1:600m<sup>2</sup> to single residential with a density of 1:300m<sup>2</sup> and subsequent subdivision of Erf 5003, Swakopmund, Extension 14 into Portion 1 and Remainder be turned down.
- (b) That Council uphold and be consistent with its previous decisions (C/M 2023/01/26 and C/M 2024/04/30).
- (c) That the applicant be informed of Council's decision and that they may appeal to the Minister against Council's Resolution in terms of Section 110 of the Urban and Regional Planning Act, 2018 (Act No 5 of 2018), within 21 days of receipt of notice of this resolution, provided that written notice of such an appeal shall be given to the Ministry, as well as Council within the said period.

11.1.22

**APPLICATION FOR CONSENT TO OPERATE A PLACE OF AMUSEMENT - LIVE MUSIC ON ERF 317, SWAKOPMUND**

(C/M 2025/02/27 - E 317)

**RESOLVED:**

- (a) That consent to operate a place of amusement on Erf 317, Swakopmund Proper, be approved subject to the submission of a report that is to the satisfaction of the General Manager: Engineering and Planning Services Department as well as General Manager: Health Services and Solid Waste Management certifying that the area from which the proposed live performances will be conducted from is soundproof,

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- (b) That once (a) has been complied with, approval be granted subject to the following conditions:
- (i) That the owners of Erf 317, Swakopmund, provide the operating schedule and hours stipulating that no live performances after 18h00 and excluding Sundays.
  - (ii) That Council reserves the right to cancel a consent use should there be valid complaints.
  - (iii) That the applicant must operate within the Swakopmund Zoning Planning Scheme provisions.
  - (iv) That consent is not transferable.
  - (v) That the applicant proposes an alternative site close to the establishment to accommodate the parking for their establishment, in terms of the Town Planning Scheme, Section 8.20.3 and that a cost be determined for the establishment and maintenance of the alternative parking sites
  - (vi) That no on-street parking outside the 14 mentioned parking bays will be tolerated.
- (c) That the objectors be informed of Council's decision and his right to appeal to the Minister against Council's Resolution in respect of resolution (a) above in terms of Clause 8 of the Swakopmund Zoning Scheme within 28 days of receipt of notice of this Resolution, provided that written notice of such an appeal shall be given to the Ministry of Urban and Rural Development, as well as Council within the said period.

11.1.23

**HOSTING OF COUNCIL'S PUBLIC MEETINGS 2025**

(C/M 2025/02/21 - 12/2/1/2/2)

**RESOLVED:**

- (a) That Council promotes community involvement and public participation with various targeted community groups by hosting sessions of public meetings.
- (b) That the following schedule for public meetings for the year 2025 be approved:

NO	DATE	TARGET AUDIENCE	VENUE	TIME	AGENDA / TOPICS
1	Sunday, 9 March 2025	Wagdaar Residents	TBA (Tent)	15H00	<ul style="list-style-type: none"> <li>• Public Education</li> <li>• Land servicing</li> <li>• Council's provision for services</li> </ul>
2	Sunday, 27 April 2025	DRC (Proper) Residents	DRC Sports field (Tent)	15H00	<ul style="list-style-type: none"> <li>• Construction of houses in DRC</li> <li>• Explanation of process (building phases)</li> <li>• General Services delivery in DRC (proper)</li> </ul>
3	Sunday, 18 May 2025	Tamariskia Residents	Swakopmund Town Hall	15H00	<ul style="list-style-type: none"> <li>• General Public Education on Council's services</li> </ul>
4	Sunday, 22 June 2025	Mass Housing Residents	Erf 2006, Ext 9, Matutura (Tent)	15H00	<ul style="list-style-type: none"> <li>• General Public Education on Council's services</li> </ul>

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5	Friday, 11 July 2025	Business Breakfast meeting	MTC Dome	08H00	* Various topics - TBC
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- (c) That a Councillor be nominated as Chairperson of the Public meetings.
- (d) That all the General Managers attend and present on matters to be discussed at these public meetings.
- (e) That the Manager: Emergency & Law Enforcement presents to the community on fire safety, hazards, tips, and emergency procedures.
- (f) That a representative from the Namibian Police be invited to present on community safety, procedures, and enforcement of the law for crimes.
- (g) That a representative from Swakopmund Against Alcohol and Drugs Abuse (SAADA) to provide guidance and support to community members regarding the issue of drug and alcohol abuse in our community.
- (h) That a representative from the Ministry of Health and Social Services be invited to present on general health and health services facilities in Swakopmund.
- (i) That a sign language interpreter should be available at all the meetings.
- (j) That the Swakopmund Business Breakfast meeting be held at the MTC Dome and chaired by the President of the Swakopmund Business Chamber.
- (k) That the Office of the Chief Executive Officer collaborates with the Swakopmund Business Chamber to compile the agenda and invite speakers and participants to the meeting.
- (l) That Council contributes the total amount of N\$15,000.00 towards the hosting of the Swakopmund Business Breakfast meeting.
- (m) That the members of the public be invited via advertisements, letters, and notices on various print media, social media, and analogue platforms, including radio and television.
- (n) That Council's properties, such as community halls, sports fields, public open spaces, parks, etc., be utilized at no cost for Council's Public meetings.
- (o) That tents and mobile toilets be rented, where applicable.
- (p) That Council's Public Meeting Organising Committee comprising of the following officials to assist with preparations:
1. Public Relations Officer
  2. Corporate Officer: Marketing and Communications
  3. Assistant: Marketing & Communications
  4. Sports and Recreational Officer
  5. Environmental Health Practitioner: Waste
  6. Administrative Clerk
  7. Wellness Officer/ SAADA Committee member
  8. Animal Control Officer

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9. **Janitors**  
10. **Road Graders; Works**

- **Officials prone to be changed (added or not required) based on the need and logistics required at the various public meeting venues.**

**Translators**

- |                                |   |                      |
|--------------------------------|---|----------------------|
| 1. <b>Mr Benneth Khalbeb</b>   | - | <b>Khoekhoegowab</b> |
| 2. <b>Ms Panduleni Shilimi</b> | - | <b>Oshiwambo</b>     |
| 3. <b>Mr Jefta Uyanga</b>      | - | <b>Otjherero</b>     |

- (q) **That the officials who will be on duty during the public meetings be paid overtime.**
- (r) **That a registry of attendees be recorded at all public meetings.**
- (s) **That the expenses for the public meetings be defrayed from the Publicity Vote: 150515533000 where N\$216 032.91 is available.**

11.1.24 **PROPOSAL ON THE CONTINUATION OF THE 40/40 HOUSING PROGRAM**  
(C/M 2025/02/27 - 15/2/1/2)

**RESOLVED:**

- (a) **That Council approves, in principle, the allocation of Extension 13 Matutura to the 40/40 Housing Program and to partner with the remaining contractors under the 40/40 Housing Program for the provision of credit link houses on Extension 13, Matutura.**
- (b) **That the General Manager: Engineering and Planning Services, and the General Manager: Corporate Services and Human Capital, submit to Council in March 2025 the implementation plan (modalities) for the revised 40/40 Housing Program for consideration.**
- (c) **That the 40/40 contractor that reported the loss of a generator be informed that such a claim for reimbursement or settlement cannot be expected from Council.**
- (d) **That the request from the 40/40 contractors for Council to avail 100 hectares of land not be entertained.**
- (e) **That all relevant resolutions for the 40/40 Housing Program that will be affected by this proposal to be resubmitted in March 2025 for Council's consideration.**



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- 11.1.25 **APPLICATION BY MS ESTER MAGANO KAMULILO FOR WAIVER OF THE PRE-EMPTIVE RIGHT OVER ERF 7604, MATUTURA, EXTENSION 28**  
(C/M 2025/02/27 - E 7604)

**RESOLVED:**

- (a) That Council approves the application of Ms. Kamulilo by waiving the 10-year restriction over Erf 7604, Matutura, Extensions 28 to allow Ms. Kamulilo to sell the said erf to Mr Lukas Dumeni and Mrs. Trifilie Dumeni.
- (b) That the donation of Erf 7604 be revoked and that Ms. Kamulilo be requested to pay Council back the full development cost, which is N\$54 000.00.
- (c) That Ministerial consent be obtained to allow Ms. Kamulilo to sell Erf 7604, Matutura, Extensions 28 to the third party, Mr Lukas Dumeni and Mrs. Trifilie Dumeni.
- (d) That Ms. Kamulilo be informed that she no longer qualifies for allocation of an erf under the low-cost housing projects, as she is no longer a first-time property owner.

- 11.1.26 **REVENUE FROM GRAVEL AND SAND RESOURCES**  
(C/M 2025/02/27 - 17/1/1/1;17/1/3/4)

**RESOLVED:**

- (a) That Council approve the amended Sand and Gravel Mining Regulations.
- (b) That the General Manager: Engineering & Planning Services submits the updated regulations to the Ministry of Urban and Rural Development for approval.
- (c) That Council approve the Sand and Gravel Mining Operational Plan.
- (d) That the General Manager: Engineering & Planning Services ensure the implementation of the operational plan.

- 11.1.27 **RESUBMISSION: EXTENSIONS 30 AND 31, SWAKOPMUND: RESERVATION OF 15 ERVEN FOR EMPLOYEES - OMISSION OF LIST OF ALLOCATED STAFF MEMBERS**  
(C/M 2025/02/27 - (E 8228, E 8229, E 8230, E 8231, E 8232, E 8233, E 8234, E 8234, E 8235, E 8236, E 8466, E 8471, E 8472, E 8473, E 8474, 8475, 11/11/6)

**RESOLVED:**

- (a) That Council approves the list under point (c) below reflecting the identity of the 15 longest serving staff members who comply with Council's conditions and are therefore allocated erven in Extension 30 and 31, Swakopmund.
- (b) That it be noted that on 25 January 2024, under item 11.1.20, Council reserved the 15 identified vacant erven zoned "single residential" located in Extensions 30 and 31, Swakopmund, for allocation to qualifying employees at a purchase price of N\$165.00 / m<sup>2</sup>, subject to

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the approval by the Minister of Urban and Rural Development and Section 6 of the Property Policy:

	<b>Erf Number</b>	<b>Size</b>	<b>Extension Number</b>	<b>Purchase Price</b>
1	8228	868	30	143 220.00
2	8229	510	30	84 150.00
3	8230	714	30	117 810.00
4	8231	566	30	93 390.00
5	8232	470	30	77 550.00
6	8233	307	30	50 655.00
7	8234	305	30	50 325.00
8	8235	308	30	50 820.00
9	8236	296	30	48 840.00
10	8466	332	31	54 780.00
11	8471	311	31	51 315.00
12	8472	345	31	56 925.00
13	8473	345	31	56 925.00
14	8474	345	31	56 925.00
15	8475	345	31	56 925.00

- (c) That Council approves the allocation of the above 15 erven zoned "Single Residential" located in Extension 30 & 31, Swakopmund, to qualifying staff members according to years of service as per the table below:

<b>Band</b>	<b>Full Names</b>	<b>Surname</b>	<b>ID Number</b>	<b>Appointment Date</b>	<b>Erf No</b>	<b>Purchase Price</b>
A2	Petrus	Angula	69020100645	01-Feb-06	E 8236	48 840.00
A3	Fudeni	Johannes	90022000291	21-Nov-11	E 8235	50 820.00
A2	Alex Kauvi	Kamina	88051501257	01-Feb-13	E 8233	50 655.00
B2	Bruce- Mathews	Ndjahera	78082000082	01-May-14	E8234	50 325.00
B2	Siegfried Lawrance	Aroseb	78011300172	17-Mar-15	E 8466	54 780.00
A2	Reinhold	Endjala	80090910907	01-Jun-17	E 8471	51 315.00
C2	Immanuel Lucas	Mandela	77031010047	01-Jun-17	E 8231	93 390.00
A2	Engelhard	Awaseb	85120310028	01-Jul-17	E 8472	56 925.00
A1	Alpons	Katjivikua	75090210284	31-Jul-17	E 8475	56 925.00
A2	Ngumatjiua	Hindjou	98032500267	01-Nov-17	E 8474	56 925.00
A1	Phillipus Namupala	Lot	79043010219	02-May-18	E 8473	56 925.00
A1	Magdalena Mwali	Mungolo	93112300734	02-Jul-18	E 8382	77 550.00
A2	Sakaria Tsilombwele	Gideon	7510200027	01-Aug-18	E 8229	84 150.00
A2	Gideon Sipanga	Sipanga	90100500315	01-Feb-19	E 8228	143 220.00
B2	Mathias	Kambinda	92070400670	01-Apr-19	E 8230	117 810.00

- (d) That should the sale for an erf be cancelled, the erf be allocated to the next qualifying employee on the list according to years of service.



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11.1.28

**MUNICIPAL CELEBRATION OF INDEPENDENCE DAY**

(C/M 2025/02/27 - 13/3/1/1)

**RESOLVED:**

- (a) That permission be granted to Municipal employees to celebrate the belated 35<sup>th</sup> Independence celebrations on Friday, 28 March 2025.
- (b) That all the municipal employees report for duty on 28 March 2025 as from 7:30 AM, gather at the Municipal Office building as from 11H00 AM, and only leave after the closing of the event.
- (c) That the Municipal Offices be closed on 28 March 2025 as from 11H00, and that essential and emergency services be on standby.
- (d) That the public be informed about the closing hours of municipal offices via the different media platforms.
- (e) That permission be granted to all employees to create traditional groups and prepare themselves to perform a traditional dance and explain their culture.
- (f) That the different traditional groups prepare and sell traditional cuisines.
- (g) That three hundred (300) chairs and twenty (20) tables be arranged outside for the seating of the audience.
- (h) That the Health Services and Solid Waste Management department provides sufficient bins for the event and ensures that the area is always kept clean.
- (i) That refreshments (bottled water and cooldrink) be provided to each municipal employee present at the event.
- (j) That the expenses for refreshments (bottled water and cooldrink) valued at N\$6 494.00, be defrayed from the Publicity Vote: 150515533000 where N\$216 032.91 is available.

11.1.29

**REQUEST FOR ADDITIONAL FUNDS: PURCHASING OF CCTV CAMERAS INSTALLED DURING THE PILOT PROJECT AT 3 DIFFERENT INTERSECTIONS IN SWAKOPMUND**

(C/M 2025/02/27 - 4/1/2/3)

**RESOLVED:**

- (a) That the Council allocates the amount of N\$352,500.00 required for the purchase of CCTV cameras and associated equipment, which were installed by Messrs. Exclusive Road Safety Consulting & Training CC during the pilot phase.
- (b) That once the budget allocation for 2025/6 is received from the Road Fund Administration, the amount advanced by the Council for the purchase of the CCTV cameras and related equipment be reimbursed to the Council without delay.

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11.1.30 **REQUEST FOR AUTHORITY TO UTILIZE FUNDS FOR MEMORIAL ACTIVITIES  
IN HONOUR OF THE FOUNDING FATHER OF THE NAMIBIAN NATION**  
(C/M 2025/02/27 - 12/2/11)

**RESOLVED:**

- (a) That Council grants authority for the procurement of the below-listed items and the defrayment of the total cost of N\$17,335.00 from the Publicity Vote Number: 101015533000, where N\$28,058.98 is available.
- (b) Additionally, the following will be required:
- |   |   |              |
|---|---|--------------|
| 1. Flowers                                  | - | N\$4,800.00  |
| 2. Candles and table setup                  | - | N\$2,700.00  |
| 3. Posters and banners                      | - | N\$3,513.25  |
| 4. Refreshments for staff memorial services | - | N\$6,500.00  |
| 5. Total:                                   |   | N\$17,513.25 |
- (c) That the below-listed staff claim overtime for the hours worked during the street parade.
- Public Relations Officer, Office of the CEO- Linda Mupupa
  - Marketing & Communications Officer, CS & HC- Veimuna Vihanga
  - Personal Assistant to the Mayor - Delinda Hanes

11.1.31 **WRITING OFF OF REDUNDANT ISUZU SINGLE CAB BAKKIE. REGISTRATION  
N 8211 S -STORES SECTION**  
(C/M 2025/02/27 - 8/2/14)

**RESOLVED:**

- (a) The following old and redundant vehicle be written off and sold at the next public auction.

Registration No	Make	Fleet No	Model Year	Kilometres
N 8211 S	Isuzu Single Cab Bakkie	FST0120	2005	126334

- (b) That the Chief Executive Officer and the Chairperson of the Management Committee determine the upset prices for the redundant vehicle.

11.1.32 **PAYMENT TOWARDS CATERING AT THE INAUGURATION OF THE DRC  
POLICE STATION**  
(C/M 2025/02/27 - 3/15/11)

**RESOLVED:**

- (a) That Council approves expenditure amounting to N\$50,000.00 towards the payment for the catering of the DRC Police Station inauguration.
- (b) That the expenditure be defrayed from:

42 / 2025

<i>Vote Description</i>	<i>AMOUNT (NS)</i>
<b>1010155505500 Conference Vote</b>	<b>NS83,444.13</b>

- (c) **That the event organizers ensure the orderly distribution of food parcels to avoid negative publicity.**

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13. **DRAFT REGULATIONS AND TARIFFS, IF ANY**

None.

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The meeting adjourned: **20:16.**

Minutes to be confirmed on: **27 March 2025.**

**Councillor Blasius R !Goroseb**  
**MAYOR**

**Mr Alfeus Benjamin**  
**CHIEF EXECUTIVE OFFICER**

10. **REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY PREVIOUS MANAGEMENT COMMITTEE MEETING HELD DURING MARCH 2025**

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10.1 (A) **MINUTES OF THE MANAGEMENT COMMITTEE MEETING HELD ON 17 MARCH 2025**

2.1 **MINUTES OF THE MANAGEMENT COMMITTEE MEETINGS HELD ON 13 FEBRUARY 2025**

On the proposal of Councillor M Henrichsen and seconded by Councillor E Shitana, it was:

**RESOLVED:**

**That the Minutes of the Management Committee meetings held on 13 February 2025 be confirmed as correct.**

2.2 **MINUTES OF THE MANAGEMENT COMMITTEE MEETINGS HELD ON 24 FEBRUARY 2025**

On the proposal of Councillor M Henrichsen and seconded by Councillor E Shitana, it was:

**RESOLVED:**

**That the Minutes of the Management Committee meetings held on 24 February 2025 be confirmed as correct.**

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7.10 **FEEDBACK ON THE AERODROME FEASIBILITY STUDY**

(M/C 2025/03/17 - 19/1/1/1, 19/1/1/4)

**RESOLVED:**

**That this item be withdrawn from the Agenda.**

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8.9 **SUBDIVISION OF PORTION 3 OF FARM NO. 166 SWAKOPMUND INTO 13 PORTIONS AND REMAINDER, REZONING OF PROPOSED PORTIONS A TO G AND PORTION H FROM BUSINESS TO SINGLE RESIDENTIAL AND GENERAL RESIDENTIAL WITH A DENSITY OF 1:900M<sup>2</sup> AND 1:250M<sup>2</sup>, RESPECTIVELY AND SUBSEQUENT REGISTRATION OF A RIGHT OF WAY SERVITUDE OVER THE REMAINDER OF PORTION 3 IN FAVOUR OF PORTION A TO J, L AND M**

(M/C 2025/03/17 - PTN 3 OF FARM 166, 17/1/4/2/1/7)

**RESOLVED:**

**That this item be referred back and be submitted to the next Management Committee meeting for consideration, as the full details were omitted from the Agenda.**

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- 8.10 **SUBDIVISION OF THE REMAINDER OF ERF 1794 MONDESA PROPER (ZONED EXISTING STREET) INTO PORTION A, B, AND REMAINDER, PERMANENT CLOSURE OF PORTION A AND B OF THE REMAINDER OF ERF 1794 MONDESA AS "STREET", CONSOLIDATION OF PORTION A WITH REMAINDER ERF 1797 INTO ERF X AND PORTION B WITH ERF 3209 MONDESA INTO ERF Y AND SUBSEQUENT REZONING OF THE CONSOLIDATED ERVEN X AND Y FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:200M<sup>2</sup> TO GENERAL BUSINESS WITH A BULK OF 2.**

(M/C 2025/03/17 - M 1797, M 3209)

**RESOLVED:**

**That this item be referred back and be submitted to the next Management Committee meeting for consideration, as the full details were omitted from the Agenda.**

- 8.11 **REQUEST FOR DONATION OF TABLES AND CHAIRS FOR SWAKOPMUND INMATES' REHABILITATION PROGRAMMES**

(M/C 2025/03/17 - 3/15/1/1, 17/2/5/4)

**RESOLVED:**

**That this item be referred back and be submitted to the next Management Committee meeting for consideration, as the full details were omitted from the Agenda.**

- 8.12 **INVITATION TO THE STAMPRIET VILLAGE COUNCIL FOR THE HANDOVER OF WHEELIE BIN**

(M/C 2025/03/17 - 12/5/1)

**RESOLVED:**

**That this item be referred back and be submitted to the next Management Committee meeting for consideration, as the full details were omitted from the Agenda.**

- 8.13 **WRITING OFF REDUNDANT ITEMS AT THE MUNICIPAL REST CAMP**

(M/C 2025/03/17 - 17/2/5/1)

**RESOLVED:**

**That this item be referred back and be submitted to the next Management Committee meeting for consideration, as the full details were omitted from the Agenda.**

- 8.14 **WRITING OFF OF REDUNDANT VEHICLES AT THE HEALTH SERVICES & SOLID WASTE MANAGEMENT DEPARTMENT**

(M/C 2025/03/17 - 17/2/5/1)

**RESOLVED:**

**That this item be referred back and be submitted to the next Management Committee meeting for consideration, as the full details were omitted from the Agenda.**

10.4 **SECOND AUDIENCE: HDF ENERGY NAMIBIA**  
(M/C 2025/03/17 - 17/2/11/2)

**RESOLVED:**

**That it be recorded that this item is a duplication of item 8.1 and is therefore withdrawn from the Agenda.**

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10.7 **AGENDA POINT FOR SHAREHOLDERS' MEETING: TRANSFER AGREEMENT BETWEEN ERONGO REGIONAL ELECTRICITY DISTRIBUTOR COMPANY (PTY) LTD AND MUNICIPAL COUNCIL OF SWAKOPMUND**  
(M/C 2025/03/17 - 12/6/3)

**RESOLVED: (For Condonation by Council)**

**(a) That Council takes note:**

- (i) That property forming part of the Transfer Agreement listed in Schedule B are transferred to Erongo RED at zero purchase price, but all costs related to the transfer of ownership be for the account of Erongo RED.**
- (ii) That even not forming part of Schedule B of the Transfer Agreement be sold to Erongo RED at the purchase price equal to the costs for installation of services per square metre (this includes substation even in new townships).**
- (iii) That Erongo RED by signing the Transfer Agreement (Schedule A) accepted the transfer of related powers, rights, services, duties, and functions in terms of section 52 to 55 of the Local Authorities Act, Act 23 of 1992, as amended, section 52 (a) is quoted below:**

***"(a) establish, acquire, construct or provide, for purposes of the supply of electricity and gas to the residents in its area, any works and machinery whether within or outside its area, and maintain and carry on such works and machinery;"***

- (b) That Council approves point (a) (ii) as an item to be discussed at the Shareholders' meeting scheduled for 18 March 2025.**
-

11. **RECOMMENDATIONS OF THE MANAGEMENT COMMITTEE MEETING HELD DURING MARCH 2025**

11.1 **MANAGEMENT COMMITTEE MEETING HELD ON 17 MARCH 2025**

11.1.1 **LIST OF LEASED PROPERTIES RESORTING UNDER CORPORATE SERVICES & HUMAN CAPITAL**

(C/M 2025/04/01 - 3/2/9, 3/11/2/2/5)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **7.1** page **03** refers.

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

**1. Introduction**

Attached is a list of properties leased by the Corporate Services & Human Capital Department updated on **21 February 2025**.

The subject list formed part of the Monthly Report to the Management Committee, but was excluded due to the bulky nature of the reports.

**2. List Information**

The attached list:

2.1 Reflects the property leased by the Corporate Services & Human Capital Department.

It is worthwhile to note that various leases were handed over to the Economic Development Services Department, following the establishment and filling of a position created specifically for short term lease periods and economic / community upliftment lease initiatives, i.e SME Development Administrator.

2.2 Reflects lease tariffs as at the date approved by Council / inception of the lease period. Annual escalations are implemented by the Finance Department on 1 July. Unfortunately, the Finance Department is unable to provide a complete list of current tariffs. Whenever lease periods are renewed, or new leases are considered, the tariff is confirmed with the Finance Department to ensure consistent application of the various lease tariffs.

2.3 A complete list of the hangar lease sites was submitted to Council on **30 January 2025** under item 11.1.14, therefore only a summary is provided under point 4 on the attached list.

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

**RECOMMENDED:**

**That Council takes note of the updated list of properties leased by the Corporate & Human Capital Services Department updated on 21 February 2025.**



ANNEXURE "A"

## LIST OF PROPERTIES LEASED FROM COUNCIL

	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (excl 15% VAT)	15% VAT	Total
<b>1. The Jetty</b>									
1.1	The Jetty	Rocket Investments CC (Mr Q Liebenberg)	Size not available	25.92	Mar 2009	Mar 2034	N\$ 25.92	N\$ 3.89	N\$ 29.81
<b>2. Cafes at Beach Areas</b>									
2.1	Land - Next to Olifa Hotels Erf 4743, S	Strand Café (Mr Q Liebenberg)	749	25.92	29 Feb 2020	31 Jan 2029	N\$ 19 414.08	N\$ 2 912.11	N\$ 22 326.19
2.2	Portion of Erf 2809, Swk Council of 30 April 2024	The Tug Restaurant	95	66.66	1 Jun 24	31 May 29	N\$ 6 332.70	N\$ 949.91	N\$ 7 282.61
2.3	Land Erf 86 Vineta	Wurstbude-area 1+2	97.62	8 575.95	1 Jul 17	31 May 26	N\$ 8 575.95	N\$ 1 286.39	N\$ 9 862.34
		Wurstbude- patio	91.85	3 764.01	1 Jul 17	31 May 26	N\$ 3 764.01	N\$ 564.60	N\$ 4 328.61

	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (excl 15% VAT)	15% VAT	Total
<b>3 Woomann Hans</b>									
3.1	Rooms D 01, 02, 45, 21, 23, 26, 065, 066, 067, & 068	Library On 29 October 2020 Council amended the lease tariff under item 11.1.26 to an annual tariff.	667	-	Feb 2017	Dec 2026	N\$ 8 647.65	N\$ 1 297.15	N\$ 9 944.80
3.2	Room D 24	Omie Security CC Await decision of Council of 27 February 2025.	19	-	-	-	N\$	N\$	N\$
3.3	Room D 25		19	-	-	-	N\$	N\$	N\$

## PROPERTY SECTION LEASE LIST AS ON 21 FEBRUARY 2025

	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (excl 15% VAT)	15% VAT	Total
<b>3 Woomann Hans</b>									
3.4	Caretaker's Flat D 28-29 Lecture Room D 30-33	Adel's Creation (B Uiras)	126	Council made a decision on 28 November 2024. Finance is recovering arrears = N\$317 426.67		Ms B Uiras given notice to Council's decision of 28 November 2024 to vacate by 05 March 2025.			
3.5	Courtyard	For Ad hoc use	-	-	-	-	N\$	N\$	N\$
3.6	Rooms D 27	Vacant	34	-	-	-	N\$	N\$	N\$
3.7	Room D 08 Reading Room	Directorate Education On 29 October 2020 Council amended the lease tariff under item 11.1.26 to an annual tariff.	49	-	Feb 2017	Dec 2026	N\$1 296.10	N\$ 190.37	N\$1 459.47
3.8	Rooms D 12 & 13	Vacant	14.50	-	-	-	N\$	N\$	N\$
3.9	Room D 14	Art Gallery Council's decision of 19 November 2020	9	168.12	01 Dec 2020	30 Nov 25	N\$1 513.08	N\$226.96	N\$1 740.00
3.10	Room D 15	Kairos Radio (Gospel Mission Ministries)	9.46	N\$695.50	Month-to-month (from 1 July 2024) pending sale approval.		N\$1 391.00	N\$208.65	N\$1 599.65
3.11	Room D 16		9.46	N\$695.50					
3.12	Room D 58 Office Space	Swakopmund Arts Association	-	On 19 November 2020 under item 11.1.6 Council resolved to remain with the annual lease tariff of N\$1 000.00.	01 Dec 2020	30 Nov 2025.	N\$1 000.00	N\$150.00	N\$1 150.00
3.13	Next to Ankerplatz	Lynette van Niekerk Primal Art Namibia	25.74	1 426.77	Month-to-month pending sale approval.		N\$	N\$	N\$

## PROPERTY SECTION LEASE LIST AS ON 21 FEBRUARY 2025

	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (excl 15% VAT)	15% VAT	Total
<b>3</b>	<b>Wormans Haas</b>								
3.14	Room 17	Vacant	9.46	-	-	-	NS	NS	NS
3.15	Tower & Basement	Vacant		Access to the tower approved by Council on 28 November 2024 under item 11.1.43 at annual tariff.	-	-	NS1 000,00	NS150,00	NS1 150,00
3.16	Store Room D 06	Vacant	5	-	-	-	NS	NS	NS

	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (excl 15% VAT)	15% VAT	Total
<b>4.</b>	<b>AERODROME</b>	88 Hangar lease agreements	Various	- NS 5.82 / m <sup>2</sup> for private use - NS 7.45 / m <sup>2</sup> for commercial use		The lease period is for 9 y 11 m and lapses on various different dates			<b>NS 1 537 873.47</b> (1 July 2023 until 30 June 2024) In the process of being handed over to Engineering & Planning Section to Council's decision passed on 31 March 2016.

## PROPERTY SECTION LEASE LIST AS ON 21 FEBRUARY 2025

3

	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (excl 15% VAT)	15% VAT	Total
<b>5.</b>	<b>PDA / DRC Area</b>								
5.1	DRC - Portions 1241, 1242, 1244 & 1245 (Erf 7891, Ext 29)	Eagle Christian Centre CC	1 260	10,00 p/a	-	Council on 03 September 2024 approved the sale to JCK. Publication process being attended to.	NS 10,00	NS	NS 10,00
5.2	Land - Between PDA & DRC	Marvin Dennis Domestic Solution	300	159,00	Nov 12	Current issue to remain on site as relocation erven are occupied by informal households (21 February 2025)	NS 159,00	NS 23,85	NS 182,85
<b>6.</b>	<b>Erf 2747 / River Area</b>								
6.1	Restaurant and Camping	Sea Gull's Cry	39 483m <sup>2</sup>	NS3 633.41 As on 30 June 2011. Clause 5 provides for staggered increases.	1 Feb 12	28 Feb 2027	NS3 633.41 As on 30 June 2011.	NS 545,00	NS4 178,42
6.2	Entertainment Area	Paintball Centre (Peter van Ginkel)	12 167	7 173,03	1 Oct 20	30 Sep 2030	NS 7 173,05	NS 1 075,96	NS 8 249,01
6.4	Erf 1318, Swk South of SFC	Desert Explorers Adventure Centre	62 (container encroachment)	NS21,29/m <sup>2</sup>	1 Sept 23	31 Aug 2028	NS 1 616,96	NS 242,00	NS 1 859,50

## PROPERTY SECTION LEASE LIST AS ON 21 FEBRUARY 2025

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	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (exclu 15% VAT)	15% VAT	Total
			1 500 (parking)	N\$2.00 /m <sup>2</sup>	1 Sept 23	31 Aug 2028	N\$ 3 675.00	N\$ 551.25	N\$ 4226.25
			1 575m <sup>2</sup> (camel ride area)	N\$2.20/m <sup>2</sup>	1 Sept 23	31 Aug 2028	N\$ 4 236.75	N\$ 635.51	N\$ 4 872.26
6.5	Desert Tavern - Bungalows	Mr P Schneider	428.8	17 195.90	01 Jul 19	30 Jun 29	N\$ 17 195.90	N\$ 2 579.39	N\$ 19 775.29
<b>7. Land General</b>									
7.1	Accessory Work	Salt Company (50, 52 + 53)	annually	10.00	1 Jan 95	-	N\$ 10.00	N\$	N\$ 10.00
7.2	Mining Rights	Salt Company (20 + 48)	annually	120.00	1 Jan 95	-	N\$ 120.00	N\$	N\$ 120.00
7.3	Land (Herties Bay Road)	Salt Company	annually	120.00	1 Jan 95	-	N\$ 120.00	N\$	N\$ 120.00
7.4	Pin of Farm 163 (temporary camp)	NamWater	10 000	1 500	1 Nov 14	Discrepancy over portions of land and as a result paid a portion already belonging to them. Await preliminary diagram.	N\$ 1 500	N\$ 225.00	N\$ 1 725.00
7.5	Area next to new dump site	Quarry Ventures	annually	62 768.11	1 Jul 17	31 May 2026	N\$62 768.11	N\$ ...	N\$ 62 768.11
7.6	Land (2.2 ha)	Telemetry Station	2.2Ha	2 905.67	-	Comments were received from Office of Attorney General - conveyancer requested to scrutinize.	N\$ 2 905.67	N\$ 435.85	N\$ 3 341.52

PROPERTY SECTION LEASE LIST AS ON 31 FEBRUARY 2025

	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (exclu 15% VAT)	15% VAT	Total
<b>B. East of Kramersdorp</b>									
8.1	Land east of Airport	R & R Karting	30 000	5 511.00	1 Nov 22	31 Oct 2027	N\$ 5 511.00	N\$ 826.65	N\$ 6 337.65
8.2	West of the Go-Kart area and east of the airport	Coastal Spinning & Drifting Motorsport Club	6 000	1 200.00	01 Feb 21	31 Jan 2026	N\$ 648.00	N\$ 97.20	N\$ 745.20

	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (exclu 15% VAT)	15% VAT	Total
<b>9. Clubs / Institutions</b>									
9.1	Erf 89, S - Open Space	Saamstaan Jukker Klub	annually	2 295.70	1 Mar 2020	28 Feb 2025 Reminder for renewal was issued.	N\$ 2 295.70	N\$ 344.36	N\$ 2 640.06
9.2	Erf 244 A+B, Swk	Swk Tennis Club	3 156m <sup>2</sup>	Annually N\$5 000.00	Commencing month following Ministerial approval.	+ 9 years 11 months	N\$5 000.00	N\$750.00	N\$5 750.00
9.3	Erf 245, Swk	Council's decision of 12 December 2023 under item 11.1.4.							
9.4	Erf 949, Re, Swk (encroachment)	Roman Catholic Church		10.00	1 Oct 01	-	N\$ 10.00	N\$ ...	N\$ 10.00
9.5	Erf 3486, Swk	Swapo of Namibia	4 363	10.00	1 Apr 01	Until transfer is finalized, as resolved by Council on 24 Feb 2011.	N\$ 10.00	N\$ 1.50	N\$ 11.50
9.6	Old Military Shooting Range	Swakopmund Practical Shooting Club Council's resolution passed on 14 November 2024 under item 11.1.7.	24.1196 Ha	Annual N\$1 468.79	01 Oct 2021	30 Sept 2026	N\$1 468.79	N\$220.32	<b>N\$1 689.11</b>

PROPERTY SECTION LEASE LIST AS ON 31 FEBRUARY 2025

## Ordinary Council Meeting - 01 April 2025

9.7	Erf 1307 Swakopmund	ReiterVerein Swakopmund Club	16 013 21 500	2 143.59 / annum 5 846.15 / annum	1 Nov 20	31 Oct 2025	N\$ 7 989.74	N\$ 1 198.47	N\$ 9 188.20
9.8	Erf 10028 Swk (Prt of Block 1)	Scientific Society	2 660	Lease operating on old lease agreement pending the registration of notarial lease		Being attended to by KingLaw.	N\$ 5000.00	N\$	N\$
9.9	Prt of Prt B of townland located east of MR 44 Road	Swakop Karters	90 000	0.115/m <sup>2</sup>	Lease agreement is being complied by Kinglaw	9 Years & 11 Months	N\$ 10 350.00	N\$ 1 552.50	N\$ 11 902.5
<b>10. Waste Water Treatment Plant</b>									
10.1	Lawn Farm	DISA Landscaping	10 000m <sup>2</sup>	1 800.00	1 Nov 2021	31 Oct 2026	N\$ 1800.00	N\$ 2 070	N\$ 3 870

	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (exclu 15% VAT)	15% VAT	Total
<b>12. BRICK MAKING</b>									
12.1	Erf 4883	O'B Davids Brick Making	10 082	6 300.00	1 Dec 04	Until sale of property. Latest decision passed on 22 Nov 18. MURD enquired on the sale. Reply written with no further instructions being received.	N\$ 6 300.00	N\$ 945.00	N\$ 7 245.00

