

# *Municipality of Swakopmund*

## **AGENDA**

### **PART 1**

## **ORDINARY COUNCIL MEETING**

ON

THURSDAY

**31 OCTOBER 2024**

AT

19:00



**CONTACT US:**

Telephone: +264 64 410 4206

Email: [akahuika@swkmun.com.na](mailto:akahuika@swkmun.com.na)

Website: [www.swkmun.com.na](http://www.swkmun.com.na)



+264 64 410 4206 | akahuika@swkmun.com.na | P O Box 53, Swakopmund, Namibia

(064) 4104206

53 Swakopmund  
NAMIBIA

[akahuika@swkmun.com.na](mailto:akahuika@swkmun.com.na)

Ref No 5/2/1/1/2

Enquiries: Aloysia Kahuika

22 October 2024

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** : **THURSDAY, 31 OCTOBER 2024**

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

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

**MPASI HAINGURA**  
**CHIEF EXECUTIVE OFFICER (ACTING)**

Ak/



**INDEX**

1. **OPENING BY PRAYER, IF SO DESIRED**

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

---
3. **APPLICATIONS FOR LEAVE OF ABSENCE BY MEMBERS OF COUNCIL**

---
4. **CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING OF COUNCIL**  
(C/M 2024/10/31 - 5/2/1/1/2)
  - 4.1 Minutes of the **Ordinary Council Meeting** held on **08 October 2024**.  
(pp 143/2024 - 171/2024)

---
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**

---

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 OCTOBER 2024**

		PAGE
10.(A)	Minutes of the Ordinary <b>Management Committee Meeting</b> held on <b>17 October 2024</b>	35

---



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

ITEM NO	SUBJECT	REF NO	PAGE
11.1.1	Report Of The Proposals Received In Respect Of The Expression Of Interest For The Management Of Swakopmund Emergency Shelter	T 610	36
11.1.2	Proposal For The Relocation Of Fish Cleaning Facility From Erf 955, Swakopmund	E 2809; E 955	39
11.1.3	Erf 9628, Extension 25: Assessment Of Development Proposal Received For Erf Zoned "Institutional"	E 9628	51
11.1.4	Development Proposals Received: Allocation Of Erf 4911, Swakopmund To Qualifying Institution	E 4911	60
11.1.5	Installation Of Services For Extension 32 Kramersdorf	16/1/4/3/2	71
11.1.6	Permanent Closure Of Erf 3352, Swakopmund, Extension 9 As A "Public Open Space" And Rezoning Of Erf 3346, Swakopmund Extension 9 From "Institutional" To "Local Business" With A Bulk Of 1 And Consolidation Of Erven 3345, 3346 And 3352, Swakopmund Extension 9 Into Consolidated Erf X	E 3345, E 3346, E3352	74
11.1.7	Swakopmund Practical Shooting Club: New Lease Period	13/3/1/5	100
11.1.8	Sale Of Portion Of Land: 1. Avagro-Sustainable Agricultural Solutions (Pty) Ltd (Owner Of Farm 178) 2. Sofia Elisabet Van Heerden (Owner Of Farm 179)	16/1/4/2/1/11 , G2 (11); G2 (14)	107
11.1.9	Erf 5229, Extension 15, Swakopmund: 1. Sale Cancellation 2. Future Sale By Inviting Development Proposals	E 5229	122
11.1.10	Odula Hydrogen (Pty) Ltd: Application For Land For Green Hydrogen	16/1/4/2/1/13	128
11.1.11	Oasis Oil Refinery (Pty) Ltd: Application For Land For Crude Oil Refinery	16/1/4/2/1/13	138
11.1.12	Account Holders Receiving Social And Disability Grants	3/11/1/2/1/6	145
11.1.13	Financial Year End - 2023 / 2024	3/1/1/1/1	148
11.1.14	Swakopmund Tourism Information Cc: Renewal Of The Lease Agreement Of An Area Of The Pavement Opposite Erf 228c Swakopmund	E 228C	150
11.1.15	Council Resolutions: January To June 2024	5/2/1/1/2	154
11.1.16	Application To Council To Make Available Council Properties For General Advertising	7/2/1	156
11.1.17	Unapproved Additions To Structure On Erf 10041, Swakopmund, Extension 17	E 10041	169
11.1.18	Request Funds For Urban Agriculture	17/5/3	194
11.1.19	Application From MTC Dome To Donate Two (2) Erven To Para-Athletes (Mr Chris Kinda And Mr Kelvin Goagoseb)	E 7602, E 7619, 14/2/1/2	203
11.1.20	40/40 (Credit-Link) Housing Project: Request To Use An Independent Contractor: Erf 1309, Matutura, Extension 7 - Ms Albertina Nanyebo	E 1309 M	210
11.1.21	Application To Cancel Pre-Emptive Right And Transfer Erf 7001, Swakopmund, Extension 26 Build Together Phase I	E 7001	217

12. **REPORTS AND RECOMMENDATIONS OF COMMITTEES OR THE CHIEF EXECUTIVE OFFICER**

None.

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

None.

143 / 2024

**MINUTES**

of an **Ordinary Council Meeting** held in the Council Chambers, Municipal Head Office, Swakopmund on **Tuesday, 08 October 2024** at **19:00**.

**PRESENT:**

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

**OFFICIALS:**

Mr A Benjamin	:	Chief Executive Officer
Mr M Haingura	:	General Manager of Corporate Services & HC
Mr V S Kaulinge	:	General Manager of Economic Development Services
Mr C McClune	:	General Manager of Engineering and Planning Services
Mr H !Naruseb	:	General Manager of Finance
Mr A Kationdorozu	:	General Manager of Health Services and SWM (Acting)
Mr U Tjurutue	:	Corporate Officer of Administration
Ms A Kahuika	:	Administration Officer of Administration

**ALSO PRESENT:**

Five (5) members of the public and the Junior Town Council.

**1. OPENING BY PRAYER**

Pastor de Wet opened the meeting with scripture reading and prayer.

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

(C/M 2024/10/08 - 5/2/1/1/2)

On the proposal of Councillor P Shimhanda seconded by Councillor W O Groenewald, it was:

**RESOLVED:**

**That the agenda be adopted.**

<p><b>M:CS</b> <b>GM: CS&amp;HC</b></p>
---

144 / 2024

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

3.1 Application for leave of absence:

Councillor S M Kautondokwa - Approved

3.2 Declaration of interest:

None.

4. **CONFIRMATION OF MINUTES**

(C/M 2024/10/08 - 5/2/1/1/2)

4.1 **MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 03 SEPTEMBER 2024**

(C/M 2024/10/08 - 5/2/1/1/2)

On the proposal of Councillor P Shimhanda seconded by Councillor W O Groenewald, it was:

**RESOLVED:**

<p>M:CS GM: CS&amp;HC</p>
-------------------------------

**That the minutes of the Ordinary Council Meeting held on 03 September 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 2024/10/08 - 5/5/2)

*Honourable Councillors, The Chief Executive Officer, Mr. Alfeus Benjamin, General managers, Managers and officials of Council, Pastor, Members of the Junior Town Council, Members of the Community, Members of the media, Ladies and gentlemen*

**Good evening once again.**

*On behalf of the Council, I am pleased to provide an update on our activities for the month of September.*

145 / 2024

*Before we proceed, I would like to sincerely apologize for the postponement of this meeting. We greatly appreciate your understanding and thank you for joining us tonight.*

*Let's now proceed with the highlights and developments of the past month.*

**Honourable Councillors, Ladies and gentlemen**

**1. International Trips**

*The Mayor and the Chief Executive Officer participated at the BRICS Urban Future Forum as from 18-20 September in Moscow Russia.*

*During this trip, we had the privilege of engaging in high-level discussions on global economic trends, exploring the latest and most effective technological innovations and solutions for the development of "Smart Cities" and megacities. These discussions also covered investment opportunities and sustainable development strategies within the BRICS framework, offering valuable insights into how Swakopmund can align with international best practices in urban growth and sustainability.*

*We believe that anything that advances the development of our town is of paramount importance. To obtain and share first-hand, accurate information, we make it a priority to personally attend events where global innovations are discussed. We are committed to avoiding reliance on second-hand information that may have lost its value through communication filters.*

**Ladies and gentlemen**

*Following our fruitful engagements in Russia, where we discussed global economic trends and smart city developments, we continued our mission to China. There, we further explored innovative technological solutions and expanded discussions on investment opportunities, particularly focusing on sustainable urban development.*

*The Swakopmund delegation, consisting of Her Worship, Mayor Dina Namubes, Chairperson of the Management Committee Blasius IGoraseb, and Chief Executive Officer Mr. Alfeus Benjamin, visited Fuzhou City and Nanchang, the provincial capital of Jiangxi Province.*

*We were invited to attend the official opening of the Tang Xianzu International Theatre Exchange Month, following a virtual meeting held between Swakopmund and Fuzhou City in August 2024. This visit marks another step forward in strengthening cultural and economic ties between the two cities.*

*Consequently, on the 28<sup>th</sup> of September 2024, the Swakopmund Municipal Council signed a strategic cooperation agreement with Fuzhou City in the Jiangxi Province of China. As Swakopmund is located between the Atlantic Ocean and the Namib Desert, Fuzhou City is located between perennial rivers and the forest, and is home to the Poyang Lake, which is the largest freshwater lake in China.*

**Six key cooperation areas were identified as follows:**

- Urban Planning & Management
- Infrastructure development
- Building material manufacturing
- Water Projects
- New Energy Projects
- Ecological restoration & sustainability projects (Zero waste initiatives)
- Priority Development Areas



146 / 2024

- Citizen, visitor and Tourist safety (Expand CCTV coverage and setup monitoring Centre)
- Accelerate land development (Create local capacity - Empower SMEs)
- Improve Urban Planning efforts (Revise Structure Plan for alignment with Vision)
- City of Adventure (Better utilize beach areas - Create an Island - Dubai style)
- Decrease housing costs (Setup Manufacturing Plant for housing materials)
- Smart Infrastructure Projects (Monitoring of key Infrastructure)
- Education (study exchange programs between the two cities)

We look forward to implementing the best practices learned from our more developed counterparts across the globe to enhance the quality of life and bring tangible improvements to the people of Swakopmund.

## 2. In local news

### **Cultural heritage**

Heritage Week, held from **16-22 September 2024** showcased a range of activities and events, including traditional music and dance performances, art exhibitions, cultural storytelling, and food fairs. The week-long celebration aimed to not only honor Namibia's heritage but also encourage younger generations to engage with and take pride in their cultural identities.

This year's theme "Culture is Community, and Community is Culture", reminds us that our cultural traditions and practices are the heart of who we are as a community.

As Swakopmund, we embrace the idea that when we nurture our cultural traditions, we nurture the strength and identity of our town.

### **Honourable Councillors, Ladies and gentlemen**

In the spirit of cultural heritage and celebrations, I am also pleased to announce that the annual Kuska event was a success this year as well. The week-long event which took place as from 19-28 September was indeed remarkable.

The Kuska event, a long-standing cultural celebration, attracted both local residents and visitors from various regions of Namibia and abroad. It featured traditional German music, dance performances, food stalls, and games, giving attendees an authentic experience of German heritage. The event's significance was further amplified by its ability to celebrate Swakopmund's unique historical ties with German culture while promoting inclusivity.

The event successfully brought together a diverse group of people, fostering a spirit of cultural exchange.

This event amongst many other cultural events hosted in our town solidifies Swakopmund's position as a hub for cultural celebrations. It had a positive economic impact, promoted cultural exchange, and provided an opportunity for the community to come together. Moving forward, we are optimistic about building on this momentum for future event

### **Honourable Councillors, Ladies and gentlemen**

We will now move on with the agenda and the deliberations. I wish to request with that said, may we move on to the agenda points.

Thank you for your attention, and I look forward to our continued collaboration.

**MAYOR**

147 / 2024

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 SEPTEMBER 2024**

(C/M 2024/10/08 - 5/2/1/1/2)

**RESOLVED:**

M:CS GM: CS&HC
-------------------

That the report to the Council on the resolutions taken by Management Committee meetings held on 03 September 2024, 12 September 2024 and 24 September 2024 be noted.

11. **RECOMMENDATIONS OF THE MANAGEMENT COMMITTEE MEETING HELD DURING SEPTEMBER 2024**

11.1 **MANAGEMENT COMMITTEE MEETING HELD ON 03 SEPTEMBER 2024, 12 SEPTEMBER 2024 AND 24 SEPTEMBER 2024**

11.1.1 **AUDIENCE: ROCKET INVESTMENTS CC - NEW PROPOSAL FOR THE JETTY LEASE AGREEMENT AND CONDITIONS ASSESSMENT**

(C/M 2024/10/08 - 16/2/10/1; 13/3/1/1)

**RESOLVED:**

- (a) That the Council takes note of the following:
- (i) *The presentation by Rocket Investment CC regarding the status and proposal for the continued operation and maintenance of the Jetty development;*
  - (ii) *The various issues pointed out by Engineering & Planning Services in the submission tabled to the Management Committee of 16 May 2024 under item 7.2; and*
  - (iii) *The recommendation (Annexure "C") which was proposed to ensure the ongoing operation and maintenance of the Jetty.*
- (b) That Council further acknowledges the challenges faced by Rocket Investment cc in maintaining the Jetty.
- (c) That Council seeks a qualified legal opinion from the Legal Firm that drafted the current lease agreement on the potential implications for alternative options that might be explored with the sole intention of saving the Jetty.
- (d) That a Special Management Committee be convened for further deliberation on the Jetty situation.

11.1.2 **TOILET CONSTRUCTION IN DRC INFORMAL SETTLEMENT**

(C/M 2024/10/08 - 14/2/8/2, 16/1/4/2/1/14, 14/1/3/1, 16/2/5/1/1)

**RESOLVED:**

- (a) That the Council takes note of the offer received from Innv8e to construct toilets on loan for the interested residents of the DRC informal settlement.

148 / 2024

- (b) That permission be granted to Innv8e to construct toilets on serviced ervens in DRC informal settlement (Extension 27,29 and 30 DRC Proper).
- (c) That permission be granted to Innv8e to access the database with information about residents who have acquired their ownership status.
- (d) That the owners be notified/informed about the toilet construction project and the terms and conditions associated with the project.
- (e) That the Engineering & Planning Services Department approves the allocation of the toilets at the ervens that have acquired their full land ownership status in the serviced areas of DRC Informal settlement.
- (f) That the Engineering & Planning Services Department analyse and approve building plans for the toilets to be constructed.
- (g) That the service provider or contractor carries out an affordability assessment before commencing with the toilet construction in the DRC informal settlement.

---

11.1.3 **ERF 4888, SWAKOPMUND: APPLICATION TO WAIVE PRE-EMPTIVE RIGHT**  
(C/M 2024/10/08 - E 4888)

**RESOLVED:**

That the Council considers the merit of the closing of business operations in Namibia and the permanent relocation of the heirs to the estate of late Fredrich Wilhelm Weber (Snr) to South Africa and waives the pre-emptive right registered against the title deed of Erf 4888, Swakopmund to allow Executive Trading Fifty-Two CC to sell its undivided erf to a third party.

---

11.1.4 **APPLICATION FOR THE REZONING OF ERF 8443, SWAKOPMUND, EXTENSION 31 FROM "LOCAL AUTHORITY" TO "AUTHORITY"**  
(C/M 2024/10/08 - E 8443)

**RESOLVED:**

- (a) That the rezoning of the Erf 8443, Swakopmund, Extension 31 from "Local Authority" to "Authority" be approved.
  - (b) That the rezoning of Er 8443, Swakopmund, Extension 31 is not 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.
  - (c) That all the parking be provided on-site in line with the Swakopmund Zoning Scheme and no parking on street reserve; shall be tolerated.
-



149 / 2024

11.1.5 **REQUEST FOR APPROVAL OF OPERATIONAL ADJUSTMENTS AND FACILITY UPGRADES AT NORTHERN BEACH RECREATIONAL FACILITY**  
(C/M 2024/10/08 - 14/2/4/1)

**RESOLVED:**

- (a) That the Council takes note of the request for operational adjustments at the Northern Beach Recreational Facility.
- (b) That the Council grants permission to reduce the rental fee for the premises by 50% from N\$800.00 to N\$400.00 to alleviate the financial burden on the lessee.
- (c) That the Council does not approve the request to provide cleaning materials but grants permission to implement a charge of N\$3.00 per toilet use instead to generate income for the lessee for maintenance.
- (d) That the Council does not approve the request to extend operating hours from 20:00 to 22:00 on long weekends, public holidays, and festive seasons to accommodate visitors.
- (e) That the Council increases the current rate to N\$80.00 per braai stand and encourages the lessee to host private events to boost the revenue and remain in business.
- (f) That the Council permits the installation of an outside sink tap at the premise to provide added convenience for customers/facility users and that the cost be carried by the lessee.