## PROPERTY SECTION LEASE LIST AS ON 21 FEBRUARY 2025

	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (exclu 15% VAT)	15% VAT	Total
<b>13. Telecommunications</b>									
13.1	Erf 3666 Swk Strand Hotel Area	MTC	50	37.05	1 Dec 08	30 Sep 2028	N\$ 1 851.50	N\$ 277.73	N\$ 2 129.23
13.2	Water reservoir next to the Airport Water tower	MTC	Antennae on Council's infrastructure.	5 531.62	1 Nov 2023	30 Sep 2028	N\$ 5 531.62	N\$ 829.74	N\$ 6 361.36
13.3	Portion 6 (sewage works)	MTC	9	43.68	1 May 21	30 Sep 2028	N\$ 393.12	N\$ 58.97	N\$ 452.10
13.4	Erf 4350, Mondesa	MTC	81	39.30	1 Feb 21	30 Sep 2028	N\$ 3 183.30	N\$ 477.49	N\$ 3 660.79
13.5	Erf 7103, Mondesa	MTC	216	39.30	1 Oct 21	30 Sep 2028	N\$ 8 488.80	N\$ 1 273.32	N\$ 9 762.12
13.6	Erf 4374, Mondesa	MTC	81	39.30	1 Oct 21	30 Sep 2028	N\$ 3 183.30	N\$ 477.49	N\$ 3 660.79
13.7	Erf 3701, Mat	MTC	81	—	1 Oct 21	30 Sep 2028	N\$ 3 002.67	N\$ 450.40	N\$ 3 453.07
13.8	Shearwater and Sandpiper Streets, adjacent to Erf 35, Vogelstrand at the Pebble Beach Area Swakopmund	MTC	9	37.05	1 May 13	31 Mar 2028	N\$ 333.27	N\$ 49.99	N\$ 383.26
13.9	Townlands east of Block 55, Kramersdorf	MTC	144	37.05	1 Oct 07	31 Jul 2027	N\$ 5332.32	N\$ 799.85	N\$ 6132.17
13.10	Townlands 18km east of Swakopmund - Desert site	MTC	81	43.68	1 Sep 21	30 Sep 2028	N\$ 3 538.08	N\$ 530.71	N\$ 4 068.79
13.11	Prt of Erf 5630, Swk	MTC	72	43.68	1 Oct 22	30 Sep 2028	N\$ 3 144.96	N\$ 471.74	N\$ 3 616.70
13.12	Erf 6083 Swk	MTC	126	43.68	1 Sep 22	30 Sep 2028	N\$ 5 503.68	N\$ 825.55	N\$ 6 329.23
13.13	Erf 5361 Swk	MTC	144	43.68	1 Sep 22	30 Sept 2028	N\$ 6 289.92	N\$ 943.48	N\$ 7 233.40
13.14	Erf 5979 Swk	MTC	144	43.68	1 Sep 22	30 Sep 2028	N\$ 6 289.92	N\$ 943.48	N\$ 7 233.40

## PROPERTY SECTION LEASE LIST AS ON 21 FEBRUARY 2025



	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (excl 15% VAT)	15% VAT	Total
<b>13. Telecommunications</b>									
13.15	Portion of Erf 507, Swk	Powercom	640	37.05	1 Jun 17	30 Apr 2027	NS23 712.00	NS 3 556.80	NS 27 268.80
3.16	Space on Water Tower near Swakopmund Aerodrome	Powercom	12 Antennae on Council's infrastructure.	4 831.53	1 Sep 2020	31 Aug 2025	NS 4 831.53	NS 724.73	NS 5 556.26
13.17	Portion of Erf 507, Tam	Multichoice	240	37.05	01 Oct 2020	30 Sep 2025	NS 8 896.80	NS 1 334.52	NS 10 231.32
13.18	Water Reservoir, next to the Airport Water Tower	Radio Electronic CC	42	37.05	1 Sep 16	31 Oct 2021	NS 1 556.10	NS 233.42	NS 1 789.52
13.19	Erf 1248, Tamariskia	Demshi Invest (Pty) Ltd	100	39.64	1 Feb 22	31 Jan 2027	NS 3 964.00	NS 594.60	NS 4558.60
13.20	Erf 1824 Mondesa	PowerCom (Pty) Ltd	64	39.64	01 Jun 21	31 May 2026	NS 2560.00	NS 384.00	NS 2944.00
13.21	Erf 1180 Mondesa Cnl of 30 Sept 21	PowerCom (Pty) Ltd	100	39.64	01 Apr 23	31 Mar 2028	NS 3 930.00	NS 589.50	NS 4519.50
13.22	A portion of land, east of block 55, located on the remainder of portion B of farm b Swakopmund Town and Townlands	PowerCom (Pty) Ltd	350	15 288.00	01 Sep 23	31 Jul 2028	NS 15 288.00	NS 2 293.20	NS17 581.20
13.23	Erf 2265 Mondesa. Cnl of 30 Sept 21	PowerCom	100	39.64	01 Apr 2023	31 Mar 2028	NS 3 930.00	NS 589.50	NS 4519.50
13.24	Erf 4326, Mon Cnl of 30 Sept 21	PowerCom	100	39.64	01 Apr 2023	31 Mar 2028	NS 3 930.00	NS 589.50	NS 4519.50

## PROPERTY SECTION LEASE LIST AS ON 31 FEBRUARY 2025

	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commencement Date	Expiry of Lease Period	Rental (excl 15% VAT)	15% VAT	Total
<b>14. Pavement Leases</b>									
14.1	Pavement Outside Seating Infront of Erf 3745 Swk	Jakaranda Investments 26 CC t/a Bo Jo's Cafe	88	3 968.80	1 Sep 2020	31 Aug 2025	NS 3968.80	NS 595.32	NS 4564.12
14.2	Pavement Outside Seating	Kucki's Pub	18	671.40	01 June 2022	31 May 2027	NS 671.40	NS 100.71	NS 772.11
14.3	Pavement Outside Seating	Fiscan Investments 106 CC	150	44.97	1 Dec 17	31 Aug 2022, Council under item 11.1.5 approved to renew the lease	NS 6 745.50	NS 1 011.83	NS 7 757.33
14.4	Pavement Parking Erf 2200, Swk	Guesthouse Indongo Trust	85	2 561.05	The Minister on 11 December 2024 approved the renewal of the lease for a period of 9 yrs and 11 months (11 October 2024 - 01 September 2033).		NS 2561.05	NS 384.16	NS 2 945.21
14.5	Pavement Outside Seating	Chrismann Bakery & Bistros/a The Trading Post	20.21	NS 39.91/m <sup>2</sup>	01 Jun 23	31 May 2028	NS 806.58	NS 120.98	NS 927.56
<b>15. CBD</b>									
15.1	Wooden Hut & Outside Bar Seating Council's decision of 26 October 2023 under item 11.1.20	BZN Bar & Restaurant CC	88	42.70	01 Mar 2022	28 Feb 2027	NS3 757.60	NS563.64	NS4 321.24
15.2	Wooden Hut & Tourism Info Council's decision of 14 November 2024 under item 11.1.14.	Swakopmund Tourism Information CC	37.51	45.69	01 Dec 2024	30 Nov 2029	NS1 713.83	NS257.07	NS1 970.90

	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commence ment Date	Expiry of Lease Period	Rental (exclu 15% VAT)	15% VAT	Total
15.3	One Parking space on Erf 3664, Swk	M Hartman Investments CC/2018/06280	19.8	845.50	01 July 2024	30 June 2029	N\$845.50	N\$126.82	N\$ 972.32
15.4	Three Parking spaces on Erf 313, Swk	M Hartman Investments CC/2018/06280	90	45.68	Date of signing of lease agreement	+ 12 months	N\$4 111.20	N\$616.68	N\$4 727.88
	Place / Area	Lessee	m <sup>2</sup>	Rental Tariff (VAT excl)	Commence ment Date	Expiry of Lease Period	Rental (exclu 15% VAT)	15% VAT	Total
<b>16. ENCROACHMENTS</b>									
16.1	Advertising Signs	Various as applications are received.		N\$336.42 Annual tariff per sign for 2024/25			N\$ ...	N\$ ...	N\$ ...
<b>17. Raising Houses</b>									
17.1	Notarial Deed of Lease	Tamariskia		-	19 Jul 1976	18 Jun 2026 In the process of being sold.	N\$ ...	N\$ ...	N\$ ...
<b>18. Construction Sites for Government Tenders</b>									
18.2	South of the B2 Road Council's decision of 28 November 2024 under item 11.1.9.	Unik Construction Engineering Namibia (Pty) Ltd	14 250 m <sup>2</sup>	N\$41 093.46 for site N\$2 379.09 6 x housing units	01 Dec 2024	31 Oct 2025	N\$43 472.56	N\$6 520.88	N\$49 993.44

11.1.2

**RESUBMISSION: APPLICATION FOR A BUILD TOGETHER LOAN TO CONSTRUCT A HOUSE ON ERF 7184, SWAKOPMUND, EXTENSION 26 BY MS HAESES**

(C/M 2025/04/01 - E 7184)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **7.3** page **12** refers.**A. This item was submitted to the Management Committee for consideration:****1. INTRODUCTION**

This item deals with the application of Ms Haeses who is requesting that Council reconsiders her request for funding under the Build Together program was discussed at the Build Together Committee (BTC) meeting of **14 March 2024** under item 6.4, whereafter it was submitted to the Management Committee meeting of **15 July 2024**, under item 2.1, declining the application of Ms Haeses. The matter was resubmitted to the Build Together Committee (BTC) meeting of **13 November 2024** on request of the applicant.

There was an oversight in the submission and all relevant background information was not included in the submission made to the Management Committee of **15 July 2024**.

**2. BACKGROUND**

Erf 7184, Extension 26, Swakopmund, measuring 400m<sup>2</sup> zoned as single residential was allocated to Ms Lantine Haeses by closed bid on **14 September 2016** and the property was registered on **26 February 2018** (**Annexure "A"**). The map of Erf 7184, Swakopmund is attached as **Annexure "B"**.

On **19 Feb 2018**, Ms Haeses applied for a Build Together loan. This application was discussed at the Management Committee Meeting of **15 July 2021**, and it was resolved under item 7.11 as follows:

*"(a) That consideration be given to assist Ms Lantine Haeses from Built Together Revolving Fund to construct her house on Erf 7184, Mondesa.*

*(b) That the cost of construction submitted by COSDEC be covered by the Built Together Revolving Fund.*

*(c) That COSDEC supervises students on its own until a completion certificate is issued."*

The Management Committee resolution above was never implemented, and no improvements were done on Erf 7184, Extension 26, Swakopmund to date.

Ms Haeses applied for housing through the Build Together Programme on **05 May 2010**, under Reference No. 1208.

3. **PREVIOUS COUNCIL DECISION**

On **14 March 2024**, the BTC has deliberated and rejected the request of Ms Haeses as she does not form part of the Phase III beneficiaries, or the next 150 qualifying beneficiaries as per Project Identification Report (PIR).

A submission was tabled to the Management Committee regarding the request of Ms Haeses to obtain a Build Together loan to complete the construction of her house on Erf 7184, Swakopmund, Extension 26. The Management Committee at its meeting held on **15 July 2024** resolved under item 2.1 as follows:

*"That the Minutes of the Ordinary Management Committee meeting held on 13 June 2024 be confirmed, with amendment to item 10.1 that the application for a build together loan for Erf 7184, Extension 26 by Ms Haeses be declined.*

4. **APPLICATION**

On **14 October 2024**, Ms Haeses again requested for the loan to be able to construct her house on Erf 7184, Swakopmund, Extension 26 (letter of request attached as **Annexure "C"**).

4.1 **SIMILAR APPLICATION**

Council approved the application of an employer on **29 September 2022**, who applied for an erf for his domestic worker who applied through the Build Together Program under item 11.1.13 as follows:

- (a) *That Council approves the request of Mr W E Neubrech to buy Erf 1742, Mondesa.*
- (b) *That it be noted that Mr Neubrech is willing to assist Ms Diina Namupala financially.*
- (c) *That the Engineering and Planning Services and Finance Services Departments consulted regarding the selling price of Erf 1742, Mondesa.*
- (d) *That the selling price in point (c) above submitted to Council for consideration.*
- (e) *That Ms Diina Namupala retain the Erf 1742, Mondesa with the property of any value constructed on it even after the employment relationship ends with her current employer, Mr W E Neubrech."*

On **26 January 2023** under item 11.1.6, Council resolved to sell Erf 1742, Mondesa at a subsidised price of N\$ 9 200.00, which was offered to the Build Together Phase III beneficiaries:

*"That Erf 1742, Mondesa be sold at the reduced price of N\$9 200.00 to Ms Diina Namupala."*

However, with reference to Ms Haeses, she only applied for housing through the Build Together Programme and bought Erf 7184, Swakopmund through Close Bid Sale in 2016.



5. **DISCUSSION**

The application of Ms Haeses of **14 October 2024** was resubmitted to the Build Together Committee meeting of **13 November 2024** under item 6.2. The application for Ms Haeses to complete construction of her house on Erf 7184, Swakopmund was approved at the said meeting based on the approval given by the Management Committee on **15 July 2021** under item 7.11.

It is requested that Council repeal the decision passed on **15 July 2024** under item 2.1 to consider Ms Haeses for a Build Together loan to complete the construction of her house on Erf 7184, Swakopmund, Extension 26.

Council awards a maximum loan amount of **N\$ 80 000.00**, the beneficiaries allocated an erf under the Build Together Program can only construct a Container house unless the beneficiary proves to be financially able to construct an L-Shape house.

Ms Haeses also provided proof of income (**Annexure "D"**) for repayment of the Build Together loan.

6. **PROPOSAL**

Considering that the Management Committee meeting held on **15 July 2015** under item 7.11 approved for Ms Haeses' financial assistance but was never implemented, it is proposed that she be considered.

It is therefore proposed that Council repeal the decision of **15 July 2024** under item 2.1 and approve the application of Ms Haeses to obtain a Build Together loan of N\$ 80 000.00 to complete construction of her house on Erf 7184, Swakopmund, Extension 26.

Since Council awards a maximum loan amount of **N\$ 80 000.00**, the beneficiaries allocated an erf under the Build Together Program can only construct a Container house unless the beneficiary proves to be financially able to construct an L-Shape house.

Ms Haeses also provided proof of income (**Annexure "D"**) for repayment of the Build Together loan.

She qualifies for a maximum loan amount of **N\$ 80 000.00**. Below is the calculation:

- *N\$3 700.00 (Ms Haeses monthly grant) divided by 4 (25%) = N\$925.00 (exceeding the repayment schedule),*
- *Repayment of the loan will be N\$620.24 (7%) per month excluding charges on the services account.*

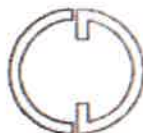
It is proposed to allow Ms Haeses to be granted a Build Together loan to enable her to construct the house on Erf 7184, Swakopmund, Extension 26.

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

**RECOMMENDED:**

- (a) That Council take note that Ms Haeses' request for financial assistance was approved at the Management Committee meeting of 15 July 2021 under item 7.11 but was not implemented.
  - (b) That Council take note that Ms Haeses qualifies for a maximum loan amount of N\$80 000.00 and must repay N\$620.24 per month excluding charges on her services account.
  - (c) That Council repeals the resolution of 15 July 2024 under item 2.1 and approves Ms Haeses' application for Build Together loan for construction of a house on Erf 7184, Swakopmund, Extension 26, considering that she applied for housing through the Build Together Programme.
  - (d) That Ms Haeses may construct a Container house, unless she proves to be financially able to construct a L-Shape house.
  - (e) That Ms Haeses be informed to first surrender the original Title Deed of Erf 7184, Swakopmund, Extension 26 to Council to enable registration of the Build Together bond.
  - (f) That all bond registration fees, insurance and any other incidental costs as a result of this transaction be paid by Haeses.
  - (g) That Ms Haeses be informed to sign a Cession Agreement for the cost of building material to be paid directly to the supplier.
-

ANNEXURE "A"



**CONRADIE & DAMASEB**

FOKAL PRAKTISE, TOLKEERS & NOTARIES (ED/DW/ATT/LL/BA)

OUR REFERENCE: HST/LDW/MUN2/0505

YOUR REFERENCE: A UUSHONA (M 7184)

3 APRIL 2018

MUNICIPALITY OF SWAKOPMUND  
SWAKOPMUND

Dear Sir/Madam

**TRANSFER AND BOND:**  
**MUNICIPALITY OF SWAKOPMUND / L HAESSES**  
**ERF NO. 7184 SWAKOPMUND (EXT 26)**

We would like to inform you that the above transaction was duly registered at the Deeds Office on 26 February 2018. Kindly find annexed hereto the following documents for your safe-keeping:

1. Deed of Transfer No. T 951/2018
2. Mortgage Bond No. B 765/2018

Yours faithfully

  
CONRADIE & DAMASEB

DIRECTOR: Dirk H. Conradie B.A. LL.B. (UWC)  
ASSISTED BY:  
Helmut D Stolze B.Com (LAW) LLB (AFSA) Conveyancer  
Eva Shifotoka Bjuris LL.B (UNAM) Montgomery R. Karuaithe Bjuris LL.B (UWC)



CONRADIE & DAMASEB

FOKAL PRAKTISE, TOLKEERS & NOTARIES (ED/DW/ATT/LL/BA)

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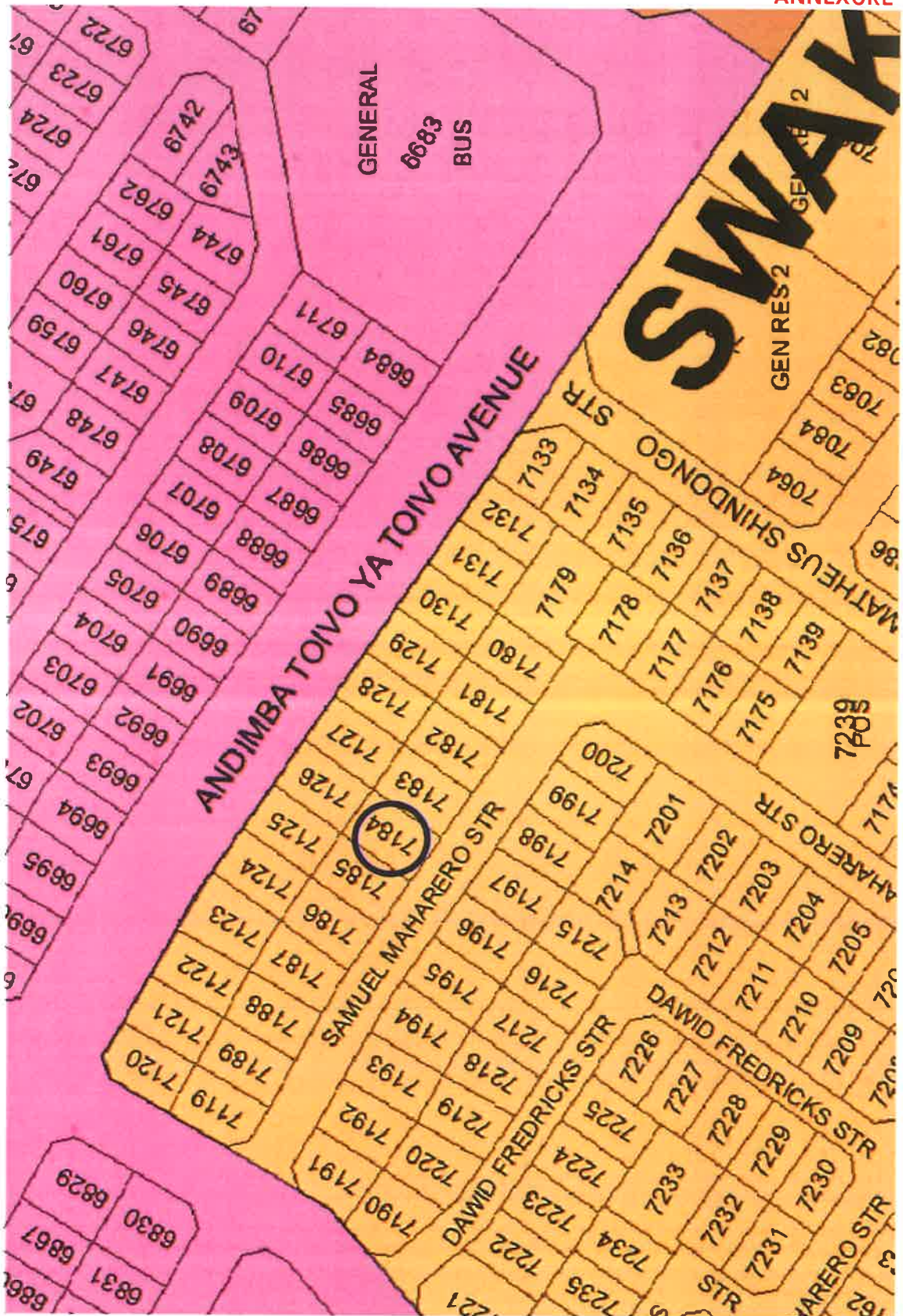
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**Documents  
Containing  
Personal  
Information Are  
Removed From  
The Agenda As  
Directed By  
MANAGEMENT.**

11.1.3 **GHERON BUILDING CONSTRUCTION (PTY) LTD: CURRENT STATUS**  
(C/M 2025/04/01 - 16/1/4/2/1/14)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **7.4** page **19** refers.

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

1. **Purpose of Submission**

The purpose of this submission is to:

- 1.1 report to Council the non-compliance by Gheron Building Construction (Pty) Ltd (hereinafter "Gheron") in terms of Council's decision passed on **28 November 2024** under item 11.1.13 and clause 3.1.4 of the agreement;
- 1.2 confirm the cancellation of the development agreement with Gheron; and
- 1.3 decide on the future development of Extension 38, Swakopmund keeping in mind
  - 1.3.1 that the eastern boundary is occupied by informal households; and
  - 1.3.2 the location and status of the development on Matutura Proper by Quintessential Trading & Consultancy (Pty) Ltd for middle-income earners.

2. **Current Situation**

On **28 November 2024** under item 11.1.13 Council passed the following decision with regard to an application by Gheron (quoted for ease of reference and emphasis added):

- "(a) That Council takes note that Gheron Building Construction (Pty) Ltd complied on 29 September 2023 with the suspensive Clause 3.1.4 by having Ariya Bridge Capital (ABC) secured as a financier and that on 12 December 2023 under item 11.1.28 Council approved Köningstein Capital as a financier, however, both financiers subsequently withdrew resulting in non-compliance with Clause 3.1.4.
- (b) That Gheron Building Construction (Pty) Ltd be put on terms in terms of Clause 8.1 due to non-compliance with Clauses 3.1.4, 3.1.5, and 5.8.5.
- (c) That Gheron Building Construction (Pty) Ltd be given until **31 January 2025** to confirm that they comply with Clause 3.1.4, failing which the agreement is cancelled.
- (d) That the due date for Gheron Building Construction (Pty) Ltd to submit proof that **Luxury Investment 111 (Pty) Ltd has replaced Köningstein Capital as financier** be approved as **31 January 2025**.
- (e) That if Gheron Building Construction (Pty) Ltd fails to provide the confirmation in points (c) and (d) above, the transaction be canceled.

- (f) That subject to (b) and (c) above, Council enters into a second addendum to the development agreement with Gheron Building Construction (Pty) Ltd to rectify the breach arising from the withdrawal of financiers resulting in non-compliance with Clause 3.1.4; and allow Luxury Investment 111 (Pty) Ltd to replace Köningstein Capital as 51% shareholder in Gheron Building Construction (Pty) Ltd (point (d) (i) 6 of Council's resolution passed on 12 December 2023 under item 11.1.28).
- (g) That it be noted as recorded in the first addendum, that the timelines provided in Clause 5.8.5 (330 days) commence upon lapsing of the period in (c) above.
- (h) That Council waives the penalties in terms of Clause 8.2.
- (i) That Council supports the application dated 18 October 2024 by Gheron Building Construction (Pty) Ltd based on their commitment to the project and the location of informal households on Extension 38.
- (j) That Council takes note of the enumeration and relocation of informal households as approved by Council on 04 June 2024 under item 11.1.6 and that the occupation of Extension 38 by these households poses challenges to Gheron in securing a financier.
- (k) That Council takes note that notwithstanding the partial occupation of Extension 38 (eastern part), Gheron Building Construction (Pty) Ltd intends to commence with the execution of Clause 5.8.5 soonest by commencing with services installations from the western boundary of the township."

Subsequent to the above resolution, the following sequence of events followed:

- 2.1 On **29 November 2024** Gheron was informed of the above decision and that if they fail to comply, the agreement will be cancelled in terms of points (c) and (e) of the above resolution (**Annexure "A"**).
- 2.2 On **21 January 2025** a meeting was held with representatives of Gheron and Luxury Investment 111 (Pty) Ltd (hereinafter "Luxury") clarifying all enquiries (points (c) and (d) of Council's above decision) and confirming that the due date for compliance is **31 January 2025**.
- 2.3 On **30 January 2024** Luxury submitted a Letter of Good Standing from First National Bank confirming the entity has a bank rating of code "C" (**Annexure "B"**).
- 2.4 Council issued a letter dated **30 January 2025** stating that the Letter of Good Standing (**Annexure "C"**) only gives the rating code, which is not a rating used by Council, or understood, since there is not explanation as to what it means.

It was pointed out that Council requires proof that Gheron have secured sufficient funding of another entity, Luxury, which Council does not have a transactional relationship with.

The bank rating must be explained in monetary value in order to evaluate compliance with clause 3.1.4 as resolved under point (c) of Council's decision of **28 November 2024**, item 11.1.13 (quoted):

*"(c) That Gheron Building Construction (Pty) Ltd be given until 31 January 2025 to confirm that they comply with Clause 3.1.4, failing which the agreement is cancelled."*

**Clause 3.1.4 is quoted as well:**

*"3.1.4 the submission by the Developer to the Municipality of satisfactory proof that the Developer has secured adequate funding for the successful completion of the development contemplated in this Agreement. Whether or not such proof is satisfactory, shall lie exclusively in the discretion of the Municipality;"*

*•Therefore the Letter of Good Standing (**Annexure "C"**) is not acceptable.*

Gheron was also informed that the average cost for the installation of serviced for township development is in the amount of N\$250.00 / m<sup>2</sup>; based on the size of Extension 38 measuring 25,3488 Ha less the size (8.0255 Ha) of Erf 9821, Swakopmund which is excluded from the development agreement this amounts to an estimated development cost of N\$43.3 million (173 233m<sup>2</sup> x N\$250.00/m<sup>2</sup>).

It was further explained that Gheron demonstrates that there is a binding agreement between them and Luxury; a simple letter or a verbal agreement is not sufficient (see point (d) of Council's above resolution).

2.5 On **31 January 2025 (Annexure "D")** a letter was received from Luxury addressed to Gheron requesting time until Monday, **03 February 2025** to submit the required documents.

2.6 On **5 February 2025 (Annexure "E")** Gheron submitted another document from First National Bank dated **05 February 2025** stating that Luxury has conducting excellent banking since 2023 and is solvent and have the financial capacity to meet short-term capital. No undertaking or unconditional commitment is made and no monetary value is assigned to their financial capacity.

*•Therefore this document also does not meet the requirement of clause 3.1.4.*

2.7 Council issued a letter dated **05 February 2025 (Annexure "F")** stating that the status of the transaction will be submitted to confirm the cancellation of the agreement in terms of point (c) of Council's decision passed on **28 November 2024** under item 11.1.13.

2.8 **Discussion**

Gheron did not comply with Council's resolution passed on **28 November 2024** under item 11.1.13 by failing by **31 January 2025** to provide satisfactory proof of financing in terms of clause 3.1.4 of the development agreement (point (c) of the Council decision) and a binding agreement



(point (d) of the Council decision) between them and Luxury as 51% shareholder of Gheron.

Gheron has been afforded various extension of time in the past and failed to comply with the concessions granted.

It is therefore proposed that Council confirms the cancellation of the development agreement between Council and Gheron for the development of Extension 38, Swakopmund.

Allowing further extensions of time and or concessions will result in preferential treatment of Gheron.

3. **Extension 38, Swakopmund**

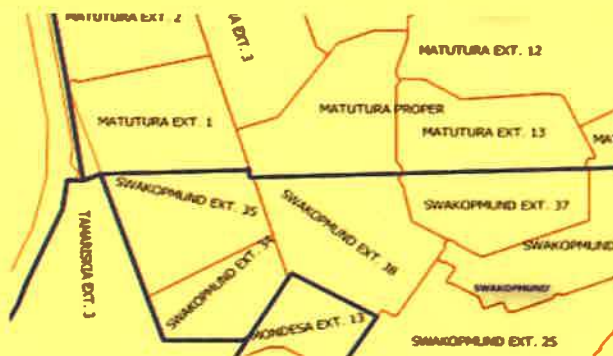
3.1 Should Council confirm the cancellation of the development agreement it is necessary to consider the future development of Extension 38, Swakopmund keeping in mind that:

- 3.1.1 the eastern boundary is occupied by informal households;
- 3.1.2 and the value and status of the development of Matutura Proper by Quintessential Trading and Consultancy as a middle-income residential development.

3.2 Extension 38, Swakopmund comprises:

Zoning	Total Number of Erven
Single Residential	198
General Residential 1	2
General Residential 2	0
Local Business	0
General Business	0
Public Open Space	4
Institutional	0
Local Authority	1
Undetermined	0
Private Open Space	0

Below a map indicating the location of Matutura Property and Extension 38, Swakopmund:



- 3.3 Council can consider calling for development proposals or seek a low interest loan to install services and sell individual erven directly to the community.

For ease of reference, on **29 June 2023** under item 11.1.20, point (d) Council among other approved the following qualifying criteria for developers to comply with once Council invites proposals:

- (i) *Relevant similar experience in township developments within the last 5 years.*
- (ii) *Proof of the skill and ability of professional teams involved in the execution of the development agreement.*
- (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.*
- (iv) *A per square metre purchase price for the undeveloped sellable land; alternatively.*
- (v) *return of approximately 30% of land to Council after installation of services.*
- (vi) *The cost of houses and the erven to the public.*
- (vii) *That all risk and expenses be at the cost of the developer; and*
- (viii) *The time frame within which the development will be commenced from date of signing the development agreement and completion of the project.*

The widely published invitation for development proposals for Extensions 4 and 5, Matutura resulted in the submission of only one proposal. The viability of the said proposal is being assessed by Engineering & Planning Services Department whereafter the matter will be submitted to Council.

3.4 Occupation of Extension 38, Swakopmund

Below an aerial photo of Extension 38, Swakopmund taken during **2022**:



An aerial photo taken **2024** indicating a slight increase in occupancy:



- 3.5 Although Erf 9821, Swakopmund is excluded from the development agreement, the following is stated for information.

On **30 January 2025** under item 11.1.13 Council made the following decision regarding the erf:

- ① Council allocated a portion of land measuring approximately 5ha to Werner Erkes Foundation for the construction and implementation of an education park and vocational training centre.
- ② That Council decides on the future of the remaining portion of Erf 9821, Swakopmund, for instance, "housing" based on the outcome of a geotechnical report.

### 3.3 **Discussion**

With reference to the future development of Extension 38, it is proposed that Council decides whether to either:

3.3.1 Call for development proposals for the installation of services and construction of houses subject to the criteria approved by Council on **29 June 2023** under item 11.1.20, point (d), keeping in mind:

3.3.1 that the eastern boundary is occupied by informal households; and

3.3.2 the location and status of the development on Matutura Proper by Quintessential Trading & Consultancy (Pty) Ltd for middle-income earners.

OR

3.3.2 Invite financial institutions to secure a low interest loan for the installation of services keeping in mind that the services installation will amount to a minimum of N\$43.3 million (173 233m<sup>2</sup> x N\$250.00/m<sup>2</sup>).

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

**RECOMMENDED:**

- (a) That due to the non-compliance with item 11.1.13 of the Council resolution taken on 28 November 2024 by Gheron Building Construction (Pty) Ltd; it be noted that:
- (i) *Gheron Building Construction (Pty) Ltd has been afforded various extensions of time in the past and failed to comply with the concessions granted.*
  - (ii) *Allowing further extensions of time and or concessions will result in preferential treatment of Gheron Building Construction (Pty) Ltd.*
  - (iii) *Council therefore confirms the cancellation of the development agreement between Council and Gheron Building Construction (Pty) Ltd for the development of Extension 38, Swakopmund.*
- (b) That with reference to the future development of Extension 38, Swakopmund, Council:
- (i) *Calls for development proposals for the installation of services and construction of houses subject to the criteria approved by Council on 29 June 2023 under item 11.1.20, point (d), keeping in mind:*
    - 1. *that the eastern boundary is occupied by informal households;*
    - 2. *the location and status of the development on Matutura Proper by Quintessential Trading & Consultancy (Pty) Ltd for middle-income earners; and*
    - 3. *that the widely published development proposals invitation for Extensions 4 and 5, Matutura resulted in only one proposal being received.*
- (c) That the remaining part of Erf 9821, Swakopmund, which does not form part of the development proposal, be considered to be reserved e.g. for housing based on the outcome of a geotechnical report.
-





+264 64 410 4111 | swakmun@swakmun.com.na | P.O. Box 53, Swakopmund, Namibia

Ref No: 16/1/4/2/1/14

Enquiries: Ms S Bruwer

29 November 2024

Gheron Building Construction (Pty) Ltd

pthys1234@gmail.com

Dear Mr P C Thys, Mr R H Gouws, Mr G Haraseb

**A REQUEST FROM GHERON BUILDING CONSTRUCTION (PTY) LTD**

Our letters dated 29 October and 15 November 2024, refer.

Your application dated 18 October 2024 was submitted to Council for consideration on 28 November 2024 whereafter the following decision was made:

- (a) That Council takes note that Gheron Building Construction (Pty) Ltd complied on 29 September 2023 with the suspensive Clause 3.1.4 by having Ariya Bridge Capital (ABC) secured as a financier and that on 12 December 2023 under item 11.1.28 Council approved K nigstein Capital as a financier, however, both financiers subsequently withdrew resulting in non-compliance with Clause 3.1.4.
- (b) That Gheron Building Construction (Pty) Ltd be put on terms in terms of Clause 8.1 due to non-compliance with Clauses 3.1.4, 3.1.5, and 5.8.5.
- (c) That Gheron Building Construction (Pty) Ltd be given until 31 January 2025 to confirm that they comply with Clause 3.1.4, failing which the agreement is cancelled.
- (d) That the due date for Gheron Building Construction (Pty) Ltd to submit proof that Luxury Investment 111 (Pty) Ltd has replaced K nigstein Capital as financier be approved as 31 January 2025.
- (e) That if Gheron Building Construction (Pty) Ltd fails to provide the confirmation in points (c) and (d) above, the transaction be cancelled.
- (f) That subject to (b) and (c) above, Council enters into a second addendum to the development agreement with Gheron Building Construction (Pty) Ltd to rectify the breach arising from the withdrawal of financiers resulting in non-compliance with Clause 3.1.4; and allow Luxury Investment 111 (Pty) Ltd to replace K nigstein Capital as 51% shareholder in Gheron Building Construction (Pty) Ltd (point (d) (i) 6 of Council's resolution passed on 12 December 2023 under item 11.1.28).





- (g) That it be noted as recorded in the first addendum, that the timelines provided in Clause 5.8.5 (330 days) commence upon lapsing of the period in (c) above.
- (h) That Council waives the penalties in terms of Clause 8.2.
- (i) That Council supports the application dated 18 October 2024 by Gheron Building Construction (Pty) Ltd based on their commitment to the project and the location of informal households on Extension 38.
- (j) That Council takes note of the enumeration and relocation of informal households as approved by Council on 04 June 2024 under Item 11.1.6 and that the occupation of Extension 38 by these households poses challenges to Gheron in securing a financier.
- (k) That Council takes note that notwithstanding the partial occupation of Extension 38 (eastern part), Gheron Building Construction (Pty) Ltd intends to commence with the execution of Clause 5.8.5 soonest by commencing with services installations from the western boundary of the township."

Please scrutinize the above points and ensure compliance by **31 January 2025** with points (b), (c) and (d).

Should you fail to comply by the said date, the transaction is cancelled as stated in points (c) and (e).

KingLaw will be requested to compile a second addendum to the development agreement at your cost in terms of points (f), (g) and (h) of the above decision.

In conclusion, Gheron Building Construction (Pty) Ltd is put on terms in terms of Clause 8.1 to rectify by **31 January 2025** the breach of non-compliance with Clauses 3.1.4, 3.1.5, and 5.8.5.

Should you have any enquiries, please do not hesitate to contact Ms S Bruwer at ☎ 064-4104212.

Yours faithfully

  
**Mpsa Haingura**  
**General Manager: Corporate Services & Human Capital**

/sb 



Copy: Ms H Ahrens, KingLaw  
 GM: Engineering & Planning Services

**FNB Commercial**  
 130 Independence Avenue, 1<sup>st</sup> floor FNB Parade Building  
 Email: Lucy.Stewe@fnbnamibia.com.na  
 Web: www.fnbnamibia.com.na  
 Tel: +264 61 2998312



29 January 2025

To Whom It May Concern:

**Dear Sir/Madam**

**LETTER OF GOOD STANDING:**

This letter serves to confirm that our esteemed client, **Luxury Investment One Hundred and Eleven (Pty) Ltd Reg No. 2011/0460** has been connected to our Institution since 2023 and conducts their banking affairs to our entire satisfaction.

The account is of good standing and operates on a satisfactory basis.

We regard our client good for normal business engagement and give a bank rating of code "C".

We value our connection with this client and do not hesitate to issue this recommendation.

We trust that you find the aforementioned in order.

Yours Faithfully,

**Lucy Stewe**  
**Commercial Relationship Manager**

**FIRST NATIONAL  
 BANK  
 OF NAMIBIA**

**29 January 2025**



+264 64 410 4111 | swkmun@swkmun.com.na | P.O. Box 53, Swakopmund, Namibia

Ref No: 16/1/4/2/1/14

Enquiries: Ms S Bruwer

30 January 2025

Gheron Building Construction (Pty) Ltd

pthys1234@gmail.com  
magongoipinge20@gmail.com

Dear Mr P C Thys, Mr R H Gouws, Mr G Haraseb

**STANDARD OF EXPECTED COMPLIANCE WITH COUNCIL'S RESOLUTION PASSED ON 28 NOVEMBER 2024 UNDER ITEM 11.1.13**

The abovementioned, our letter dated **29 November 2024** and the meeting held on **21 January 2025** refer.

We acknowledge receipt of the Letter of Good Standing issued by First National Bank of Namibia Ltd dated **29 January 2025** e-mailed by Mr M lipinge of Luxury Investment One Hundred and Eleven (Pty) Ltd (hereinafter referred to as "Luxury").

The attached confirmation letter from the bank only gives the rating code, which is not a rating used by Council, or understood, since there is not explanation as to what it means.

We require proof that Gheron Building Construction (Pty) Ltd (hereinafter "Gheron") have secured sufficient funding of another entity which Council does not have a transactional relationship with.