11.1.6 **PROGRESS REPORT OF THE 3 INCOMPLETE HOUSES AND THE 12 REMAINING VACANT ERVEN UNDER THE 40/40 (CREDIT-LINK) HOUSING PROJECT**  
(C/M 2024/10/08 - 14/2/1/2)

**RESOLVED:**

- (a) That the Council approves that the remaining erven be allocated to beneficiaries who are first-time homeowners and have made housing applications, i.e. the applicant should appear on the Master Waiting List (MWL) regardless of the year of application.
- (b) That a newspaper advert be published to invite interested applicants to submit their bank pre-approvals from their financial institutions for possible allocation of the remaining vacant erven.
- (c) That a deeds search be undertaken by the transferring attorneys to confirm first-time homeownership status.
- (d) That should it be found that an applicant is not a first-time homeowner after signing the sworn declaration, the transaction be cancelled, and payments made by the purchaser in respect of the sale be forfeited to the Council.



150 / 2024

11.1.7

**EAGLE CHRISTIAN CENTRE: PROGRESS OF CONSTRUCTION ON ERF 4443, EXTENSION 9, SWAKOPMUND**

(C/M 2024/10/08 - E 4443)

**RESOLVED:**

- (a) That the Council takes note of the explanation and progress provided by Eagle Christian Centre in their letter dated 29 June 2024 on the development of the church building on Erf 4443, Swakopmund.
- (b) That the Council takes note that the initial completion date for the construction of facilities was 20 July 2019 (being 5 years from the signature date of the deed of sale).
- (c) That Council takes note of the anticipated completion period provided by the Engineering and Planning Department based on their estimation, i.e. by 31 October 2024.
- (d) That a fourth (4<sup>th</sup>) extension of time be granted to Eagle Christian Centre for construction and completion (i.e. to such extent that a completion certificate can be issued) of a church building on Erf 4443, Swakopmund.
- (e) That an addendum to the Deed of Sale be compiled to amend clause 7.3.2 by granting an additional period of 4 months from 01 August 2024, i.e. to 30 November 2024.

11.1.8

**FEEDBACK ON 63 SINGLE RESIDENTIAL ERVEN ALLOCATED TO SWAKOP URANIUM EMPLOYEES IN EXT 25, SWAKOPMUND**

(C/M 2024/10/08 - 16/1/4/2/1/14)

**RESOLVED:**

- (a) That the Council takes note of the nineteen (19) applications from SU employees received on 17 May 2024, 18 July 2024, and 3 August 2024.
- (b) That the Council approves the allocation of nineteen (19) Single Residential erven in Extension 25 Swakopmund, to the following SU employees who submitted the required documents on 17 May 2024, 18 July 2024, and 3 August 2024 as follows:

1	Sam Kashikuka Shiyute	6917	400	NAD72 000.00
2	Ndeshipanda Ndafewa Neshuku	6919	400	NAD72 000.00
3	Frans Shipituleni Kandadi	6922	400	NAD 72 000.00
4	Isaskar Turyoleni Ellakim	6923	400	NAD 72 000.00
5	Petrus Amakali	6924	400	NAD 72 000.00
6	Thomas Mekondjo Uushona & Irya Penombill Shikongo	6925	400	NAD 72 000.00
7	Sidney Petrus Andreas	6927	400	NAD 72 000.00
8	Seth Homeboy Manga	6929	400	NAD 72 000.00
9	Asser Shillpishiwa Nghifitikeko	6930	400	NAD 72 000.00
10	Lukius Futo Shipandeni Shilongo	6931	400	NAD 72 000.00

151 / 2024

11	<b>Richardo Nghishiweni Thomas</b>	6932	400	NAD 72 000.00
12	<b>Johannes Inekela Kuyuhwa</b>	6933	400	NAD 72 000.00
13	<b>Lerato Khitango T Heibes</b>	6934	400	NAD 72 000.00
14	<b>Mikael Amweenye</b>	6935	400	NAD 72 000.00
15	<b>Ernst Keib</b>	6937	400	NAD 72 000.00
16	<b>Denzel Xoagus</b>	6940	400	NAD 72 000.00
17	<b>Parastus O Nuuyoma</b>	6941	400	NAD 72 000.00
18	<b>Jannetha Adella Kalomo</b>	6942	400	NAD 72 000.00
19	<b>Martin Ipinge Atsipara</b>	6943	400	NAD 72 000.00

- (c) That the remaining two (2) erven be allocated to other SU employees as they submit the required documents.
- (d) That the purchase price and all other conditions of sale as determined at the initial allocation remain enforceable.

11.1.9

**FEEDBACK ON SURVEY OF INFORMAL SETTLERS IN EXTENSION 28 AND 31 SOUTH, SWAKOPMUND**

(C/M 2024/10/08 - 16/1/4/2/1/14)

**RESOLVED:**

- (a) That it be noted that the erven in Extensions 28 and 31 South of Swakopmund were serviced with government funds and must accordingly be donated to the beneficiaries on the Master Waiting List/residents occupying those erven based on affordability assessment.
- (b) That the statistics of overspill residents and unauthorized occupants be submitted to the Council for consideration after the registration/updating of income.
- (c) That the overspill residents and unauthorized occupants in Extensions 27, 29, and 30 with high and middle income be a priority during the allocation of erven in Extension 28 and Extension 31 South.
- (d) That the overspill residents and unauthorized occupants in Extensions 27, 28, 29, 30, and 31 South earning below N\$3 000.00 be relocated to the Northern Wedge once the site is ready for occupation.
- (e) That the overspill residents with high and middle income in Extensions 27, 29, and 30, whose erven have been merged and who subsequently have no erven be prioritized in Ext. 28 and 31 South upon meeting the requirement in point (c) above.
- (f) That the overspill and unauthorized residents in Extensions 27, 29, and 30, mentioned in point (c) and point (e) above, with high and middle income be allocated with alternative erven at the Northern Wedge area when the site is ready for occupation, should the need arise.

152 / 2024

1.1.10

**APPLICATION BY MS. SHIYEPO AMALIA ON BEHALF OF MR. M YETA TO PURCHASE A SINGLE RESIDENTIAL ERF**

(C/M 2024/10/08 - E 8565, 16/1/4/2/1/14)

**RESOLVED:**

- (a) That the Council approves the application of Ms Shiyepo Amalia on behalf of Mr Yeta "Annexure A" (on file) to purchase Erf 8565, Swakopmund, Extension 31 North.
- (b) That the Council takes note that Mr. Yeta is medically confirmed as paralyzed due to serious injuries sustained during an accident on 10 July 2023.
- (c) That the Council approves the sale of Erf 8565, Swakopmund, Extension 31 north, 315m<sup>2</sup> in extent to Mr Yeta at the development cost of N\$150.00/m<sup>2</sup> and a total purchase price of N\$47 250.00 based on the installation of services.
- (d) That the following standard conditions of sale be applicable:
- (i) *That the proposed sale be published in terms of section 63 of the Local Authorities Act, Act 23 of 1992, as amended, and subsequent thereto approval be requested from the Ministry of Urban and Rural Development.*
  - (ii) *That all costs for the sale be for the account of the purchaser, such as (but not limited to) the cost for the compilation of the deed of sale and transfer registration.*
  - (iii) *That the period to secure the purchase price by Mr Yeta be 120 days from the date of ministerial approval.*
  - (iv) *The property must either be paid in cash or secured by bank guarantee within the 4 months. If not paid in cash and no bank guarantee is in place at the expiry of the period, the transaction be cancelled.*
  - (v) *If a bank guarantee is in place, but the property is not transferred within the 4 months, penalty interest accrues from the date of the offer until the date of transfer.*
  - (vi) *That construction of a house on the said erf be completed within 24 months after Ministerial approval has been granted and the full purchase price is settled.*
  - (i) *That Mr Yeta may not sell Erf 8565, Swakopmund, Extension 31 North within 10 years after the transfer. If Mr Yeta needs to sell the unimproved erf, it must first be offered to Council at the original purchase price.*
  - (viii) *That once a house has been built on the erf, and a completion certificate has been issued by the Engineering and Planning Services Department, the owner must occupy the house for 10 years before they are permitted to sell it without offering it to Council first.*
- (f) That the Council takes note that the Motor Vehicle Accident Fund of Namibia (MVA) will construct a single-room house with an en-suite bathroom for Mr Yeta.

153 / 2024

11.1.11 **REQUEST TO LEASE THE WOERMANN HAUS PREMISES: IGS ENGINEERS NAMIBIA CC**  
(C/M 2024/10/08 - 13/3/1/3)

**RESOLVED:**

- (a) That the Council takes note of the application by IGS Engineers Namibia CC to lease the Woermann Haus premises for office space and to maintain the building for commercial purposes.
- (b) That the Council declines the request from IGS Engineers Namibia CC to lease the Woermann Haus premises pending the approval to proceed with the sale of the building.
- (c) That the Council takes note that the purpose for the lease of rooms at the Woermann Haus is for community-based / non-profit ventures and not for commercial purposes and that once clarity is received regarding the future sale of the Woermann Haus premises, the Council decides on the way forward.

11.1.12 **APPLICATION BY MR. PATRICK VIHANGA FOR WAIVER OF THE PRE-EMPTIVE RIGHT OVER ERF 7688, SWAKOPMUND, EXTENSION 28**  
(C/M 2024/10/08 - E 7688)

**RESOLVED:**

- (a) That Council waives the 10-year restriction over Erf 7688 Swakopmund, Extension 28 to allow Mr Vihanga to sell the said erf to Mr and Mrs Kativa.
- (b) That the donation of Erf 7688 be revoked and that Mr. Vihanga be requested to pay the Council back the full development cost which is N\$102,000.00.
- (c) That Ministerial consent be obtained to allow Mr. Vihanga to sell Erf 7688, Swakopmund, Extension 28 to the third party, Mr. and Mrs. Kativa.
- (d) That Mr Vihanga be informed that he no longer qualifies for allocation of an erf under the low-cost housing projects, as he is no longer a first-time property owner.

11.1.13 **APPLICATION TO CANCEL PRE-EMPTIVE RIGHT TO SELL TO THIRD PARTY: ANGAMBA // HAIMBONDI, ERF 4045, MONDESA**  
(C/M 2024/10/08 - M 4045;14/2/1/2)

**RESOLVED:**

- (a) That the Council approves to waive the pre-emptive right over Erf 4045, Mondesa by allowing Mr Angamba to sell the erf to Mr Haimbondi based on Mr. Angamba being unemployed and experiencing financial difficulties and money has been exchanged between the two parties.
- (b) That the Council takes note that Mr Haimbondi already owns Erf 702, Mondesa, Extension 2, and is not a first-time-homeowner.
- (c) That the donation of Erf 4045 be revoked and the land value of N\$68,000.00 be paid back to the Council by Mr. Angamba.



154 / 2024

- (d) That the N\$68,000.00 be deducted from the remaining amount of N\$120,000.00 which must be paid to Mr Angamba by Mr Haimbondi.
- (e) That NHE issues the title deed to Mr Haimbondi after the full amount of N\$68,000.00 is recovered by the Council for the land value.

11.1.14 **REQUEST FOR REFUND FOLLOWING DAMAGE TO INFORMAL STRUCTURE**  
(C/M 2024/10/08 - 4/2/4/1/6)

**RESOLVED:**

- (a) That the Council takes note of the letter from Ms Foibe Shakela in which she narrates the damage to her property caused by Mr Petrus Nambinga.
- (b) That the Council approves an amount of N\$14,075.57 as a refund to Ms. Foibe Shakela for the damages caused by Mr Petrus Nambinga.
- (c) That, the General Manager of Finance identifies the Vote from which funds will be defrayed to refund Ms Flobe Shakela as referred to in (b).

11.1.15 **DELAYED TRANSFER OF ERF 3620, KUHNAST FLATS, SWAKOPMUND: CLOSED BID SALE OF 29 SEPTEMBER 2023**  
(C/M 2024/10/08 - E 3620 S)

**RESOLVED:**

- (a) That the Council takes note that Erf 3620, Swakopmund was created by the subdivision of Erf 1773, Swakopmund on 11 May 1987 and that on 27 October 1987 Swanepoel and Kinghorn was instructed to register the newly created erf.
- (b) That the Council takes note that the registration of Erf 3620, Swakopmund is being reviewed for finalization and that should any additional costs be incurred for the registration, such as obtaining true copies of the original subdivision certificate and diagrams, the cost be for the Council.
- (c) That the Council waives the rates and taxes levied on the account of PSS from the first month following the purchase of Erf 3620, Swakopmund i.e. October 2023 and that rates and taxes only be levied from the first month following the registration of Erf 3620, Swakopmund as a transferable and rateable erf.
- (d) That the penalty interest applicable in terms of clause 2.6 of the deed of sale which accrued from 31 January 2024 to date, be waived and only be levied from the date Erf 3620, Swakopmund is registered as a transferable erf.

155 / 2024

11.1.16 **GREEN METALS REFINING NAMIBIA (PTY) LTD: APPLICATION FOR LAND FOR NOXIOUS INDUSTRY**  
(C/M 2024/10/08 - 16/1/4/2/1/13)

**RESOLVED:**

- (a) That the Council *in principle* approves the allocation of a portion of land measuring approximately 100 Ha at zone E of the Structure Plan 2020 - 2040 to Green Metals Refining Namibia (Pty) Ltd for the establishment of a battery-grade manganese processing facility and sulphuric acid production plant; subject to/on condition that an independent environmental impact/ risks assessment is done by the applicant's account for consideration by the Council.
- (b) That should the Council approve/accept the outcome of the study in (a) to have minimal risks to the environment and health, the conditions of sale and purchase price be finalized based on the decisions passed for Ecobond Namibia Services CC and HDF Energy Namibia (which were shared with Green Metals Refining Namibia (Pty) Ltd during October 2023).
- (c) That the Council does not approve the application to lease the portion of land without the option of concluding the deed of sale agreement unless it is an interim arrangement to commence with the project while the subdivision and zoning of the portion of Zone E are in process.
- (d) That Green Metals Refining Namibia (Pty) Ltd accepts that no rights will accrue to them from the Council's resolution unless all the relevant conditions of the Local Authorities Act, Act 23 of 1992, as amended, the Urban and Regional Planning Act, Act 5 of 2018 and the Property Policy are complied with in full and all the relevant authorities have given the necessary permission, if applicable.
- (e) That all costs for the application is for the account of Green Metals Refining Namibia (Pty) Ltd and Council be indemnified against any risks.

---

11.1.17 **REVIEW AND APPROVAL OF DRAFT MEMORANDUM OF UNDERSTANDING (MOU) WITH THE INTERNATIONAL UNIVERSITY OF MANAGEMENT (IUM)**  
(C/M 2024/10/08 - 5/2/4/5)

**RESOLVED:**

- (a) That the Council reviews and approves the draft MoU between the Municipality of Swakopmund and the International University of Management.
  - (b) That the Council authorizes the Chief Executive Officer, and the Chairperson of the Management Committee, to sign the MoU on behalf of the Municipality.
  - (c) That the Management Committee select five officials from each relevant department to serve as members and alternate members of the Joint Technical Committee.
-

156 / 2024

11.1.18 **DECOMMISSIONING AND RELOCATION OF THE CURRENT LANDFILL SITE**  
(C/M 2024/10/08 - 17/6/1)

**RESOLVED:**

- (a) That the needs involved in relocating the current landfill site be noted.
- (b) That the Council approves the establishment of a new modern landfill site.
- (c) That the proposed facility be established according to National Norms and Standards for the designing and construction of landfills and will be done in three phases namely, design, construction, and operation; these phases are to be carried out over three years.
- (d) That the General Manager of Engineering and Planning Services be responsible for the procurement process to appoint a specialist to conduct a thorough Environmental Impact Assessment for the identified proposed engineered landfill site.
- (e) That budgetary provisions for the project be done in phases starting from the 2025-2026 financial year.
- (f) That, where applicable, the Senior Expert Services, a foundation of German Industry for International Cooperation be engaged for the potential reduction of consultancy fees.