The bank rating must be explained in monetary value in order to evaluate compliance with clause 3.1.4 as resolved under point (c) of Council's decision of **28 November 2024**, item 11.1.13 (quoted):

**"(c) That Gheron Building Construction (Pty) Ltd be given until 31 January 2025 to confirm that they comply with Clause 3.1.4, failing which the agreement is cancelled."**

***Clause 3.1.4 is quoted as well:***

*"3.1.4 the submission by the Developer to the Municipality of satisfactory proof that the Developer has secured adequate funding for the successful completion of the development contemplated in this Agreement. Whether or not such proof is satisfactory, shall lie exclusively in the discretion of the Municipality;"*

Therefore the Letter of Good Standing is not acceptable.



## Ordinary Council Meeting – 01 April 2025

**Important:** The average cost for the installation of serviced for township development is in the amount of N\$250.00 / m<sup>2</sup>; please base the monetary value on the size of Extension 38 measuring 25,3488 Ha less the size (8.0255 Ha) of Erf Erf 9821, Swakopmund which is excluded from the development agreement.

It is critical that Gheron demonstrates that there is a binding agreement between them and Luxury; a simple letter or a verbal agreement is not sufficient.

Only once the connection between Gheron and Luxury is confirmed, can Council consider the capacity of Luxury to finance the project.

Should the above not be in place and submitted to us tomorrow (31 January 2025) in order to report to Council, we will have no option but to cancel the agreement and report to Council accordingly.

Should you have any enquiries, please do not hesitate to contact Ms S Bruwer at ☎ 064-4104212.

Yours faithfully

  
**Mpsai Haingura**  
**General Manager: Corporate Services & Human Capital**



/sb

Copy: Ms H Ahrens, KingLaw  
GM: Engineering & Planning Services



ANNEXURE "D"

17/04/2025

19



To: Gheron Building Construction (Pty) Ltd  
Reg No: 2020/0880  
PO Box 3218  
SWAKOPMUND  
Attn: Mr. Phillip Thys



31 January 2025

**SUBJECT: REQUEST FOR EXTENSION TO SUBMIT REQUESTED DOCUMENTS TO SWAKOPMUND MUNICIPALITY**

The abovementioned subject matter bears reference:

As per the communique from the Swakopmund Municipality, titled "Standard of expected compliance with Council's resolution passed on 28 November 2024, under item 11.1.13" It was explicitly mentioned that the Letter of Goodstanding that we have obtained from FNB was not sufficient, as they require, "bank rating must be explained in monetary value, in order to evaluate compliance with clause 3.1.4, as resolved under point (c), of Council decision of 28 November 2024.

Moreover, Gheron must demonstrate that there is a binding agreement with Luxury Investment 111 (Pty) Ltd, as prescriptive measure which were suppose to be in place by 31 January 2025, to ensure that we could conclude our affairs and set about to start the construction of the project.

Mr. Thys, Luxury Investments 111 (Pty) Ltd, as per our discussion in reference towards Gheron Building Construction, and after consultation with our Financiers (Ashburton and FNB Namibia), that they will only be in a position to furnish us with a letter indicating the monetary value and capacity on Monday 03 February 2025, as well as the final documents from our Lawyer Neshuku and Associates Incorporated.

We thus humbly request you that you please inform and or request the Municipality of Swakopmund, for your indulgence, and that you will be only in a position to submit the outstanding documents as requested on Tuesday 04, February before 12h00, 2025.

Regards

*[Handwritten signature]*

Mr. Gerome Prinzonsky  
Luxury Investments 111 (Pty) Ltd  
Email: [gprinzonsky@hotmail.com](mailto:gprinzonsky@hotmail.com)  
Cell: + 264 85 662 8082

*[Handwritten signature]*

Mr. Magongo Ipinge  
Luxury Investments 111 (Pty) Ltd  
Email: [magongo.ipinge20@gmail.com](mailto:magongo.ipinge20@gmail.com)  
Cell: + 264 81 6457 925

## ANNEXURE "E"

**FNB Commercial**  
 130 Independence Avenue, 3<sup>rd</sup> Floor FNB Parkside Building  
 Web: [www.fnbnamibia.com.na](http://www.fnbnamibia.com.na)  
 Tel: +264 61 2998312



Swakopmund Municipality

04 February 2025

To Whom It may concern

**Swakopmund Housing Project, Extension 38**  
**Public Private Partnership**

This letter serves to confirm that **Luxury Investments One Hundred & Eleven (Pty) Ltd 2011/0460**, holds account number **6428288593** with FNB Commercial Branch (Code 281-872), and have been conducting excellent banking with us since 2023.

We are satisfied that our client is solvent, and that they have financial capacity to meet short-term capital. If the client is awarded this tender worth /partnership we will consider assisting them with financing assistance provided that all credit criteria is met.

Our client is honest and committed, we are therefore confident that they will not overcommit themselves.

- This is a letter of intent only and may not be used for any other purpose other than for information purposes.
- This undertaking is subject to **Luxury Investments One Hundred & Eleven (Pty) Ltd 2011/0460**, meeting bank credit criteria and approvals
- This undertaking is neither negotiable nor transferable.
- This undertaking shall remain in force until notice is given that the tender is not awarded to **Luxury Investments One Hundred & Eleven (Pty) Ltd 2011/0460**, after which this undertaking shall expire.

Yours Faithfully,

**Lucy Stewe**  
**Client Portfolio Manager**

**FIRST NATIONAL BANK  
 OF NAMIBIA**

**05 February 2025**

**FNB Business Banking  
 281 872**



+264 64 410 4111 | swkmun@swkmun.com.na | P.O Box 53, Swakopmund, Namibia

Ref No: 16/1/4/2/1/14

Enquiries: Ms S Bruwer

05 February 2025

Gheron Building Construction (Pty) Ltd

pthys1234@gmail.com  
magongoiiping20@gmail.com

Dear Mr P C Thys, Mr R H Gouws, Mr G Haraseb

**REQUEST FOR EXTENSION TO SUBMIT REQUESTED DOCUMENTS TO SWAKOPMUND MUNICIPALITY**

The abovementioned, our letters dated 29 November 2024, 30 January 2025 and the letter dated 31 January 2025 addressed by you by Luxury Investment 111 (Pty) Ltd, refer.

The required documentation was not submitted by Gheron Building Construction (Pty) Ltd by Friday, 31 January 2025

Therefore, as resolved by Council on 28 November 2024 under item 11.1.13, point (c) the non-performance will be submitted to Council to confirm the cancellation of the agreement (see attached letter dated 29 November 2024):

"(c) That Gheron Building Construction (Pty) Ltd be given until 31 January 2025 to confirm that they comply with Clause 3.1.4, failing which the agreement is cancelled."

A further correspondence will be addressed to you as soon as circumstances permit.

Should you have any enquiries, please do not hesitate to contact Ms S Bruwer at 064-4104212.

Yours faithfully

*Mpsai Haingura*  
Mpsai Haingura  
General Manager: Corporate Services & Human Capital



/sb

Copy: Ms H Ahrens, KingLaw  
GM: Engineering & Planning Services



11.1.4

**REVIEW THE SALE OF ERF 9239, SWAKOPMUND TO HAIDA AND HAIDA CC**  
(C/M 2025/04/01 - E 1608, E 2805, E 9239, E 9240)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **7.5**  
page **33** refers.

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

1. **Purpose**

The purpose of this submission is for Council to review:

- the purchase price of Erf 9239, Swakopmund being sold to Haida & Haida CC
- the size of the usable / saleable portion of land of Erf 9239, Swakopmund (the subject erf)

2. **Background**

In 2011, Messrs Haida & Haida CC (trading as Gregs Motor Spares) applied to purchase a portion of Rakotoka Street (currently known as Erf 9239) measuring  $\pm 1\,241\text{m}^2$  with the intention of consolidating the portion with their Erf 1608, Swakopmund for expansion of their business operations. Their application was approved on **25 October 2012** under item 11.1.6 subject to the following conditions:

- (a) That Council repeals its resolutions passed on 29 October 2009 (Item 11.1.12); 25 February 2010 (Item 11.1.4) and 24 November 2011 (Item 11.1.17) with reference to the sale of a portion of Rakotoka Street (Cul-De-Sac).
- (b) That the sale of a portion of Rakotoka Street (Cul-De-Sac), measuring  $\pm 1\,241\text{m}^2$  to Messrs Haida & Haida CC be approved at a purchase price of N\$ 605.00/m<sup>2</sup> + 15% VAT (if applicable), being  $1\,241\text{m}^2 = \text{N}\$750\,805.00 + 15\% \text{ VAT (N}\$112\,620.75) = \text{N}\$863\,425.75$ .
- (c) That the requirements regarding the alienation of immovable property as prescribed in the Local Authorities Act, Act 23 of 1992, (as amended), be dealt with successfully.
- (d) That it be noted that the said portion of Rakotoka Street (Cul-De-Sac) is permanently closed in terms of Section 50 (2) of the Local Authorities Act, 1992 as amended per certificate dated 07 March 2012.
- (e) That the portion be subdivided from the street and consolidated with Erf 1608, Swakopmund in terms of the Townships and Division of Land Ordinance, 1963 (Ordinance 11 of 1963) for the cost of the purchaser.
- (f) That all costs regarding this transaction and the appointment of a Town Planner by the applicant to attend to the subdivision and consolidation be for the account of the applicant.



- (g) *That the applicant be responsible for the registration of servitudes in respect of services located on the portion and also for right of way for the neighbouring property owners.*
- (h) *That any development on the erf must comply with the provisions of the Town Planning Scheme.*
- (i) *That the applicant takes note that no rights will accrue to the applicant unless all the abovementioned conditions are complied with in full and all the relevant authorities have given the necessary permission, if applicable."*

Subsequent to the above resolution, the sale was advertised as per Notice 47/2014 in terms of Section 63 (2) (b) of the Local Authorities Act, Act 23 of 1992, as amended and no objection was received. Prior to the amendment of the Local Authorities Act of 2019, no ministerial approval was required for a Part 1 Municipality for sale of land if no objections were received.

Based on the approved estimated purchase price, Haida & Haida CC paid the purchase price in the amount of N\$ 863 425.75. A copy of the receipts (155055 & 155056 dated 02/12/2015) is attached as **Annexure "A"**.

Although Haida & Haida CC settled the purchase price, Council was unable to finalize the deed of sale as the property description and the size of the property were not determinable at the time without having surveying diagrams in place.

The statutory processes of subdivision, permanent closure, consolidation and Environmental Impact Assessment (EIA) were finalized in 2019.

In terms of the Townships Board Resolution, item 73/2016 dated **22 March 2017, (Annexure "B")**, the Remainder of Erf 2805 (Rakotoka street) was subdivided into Erf 9239 and the Remainder of Erf 2805, Swakopmund. The approval was granted subject to the following conditions which must be registered against the title of the consolidated Erf 9240, Swakopmund, Extension 7 (i.e consolidated erf of Erf 1608 and 9239, Swakopmund):

- (a) *A 6 metre wide right of way servitude be surveyed and registered over Erf 9240 Swakopmund, Extension 7 in favour of Erf 2819, Swakopmund, Extension 7;*
- (b) *A 7 metre wide services servitude be surveyed and registered over Erf 9240, Swakopmund, Extension 7 in favour of the Local Authority.*

Based on the above Townships Board's resolution, Engineering & Planning Services Department was requested as per memo attached as **Annexure "C"** to confirm whether the approved diagrams made provision for the servitude in respect of the services located on the northern boundary of the consolidated erf and for the access to Erf 2819, Swakopmund. They were also requested to calculate the size of the servitude and right of way in order to determine the size of usable / saleable land and finalise the transfer of ownership to Haida & Haida CC.

### 3. Discussion

#### 3.1 Erf Size

Prior to the approved diagram, Erf 9239 Swakopmund was estimated to measure 1 241m<sup>2</sup> in extent. The approved surveyor diagram indicates the size of 1 449m<sup>2</sup>.

Based on the estimated size of 1 241m<sup>2</sup>, on **25 October 2012**, under item 11.1.6, Council approved the purchase price as N\$ 863 425.75 (i.e. 1 241m<sup>2</sup> x N\$ 605.00/m<sup>2</sup> = N\$ 750 805.00 + 15% VAT (N\$ 112 620.75).

#### 3.2 Purchase price

The purchase price calculated on the exact size of 1 449m<sup>2</sup> is now in the amount **N\$ 1 008 141.75** (1 449m<sup>2</sup> x N\$ 605.00 + 15% VAT N\$131 496.75).

Considering that that Haida & Haida CC already paid the amount of N\$863 425.75 (VAT included), an amount of N\$ 144 716.00 (i.e. N\$123 008.60 + N\$ 21 707.40 (15% VAT) is still outstanding.

Haida & Haida CC was informed as per letter dated **24 January 2024** to settle the outstanding amount, however they responded that they need a reduction on the purchase price considering the 2 x servitude areas that cannot be developed and is therefore not usable.

#### 3.3 Application

A letter dated **04 March 2024** attached as **Annexure "D"** was received from Haida & Haida (Pty) Ltd requesting a reduction of the adjusted purchase price to exclude the surface area covering the servitudes.

The GM: Engineering & Planning Services confirmed that the servitude areas in total measures 671.9m<sup>2</sup>, which comprises of:

- (a) 312.16m<sup>2</sup> in respect of 6m wide servitude for the right of way allowing access to Erf 2819 (Karakulia)
- (b) 359.74m<sup>2</sup> in respect of 7m wide servitude for the services

The sketch below indicates the servitude lines of the municipal services and right of way.



The **right of way servitude** measures 312.16m<sup>2</sup> and is registered in favour of Erf 2819, Swakopmund, Extension 7 and serves as an access road (street) to the erf belonging to Karakulia. Hence it is proposed that this size of portion must not be included in the purchase price of Erf 9239, Swakopmund.

On **14 November 2024**, under item 1.11.18 point (a) Council similarly deducted the size of a right of way servitude in calculating the purchase price for another purchaser:

*"(a) That Council confirms its decision passed on 29 February 2024 under item 11.1.9 and approves the sale of a portion of land located between Farm 178 and 179 to AVAGRO-Sustainable Agricultural Solutions (Pty) Ltd, less the size of an access road along the border of Farm 179 to the river (alternatively that a right of way servitude be registered at the cost of the purchaser."*

Erf 1608, Swakopmund, Extension 7 was zoned "General Industrial". Erf 9239, Swakopmund is consolidated with Erf 1608, Swakopmund into Erf 9240, Swakopmund. The consolidated erf has retained the zoning of Erf 1608, Swakopmund, which is "General Industrial".

Although the purchaser is not allowed to build on top of the **services servitude area**, the developer can utilise the surface area for parking and develop a second floor or cantilever building over the services servitude area using air space.

It is therefore proposed that the area covered by servitude in respect of services across the erf must be included in the purchase price.

Calculating the size of the area that will be potentially developed by the purchaser, the total area will thus be 1,136.84 (i.e. 1,449 m<sup>2</sup> less 312.16m<sup>2</sup> the area for the right of way servitude).

Based on the size of 1 136.84m<sup>2</sup> the purchase price is **N\$ 790 956.43** (1 136.84m<sup>2</sup> x N\$ 605/m<sup>2</sup>= N\$ 687 788.20 + 15 VAT% (N\$ 103 168.23).

Since Haida & Haida CC already paid an amount of N\$ 863 425.75 for the purchase price based on the estimated size of 1 241m<sup>2</sup>, an amount of N\$ 72 469.32 being the difference in the amount (due to the **right of way servitude**) can be refunded to Haida & Haida CC as a difference in the payment of the purchase price depending on Council's decision below.

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

**RECOMMENDED:**

- (a) That Council takes note that the statutory process for the subdivision of the Remainder of Erf 2805 (Rakotoka Street) into Erf 9239, Swakopmund and RE/Erf 2805 and consolidation thereof with Erf 1608, Swakopmund into Erf 9240 has been finalized and the diagrams are approved.**
- (b) That Council takes note that the correct size of Erf 9239, Swakopmund measures 1 449m<sup>2</sup> and not 1 241m<sup>2</sup> as it was estimated and approved by Council on 25 October 2012 under item 11.1.6.**

- (c) That Council approves the purchase price of Erf 9239, Swakopmund calculated as follows:  $1\,449\text{m}^2$  less (the size for the right of way servitude)  $312.16\text{m}^2$  ( $1\,136.84\text{m}^2 \times \text{N\$ } 605/\text{m}^2 = \text{N\$ } 687\,788.20 + 15 \text{ VAT\%}$  ( $\text{N\$ } 103\,168.23$ ) =  $\text{N\$ } 790\,956.43$
- (d) That Council takes note that the purchaser paid an amount of  $\text{N\$ } 863\,425.75$  in respect of the estimated size of the erf resulting in an over payment of  $\text{N\$ } 72\,469.32$  which amount be refunded to Haida & Haida CC.
- (e) That a deed of sale for the sale of Erf 9239, Swakopmund be compiled and signed by and between Swakopmund Municipal Council and Haida & Haida CC.
- (f) That permission be granted to register the consolidated Erf 9240, Extension 7, Swakopmund in the Deeds Office simultaneously with the transfer of Erf 9239, Swakopmund to Haida & Haida CC.
- (g) That the following conditions be registered against the consolidated Erf 9240, Swakopmund, Extension 7:
- (i) a 6 metre wide right of way servitude be surveyed and registered over Erf 9240 Swakopmund, Extension 7 in favour of Erf 2819, Swakopmund, Extension 7; and
  - (ii) a 7 metre wide services servitude be surveyed and registered over Erf 9240, Swakopmund, Extension 7 in favour of the Local Authority.
-





Client

REPUBLIC OF NAMIBIA  
**CLOSE CORPORATION ACT, 1988**  
 (Section 13, 15, 24, 27, 29, 47 and 60)  
 (Regulations 3 and 12)

CC2

**Amended Founding Statement**

Before filling in the form, first see notes on page 2.

REGISTRATION NUMBER OF CORPORATION CC/95/00995	DATE OF RECEIPT
---	-----------------

<b>PART A</b>		Dates of commencement of change
Full name of corporation* <b>Haida &amp; Haida CC</b>		*
Previous name of corporation (if applicable)* <b>N/A</b>		*
Literal translation of name (if applicable)* <b>N/A</b>		*
Shortened form of name (if applicable)* <b>N/A</b>		*
Description of principal business* <b>PROPERTY OWNING AND LETTING</b>		
Date of end of financial year* <b>END OF JUNE EACH YEAR</b>		*

<b>PART B</b>		
Postal address* <b>P.O. Box 130, Swakopmund, Namibia</b>		*
Address of registered office (not post office box)* <b>3 Heuschneider Street, Swakopmund, Namibia</b>		* 2013-04-24
Name and address of accounting officer* <b>Financial Consulting Services CC P.O.Box 130, Swakopmund, Namibia</b>		*

(Attach written consent to appointment)

Full name of association or body of which accounting officer is a member <b>The Institute of Commercial and Financial Accountants of Namibia</b>	
Membership/Practice no. <b>N 459 PM</b>	

\*See note 2 on page 2



Republic of Namibia

## Ministry of Urban and Rural Development

Tel: (+254 51) 2975111

Fax: (+254 51) 2975096

E-mail: [info@murdev.gov.na](mailto:info@murdev.gov.na)

Website: [www.murdev.gov.na](http://www.murdev.gov.na)

Government Offices Park  
Luther Street

Private Bag 13289  
Windhoek, Namibia

Enquiries: K. Sakurika

Tel: (+254+61) 29752311

Our Ref: 17/41/S2

Date: May 22, 2017

**STUBENRAUCH PLANNING CONSULTANTS cc**  
**P O Box 11869**  
**WINDHOEK**

Dear Mr. Stubenrauch

**SUBJECT: SWAKOPMUND EXTENSION 7: SUBDIVISION AND PERMANENT CLOSURE OF A PORTION OF THE REMAINDER OF ERF 2805 (STREET) AND SUBSEQUENT CONSOLIDATION WITH ERF 1608**

1. Your letter: W/13009 dated 14 February 2017 has reference.
2. The attached Townships Board Resolution under Item 73/2016 dated 22 March 2017 has been approved.
3. Attached the Original Subdivision Certificate for registration purposes.

Yours faithfully

**TOWNSHIPS BOARD SECRETARIAT**



REPUBLIC OF NAMIBIA

# Ministry of Urban and Rural Development

Townships and Division of Land Ordinance, 1963

## CERTIFICATE

I hereby certify, in terms of section 19 (7) of the Townships and Division of Land Ordinance, 1963 (Ordinance 11 of 1963) that I have approved the subdivision of:

**the Remainder of Erf 2805 (street)**

in the Township of

**Swakopmund Extension 7**

Into **two** portions

designated

**Erf 9239 (formerly street) and the Remainder of Erf 2805 (street, free of conditions), Swakopmund Extension 7**

Please Note: This subdivision certificate is only valid for two years from date of notification in terms of section 19 (13) of the Townships and Division of Land Ordinance, 1963 (Ordinance 11 of 1963) subject to the conditions as attached hereto: Application may be made for extension of time within this two year period, after which this permission shall lapse and re-application shall be required to enable registration.

  
 Deputy Director  
 Division: Planning

  
 Date

Item	Date
73/2015 17/4/152	22 March 2017



**SWAKOPMUND EXTENSION 7: SUBDIVISION AND PERMANENT CLOSURE OF A PORTION OF THE REMAINDER OF ERF 2805 (STREET) AND SUBSEQUENT CONSOLIDATION WITH ERF 1608 (STUBENRAUCH PLANNING CONSULTANTS CC) (Sw. A7-MD-6CA-Y2)**

The Board recommended that -

- a) the permanent closure of a portion of the Remainder of Erf 2805 (street), Swakopmund Extension 7 as approved by the Municipal Council of Swakopmund is confirmed;
- b) the Remainder of Erf 2805 (street), Swakopmund Extension 7 be subdivided into Erf 9239 (formerly street) and the Remainder of Erf 2805 (street, free of conditions), Swakopmund Extension 7;
- c) Erf 9239 (formerly street), Swakopmund Extension 7 be consolidated with Erf 1608 into Erf 9240, Swakopmund Extension 7 simultaneously with transfer;
- d) the conditions registered against Erf 1608, Swakopmund Extension 7 be cancelled and the following conditions be registered against Erf 9240, Swakopmund Extension 7;

**IN FAVOUR OF THE LOCAL AUTHORITY**

- A. The erf must 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).
- B. The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least four times the prevailing valuation of the erf.
- e) a 6 metre wide right of way servitude be surveyed and registered over Erf 9240, Swakopmund Extension 7 in favour of Erf 2819, Swakopmund Extension 7; and
- f) a 7 metre wide services servitude be surveyed and registered over Erf 9240, Swakopmund Extension 7 in favour of the Local Authority.






No. A23/2018

APPROVED  
*[Signature]*  
SURVEYOR GENERAL

SIDES (metres)	ANGLES OF DIRECTION	COORDINATES		Designation	
		X	Y		
Constants					
A	24° 00'	AB	-4807.85	+74139.29	2f
B	141° 14'	BC	-47883.22	-74114.24	2g
C	21° 04'	CD	-47973.10	+74115.18	3a
D	43° 55'	DE	+87366.85	+74134.53	1808x
E	21° 06'	EA	-48004.25	+74187.22	1c
		F	-47318.7	-74057.04	RM40
		G	-47451.7	-73378.17	RM41

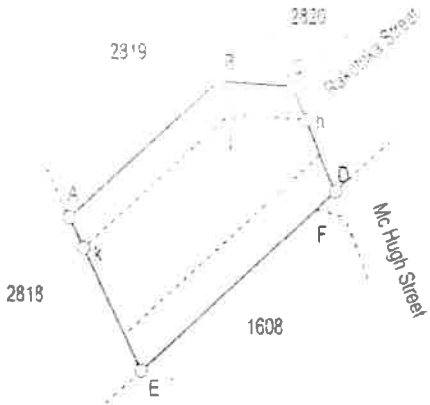
**Servitude Note**

- The line ABC represents the northern and north-eastern boundaries of a 6m wide right of way servitude as shown
- The line DE represents the southern boundaries of a 7m wide services servitude as shown



SCALE 1:1000

**Description of beacons:**  
 A,B,C,E .....15mm iron peg in cement  
 F,G .....16mm iron peg  
 D .....Mark on manhole



The figure A B C D E  
represents 1419 square metres of land being

**ERF 9239 (a Portion of the Remainder of Erf 2805) Swakopmund Extension 7**

Situate in the Municipal Area of Swakopmund  
 Registrar Division G, Erongo Region, Namibia

Surveyed in December 2017 by me: *[Signature]*  
 C.G. Pieterse  
 Land Surveyor

This diagram is annexed to No. _____ dated _____ Registrar of deeds	The original diagram is Transfer/Grant	S.R. No :E11/2018 Gen. Plan No : Noting Plan MD-6CA/Y2 File No : Sw A/7
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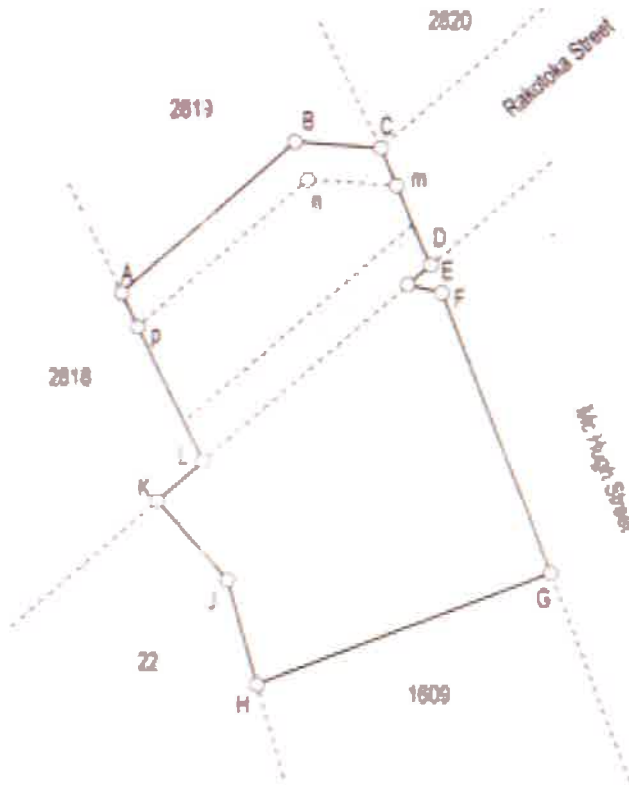
APPROVED *[Signature]*  
for SURVEYOR-GENERAL

1018-06-21

No. A24/2018

SHEET 2 OF 2 SHEETS

T N  
SCALE 1:1000



Description of beacons  
 A,B,C,E,F,G,H,I 15mm iron peg in cement  
 K ..... 10mm iron peg  
 D ..... Mark on manhole

Erf 9240 Swakopmund Extension 7

*[Signature]*

Compiled in January 2018 by me

C.G. Pieterse  
Land Surveyor



☎ +264 64 410 4000 | ✉ info@swakopmund.com.na | 📧 P.O. Box 53, Swakopmund, Namibia

### Internal Memorandum

**TO** : The General Manager, Engineering & Planning Services  
**FROM** : The General Manager, Corporate Services and HC  
**DATE** : 12 March 2024  
**REF.** : E 1608, E 2805 & E 9239  
**SUBJECT** : Determination the size of servitudes on Erf 9239, Swakopmund

On 25 October 2012, under item 11.1.6, Council approved the sale of a portion of Rakotoka Street measuring approximately 1241m<sup>2</sup> (now known as Erf 9239, Swakopmund) to Haida & Haida CC at the purchase price of N\$ 605/m<sup>2</sup>.

Council resolution as per point (g) states as follows:

(g) That the applicant be responsible for the registration of servitudes in respect of services located on the portion and also for the right of way of the neighbouring property owners.

As per approved diagram, Erf 9239 measures 1449m<sup>2</sup> in extent. A letter dated 04 March 2024 has been received from Haida & Haida CC requesting Council to review the size of sellable land (i.e. excluding the services and right of way servitudes). You are therefore requested to determine the size of sellable land and size of servitudes in order to calculate the purchase price.

Attached for perusal a locality plan and approved diagram of Erf 9239, Swakopmund indicating the water line about 7m wide to be registered in favour of Swakopmund Municipality and sewer line across the erf which is 6m wide right of way servitude to be registered in favour of Erf 2819, Swakopmund for delivery purposes.

Erf 9239, Swakopmund was consolidated with Erf 1668, Swakopmund into Erf 9240, Swakopmund.

*Mpsai*  
**Mpsai Haingura**  
**GM: CORPORATE SERVICES & HC**

*MS*

*Corporate Services & Human Capital*



RE: Determine the size of servitudes (access to Erf 2819 & municipal services pipelines) across Erf 9239 Swakopmund (


CM

Clarence McClune

To: Margaret Sheehama; Natasha January

Cc: Stephy Bruwer; Verena Reischauer-Buchert

Public

 You replied to this message on 13/01/2025 10:42

Good Morning All and compliments for the new year.

The servitude area is a total of 671.9 m<sup>2</sup>, which is contributed as follows,

Boundary ABC with a 6m wide servitude = 312.16 m<sup>2</sup>

Boundary DE with 7 m wide servitude = 359.74 m<sup>2</sup>

May day be blessed.

Regards.

Clarence McClune | General Manager: Engineering & Planning Services | Engineering & Planning Services | +264 64 410 4401

From: Margaret Sheehama <[msheehama@swkmun.com.na](mailto:msheehama@swkmun.com.na)>

Sent: Friday, 10 January 2025 09:08 AM

To: Natasha January <[natasha@regsmotorspaars.com](mailto:natasha@regsmotorspaars.com)>

Cc: Stephy Bruwer <[sbruwer@swkmun.com.na](mailto:sbruwer@swkmun.com.na)>; Clarence McClune <[cmccolune@swkmun.com.na](mailto:cmccolune@swkmun.com.na)>; Verena Reischauer-Buchert <[vrbuchert@swkmun.com.na](mailto:vrbuchert@swkmun.com.na)>

Subject: RE: Determine the size of servitudes (access to Erf 2819 & municipal services pipelines) across Erf 9239 Swakopmund (Grews Motor)



# MEMORANDUM

*CORPORATE SERVICES DEPARTMENT*

**To** : GM: Engineering Services  
**From** : GM: Corporate Services & HC (Acting)  
**Date** : 14 February 2022  
**Reference No** : E1608

**SUBDIVISION OF ERF 2805, SWAKOPMUND INTO ERF 9239 AND A REMAINDER; AND SUBSEQUENTLY CONSOLIDATION OF ERF 9239 WITH ERF 1608 INTO ERF 9240, SWAKOPMUND**

Attached a copy of the diagram Erf 9239, Swapmund created from the subdivision of Erf 2805, Swakopmund (Rakotoka Street). Erf 9239 has been consolidated with Erf 1608, Swakopmund into Erf 9240, Swakopmund.

Kindly confirm whether the newly created erf diagram makes sufficient provision for the services that are located on the northern boundary of the new consolidated erf. Also confirm whether Erf 2819, Swakopmund will still get access through Erf 9239, Swakopmund and whether a servitude will need to be registered to provide access for Erf 2819, Swakopmund.

Thank you,

Mr A Plaatjie

**GM: CORPORATE SERVICES & HC (Acting)**

/ms



**HAIDA AND HAIDA (PTY) LTD**

Reg. No. 2015/1299

P.O. BOX 9811  
Eros  
Windhoek  
Namibia

Tel: 061 334 800

---

Date: 04 March 2024Municipality of Swakopmund  
P. O. Box 53  
Swakopmund  
Namibia

Attention: Ms. M Sheehama

Reference E1608 &amp; 9239

Dear Madam

**Subject: Request for Revision of Sale Terms for Erf 9240, Swakopmund, Extension 7**

Dear Ms M Sheehama,

I am writing to discuss the sale and proposed consolidation of Erf 9239, a portion of the remainder of Erf 2805, Swakopmund, Extension 7, with Erf 1608, resulting in Erf 9240, Swakopmund, Extension 7. On 25 October 2012, we applied to purchase an unused portion of Rakotoka Street, measuring approximately 1241m<sup>2</sup>.

Subsequent registrations of servitudes on this land have reduced the developable area by 658m<sup>2</sup>, significantly impacting our development plans. The adjusted erf size, now 1449m<sup>2</sup> (including servitudes), along with the extent of the servitudes, has rendered development at the current market price unfeasible.

In light of these developments, we kindly request that the board consider selling us the erf excluding the servitudes. This adjustment would enable us to proceed with development plans that are viable under current market conditions.

We believe this request aligns with both our interests and the development goals for the area. Please feel free to contact me to discuss this matter further or to arrange a meeting.

Thank you for considering our request. We look forward to your response and hope to find a mutually beneficial solution.

Yours sincerely,



Mr Aubrey V Bock

Director

Contact no: +264 61 334 800

**Haida and Haida (Pty) Ltd.**  
T +264(0)61 334 800 F +264(0)61 217 271  
PO Box 22284, Windhoek, Namibia  
Reg No. 2015/1299  
Director: Allan C. Ho, Aubrey V Bock

APPROVED  SURVEYOR GENERAL	No. A23/2018					
SIDES metres	ANGLES OF DIRECTION	Constants	CO-ORDINATES System: S 2011		Designation	
A	38.06	223.43.50	AB	+48.017.36	+74.139.29	2 <sup>a</sup>
B	14.14	273.48.50	BC	+47.989.22	+74.114.24	2 <sup>a</sup>
C	21.04	336.51.30	CD	+47.975.10	+74.115.13	3 <sup>a</sup>
D	49.89	43.50.00	DE	+47.966.83	+74.134.53	1608x
E	31.09	154.01.00	EA	+48.004.25	+74.167.22	1 <sup>b</sup>
			⊕	+47.318.71	+74.057.04	RM40
			⊖	+47.480.77	+73.878.17	RM41

Servitude Note

- The line ABC represents the northern and north-eastern boundaries of a 6m wide right of way servitude as shown.
- The line DE represents the southern boundaries of a 7m wide services servitude as shown.

SCALE 1:1000

Description of beacons:

- A, B, C, E ..... 15mm iron peg in cement
- F, G ..... 16mm iron peg
- D ..... Mark on manhole

The figure A B C D E  
represents 1419 square metres of land being

**ERF 9239 (a Portion of the Remainder of Erf 2805 ) Swakopmund Extension 7**

Situate in the Municipal Area of Swakopmund  
 Registrar Division G, Erongo Region, Namibia

Surveyed in December 2017 by me

**C.G. Pieterse**  
 Land Surveyor

This diagram is annexed to No. _____ d.d _____ Registrar of deeds	The original diagram is Transfer/Grant	S.R. No.: E11/2018 Gen. Plan No.: _____ Noting Plan: MD-6CA/Y2 File No. Sw.A/7
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**Documents  
Containing  
Personal  
Information Are  
Removed From  
The Agenda As  
Directed By  
MANAGEMENT.**

11.1.5

**PROGRESS: BLUE BOYS FOOTBALL CLUB RETURN ERF 4346, MONDESA TO COUNCIL IN EXCHANGE FOR A PORTION OF ERF 1143, MATUTURA**

(C/M 2025/04/01 - M 4346, E 1143 M)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **7.6** page **51** refers.**A. This item was submitted to the Management Committee for consideration:****1. Introduction**

The purpose of this submission is:

- 1.1 to report on the progress made with the exchange of Erf 4346, Mondesa (belonging to Blue Boys Football Club) for a portion of Erf 1143, Matutura (belonging to Council) of equivalent size) in terms of Council's decision passed on **23 February 2023** under item 11.1.11; and
- 1.2 consider the conditional acceptance of the Council resolution by Blue Boys Football Club (hereinafter BBFC) submitted on **23 October 2024** to:
  - 1.2.1 writing off of arrears charges on Erf 4346, Mondesa (see point (f) below); and
  - 1.2.2 grace period request on rates and taxes payment for New Erf 1143 (Section 75 of the Local Authorities Act, Act 23 of 1992, as amended provides for annual exemptions for which amateur sporting organizations qualify).

Attachments:

- |                     |  |
|---------------------|--|
| <b>Annexure "A"</b> | : Letter dated <b>23 October 2024</b> from Blue Boys Football Club.      |
| <b>Annexure "B"</b> | : Submission tabled to Council of <b>23 February 2023</b> as background. |
| <b>Annexure "C"</b> | : Services Account dated 20 January 2025.                                |

**2. Council's Decision passed on 23 February 2023 under Item 11.1.11**

The above Council resolution is quoted for ease of reference and discussion:

- (a) That Council approves the transfer of ownership of Erf 4346, Mondesa from Blue Boys Football Club to Council.
- (b) That Council approves the exchange of a portion of Erf 1143, Matutura (equivalent in size to Erf 4346 Mondesa, i.e. 21 443 m<sup>2</sup>) to Blue Boys Football Club.
- (c) That the newly created portion of Erf 1143, Extension 6, Matutura be for the exclusive use as a sport facility and that such use be registered against the title of the property.



- (d) That the exchange transfer for a portion of Erf 1143, Extension 6, Matutura be subject to the conditions of sale of land to clubs as per Annexure "D" (on file) and the reverting clause.
- (e) That the Blue Boys Football Club's request to rehabilitate Erf 1143, Matutura in terms of ground levelling be approved.
- (f) That the request by Blue Boys Football Club to be exempted from cost on rates and taxes and other arrears payment related to the alienation of Erf 4346, Mondesa not be approved.
- (g) That the Corporate Services and Human Capital Department attends to the statutory processes to proceed with the exchange transaction as prescribed in the Local Authorities Act 23 of 1992.
- (h) That the Engineering and Planning Services attends to the subdivision of Erf 1143, Extension 6, Matutura for the creation of a portion measuring 21 443m<sup>2</sup>.
- (i) That the Engineering and Planning Services attends to the rehabilitation of the ground elevation of Erf 1143, Extension 6, Matutura, subject to approval of point (c) above."

### 3. Execution of the above Decision

Below is the sequence of events following the making of the above decision:

- 3.1 BBFC was informed of the decision under point 2 above on **06 March 2023** and requested to confirm acceptance by **31 March 2023**;
- 3.2 On **23 March 2023** BBFC was reminded to reply by **31 March 2023**;
- 3.3 On **26 May 2023** BBFC was informed that no reply was received from them.
- 3.4 On **22 June 2023** an informal letter was received from Mr M Sakeus as team leader confirming that they accept all conditions approved by Council.
- 3.5 On **25 July 2023** a letter was addressed to BBFC requesting a resolution by the club to accept the conditions on a letterhead of the club with a power of attorney authorising a person to act on behalf of the club.
- 3.6 As no reply was received from BBFC a reminder was issued dated **19 December 2023**.
- 3.7 On **18 March 2024** a reminder with regard to Council's letter dated **19 December 2023** was issued.
- 3.8 On **30 September 2024** another letter was issued urging BBFC to reply by **25 October 2024**, failing which will result in the matter being reported to Council.
- 3.9 On **22 October 2024** a reminder was issued urging a reply by **25 October 2024**.
- 3.10 On **23 October 2024** the attached letter (**Annexure "A"**) was received from BBFC accepting Council's decision passed on **23 February 2023** under item 11.1.11 *conditionally*.

As can be seen from the above, BBFC only responded to Council's decision passed on **23 February 2023** on **23 October 2024**.

4. **Conditional Acceptance**

On **23 October 2024** BBFC conditionally accepted Council's conditions approved on **23 February 2023**.

4.1 **Debt Write-Off on Erf 4346, Mondesa**

Notwithstanding Council's decision passed under point (f), BBFC request Council to write off all outstanding charges on the services and rates and taxes account for Erf 4346.

Point (f) quoted:

*"(f) That the request by Blue Boys Football Club to be exempted from cost on rates and taxes and other arrears payment related to the alienation of Erf 4346, Mondesa not be approved."*

**Discussion:** On **19 February 2025** Finance confirmed the outstanding/arrears account to be in the amount of **N\$ 321 331.27**.

Had BBFC annually applied for the exemption from payment of assessment rates as provided for in terms of Section 75 of the Local Authorities Act, Act 23 of 1992, as amended, they would have been exempted in any case qualifying as an amateur sporting organisation.

4.2 **Grace Period Request on Rates and Taxes Payment for new Erf 1143**

BBFC requests an extension of time not to pay rates and taxes until they have established themselves on Erf 1143, Matutura.

**Discussion:** The subdivision of Erf 1143, Matutura into a portion of equivalent size to Erf 4346, Mondesa and the subsequent finalization of the statutory process for the approval of the exchange transaction can still take up to 18 months to finalize.

Points (g) and (h) quoted for ease of reference:

*"(g) That the Corporate Services and Human Capital Department attends to the statutory processes to proceed with the exchange transaction as prescribed in the Local Authorities Act 23 of 1992.*

*(h) That the Engineering and Planning Services attends to the subdivision of Erf 1143, Extension 6, Matutura for the creation of a portion measuring 21 443m<sup>2</sup>."*

BBFC must apply annually (their responsibility) for the exemption of payment of assessment rates based on being an amateur sporting organisation.

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

**RECOMMENDED:**

- (a) That Council takes note of the efforts made since the passing of the resolution on 23 February 2023 under item 11.1.11 to obtain a reply from Blue Boys Football Club; and that a conditional acceptance of Council's conditions was received on 23 October 2024.
  - (b) That Council takes note of the conditional acceptance by Blue Boys Football Club as set-out below:
    - (i) *Writing Off of the Debt on Erf 4346, Mondesa; and*
    - (ii) *Grace Period for the payment of rates and taxes for the to be created portion of Erf 1143, Matutura.*
  - (c) That Council accepts the conditional acceptance by Blue Boys Football Club not to further delay the exchange transaction based on the following:
    - (i) *that should Blue Boys Football Club in the past annually applied for the exemption from payment of assessment rates in terms of section 75 of the Local Authorities Act, Act 23 of 1992, as amended they would have complied as an amateur sporting organisation.*
      - 1. *That the arrears rates and taxes in the amount of N\$ 321 331.27 be written off.*
      - 2. *That point (f) of Council's decision passed on 23 February 2023 under item 11.1.11 be repealed.*
    - (ii) *That Blue Boys Football Club be informed to apply annually when published in terms of section 75 of the Local Authorities Act, Act 23 of 1992, as amended for the exemption from payment of assessment rates on the to be created portion of Erf 1143, Matutura as an amateur sporting organisation.*
  - (d) That subject to approval of point (c), the Corporate Services and Human Capital Department attend to point (g) and Engineering & Planning Services Department attends to point (h) of Council's decision passed on 23 February 2023 under item 11.1.11.
  - (e) That once a Surveyor-General approved diagram is issued for the newly created portion of Erf 1143, Matutura, the exchange of ownership of the two erven be finalized.
  - (f) That Blue Boys Football Club presents their status, future plans and development concepts to the Management Committee in order not to encounter delays in development for the newly created portion as was the case with Erf 4346, Mondesa since 2008.
-

ANNEXURE "A"

19.03.12.1143

E 1143M

22



Your Ref:

Our Ref: BBFC\_SwakopmundMuni\_L009\_231024

Date: 23/10/2024

No. of Pages 2

From: Mr. Eddy Angula

Vice-Chairperson - Blue Boys FC

To: M. Bahr

Acting General Manager: Corporate Service and HC

Swakopmund Municipality

**RE: Acceptance of Offer to Exchange Erf 4346, Mondesa with a Portion of Erf 1143, Matutura Extension 6, and Request for Debt Write-Off and Grace Period**

Dear Mr. Bahr,

On behalf of the Executive Management of Blue Boys Football Club, I write to formally accept the Swakopmund Municipality's offer to exchange Erf 4346, Mondesa, for a portion of Erf 1143, Matutura Extension 6, as referenced in your communication dated 30 September 2024.

We are grateful for the Municipality's support and believe this exchange will positively impact our organization and the communities we serve.

However, we would like to make our acceptance conditional on the following:

1. Debt Write-Off on Erf 4346:

As a community team that has been operating voluntarily since 1958, Blue Boys FC has faced significant financial challenges, particularly given the economic downturn and lack of corporate sponsorship.



ADDRESS: 1th. S Office - SME Park, Mondesa, Swakopmund

Email: [pch@blueboysfc.com](mailto:pch@blueboysfc.com) Phone: +264 01 202 8006

BLUE BOYS FC - INTERIM EXECUTIVE COMMITTEE: Chmn. E. Katangole / V-Chmn. E. Angula / Pres. N. Sakous / G. S - Laina Junias / TM. L. Mikus Elias / Treas-F. Hamunyeta / Treas-I. Knuffke / PRO-M. Sakous / LEGAD - R. David / Add. Mem. V. Petrus / Add. Mem. C. Sobetha

Over the years, an accumulated debt on rates and taxes has arisen on Erf 4346, Mondesa. We kindly request that the outstanding debt be written off as part of this exchange agreement.

This would provide much-needed financial relief and allow us to start fresh at the new location.

**2. Grace Period Request on Rates and Taxes Payment for New Erf 1143:**

In light of the current economic conditions, we also request a grace period on any payment obligations for Erf 1143, Matutura Extension 6, until such time that we have completed our setup on the new erf. This would allow us to establish ourselves in the new location without the immediate financial burden and ensure the sustainability of our operations moving forward. We remain committed to collaborating with the Swakopmund Municipality to ensure a smooth and efficient transition.

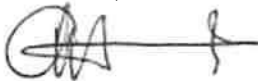
Please let us know the next steps required to finalize this agreement, including the details of the lease conditions and related formalities.

We look forward to your favorable response and the opportunity to discuss this matter further at your earliest convenience. Accept Sir, the assurance of my highest regard.

Yours in Football Development,

Mr. Eddy Angula

Vice-Chairperson, Blue Boys FC



**About Blue Boys FC:**

Founded in 1958, in Mondesa, Swakopmund, Blue Boys FC is a cornerstone of Swakopmund's sporting landscape. Its mission is to unite fans through football and create a positive impact on the community. "Ospana Yetu" The club currently obtained promotion in the Namibian Premier League and is committed to nurturing talent, fostering sportsmanship, and building lasting memories.



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Ordinary Council Meeting - 23 February 2023

11.1.11 **REQUEST TO RETURN ERF 4346, MONDESA TO COUNCIL IN EXCHANGE FOR A PORTION OF ERF 1143, MATUTURA, EXTENSION 6**  
(C/M 2023/02/23 - M 4346, E 1143 M)

Ordinary Management Committee Meeting of 09 February 2023, Addendum 10.3 page 35 refers.

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

**1. INTRODUCTION**

This item was discussed at the Planning Forum of 29 November 2022 under item 5.1. Although this submission deals with the exchange of Erf 4346, Mondesa (belonging to Blue Boys Football Club) for a portion of Erf 1143, Mondesa, belonging to Council, the Planning Forum concluded as follows, seeing that Community Skills Development Centre applied to acquire Erf 4346, Mondesa once transferred to Council:

(a) That the General Manager, Engineering and Planning Services submit the full application of Messrs COSDEF to the Management Committee.

(b) That the cost implications of the sub-division and rezoning be carried by Messrs COSDEF.

The application of Community Skills Development Centre will be tabled under cover of a separate submission once the exchange transaction advanced.

**2. PURPOSE**

The purpose of this submission is to seek Council's approval for Erf 4346 Mondesa, which belongs to Blue Boys Football Club, to be returned to Council in exchange for a portion of Erf 1143, Matutura (equivalent to the size of Erf 4346 i.e. 21 443m<sup>2</sup>).

**3. BACKGROUND**

3.1 Erf 4346, Mondesa was sold to Blue Boys Football Club at a nominal fee in the amount of N\$10.00 during 2008 to develop a football facility, as per attached Deed of Sale (**Annexure "A"**). To date, no development has been done and the property has since been under-utilised. Erf 4346 Mondesa is located adjacent to Community Skills Development Centre Swakopmund and in the vicinity of the Multipurpose Centre and the envisaged IT Centre. Attached as **Annexure "B"** is a map indicating the location of Erf 4346, Mondesa.

Consequently, Economic Development Services engaged Blue Boys Football Club's Executive Committee since 2020 (**Annexure "C"**) to explore the possibility of returning Erf 4346, Mondesa to Council in exchange for a portion of Erf 1143, Ext 6, Matutura. Follow up and site meetings were held, and the football club agreed to the proposal, as per attached letter dated 26 April 2022 (**Annexure "D"**).

3.2 Erf 1143, Extension 6, Matutura belongs to Council and measures 42 347m<sup>2</sup> in extend. On 28 May 2020 under item 11.1.13 Council

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Ordinary Council Meeting - 23 February 2023

passed the following resolution regarding the future sale of Erf 1143, Extension 6, Mondesa:

(d) That Council call for development proposals for the following Erven:

- Erf 980, Matutura, Extension 4
- Erf 1143, Matutura, Extension 6
- Erf 2028, Matutura, Extension 12
- Erf 2809, Matutura, Extension 13
- Erf 7546, Swakopmund, Extension 28
- Erf 7643, Swakopmund, Extension 28

(e) That Council offer available vacant institutional erven to interested institutions subject to development agreements.

Below is a map indicating the location and shape of the subject erf:



#### 4. **PROPOSAL**

In order to realise its strategic objectives of creating a learning hub within the area of the COSDEC and IT Centre in Mondesa, Economic Development Services proposes that Council considers and approves the return of Erf 4346 M which measures 21 443m<sup>2</sup> and exchange it with a portion of 1143, Extension 6, Matutura equivalent in size to 4346 M. Blue Boys Football Club has agreed to return the proposed erven on condition that:

- Council rehabilitates Erf 1143 in terms of ground elevation
- With the alienation of Erf 4346, Blue Boys FC be exempted from coal on rates and taxes and other arrears payment
- Blue Boys FC ownership and title deed to be clarified on Erf 1143

#### 5. **DISCUSSION**

Erf 4346 Mondesa which is owned by Blue Boys Football Club has not been developed since 2008 and has resulted in breach of contract. The Football Club was given ample time to develop the facility but proved futile. Moreover, no plans are in place to develop the property in the near future.

Meanwhile Economic Development Services has seen potential in the erf in question to transform the whole area into an educational hub. Considering the location and size of this erf, it can be a perfect space to expand the vocational training or to establish another educational facility. The idea ties in well with Council's strategic plan which is to create a learning hub in the same area. The anticipated educational facility will not only offer learning opportunities to our residents but will also bring financial benefits such as employment and

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Ordinary Council Meeting - 23 February 2023

investment to Swakopmund. Thus, the engagement with Blue Boys Football Club to return the erf in exchange of another one in Matutura. The Football Club Executive was taken on a site tour and both parties agreed to the proposal, as per attachments.

It is worth noting that Council will greatly benefit from this investment, taking into account that the main local economic drivers are negatively affected by the economic downturn. It is therefore crucial to ensure that initiatives such as these are accommodated and accorded special treatment to enhance education, training and skills development with special focus on growing the economy.

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

**RECOMMENDED:**

- (a) That Council approves the transfer of ownership of Erf 4346, Mondesa from Blue Boys Football Club to Council.
  - (b) That Council approves the exchange of a portion of Erf 1143, Matutura (equivalent in size to Erf 4346 Mondesa, i.e. 21 443 m<sup>2</sup>) to Blue Boys Football Club.
  - (c) That the newly created portion of Erf 1143, Extension 6, Matutura be for the exclusive use as a sport facility and that such use be registered against the title of the property.
  - (d) That the exchange transfer for a portion of Erf 1143, Extension 6, Matutura be subject to the conditions of sale of land to clubs as per Annexure "D" (on file) and the reverting clause.
  - (e) That the Blue Boys Football Club's request to rehabilitate Erf 1143, Matutura in terms of ground levelling be approved.
  - (f) That the request by Blue Boys Football Club to be exempted from cost on rates and taxes and other arrears payment related to the alienation of Erf 4346, Mondesa not be approved.
  - (g) That the Corporate Services and Human Capital Department attends to the statutory processes to proceed with the exchange transaction as prescribed in the Local Authorities Act 23 of 1992.
  - (h) That the Engineering and Planning Services attends to the subdivision of Erf 1143, Extension 6, Matutura for the creation of a portion measuring 21 443m<sup>2</sup>.
  - (i) That the Engineering and Planning Services attends to the rehabilitation of the ground elevation of Erf 1143, Extension 6, Matutura, subject to approval of point (c) above.
-





# Municipality of Swakopmund

P.O. Box 53, Swakopmund  
 Tel (064) 410 4111 Fax (088) 651 9141  
 ACCOUNT ENQUIRIES FAX: 0886528144 / E-MAIL: enquires@swkmun.com.na

**BLUE BOYS FOOTBALL CLUB**  
 P O BOX 1012  
 SWAKOPMUND  
 13001

TAX Invoice	
VAT No.	0687546-01-5
Statement Date	2025/01/20
Account Number	70063001010
Reference	20250121-26490
Deposit	

Details/Meter Readings			Date	Description	Vat %	Vat charge	Amount (VAT excl)	Amount (VAT incl)
Previous	Present	Consumption						
			12/19	BALANCE B/FWD		0.00	31047.88	31047.88
			01/20	WA WATER GENERAL	10.5	0.00	4164.66	4164.66
			01/20	SE AVAILABILITY DOM	12.5	0.00	202.74	202.74
			01/20	RF AVAILABILITY DOM	12.5	0.00	102.48	102.48
			01/20	CU FIRE BRIGADE SERV - RES	EXF		2.23	2.23
			01/20	DISPOSAL FEES DOM	EXF		7.68	7.68
			01/20	CU CLEANING SERV	EXF		17.92	17.92
			01/20	WA AVAILABILITY DOM	12.5	0.00	59.78	59.78
<b>Meter Readings Dates</b>								
	Previous	Current						
			<b>Total</b>			0.00	321331.27	321331.27

Arranged	Handed Over	90 Days Plus	60 Days	30 Days	Current	Amount Due
0.00	0.00	307575.10	4585.39	4585.39	4585.39	321331.27

MESSAGE

PLEASE NOTE: THE ACCOUNTS ARE PAYABLE ON OR BEFORE 07 FEBRUARY 2025 TO AVOID THE DISCONNECTION OF WATER SUPPLY.

Property Information				Details of Property Assessment	
Stand No.	00004346	Ward	1	Valuation	
Township	001.070 MONDESA			Land	Improvements
Street Address				2600000.00	1300000.00
Portion	00000			Building Clause	
Area	21508			Valuation	Date
Unit	001.070.00004346.0000.00000.0000			Annual Levy	

KINDLY TEAR OFF AND RETURN WITH PAYMENT



**Swakopmund Municipality**  
 P.O. Box 53  
 Swakopmund

Name	Due Date	2025/02/07
BLUE BOYS FOOTBALL	Account No.	70063001010
REMITTANCE ADVICE	Amount	321331.27

Bank Details: FNB, Swakopmund  
 Account Number: 62249803300 \* Branch Code: 280 472  
 Fax No for confirmation: 0886519140  
 E-Mail for confirmation: payments@swkmun.com.na

- 11.1.6 **POWERCOM (PTY) LTD APPLICATION FOR 2 NEW SITES TO ERECT TELECOMMUNICATION TOWERS IN SWAKOPMUND**  
(C/M 2025/04/01 - 4/1/1/7; E 7240, S and E 626, T)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **7.7** page **60** refers.

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

1. **Introduction**

The purpose of this submission is to consider the allocation of two new lease sites measuring 100m<sup>2</sup> each to Powercom (Pty) Ltd (hereinafter Powercom) for the construction of telecommunication towers and equipment rooms, at

- 1.1 Erf 7240, Extension 26, Swakopmund
- 1.2 Erf 626, Extension 1, Tamariskia

The application dated **27 May 2024** is attached as **Annexure "A"**.

2. **Background**

An application dated **27 May 2024** was received from Powercom. A memo for comments was issued to the Engineering & Planning Services Department on **17 September 2024** and **13 February 2025**.

On **20 February 2025** the following was confirmed by the said department:

- Erf 7240 - POS measuring 2 485m<sup>2</sup>*
- Erf 626 - POS measuring 7 538m<sup>2</sup>*

No comments whether or not to approve the application was received.

3. **Discussion of the 2 Sites zoned Public Open Space**

As indicated above, both sites are located on erven zoned "Public Open Space".

- 3.1 Erf 7240 is located in Extension 26 (2 485m<sup>2</sup>), Swakopmund (Mondesa). A map indicating the subject erf is attached as **Annexure "B"**.
- 3.2 Erf 626 is located in Extension 1, Tamariskia (7 538m<sup>2</sup>) (old basketball court).

On **28 July 2022** under item 11.1.11, with regard to the future use of the Remainder Erf 626, Tamariskia, Council passed the following resolution:

- "(a) That Council takes note of the report by Okaheke Investment CC dated 06 June 2022 and of their request to change the development of the Remainder of Erf 626, Tamariskia of primarily indoor sport complex development to sectional title / housing development.*
- (b) That Council rejects the request to change to a residential development.*
- (c) That Okaheke Investment CC be informed that due to the long delay in this transaction in that the required rezoning is not yet completed since approved 31 January 2019 and failure to provide proof of attempts to obtain funding as resolved by Council on 23 May 2019, Council terminates the transaction.*
- (d) That the Economic Development Services Department proposes a suitable community development for the Remainder of Erf 626, Tamariskia by Council; alternatively Corporate Services & Human Capital invites development proposals at a purchase price of*



*N\$500.00/m<sup>2</sup> (7 522m<sup>2</sup> x N\$500.00 = N\$3 761 000.00), excluding 15% VAT for allocation based on the best proposal."*

With reference to point (d) an unsolicited application dated **30 January 2025** was received from a non-profit entity. The application is being coordinated with the Economic Development Services Department. Due to the size of the subject erf it might be that only a portion of the erf will be considered.

Therefore, it is proposed that the lease site for the application for Erf 626, Extension 1, Tamariskia be formally subdivided at the cost of Powercom as Council intends to sell the remaining part of the subject erf.

4. **Lease Tariff and Period**

Council approved a standard rental per square meter for BTS sites with a standard lease period of 9 years and 11 months with different rates depending on the location of the BTS site as 1 July 2023 with an annual escalation of 7% every July (first being 1 July 2024):

During 2023/24 financial year the tariff was:

- *Mondesa* - N\$ 39.30
- *Central town* - N\$ 43.68

Adding the annual 7% escalation the tariff for 1 July 2024 until 30 June 2025 is:

- *Mondesa* - N\$ 42.05
- *Central town* - N\$ 46.75

Due to the location of the towers, the price tariff of the land being leased falls within the range of Mondesa.

5. **Proposal**

It is proposed that the two new applications be approved on a 5 years' lease period based on Council's standard conditions.

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

**RECOMMENDED:**

- (a) **That Council approves the application by PowerCom (Pty) Ltd dated 24 May 2024 for the following 2 new lease sites zoned "Public Open Space" for the erection of telecommunication towers and appurtenant equipment rooms:**

<b>Location</b>	<b>Erf Number</b>	<b>Erf Size</b>	<b>BTS Size</b>
<b>Mondesa</b>	<b>7240</b>	<b>2 485m<sup>2</sup></b>	<b>100 m<sup>2</sup></b>
<b>Tamariskia</b>	<b>626</b>	<b>7 538m<sup>2</sup></b>	<b>100 m<sup>2</sup></b>

- (b) **That Powercom (Pty) Ltd be granted permission to sublease space on all towers indicated in the table above as it forms part of their business model.**
- (c) **That Powercom (Pty) Ltd adheres to the following requirements:**
- **Consent letter from the neighbours**

- **Environmental Impact Assessment (EIA)**
  - **A maximum height of 25m for the towers**
- (d) **That the following standard lease conditions be applicable to the leasing of the lease portions in (a) above.**
- (i) **Lease period of 5 years.**
  - (ii) **That building plans of all proposed buildings must be submitted to the Engineering and Planning Services Department.**
  - (iii) **That the portion of land is leased on the explicit condition that the lessee indemnifies Council against any claim for damages resulting from its occupation by the lessee.**
  - (iv) **That the lease be at the current tariff of N\$ 42.05/m<sup>2</sup> per month with an annual escalation of 7% every July (first being 1 July 2025).**
- (e) **That the Engineering & Planning Services Department provides a lay-out plan for the exact location on the identified erven to be used for the 100m<sup>2</sup> lease portions.**
- (f) **That due to Council's intention to sell the Remainder of Erf 626, Extension 1, Tamariskia (see Council's resolution of 28 July 2022 under item 11.1.11), Powercom (Pty) Ltd be responsible for the formal subdivision of the portion which will be leased to them.**
- (g) **That Powercom (Pty) Ltd installs their own electrical meter so that any expenses and costs generated be allocated to Powercom (Pty) Ltd.**
- (h) **That the proposed lease of the sites be dealt with in terms of section 63 of the Local Authorities Act 23 of 1992, as amended.**
- (i) **That Council's standard lease conditions be made applicable to the leases.**
- (j) **That all costs relating to the lease, including, but not limited to advertising costs, be for the account of the lessee.**
- (k) **That the following conditions be made applicable in addition to point (d) above:**
- (i) **That Council will not reimburse Powercom (Pty) Ltd for any costs relating to the installation or removal of its properties or any other expense incurred during or after the termination of the lease agreement.**
  - (ii) **That any damages that may be caused to the lease site be for the account of Powercom (Pty) Ltd and shall be repaired at their cost and on demand.**
  - (iii) **That Powercom (Pty) Ltd be responsible for the proper maintenance of the equipment, failure to maintain the water tower and equipment on a structural and aesthetic level satisfactory to the GM: Engineering and Planning Services will result in the cancellation of the lease and the removal of the lease equipment at the cost of the lessee.**
  - (iv) **That Council be indemnified of any and all possible claims.**
- (l) **That all costs relating to the lease, including, but not limited to advertising costs, be for the account of the lessee.**
-

## ANNEXURE "A"



Enquiries: Mercutio B.T. Mowes

27 May 2024

**Mr. Archie Benjamin**  
Chief Executive Officer  
Municipality of Swakopmund  
P.O Box 53  
Swakopmund  
Namibia

Dear Mr. Benjamin,

**APPLICATION TO LEASE PORTIONS OF LAND TO ERECT TELECOMMUNICATION TOWERS IN SWAKOPMUND**

1. PowerCom (PTY) LTD, a licensed Network Infrastructure Company, and a subsidiary of Telecom Namibia hereby apply to lease the following portions of land, as further detailed in the attached Annexures A-B, for the purpose of constructing telecommunication towers within the boundaries of Swakopmund;

Site Name	Coordinates	Size
DRC (Block 1)	22°39'1.83"S 14°33'43.62"E	10m x 10m
Tamanskia	22°39'26.73"S 14°32'25.55"E	10m x 10m

2. The proposed tower structures will enable PowerCom to sublease tower and yard space to various mobile operators, broadcasters, and Internet Service Providers in line with our 'Passive Infrastructure Sharing' business model.
3. Application approval of the above identified sites shall further enable all licenced mobile operators, broadcasters, and Internet Service providers to extend mobile network coverage, broadcasting coverage, and internet coverage to their respective customers within the identified locations via 2G, 3G, 4G mobile services, as well as other wireless and fixed wireless services from the towers.
4. Upon land approval and on condition that PowerCom successfully obtain Environmental Clearance Certificates for the sites, PowerCom intends to construct 25m camouflage "tree" towers on the identified sites, which shall blend in with the environment.
5. Should additional information be required, kindly contact the Site Acquisition Officer, Mr. Mercutio Mowes at Tel: +264 61 201 2958 / Email: [mercutio.mowes@powercom.na](mailto:mercutio.mowes@powercom.na).

Mr. Benjamin, as I look forward to a favourable and timely response on the above applications, please accept the assurances of my highest consideration.

Sincerely,

**Mr. Beatus Amadhila**  
Chief Executive Officer

PowerCom (Pty) Ltd  
140 NPTH Building no. 4, Julius K. Nyerere Street  
Southern Industrial Area  
P.O. Box 40799 Windhoek  
Tel: +264 (61) 201 2090  
Facsimile: +264 (61) 88 545 898  
info@powercom.na  
www.powercom.na

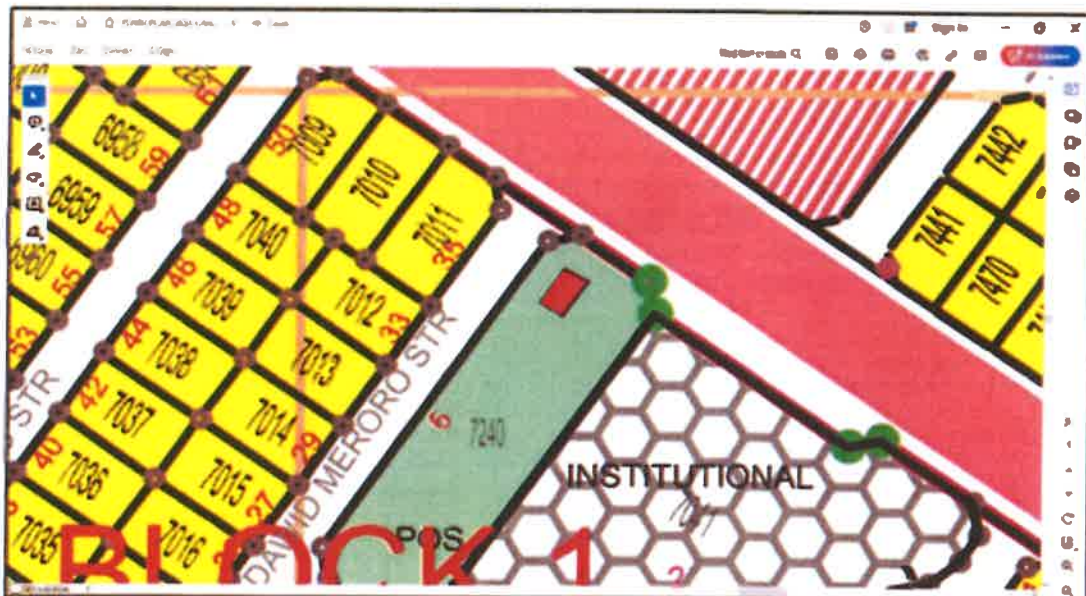
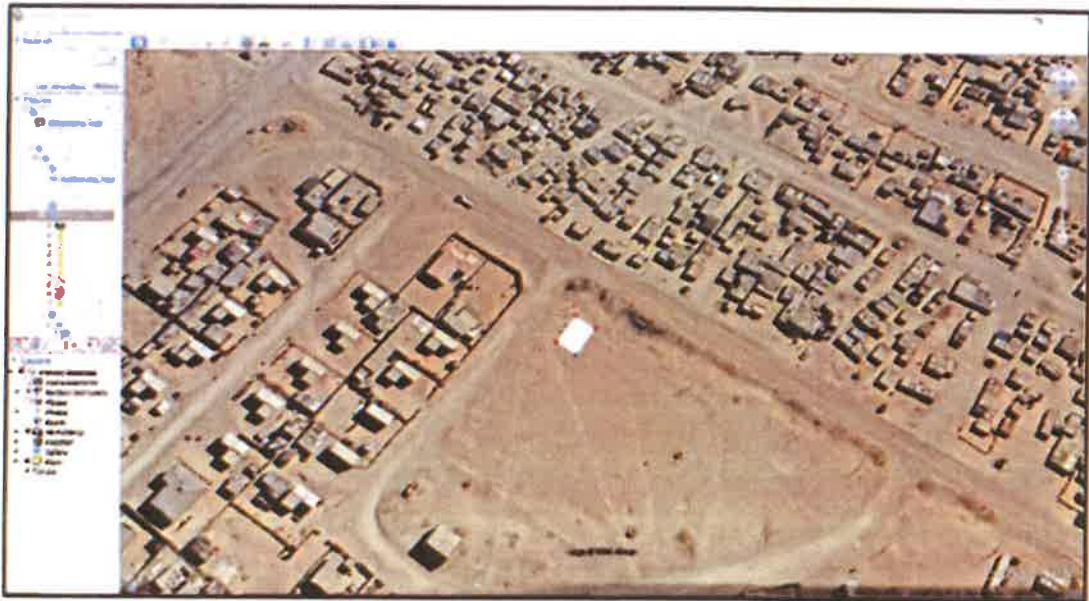


**ANNEXURE A**

**DRC (Block 1)**

22°39'1.83"S 14°33'43.62"E

Erf 7240 "Public Open Space"

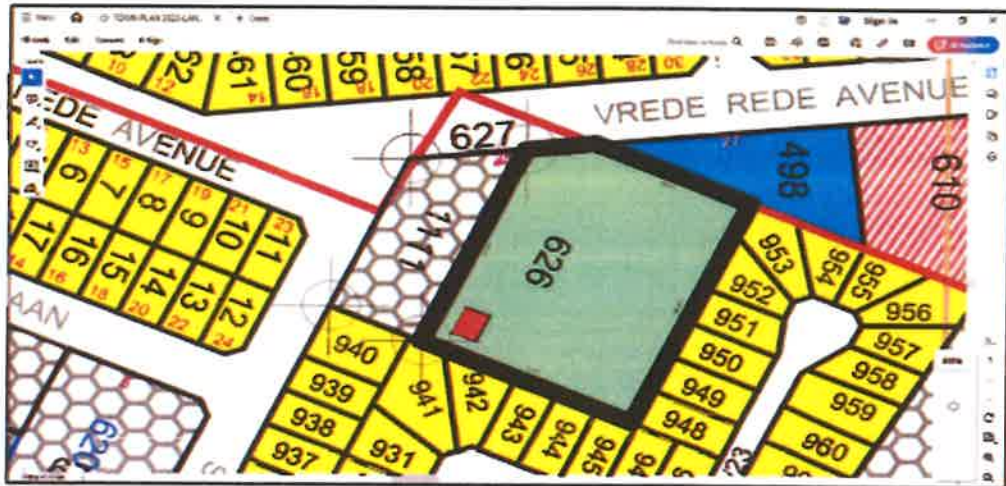


**ANNEXURE B**

**Tamariskia**

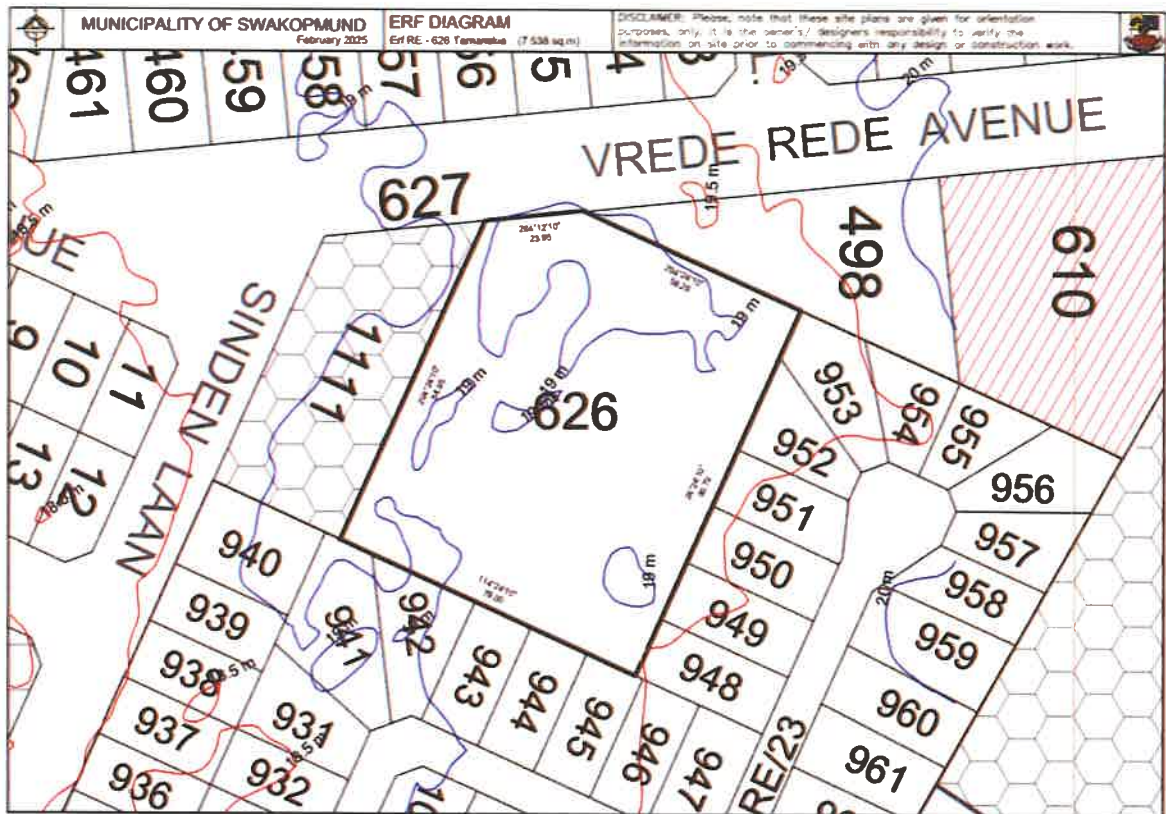
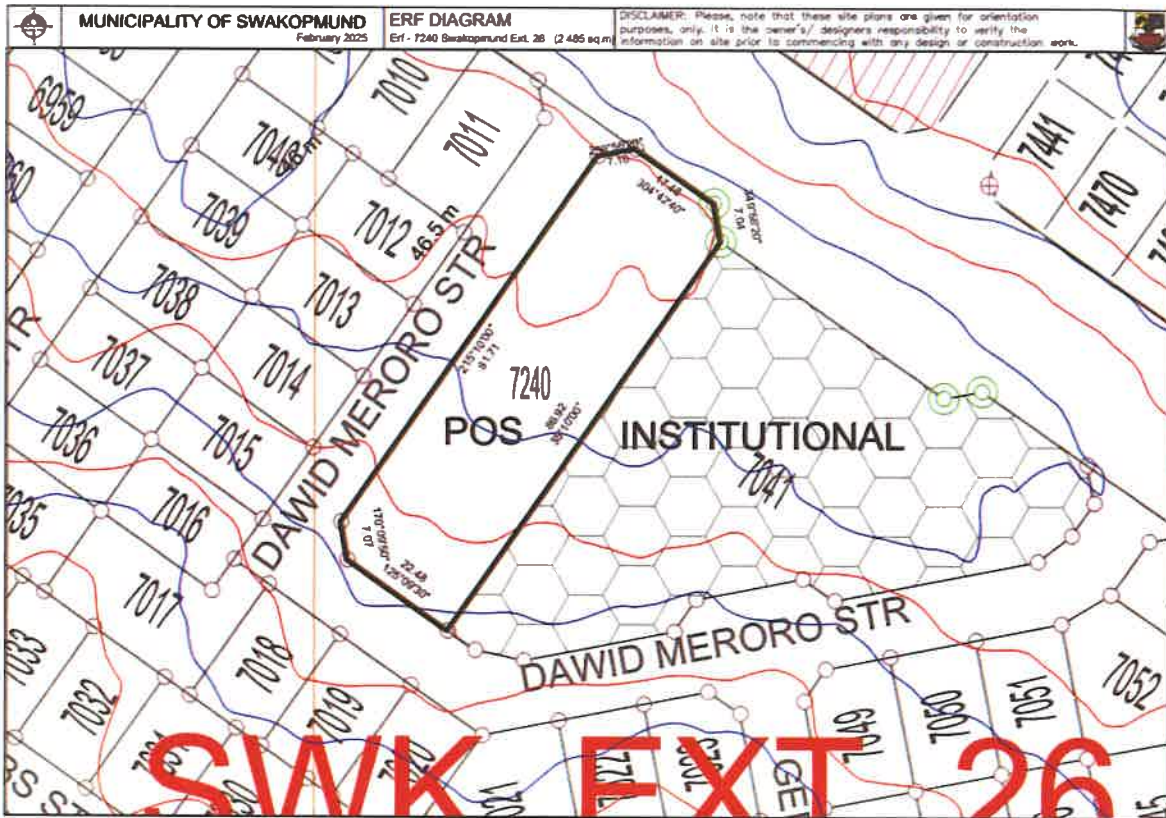
22°39'26.73"S 14°32'25.55"E

Erf 626 "Public Open Space"



*See*





11.1.7

**APPLICATION FROM SWAPO PARTY OF NAMIBIA TO ACQUIRE ERF 6945 EXTENSION 6, SWAKOPMUND**

(C/M 2025/04/01 - E 6945)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **7.8** page **67** refers.