11.1.19 **REQUEST FOR PERMISSION TO CALL FOR EXPRESSION OF INTEREST FOR REHABILITATION OF THE SWAKOPMUND LANDFILL SITE**  
(C/M 2024/10/08 - 17/6/1)

**RESOLVED:**

- (a) That the General Manager of Health Services and Solid Waste Management Department call for expression of interest from competent consultants and professionals to rehabilitate and utilize the area, to blend in with activities.
- (b) That budgetary provision be made for rehabilitation of the old dump site in the financial year 2025/2026.

11.1.20 **TRANSFER OF FUNDS: ECONOMIC DEVELOPMENT SERVICES DEPARTMENT**  
(C/M 2024/10/08 - 3/1/1/1/1)

**RESOLVED:**

That approval be granted to the General Manager of Finance to transfer funds for the below-mentioned capital projects for the 2024/2025 financial year:

	Approved 2024/2025	Approved 2024/2025 by Council	Vote Number
Emergency Vehicle Mounted Portable Communication Radios and Tools	600 000.00	282 955.22	350031025200
Electricity at the Tennis Court	140 000.00	140 000.00	250531027400

157 / 2024

- 11.1.21 **IMPLEMENTATION OF AN ADMINISTRATIVE FEE FOR THE ISSUING OF ENVIRONMENTAL CLEARANCE CERTIFICATES BY COUNCIL**  
(C/M 2024/10/08 - 16/1/3/1)

**RESOLVED:**

- (a) That the Council approves the introduction of an administration fee of N\$200.00 to cover the administrative costs incurred by the Council during the processing of Environmental Clearance Certificate applications.
- (b) That the General Manager of Engineering and Planning Services issues a notice to the public informing them of the Management Committee's decision.

- 11.1.22 **DRAFT INFORMAL TRADING REGULATIONS POLICY AND REGULATIONS**  
(C/M 2024/10/08 - 1/1/2/25)

**RESOLVED:**

That this item be referred back for further consultation and clarification of Clause 5.2, 7.1, 16.1, 16.2 and 27.2.

- 11.1.23 **REZONING OF ERF 3620, SWAKOPMUND, EXTENSION 1 FROM "GENERAL RESIDENTIAL 2" WITH A DENSITY OF 1:250 TO "INSTITUTIONAL" AND CONSENT TO ALLOW FOR THE DEVELOPMENT OF A PLACE OF INSTRUCTION (PRIVATE SCHOOL ON ERF 3620, SWAKOPMUND, EXTENSION 1 WHILE THE REZONING IS IN PROGRESS**  
(C/M 2024/10/08 - E 3620)

**RESOLVED:**

- (a) That the rezoning of the Erf 3620, Swakopmund Extension 1 from "General Residential 2" with a density of 1:250 to "Institutional" be approved.
- (b) That the consent to proceed with development while the rezoning is in progress be turned down.
- (c) That the rezoning of Erf 3620, Swakopmund, Extension 1 is not subject to compensation (betterment fee) according to the betterment fee policy of 2009.
- (d) That all the parking be provided on-site in line with the Swakopmund Zoning Scheme and no parking on street reserve; shall be tolerated.
- (e) That the applicant provides proof that the rezoning has been approved by the Minister and promulgated in the Government Gazette.



158 / 2024

11.1.24 **APPLICATION FOR THE REZONING OF ERF 8443, SWAKOPMUND, EXTENSION 31 FROM "LOCAL AUTHORITY" TO "AUTHORITY"**  
(C/M 2024/10/08 - E 8443)

**RESOLVED:**

- (a) That the rezoning of the Erf 8443, Swakopmund, Extension 31 from "Local Authority" to "Authority" be approved.
- (b) That the rezoning of Er 8443, Swakopmund, Extension 31 is not 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.
- (c) That all the parking be provided on-site in line with the Swakopmund Zoning Scheme and no parking on street reserve; shall be tolerated.

11.1.25 **APPLICATION FOR THE REZONING OF ERF 4225, SWAKOPMUND EXTENSION 13 FROM "SINGLE RESIDENTIAL 1" WITH A DENSITY OF 1:600M<sup>2</sup> TO "GENERAL RESIDENTIAL 1" WITH A DENSITY OF 1:250M<sup>2</sup> AND CONSENT TO OPERATE A "RESIDENTIAL GUESTHOUSE" WHILE THE REZONING IS IN PROCESS AND CONSENT FOR THE RELAXATION OF ON-SITE PARKING**  
(C/M 2024/10/08 - E 4225)

**RESOLVED:**

- (a) That the rezoning of Erf 4225, Swakopmund, Extension 13 from "Single Residential " with a density of 1:600m<sup>2</sup> to "General Residential 1" with a density of 1:250m<sup>2</sup> be turned down.
- (b) That the application for the relaxation of the parking requirements on Erf 4225, Swakopmund, Extension 13 be turned down.
- (c) That consent to operate a residential guesthouse on Erf 4225, Swakopmund, Extension 13 while the rezoning is in process be turned down.
- (d) That the applicant be informed of the Council's decision and their right to appeal to the Minister against the 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 said period.

159 / 2024

11.1.26

**SUBDIVISION OF THE REMAINDER OF ERF 1440, MATUTURA, EXTENSION 7 INTO 13 PORTIONS AND REMAINDER; REZONING OF PORTIONS 1-12 PLUS REMAINDER AND PORTION 13 FROM "GENERAL RESIDENTIAL 2" WITH A DENSITY OF 1:250 TO "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:300 AND "STREET", RESPECTIVELY**

(C/M 2024/10/08 - E 1440 M)

**RESOLVED:**

- (a) That the Subdivision of Remainder Erf 1440, Matutura, Extension 7 into 13 Portions and Remainder be approved as per the table below:

<i>Portion numbers</i>	<i>Proposed Sizes (m<sup>2</sup>)</i>	<i>Zoning</i>
<i>Portion 1</i>	<i>365m<sup>2</sup></i>	<i>Single Residential</i>
<i>Portion 2</i>	<i>369m<sup>2</sup></i>	<i>Single Residential</i>
<i>Portion 3</i>	<i>372m<sup>2</sup></i>	<i>Single Residential</i>
<i>Portion 4</i>	<i>375m<sup>2</sup></i>	<i>Single Residential</i>
<i>Portion 5</i>	<i>378m<sup>2</sup></i>	<i>Single Residential</i>
<i>Portion 6</i>	<i>354m<sup>2</sup></i>	<i>Single Residential</i>
<i>Portion 7</i>	<i>382 m<sup>2</sup></i>	<i>Single Residential</i>
<i>Portion 8</i>	<i>361 m<sup>2</sup></i>	<i>Single Residential</i>
<i>Portion 9</i>	<i>381 m<sup>2</sup></i>	<i>Single Residential</i>
<i>Portion 10</i>	<i>377 m<sup>2</sup></i>	<i>Single Residential</i>
<i>Portion 11</i>	<i>373 m<sup>2</sup></i>	<i>Single Residential</i>
<i>Portion 12</i>	<i>370 m<sup>2</sup></i>	<i>Single Residential</i>
<i>Portion 13</i>	<i>12 m<sup>2</sup></i>	<i>Street</i>
<i>Rem 1440</i>	<i>366m<sup>2</sup></i>	<i>Single Residential</i>
<i>Total</i>	<i>4 835m<sup>2</sup></i>	

- (b) That the rezoning of Portions 1-12 and the remainder of Erf 1440, Matutura Extension 7 from "General Residential 2" with a density of 1:250 to "Single Residential" with a density of 1:300 be approved.
- (c) That the rezoning of Portions 13 from "General Residential 2" with a density of 1:250 to "Street" be approved.
- (d) That the rezoning of Portions 1-13 and Remainder Erf 1440, Matutura Extension 7 from "General Residential 2" with a density of 1:250 to "Single Residential" with a density of 1:300 and "Street" respectively is not subject to a compensation (betterment) fee.
- (e) That the subdivision of Remainder Erf 1440, Matutura Extension 7 into 13 Portions and Remainder 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.
- (f) That Endowment fee 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.

160 / 2024

- (i) That the applicant provides proof that the subdivision and rezoning have been approved by the Minister and promulgated and provides approved erf diagrams from 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.
- (j) That the title deed conditions registered against Erf 1440, Matutura Extension 7 be cancelled, and new title deed conditions be registered for the newly created Portions 1-12 and Remainder Erf 1440, Matutura Extension 7 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 two times the municipal valuation of the erf.*
- (k) That the title deed conditions registered against Erf 1440, Matutura Extension 7 be cancelled and the following title deed conditions be registered against the title deed of Portion 13 of Erf 1440, Matutura Extension 7:
  - (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);*

11.1.27

**APPLICATION FOR THE BUILDING LINES RELAXATION ON ERF 5949, SWAKOPMUND, EXTENSION 23 FROM THREE METRE TO ZERO**  
 (C/M 2024/10/08 - E 5949)

**RESOLVED:**

- (a) That the application to relax lateral building lines on Erf 5949, Swakopmund, Extension 23 from three (3) metres to zero (0) metres be approved, and
- (b) That the objector be informed of their rights to appeal the Council decision to the Minister of Urban and Rural Development with valid reasons within twenty-eight (28) days from the date of the decision in terms of Clause 8.7 of the Swakopmund Zoning Scheme.



161 / 2024

11.1.28

**SUBDIVISION OF ERF 595, MATUTURA EXTENSION 2 INTO 6 PORTIONS AND THE REMAINDER AND THE SUBSEQUENT REZONING OF PORTIONS 1-6 AND REMAINDER FROM "GENERAL RESIDENTIAL 2" WITH A DENSITY OF 1:250M<sup>2</sup> TO "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:300M<sup>2</sup>, AND "GENERAL RESIDENTIAL 2" WITH A DENSITY OF 1:100M<sup>2</sup>, RESPECTIVELY**  
(C/M 2024/10/08 - E 595 M)

**RESOLVED:**

- (a) That the subdivision of Erf 595, Matutura, Extension 2 into 6 Portions (numbered 1-6) and Remainder be approved.
- (b) That the rezoning of Portions 1-6 from "Single Residential 2" with a density of 1:250m<sup>2</sup> to "Single Residential" with a density of 1:300m<sup>2</sup> be approved.
- (c) That the rezoning of the Remainder of Erf 595, Matutura, Extension 2 from "General Residential 2" with a density of 1:250m<sup>2</sup> to "General Residential 2" with a density of 1:100m<sup>2</sup> be approved.
- (d) That the applicant provides proof that the rezoning of Portions 1-6 and the Remainder Erf 595, Matutura, Extension 2 has been approved by the Minister and promulgated before any submission of building plans to the Engineering and Planning Services Department for approval.
- (e) That compensation fee in respect of an endowment fee of 7.5% be charged for the newly created portions 1-6 of Erf 595, Matutura, Extension 2.
- (f) That the rezoning of the Remainder of Erf 595, Matutura, Extension 2 from "General Residential 2" with a density of 1:250m<sup>2</sup> to "General Residential 2" with a density of 1:100m<sup>2</sup> be subject to a 20% compensation fee calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant.
- (g) That no building plans inclusive of relaxation of building lines or aesthetics application be approved until proof of payment of the compensation fee for the newly created portions as well as change in density has been received by Council.
- (h) 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 of Engineering and Planning Services.
- (i) That the current title deed conditions registered against the Remainder of Erf 595, Matutura, Extension 2 should be retained, and the following conditions should be registered against the title deed of the newly created Portions 1-6 of Erf 595, Matutura, Extension 2.
  - (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 No. 5 of 2018).*
  - (ii) *The building value of the main building, including the outbuildings, to be erected on the erf, must be at least two times the prevailing valuation of the erf. and*
- (j) That parking requirements be onsite as per the Swakopmund zoning scheme.

162 / 2024

11.1.29

**REVENUE FROM GRAVEL AND SAND RESOURCES**

(C/M 2024/10/08 - 16/1/1/1;16/2/7/1;16/1/3/4)

**RESOLVED:**

- (a) That the Council approves the implementation of the Volume-Based Fee Revenue Model.
- (b) That the Council approves the fee of N\$40.00 per cubic meter removed by the private companies.
- (c) That the General Manager of Engineering & Planning Services conducts a larger-scale study to determine the material reserves in the entire borrow-pit area.
- (d) That the General Manager of Engineering & Planning Services updates the Sand & Gravel Mining Regulations and re-submit them for the Management Committee's approval.
- (e) That the General Manager of Engineering & Planning Services ensures that security measures are implemented to secure the area and prevent illegal sand/gravel mining activities.

11.1.30

**INVITATION TO PARTICIPATE IN NAMIBIA DELEGATION TO THE BRICS FUTURE FORUM, TO BE HELD IN RUSSIA**

(C/M 2024/10/08 - 5/5/1)

**RESOLVED:**

- (a) That the Mayor and Chief Executive Officer be permitted to attend the BRICS Future Forum from 16-20 September 2024 in Russia, on the invitation from the Namibia Investment Promotion and Development Board.
- (b) That it be noted that travel and accommodation expenses will be covered by the organizers.
- (c) That the following estimated expenditure for travelling and subsistence expenses be defrayed from the Conference Expenses Vote: 101015505500 where N\$434,965.00 is available.

<b>SUMMARY OF EXPENDITURE</b>					
Item	Lunch Tariff (1x400,00)	Overnight Allowance (2x1000,00)	Accommodation (2x1000,00)	Transport cost (N\$5.00/km)	Total
Overnight allowance in Windhoek (N\$2000.00) x 2	N\$400.00	N\$2,000.00	N\$2,000.00	-	N\$4,400.00
Overnight allowance visiting beyond SADC (N\$2100.00) x 7	0	N\$14,700.00	0.00	-	N\$14,700.00
Return ticket (estimate)		0.00			0.00
<b>TOTAL EXPENDITURE ON SUBSISTENCE AND EVENT COSTS</b>				-	<b>N\$19,100.00</b>

- (d) That Council seek Ministerial approval for the travel authorization of the Mayor.

163 / 2024

11.1.31

**REQUEST FOR ASSISTANCE WITH FUNDING TOWARDS THE 2024 NAMIBIAN HERITAGE WEEK**

(C/M 2024/10/08 - 3/15/1/6/1)

**RESOLVED:**

- (a) That the request for financial assistance towards the hosting of the 2024 Namibian Heritage Week from the Scientific Society Swakopmund scheduled to take place from 16-22 September 2024 at the Museum, in Swakopmund, be approved.
- (b) That it be noted that the Sponsorship Committee approved the sponsorship amount of N\$5 000.00 be donated towards the transportation of the special exhibition - "museum in a suitcase" from RSA to Namibia. However, the Council may approve the total amount of N\$ 10,000.00 as requested by the applicant.
- (c) That the additional request for the Council to publish the advertisement of the Namibian Heritage Week 2024 in a local newspaper, be turned down.
- (d) That the funds be defrayed from the Corporate Services Publicity Vote 150515533000 where N\$30 465.35 is available.
- (e) That the videos and pictures of the event be posted on the Council's social media platforms and website.
- (f) That the Mayor and Councillors be available to attend the official opening of the 2024 Namibian Heritage Week.

11.1.32

**40/40 (CREDIT-LINK) HOUSING PROJECT: SALE OF ERF 1320, MATUTURA, EXTENSION 7 BY HYDRAFORM INTERLOCKING SOLUTION TO A FIRST TIME PROPERTY OWNER**

(C/M 2024/10/08 - E 1320 M)

**RESOLVED:**

- (a) That the Council approves the deviation from its condition of sale in respect of the 40/40 project for the sale of Erf 1320, Matutura, Extension 7 developed by Hydraform Interlocking Solution CC to a first-time property owner even though they are not on the Master Waiting List.
- (b) That the Engineering and Planning Services Department inspects the house to confirm if the house is sound, and that the building quality is acceptable.
- (c) That if the contractor agrees, the Council appoints a valuator to determine a fair price at the cost of the contractor.
- (d) That an agreement be entered into with the contractor to provide interested purchasers with a pre-approval from a registered financial institution with a qualifying amount equivalent to or more than the purchase price.
- (e) That Erf 1320, Matutura falls outside the bracket of low-cost housing and will require to be advertised in accordance with section 63(2) of the Local Authorities Act, Act 23 of 1992, as amended, at the cost of

164 / 2024

**Hydraform Interlocking Solutions.**

- (f) That the purchaser takes note that the house on Erf 1320, Matutura, Extension 7 is incomplete.
- (g) That Council is not liable for the improvements of the house constructed on Erf 1320, Matutura, and that it be sold voetstoots (as is).

11.1.33

**REQUEST FOR GRATUITY PAYMENT FOR SEASIDE COMMITTEE MEMBERS DURING ENUMERATION PROJECT**

(C/M 2024/10/08 - 16/1/4/2/1/2, 16/1/4/2/1/14)

**RESOLVED:**

- (a) That Council takes note that on 27 January 2022 under item 11.1.44 point (b) (ii) the General Manager of Corporate Services & HC was authorized to among others recruit temporary staff for the registration and enumeration of Extensions 24 and 24 Swakopmund and Extension 14, Mondesa, but that the gratuity payment of the committee members is submitted for consideration under cover of this submission.
- (b) That Seaside (Extension, 24, 25, 37, 38) committee members and Extension 14 Mondesa committee members be paid once the projects in their specific extensions are completed at a rate of N\$1 500.00 x 22 = N\$33 000.00 (22 committee members).
- (c) That the General Manager of Finance avails an amount of (N\$33 000.00) to remunerate these committee members.

11.1.34

**CANCELLATION OF THE SALE OF ERF 7159, MONDESA TO NAMBAZA INVESTMENTS CC**

(C/M 2024/10/08 - M 7159)

**RESOLVED:**

- (a) That Council takes note that Nambaza Investments CC did not secure the purchase price for Erf 7159, Mondesa on the due date i.e 10 July 2027 and also failed to rectify the breach on 06 August 2024 thus the sale was cancelled on 07 August 2024 in terms of Council's decision passed on 01 July 2021, under item 11.1.3 which reads as follows:

***"That if the purchaser does not perform in terms of the conditions of sale the transaction will be automatically cancelled."***

- (b) That Council takes note of the application dated 12 August 2024 received from Nambaza Investments CC for an extension of time to secure the payment of the purchase and penalty interest.
- (c) That Council takes note of the home loan approval of N\$885,780.00 as per the letter dated 15 August 2024 for Nambaza Investments CC and the payment made on 05 September 2024 in the amount of N\$ 126 500.00 leaving a balance of N\$253 120.00 to be paid by Dr Konstantinus from his Unit Trusts account were a fund is available to purchase of Erf 7159, Mondesa.



165 / 2024

- (d) That Council revives the cancellation of the sale transaction based on the commitment substantiated by proof of available funds and grant Nambaza Investments CC an extension of time until 31 October 2024 to submit a guarantee for securing the purchase price in respect of Erf 7159, Mondesa failure to comply will result in the automatic cancellation.
- (e) That the extension of time in point (d) above be subject to the payment of interest penalty on the purchase price calculated from the date of sale until the date of transfer of Erf 7159, Mondesa to Nambaza Investments CC.
- (f) That addendum to the deed of sale be compiled recording the extension of time granted to Nambaza Investments CC to continue with the sale transaction.

11.1.35

**CANCELLATION / REVIVE: UNITED DEMOCRATIC FRONT OF NAMIBIA (UDF) - ERF 1021, EXTENSION 6, SWAKOPMUND**

(C/M 2024/10/08 - E 1021 M)

**RESOLVED:**

- (a) That Council takes note that the balance of the purchase price, 15% VAT and penalty interest were not paid/secured by United Democratic Front of Namibia by the final due date of 26 July 2024 and the transaction is regarded as cancelled in terms of Council's decision passed on 04 June 2024 under item 11.1.3, point (f).
- (b) That Council takes note of the application dated 01 August 2024 received from United Democratic Front for another extension of time until Monday, 07 October 2024 to settle the balance of the purchase price, 15% VAT and penalty interest.
- (c) That Council takes note that United Democratic Front made an additional payment in the amount of N\$100 000.00 on 01 August 2024 in support of their application and confirmation of their commitment to acquire Erf 1021, Extension 6, Matutura.
- (d) That Council takes note that the Finance Department will provide a statement detailing all payments received, the 15% VAT portion and penalty interest calculated until 07 October 2024 in terms of Council's decision passed on 02 June 2024 under item 11.1.3, point (e).
- (e) That Council approves to:
  - (i) To revive the cancelled transaction in terms of an application received from UDF date 01 August 2024 for a further extension of time until Monday, 07 October 2024 and no further extension be entertained.
  - (ii) To revive the cancelled transaction in terms of an application received from UDF dated 01 August 2024 for a further extension of time until Monday, 07 October 2024.
- (f) That point (g) of the Council's resolution passed on 04 June 2024 under item 11.1.3 be executed.



166 / 2024

11.1.36 **EXEMPTION TO PURCHASE ERF 1574, MATUTURA, EXTENSION 8 BY MS LEE DURETTA LEHANIE**  
(C/M 2024/10/08 - E 1574 M)

**RESOLVED:**

- (a) That note be taken of Ms Lee Duretta LeHanie's application to be exempted from the requirement to be a *first-time homeowner* based on her divorce cases of which the two (2) properties were sold as per the divorce order.
- (b) That Ms Lee Duretta Lehanie who benefitted under the Mass Housing Development Programme be exempted from the allocation criteria defined in clause 6.5.3 of the approved standard triparty conditional donation agreement and ownership of the property be registered, subject to point (d) below.
- (c) That Council takes note of factors that may influence first-time-home ownership, which is not limited to divorce, employment status and change of employment location encountered in previous allocations: and the opinion dated 19 August 2024 provided by NHE as a party to the agreements.
- (d) That should the beneficiaries under the Mass Housing Development Programme who have owned 1 property before in Namibia be exempted, on condition they pay the current land value for allocated erf.
- (e) That in future, beneficiaries under the Mass Housing Development Programme who own or have owned two or more properties in Namibia is not exempted, and that the above case is not regarded as a precedent.

11.1.37 **REQUEST TO HOST THE 120<sup>TH</sup> COMMEMORATION OF THE EXTERMINATION ORDER OF GENERAL LOTHAR VON TROTHA AGAINST OVAHERERO PEOPLE IN SWAKOPMUND**  
(C/M 2024/10/08 - 7/2/3, 14/2/2/1/3)

**RESOLVED:**

- (a) That the Council takes note of the request from the Ovaherero Traditional Authority to overnight at the Mondesa Informal Soccer Field from 28 September 2024 to 06 October 2024.
- (b) That permission not be granted to the Ovaherero Traditional Authority to stay overnight during the 120 Commemoration Order of General Lothar Von Trotha against Ovaherero People in Swakopmund as the Council does not permit overnight stays at its facilities except the Municipal Rest Camp.

167 / 2024

11.1.38

**REZONING OF ERF 441 TAMARISKIA PROPER FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:600M<sup>2</sup> TO GENERAL RESIDENTIAL 2 WITH A DENSITY OF 1:100M<sup>2</sup>**

(C/M 2024/10/08 - T 441)

**RESOLVED:**

- (a) That the rezoning of Erf 441, Tamariskia Proper from "Single Residential" with a density of one dwelling per 600m<sup>2</sup> to "General Residential 2" with a density of one dwelling per 100m<sup>2</sup> be turned down.
- (b) That instead, Erf 441, Tamariskia Proper be rezoned from "Single Residential" with a density of one dwelling per 600m<sup>2</sup> to "General Residential 2" with a density of one dwelling per 250m<sup>2</sup>.
- (c) That the rezoning of Erf 441, Tamariskia Proper from "Single Residential" with a density of one dwelling per 600m<sup>2</sup> to "General Residential 2" with a density of one dwelling per 250m<sup>2</sup> is subject to a 20% compensation fee calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant.
- (d) That no building plans inclusive of relaxation of building lines or aesthetics application be approved until proof of payment of the compensation fee for the rezoning has been received by the Council.
- (e) That the applicant provides proof that the rezoning of Erf 441, Tamariskia Proper from "Single Residential" with a density of one dwelling per 600m<sup>2</sup> to "General Residential 2" with a density of one dwelling per 250m<sup>2</sup> has been approved by the Minister and promulgated before any submission of building plans to the Engineering and Planning Services Department for approval.
- (f) 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 of Engineering and Planning Services.
- (g) That the on-site parking requirements be as per the Swakopmund Zoning Scheme.
- (h) That the applicant be informed that she may appeal against the Council decision for the allocated density to the Minister 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.

168 / 2024

11.1.39

**EMPLOYEE TEAMBUILDING EVENT 2024**

(C/M 2024/10/08 - 9/6/2)

**RESOLVED:**

- (a) That the Council takes note of the teambuilding event which is scheduled to take place on 11 October 2024 at the Dome, and thus, Council offices will be closed for the day (essential staff will be on standby), and notifications will be sent to the public concerning the closure.
- (b) That the cost for the teambuilding event will be approximately N\$62,135.00, depending on the number of attendances, and be defrayed and divided respectively from each department's functions and entertainment votes, and the cost for the purchase of the medals from the wellness activities Vote: 150015509000.
- (c) That the appropriate procurement processes be followed for the event.

11.1.40

**AUDIENCE: OMBUNDU INVESTMENTS (PTY) LTD - DEVELOPMENT OF EXTENSION 2, MYL 4: APPLICATION TO SETTLE THE PURCHASE PRICE IN 3 PAYMENTS**

(C/M 2024/10/08 - 16/1/4/2/1/8)

**RESOLVED:**

- (a) That the Council takes note of the correspondence dated 19 September 2024 received from Ombundu Investments (Pty) Ltd requesting the purchase price for Extension 2, Myl 4 to be paid in three phases in line with their three phases for the installation of services.
- (b) That it be noted that Extension 2, Myl 4 is a prime township development with very low risk and the Council can either sell it to developers with a proven record and capacity to develop or develop it by sourcing external low-interest loans and assistance from Erongo RED.
- (c) That Council remains with its decision of 12 December 2023 under item 11.1.38 in terms whereof the deed of sale was approved regulating the payment of the full purchase price of N\$ 16 783 854.00 within 120 days from signing the deed of sale; i.e. within 120 days from date of last party signing.
- (d) That if not agreed to by the developer, there is no benefit for Council to accept the payment of the purchase price in 3 delayed phases and it is proposed that Council considers cancelling the transaction.

169 / 2024

- 11.1.41 **REQUEST FOR ADDITIONAL FUNDS OF THE NAKOPA PROJECT TITLE - MEETING ISLAND MADE OF REGENERATIVE MATERIALS IN SWAKOPMUND**  
(C/M 2024/10/08 - 5/2/4/5, 3/15/1/5/3)

**RESOLVED:**

- (a) That the Council approves the request for additional funds of N\$62 419.70 for the Nakopa Project title - *The construction of Meeting Island made of regenerative materials in Swakopmund.*
- (b) That the additional funds will be utilized for the Trainer's wages and Trainees' protective equipment (PPE).
- (c) That the Council take note of the Council responsibility to administer the project funds in accordance with all established internal procedures (e.g., procurement).
- (d) That the Council acknowledges its responsibility to ensure that any additional costs arising from the project are covered by any means.
- (e) That the General Manager of Finance secures funds amounting to N\$62,419.70 for the Nakopa Project and allocates a Vote for this project.

- 11.1.42 **ENDORSEMENT OF THE MEMORANDUM OF UNDERSTANDING (MOU) WITH COSDEC SWAKOPMUND FOR THE IMPLEMENTATION OF THE NAKOPA-FUNDED PROJECT**  
(C/M 2024/10/08 - 5/2/4/5)

**RESOLVED:**

That the Council adopts the Memorandum of Understanding between Swakopmund Municipality and COSDEC for the implementation of the NAKOPA project.

- 11.1.43 **GRANT: AFRIFOODCITYCHAIN**  
(C/M 2024/10/08 - 16/1/4/2/11)

**RESOLVED:**

- (a) That Council takes note that although the AfriFoodCityChain was not awarded to Swakopmund, a smaller component CircuwasteVETAfrica was approved for funding by the European Union.
- (b) That Council approves the project which relates to the Circular Economy and Green Waste Micro Entrepreneurship and is in partnership with COSDEC.
- (c) That the team representing the Council will be:
  - *General Manager of Health and Solid Waste Management*
  - *Manager of Health and Solid Waste Management*
  - *Manager of Corporate Services (delegated Legal Appointed Representative)*
  - *Environmental Health Practitioner*



170 / 2024

- (d) That the project will commence on 1<sup>st</sup> January 2025 and run for 24 months.
- (e) That the legal representative for European Union funding is the Chief Executive Officer who is permitted to sign all relevant documentation herein and the delegated legally appointed representative is the Manager of Corporate Services.
- (f) That the cost of participation is covered by the project for approximately N\$900 000.00.
- (g) That Council remains responsible for the subsistence and travel allowance for the Council team.

11.1.44

**HOSTING OF THE NAMIBIA NATIONAL MAYORS FORUM ANNUAL GENERAL MEETING IN SWAKOPMUND**

(C/M 2024/10/08 - 5/5/6 )

**RESOLVED:**

- (a) That the Council approves the hosting of the 2024 Annual General Meeting of the Namibia National Mayors Forum scheduled to be hosted from 23-24 October 2024 in Swakopmund.
- (b) That the Multi-purpose hall be used to host the Annual General Meeting at the cost of N\$7 253.24, which should be paid by the Namibia National Mayors Forum.
- (c) That the following staff members be availed and released to assist with the planning and organizing of the Annual General Meeting of the Namibia National Mayors Forum:
  - Ms Delinda Hanes (PA to the Mayor)
  - Ms Linda Mupupa (Public Relations Officer)
  - Mr Veimuna Vihanga (Intern: Marketing and Communications)
  - Mr Bonny Ooseb (Sports and Recreation Officer)
- (d) That the overtime worked by the staff abovementioned staff members be compensated.
- (e) That Council approves the hosting of the farewell dinner on 24 October 2024 and carries all the expenses pertaining to the dinner.
- (f) That the General Manager of Finance avail funds to pay for the expenses of the farewell dinner.
- (g) That the Mayor of Swakopmund attends the meeting.
- (h) That the Deputy Mayor, Chairperson of the Management Committee, and Chief Executive Officer attend the farewell dinner.

171 / 2024

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

None.

---

The meeting adjourned: **20:10**

Minutes to be confirmed on: **31 October 2024.**

**Councillor Dina Namubes**  
**MAYOR**

**Mr A Benjamin**  
**CHIEF EXECUTIVE OFFICER**

10. **REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY PREVIOUS MANAGEMENT COMMITTEE MEETING HELD DURING OCTOBER 2024**

10.1 (A) **MINUTES OF THE MANAGEMENT COMMITTEE MEETING HELD ON 17 OCTOBER 2024**

7.1 **THE NAMING OF STREETS, PUBLIC PLACES, NATURAL AREA, AND COUNCIL-OWNED BUILDINGS/FACILITIES ADVISORY COMMITTEE OF SWAKOPMUND**

(M/C 2024/10/17 - 11/1/4/28,(16/1/4/1/5)

**RESOLVED:**

GM: EPS

- (a) That the Management Committee takes note and deliberates on the presentation by the Senior Traditional Councillor of the Zeraeua Royal Traditional Authority regarding the renaming of Aukas Street to Chief Kristiaan Eerike Zeraeua Street.
- (b) That the request be referred to the Street Naming Committee for consideration and subsequent recommendation to the management Committee.

7.11 **COMMEAGLES INVESTMENT (PTY) LTD: CONDITIONS OF SALE AND PURCHASE PRICE FOR A PORTION OF LAND MEASURING APPROXIMATELY 3HA**

(M/C 2024/10/17 - 16/1/4/2/1/13)

**RESOLVED:**

That this item be referred back.

7.15 **APPROVAL OF THE BUDGET FOR THE FISCAL YEAR 1 JULY 2024 TO 30 JUNE 2025**

(M/C 2024/10/17 - 3/1/1/1/1; 3/1/1/2/1)

**RESOLVED:**

That the approval of the budget for the Fiscal Year 1 July 2024 to 30 June 2025 by the Ministry of Urban and Rural Development be noted.