**A. This item was submitted to the Management Committee for consideration:****1. INTRODUCTION**

The submission refers to the application dated **15 August 2024** received from SWAPO Party of Namibia to acquire Erf 6945, Extension 25, Swakopmund.

The applicant intends to construct a Swapo Party district office for its district and related activities as per attached drawing (**Annexure "B"**).

Erf 6945, Swakopmund is zoned "General Business" (2 452m<sup>2</sup>) and is located in Extension 25. Six erven zoned "General Business" are located on the western boundary of Extension 25, Swakopmund (**Annexure "C"**). Two of the six erven are reserved for political parties registered with the Electoral Commission and 4 erven were sold by closed bid sale on **07 February 2025**.

The area is fully serviced with an approved general plan in place. Thus, Erf 6945, Swakopmund is available for possible allocation through private treaty to any interested political party as per Council's decision of **26 January 2023** under item 11.1.2, point (b):

*"(b) That Erf 6945, Extension 25 be sold by private treaty to any interested political party that is registered with the Electoral Commission of Namibia and if no offer is received the Erf be resubmitted to the Management Committee."*

**Attachments:**

- |                     |   |
|---------------------|---|
| <b>Annexure "A"</b> | : An application dated <b>15 August 2024</b> from SWAPO Party of Namibia to acquire Erf 6945, Swakopmund. |
| <b>Annexure "B"</b> | : Proposed lay-out of the district office.  |
| <b>Annexure "C"</b> | : A map indicating the location of Erf 6945, Extension 25, Swakopmund.                                    |
| <b>Annexure "D"</b> | : Conditions of Sale to Political Parties in terms of Council's Property Policy.                          |

**2. BACKGROUND ON THE ALLOCATION ERF 6945, SWAKOPMUND**

- 2.1 With the proclamation of Extension 25, Swakopmund two erven were reserved for interested political parties namely Popular Democratic Movement (hereinafter "PDM") and National Unity Democratic Organization (hereinafter "NUDO") who applied to acquire business erven for their respective constituency political activities. On **27 October 2016** under item 11.1.8 Council passed the following resolution:

- (a) That Council, in principle, approves the allocation of 1 erf each in Extension 25 to DTA of Namibia and National Unity Democratic Organization, and that the parties be requested to make selection of their preferred erf.
- (b) That although the erven are zoned "General Business", the deed of sale provides for the purpose of managing a constituency office only.
- (c) That Council's standard conditions of sale for the sale of land to organizations registered with the Electoral Commission be applicable including the reverting clause.
- (d) That the purchase price be set at the minimum price of N\$110.00/m<sup>2</sup> which is the cost for the installation of services to the township.
- (e) That the sale procedure only be commenced with once the township of Extension 25 is proclaimed.
- (f) That the distance between the two erven be in terms of the Electoral Act, Act No. 5 of 2014."

The parties were informed by letter dated **23 December 2016** and NUDO accepted Council's offer by letter dated **30 January 2020**. The ministerial approval was issued by the Minister of Urban and Rural Development to proceed with the sale by letter dated **31 March 2021**.

The deed of sale was signed and the due date for payment of the purchase price was Friday, **12 August 2022**, ("120 days from last party signing the deed of sale").

2.2 The National Unity Democratic Organization (NUDO) applied to request an extension of time to perform on two occasions:

2.2.1 The first application was by letter dated **16 August 2021** requesting for an extension of time to perform as the initial due date was within 120 days from when the Minister of Urban and Rural Development approved the allocation, i.e 120 days from 31 March 2021, therefore 29 July 2021. Council passed a resolution on **28 October 2021** under item 11.1.5 as follows:

- (a) That Council takes note of the letter from National Unity Democratic Organization requesting for an extension time to perform.
- (b) That the wording of the deeds of sale for National Unity Democratic Organization and Popular Democratic Movement be amended to read that the purchase price must be secured within 120 days from last party signing the deed of sale, instead of 120 days from the



*date approval is granted by the Ministry of Urban and Rural Development.*

- (c) That the Property Policy with regard to the sale of land to organizations registered with the Electoral Commission be amended as per point (b) above.*

NUDO was informed by letter dated **02 November 2021** of Council's decision. A letter dated **08 June 2022** was addressed as reminder to the party of the extended due date of **12 August 2022**, no payment was received from NUDO.

2.2.2 The second application for extension request was by letter dated **12 August 2022**. On **29 September 2022** under item 11.1.9 Council passed a resolution as follows:

- "(a) That Council takes note of the letter received from National Unity Democratic Organisation requesting for another extension of time to secure the purchase price + 15% VAT for Erf 6945, Swakopmund.*
- (b) That a final extension of time be granted until 31 October 2022 (80 days) subject to interest at a rate of 9.25% being charged from 12 August 2021 until date of transfer (if a bank guarantee is in place on the date or until date of receipt by Council of the purchase price.*
- (c) That an addendum to the deed of sale be compiled regarding point (b) above.*
- (d) That should NUDO fail to secure the purchase price by the due date, the sale transaction be cancelled, and the erf be sold to other interested political party."*

The party was informed by letter dated **07 October 2022** indicating the final due was Monday, **31 October 2022**. No payment was received by the due date, and the matter was submitted for Council's confirmation for the sale cancellation.

2.3 The decision by Council on **26 January 2023** under item 11.1.2 confirmed the sale cancellation as follows:

- "(a) That the cancellation of the allocation of Erf 6945, Swakopmund to National Unity Democratic Organisation due to non-payment of the required purchase price and 15% VAT by the final due date of 31 October 2022 be confirmed.*
- (b) That Erf 6945, Extension 25 be sold by private treaty to any interested political party that is registered with the Electoral Commission of Namibia and if no offer is received the Erf be resubmitted to the Management Committee."*

NUDO was informed accordingly by letter dated **01 February 2023**.

3. **CURRENT SITUATION**

Erf 6945, Extension 25, Swakopmund is available for sale by private treaty to a political party as per the following two decisions:

- **29 September 2022**, under item 11.1.9, point (d)
- **26 January 2023**, under item 11.1.2, point (b)

An application dated **15 August 2024** was received from SWAPO Party of Namibia to acquire Erf 6945, Extension 25, Swakopmund.

4. **LAND USAGE PRESCRIBED IN TERMS OF TOWN PLANNING SCHEME 12**

**General Business Zoning**

The primary use of land zoned "General Business" provides for the establishment of office buildings.

<b>Zone</b>	<b>Purpose for which land may be used</b>	<b>Purposes for which land may be used and buildings may be erected and used with the special consent of the Council only</b>
General Business	Shops, Office Buildings, Parking Garages, Licensed Hotels, Block of Flats, Residential Buildings	Service Stations, Service Industry, Place of Assembly, Place of Amusement, Institutional Buildings, Drive Inn Cafes, Funeral Parlours and Chapels, Warehouses, Liquor Stores, Pensions, Bed and Breakfast, Launderettes, Dry Cleaners

Erf 6945, Extension 25, Swakopmund measures 2 452m<sup>2</sup> making it large enough for a constituency office and parking. Although the zoning provides for other primary uses, due to the subsidized price the agreement provides for the use of a constituency office only.

5. **PROVISIONS OF COUNCIL'S PROPERTY POLICY**

With reference to a purchase price the Property Policy provides as follows:

"3. **Purchase Price**

*A minimum price not less than the cost for the installation of services (development cost) per square metre at the time the erf was developed.*

*The price will not be escalated from the date on which services were completed."*



The cost for the installation of services to Extension 25 and 26 was calculated at N\$110.00/m<sup>2</sup>; therefore, the purchase price remains as per Council's original decision that was approved to NUDO, i.e N\$ 269 720.00 plus 15% VAT.

6. **PROPOSAL**

That Council takes note that to date no other political party showed interest to acquire Erf 6945, Extension 25, Swakopmund, except the SWAPO Party of Namibia that tendered its interest to acquire Erf 6945, Extension 25, Swakopmund for its constituency office activities as per their attached letter dated **15 August 2024 (Annexure "A")**.

It is proposed that Council favourably considers the application by the SWAPO Party of Namibia for the allocation of Erf 6945, Extension 25, Swakopmund in terms of the following two decisions and subject to Council's standard condition of sale for the sale of land to political parties:

- **29 September 2022**, under item 11.1.9, point (d)
- **26 January 2023**, under item 11.1.2, point (b)

Attached as **Annexure "D"** is an extract from Council's Property Policy regulating the sale of land to political parties which includes the standard reverting clause.

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

**RECOMMENDED:**

- (a) That Council takes note of the application dated 15 August 2024 by SWAPO Party of Namibia to purchase Erf 6945, Extension 25, Swakopmund (2 452m<sup>2</sup>) zoned "General Business".**
  - (b) That Council approves the application by SWAPO Party of Namibia dated 15 August 2024 to acquire Erf 6945, Extension 25, Swakopmund as reserved in terms of the following two Council decisions:**
    - **29 September 2022**, under item 11.1.9, point (d)
    - **26 January 2023**, under item 11.1.2, point (b)
  - (c) That Council's standard conditions of sale for the sale of land to organizations registered with the Electoral Commission be applicable including the reverting clause (attached as Annexure "D").**
  - (d) That the purchase price remains at N\$110.00/m<sup>2</sup> which is the cost for the installation of services to Extension 25, Swakopmund, ie. N\$ 269 720.00, 15% VAT excluded.**
-

ANNEXURE "A"  
19.08.2024

E 6945

**SWAPO**

PARTY



P.O. Box 1071 Windhoek, Namibia Tel: +264 (0) 61 238364 Fax: +264 (0) 61 232368

**Office of the Secretary General**

15 August 2024

Mr Archie Benjamin  
 The Chief Executive Officer  
 Swakopmund Municipality  
 Cnr of Rakotoka Street & Daniel Kamho Avenue  
 Swakopmund



Dear Mr Benjamin,

**RE: APPLICATION TO PURCHASE ERF 6945, EXTENSION 25, SWAKOPMUND BY PRIVATE TREATY**

The **SWAPO Party of Namibia** refers to Council's decision on 26 January 2023 under item 11.1.2 point (b) of its decision that above erf is available for sale by private treaty to any interested political party that is registered with the Electoral Commission of Namibia.

Therefore, the **SWAPO Party of Namibia** wish to tender its interest to apply to acquire above erf to develop the Party's District Office for its district and related business activities.

Attached, please find a sketch diagram of the proposed office space and proof of registration with Electoral Commission of Namibia.

Should you require any additional information in this regard, please do not hesitate to contact our office.

Yours Sincerely,

**France Kaudinge**  
 Director of Administration



**SWAPO** PARTY

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P.O. Box 1071 Windhoek, Namibia Tel: +264 (0) 61 238364 Fax: +264 (0) 61 232368

---

**Office of the Secretary General**

15 August 2024

**COMPANY RESOLUTION: SIGNING POWERS FOR PURCHASE OF ERF 6945, EXTENSION 25, SWAKOPMUND**

The SWAPO Party of Namibia, intends to acquire Erf 6945 extension 25, situated in the municipality of Swakopmund, measuring 2452 square meters from Swakopmund Municipality to the tune of **NS269720.00 VAT inclusive**.

At the meeting dated 8<sup>th</sup> August 2024 held in Windhoek, it was resolved that **Mr France Kaudinge** in his capacity as **Director of Administration**, be authorized to sign deeds of sale and all documentation related to the transfer of these properties on behalf of the SWAPO Party of Namibia.

.....  
**Sophia N Shaningwa, MP**  
**SECRETARY GENERAL**

**SWAPO PARTY**  
**OFFICE OF THE SECRETARY**  
**GENERAL**  
**PO BOX 1071**  
**WINDHOEK 9000**

REPUBLIC OF NAMIBIA

ELECT 8

ELECTORAL COMMISSION

CERTIFICATE OF REGISTRATION AS POLITICAL PARTY

(In terms of section 39(6) of Electoral Act, 1992)

CHANGE OF NAME

It is hereby certified that the political party of which the particulars are furnished below, has been registered, with effect from the date hereof, as political party in terms of section 39 of the Electoral Act, 1992:

Particulars of political party:

- 1. Name of political party: SWAPO PARTY OF NAMIBIA
- 2. Abbreviated name of political party (if any): SWAPO PARTY

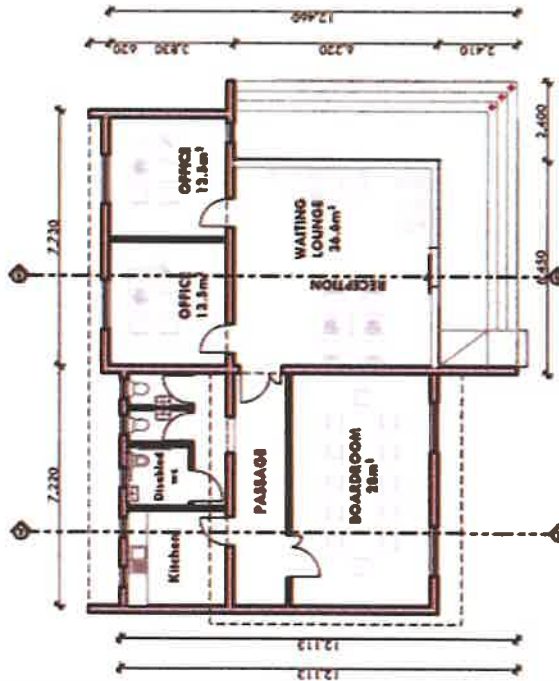
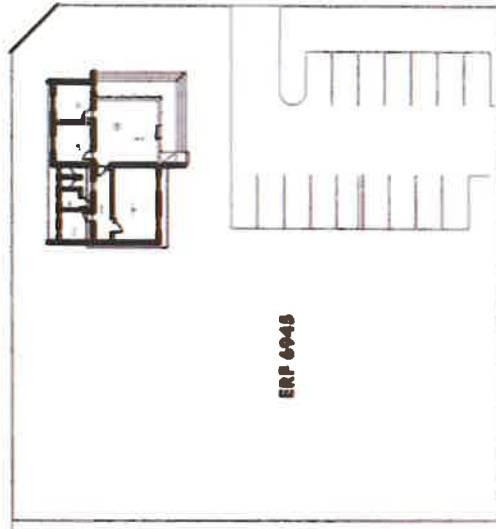
J. J. J. J.  
 DIRECTOR OF ELECTIONS

1 June 1997  
 DATE

The previous name was: South West Africa People's Organisation and registered as such on 20 October 1978

2025-03-27  
 The Electoral Commission of Namibia  
 is pleased to inform you that the  
 registration of the party has been  
 completed and the party is now  
 registered as a political party.  
 (J. J. J. J.)  
 Director of Elections

**ANNEXURE "B"**



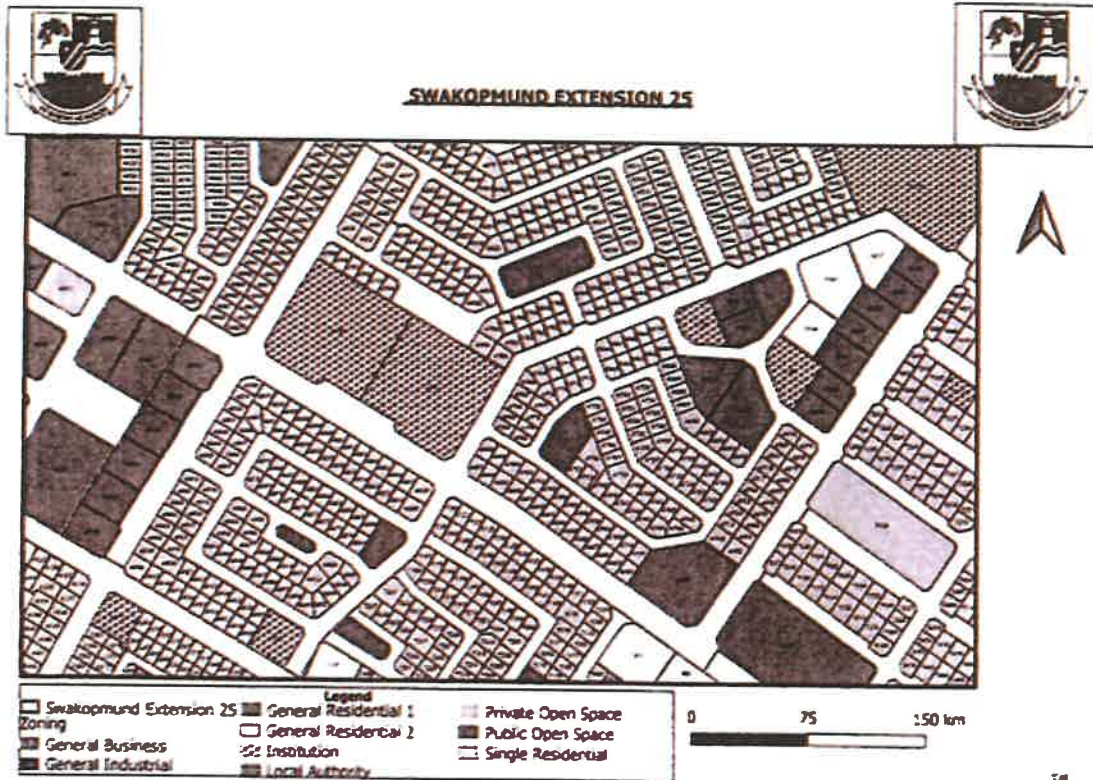
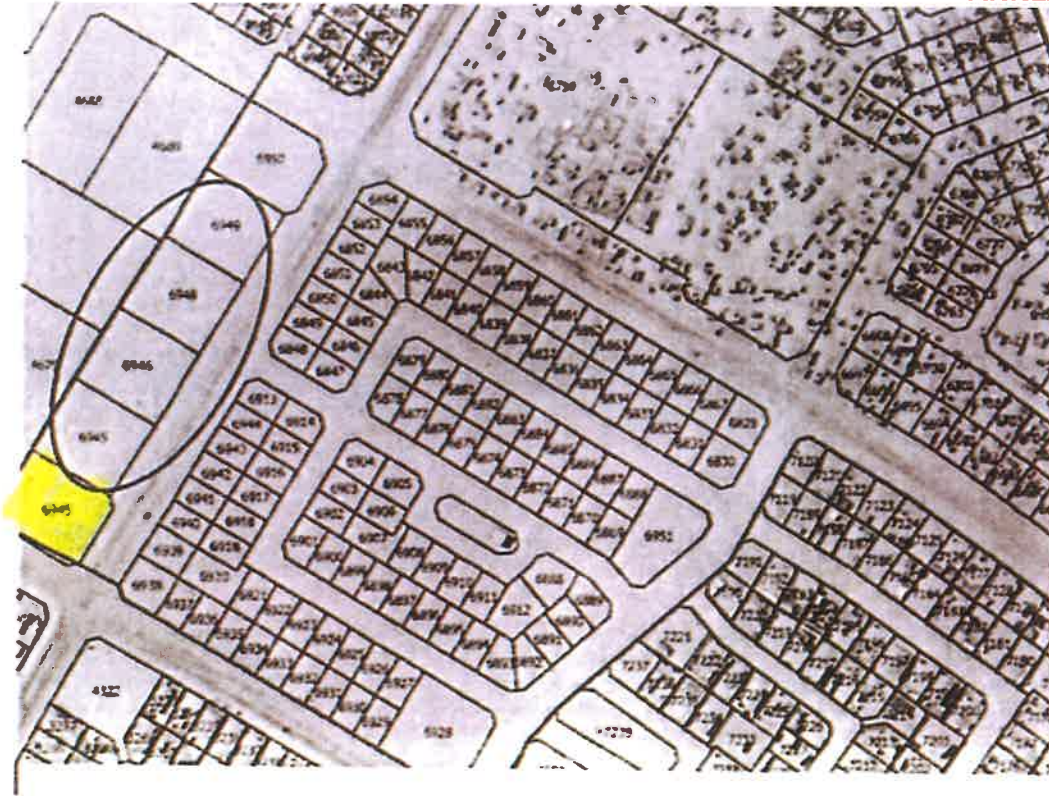
**SWAPO PARTY**  
 REGIONAL OFFICES  
 SWAKOPMUND

**PROPOSED SWAPO PARTY  
 OFFICES,  
 SWAKOPMUND**

**WN BY:  
 RM 0817005830  
 Icharm@gmail.com**



ANNEXURE "C"



**Section 3 - Sale of land to Organisations (registered with the Electoral Commission of Namibia<sup>3</sup>)****1. Introduction**

The zoning of erven sold, is "office".

The erven are sold by private transaction but depends entirely on Council's discretion.

**2. Requirements**

The applicant must provide proof of registration with the Electoral Commission of Namibia.

**3. Purchase Price**

A minimum price not less than the cost for the installation of services (development cost) per square metre at the time the erf was developed.

The price will not be escalated from the date on which services were completed.

**4. Method of Payment****4.1 Deposit**

4.1.1 A refundable deposit in the sum of N\$5 000.00 is payable within 30 days from the closing date for objections or approval from the Minister (should objections be received) and prior to the compilation of a Deed of Sale, which amount will be forfeited should the transaction be cancelled, for any reason

4.1.2 Should the refundable deposit not be paid within 30 days from the closing date for objections or Ministerial approval, the transaction be cancelled on the 30<sup>th</sup> day.

4.1.3 Upon receipt of the purchase sum and 15% VAT, and the production of the original receipt the amount of N\$5 000. 00 will be refunded.

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Refer to Councils' resolutions passed on 27 May 2010 under item 11.1.5 and 24 February 2011 under item 11.1.7 – Erf 3486, S



**4.2 Payment**

- 4.2.1** The purchase price is payable within 120 days from the closing date for objections or within 120 days from the date the Minister or Regional and Local Government, Housing and Rural Development granted approval to proceed with the transaction (should objections be received).
- 4.2.2** Should the purchase price and 15% VAT be secured by a bank guarantee payable on date of transfer and the property is only transferred after the 120 day period, interest at the prime rate as from closing date for objections or Ministerial approval until date of transfer, will be applicable.

*On 28 October 2021 under item 11.1.5 points (b) and (c) Council amended the above conditions and point 4.3 below to read "within 120 days from last party signing the deed of sale..."*

**4.3 Cancellation**

Should the full purchase price or bank guarantee not be received by Council or reflect on Council's bank account on ... (120 days from closing date for objections or approval from the Minister of Regional and Local Government, Housing and Rural Development), the transaction will be cancelled, without the need for Council to place the purchaser on terms.

**5. Cost of Transaction**

All costs for the transaction are for the account of the applicant, such as, including, but not limited to the advertising of Council's intention to sell and the compilation of a deed of sale.

**6. Conditions of Sale**

- 6.1** That the requirements regarding the alienation of immovable property as prescribed in the Local Authorities Act, Act 23 of 1992, (as amended), and the Townships Ordinance 11 of 1963 respectively, be dealt with successfully.
- 6.2** The deed of sale shall be drafted and signed by all parties within 12 months from date of the relevant Council resolution.
- 6.3** Construction must commence within 12 months and land which is not developed within a period of 5 years from date of sale, shall revert to Council and all monies and or fees paid to Council will be forfeited to Council as per point 7 below.
- 6.4** Council retains a first right of refusal to purchase the developed land at the market value of the improvements at the time and the purchase priced paid should the owner decides to sell it.
- 6.5** Submit total layout plans, indicating the infrastructure, details of the project as well as the service demand for the intended project within 3 months of being notified of the approval of the application.
- 6.6** That the developments must comply with the provisions of the Town Planning Scheme.

**7. Reverting Clause**

A reverting clause which reads as Annexure "G" will be registered against all land sold at subsidised price.

**8. General**

- 8.1 No rights will accrue to the applicant unless all conditions are complied with in full and all the relevant authorities, if necessary, have given the required permission.
- 8.2 The deed of sale must be signed and returned to Council by the purchaser within 21 days of being requested to do so.
- 8.3 The erf is being sold *voetstoots* and in the condition as on the date of sale, being the date of signing the deed of sale.
- 8.4 Council shall not accept any responsibility for any upgrading work to the erf.
- 8.5 Building activities may only be commenced with once the erf is transferred.
- 8.6 The purchaser is from the date of sale, being the date of signing the deed of sale responsible for the payment of all municipal charges.

## Annexure "G" to the revised Property Policy

Churches & Welfare Organisations(vi) Reverting Clause

A reverting clause which reads as follows will be registered against all the land sold at subsidised price.

**NOTARIAL REGISTRATION**

(i) Subject to the provisions of this Agreement, the PURCHASER notes that it shall not be entitled to cede, assign or in any other manner make over its rights, title and interest in this Agreement or any of its liabilities, responsibilities, duties or obligations hereunder to any other third party, without prior written consent of the SELLER, which consent shall not be unreasonably withheld. Provided that the PURCHASER, duly complied or guaranteed compliance with all conditions under this Agreement as well as with the conditions to be registered ~~occasionally~~ in favour of the SELLER.

(ii) The PURCHASER, agrees to the registration against the Title Deed of the PROPERTY, of the following conditions imposed for the benefit of and enforceable by the SELLER, or its assigns, namely:

The PROPERTY shall revert to the SELLER in the event of the PURCHASER, not complying with the following conditions:

(a) If the PURCHASER, fails to develop and erect within five years from date of sale improvements on the PROPERTY (not including out-buildings) to the value equal to the municipal valuation of the PROPERTY as determined by the Municipal Valuator from time to time then

(i) The PURCHASER shall retransfer the PROPERTY to the SELLER at the PURCHASER's cost, and the SELLER shall refund the purchase price paid, less any amounts owed to the SELLER; however the SELLER shall not be liable to pay the PURCHASER any compensation for the improvements on the PROPERTY;

[amended by Council Resolution 11.1.10 passed on 27 May 2014]

or alternatively, to the choice of the SELLER.

(ii) the PURCHASER shall pay the SELLER within thirty days from having been requested to do so, the difference between the purchase price as set out in clause (b) (i) and the market valuation of the unimproved property based on the highest land use of the PROPERTY on date the reverting clause shall apply.

(iii) The PURCHASER shall not use the PROPERTY for any other purpose than for which it was bought or sell, sublease or donate the PROPERTY without the consent of the SELLER, for a period of 30 (thirty) years from date of sale. Should the SELLER at its sole option consent to a different use or the sale, sublease or donation of the PROPERTY to a third party, the PURCHASER undertakes to pay to the SELLER the difference between the purchase price set out in clause A (i) and the market valuation of the unimproved property based on the highest land use of the PROPERTY or portion thereof, on date of approval of the different use or the sale, lease or donation to a third party.

(iv) The PURCHASER undertakes to effect at its own cost the registration of the conditions contained in clauses ... by way of a Notarial Deed of Imposition of Conditions against the Title Deed of the PROPERTY, the wording of such Notarial Deed to be determined by the Notary of the SELLER to reflect the intention of the PURCHASER or its successor-in-title or its assigns and SELLER contained in the said clauses.



11.1.8

**SALE OF ERF 4770 (A PORTION OF ERF 4362), MONDESA TO HAFENI TOURISM GROUP (PTY) LTD: EXECUTION OF COUNCIL'S DECISION PASSED ON 14 NOVEMBER 2024 UNDER ITEM 11.1.36**

(C/M 2025/04/01 - M 4770)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **7.9** page **80** refers.

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

1. **Introduction**

The purpose of this submission to report to Council on the execution of Council's decision passed on **14 November 2024** under item 11.1.36 in terms whereof the due date for compliance was **31 January 2025**.

2. **Current Situation**

Quoted below are points (e) and (g) of Council's decision passed on **14 November 2024** under item 11.1.36 (the complete decision is attached as **Annexure "A"**):

*"(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."*

↳ An addendum to the agreement was compiled and signed by Hafeni Tourism Group (Pty) Ltd (hereinafter "Hafeni") and Council on **05 December 2024**.

*"(g) That should the transaction not be finalized by 31 January 2025 (purchase price and 15% VAT secured) the cancellation be submitted to Council for confirmation."*

↳ On **29 January 2025** a bank guarantee was issued securing 2/3 of the purchase price. Hafeni paid the remaining 1/3 in the amount of **N\$336 375.00** in cash on **04 February 2025**.

Although the cash 1/3 portion was received after the due date of **31 January 2025**, the 2/3 portion (**N\$ 784 875.00**) was secured by Bank Windhoek by letter of undertaking no. 01-20250130-370-02.

For completeness sake, the purchase price is in the amount of **N\$1 121 250.00** inclusive of 15% VAT. Council's conveyancer was requested to proceed with the registration of Erf 4770, Mondesa as a transferable erf and the transfer of ownership of the erf to Hafeni.

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

**RECOMMENDED:**

- (a) That Council takes note that Hafeni Tourism Group (Pty) Ltd secured the purchase price in the amount of N\$ 1 121 250.00 (inclusive of 15% VAT) as follows:
- (i) On 29 January 2025 a bank guarantee was issued by Bank Windhoek by letter of undertaking no. 01-20250130-370-02 securing 2/3 (N\$ 784 875.00) of the purchase price.
  - (ii) Hafeni Tourism Group (Pty) Ltd paid the remaining 1/3 in the amount of N\$ 336 375.00 in cash on 04 February 2025.
- (b) That Council condones the receipt of the 1/3 cash portion on 04 February 2025; i.e. after the due date of 31 January 2025.
- (c) That Council takes note that Council's conveyancer is attending to the registration of Erf 4770, Swakopmund as a transferable erf and the registration of transfer of ownership of Erf 4770, Swakopmund to Hafeni Tourism Group (Pty) Ltd.
- (d) That it be noted that the property must be developed within 24 months from the date of transfer (clause 8.2.5) and that the property may not be alienated within 24 months unless a completion certificate has been issued (clause 8.2.3)
-

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 2024/11/14 - M 4770)

During the discussion of this item, Councillor H H Nghidipaya declared interest in the matter and left the Chambers.

**RESOLVED:**

- (a) That 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 Council for confirmation.
- (h) That specific restrictive clause/s be amended to allow easy access to funding for all future applications.

*B*



11.1.9

**NAMPOL - REPORT FOR THE 2024/25 FESTIVE SEASON OPERATIONS FROM 15 DECEMBER 2024 UNTIL 06 JANUARY 2025**

(C/M 2025/04/01 - 15/2/7/1/2, 3/15/1/1)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **7.11** page **101** refers.

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

The purpose of this submission is to:

1. Table the festive operations report submitted by Nampol for information.
2. Obtain permission to request twenty (20) Special Reserve Force for the upcoming Easter and May holidays from the 14 -30 April 2025 and 4- 10 May 2025.
3. Obtain permission to cater for all costs associated (Accommodation and meals) with these exercises from vote number: 101016509500 (Accommodation Namibian Police), where N\$ 235 927.25 is available.

**Background**

Management Committee on **17 October 2024** under item **10.12** resolved as follows:

- (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.*

The above resolution was conveyed to NAMPOL Regional Commander, Commissioner Kupembona, requesting for assistance with Safety and Security during the last Festive Season from the **15 December 2024 until 06 January 2025** in Swakopmund.

**Annexure "A"** is an operational report submitted by NAMPOL, detailing the activities and arrests made during the festive period. The aim of this operation was to provide support to initiate special operations, increase visibility, combat crime, effective law enforcement, and fostering collaboration between the Police and the communities.

The operation was very successful based on the decline in crime rate since the commencement of the operation. In addition, the residents and visitors expressed their gratitude towards the Special Reserve Force for their presence.

### Proposal

An amount of N\$235,927.25 (**Annexure "B"**) is available under Vote Number: 101016509500 (Accommodation Namibian Police). To strengthen our crime combating efforts, it is important that we are consistent, therefore permission is sought to request the Regional Commander, Commissioner Kapembona, to avail twenty (20) Special Reserve Force for the upcoming Easter and May holidays from the 14 - 30 April 2025 and 4-10 May 2025.

### Cost Implications

<b>ANNEXURE</b>	<b>DESCRIPTION</b>	<b>COST (N\$)</b>	<b>TOTAL COST (N\$)</b>
<b>"C"</b>	<b>Accommodation 14-30 April 2025</b>	<b>97 068. 00</b>	<b>134 058.00</b>
	<b>Accommodation 4-10 May 2025</b>	<b>36 990.00</b>	
<b>"D"</b>	<b>Food</b>	<b>15 133.63</b>	<b>15 133.63</b>
<b>GRAND TOTAL</b>			<b>149 191.63</b>

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

#### **RECOMMENDED:**

- (a) That Council takes note of the post operational report for the 2024/2025 Festive Season by NAMPOL Special Reserve Force from 15 December 2024 until 06 January 2025 in Swakopmund.
  - (b) That Council express their gratitude towards the Special Reserve Force for their presence during the Festive Season 2024/25.
  - (c) That Council grant permission to the General Manager: Economic Development Services to request the assistance from the Regional Commander, Commissioner Kupembona, to avail twenty (20) Special Reserve Force for the upcoming Easter and May holidays from the 14-30 April 2025 and 4- 10 May 2025.
  - (d) That Council grant permission to the General Manager: Finance to defray all costs associated (Accommodation and meals= N\$149 191.63) with this exercise from Vote: 101016509500 (Accommodation Namibian Police), where N\$235 927.25 is available.
  - (e) That the Ministry of Safety and Security ensure that the Special Field Force is full-time deployed in Swakopmund during the dates mentioned in (c).
  - (f) That NAMPOL be requested to submit a report of their activities for the periods of 14 -30 April 2025 and 4- 10 May 2025 to Council.
-



*Mr. Kachye: Kindly apply for SFF again in February for the April Holiday pay accordingly*

POST OPERATION REPORT FOR THE 2024/2025 FESTIVE SEASON OPERATION FROM 15<sup>TH</sup> OF DECEMBER 2024 TO 06<sup>TH</sup> OF JANUARY 2025: SWAKOPMUND, ERONGO REGION: SPECIAL RESERVE FORCE: NAMIBIAN POLICE FORCE

*15/1/25*

### 1. BACKGROUND

Special Reserve Force Headquarters was requested to reinforce the police in Erongo region specifically in Swakopmund with twenty two (22) members during the 2024/2025 festive season operation. The operation commenced on the 15<sup>th</sup> of December 2024 and concluded on the 06<sup>th</sup> January 2025. Eighteen (18) males and four (04) females from different sub-division of Special Reserve Force. All the members were deployed in shifts, day as well as night shift. Pol 8731 Toyota Quantum, Pol 8370 Toyota Corolla and Pol 8535 Toyota Hilux Legend 45 were utilized in this operation.

### 2. PURPOSE

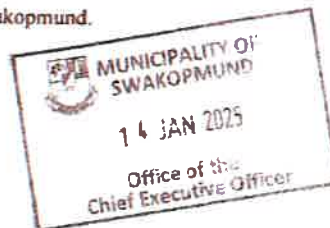
The purpose of post operation report is to assess and document the outcome of the operation activities conducted during the specified period: including achievements, challenges, provide conclusion and recommendation for the next operation.

### 3. MISSION

The mission of the Special Reserve Force members was to provide operational support to the Regional Police Commander. To initiate special operation, increase police visibility, crime prevention, effective law enforcement and fostering collaboration between police and the communities during the festive season especially in Swakopmund town which requested for assistance.

### 4. ACTION/ ENGAGEMENT

Members were divided into two groups (2) shifts day and night to patrol around the towns and the locations of Swakopmund, provide police visibility, stop and search on the street (cars & pedestrians), and at public spaces such as shopping malls, taxi ranks, beaches, parks and other public gathering areas and through mini roadblocks. The members were also responsible for patrolling around the areas where centers activities take place and areas of entertainment. Members had different joint operation with his Worship the Mayor of Swakopmund town, regional police commander, and neighborhood watch of Swakopmund.



**POST OPERATION REPORT FOR THE 2024/2025 FESTIVE SEASON OPERATION:  
FROM 15<sup>TH</sup> OF DECEMBER 2024 TO 06<sup>TH</sup> OF JANUARY 2025: SWAKOPMUND,  
ERONGO REGION: SPECIAL RESERVE FORCE: NAMIBIAN POLICE FORCE**

Various joint operation were also conducted with Swakopmund neighborhood watch, youth against crime community policing and attended to complain through charge office call outs and educated the public on policing issues such as stop and search and report crimes to police on time. During this operation members also had a joint operation with the members of VVIP to provide security to the Head of state his Excellency Dr. Nangolo Mbumba, Former first lady Monica Geingos and the minister of foreign Affairs of the Peoples Republic of China.

During stop and search members managed to confiscate 54 knives, 12 sharp object that includes scissors and screwdrivers, 1 pack of yes Cigarettes, 1 wood chisel, 2 lighters, 1 peppers spray, 11 pack of cannabis, 1 stolen cellphone, 4 Pangas, 2 shambok, 2 batons, 4 knob kerries and 10 fires crackers and 6 dice cubes. These items were found in single forms from individual persons. Community members found in possession of the aforementioned items no cases were opened against them, instead they were educated on the dangers of carrying and using such items. The confiscated items were booked in at Mondesa Police Station.

On the 31 December 2024, on the New Year eve celebrations, DRC area community members engaged in unlawful activities, including burning tires on public roads. Municipality firefighters were dispatched to extinguish the fire. However, tension escalated when certain individuals resorted to hurling stones at the firefighters and police officers, thereby endangering public safety. In response to this unruly behavior members of Special Reserve Force fired plastic shots to neutral the situation and restore order.