8.12 **SUBDIVISION OF THE REMAINDER OF PORTION 4 (A PORTION OF PORTION B) SWAKOPMUND TOWN AND TOWNLANDS NO. 41 INTO PORTION A AND REMAINDER, PERMANENT CLOSURE OF PORTION A AS A STREET, CONSOLIDATION OF ERVEN 9 & 10 VINETA AND PORTION A INTO CONSOLIDATED ERF X AND SUBSEQUENT REZONING OF ERF X FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:600M<sup>2</sup> TO "GENERAL BUSINESS" WITH A BULK OF 1.2**

(M/C 2024/10/17 - V 9 and V 10)

**RESOLVED:**

That the item be referred back for detailed information on previous sales and resolution.

10.15 **APPLICATION FOR THE SUBDIVISION OF ERF 7041, SWAKOPMUND EXTENSION 26 INTO PORTION A AND REMAINDER**

(M/C 2024/10/17 - E 7041)

**RESOLVED:**

That this item be referred back.

11. **RECOMMENDATIONS OF THE MANAGEMENT COMMITTEE MEETING HELD DURING OCTOBER 2024**

11.1 **MANAGEMENT COMMITTEE MEETING HELD ON 17 AND 24 OCTOBER 2024**

11.1.1 **REPORT OF THE PROPOSALS RECEIVED IN RESPECT OF THE EXPRESSION OF INTEREST FOR THE MANAGEMENT OF SWAKOPMUND EMERGENCY SHELTER**

(C/M 2024/10/31 - T 610)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.2** page **05** refers.

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

**1. INTRODUCTION**

This item is submitted for the Council's consideration and approval for the received proposals for the invitation of expression of interest to manage the Emergency Shelter on Erf 610, Tamariskia (**attached**).

**2. BACKGROUND**

Council on 2 April 2024 while discussing the above matter, resolved among others under item 11.1.1 :

- (a) *That Council take note and approve the proposed invitation for Expression of Interest to manage the Emergency Shelter on Erf 610, Tamariskia (on file).*
- (b) *That Council make necessary budgetary provisions for the maintenance of the Emergency Shelter.*
- (c) *That the Emergency Shelter operation should collaborate with the Swakopmund Against Drug Abuse Committee and consider accommodating the substance and drug misuse affected persons in terms of counseling and rehabilitation.*

In light of the above, the following were approved as conditions for the expression of interest in managing the Emergency Shelter.

**2.1. Submission Requirements**

Interested entities are requested to submit the following information in their EOs:

- (a) **Experience:** Provide proof of experience in running similar facilities or similar service
- (b) **Organizational Profile:** Provide details about the organization, including its mission, vision, goals, experience in emergency response, and relevant expertise.
- (c) **Technical Proposal:** Outline the organization's approach to managing the emergency shelter, including staff deployment, logistics, and coordination with stakeholders.
- (d) **Financial Proposal:** Provide a detailed budget for shelter management, including costs for staffing, supplies, and maintenance. Should also indicate how will raise funds to sustain the center.



- (e) **Reference:** Provide proof of registration i.e. Welfare organization, include references from previous emergency response or shelter management projects.
- (f) **Presentation:** Provide a project detailed presentation to the Council

## 2.2. Evaluation Criteria

EOIs will be evaluated based on the following criteria:

- (a) **Experience and Expertise:** Relevance of the organization's experience in emergency shelter management.
- (b) **Technical approach:** The feasibility and effectiveness of the proposed management plan.
- (c) **Financial Approach:** The reasonableness and completeness of the budget.
- (d) **References:** Positive feedback and outcomes from previous projects.

## 3. PROPOSALS RECEIVED

The attached table (**Annexure "A"**) is a list of proposals from organizations that have expressed interest in running and managing the Emergency Shelter.

## 4. DISCUSSION

All received proposals were scrutinized and the following are some of the observations:

- *Makhulu Investment cc is a registered business and proposes a partnership with Lindsay Ackerman for social services.*
- *Anne's Home Community Centre did not submit the provided expression of interest document and no financial proposal and references are attached.*
- *Uni-Health / SAAPA registered non-profit Association under Section 21*
- *Healing Wound Association registered Non-profit Associations Incorporated under Section 21*
- *Esra Nest Education Foundation is registered Non-profit Association Incorporated under Section 21*
- *Gospel Mission Church Constitution attached.*
- *Coastal Community Youth Faculty is a registered Non-profit Association Incorporated under Section 21*

In order to gain a full understanding of the proposals for an informed decision, EDS proposes that the applicants be invited to give presentations to the Council on their respective proposed ideas. It is against this background that permission is sought to have a special meeting to accommodate all seven (7) presentations.

It is worth emphasizing here that the Emergency Shelter being the Council's property it is proposed that fifty percent (50%) of water consumption, rate, and taxes be subsidized by the Council.

A leasing period is proposed to be five (5) years with close performance monitoring and would be subject to cancellation in case of breach of contract. The lessee will be required to handle all day-to-day maintenance, staffing, remunerations, bedding, meals, and security services.

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

**RECOMMENDED:**

- (a) That the Council takes note and considers the attached proposals for Expression of Interest to manage the Emergency Shelter on Erf 610, Tamariskia.
  - (b) That approval be given to have a special meeting to accommodate the seven (7) presentations in respect of the proposals received.
  - (c) That the Council makes a final decision in terms of the most ideal proposal.
  - (d) That the facility be used as a rehabilitation centre for all social challenges faced by Swakopmund residents.
-

11.1.2

**PROPOSAL FOR THE RELOCATION OF FISH CLEANING FACILITY FROM ERF 955, SWAKOPMUND**

(C/M 2024/10/31 - E 2809; E 955)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.3** page **07** refers.**A. This item was submitted to the Management Committee for consideration:****1. Background Information**

Council on **28 July 2007** under item 6.1.3 resolved the following:

- (a) *That Council approves the alienation of the Erf 955, Swakopmund to the University of Namibia.*
- (b) *That the fish cleaning facility be moved.*

During April 2024, a submission was made to the Management Committee regarding the relocation of the current fish cleaning facility, which is situated on private property at Erf 955, Swakopmund Proper, and necessitates relocation. The submission recommended two potential locations: Erf 2809, Hendrickson Park, and the park situated close to the Jetty pump station, Erf 2809, Swakopmund Proper, for the construction of a new fish cleaning facility.

The subject matter was discussed at an ordinary Management Committee meeting held on **11 April 2024**, and the following was resolved under item 10.7:

*That this item be referred back for the consideration of an alternative option.*

The site recommended by the Management Committee is Erf 118, Schlachter Street, Swakopmund CBD. The current zoning for this location is undetermined.

Attachments:

<b>Annexure A"</b>	:	<i>Option 1 - Proposed site layout Erf 2089</i>
<b>Annexure B"</b>	:	<i>Option 2 - Proposed site layout Erf 2089</i>
<b>Annexure C"</b>	:	<i>Option 3 - Proposed site layout Erf 2089</i>
<b>Annexure D"</b>	:	<i>Option 4 - Proposed site layout Erf 118 - Alternative site</i>
<b>Annexure E"</b>	:	<i>Town Planning division feedback on Land Use</i>
<b>Annexure F"</b>	:	<i>Meeting Minutes</i>

**2. Discussion**

The Engineering & Planning Services Department consulted with various departments, including Economic Development Services, Health Services & Solid Waste Management, and Corporate Services & Human Capital. The advantages and disadvantages of the three proposed sites are discussed below:

2.1 Recreational Activities

Option 1: This site is actively used by the public for recreational activities and has a nearby walkway, which could limit or lead to objections regarding the fish cleaning facility's operations.

Option 2: This site has limited recreational activities, no walkway, and is less frequently visited, potentially reducing conflicts with the facility's operations.

Option 3: This site is situated close to the Aquarium. It is actively used by the public for recreational activities and has a nearby walkway, which could limit or lead to objections regarding the operations of the fish-cleaning facility.

Option 4: This site hosts various recreational activities, including arts and crafts and mobile food kiosks leased on long-term contracts, which may affect or be affected by the presence of the proposed facility.

## 2.2 Space

Options 1, 2, 3, and 4 provide more space than the current fish cleaning facility located on Erf 955. This increased space will allow for greater capacity for fish cleaning, boat cleaning, and potentially other additional features.

## 2.3 Services Availability

2.4 Option 1: Lacks essential services such as a sewage connection, potable water supply, and electricity, all of which are crucial for the efficient operation of the fish-cleaning facility. The installation of these services by the Council would incur costs.

2.5 Option 2: Located next to the existing ablution/office facilities and sewage pump station, already has all the required services in place. Only minor additions and alterations would be needed, making it less costly to extend services from the current infrastructure.

2.6 Option 3: The site lacks essential services such as sewage connection, potable water supply, and electricity, all of which are crucial for the efficient operation of the fish cleaning facility. The installation of these services by the Council would incur significant costs.

Option 4: There is no water and sewer connection to the erf itself, but services are available in the surrounding area, including an on-site toilet. However, situating a fish cleaning facility in a built-up area surrounded by businesses raises several concerns. The increased wastewater from fish cleaning could strain the drainage system, potentially leading to blockages and unpleasant odors.

## 2.7 Sanitation Management

Option 1: Will require a costly unique wastewater drainage system that will either be connected to the existing sewage line in Südstrand Street or, at an even higher cost, will require the area to be disrupted and a dedicated wastewater drainage line installed, connecting to the sewage pump station.

Option 2: Will require a much shorter and cost-effective dedicated wastewater connection to the sewage pump station. This will mitigate any risk of constant clogging of the system with no impact on the surrounding properties.

Option 3: It will require a costly, unique wastewater drainage system. This system will either need to be connected to the existing sewage line at a higher cost, or a dedicated wastewater drainage line will need to be installed, which would disrupt the area and connect to the sewage pump station.

Option 4: Involves the current setup, which may already be strained. To accommodate the fish cleaning facility and market without overloading the drainage system, it is crucial to assess and potentially upgrade the existing infrastructure.



## 2.8 Parking Facilities

**Option 1:** Will likely affect parking availability due to the potential increase in traffic, particularly during peak seasons and recreational activities. Street parking in Südstrand Street will also be impacted by Option 1.

**Option 2:** Offers sufficient space for onsite parking, specifically for boat trailers, ensuring smooth traffic flow and accessibility. This option will have a minimal impact on street parking and the surrounding area.

**Option 3:** With the increase in traffic at the Aquarium during peak seasons, parking will be limited.

Option 4: Offers sufficient space for onsite parking, specifically for boat trailers. However, during peak seasons, public parking might be affected.

## 2.9 Retail and Ablution Facilities

Option 1: Does not have existing infrastructure on-site, meaning the Council will have to spend more finances to construct the infrastructure to accommodate the fish cleaning facility, fish market, and ablution facilities.

Option 2: Already features existing infrastructure, including an administration office, ablution facilities, a kiosk, and a pump station with fire hydrants. These existing facilities can be integrated into the fish cleaning facility as a general refreshment of the existing infrastructure with possibilities for additions and or alterations such as a guard house, and improvements to the sewage pump station of a retail shop.

Option 3: Like Option 1 and 4, does not have existing infrastructure on-site, meaning the Council will have to spend more finances to construct the infrastructure to accommodate the fish cleaning facility.

Option 4: Like Option 1 and 3, does not have existing infrastructure on-site, meaning the Council will have to spend more finances to construct the infrastructure to accommodate the fish cleaning facility, fish market, and ablution facilities.

## 2.10 Traffic Analysis

Option 1 will require that a new exit be created leading into Südstrand Street. This intersection will be too close to the existing intersections from Libertina Amathila and Anton Lubowski avenues. Significant parking will be lost in the parking area next to the Tug restaurant and on Südstrand Street. The additional intersection and loss of parking in this area of the CBD are not recommended and will create problems.

Option 3: Traffic will be influenced during peak seasons.

Option 4: The proposed location of the fish cleaning facility presents significant challenges for boat owners seeking to access the property. The existing road infrastructure, characterized by narrow lanes and limited turning radii, may restrict the passage of vehicles towing boats. This could result in congestion and delays, particularly during peak periods of boat activity.

The proximity of the facility to existing shops and businesses may further exacerbate access issues, as the influx of vehicles patronizing these establishments could impede the smooth flow of traffic in and around the area.

## 2.11 Health Concerns

The proximity of Options 1,2 and 3 to the ocean will allow for better dispersion of odors from fish cleaning activities. Ocean breezes can help carry odors away from surrounding businesses and residences.

This can facilitate easier disposal of fish waste and wastewater. Properly managed, the disposal of waste into the ocean can be less disruptive and more environmentally sustainable.

Option 4: Situated in the CBD may require more complex wastewater treatment and waste disposal systems to reduce odors from the facility.

A fish cleaning facility may also attract birds and flies, creating additional nuisances. Therefore, having such a facility in the CBD can negatively affect the surrounding businesses.

### **3. Land use requirements.**

Option 1,2 and 3: In terms of the Swakopmund Zoning Scheme, a "public open space" is defined as "any land used or reserved in this Scheme for use by the public as an open space park, garden, playground, recreation ground, or space.

Given the definition above, the fish cleaning facility may be accommodated in a "public open space" if it is to be utilized by the public, without requiring rezoning. Option 1 also encroaches on the "Beach Area" to make the layout feasible. This is not allowed according to the zoning scheme. Option falls completely into the designated Erf.

It's important to note that Erf 2809 is located within the conservation area of Swakopmund. While it is not a designated listed heritage site, any concept design for the fish cleaning facility on this site must be submitted to the Aesthetics Committee for approval. Both options 1 and 2 are near the Arnold Chad walkway leading up to the Strand Hotel which is a listed site. Further discussion with the Heritage Council of Namibia will be had depending on the Council's resolution.

The development must consider the surroundings, ensuring compliance with conservation area regulations and preserving the area's environmental integrity. Should the fish cleaning facility be privatized, then the site should be rezoned from "public open space" to "special" with specified land use rights.

Option 3: Zoning is undetermined. An 'undetermined' zoning is a flexible zone that may accommodate almost anything that the Council agrees to, therefore, there are no issues in terms of land use.

### **4. Public consultation**

Public consultation plays a crucial role in ensuring transparency, accountability, and inclusivity in the decision-making processes and provides an opportunity for community members to voice their opinions, concerns, and suggestions regarding the project.

By incorporating community preferences and priorities into the planning process, the project can better meet the needs and expectations of its intended beneficiaries.

Considering the above, a notice must be circulated to the public, inviting them to provide their comments and objections regarding the proposed project.

Depending on the resolution of the Council, the design will be developed further into an illustration, and the notice sent out to the public inviting objections and comments. These comments to be submitted to the Council for consideration along with developed designs, layouts, and cost estimates to deliberate upon before the development being advertised for construction.

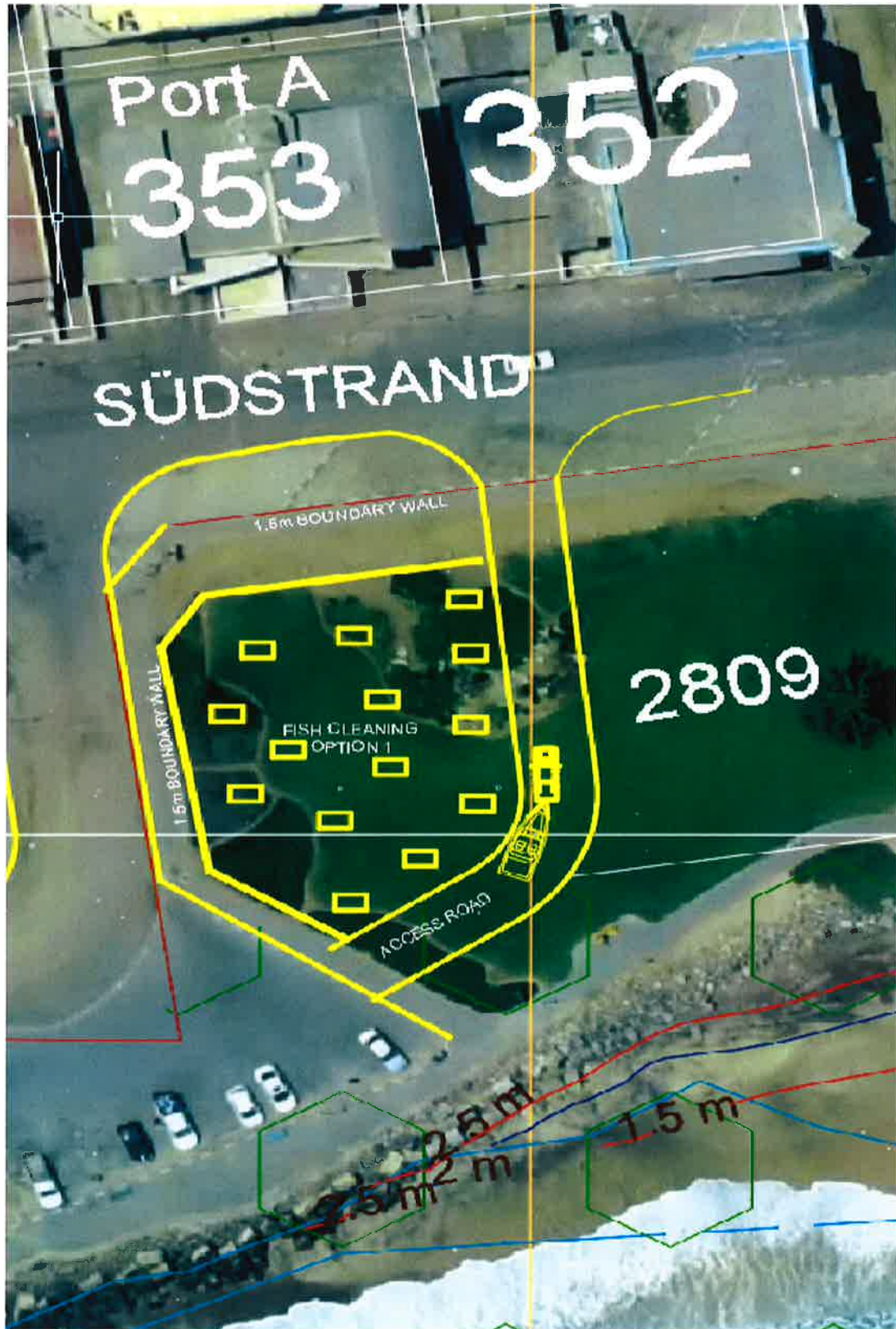
**5. Ideal Area**

Through weighing the 4 proposed sites, the ideal option for the construction of the fish cleaning facility and fish market is Option 2 (Erf 2809, Swakopmund Proper).

The reasons being that the site has limited recreational activity conflicts, existing infrastructure, cost-effective service extensions, efficient sanitation management, sufficient parking, minimal traffic impact, and better odor management due to its proximity to the ocean. This makes it the most practical and beneficial choice for the Council, stakeholders, and the public.

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

- (a) **That the Council allows the General Manager of Engineering & Planning Services to appoint a consultant to assess the four different sites, including conducting a public scoping process, and advise the Council on the site that has the minimum environmental, social, and economic impacts.**
  - (b) **That the General Manager of Engineering & Planning Services be responsible for the design layout of the fish cleaning facility, based on the recommendations of the appointed consultant.**
  - (c) **That approval be obtained from the Aesthetics Committee after the site has been selected and approved by the Council.**
  - (d) **That the General Manager of Engineering & Planning Services be responsible for ensuring that the design layout includes proper parking, access roads, water points, and sanitation facilities.**
  - (e) **That a final updated submission, including the updated design layout, public inputs, and estimated budget for the project, be presented to the Council for final approval.**
  - (f) **That the public scoping process be conducted in the most transparent manner by involving potential key role players and stakeholders.**
  - (g) **That the normal statutory process of advertising for possible objections be complied with.**
-





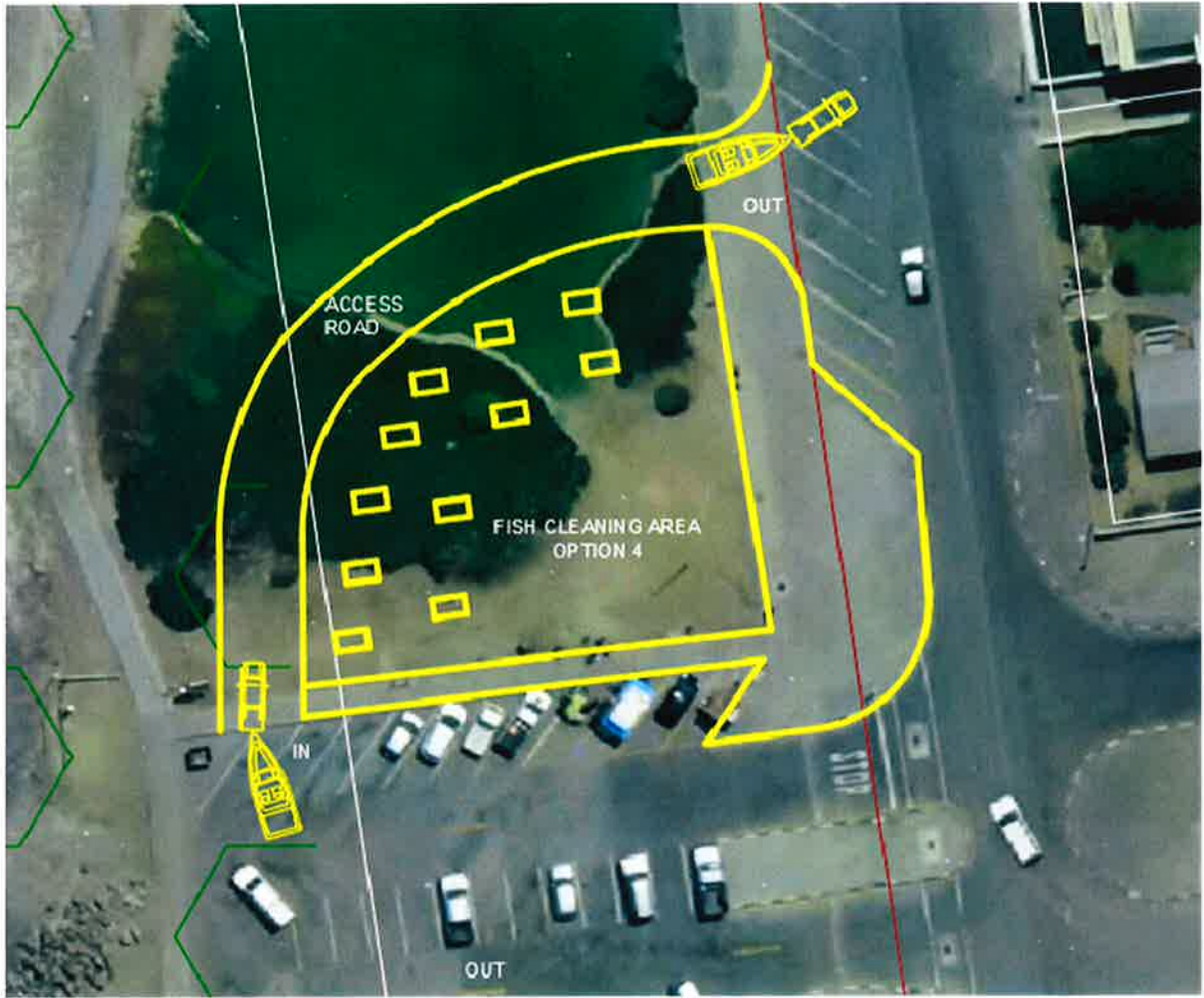
**OPTION 2 - PROPOSED SITE LAYOUT ERF 2809**

**ANNEXURE "B"**



**OPTION 3 - PROPOSED SITE LAYOUT ERF 118**

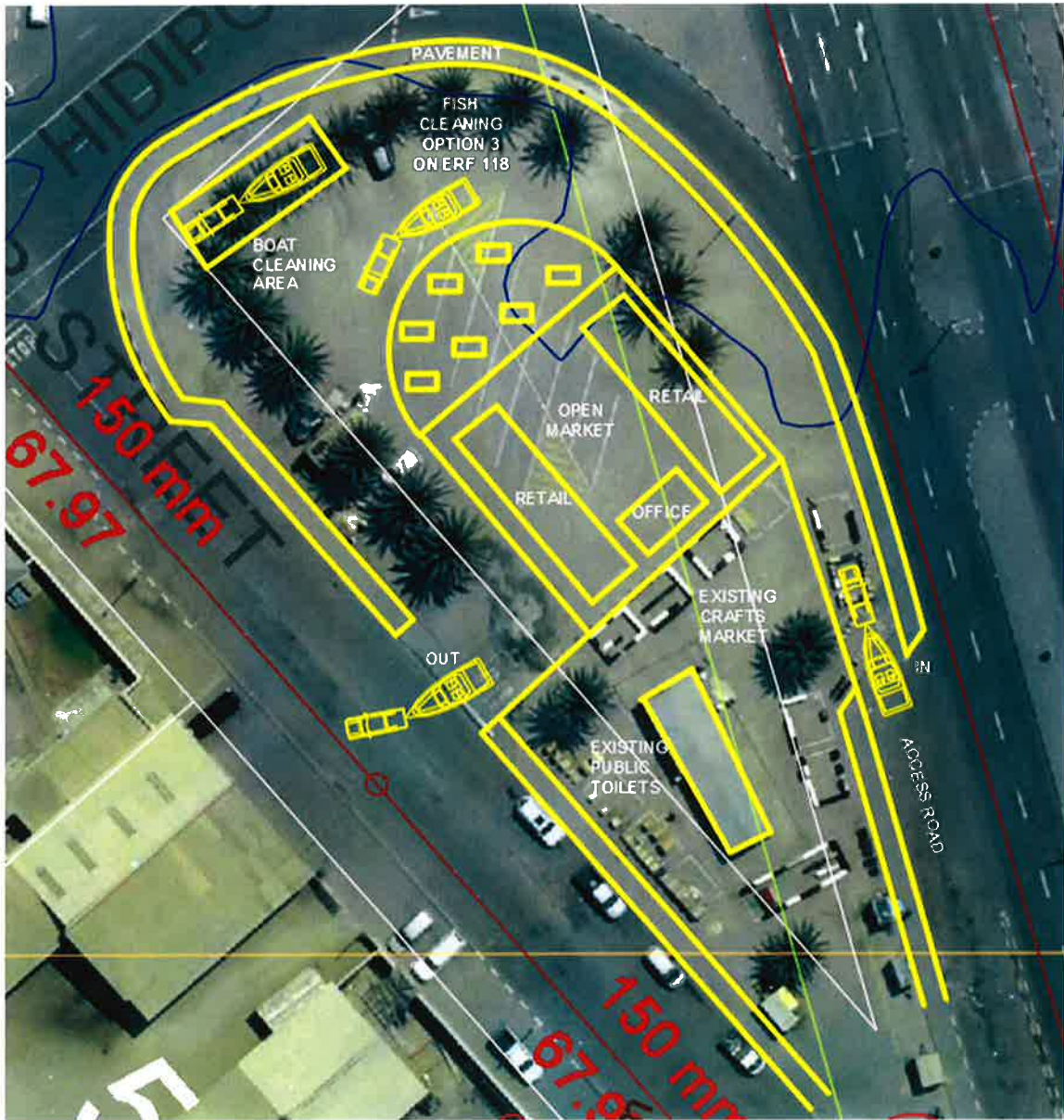
**ANNEXURE "C"**





**OPTION 4 - PROPOSED SITE LAYOUT ERF 118**

**ANNEXURE "D"**





+264 64 410 4400 | [cmic@muniswkmun.com.na](mailto:cmic@muniswkmun.com.na) | P.O. Box 53, Swakopmund, Namibia

### Internal Memorandum

**TO** : Environmental Officer  
**FROM** : Manager: Town Planning  
**DATE** : 8 February 2024  
**REF** : Mole...  
**SUBJECT** : Developing Management and Controlling Measure for the Mole

This memorandum serves to respond to minutes of the site meeting dated 29<sup>th</sup> January 2024.

In terms of the Swakopmund Zoning Scheme, a "public open space" is defined as: "means any land used or reserved in this Scheme for use by the public as an open space, park, garden, playground, recreation ground or square."

Given the definition above, the fish cleaning facility may be accommodated on a "public open space" if it is to be utilized by the general public, without being rezoned.

Should the fish cleaning facility be privatized, then the site should be rezoned from "public open space" to "special" with specified land use rights.

*J Heita*  
 J Heita  
 Manager: Town Planning  
 JA  
 08 FEB 2024  
 TOWN PLANNING & ENGINEERING SERVICES  
 MUNICIPALITY OF SWAKOPMUND





29 January 2024

**MINUTES****DEVELOPING MANAGEMENT AND CONTROL MEASURES FOR THE MOLE  
SITE MEETING – BOAT LAUNCHING AREA****PRESENT**

Clarence McClune	General Manager Engineering & Planning Services
Vilho Kaulinge	General Manager Economic Development Services
Alden Strauss	Manager Works Division
Andre Louw	Manager Design and Building Division
Leonardo Williams	Technician (Roads)
Paulina Engelbrecht	Environmental Officer

**APOLOGIES**

None

1.	<b>WELCOME</b> Mr. Clarence McClune chaired the meeting, brief members on the Council's decision regarding the boat launching area.	<b>ACTION</b>
2.	<b>DISCUSSION POINTS</b>	
2.2	<u>Boat Launching Site:</u> <ul style="list-style-type: none"> <li>• Maintenance must be carried out for the launching area.</li> <li>• Efficient parking must be provided for boat trailers, either in the existing parking area or on the sandy area where containers were previously located.</li> <li>• Parking should be designed taking into consideration the entrance and existing space for trailers.</li> <li>• The boom gate (tags) originally agreed upon in previous meetings will not work due to weather conditions. Anything with a motor will be costly to maintain in the long run</li> <li>• Suggestion: Install a chain to control entrance and access and assign security personnel to record entries and exits of boats in a logbook at the launching area.</li> <li>• What will be the consequences if any of the boat</li> </ul>	AL  LW & AS

29 January 2024

	<p>to as "fish Market" rather than fish cleaning facility.</p> <p><u>The way forward</u></p> <ul style="list-style-type: none"> <li>• Design plans/layout must be created for the Hendriksen Park site, clearly addressing the challenges associated with establishing a fish cleaning facility on this site.</li> <li>• Design plans/layout should also be developed for the ideal site Erf 2809, with emphasis placed on why this site is suitable for the fish cleaning facility.</li> <li>• The Town Planning department should outline the statutory procedures for converting a public open space into a fish cleaning facility.</li> <li>• Develop designs for potential entrance and exit roads to and from the facility.</li> <li>• Design plans/layout of how the parking will be for the boats at the launching site.</li> <li>• All drawings and layouts must be submitted to the GM within two weeks of this meeting (16 February 2024).</li> <li>• A comprehensive submission, including proposed ideas, must be presented to the Municipal Council in March 2024</li> </ul> <p><u>Next Meeting</u></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	<p>AL</p> <p>AL</p> <p>TP</p> <p>LW</p> <p>LW &amp; AT</p> <p>ALL</p> <p>CM &amp; PE</p>
--	--	--


Minutes Compiled by:

30/01/2024



**Environmental Officer:**  
**Engineering and Town Planning Services**

Signed off by:



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

11.1.3

**ERF 9628, EXTENSION 25: ASSESSMENT OF DEVELOPMENT PROPOSAL RECEIVED FOR ERF ZONED "INSTITUTIONAL"**

(C/M 2024/10/31 - E 9628)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.4** page **19** refers.**A. This item was submitted to the Management Committee for consideration:****1. Introduction**

The purpose of this submission is to inform the Council that development proposals were invited under Notice No 49/2024 for the allocation of Erf 9628, Extension 25, and Swakopmund to non-profit organizations including religious institutions.

Council stipulated in its invitation, that the Swakopmund Municipality is not obliged to accept any proposal and reserves the right to withdraw such invitation.

Erf 9628, Extension 25, Swakopmund (2 479m<sup>2</sup>) zoned "institutional" at a subsidized purchase price of N\$ 136 345.00.

**2. Listing of Proposals Received**

On the closing date of Friday, **12 July 2024** at 12:00, five (5) proposals were received from entities registered as non-profit organizations.