**5. ARRESTS**

We have affected some arrest and cases were opened as follows:

- CR: 68/12/2024 Theft
- CR: 90/12/2024 Robbery
- CR: 84/12/2024 Common Assault
- CR: 91/12/2024 Common assault and assault through threatening
- CR: 64/12/2024 Assault GBV
- CR: 129/12/2024 Theft of cellphone

**POST OPERATION REPORT FOR THE 2024/2025 FESTIVE SEASON OPERATION:  
FROM 15<sup>TH</sup> OF DECEMBER 2024 TO 06<sup>TH</sup> OF JANUARY 2025: SWAKOPMUND,  
ERONGO REGION: SPECIAL RESERVE FORCE: NAMIBIAN POLICE FORCE**

- CR:120/12/2024 Theft
- CR: 113/12/2024 Assault GBH and assault through threatening
- CR: 135/12/2024 Drinking and driving, obstruction of police officer on duty
- CR: 136/12/2024 Murder
- CR: 28/12/2024 Crimen injuria and break of formal warning
- CR: 27/01/2024 Displaying a disc license not applicable to that motor vehicle
- CR: 93/12/2024 Theft of cellphone
- CR: 152/12/2024 Possession of Cannabis
- CR: 95/01/2025 Theft of cellphone
- CR: 03/01/2025 Possession of Cannabis
- CR: 02/01/2025 Possession of cannabis

**6. TRAFFIC FINES ISSUED**

During the implementation of mini roadblocks, the following penalties were imposed for various traffic infractions: Operating an illegal taxi fined 2000, driving without driver's license fined 1000 and overloading fined 1000.

**7. INJURIES**

During this operation no member sustained an injury.

**8. DAMAGE TO PROPERTIES (STATE OR PUBLIC)**

During this operation none of the state-owned properties were damaged.

**9. PYROTECHNICS OR SPECIALIZED EQUIPMENT USED**

During this operation one (1) plastics shot was fired to the members of public who were burning tires and those that were throwing stones to police officers and fire fighters on the New Year eve at DRC location, Swakopmund.

**10. SETBACKS/CHALLENGES**



**POST OPERATION REPORT FOR THE 2024/2025 FESTIVE SEASON OPERATION:  
FROM 15<sup>TH</sup> OF DECEMBER 2024 TO 06<sup>TH</sup> OF JANUARY 2025: SWAKOPMUND,  
ERONGO REGION: SPECIAL RESERVE FORCE: NAMIBIAN POLICE FORCE**

- During this operation it was noticed that there were more complains of gender based violence, snatching of cellphones and many drugs related cases however there was no members of drug law enforcement on the ground nor Gender Based Violence officers.
- Due to lack of fuel in Swakopmund all police vehicle had to be fueled at Tataleni police station in Walvis Bay which hindered the operation which was still experienced in the last operation too dated 2023/2024.
- Members of investigation unit discharging firearms in public over simple cases showing lack of in-service training and discipline in handling firearms.
- Charge office members being over powered by public members and inmates because of female members dominating in the charge office which forces the members to spend much time in the charge office than on the ground.
- During random search we observed drug abuse cases amongst the youth but we failed to locate the main supplier of drugs, because drug law members from Erongo region where not part of the operation.

## **11. CONCLUSION**

Despite the above challenges the operation went relatively well and it is deemed to be successful. As crime deescalated from the date the operation commences until the end of the operation. The community and holiday makers appreciated the presence of the Special Reserve Force members during these festive operation, thus operation of this nature should continue to serve the community with the available resources.

## **12. RECOMMENDATIONS**

- Bearing the number of drug related cases in Swakopmund, it is recommended that a drug law enforcement unit be established in Swakopmund.
- Due to the high demand for fast responses caused by the overcrowding of Swakopmund with visitors, the Swakopmund police station should ensure the availability of fuel. This would prevent vehicles from needing to refuel in neighboring towns, which causes delays in responding to complaints promptly.



**POST OPERATION REPORT FOR THE 2024/2025 FESTIVE SEASON OPERATION:  
FROM 15<sup>TH</sup> OF DECEMBER 2024 TO 06<sup>TH</sup> OF JANUARY 2025: SWAKOPMUND,  
ERONGO REGION: SPECIAL RESERVE FORCE: NAMIBIAN POLICE FORCE**

- Field training officers must implement on going in-service training programs to train and refresh charge office members on how to serve the community and when and where to discharge different types of weapon at their disposal.
- The Namibian police community affairs must educate the community about crime prevention, domestic gender based violence, and the danger of using drugs amongst the youth reporting and other policing related issues through meetings and awareness.
- Enhance training for officers in crowd control and conflict de-escalation.
- Involve members from drug law to work under cover from other regions incase those that are from Erongo region are known by community members.
- Involve the Armed vehicle in this operation for crowd control to neutralize the situation of DRC especially during the New Year Eve.

# GO040-Financial Information - Summary and Detail

Total V.A.T Siret Budget Comm Scaled Purch More

Year: 2425 Account: 101016509500 Opening Balance: 0.00

ACCOMODATION NAMIBIAN POLICE

Month	Budget	Movement	Difference	
Jul	20834.00	0.00	20834.00	
Aug	20834.00	0.00	20834.00	
Sep	20834.00	0.00	20834.00	
Oct	66722.88	235216.92	-168494.04	
Nov	66722.88	118051.34	-51328.46	
Dec	66722.88	48382.58	18340.30	
Jan	66722.88	10795.79	55927.09	
Feb	66722.88	0.00	66722.88	
Mar	66722.88	0.00	66722.88	
Apr	66722.88	0.00	66722.88	
May	66722.88	0.00	66722.88	
Jun	66714.96	0.00	66714.96	
<b>TOTAL:</b>	<b>663000.00</b>	<b>412446.63</b>	<b>250553.37</b>	

Budget	
Approved:	250000
Additional:	413000
<b>TOTAL:</b>	<b>663000</b>

Commitments	
Issue Requisitions:	0.00
Purchase Requisitions:	0.00
Purchase Orders:	14626.12
Standing Payments:	0.00
Other:	0.00
Jobs:	0.00
<b>TOTAL:</b>	<b>14626.12</b>

Movement	
Actual:	412446.63
Not Updated:	0.00
<b>TOTAL:</b>	<b>412446.63</b>
<b>BALANCE:</b>	<b>235927.25</b>

## ANNEXURE "C"

**Swakopmund Municipality Bungalows****Cnr Hendrik Witbooi & Swakop st, Swakopmund, Namibia**

Phone: +264(64) 4104618/9 / +264(64) 4104621

Fax: +264(64) 4104130 E-mail: restcamp@swkmun.com.na

Tax Reg. No: VAT 0687548-01-5



Mrs Haufiku  
ahaufiku@swkmun.com.na

Booking Confirmation	
----------------------	--

Date	17 Feb 2025 11:42
Booking Reference	214028.1
Status	Provisional
Tax Number	Zeldine tzaats
Staff	1 of 2

Accounts: [6206476][214028.GM] Mrs Haufiku

Detail	Inclusive
Accommodation: 214028.1, SMB DUNES, 16 days @ NS931.75 per day Guest: Mrs Haufiku Tariff: Standard Guest Rate Unit: 4FLAT48 Room list: 14 Apr 2025 — 30 Apr 2025, Adults: 4, Children: 0	NS14 908.00
Accommodation: 214028.2, SMB DUNES, 16 days @ NS931.75 per day Guest: Mrs Haufiku Tariff: Standard Guest Rate Unit: 4FLAT47 Room list: 14 Apr 2025 — 30 Apr 2025, Adults: 4, Children: 0	NS14 908.00
Accommodation: 214028.3, SMB DUNES, 16 days @ NS931.75 per day Guest: Mrs Haufiku Tariff: Standard Guest Rate Unit: 4FLAT48 Room list: 14 Apr 2025 — 30 Apr 2025, Adults: 4, Children: 0	NS14 908.00
Accommodation: 214028.4, SMB SPITZKOPPE, 16 days @ NS1 016.50 per day Guest: Mrs Haufiku Tariff: Standard Guest Rate Unit: AFRAME150 Room list: 14 Apr 2025 — 30 Apr 2025, Adults: 6, Children: 0	NS16 264.00
Accommodation: 214028.5, SMB BRANDBERG A, 16 days @ NS1 127.50 per day Guest: Mrs Haufiku Tariff: Standard Guest Rate Unit: LUX161 Room list: 14 Apr 2025 — 30 Apr 2025, Adults: 4, Children: 0	NS18 040.00
Accommodation: 214028.6, SMB BRANDBERG A, 16 days @ NS1 127.50 per day Guest: Mrs Haufiku Tariff: Standard Guest Rate Unit: LUX162 Room list: 14 Apr 2025 — 30 Apr 2025, Adults: 4, Children: 0	NS18 040.00

Deposit schedule: 214028.1

NS7 454.00 by 15 Mar 2025

Deposit schedule: 214028.2

NS7 454.00 by 15 Mar 2025

Deposit schedule: 214028.3

NS7 454.00 by 15 Mar 2025

Deposit schedule: 214028.4

NS8 132.00 by 15 Mar 2025

Deposit schedule: 214028.5

NS9 020.00 by 15 Mar 2025

Bungalow Department

17 Feb 2025 11:42 (IZAA001S Zeldine tzaats)

1 / 2

Deposit schedule: 214028.6

NS9 020.00 by 15 Mar 2025

NS87 068.00

**VERY IMPORTANT:**

1. Please read our Booking conditions.
2. Full payment is required for all reservations upon arrival.
3. **A compulsory key deposit is payable in cash upon arrival;**
  - NS200.00- Fish,Gecko,Dunes,Welwitschia & Spitzkoppe Resthouses**
  - NS300.00- Brandberg & Moon Valley Resthouses**

**The key deposit is refundable in cash upon check-out: CHECK OUT TIME IS 10:00**
4. Please take note of the deposit due date. Bookings will be deemed cancelled if no payment is received before or on that date.
5. **In order to guarantee your reservation you have to fax /email your proof of payment with the NAME and BOOKING NUMBER clearly indicated.**
6. Prices are subject to change without prior notice..
7. **Cancellation rules :**

+30 days before arrival	10% of booking value shall be forfeited
30-15 days before arrival	25% of booking value shall be forfeited
14-8 days before arrival	50% of booking value shall be forfeited
7-4 days before arrival	75% of booking value shall be forfeited
3-0 days before arrival	100% of booking value shall be forfeited
No Show	100% of booking value shall be forfeited
Early check-out	100% of credit on booking shall be forfeited
8. In cases of death,serious illnesses or circumstances beyond the client's control which might result in cancellation or early check-out a 10% Cancellation Fee is applicable
9. **Office Hours: 7H00 - 22H00**

**BANKING DETAILS:**

Municipality of Swakopmund (Bungalows)  
 Account Number 62249603516  
 First National Bank (NAMIBIA)  
 Bank Code: 280472



**Swakopmund Municipality Bungalows**

Cnr Hendrik Witbooi &amp; Swakop st, Swakopmund, Namibia

Phone: +264(64) 4104618/9 / +264(64) 4104621

Fax: +264(64) 4104130 E-mail: restcamp@swkmun.com.na

Tax Reg. No: VAT 0687546-01-5



Mrs Haufiku

ahaufiku@swkmun.com.na

**Booking Confirmation**

Date	17 Feb 2025 11:50
Booking Reference	214029.1
Status	Provisional
Tax Number	
Staff	Zeldine Izaaks
	1 of 2

Accounts: [6206477][214029.GM] Mrs Haufiku

Detail	Inclusive
Accommodation: 214029.1. SMB DUNES, 6 days @ N\$941.33 per day Guest: Mrs Haufiku Tariff: Standard Guest Rate Unit: 4FLAT89 Room list: 4 May 2025 — 10 May 2025, Adults: 4, Children: 0	N\$5 647.98
Accommodation: 214029.2. SMB DUNES, 6 days @ N\$941.33 per day Guest: Mrs Haufiku Tariff: Standard Guest Rate Unit: 4FLAT70 Room list: 4 May 2025 — 10 May 2025, Adults: 4, Children: 0	N\$5 647.98
Accommodation: 214029.3. SMB DUNES, 6 days @ N\$941.33 per day Guest: Mrs Haufiku Tariff: Standard Guest Rate Unit: 4FLAT71 Room list: 4 May 2025 — 10 May 2025, Adults: 4, Children: 0	N\$5 647.98
Accommodation: 214029.4. SMB SPITZKOPPE, 6 days @ N\$1 039.67 per day Guest: Mrs Haufiku Tariff: Standard Guest Rate Unit: AFRAME101 Room list: 4 May 2025 — 10 May 2025, Adults: 6, Children: 0	N\$6 238.02
Accommodation: 214029.5. SMB BRANDBERG A, 6 days @ N\$1 150.67 per day Guest: Mrs Haufiku Tariff: Standard Guest Rate Unit: LUX151 Room list: 4 May 2025 — 10 May 2025, Adults: 4, Children: 0	N\$6 904.02
Accommodation: 214029.6. SMB BRANDBERG A, 6 days @ N\$1 150.67 per day Guest: Mrs Haufiku Tariff: Standard Guest Rate Unit: LUX152 Room list: 4 May 2025 — 10 May 2025, Adults: 4, Children: 0	N\$6 904.02

Deposit schedule: 214029.1

N\$2 824.00 by 27 Mar 2025

Deposit schedule: 214029.2

N\$2 824.00 by 27 Mar 2025

Deposit schedule: 214029.3

N\$2 824.00 by 27 Mar 2025

Deposit schedule: 214029.4

N\$3 120.00 by 27 Mar 2025

Deposit schedule: 214029.5

N\$3 453.00 by 27 Mar 2025

Bungalow Department

17 Feb 2025 11:50 (IZAA001S Zeldine Izaaks)

1 / 2

Deposit schedule: 214029.8

N\$3 453.00 by 27 Mar 2025

N\$36 990.00

**VERY IMPORTANT:**

1. Please read our Booking conditions.
2. Full payment is required for all reservations upon arrival.
3. **A compulsory key deposit is payable in cash upon arrival;**
  - N\$200.00- Fish,Gecko,Dunes,Welwitschia & Spitzkoppe Resthouses**
  - N\$300.00- Brandberg & Moon Valley Resthouses**

**The key deposit is refundable in cash upon check-out: CHECK OUT TIME IS 10:00**
4. Please take note of the deposit due date. Bookings will be deemed cancelled if no payment is received before or on that date.
5. **In order to guarantee your reservation you have to fax /email your proof of payment with the NAME and BOOKING NUMBER clearly indicated.**
6. Prices are subject to change without prior notice..
7. **Cancellation rules :**

+30 days before arrival	10% of booking value shall be forfeited
30-15 days before arrival	25% of booking value shall be forfeited
14-8 days before arrival	50% of booking value shall be forfeited
7-4 days before arrival	75% of booking value shall be forfeited
3-0 days before arrival	100% of booking value shall be forfeited
No Show	100% of booking value shall be forfeited
Early check-out	100% of credit on booking shall be forfeited
8. In cases of death,serious illnesses or circumstances beyond the client's control which might result in cancellation or early check-out a 10% Cancellation Fee is applicable
9. **Office Hours: 7H00 - 22H00**

**BANKING DETAILS:**

Municipality of Swakopmund (Bungalows)  
 Account Number 62249603516  
 First National Bank (NAMIBIA)  
 Bank Code: 280472



0200006102001

Monday, 25 November, 2024

12:10:01

## Metro NMA Supermarket

Nelson Mandela Avenue

P.O.Box 1417

0833322028

### Quotation

<b>Name</b>	SWAKOPMUND MUNICIPALITY	<b>Phone</b>	054 410 4600
<b>Address</b>		<b>Fax</b>	
		<b>E-Mail</b>	
<b>Code</b>		<b>Quotation No.</b>	102#000072
		<b>Tracking No.</b>	6.102001
		<b>Dated</b>	2024/11/25 12:09:22
		<b>Expiry Date</b>	2024/11/25 23:59:58
		<b>User</b>	MENESIA VATEKUJELNI

Code	Description	Unit Price	Qty	Disc	Total
M109640	TOP SCORE SUPER MAIZE MEAL SIFT POLY BAG 10KG	121.99	3.00	0.00	365.97
6009696771694	MAMA'S PARBOILED RICE CLASSIC 1 x 10KG (1X10KG)	248.99	2.00	0.00	499.98
6006079005111	POLANA ELBOWS VARIANT 1 x 3KG (1X3KG)	85.99	4.00	0.00	347.96
6008069000416	MARATHON SUGAR WHITE 1 x 10KG (1X10KG)	209.99	1.00	0.00	209.99
6009703082058	REAL GOOD MIXED PORTIONS 1 x 2KG (1X2KG)	117.99	16.00	0.00	1887.84
7196	BA SPECIAL WHITE BREAD 1 x EACH (1s)	12.99	20.00	0.00	259.80
7197	BA SPECIAL BROWN BREAD 1 x EACH (1s)	12.99	20.00	0.00	259.80
6001038009359	KNORR PACKET SOUP BROWN ONION 1 x EACH (1XEA	6.99	6.00	0.00	41.94
6001087358597	KNORR PACKET SOUP MINESTRONE 1 x EACH (1XEA	6.99	9.00	0.00	62.91
6001087359627	KNORR PACKET SOUP CHILLI BEEF & VEGETABLE 1 x E	6.99	6.00	0.00	41.94
700083305787	FF SALT 1 x 1KG (1X1KG)	6.99	2.00	0.00	13.98
6009699172146	METRO BBQ SPICE SPECIAL 1 x 1KG (1X1KG)	51.99	2.00	0.00	103.98
6001087358200	STORK COUNTRY SPREAD TUB 1 x 1KG (1X1KG)	58.99	3.00	0.00	176.97
6001299019975	CLOVER UHT MILK FULL CREAM 6 x 1LT (6X1LT)	139.99	5.00	0.00	699.95
6001156230307	FIVE ROSES TEABAGS TAGLESS 1 x 200'S (1X200'S)	134.99	2.00	0.00	269.98
6001068323500	RICOFFY COFFEE ORIGINAL 1 x 750G (1X750G)	166.99	2.00	0.00	333.98
6001069033538	YUM YUM PEANUT BUTTER SMOOTH 1 x 400G (1X400G)	43.99	2.00	0.00	87.98
6009522309510	ALL GOLD JAM TUB APRICOT 1 x 300G (1X300G)	24.99	3.00	0.00	74.97
9503	CARROTS BAG EACH 1 x 3KG (3KG)	39.99	3.00	0.00	119.97
9518	CABBAGE GREEN 1 x 2KG (1X1'S)	29.99	4.00	0.00	119.96
7927	POTATOES 1 x 7KG (1X7KG)	109.99	4.00	0.00	439.96
7856	ONIONS 1 x 3KG (3KG)	49.99	1.00	0.00	49.99
7885	PEPPERS GREEN LOOSE 1 x P/KG (P/KG)	69.99	6.00	0.00	419.94
7978	TOMATOES ROUND PP 1 x 1KG (1KG)	28.99	10.00	0.00	289.90
6001528351043	FF SUNFLOWER OIL 1 x 2LT (1X2LT)	69.99	3.00	0.00	209.97
8796	BU METRO TRADITIONAL BOEREWORS 1 x P/KG (P/KG)	99.99	16.00	0.00	1599.84
7681	BU PORK BULK PACK 1 x P/KG (1XP/KG)	99.99	16.00	0.00	1599.84
7473	BU BEEF BRISKET BONE IN 1 x P/KG (1XP/KG)	119.99	16.00	0.00	1919.84
6001069020446	NOLA MAYONNAISE CLASSIC 1 x 750G (1X750G)	43.99	9.00	0.00	395.91
6001030003553	WELLINGTON TOMATO SAUCE ORIGINAL 1 x 700ML (1X	29.99	4.00	0.00	119.96
6001324011172	BROOKES OROS SQUASH ORANGE 1 x 2LT (1X2LT)	45.99	12.00	0.00	551.88
781159867156	APPLES RED 1 x 1KG (1X1KG)	35.09	10.00	0.00	350.90
23004801	APPLES GREEN 1 x 1KG (1KG)	28.99	5.00	0.00	144.95
6002200080657	APPLES YELLOW 1 x 1KG (1KG)	28.99	5.00	0.00	144.95
6009802406632	ONIONS 1 x 3KG (3KG)	49.99	2.00	0.00	99.98

6008034000151 WALDSCHMIDT EGGS CARRY PACK 1 x 60' S (1X60' S) 203.99 4.00 0.00 815.96

**Total** **238.00** **R 0.00** **R 15 133.62**

Remarks	Authorisation	Accept
	Signature	Signature
	Date	Date

Account  
Details

Quotation



11.1.10

**REPORT: LIFEGUARD OPERATIONS CONDUCTED BY MONARCH LIFEGUARD AND EMERGENCY SERVICES CC ON THE BEACH AREA**

(C/M 2025/04/01 - 16/1/2)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **7.12** page **115** refers.**A. This item was submitted to the Management Committee for consideration:**

The purpose of this submission is to inform Council about the lifeguard operations provided by the Monarch Lifeguard and Emergency Services CC from **02 December 2024 until 10 January 2025** on the Swakopmund beach areas i.e. Strand Hotel Beach and Platz-Am Meer Beach. (**Annexure "A"**).

The lifeguards' tasks were amongst others to monitor and supervise aquatic activities at the designated areas and respond to any emergency emanating from these activities. This was done with the aim of ensuring that the lives of holiday makers are saved from water-related threats or risks. The Monarch Lifeguard and Emergency Services CC deployed eight (8) lifeguards for both areas and the operation was regarded as a huge success with zero drowning incidents reported.

Procurement Committee on **28 November 2024** under item **10.2** resolved as follows:

- (a) *That the provision of Lifeguard Services for the Municipality of Swakopmund be awarded to Messrs Monarch Lifeguard & Emergency Services CC from 02 December 2024 until 10 January 2025 in terms of section 36 (1) of the Public Procurement Act, 2015 which states as follows:*

The above resolution was conveyed to the Monarch Lifeguard and Emergency Services CC to provide lifeguard services at Swakopmund beaches from **02 December 2024 until 10 January 2025**.

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

**That the report of the lifeguard Operations conducted by Messrs Monarch Lifeguard and Emergency Services CC on the beach area be noted.**

---



## Monarch Lifeguard & Emergency Services CC

P.O. Box: 3178  
Walvis Bay, Namibia  
Sam Nujoma Avenue  
+264 81 308 0446 / +264 81 665 3138  
Tel: 064 220 192  
Email: monarch954@gmail.com

## Monarch Lifeguard and Emergency Services CC

28 January 2025

### Mole beach Lifeguard report: From 07 January 2024 – 10 January 2025

As the festive season descends upon Swakopmund, our dedicated lifeguard service prepares to meet the influx of beachgoers eager to enjoy the sun, sand, and surf. With the idyllic coastline attracting families and adventurers alike, our mission is simple yet profound: to prevent drowning and promote water safety awareness within our community. We recognize the unique challenges that come with this busy time of year, including incidents of near drowning, swimming under the influence of alcohol and drugs, unattended children, and the dangers posed by jellyfish stings. Additionally, we confront pressing issues such as suicidal tendencies among individuals seeking solace in the ocean. Through vigilant supervision and comprehensive public education, our team strives to create a safe and enjoyable beach environment, ensuring that everyone can appreciate the beauty of Swakopmund's shores with confidence.

- **07 December 2024**, Mr. Sean Nande, from Marshall Ranger approached our lifeguards saying the Monarch team was not supposed to be there, because that is his working site.
- **08 December 2024**, a 20 years old male was cut by a Broken bottle that was on the sand on the left leg, wound cleaned and dressed.
- **08 December 2024**, a 16 years old was cut by the seashell while playing soccer on the beach, small cut on the left foot, wound cleaned and dressed.
- **10 December 2024** at 11H32, a white male (37 years old) came to request if he could swim pass the float, and we declined, because it was high tide (17.5 degree). He told us that he had a disagreement with his partner and the only way to relieve stress is if he could go swim, he then went for swimming and pass the float till the rock side and was going further, our lifeguards went in with kayak to rescue him and the medic gave him health education. His family came to get him.

— With us you will never drown —



- **10 December 2024** at 13H45, 3 young males were swimming until the float, one jumped off and tried to swim to the rocks, on his way he could not swim him then started drowning. Our lifeguards spotted him and one jumped from the small jetty while the others went with the kayak to rescue him. His body was weak PB 167/90 HGT 6.9 he was kept warm until MR 24 private ambulance arrived.
- **On 11 December 2024**, a 13 years old boy (foreigner) was swimming until the float, when he was spotted struggling, our lifeguards went to rescue him.
- **On 11 December 2024**, a 9 years old girl cut on the right feet by seashell while walking, wound cleaned and dressed.
- **On 12 December 2024**, An 18 years old boy dumped on top of the float, when he got cut by stepping on a nail that was loose on the sides of the float the paramedic cleaned and dressed the wound. He was told to go to the hospital due to an old rusted nail to get tetanus injection.
- **On 13 December 2024**, a 10 years old boy went kayaking in the water, when he accidentally fell off and hit his leg, the kayak causing bruised left knee. Wound cleaned and dressed.
- **On 15 December 2024**, a 13 years old girl was climbing on the rocks, when she fell onto the water causing a swollen ankle, no suspected fracture, MSO applied as well as ice to reduce swelling.
- **15 December 2024**, a little penguin was found by our lifeguards at the small jetty underneath, they called animal Vet and handed it to Dr.
- **On 16 December 2024**, a 15 years old boy was playing soccer on the beach, when he missed the ball, he fell down bruising his middle finger, wound cleaned and dressed.

— With us you will never drown —



## Monarch Lifeguard & Emergency Services CC

P.O. Box: 3178  
Walvis Bay, Namibia  
Sam Nujoma Avenue  
+264 81 308 0446 / +264 81 665 3138  
Tel: 064 220 192  
Email: monarch954@gmail.com

### Monarch Lifeguard and Emergency Services CC

- 18 December 2024, a prisoner brought by police at independence beach in hand cuffs, came to dig out stolen items hidden in the sand by him. While digging, he ran into the sea trying to commit suicide at 08H20, he was quickly pulled out by a security man than went in. our paramedic was present, no injuries recorded and he was health education and advised to see a social worker.
- On 18 December 2024, a 15 years old boy (South African) jumped from the small jetty into the water, landing on the rocks underneath hurting his right foot, hematoma visible, swelling of foot, foot turned blue, the paramedic applied ice to reduce swelling. His parents took him to private hospital, they refused ambulance.
- On 20 December 2024, a lot of people were not following the rules, they were going in the sea with beer bottles no injuries recorded.
- On 23 December 2024, our lifeguards went to rescue Sean Marshal Ranger and his worker in the water, whereby the set sky did not want to start, and they went in with kayaks to rescue them. No harm or injury recorded.
- 24 December 2024, a 9 years old boy came with his brother (11 years) to swim, the lifeguards spotted the 9 years old struggling in and out screaming. The paramedic whistled and ran shouting to the bystanders in the water, they quickly removed him.
- 24 December 2024, a 15 years old girl was climbing on the rocks and she fell off, and got cut at the private part, the paramedic controlled the bleeding but was soaking wet. Her parents refused an ambulance and took her themselves.
- 25 December 2025, people came with alcohol at the beach and a lot of them were intoxicated but wanted to swim, and some were going near water with beer bottles, no injuries or incidents recorded.

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- 26 December 2024, a male was skydiving and accidentally fell into the water. our lifeguards ran to him with the help of bystanders to remove him out. Yet Sean Marshal Ranger told our lifeguards not to interfere were he later did not succeed and our lifeguards took over.
- 26 December 2024, 4 young boys were on kayak, they went past the floating balloons in the water and went until the rock side were they could not paddle and some kayaks flipped over. They started screaming, our 3 lifeguards went into the water with a big kayak to get them out, and none of them was a swimmer, no injuries to them.
- On 27 December 2024, a lot of people gathered due to a competition Jetty Mile.
- 27 December 2024, a 1 year old coloured baby girl was walking and crying near the water, our medic found her and asked around (no parents). She was at our Gazebo for an hour and 20 minutes. She fell asleep, our team went to the tent to announce if any parent is looking for their child, then they should get her at Monarch Lifeguard Gazebo. After 36 minutes the mother came crying saying she thought her child was in the car while she was at the restaurant baby sally at mother.
- On 28 December 2024, a 4 years old girl fell off the stairs when the bystanders called us. She was vomiting and coughing as well as she is had a bruise on her right foot. The wound cleaned and dressed, the bruise with the plaster, parents quickly took her to hospital.
- On 30 December 2024, a lot of people gathered at the sea where different types of jelly fish stinked adults, toddlers and teenagers. By 18H20, 26 cases of Jelly fish stinks were recorded, whereby adults 13, toddlers 6 and teenagers 7. They were all treated with vinegar and advised to see the doctor if numbness and dizziness occurs.
- On 31 December 2024, a South African lifeguard came to visit in Namibia with his family, at the place he set on the sand, he found a bag of drugs. He handed it to sergeant Wills, a police officer from Swakopmund.

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- On 01 January 2025, a 15 years old boy was swimming and got pain on his left leg, he unstring pain and our paramedic applied MSO by rubbing.
- 03 January 2025, a 15 years old girl was swimming with her friends and she was left behind and started panicking. Our lifeguards spotted her and ran fast jumping from the small jetty inside the water to take her out. She was rescued and no injuries or pain was held. Her parents thanked our lifeguards.
- On 04 January 2025, 8 people were stink by Jelly fish and they were advised to see the doctor if it gets worse.
- On 05 January 2025, a 26 years old man (David Marudorf Damara speaking) jumped off the small jetty, tried to commit suicide. Our lifeguards saw him and jumped in the water to rescue him. He refused saying he wants to die. The lifeguards took him and brought him to our Gazebo and our paramedic gave him comfort and kept him warm and Health Education. Officer Guim and Constable Kahouzo came to take him.
- 06 January 2025, Onesmus Nelson collected his lost ID at our lifeguard Gazebo.
- On 07 January 2025, a 7 years old boy (German nationality) was climbing on the rocks and he fell, hurting himself. The father brought him to the lifeguards, bruise on the left leg, and abrasion on big toe. Wounds cleaned and dressed.
- 09 January 2025, an 11 years old boy was climbing on rocks and he fell, and got a small cut on the hand palm. The paramedic cleaned and dressed the wound.
- On 10 January 2025, 2 jelly fish were removed those that were at shore, no incidents or injuries recorded.

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**Monarch Lifeguard  
& Emergency Services CC**

P.O. Box: 3178  
Walvis Bay, Namibia  
Sam Nuyoma Avenue  
+264 81 308 0446 / +264 81 665 3138  
Tel: 064 220 192  
Email: monarch954@gmail.com

**Monarch Lifeguard and Emergency Services CC**

In conclusion, our lifeguard service plays a vital role in safeguarding the well-being of beach visitors during the festive season in Swakopmund. By addressing critical water safety concerns such as near drowning, the repercussions of substance use, and the risks associated with jellyfish stings, we aim to significantly reduce incidents and foster a culture of safety and awareness among the community. Through proactive outreach and education, we empower beachgoers to make informed decisions, look out for one another, and prioritize their safety in and around the water. As we embark on this year's festive season, we remain committed to ensuring that everyone can enjoy the captivating beauty of Swakopmund's beaches with peace of mind—because safety is not just a service; it's a shared responsibility.

Monarch Lifeguard and  
Emergency Services  
P.O. BOX 3178 Walvis Bay  
2025-01-28  
CELL: +264 81 308 0446

  
Yours in saving lives  
Mr. M. V. Marthin  
Managing Director

**— With us you will never drown —**

11.1.11 **REPORT: CCTV SURVEILLANCE SMART CITY-LITE PILOT PROJECT**  
(C/M 2025/04/01 - 4/1/2/3)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **7.13**  
page **122** refers.

---

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

The purpose of this submission is to inform Council about the installation of the CCTV Surveillance Smart City-Lite Pilot Project provided by Exclusive Road Safety Consulting & Training CC from the **01 March 2024 until 31 December 2024** in and around Swakopmund crime and hotspot intersections. **(Annexure "A")**.

During the pilot phase 1, the following 3 areas have been identified for the roadside equipment and the establishment of the Emergency Call Centre.

- 1) *C/o Nelson Mandel Avenue & Mandume Ndemafayo Street*
- 2) *Swakopmund Museum, Mole Park and Playground*
- 3) *C/o Nataniel Maxulili Street & Rhode Allee and the Swakopmund Bridge*
- 4) *Emergency Call Centre at the Fire Brigade*

In December 2024, phase 2 was completed at the following intersections:

- 1) *Moses //Garoeb/ Rakotoka Streets & Daniel Kamho Avenue*
- 2) *Franziska Van neel & Vrede Rede Street at Strong Bar*

The total of 27 cameras were installed for Council.

The supplier E-Roads experiences challenges as some cameras were not fully operational, especially the one at the intersection of Moses //Garoeb and Rakotoka Street crossing due to poor reception. The receiver at the tower on the Vineta Sportsgrounds needs to be moved from the southwestern tower to the southeastern, to improve the quality.

Furthermore, the mounted pole at the Nelson Mandela and Mandume Ya Ndemafayo intersection was damaged in an accident on 14 January 2025 by a Rossing Bus and a delivery Truck of Beefcor, Okahandja. The companies are in the process to claim the damages from their insurance companies for replacement of the equipment.

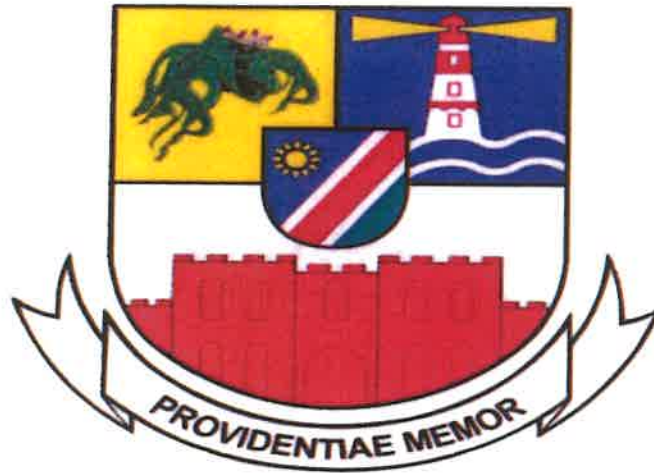
**B. After the matter was considered, the following was:-**

**RECOMMENDED:**

**That the report of the CCTV Surveillance smart city-lite pilot project be noted.**

---





**Exclusive Road Safety  
Consulting & Training CC**

**CCTV SURVEILLANCE SMART CITY-LITE**  
**PILOT PROJECT REPORT**

# Swakopmund Municipality

SSCL Report

Compiled by:  
Basil Calogero  
Victor S. Haronga

11/02/2025

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## 1. Introduction

The Namibian Government resolved to develop the Swakopmund Townlands area into a well-planned and administered urban development node as the capital of the Erongo Region. As part of the Swakopmund Structure Plan 2020 – 2040, new and modern commercial, residential, recreational, and institutional development areas were being encouraged.

Out of this policy the idea of a Smart City Project was born. E-Roads was approached for the implementation of a Proof of Concept (POC) for a Smart City Lite Project in Swakopmund.

The initiative was aimed at transforming the residential housing project in Swakopmund into a technologically advanced, sustainable, and citizen-centric environment

By integrating world class technologies and innovative solutions, this project seeks to enhance the overall quality of life for residents, promote economic development, and create a more efficient and resilient city.

## 2. Key objectives of the project:

- Safety and Security of the Residential environment and its citizens
- Improved access to technology and expansion of digital services
- Reduce environmental footprint – transition to a greener environment
- Improved mobility
- Enhanced public services
- Efficient urban infrastructure
- Make the residential estate and “in-demand” commodity
- Attract investment (local and international)

## 3. Strategy to Smart city

Establishment of a 24 hours manned control room with operator workstations that has monitoring and response capabilities. The control room will be equipped with CCTV monitoring/surveillance cameras and screens that have the capability to observe, detect, identify, capture and store events as they happen around town locations. The layout of the control room must be designed to optimize monitoring and response capabilities by trained CCTV Control room operators under the supervision of the CCTV Control room supervisor/manager. The operators can observe and react to events captured by the surveillance cameras across a monitored area by reporting to the relevant authorities (law enforcement) for swift action.

**4. Infrastructure and deployment of intelligent technologies across the monitored area**

• **Identified Areas / Hot Spots**

Roadside equipment installed at the locations indicated in the table and map below/

Location	Latitude	Longitude
c/o Nelson Mandela Avenue & Mandume ya Ndemufayo Street	22°40'3.05"S	14°32'33.32"E
Swakopmund Museum, Mole Park and Playground	22°40'32.145"S	14°31'23.1708"E
c/o Nathaniel Maxuilili Street & Rhode Allee Street	22°40'57.0648"S	14°31'42.114"E
Swakop River Bridge on Walvisbay side	22°41'36.9852"S	14°31'47.1828"E



## • Implementation of Proof of Concept

The first phase of the project was to provide proof of concept over a 3-month pilot phase period from 1 March 2023 until 30 April 2024. After discussions with Mr. Malvin Cloete the pilot phase was extended until 31 May 2024.

This involved the following:

Identifying hot spot areas and selecting 3 areas for the pilot phase  
Installation of the roadside equipments mainly:

- CCTV Cameras,
- Solar Equipment (including UPS and batteries)

Communication links  
Control Room Equipment

- Video Recorder,
- CCTV monitoring workstation,
- CCTV Mini Video Wall

Roadside Equipment Infrastructure

- Civil infrastructure,
- Mounting poles,
- Equipment housing

## • Pilot Phase

### 4.1 Locations

During the pilot phase the following 3 areas have been identified for the installation of the Roadside Equipment.