Attached:

<b>Annexure "A"</b>	:	Map List of Entities who Collected Development Proposal Documents List of Entities who Submitted Development Proposals
<b>Annexure "B"</b>	:	Lighthouse Chapel International Namibia 21/2003/400 (incorporated association not for gain)
<b>Annexure "C"</b>	:	Omandongo African Trust T 220/2022 (deed of trust)
<b>Annexure "D"</b>	:	The National Spiritual Assembly of the Baha'IS of South West Africa/Namibia (incorporated association not for gain)
<b>Annexure "E"</b>	:	The Potter's House Christian Fellowship Church (incorporated association not for gain)
<b>Annexure "F"</b>	:	The Apostolic Faith Mission of Namibia (AFM Emmanuel Church) (incorporated association not for gain)

*Due to the bulky nature of proposals documents, the complete documents are not attached, but are available for review.*

Although the minimum size for allocation of an erf zoned "institutional" to a religious institution is 2 500m<sup>2</sup> to provide for parking requirements for churchgoers, Erf 6928 (2 479m<sup>2</sup>) is located in Extension 25 which the local community mostly makes use of taxi's or walking to religious services.

The constitution of Namibia allows for freedom of religion and the country is a secular state. Diverse religious entities submitted proposals for consideration.

### 3. **Background**

In general, with reference to the sale of erven zoned "institutional", Council on **25 February 2021** under item 11.1.18 passed the following resolution (relevant points quoted):

- "(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."*

With specific reference to Erf 6928 located Extension 25, Swakopmund not being occupied by information households, and the progress made with the sale of the erven zoned "single residential" to Mupupa Realtors CC and Swakop Uranium; Council on **27 July 2023** under item 11.1.2 passed the following resolution:

- "(a) That Council takes note of the availability of Erf 6928, Extension 25, Swakopmund which is zoned "Institutional" and measures 2 479m<sup>2</sup> in extent.*
- (b) That Dr Justin Mukeba Mutombo be informed that Council takes note of his application to purchase Erf 6928, Extension 25 and to subsequently rezone it to a "Business" zoning, but that he be advised to take part in the sale of the 4 erven zoned "Business" once published for sale in terms of Council's decision passed on 04 April 2023 under item 11.1.2.*
- (c) That Council invites proposals for the sale and development of Erf 6928, Extension 25, and Swakopmund from qualifying entities, i.e. non-profit companies, trusts, and voluntary associations (including religious institutions).*
- (d) That the purchase price for Erf 6928 be determined at 50% of the cost of installation of services as calculated in 2016, i.e. N\$10.00/m<sup>2</sup> / 2 = N\$55.00/m<sup>2</sup> x 2 479m<sup>2</sup> = be of N\$136 345.00.*
- (e) That development proposals be invited in terms of the requirements of Council's Property Policy which is as Annexure "D" (on file)."*

In the execution of points (c) to (e) of the decision, development proposals were invited from the public under Notice No 49/2024 for the allocation of Erf 6928, Extension 25 Swakopmund to a qualifying entity.

During the invitation period, the public was informed to collect the development proposal documents from the Council to complete and submit their proposals.

On the due date of Friday, **12 July 2024** at 12:00, five (5) development proposals were received from the entities and are listed as per **Annexures "B" to "F"**.



4. **Land Usage of an Erf zoned "Institutional"**

For ease of reference, quoted below the land usage rights from Town Planning Amendment Scheme 12:

The primary use for land zoned "institutional" is "institutional building" defined as the following:

**"INSTITUTIONAL BUILDING"** means a building or portion of a building used or intended to be used as an old age home, creche, public or private school, community hall, religious or charitable institution, and/or the administration thereof, and includes a hospital, clinic or dispensary, whether private or public, used in connection therewith, but does not include:

- (a) a hospital, sanatorium, dispensary, or clinic for the treatment of infectious or contagious diseases, or
- (b) premises for the detention of mentally disordered persons, or
- (c) a mental hospital

5. **Assessment of Proposals**

Proposals must comply with the following requirements:

- The applicants must provide the registration document of the institution or a conveyancer's certificate indicating that the institution is properly constituted, i.e. duly certified copy of the constitution in English.
- If a constitution is submitted, it must clearly indicate the assignees who are empowered to sign documentation on the institution's behalf; and
- The name of the entity in which ownership of the property shall vest in an acceptable form for Deeds Registry purposes.
- Provide proof of financial ability to purchase the erf and to develop the erf immediately after the transfer (copies of financial statements for the last six months. In the case where it is not available, proof of financing from a financial institution will suffice.).
- Proof that the welfare organization is operational in Namibia for at least two years before the sale of land is considered.
- Proposals from commercial entities will not be accepted.

The Council received five (5) proposals and is required to consider one for the allocation of Erf 6928, Extension 25, Swakopmund, and the assessment is verified as follows:

Entity Name	Comments
Lighthouse Chapel International Namibia (21/2003/400)  <b>Annexure "B"</b>	⇨ <b>Completed proposal form:</b> Attached ⇨ <b>Proof of the registration as an entity in an acceptable form for Deeds Registry purposes:</b> Incorporated association not for gain ⇨ <b>Power of Attorney:</b> Not provided ⇨ <b>Financial Ability:</b> Attached, reflecting a balance of N\$7 179.18 on 11 July 2024 ⇨ <b>Operational for at least 2 years:</b> The entity was registered on 11 March 2003. No supporting documents stating operational activities and the period being operational. ⇨ <b>Development Proposal:</b> Construction of halls and office blocks for religious, educational (pre-school and afternoon classes), youth development projects, prisoners counseling sessions, and community-related projects.

Entity Name	Comments
<p>Omandongo African Trust (T 220/2022)</p> <p><b>Annexure "C"</b></p>	<p>⇒ <b>Completed proposal form:</b> Attached</p> <p>⇒ <b>Proof of the registration as an entity in an acceptable form for Deeds Registry purposes:</b> Trust deed to build schools and libraries</p> <p>⇒ <b>Power of Attorney:</b> Not provided</p> <p>⇒ <b>Financial Ability:</b> Standard letter from Development Bank of Namibia (no financial statements of last six months).</p> <p>⇒ <b>Operational for at least 2 years:</b> The entity was registered on 21 July 2022. No supporting documents stating operational activities and the period being operational.</p> <p>⇒ <b>Development Proposal</b> The multifaceted community center, health care initiatives, mentorship focussing on crime prevention and fostering academic engagement, specialized agricultural services for innovative farming practices, physical, mental, and social development of young people through sports. A project description and phased construction plan is included (headquarters, public library with technology center, radio station, and studio, rehabilitation center for drugs and alcohol abusers). A layout proposal is also attached.</p>
<p>The National Spiritual Assembly of the Baha'IS of Namibia (21/1981/063)</p> <p><b>Annexure "D"</b></p>	<p>⇒ <b>Completed proposal form:</b> Attached</p> <p>⇒ <b>Proof of the registration as an entity in an acceptable form for Deeds Registry purposes:</b> Incorporated association not for gain</p> <p>⇒ <b>Power of Attorney:</b> Provided</p> <p>⇒ <b>Financial Ability:</b> Balance statement on 02 July 2024 of N\$ 519 288.50 and treasury bills</p> <p>⇒ <b>Operational for at least 2 years:</b> The entity was registered in 1981 and states in their proposal document that they are operational throughout Namibia for years.</p> <p>⇒ <b>Development Proposal:</b> Religious community gatherings (Namibian Government recognized the religion as an independent religion), promote the wellbeing of wider society by providing spiritual, moral, and intellectual education to children, youth, and adults. Training institutes focussing on teaching skills free of charge to contribute to the betterment of the society at large. Service projects such as remedial classes, space for children to do homework, soup kitchens, food packages, and gardening. Page 2 of their proposal letter provides detailed information. A layout proposal is also attached.</p>
<p>The Potters House Christian Fellowship Church (2005/613)</p> <p><b>Annexure "E"</b></p>	<p>⇒ <b>Completed proposal form:</b> Attached</p> <p>⇒ <b>Proof of the registration as an entity in an acceptable form for Deeds Registry purposes:</b> Incorporated association not for gain</p> <p>⇒ <b>Power of Attorney:</b> Provided</p> <p>⇒ <b>Financial Ability:</b> Statement from First National Bank (dated 10 July 2024) indicating an available balance of N\$ 311 715.59 CR and statements from NedBank (dated 10 July 2024) indicating a closing balance of N\$ 36 356.87. In terms of their proposal document, the development is estimated to be N\$ 1 500 000.00, and that they have access to the financing.</p> <p>⇒ <b>Operational for at least 2 years:</b> The entity was registered in 2005, but no statement was made regarding them being operational.</p> <p>⇒ <b>Development Proposal:</b></p>

Entity Name	Comments
	A detailed development document is attached stating activities such as worship hall, counselling rooms, soup kitchen, youth mentorship programs, counselling services, youth development initiatives, soup kitchen, community outreach programs, youth training programs, empowerment workshops, counselling services, and support services, and addressing social ills. A layout proposal is also attached.
The Apostolic Faith Mission in Namibia AFM Emmanuel Church (21/91/032)  <b>Annexure "F"</b>	<p>⇒ <b>Completed proposal form:</b> Attached</p> <p>⇒ <b>Proof of the registration as an entity in an acceptable form for Deeds Registry purposes:</b> Incorporated association not for gain</p> <p>⇒ <b>Power of Attorney:</b> Provided by Emmanuel Church Windhoek</p> <p>⇒ <b>Financial Ability:</b> The income statement for the period ending February 2024 shows a balance of N\$ 79 733.12. Statements from First National Bank are attached showing a balance of N\$ 2 099.36 Cr (29 May 2024) Statements from Standard Bank are attached showing a balance of N\$ 32 662.55.</p> <p>⇒ <b>Operational for at least 2 years:</b> The entity was registered in 1991, and operational for more than 10 years.</p> <p>⇒ <b>Development Proposal:</b> A detailed development document is attached for the construction of a multipurpose center for religious services and community development programs for children, youth, and unemployed women. They list bible courses, pre-school education, soup kitchen facilities, skills development, and youth development programs. A layout proposal is also attached.</p>

#### 6. Financial Position of Each Entity

Council continuously experiences delays with religious and non-profit entities to comply with not only the payment of the purchase price but also the completion of the development project within 5 years.

Therefore the following condition forms part of the proposal document:

*"✓ Provide proof of financial ability to purchase the erf and to develop the erf immediately after the transfer (copies of financial statements for the last six months. In the case where it is not available, proof of financing from a financial institution will suffice)."*

As stated above, the subsidized purchase price for Erf 6928 is N\$ 136 345.00. The property must be improved at least 4 x the municipal value of the erf which is N\$148 000.00 x 4 = N\$ 592 000.00 (General Valuation Roll 2020).

Below for ease of reference, the financial ability provided by the entities is listed:

Entity Name	Comments
Lighthouse Chapel International Namibia (21/2003/400)  <b>Annexure "B"</b>	<p>⇒ <b>Financial Ability:</b> Attached are Standard Bank statements reflecting a balance of N\$ 7 179.18 on 11 July 2024.</p>
Omandongo African Trust (T 220/2022)  <b>Annexure "C"</b>	<p>⇒ <b>Financial Ability:</b> Standard letter from Development Bank of Namibia (no financial statements of last six months).</p>

<b>Entity Name</b>	<b>Comments</b>
The National Spiritual Assembly of the Baha'IS of Namibia (21/1981/063)  <b>Annexure "D"</b>	⇒ <b>Financial Ability:</b> Balance statement on 02 July 2024 of N\$ 519 288.50 and treasury bills.
The Potters House Christian Fellowship Church (2005/613)  <b>Annexure "E"</b>	⇒ <b>Financial Ability:</b> Statement from First National Bank (dated 10 July 2024) indicating an available balance of N\$ 311 715.59 CR and statements from NedBank (dated 10 July 2024) indicating a closing balance of N\$ 36 356.87. In terms of their proposal document, the development is estimated to be N\$ 1 500 000.00 and that they have access to the financing.
The Apostolic Faith Mission in Namibia AFM Emmanuel Church (21/91/032)  <b>Annexure "F"</b>	⇒ <b>Financial Ability:</b> The income statement for the period ending February 2024 shows a balance of N\$ 79,733.12. Statements from First National Bank are attached showing a balance of N\$ 2 099.36 Cr (29 May 2024) Statements from Standard Bank are attached showing a balance of N\$ 32 662.55.

Although being allocated an erf will enable an entity to obtain a loan from a bank, compliance with the requirement to at least be able to pay the purchase price cannot be waived.

**Payment options are:**

The full purchase price payable on the date of sale, being the date of signing the deed of sale; or to be secured by a bank guarantee payable on the date of transfer of ownership; alternatively; the purchase price plus interest calculated at the prime lending rate of Council's bank in 24 equal monthly installments.

In terms of the above discussion, only **The National Spiritual Assembly of the Baha'IS of Namibia** and **The Potters House Christian Fellowship Church** qualify to purchase the erf.

7. **Discussion**

From the above assessment, all entities propose to construct multi-purpose facilities that have religious, educational, and social empowerment as their intention.

Based on financial ability, only **The National Spiritual Assembly of the Baha'IS of Namibia** and **The Potters House Christian Fellowship Church** qualify to purchase the erf.

⇒ **The National Spiritual Assembly of the Baha'IS of Namibia** also submitted a proposal for the development of Erf 4911, Extension 14, Swakopmund which is

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



**RECOMMENDED:**

- (a) That the Council takes note of the 5 development proposals received for the allocation of Erf 6928 (2 479m<sup>2</sup>), Extension 25, Swakopmund at a subsidized purchase price of N\$ 136 345.00 as resolved on 27 July 2023 under item 11.1.2.
  - (b) That the Council takes note of the requirement that the entity must provide proof of financing to purchase and develop the erf and of the reverting clause that should the erf not be developed within 5 years from the date of sale the property reverts to the Council.
  - (c) That the Council takes note that only The National Spiritual Assembly of the Baha'IS of Namibia and The Potters House Christian Fellowship Church submitted sufficient proof of finances to acquire and develop the erf.
  - (d) That based on the needs of the local community in Extension 25 the Council allocates Erf 6928, Swakopmund to The Potters House Christian Fellowship Church.
  - (e) That the conditions contained in the development proposal document Notice 49/2024 apply to the sale which includes a reverting clause.
-

MAP OF ERF 6928, EXTENSION 25, SWAKOPMUND

SWAKOPMUND EXTENSION 25 : ERF 6928



Swakopmund Municipality  
Department of Engineering and Planning Services  
Drawing No: 2024-01-001  
Map Date: May 2024

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



11.1.4

**DEVELOPMENT PROPOSALS RECEIVED: ALLOCATION OF ERF 4911, SWAKOPMUND TO QUALIFYING INSTITUTION**

(C/M 2024/10/31 - E 4911)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.5** page **33** refers.

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

This item is submitted for the Council to consider the allocation of Erf 4911, Extension 14, Swakopmund to a qualifying institution from developmental proposals received.

Erf 4911, Extension 14, Swakopmund measures 3 011m<sup>2</sup> in extent and is zoned "institutional" and the purchase price is determined at a 50% subsidized price of N\$ 352 287.00 for non-profit organizations.

Churches were encouraged to submit their proposals due to the size that exceeds 2 500m<sup>2</sup> as per Council's Property Policy as smaller erven pose challenges with parking.

On the due date of Friday, **09 August 2024** at 12:00 six (6) were received and as follows:

1	<b>Annexure "A"</b>	Y-Fem Namibia Trust (T 529/2018)
2	<b>Annexure "B"</b>	Kingdom Kids Academy (Pty) Ltd (2023/0914)
3	<b>Annexure "C"</b>	The National Spiritual Assembly of the Baha'IS of South West Africa Namibia (incorporated association not for gain)
4	<b>Annexure "D"</b>	Phoenix Learners CC (2022/00145)
5	<b>Annexure "E"</b>	Christian Revival Church Swakopmund (non-profit association incorporated under section 21)
6	<b>Annexure "F"</b>	Ezra Nest Educational Foundation (non-profit association incorporated under section 21)

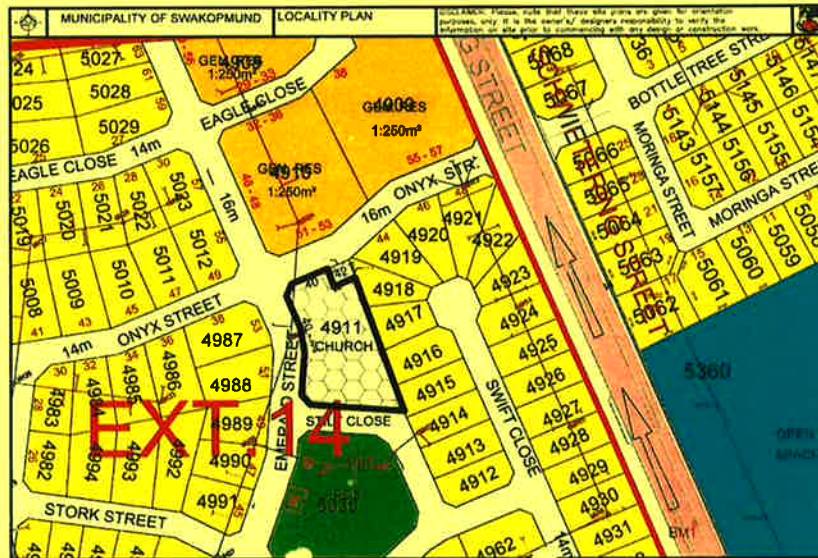
*Due to the bulky nature of proposal documents, the complete documents are not attached but are available for review.*

The Council can nominate from the above-listed institution the entity that is suitable for the allocation of Erf 4911, Extension 14, Swakopmund at its discretion.