- c/o Nelson Mandela Avenue & Mandume Ya Ndemufayo Street (Nelson Mandela Crossing)
- Swakopmund Museum, Mole Park and Playground (Museum)
- c/o Nathaniel Maxwili Street & Rhode Allee Street (Bridge Crossing)
- Moses Garoeb Street and,
- Franziska Van Neel and Vrede Rede Street

To ensure line of sight communication, additional equipment has been installed at:

- Swakop River Bridge on Walvis Bay side (Bridge Ext),
- Sportsground Light Tower,
- Swakopmund Municipality,
- E-Roads office,
- Fire Station

## 4.2 Equipment

The following equipment's was installed:

### 4.2.1 Museum

- 1 x 410W Solar Panel
- 1 x 100Ah Lithium Ion Battery
- 1 x Victron Cerbo Gx Server
- 1 x Victron Smart Shunt
- 1 x Victron MPPT Controller
- 1 x Victron Phoenix Inverter
- 1 x HikVision 8 Port POE Switch
- 1 x Multi Plug
- 1 x 24V POE Injector
- 1 x Ubiquiti Nanobeam 5Ghz
- 1 x Powder Coated Enclosure Box
- 1 x Custom Camera Pole
- 1 x HikVision TandemVu PTZ Camera
- 2 x HikVision Static Bullet Cameras

### 4.2.2 Nelson Mandela Crossing

- 1 x 410W Solar Panel
- 1 x 100Ah Lithium Ion Battery
- 1 x Victron Cerbo Gx Server
- 1 x Victron Smart Shunt
- 1 x Victron MPPT Controller
- 1 x Victron Phoenix Inverter
- 1 x HikVision 8 Port POE Switch
- 1 x Multi Plug
- 1 x 24V POE Injector
- 1 x Ubiquiti Nanobeam 5Ghz
- 1 x Powder Coated Enclosure Box
- 1 x Custom Camera Pole
- 1 x HikVision PTZ Camera
- 2 x HikVision ANPR Bullet Cameras

### 4.2.3 Bridge Crossing

- 1 x 410W Solar Panel
- 1 x 100Ah Lithium Ion Battery
- 1 x Victron Cerbo Gx Server
- 1 x Victron Smart Shunt
- 1 x Victron MPPT Controller

- 1 x Victron Phoenix Inverter
- 1 x HikVision 8 Port POE Switch
- 1 x Multi Plug
- 1 x 24V POE Injector
- 1 x Ubiquiti Nanobeam 5Ghz
- 1 x 3 Port Mikrotik Switch
- 1 x Powder Coated Enclosure Box
- 1 x Custom Camera Pole
- 1 x HikVision PTZ Camera
- 1 x HikVision Static Bullet Camera
- 1 x HikVision ANPR Bullet Camera

#### 4.2.4 Bridge Ext

- 1 x 410W Solar Panel
- 1 x 100Ah Lithium Ion Battery
- 1 x Victron Cerbo Gx Server
- 1 x Victron Smart Shunt
- 1 x Victron MPPT Controller
- 1 x Victron Phoenix Inverter
- 1 x HikVision 8 Port POE Switch
- 1 x Multi Plug
- 1 x 24V POE Injector
- 1 x Ubiquiti Nanobeam 5Ghz
- 1 x Powder Coated Enclosure Box
- 1 x Custom Camera Pole
- 1 x HikVision PTZ Camera
- 1 x HikVision Static Bullet Camera

#### 4.2.5 Sportsground Light Tower

- 1 x Ubiquiti Rocket + Dish 5Ghz
- 1 x Ubiquiti Nanobeam 5Ghz
- 2 x 24V POE Injector

#### 4.2.6 Swakopmund Municipality

- 2 x Ubiquiti Nanobeam 5Ghz
- 1 x HikVision 32Ch NVR
- 1 x HikCentral Server
- 2 x 24V POE Injector

#### 4.2.7 Swakopmund Fire-Station

- 2 x HikVision 19" Monitors
- 2 x HikVision 43" Monitors
- 1 x Workstation
- 1 x Cordless Keyboard and Mouse



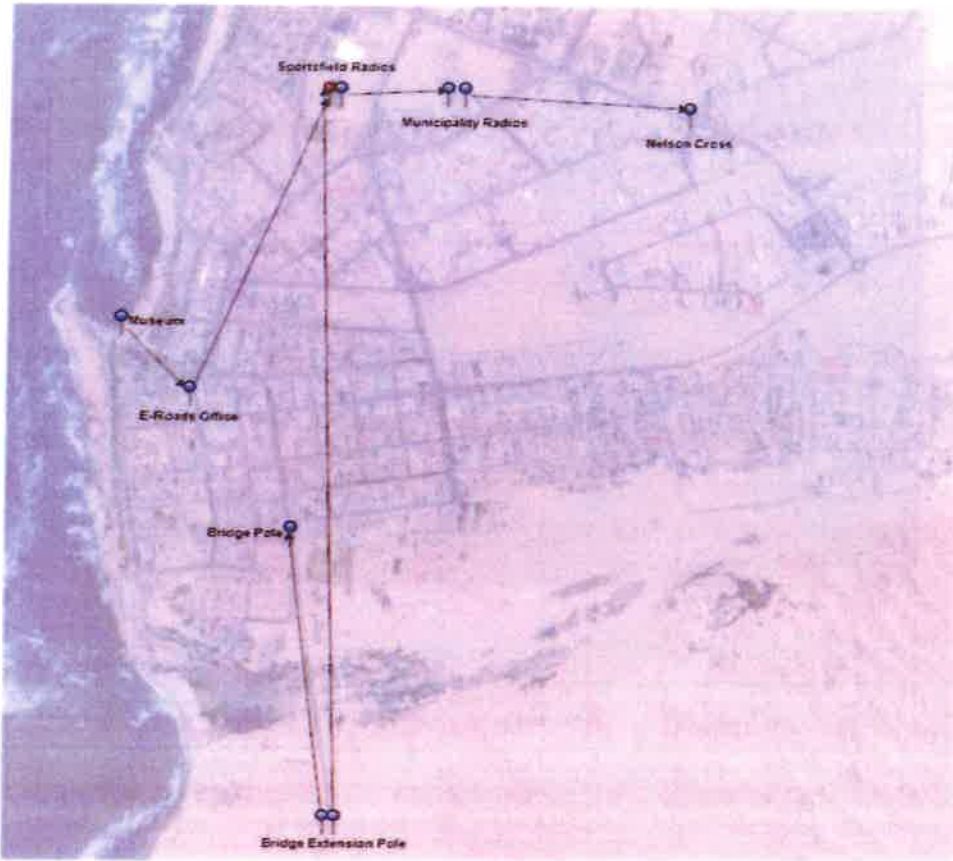
## 4.2.8 Moses Garoeb Street

- 1 x 410W Solar Panel
- 1 x 100Ah Lithium Ion Battery
- 1 x Victron Cerbo Gx Server
- 1 x Victron Smart Shunt
- 1 x Victron MPPT Controller
- 1 x Victron Phoenix Inverter
- 1 x HikVision 8 Port POE Switch
- 1 x Multi Plug
- 1 x 24V POE Injector
- 1 x Ubiquity Nanobeam 5Ghz
- 1 x Powder Coated Enclosure Box
- 1 x Custom Camera Pole
- 1 x HikVision TandemVu PTZ Camera
- 2 x HikVision Static Bullet Cameras

## 4.2.9 Vrede Rede/Franziska Van Neel Crossing

- 1 x 410W Solar Panel
- 1 x 100Ah Lithium Ion Battery
- 1 x Victron Cerbo Gx Server
- 1 x Victron Smart Shunt
- 1 x Victron MPPT Controller
- 1 x Victron Phoenix Inverter
- 1 x HikVision 8 Port POE Switch
- 1 x Multi Plug
- 1 x 24V POE Injector
- 1 x Ubiquity Nanobeam 5Ghz
- 1 x Powder Coated Enclosure Box
- 1 x Custom Camera Pole
- 1 x HikVision TandemVu PTZ Camera
- 2 x HikVision Static Bullet Cameras

4.3 Communication Network Diagram



The map above shows the first layout of the line-of-sight communication network in Swakopmund



The map above shows the second layout of the line-of-sight communication network in Swakopmund.

## 5 Incidents

The following are some incidents of interest since the inception of the pilot phase.

### 5.1 Swakopmund Bridge Rails Vandalism

After becoming aware of the bridge rails on the Swakopmund Bridge being vandalized and stolen the PTZ camera was trained to cover the bridge, whilst the static camera was still monitoring the B2 towards Walvis Bay.

On 26 April 2024 around 11:00 4 young men were noticed on the bridge acting suspiciously. After zooming in it seemed that they were tampering with the guardrails pulling and pushing as well as hitting the rails with what is assumed to be a rock. Mr. Cloete from Swakopmund Police were contacted, and a vehicle was dispatched to the scene. Within a few minutes the Police arrived on scene.



### 5.2 Suspected Drunk and Drive

On 31 May 2024 at about 23h55pm (midnight\*) there was a suspected drunk and driving reported in the area of Nelson Mandela Crossing, of which a charcoal/black coloured citi golf was followed by the undercover police and pulled over for further interrogation/inspection.



### 5.2 Missing Child

A child was reported missing and was last seen on 22 April 2024 walking from school. A scan through the video footage at the museum around that time yielded one possible match. The child was found before action was taken on the footage.





### 5.3 Duplicate / False Number Plates

On 23 May 2024 information was received about a Black Polo with registration number N600-900S with occupants harassing and robbing people in town. By doing a search on vehicle registration number 2 vehicles with this registration number were found namely a Black VW Polo and a Black Toyota 7-Seater. The Black VW Polo was identified as having false plates.



### 5.4 Hit and Run with motorist

A white Iveco with registration number N68168T was reported to have bumped into a charcoal-colored SUV Honda on the 9th of September 2024 at about 13h46 pm in Nelson Mandela crossing. There was a request to provide the plate number of the Iveco to the authorities in order for the victim to also submit relevant information for claim purposes.



### 5.5 Hit and run (pedestrian) & failure to ascertain the extent of injuries.

On 27 January 2025, Monday morning at about 07h45 an incident took place at Anton Lukowski Street, information was received from the Swakopmund Traffic officials that a female pedestrian was hit by a white double cab bakkie, and that the driver failed to stop to ascertain the extent of the accident/injuries. Our system was able to retrieve the number plate and camera footage was provided to the relevant authorities for further investigations. The footage also captured how the driver failed to stop at the stop sign.



## 6 Maintenance

### 6.1 Preventative Maintenance

Preventative maintenance is done weekly where the roadside equipment's are being checked, cleaned and rebooted to ensure that the equipment remains in a good and working condition. Cleaning schedule is every Wednesday weekly for cameras, and one Wednesday a monthly for the solar panels.

## 7 Training

On 13 June 2024 E-Roads provided basic introduction training on the HikCentral software at the Swakopmund Fire-Station Control Room. HikCentral is the software used for monitoring CCTV cameras. The training included:

- Log in procedure
- How to open and view the CCTV live feeds
- How to playback and extract from the video recordings
- How to search for specific vehicles

The following members attended the training session:

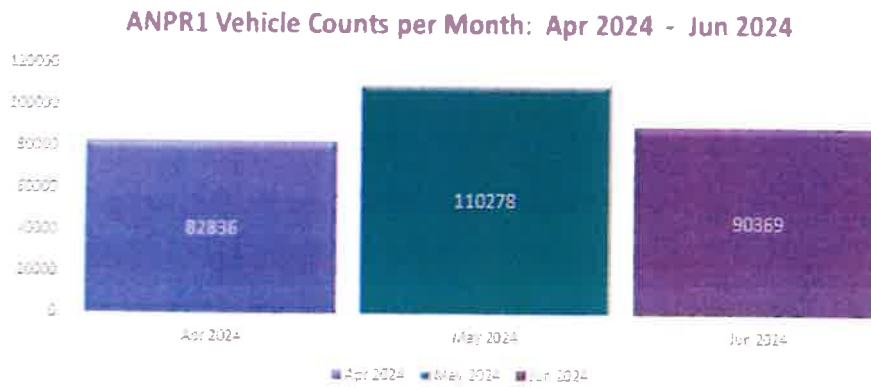
- Snr. Traffic Officer Thomas Shindume
- Chief Fire Brigade Bainga Matengu
- Chief Inspector Nghaamwa (Nampol)
- Senior Inspector Beukes (Nampol)

## 8 Data Analysis

This section provides some analysis of the traffic counts obtained from the ANPR CCTV Camera at Nelson Mandela Street crossing for the period April 2024 to June 2024.

### 8.1 Per Month

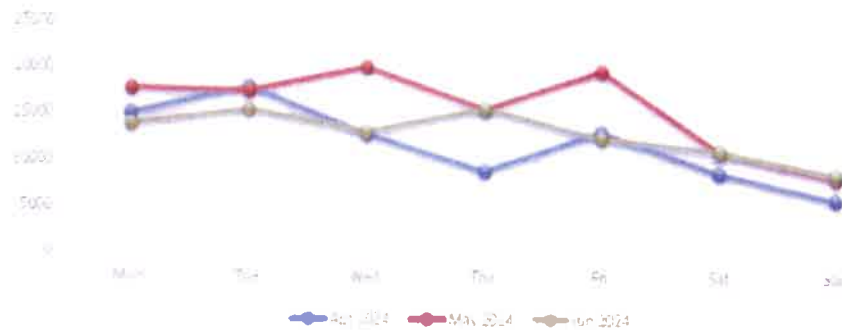
The graph below shows the total vehicles detected going through the crossing of Nelson Mandela Avenue & Mandume Ya Ndemufayo Street per month over the period April 2024 to June 2024 with May 2024 recording the most vehicles at 110 278 vehicles per month.



### 8.2 Per Week

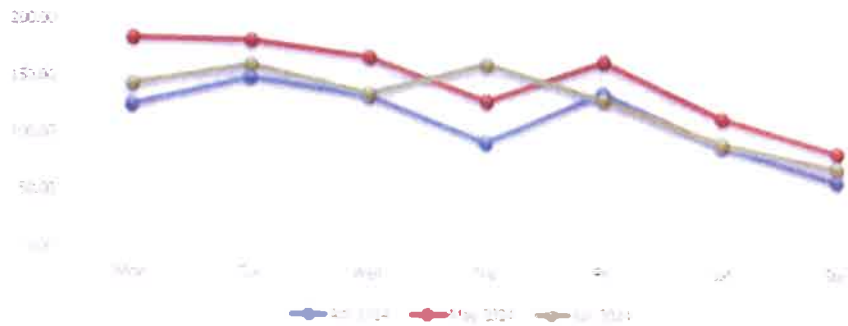
The graph below shows the total vehicles per day of the week with the highest count of 20216 vehicles counted on Wednesday's during the month of May 2024.

ANPR1 Total Vehicles per Day of the Week - Apr 2024 - Jun 2024



The graph below shows the average vehicle counts per day of the week with a similar pattern over the 3-month period.

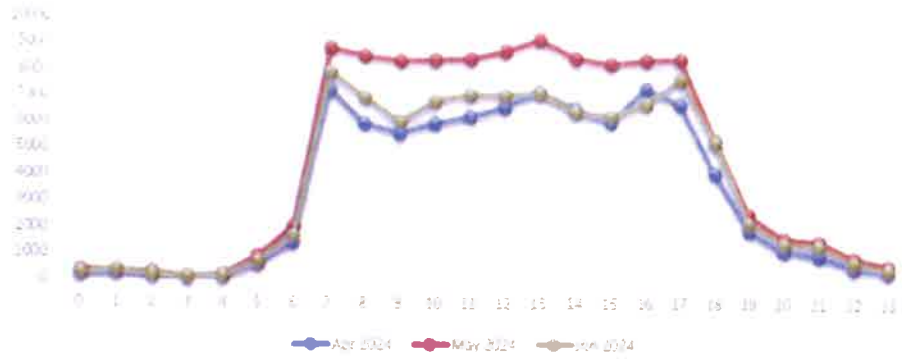
ANPR1 Average Vehicles per Day of the Week - Apr 2024 - Jun 2024



### 8.3 Per Hour

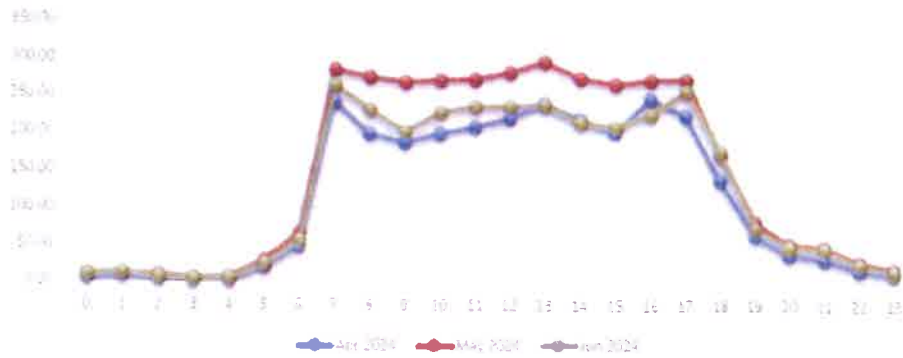
The graph below shows the total number of vehicles per hour per month over the 3-month period with around 9000 vehicles per hour during the hours of 07:00 to 17:00 for the month of May 2024.

ANPR1 Total Vehicles per Hour - Apr 2024 - Jun 2024



The graph below shows the average number of vehicles per hour per month over the 3-month period. The pattern is similar over the 3-month period with peak time starting at 07:00, midday peak at 13:00 and afternoon peak at 17:00 with the highest averages during the month of May 2024 at 295 vehicles per hour.

ANPR1 Average Vehicles per Hour - Apr 2024 - Jun 2024





9 Photos

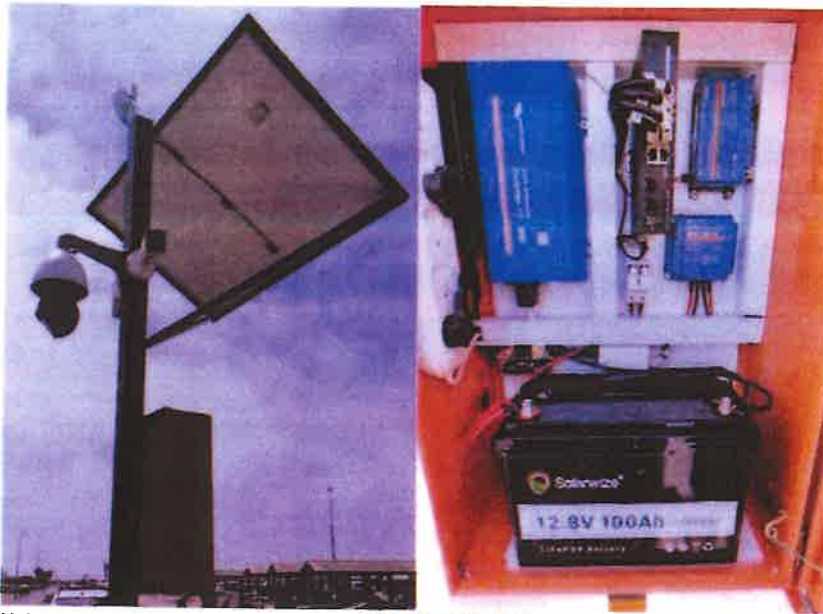
9.1 Roadside Equipment



Moses Garoeb Street



Corner of Franziska Van Neel & Vrede Rede



Nelson Mandela Crossing

Solar Back Up Battery



## 9.2 Control Room & Challenges



### Challenges

- Some cameras are not fully operational, especially the one at Moses Garoeb/Rakatoka crossing western due to poor reception. The receiver needs to be moved from the south western to south eastern tower.
- The mounted pole at Nelson Mandela crossing was bumped by the bus on 14/01/2025 with cameras crushed to the ground. The company is still busy with the claim in this regard.



### 9.3 Operations and Maintenance

At the time of writing this report the operations and maintenance are provided by E-Roads, and include the following:

- 1 x Operations Supervisor
- 1 x Operator
- 1 x Maintenance Technician

It is recommended that these professional services be formalized, and the terms and conditions be included in a Service Level Agreement (SLA). Further to this it is also recommended to have the workstation at the Fire-Station as a monitoring station, but to move the CCTV operations and active monitoring to the E-Roads office.

### 9.4 Recommendations & further deployment

After the completion of the Pilot Phase the following is recommended:

#### Further deployment of the network

To enhance the effectiveness of the network it is recommended to roll out the next phase of the network. This can be done in 2 ways:

1. Full implementation of the network; or
2. Divide the remaining identified sites into phases containing 3 or 4 sites each.

It is recommended to deploy, as a minimum, roadside equipment at the entry and exit points to and from Swakopmund at the following locations:

1. B2 / Airport Road Circle
2. C28 / Tsavorite Street – DRC
3. C34 / C28 – Henties Bay Road
4. B2 Traffic Stop

The following equipment is recommended for these sites:

- CCTV
  - 2 x Static
    - Monitor the road on both sides of the site
  - 1 x PTZ
    - Ability to move the camera and zoom in on points of interest
  - 1 X ANPR
    - Number plate recognition

20

- Traffic Counts

- Wi-Fi Communications
- Solar Power



11.1.12

**OUTCOME OF THE SALE OF 07 FEBRUARY 2024: 4 X ERVEN ZONED "GENERAL BUSINESS" LOCATED IN EXTENSION 25, SWAKOPMUND**

(C/M 2025/04/01 - Erf 6946, Erf 6947, Erf 6948, Erf 6949, S)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **7.14** page **147** refers.**A. This item was submitted to the Management Committee for consideration:****1. Introduction**

Council on **26 January 2023** under item 11.1.26 and on **04 April 2023** under item 11.1.2 approved the sale of the four erven zoned "general business" located on the western boundary of Extension 25, Swakopmund by closed bid sale subject to restrictive conditions as well as a 15% incentive should the erven be developed within 24 months from date of transfer.

A closed bid sale was held on **07 February 2025**.

**2. Outcome of the Closed Bid Sale**

Below is a summary of the outcome of the closed bid sale:

<i>Erven Offered</i>	:		4
<i>Registered Bidders</i>	:		10
<i>Cost of Service /m<sup>2</sup></i>	:	N\$	110.00
<i>Upset Price /m<sup>2</sup></i>	:	N\$	240.00
<i>Purchase Price Ave / m<sup>2</sup></i>	:	N\$	308.00
<i>Total Cost of Service</i>	:	N\$	1 009 690.00
<i>Total Upset Price</i>	:	N\$	2 202 960.00
<i>Total Purchase Price</i>	:	N\$	<u>2 830 462.00</u>
<i>Difference from Cost of Service</i>	:	N\$	1 820 772.00
<i>Difference from Upset Price</i>	:	N\$	627 502.00
<i>Due Date for Income</i>	:		Monday, 09 June 2025

**Income per Erf Compared to ①Cost of installation of Services, ②Upset Price and ③Price obtained at the Sale**



**Location of Erven**

The erven that were offered for sale are located on the western boundary of Extension 25, Swakopmund.

Residential developments are progressing to the east by Helvi Mupupa Realtors CC and the sale of erven to Swakop Uranium.



**Comparison with Sales of Other Business Erven in Area (Purchase Price obtained at Average)**

Subject Sale of **07 February 2025**  
 = N\$ 308.00 / m<sup>2</sup> at average

8 Business Erven in Ext 6 & 7, Matutura on **19 August 2022**  
 = N\$ 258.00/m<sup>2</sup> at average

2 Business Erven created by the subdivision of Erf 138, Re, Mondesa on **19 April 2024**  
= N\$ 736.00 / m<sup>2</sup> at average

3 Random Business Erven on **04 October 2024**  
= N\$ 517.00 /m<sup>2</sup> at average

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

**RECOMMENDED:**

**That Council takes note of the outcome of the closed bid sale held on 07 February 2025 of the 4 "general business" erven located in Extension 25, Swakopmund.**

---

11.1.13 **SECOND AUDIENCE: HDF ENERGY NAMIBIA**  
(C/M 2025/04/01 - 17/2/11/2)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **8.1**  
page **03** refers.

---

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

1. **Purpose**

The purpose of this submission is to inform the Management Committee that representatives of HDF Energy Namibia (hereinafter "HDF") will have a second audience with the Management Committee on Tuesday, 18 March 2025.

HDF was invited to an audience with the Management Committee on Tuesday, **18 March 2025** at 08:00 and confirmed attendance as per **Annexure "A"**.

2. **First Audience**

HDF had an initial audience with the Management Committee on Thursday, 13 February 2025.

The Management Committee concluded that the next update will be at the next Management Committee Meeting which is scheduled for Thursday, 13 March which was also verbally communicated during the meeting.

Since the scheduled meeting is postponed to Tuesday, 18 March HDF was invited for the presentation of the latest progress made so far.

At the last meeting they indicated that they didn't conclude their consultation with NAMPOWER as it is one of the key determining factor of the project.

3. **Background**

A comprehensive background was included in the submission to the Management Committee of **13 February 2025** and is therefore not repeated in this submission.

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

**RECOMMENDED:**

**That Council takes note of the second briefing by HDF Energy Namibia on the status, progress and future timelines with regard to the development and establishment of a hydrogen-to-power plant for solar energy generation, hydrogen production, storage and refueling.**

---

**From:** Tashiya Walenga <tashiya.walenga@hdf-energy.com>  
**Sent:** Monday, 03 March 2025 11:37 AM  
**To:** Stephny Bruwer <sbruwer@swkmun.com.na>  
**Cc:** Mahne Kruger <mkruger@swkmun.com.na>; Mipasi Haingura <mhaingura@swkmun.com.na>; Aloysia Kahuika <akahuika@swkmun.com.na>; Iyaloo Akuaake <iyaloo.akuaake@hdf-energy.com>; Nicolas Lecomte <nicolas.lecomte@hdf-energy.com>  
**Subject:** Re: Audience at Management Committee Meeting scheduled for Tuesday, 18 March 2025

Dear Stephny,

Yes, we will attend the MC meeting.

Best Regards,

**Mrs. Tashiya WALENGA**  
**Développeur de projets et d'affaires - Project and Business Developer**

Phone: [+264811660707](tel:+264811660707)



**HDF ENERGY**

4<sup>th</sup> Floor, HTTPS Building, c/o Brahms and Beethoven, Windhoek West  
 WINDHOEK - NAMIBIA

Website: [www.hdf-energy.com](http://www.hdf-energy.com); <https://www.renewstable-swakopmund.com/>

**From:** Stephny Bruwer <sbruwer@swkmun.com.na>  
**Date:** Sunday, 2 March 2025 at 1:13 PM  
**To:** Tashiya Walenga <tashiya.walenga@hdf-energy.com>  
**Cc:** Mahne Kruger <mkruger@swkmun.com.na>; Mipasi Haingura <mhaingura@swkmun.com.na>; Aloysia Kahuika <akahuika@swkmun.com.na>  
**Subject:** Audience at Management Committee Meeting scheduled for Tuesday, 18 March 2025  
 Good Afternoon Tashiya

I trust you are well 😊.

Please confirm whether you will attend a follow-up audience with the Management Committee scheduled as follows:

Date : Tuesday, 18 March 2025  
 Time : 08:00  
 Venue : Management Committee Room, Swakopmund Municipality (c/o Daniel Kamho Avenue and Rakotoka Street)

As soon as I receive confirmation from you the required arrangements will be made.

Kind regards

**Stephny Bruwer**  
**Corporate Officer: Property**

**Tel:** +264 64 410 4212 **Email:** [sbruwer@swkmun.com.na](mailto:sbruwer@swkmun.com.na)  
**Cell:** +264 81 143 8762 **Address:** cnr Rakotoka Street & Daniel Kamho Avenue  
 Swakopmund, Erongo



[swkmun@swkmun.com.na](mailto:swkmun@swkmun.com.na)  
[www.swkmun.com.na](http://www.swkmun.com.na)



11.1.14 **REQUEST FOR AN AUDIENCE: COASTAL GENOCIDE REPARATION WALK**  
(C/M 2025/04/01 - 3/15/1/1; 15/2/2/1/4)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **8.2**  
page **05** refers.

---

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

**1. Introduction:**

A request for an audience with Council was received (Annexure A) from Mr Uahimisa Kaapehi, Chairperson of the Coastal Genocide Committee to arrange the Coastal Genocide Reparation Walk hosted in remembrance of the Ovaherero and Nama Genocide. This year the event is set to take place on **28 - 30 March 2025** at the Vineta North Sports Field.

**2. Background:**

The Coastal Genocide Committee states that Genocide Reparation Walk is an event aimed at honouring the memory of the victims, raising awareness about the historical injustices, and advocating for reparative measures.

A formal application to host this year's event has also been submitted to the Events Office and a letter was submitted to the Sponsorship Committee requesting sponsorship in form of the following items: free use of the Vineta North Sports field, 1 Podium, Chairs 250 and 50 VIP, 10 Table, 10 Boxes Water, and 4 Stage blocks. They have also requested that Council waves the required deposit for the use of items requested.

An invitation was made to Mr Uahimisa Kaapehi to have an audience with Council at the Management Committee Meeting scheduled for **13 March 2025**.

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

**RECOMMENDED:**

- (a) That Council duly acknowledges and takes note of the presentation by the Coastal Genocide Committee recognizing its historical and cultural significance towards the envisaged Coastal Genocide Reparation Walk.**
  - (b) That approval be given for a sponsorship for the venue and the provision of water to the Coastal Genocide Committee in support of their event.**
  - (c) That the request for chairs, tables, a podium, and exemption from the prescribed deposit fee be regrettably declined.**
  - (d) That the organizers be formally informed, in writing, that overnight accommodation at the sports field is strictly prohibited, and they are expected to adhere to all relevant regulations and guidelines.**
-



COASTAL GENOCIDE COMITEE  
P O Box 3474 Vineta  
SWAKOPMUND

OVAHERERO, OVAMBANDERU & NAMA GENOCIDE 18TH COMMERATION  
Eighteenth anniversary of the Genocide Walk

Inquiries: Mr. Uahimisa Kaapehi (081-4092470)

04 February 2025

The Chief Executive Officer

Municipality of Swakopmund

Mr. A Benjamin

**SUBJECT: REQUEST FOR ANY KIND OF DONATION & WAVE DEPOSITOR.**

The Ovaherero/Ovambanderu and Nama communities residing in Coastal area have decided to honor and pay respect to our ancestors who sacrificed **their lives in** Swakopmund during the 1904-1908 Genocide.

In the spirit of sharing and keeping the history for the young generation, we will host a commemoration day on the 29<sup>th</sup> March 2025 in Swakopmund.

Therefore, the traditional leaders of the Coastal Commando extend our official invitation to you to come and witness this historical event with us. It will be highly appreciated if you could assist us with any kind of donation to complement our event at Vineta Stadium, 1 Podium, Chairs 250 and 50 VIP, Table 10, Water 10 Boxes, Stage 4.

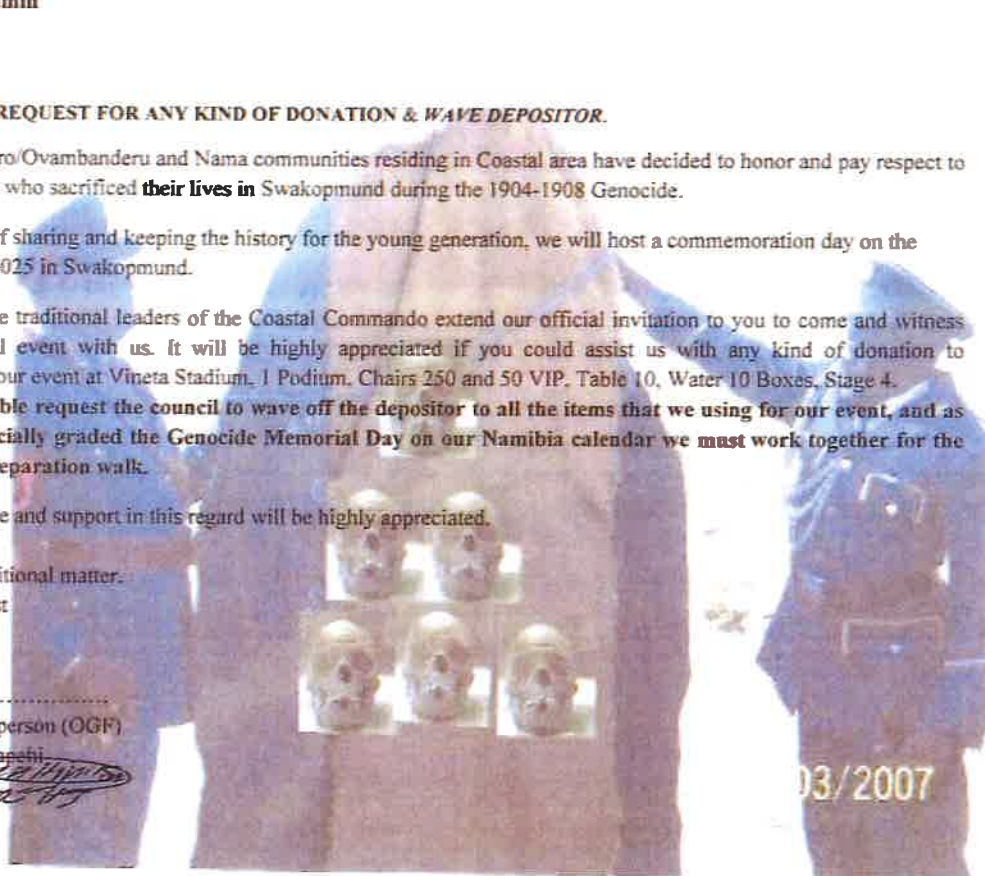
**We are humble request the council to wave off the depositor to all the items that we using for our event, and as we have officially graded the Genocide Memorial Day on our Namibia calendar we must work together for the success the reparation walk.**

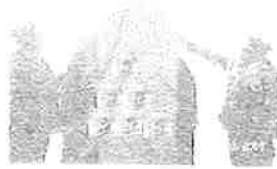
Your presence and support in this regard will be highly appreciated.

Yours in traditional matter:  
General Obest  
S.Kavaa

Coastal chairperson (OGF)

Uahimisa Kaapehi





COASTAL GENOCIDE COMMITTEE  
P O Box 3474 VINEETA  
SWAKOPMUND

OVAHERERO, OVAMBANDERU & NAMA GENOCIDE 18TH COMMEMORATION  
Eighteenth anniversary of the Genocide Walk

Inquiries: Mr. Uahimisa (081-1093470/0811613187)

06 August 2024

The Mayor of Swakopmund

Dear Honorable: Dina Nantubes

Namibia

**SUBJECT: REQUEST FOR PERMISSION TO HOST UNUAL EVENT  
(REPERATION WARK) MARCH EVERY YEAR.**

**OVAHEREREO/OVAMBANDERU AND NAMA 18<sup>TH</sup> COMMEMORATION AND  
WE MARK 121 YEARS OF REMEMBERING THE WAR OF THE FIRST  
GENOCIDE OF 20<sup>th</sup> CENTRY.**

The OvaHerero/Ovambanderu and Nama communities residing at the Coastal area have decided to honor and pay respect to our ancestor who sacrificed their lives in Swakopmund during 1904-1908 Genocide. We as local committee have been organizing this event from 2007, we are reminding the council that, According to our request of hosting the event for 5 year consecutive in our letter dated 29 Mach 2022 that we going host the event next year 2025 March.

In the spirit of sharing and keeping the history for the young generation, we will host a commemoration day on the 29<sup>th</sup> Mach 2025 in Swakopmund. We here by extend our official invitation to our Mayor to come and witness this historical event with us. We are requesting an oden's with the canceller because we want to put this event on the Municipally calendar of every years and discus the plan of memorial park.

Your presence and support in this regard will be significantly appreciated.

Yours in traditional matters and Coastal chairperson:

General Obest

S. Karra

Coastal Genocide Committee (OGF)

Uahimisa Kaapeli



# MUNICIPALITY OF SWAKOPMUND

## Swakopmund Events Permit Office

Economic Development Services  
 Corner of Rakotoka & Daniel Kamho Street  
 P O Box 53, Swakopmund, Namibia  
 Tel: +264 64 410 4612 / Fax: 088 651 9135  
 Web: www.swkmun.com.na  
 Email: swkmun@swkmun.com.na

Application No.:

### SWAKOPMUND EVENT HOSTING APPLICATION FORM

The following information and documentation are required from ALL organizers of events wishing to host events in Swakopmund on public open spaces and/or Local Authority property.

<b>Event Information</b>			
Name of Event:	GENOCIDE REPARATION WORK		
Event Venue: <small>(Full address)</small>	Option 1	VINETA ALBERT (HOCKEY STADIUM)	
	Option 2		
Dates of proposed Event:	28 - 30 MARCH 2025		
Event Start Time:	9:00	Event End Time:	18:00
Set-Up: Date & Time:		Strike Down Date & Time:	
Event Overview: <small>(Full event proposal/profile to be attached)</small>	THIS IS A YEARLY EVENT, WHICH WE WANT TO CELEBRATE AND PAY RESPECT TO OUR MURDERERS		
Event Format:	WE ARE GOING TO CELEBRATE AND WE HAVE A REPARATION THROUGH THE STREET OF SWAK		
<b>Overall Event Profile</b> <small>(Please indicate the most applicable event (*))</small>			
Concert/ Music Festival	<input type="checkbox"/>	Sports	<input type="checkbox"/>
Trade Shows Exhibition/Launches	<input type="checkbox"/>	Religious/ Church Event	<input type="checkbox"/>
Fireworks - Pyrotechnic Displays	<input type="checkbox"/>	Charity Fundraiser	<input type="checkbox"/>
Conference	<input type="checkbox"/>	Cycling/Run/Walk	<input type="checkbox"/>
Cultural Event	<input checked="" type="checkbox"/>	Award Ceremonies	<input type="checkbox"/>
Meetings/ Seminars	<input type="checkbox"/>	Day/Night Market	<input type="checkbox"/>
School Event	<input type="checkbox"/>	Community Even	<input type="checkbox"/>
Corporate Party	<input checked="" type="checkbox"/>	Weddings/Birthdays	<input type="checkbox"/>
Other - Please Specify:			
<b>Expected attendance at the Event / Event Size</b>			
Category	Pax	Tick (*)	Minimum time to submit the Application
Very Small	01 - 50	<input type="checkbox"/>	20 working days (4 weeks)
Small	51 - 2000	<input checked="" type="checkbox"/>	25 working days (5 weeks)
Medium	2001 - 5000	<input type="checkbox"/>	60 working days (3 months)
Very Large	5001 - 10 001 + Above	<input type="checkbox"/>	90 working days (6 months)
<b>Event Organizer</b>			
Name:	DORINGWA UNIMISON	Surname:	KIAPOTT
Organization:	GENOCIDE REPARATION WORK		
Designation:	CHAIRPERSON OF GENOCIDE COMMITTEE OF COASTAL		
Contact Number:	081 40 92470	E-mail Address:	UKAPOTT@gmail.com

Event Requirements <i>[This section is compulsory]</i>	
Road Closure required?:	No <input type="checkbox"/> Yes <input type="checkbox"/> <i>If yes, please provide details and complete [Form 01]</i>
▪ Roads:	
▪ Section of Road(s):	
▪ Times:	
Traffic Control required?	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> <i>If yes, please provide details and complete [Form 02]</i>
Traffic Escort:	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>
Section of Road(s):	
Times	
<i>NB: Depending on the extend of the Road Closure and/or Traffic impact a detailed Traffic Management Plan may be required.</i>	
Amplified Sound/ PA system?	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> <i>Permission to be obtained from Nampol - Submit consent letter</i>
Details:	
Structures /Marquees/ Tents?	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> <i>If yes, please provide details and plans.</i>
Ground Disturbance	No <input type="checkbox"/> Yes <input type="checkbox"/> <i>(e.g., driving pegs, spikes, marquee/stage anchors, earthing rods, etc into the ground/interlocked area)</i>
Vending/Catering/Food Stands:	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>Total Number of Stands:</b> <u>7</u>
<i>NB: Conditional Health Certificate are required for food stalls from the Health Department [Form 3]</i>	
Fire Compliance	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> <b>Number of Barbecue + Hot Oils stands:</b> <u>3</u>
<i>NB: Conditional Fire Prevention Certificate are required for stands using wood and coal barbecue cooking, and/or using hot oil of any kind from the Fire Brigade Section [Form 4]</i>	
Alcohol Sales/Consumption	No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> <i>If yes, please provide copy of Liquor license.</i>
Alcohol sales/consumption hours?	From <u>                    </u> To <u>                    </u>
<i>The granting of an Event Permit by Swakopmund Municipality does not authorize the sale/consumption of alcohol. A separate application must be made for a Liquor License at the Ministry of Justice - approval to be submitted before event commence.</i>	
Public Liability Insurance?	Required/Compulsory <input checked="" type="checkbox"/> Confirmation of Public Liability Insurance / Provide proof
Other Services Required	<i>NB: Provision of Municipal Services may be charged as per applicable tariffs.</i>
▪ Waste Removal	No <input type="checkbox"/> Yes <input type="checkbox"/>
Details:	
▪ Water Connection	No <input type="checkbox"/> Yes <input type="checkbox"/>
Details:	
▪ Fire Prevention	No <input type="checkbox"/> Yes <input type="checkbox"/>
Details:	
▪ Electricity	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> <i>If yes, please apply at Erongo RED</i>
Any other Requirements?:	
<b>Declaration</b>	
I declare that all the information provided is complete and correct to the best of my knowledge. I understand that submission of this application does not mean Municipality of Swakopmund has supported my event.	
Signature of Applicant	<u>2024-08-06</u>
	Application Date





FORM 02

**EMERGENCY & LAW ENFORCEMENT UNIT**

(064) 4104650  
 088 651 9131  
 53 Swakopmund  
 NAMIBIA  
 traffic@swkmun.com.na

Enquiries: Manager: Emergency & Law Enforcement Unit

**APPLICATION FOR ESCORT DUTIES**

I/We GENUINE REPARATION WALK

In my/our capacities as CHAIRPERSON GENERAL COMMITTEE OF COSM

Of (name of organization) OMILINGOMU UAHIMISA KOOPERT

Hereby unconditionally indemnify the COUNCIL OF THE MUNICIPALITY OF SWAKOPMUND 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 utilisation of streets, roads and/or any other land within the municipal area of Swakopmund by participants and/or authorised officials of The Traffic Section to provide escort/assistance duties.

on occasion of \_\_\_\_\_

To be held on (date) 2025-03-29

**TRAFFIC SECTION: ESCORT DUTIES**

FROM	<u>MEMORIAL PARK Dr. KILIMA RUKWAKO STR</u>		
TO	<u>VINETA Rehab. Station (VINETA PATH)</u>		
DATE	<u>2025-03-29</u>	TIME	<u>07:00 12:00</u>
FROM			
TO			
DATE		TIME	
FROM			
TO			
DATE		TIME	

**APPLICANT DETAILS**

Contact Person Name / Surname	<u>UAHIMISA KOOPERT</u>	SIGNATURE: 
Telephone / Mobile Number	<u>081 4092470</u>	
thus, signed at	<u>Swakopmund</u> this <u>06</u> day of <u>AUGUST</u> 20 <u>24</u>	

**OFFICE USE**

Payment received	Yes	No	Not Applicable	Receipt Date:	Receipt no.:
Traffic Official					
				Signature of Traffic Official	Official Date Stamp



Enquiries: Denise Marais/Alfred Ndiweteko

FORM 03

HEALTH & SOLID WASTE MANAGEMENT

(064) 4104500  
 (064) 4104128  
 53 Swakopmund  
 NAMIBIA  
 swkmun@swkmun.com.na

**APPLICATION  
 CONDITIONAL HEALTH REGISTRATION CERTIFICATE**

Note: This Application / Permit is not valid until signed by a Health & Solid Waste Management representative.

ORGANIZATION/EVENT	(OBSTIN) GENOCIS COMMITTEE
ADDRESS	P.O. BOX 3476 SWACHTA
CONTACT NUMBER	08160 92470
EMAIL ADDRESS	ukrapai@gmail.com
NAME OF PERSON RESPONSIBLE	U. KRAMPEITZ
ADDRESS WHERE PREPARATION TAKE PLACE:	HWETA NORTH (REGBY STADIUM)
TYPE OF FOODS FOR SALE	MEAT, VEGET, PIZZA, HOT KETCH KEAT DRINK - TEA OR OTHER.
DATE/S OF EVENT	2025-02-28 - 30

**BASIC HEALTH CONDITIONS**

- All applications for events must be submitted at least 5 (five) days before date of sale and no sale may take place until a temporary registration certificate is issued by the Town Health Officer.
- The applicant must keep a record of each donor, manufacturer and supplier of every article displayed for sale.
- Every article of food must be labeled, identifying the name and address or reference number of supplier.
- All possible measures must be taken in order to protect the public health during preparation and sale of perishable products.
- Every other statutory requirement is the responsibility of the applicant.
- The applicants will be responsible to keep the immediate surroundings of their stalls in a tidy condition.

I declare to the best of my knowledge and beliefs the information made herein are true and correct.

*[Signature]*  
 SIGNATURE OF APPLICANT

U. KRAMPEITZ  
 PRINT: NAME OF APPLICANT

2024-02-06  
 DATE

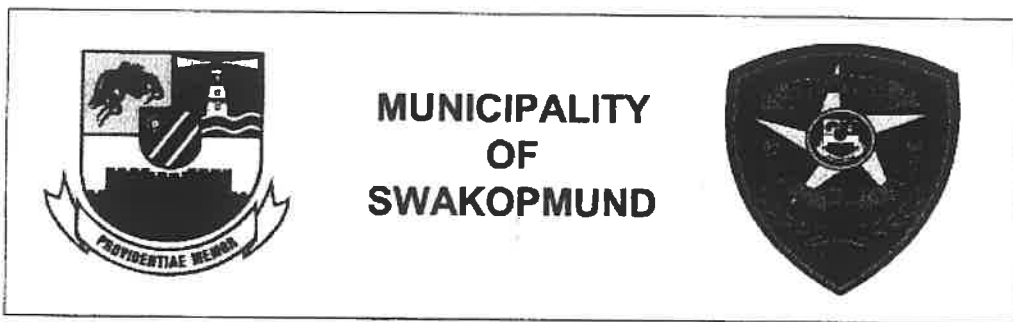
**OFFICIAL USE ONLY**

OBSERVATIONS/RECOMMENDATIONS:

APPROVED:  | REJECTED:

OFFICIAL DATE STAMP

GENERAL MANAGER : HEALTH & SWM



Enquiries: Manager: Traffic Services

P O Box 53, Swakopmund  
Tel: (064) - 4104650  
Fax: (064) - 4104131  
E-Mail: traffic@swkmun.com.na

**CERTIFICATE OF IDEMNTY**

I/We Omulungoma Uthimisa Kapera  
In my/our capacity/capacities as Chairperson of Coastal  
Committee  
of \_\_\_\_\_

Hereby unconditionally indemnify the **COUNCIL OF THE MUNICIPALITY OF SWAKOPMUND** 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 utilisation of streets, roads and/or any other land within the municipal area of Swakopmund by participants and/or authorised officials of \_\_\_\_\_

on occasion of REPARATION WORK  
to be held on (date) 2025 - 03 - 20

THUS signed at Swakopmund this 06 day of August 20 24

[Signature]  
SIGNATURE

As Witnesses

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

**TRAFFIC DEPT. : 24 HOUR STANDBY CELLPHONE NUMBERS**

**0811274330 or 0811224679**

*Please inform us in advance with any changes on the above-mentioned application.*



**EMERGENCY MANAGEMENT SERVICES DIVISION**

FORM 04

+264 64 4104637 / 4104640  
 + 264 811244161  
 53 Swakopmund  
 NAMIBIA  
 swkmun@swkmun.com.na

Enquiries: Bainga Matengu – Chief Fire Brigade Officer

**APPLICATION/PERMIT  
 CONDITIONAL FIRE PREVENTION FOR EVENT HOSTING**

Note: This Application / Permit is not valid until signed by a Chief Fire Brigade Officer representative. // A fee will be charged for this application/permit.

<b>APPLICANT/BILLING INFORMATION</b>	Coastal Services Committee		
<b>ADDRESS</b>	P.O. Box 3474 Windhoek		
<b>CONTACT NUMBER</b>	081 40 92 470		
<b>NAME OF PERSON IN CHARGE</b>	Ushimisa Kanyosi		
<b>ADDRESS OF EVENT</b>	Windhoek North (Rugby Stadium)		
<b>DATE/S OF EVENT</b>	2025-03-28-30		
<b>NUMBER OF STANDS</b>	Barbeque / Grill / Open Fire	8	Deep Fryers / Gas stoves
<b>Fire Protection</b> [Please indicate services required for your event (*)]			
Fire Brigade Inspection	<input type="checkbox"/> Fire Protection	<input type="checkbox"/> Fire Prevention & Inspection	<input type="checkbox"/> Other Services <input type="checkbox"/>
<b>Other - Please Specify:</b>			

\*If safety provisions are not sufficient for the event, additional safety provisions may be required by the Fire Brigade.

**SAFETY PROVISIONS INFORMATION FOR EVENT**

- The event applicant process begins with an application is submitted to the Fire Brigade of Swakopmund Municipality.
- The acceptance of the application shall in no way be construed as final approval.
- Permit application must be received no later than thirty (30) days prior to the actual date of event.
- An inspection to the venue is required before and/or during the event and a final approval will be used at the time of the final inspection.
- The application/permit is not valid until signed by a representative from the Fire Brigade.
- The Fire Brigade encourages the use of non-flammable material in the cooking areas and that cooking areas are not left unattended, wear proper clothing, and keep flammables away from heat sources.
- Each barbeque/grill/open fire/deep frying/gas stove users at stands/stalls shall have a portable fire extinguisher DCP/Co2, fire blanket & bucket filled with sand. The fire extinguisher must be mounted or secured so that it will not fall over, be visible and accessible and way from the cooking area and be serviced within the last year, with a service tag attached.
- Charcoal and wood barbecue cooking is prohibited inside a booth and charcoal/wood cooking shall be performed only in areas away from public access and shall be 10 feet away from permanent structure.
- Coals shall be disposed of only in metal containers that have been designed for such use and approved by the Fire Brigade
- Dumping coals in trash containers is prohibited.
- Deep fat frying (using hot oil of any kind) shall be located in a sperate enclosure where only cooking operations are performed. The top enclosure shall be open a metal screening shall be provided.

I declare to the best of my knowledge and beliefs the information made herein are true and correct.

SIGNATURE OF APPLICANT

USHIMISA KANYOSI  
 PRINT: NAME OF APPLICANT

2024-08-06  
 DATE



## **TJIKUUME KO KUAPA INVESTMENT PTY**

4135 Grootfontein Street, Mondesa, Swakopmund Namibia  
P.O.Box 3474, Vineta, Swakopmund, Namibia  
Cell : +264 81 409 2470 E-mail : ukaapehi@gmail.com

To: The Genocide Committee of Coastal Area

2025.01.10

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**Request of Security service for Genocide Reparation Work for the period of 28-30 March 2025.**

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As per the request by the Genocide Committee of Coastal Area, we can assist them for the weekend of 28-30 March 2025.

We agree to protect them with the assistance of The Namibian police.

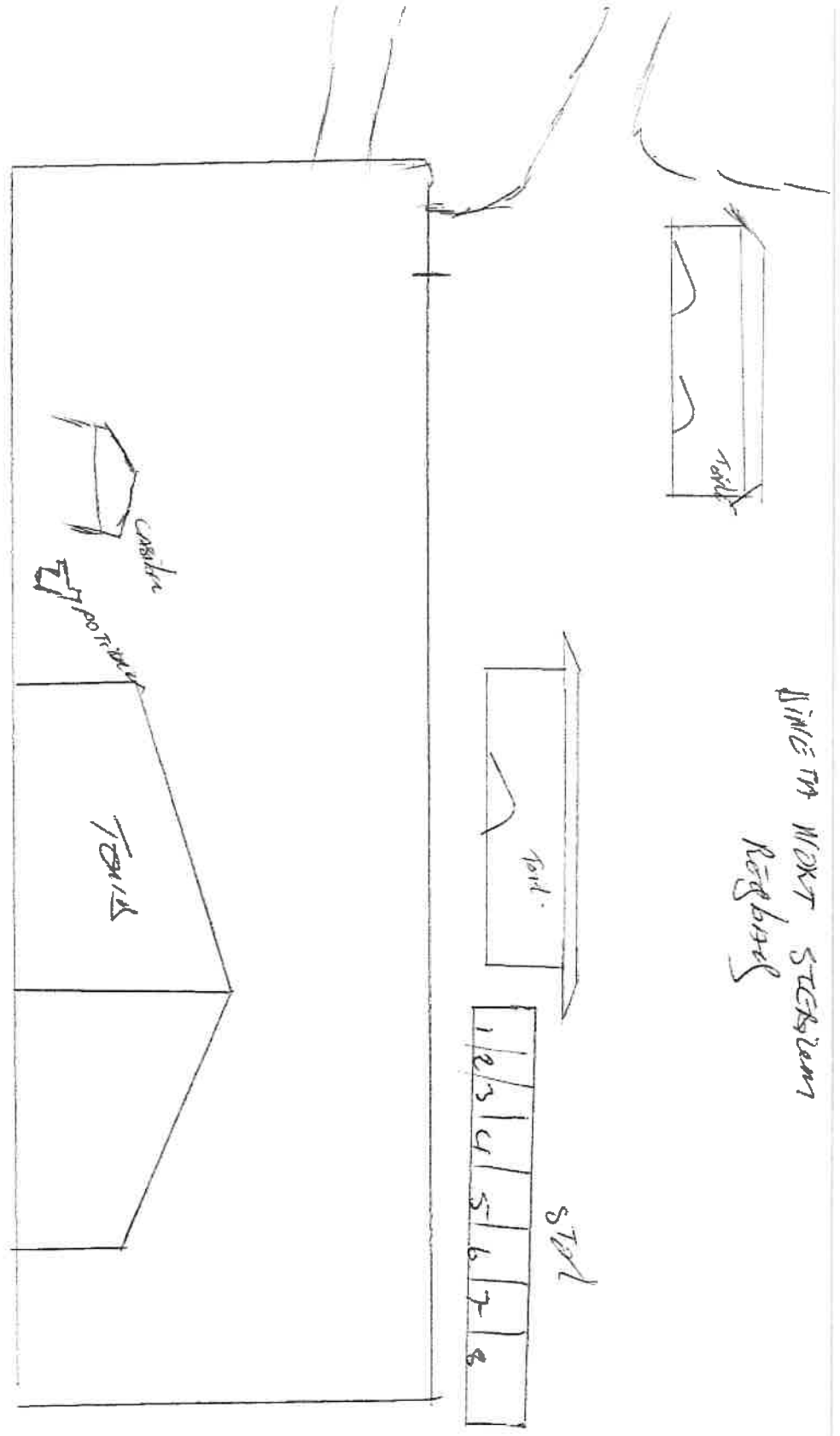
Yours Sincerely

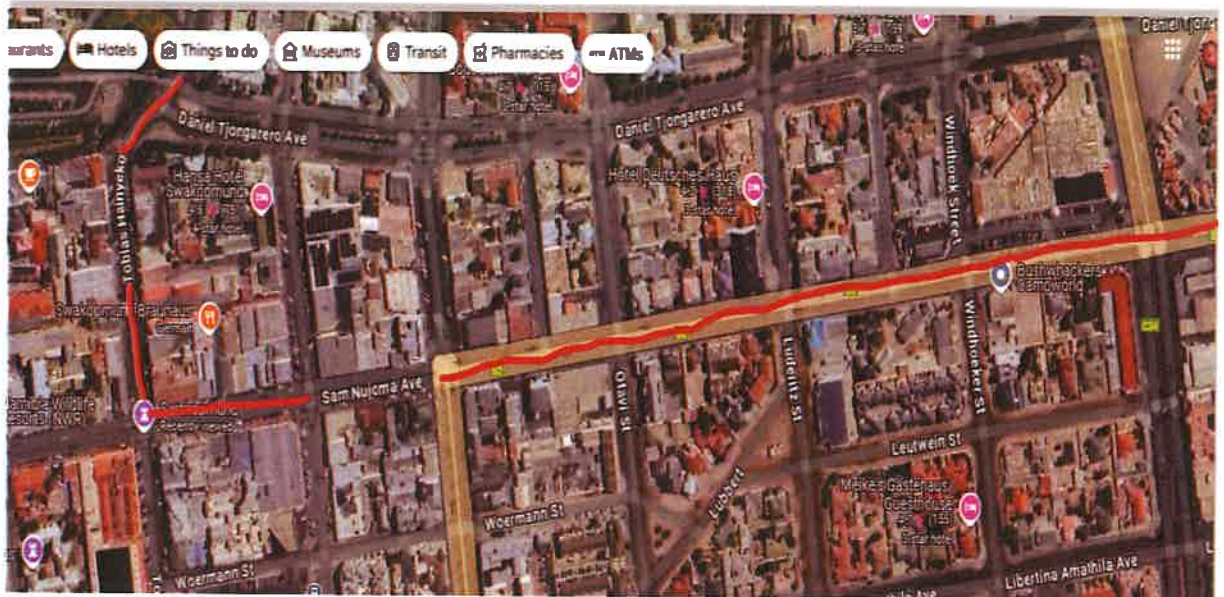
Maria Nowases

Secretary

TJIKUUME KO KUAPA INVESTMENT PTY  
CC/2023/1341  
ukaapehi@gmail.com  
Cell: 081 409 2470







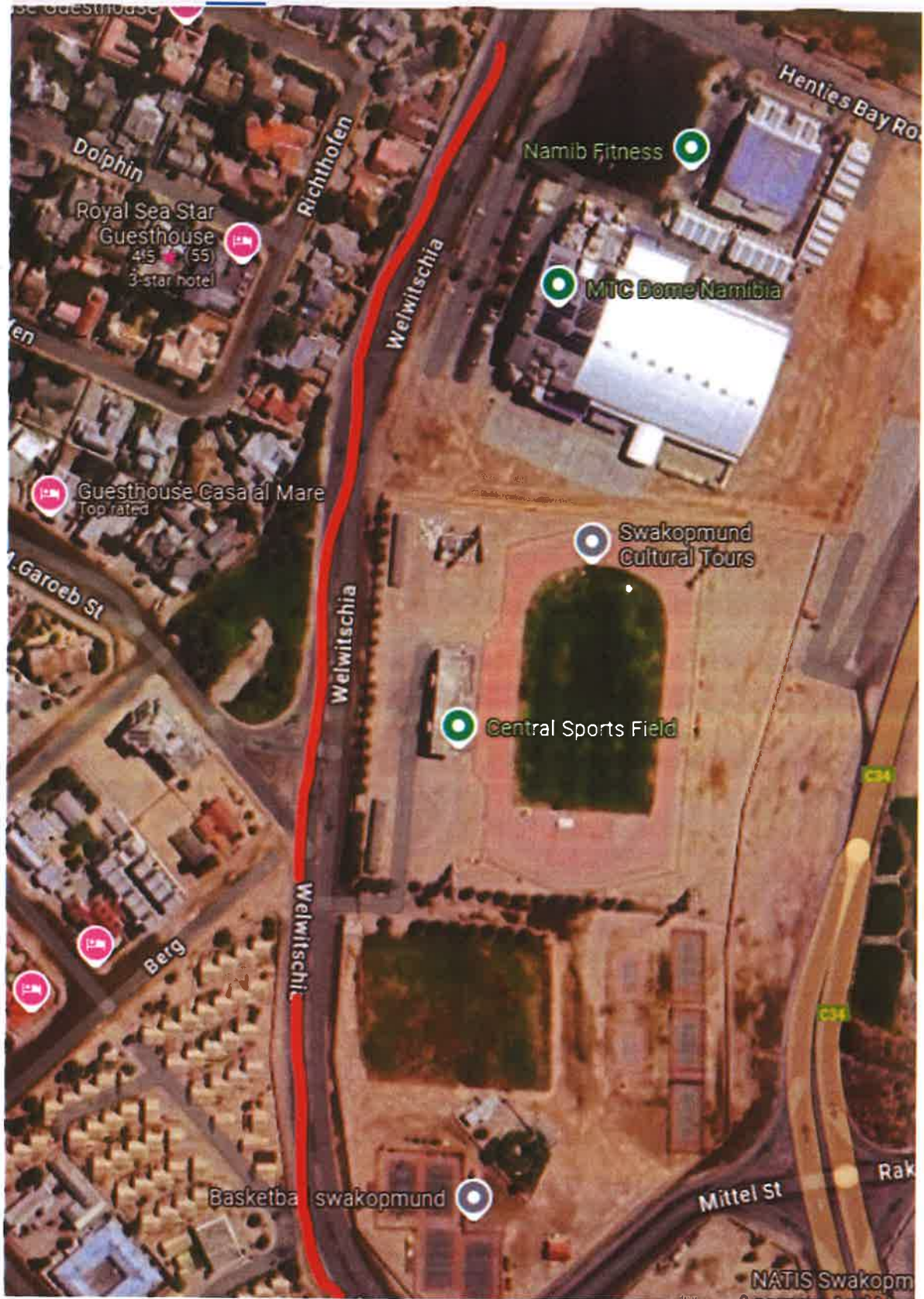
















**Preliminary Programmer- Ovaherero / Ovambanderu and Nama Reparation Walk 28-30 March 2025 Swakopmund.**

**Friday 28 March 2025**

- 14:00 -22:00**                      **Arrival of delegates (Swakopmund)**
- 19:00 – 20:00**                      **Dinner (invited delegates)**

**Saturday 29 March 2025**

- 06:00 – 07:00**                      **Groups gather at Vineta Rigby Stadium**
- Proceedings of Delegate and horse to Cemetery.**
- 08:00- 08:30**                      **Opening of Cemetery / Battle cries / Ozondangere.**
- 09:00- 11:00**                      **Raparation walk – Dr.Kuaima Riruako Ave to Dr.Sam Nuyoma to Topias Hainjeko end at stadium.**
- 11:00- 11:16**                      **Official Programmer- Swakopmund Stadium**

- = National Anthems
- = Benediction
- = Introduction remarks (Programmer Director)
- = Opening remarks (Her Worship the Mayor)
- = Welcoming Address (Hon. Governor of Erongo)
- = Flags representative
- = Event remarks, Ovaherero/Ovambanderu and Nama  
  **In the Diaspora (Bots/Rsa/Gac)**
- = Way ahead (Okandjoze Chief Assembly)
- = Vote of thanks
- = Announcements
- = Closing Prayer

## Ordinary Council Meeting - 01 April 2025



Uahimisa Kaapehi &lt;ukaapehi@erongored.com.na&gt;

To: @ Alfeus Benjamin

Cc: Blasius Goraseb &lt;bgoraseb@erongored.com.na&gt;; @ Vilho Kaulinge

Wed 3/3/2025 3:01 PM

 20250205120248585.pdf  
225 KB

Good afternoon , we the committee need ordines' so that we can discuss the future of Genocide reparation walk.  
And saving of the depositor.

Kind regards  
Uahimisa Kaapehi

Uahimisa Kaapehi  
Cashier  
Swakopmund  
15, Libertine Amathila Street

Tel: +264(64) 413600  
Fax: +264(64) 461887  
Email: [ukaapehi@erongored.com.na](mailto:ukaapehi@erongored.com.na)  
Website: <http://www.erongored.com>

## NOTICES:

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3. Please note that Erongo RED only binds itself by way of signed agreements. 'Signed' refers to a handwritten signature, excluding any signature appended by 'electronic communication'.
4. Erongo RED Company Registration Number: 2004/074

11.1.15

**UNSOLICITED APPLICATIONS: PROCESSING OF APPLICATIONS**

(C/M 2025/04/01 - 17/1/4/2/1/7, 17/1/4/2/1/11)

**Ordinary Management Committee Meeting of 17 March 2025**, Addendum **8.3** page **23** refers.

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

1. **PURPOSE OF THIS SUBMISSION**

The purpose of this submission is to confirm Council's stance regarding the processing of unsolicited applications mainly for the acquisition of land.

This item was discussed by the Investment Coordination Committee on **04 February 2025** and supported.

Special reference is made to the attached application, which was received on 15 January 2025 from Paradan Investment CC dated 16 December 2024, requesting an opportunity to discuss a real estate development (**Annexure "A"**).

2. **INTRODUCTION**

In general, Council experiences an increase in the beginning of each new year in unsolicited applications for the acquisition of land.

As a lot of time is spent compiling submissions for unsolicited applications for which Council resolutions are in place and in order not to create expectations by submitting these applications, it is necessary to confirm Council's stance in this regard.

3. **CURRENT SITUATION**

3.1 Council mainly receives applications for:

- 3.1.1 established erven (general residential, single residential, business, industrial and institutional);
- 3.1.2 townships development (low-, medium- and high income);
- 3.1.3 and business ventures the applicant deems as exceptional.

3.2 Applicants are mostly profit-generating entities which gain by speculation. Council's Mission incorporates the sale of erven, i.e.:

***"To provide safe, efficient, reliable, affordable services and infrastructure to all."***

The profits which would be generated by these profit generating entities, can rather be generated by Council in order to cross-subsidize Council's low-income projects, thereby the community at large will benefit instead of exclusive private businesses.

3.3 The following resolutions are in place for the above categories in terms whereof unsolicited applications are processed:

	<b>Established Erven</b>	<b>Township Development</b>	<b>Exceptional Proposals</b>
<b>Examples</b>	<i>Erven for general residential, single residential, business,</i>	<i>Township development for low-, medium- and high-income earners.</i>	<i>Applications out of the ordinary, such as exception business ventures in crude</i>

	<b>Established Erven</b>	<b>Township Development</b>	<b>Exceptional Proposals</b>
	industrial and institutional purposes.		oil, alternative energy generation, the gold, and diamond industry.
<b>Comments</b>	Applications for these portions of land is informed that should erven become available, such will be sold by public closed bid sale thereby affording bidders an equal and transparent opportunity to acquire land from Council. Erven zoned institutional areas are sold by inviting development proposals.	Over the years, it was proven that Council is in the best position to establish and install services to townships for sale by closed bids directly to the public.	Council's Property Policy guides not to stifle private initiative, but that exceptional proposals can be considered in terms whereof land may be sold by private treaty.
<b>Council Resolutions</b>	Although various resolutions are in place for specific erven and townships, the latest were passed by Council for <b>Single Residential:</b> 29 July 2021 item 11.1.17. <b>Business:</b> 28 March 2018, item 11.1.6 23 May 2019, item 11.1.16 25 February 2021, item 11.1.8, points (a) and (b). <b>Institutional:</b> 25 February 2021 Item 11.1.8, point (c). <b>Annexure "B"</b>	Although Council had various resolutions in place, should Council require assistance with the installation of services, development proposals will be invited, two private entities were granted an opportunity to present their proposals to Council, Council confirmed its previous standing resolutions on 14 September 2023, item 10.1 <b>Annexure "C"</b>	On <b>29 February 2024</b> under item 11.1.32 Council approved the establishment of the Investment Coordination Committee for the due analysis and consideration of private treaty applications for exceptional proposals. Applicants have to complete an investors' checklist as part of the due diligence review. <b>Annexure "D"</b>

#### 4. **PROPOSAL**

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

##### **RECOMMENDED:**

- (a) **That Council confirms that as standard operating procedure it is proposed that the Corporate and Human Capital Department determines the purpose of applications for:**
- (i) **established erven (general residential, single residential, business, industrial and institutional); and**
    - **Reply that Council will publish closed bid sales if and when erven becomes available (standard resolutions attached as Annexure "B");**
  - (ii) **townships development (low-, medium- and high income); and**
    - **Reply that Council will call for proposals should assistance be required for the establishment and or servicing of townships (standard resolutions attached as Annexure "C");**
  - (iii) **and business ventures the applicant deems as exceptional; and**
    - **Reply that the applicant completes the investors proposal check list for submission to the Investment Coordination Committee (resolution for the establishment of the standing committee is attached as Annexure "D").**
- (b) **That Paradan Investment CC be requested to confirm the purpose of their application, if other than township development, they be requested to complete the investor proposal check list for submission to the Investment Coordination Committee.**



Application by Paradan Investment CC dated 16 December 2024

*Mr. O. Hosteni*

PARADAN INVESTMENT CC  
P.O. Box 38  
Rundu, Namibia  
Cell: 081 644 3938  
E-mail: 3600.Turungem  
Reg. No. CC/2019/05540

*CE*

*Kindly deal with this matter  
through the Government Liaison  
& contact the applicant, arrange  
a meeting & recommend to  
MC as per the outcomes  
of this meeting*

**Daniel Parata**  
Managing Director  
Paradan Investment  
CC  
P.O. Box 38, Rundu  
chrisddaniel9@gmail.  
com  
0816443938

16 December 2024

The Office of the Chief Executive Officer  
Municipality of Swakopmund  
Swakopmund, Namibia



Subject: Request for a Meeting to Discuss Real Estate Development Opportunities

Dear CEO,

I hope this message finds you well. My name is Daniel, and I am the Director at Paradan Investment cc. Our Partners in the U.S.A specialize in Real Estate Development and we have a deep interest in contributing to the growth and development of Swakopmund and Namibia as a whole.

I am writing to formally request a meeting with you to discuss potential real estate development opportunities within the municipality of Swakopmund. Our aim is to collaborate with the local government and our partners from the United States of America who are interested in investing real estate in Namibia to support sustainable development aligned with the town's long-term vision. This strategic investment will create thousands of jobs during and after development. Our partners also value social responsibilities in all their operations, and this will be discussed in detail during our meeting.

We and our American partners believe that Swakopmund holds significant potential for innovative and sustainable projects that can enhance the local economy, provide employment opportunities, and improve the quality of life for its residents. During the meeting, we would like to:

1. Present our proposal and ideas for real estate projects.
2. Understand the municipality's current development priorities and regulations.
3. Explore ways to align our initiatives with Swakopmund strategic goals.

I am flexible with scheduling and would appreciate the opportunity to meet at your earliest convenience. Please let us know your available dates and times so we can adjust accordingly.

Thank you for considering this request. I look forward to the possibility of discussing how we can contribute to the ongoing development of Swakopmund. This is an opportunity we wouldn't want to miss. Please do not hesitate to contact me at 0816443938 or [chrisdaniel9@gmail.com](mailto:chrisdaniel9@gmail.com) for any further information.

Yours sincerely,



Daniel Parata

Managing Director

Paradan Investment cc

PARADAN INVESTMENT CC  
P.O. Box 38  
Rundu, Namibia  
Cell: 081 644 3938  
Erl: 8508, Tutungeni  
Reg No CC/2018/05640

## ANNEXURE "B"

## Decisions regarding the future sale of different zoned erven

11.1.6 **EXTENSION 2, MATUTURA: DAMARA TERN TRADING CC PARTNERSHIP**  
(C/M 2018/03/28 - G 3/3/2, 520, 525, Mat)

**RESOLVED:**

- (a) That Council remains with its resolution passed on 26 January 2016 under item 11.1.2.
- (b) That the erven (except those zoned "Institutional") of Extensions 1 and 2 Matutura be **sold by closed bid** sale once the installation of services is finalized and the townships are proclaimed.
- (c) That Messrs Damara Tern Trading CC and future applicants be informed of point (b) above.

11.1.16 **APPLICATION TO ACQUIRE A BUSINESS ERF LOCATED IN EXTENSION 25**  
(C/M 2019/05/23 - E 6949 M)

**RESOLVED:**

- (a) That Optimum Trading Enterprises CC be informed that their application to lease Erf 6949, Mondesa was turned down as the erf is located in Extension 25 which is being serviced by a third party in terms of an agreement whereby serviced erven will be returned to Council.
- (b) That Optimum Trading Enterprises CC be informed that Council on 30 August 2018 under item 11.1.5 (d) resolved that the erven being returned to Council by the private developers **be sold by closed bid sale**.

11.1.8 **EXTENSIONS OF MASS HOUSING PROJECT TO WHICH SERVICES WERE INSTALLED: ERVEN ZONED OTHER THAN "SINGLE RESIDENTIAL"**  
(C/M 2021/02/25 - 14/2/1/2)

**RESOLVED:**

- (a) That approval be obtained from the Ministry of Urban & Rural Development **to sell by closed bid** the following erven zoned other than "Single Residential" at an upset price of N\$156.00/m<sup>2</sup>:  
...
- (b) That the erven zoned for "Business" and "General Residential" purposes **be sold by closed bid** at an upset price of N\$156.00/m<sup>2</sup> as and when determined by the General Manager: Corporate Services & Human Capital.
- (c) That **development proposals** be called for the erven zoned "Institutional" subject to the conditions prescribed in Council's Property Policy.
- (d) That prior to every sale, the Engineering & Planning Services Department confirms whether the erven are unoccupied by informal dwellings.

11.1.17 **APPLICATION TO PURCHASE AN ERF BY PRIVATE TREATY: MS D VAN RENSBURG**  
(C/M 2021/07/29 - M4 E 399, M4 E 400, M4 E 373, M4 E 372)

**RESOLVED:**

That Ms D van Rensburg be informed that Council considered her application dated 16 June 2021 and decided to remain with its decision passed on 30 November 2017 to sell the remaining erven zoned "Single Residential" located in Extension 1, Mile 4 by **public closed bid sale**.

10.1 **PRESENTATIONS:****1. CAIRO-ATHENS DEVELOPMENT****2. MANIC CAPITAL MANAGEMENT**

(M/C 2023/09/14 - 16/1/4/2/1/14)

**RESOLVED**

(a) That Council takes note of the presentations by:

1. *Cairo-Athens Development*
2. *Manic Capital Management*

(b) That in order to ensure fair and equal treatment of all applicants for large portions of land for housing development, the two presenters be informed that Council remains with its decisions passed on 27 April 2023 under item 11.1.9 and 29 June 2023 under item 11.1.20 as conveyed to them under cover of a letter dated 08 September 2023.

(c) That in order to address the housing backlog, Council should develop a policy framework for land management and land delivery that accommodates both SME's and established developers.

Decisions mentioned in point (b) above:**30 August 2021**, under item 11.1.15 as follows:(a) *That an advert be placed in the newspapers informing the public not to submit unsolicited applications for land since all land will be advertised.*The above decision was again confirmed by Council on **27 April 2023** under item 11.1.9.11.1.9 **UNSOLICITED APPLICATIONS FOR LARGE PORTIONS OF LAND**

(C/M 2023/04/27 - 16/1/4/2/1/14)

**RESOLVED:****That Council again issues the press release regarding unsolicited applications for large portions of land for township development in terms of Council's decision passed on 30 August 2021 under item 11.1.15.**In addition to the above, on **29 June 2023** under item 11.1.20 under item (d) Council among other approved the following qualifying criteria for developers to comply with once Council invites proposals:

- (i) Relevant similar experience in township developments within the last 5 years.
- (ii) Proof of the skill and ability of professional teams involved in the execution of the development agreement.
- (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.
- (iv) A per square metre purchase price for the undeveloped sellable land; alternatively.
- (v) return of approximately 30% of land to Council after installation of services.
- (vi) The cost of houses and the erven to the public.
- (vii) That all risk and expenses be at the cost of the developer; and
- (viii) The time frame within which the development will be commenced from date of signing the development agreement and completion of the project.

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**Establishment of Investment Coordination Committee**

- 11.1.32 **PROPOSAL FOR THE ESTABLISHMENT OF AN INVESTMENT COORDINATION COMMITTEE**  
(C/M 2024/02/29 - 14/1/1/1)

**RESOLVED:**

- (a) That Council approves the establishment of the standing committee, to be known as the Investment Coordination Committee to evaluate investment proposals, unsolicited land, and infrastructural developments applications to ensure that investments are aligned with the Council strategic and development goals as outlined in the strategic plan of Council.
- (b) That the Investment Coordination Committee mentioned above in (a) be comprised of:
- *Mayor*
  - *Chairperson of the Management Committee*
  - *General Manager: Economic Development Services (Chairperson)*
  - *General Manager: Corporate Services and Human Capital (Deputy Chairperson)*
  - *General Manager: Engineering and Planning Services*
  - *Manager: Economic Development Services*
  - *Manager: Corporate Services*
  - *Manager: Finance*
  - *Manager: Town Planning*
  - *Corporate Officer of Properties*
  - *Economic Development Officer*
  - *Investment and Tourism Officer (secretary)*
- (c) That the Economic Development Services Department serves as a secretariat of the Investment Coordination Committee.
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