☞ Council stipulated in its invitation, that the Swakopmund Municipality is not obliged to accept any proposal and reserves the right to withdraw such invitation.

Location of the erf for ease of reference:





## 2. **Background**

On **04 June 2024** under item 11.1.10 Council passed a resolution for the allocation of Erf 4911, Extension 14, Swakopmund as follows:

- (a) That Council approves the invitation of development proposals for the sale of Erf 4911 (3 011m<sup>2</sup>), Extension 14 from qualifying non-profit entities at a purchase price calculated at 50% of the cost of installation of services, i.e.  $3\,011\text{m}^2 \times \text{N}\$234.00 = \text{N}\$704\,574.00 / 2 = \text{N}\$352\,287.00$ .
- (b) That the allocation and sale be subject to Council's Property Policy (Annexure "B", on file) with special reference to the reverting clause regulating development within 5 years from the date of sale and 30 years for the use of the property for the purpose of which it was allocated."

For the execution of the Council's decision, an invitation for development proposals under Notice No 54/2024 was published and on the closing of the notice, the Council received the above listed 6 development proposals.

## 3. **Conditions to Comply with**

To qualify for allocation, the following conditions are quoted for ease of reference:

- The applicants must provide the registration document of the institution or a conveyancer's certificate indicating that the institution is properly constituted, i.e. duly certified copy of the constitution in English.
- If a constitution is submitted, it must clearly indicate the assignees who are empowered to sign documentation on the institution's behalf; and
- The name of the entity in which ownership of the property shall vest in an acceptable form for Deeds Registry purposes.
- Provide proof of financial ability to purchase the erf and to develop the erf immediately after transfer.
- **Proposals from commercial entities will not be accepted.**

A reverting clause will be registered against the title of the property to ensure the development of the property within 5 years from the date of sale.

#### 4. **Land Use as Institutional**

Proposals must fall within the ambit of the permissible use.

For ease of reference, quoted below the land usage rights from Town Planning Amendment Scheme 12:

The primary use for land zoned "institutional" is "institutional building" defined as the following:

**"INSTITUTIONAL BUILDING"** means a building or portion of a building used or intended to be used as an old age home, creche, public or private school, community hall, religious or charitable institution, and/or the administration thereof, and includes a hospital, clinic or dispensary, whether private or public, used in connection therewith, but does not include:

- (a) a hospital, sanatorium, dispensary, or clinic for the treatment of infectious or contagious diseases, or
- (b) premises for the detention of mentally disordered persons, or
- (c) a mental hospital

#### 5. **Assessment of Applications Received based on Required Criteria and Proposal**

Council's policy requires the entities to provide financial statements with sufficient funds to acquire the land and for the development of the desired project. The 50% subsidized purchase price is of **N\$ 352,287.00**.

##### **Payment options are:**

The full purchase price payable on the date of sale, being the date of signing the deed of sale; or to be secured by a bank guarantee payable on the date of transfer of ownership; alternatively; the purchase price plus interest calculated at the prime lending rate of Council's bank in 24 equal monthly installments.

Council continuously encounters institutions that were allocated even, and during the process faced various challenges that prevented the projects from concluding as planned.

#### 5.1 **Y-Fem Namibia Trust (T 529/2018)**

##### **ANNEXURE "A"**

##### ① Registration Document suitable for Transfer of Ownership:

The entity is registered as a trust with its main purpose that the Young Feminists Movement Namibia Trust will have the aim to build an inclusive movement of young women in Namibia who know and can claim their full human rights as persons and as active citizens. The complete purpose is recorded under point 3 of the Trust Deed.

##### ② Power of Attorney:

Provided.

##### ③ Proof of Financial Ability:

Statements from the Bank Windhoek Cheque Account in the name of the trust is provided with constant cash flows. The balance on 30 June 2024 is of **N\$294 741.21**.

④ Development Proposal:

Y-Fem Namibia has been operating for more than 10 years. The entity is operating to alleviate poverty and unemployment, lack of education and training opportunities, HIV & Aids, sex work, ignorance about sexuality, early cohabitation and forced marriage, sexual harassment, teenage and unwanted pregnancy leading to school drop-out and unsafe abortion, domestic violence, incest and rape, lack of leadership skills among young women.

They intend to establish a Women and Youth Resource Centre by constructing a head office and intersectional youth campus that offers accommodation (youth hostel for educational and retreat purposes) and training. It will be an autonomous safe space for women and youth. The recreational component will include a pool and braai stands, a women's market, and library, and a resource center (which is not for institutional).

**Comments:**

Compliant.

Although the trust has constant cash flows, the balance on 30 June 2024 is less than the purchase price for the erf.

5.2 **Kingdom Kids Academy (Pty) Ltd (2023/0914)****ANNEXURE "B"**① Registration Document suitable for Transfer of Ownership:

The entity is a commercial entity that is excluded in terms of the approved conditions.

② Power of Attorney:

Not provided, but stated that Ms Estelle Broodryk (Groenewald) stands in as agent.

③ Proof of Financial Ability:

The monthly statements from FNB are provided showing a credit balance of N\$ 13 944.77.

It is stated that funding for the project will be secured from America and Finland upon confirmation that their proposal is accepted the grant application will be submitted Draper Richards Kaplan Foundation. Grant approvals are finalized within 3 to 6 months.

④ Development Proposal:

In the proposal document, the entity states that the entity is registered with Helsinki International Schools of Finland which focuses on the skills development of neuro-divergent learners as well as children who fall within the "gifted" category who find it difficult to fit in and excel in a mainstream school system. Their teacher-to-learner ratio is 1:8.

The development proposal is therefore for the construction of an educational facility. If allocated the school will first be accommodated on-site in Namgloo units which are heavily sponsored by Dunelec.

**Comments:**

Although the proposal is exceptional in that it provides for children falling outside the mainstream educational system, the entity does not qualify as it is registered as a commercial entity.

Furthermore, the funding is not available, but conditional on being allocated the erf and being approved for a grant.

5.3 **The National Spiritual Assembly of the Baha'IS of South West Africa Namibia (incorporated association not for gain)**

**Annexure "C"**

① Registration Document suitable for Transfer of Ownership:

The entity is registered as an incorporated association, not for gain.

② Power of Attorney:

Provided.

③ Proof of Financial Ability:

Statements from Nedbank is provided showing a balance of N\$ 593 831.97 on 31 July 2024. Also attached is a treasury bill of N\$ 309 468.33.

④ Development Proposal:

Religious community gatherings (the Namibian Government recognized the religion as an independent religion), promote the well-being of wider society by providing spiritual, moral, and intellectual education to children, youth, and adults. The project includes all people regardless of their religion.

They intend to offer classes to children for moral and spiritual education, and youth classes to empower youth for the role they can provide in service and contribute toward the development of the society. Classes for adults that focus on acquiring spiritual insights and skills to be utilized to effect change. Devotional gatherings regardless of faith and religious backgrounds. Remedial classes and arts and music classes.

To host camps, picnics, and sports activities for the youth and to initiate food production on a small scale.

Training focussing on teaching skills free of charge to contribute to the betterment of the society at large.

A layout of a multipurpose center is attached.

**Comments:**

The application complies with the requirements and sufficient financing is available.

The location of the erf might not serve the needs of the community located in the vicinity.



5.4 **Phoenix Learners CC (2022/00145)****ANNEXURE "D"**① Registration Document suitable for Transfer of Ownership:

The entity is a commercial entity that is excluded in terms of the approved conditions.

② Power of Attorney:

Not provided.

③ Proof of Financial Ability:

A letter dated 15 July 2024 from First National Bank confirming that funds are available to purchase the property (money maximizer account).

④ Development Proposal:

The entity provides high-quality education through a hybrid model that combines the best elements of both traditional and online learning. They intend to create a state-of-the-art educational facility that will integrate community programs, workshops, and events.

Their project complements and enhances the overall town development strategy of educational excellence. The need for their educational services is growing and Erf 4911 will enable them to expand by providing specialized education and fostering entrepreneurial skills in a nurturing environment.

A layout for the school is attached.

**Comments:**

This is a unique education venture with sufficient funding available, but unfortunately, the entity is disqualified from being registered as a close corporation.

5.5 **Christian Revival Church Swakopmund (non-profit association incorporated under section 21)****ANNEXURE "E"**① Registration Document suitable for Transfer of Ownership:

The entity is registered as a non-profit association incorporated under section 21.

② Power of Attorney:

Provided.

③ Proof of Financial Ability:

A letter from Capricorn Private Wealth confirming the availability of funds of N\$ 676 989.52.

④ Development Proposal:

The entity intends to provide a much-needed safe house for women and children, along with a fully functional youth facility to equip and disciple the younger generation to find their identity in Christ.

They will incorporate their feeding schemes and welfare amenities for the needy.

**Comments:**

The application complies with the requirements and sufficient financing is available.

The location of the erf might not serve the needs of the community located in the vicinity taking into consideration that they state the feeding scheme are mainly in the low-income community and also the provision of amenities for the needy.

5.6 **Ezra Nest Educational Foundation (non-profit association incorporated under section 21)**

**ANNEXURE "F"**

① Registration Document suitable for Transfer of Ownership:

A non-profit association incorporated under section 21.

② Power of Attorney:

Not provided.

③ Proof of Financial Ability:

No proof of financing.

On page 8 it is stated that they are busy preparing a plan including cost allocation and will make a presentation to the Council upon request. Grants from donors, developmental agencies and partners and generous donations from private and public sectors will also assist in acquiring and developing the property.

④ Development Proposal:

The entity proposes to construct an accessible pre-school which will be formulated to support early childhood development and support the local authority and community as an institute of hope and academic excellence. Early childhood education is crucial for the cognitive, social, and emotional development of children. The objectives of the pre-school are listed on page 5 of the development proposal document.

Although the pre-school will serve children from all communities, it is in particular for children from underprivileged communities. A charity foundation will be incorporated in the project.

They intend to have strong ties with the local community and collaborate with organizations for additional resources and support.

**Comments:**

Although the entity is registered as a non-profit entity, no proof of financing was provided.

A pre-school for particularly underprivileged communities might not be easily and practically accessible for the target market. Additional transport costs for school attendance might pose an additional burden on the parents.

## 6. **Discussion**

From the above summary, unfortunately, the two unique applications received in support of the Council's pillar for educational excellence are disqualified due to the entities being registered as commercial entities. These proposals are for established education ventures not covered in the mainstream system, i.e.

- \* **Kingdom Kids Academy (Pty) Ltd** for skills development of neuro-divergent learners as well as children who fall within the "gifted" category who find it difficult to fit in and excel in a mainstream school system. Their funding is not secured.
- \* **Phoenix Learners CC** provides high-quality education through a hybrid model that combines the best elements of both traditional and online learning. They intend to create a state-of-the-art educational facility that will integrate community programs, workshops, and events. Funding is secured.
- ✓ Two of the remaining 4 applications propose upliftment of women and related issues in general of which sufficient funding might be available (**Y-Fem Namibia Trust** and **Christian Revival Church Swakopmund**).
- ✓ **The National Spiritual Assembly of the Baha'IS of South West Africa Namibia** complies with all requirements and proposes a multipurpose center for all religions and people from all walks of life. Funding is available. It is not clearly motivated that such a facility is in demand.
- \* The 6<sup>th</sup> and last proposal is for a much -needed pre-school. **Ezra Nest Educational Foundation** states that it is mainly for underprivileged communities. As stated above, no proof of financing is available and it might not be practical to serve a target market that is not located in the vicinity of Extension 14 and Extension 1, Mile 4.

## 7. **Proposal**

It is proposed that the Council considers the allocation or withdrawal of the invitation for proposals for Erf 4911, taking into account that:

- 7.1 The two unique educational proposals are disqualified as the entities are registered as commercial entities.
- 7.2 Two of the qualifying entities propose facilities for the upliftment of women and related issues and serve as counseling facilities and safe haven (ignorance about sexuality, early cohabitation and forced marriage, sexual harassment, teenage and unwanted pregnancy leading to school drop-out and unsafe abortion, domestic violence, incest and rape, lack of leadership skills among young women, (funding is secure);
- 7.3 It is not clear whether the proposal from The National Spiritual Assembly of the Baha'IS of South West Africa Namibia is viable within the community (the entity did not indicate the required operations); and that
- 7.4 The application for a pre-school for mostly underprivileged children did not provide proof of financing.

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

**RECOMMENDED:**

- (a) That the Council takes note of the proposals received for the allocation of Erf 4911, Swakopmund in terms of Notice 54/2024 and analyzed in detail under point 5 of the body of this submission.
- (b) That the purchase price for Erf 4911, Extension 14, Swakopmund, is N\$352 287.00 as provided for in the Property Policy and the allocation criteria only provides for proposals from non-profit entities.
- (c) That the Council decides whether to proceed with the allocation or withdraw the invite as provided for in Notice 54/2024 and reconsider the criteria and or republication at a later stage.
- (d) That the Council takes note that only the following three entities listed below qualify for allocation in terms of conditions contained in Notice 54/2024:

1	Annexure "A"	Y-Fem Namibia Trust (T 529/2018)
3	Annexure "C"	The National Spiritual Assembly of the Baha'IS of South West Africa Namibia (incorporated association not for gain)
5	Annexure "E"	Christian Revival Church Swakopmund (non-profit association incorporated under section 21)

- (e) That the Council approves the allocation of Erf 4911, Extension 14, Swakopmund to Christian Revival Church Swakopmund for the establishment of a safe house for women and children, along with a fully functional youth facility.
-



5.

**CHRISTIAN REVIVAL CHURCH**

**SWAKOPMUND**

**CRC SWAKOPMUND**

**DEVELOPMENT PROPOSAL  
FOR ERF 4911, EXTENSION 14,  
SWAKOPMUND**

**NOTICE NO. 54/2024**

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

11.1.5

**INSTALLATION OF SERVICES FOR EXTENSION 32 KRAMERSDORF**

(C/M 2024/10/31 - 16/1/4/3/2)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.6** page **51** refers.

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

The Council on **29 February 2024** under item 11.1.24 approved financing of Extension 32 Kramersdorf through Messrs First National Bank Namibia, as per the below copied Council resolution.

- (a) That Council take note of the financial proposal by Messrs First National Bank Limited (FNB) to assist with the funding of the Municipality of Swakopmund in respect of the development of Extension 32, Kramersdorf.
- (b) That Council take note that Erongo RED was engaged to express their interest in co-funding the development with the Council.
- (c) That Council gives mandate to the Chief Executive Officer, General Manager of engineering and Planning Services, General Manager of finance and General Manager of Corporate Services to negotiate with Messrs FNB on their financing proposal taking into consideration split financing options, such as (but not limited to) Council funds and funds from relevant utilities (where applicable) to reduce the loan amount from the bank.

The below discussion points need to be deliberated on By Honourable Councillors.

**1. Financing module - Messrs First National; Bank of Namibia.**

Attached hereto is the funding proposal as received from Messrs First National Bank, and below are the financing costs of the project.

<b>Cost Description</b>	<b>Loan Amount (excl VAT) - N\$</b>	<b>12 Months - N\$</b>	<b>24 months - N\$</b>
Full Services	59 346 625.00	3 678 289.87	7 203 244.17
Services Excluding Electricity	46 386 983.00	2 875 054.30	5 630 257.24

By the time of submission, revised funding module based on the above costs was not received from the bank.

**2. Project Implementation Plan and Costing.**

Attached hereto also the project costing and implementation plan for ease of reference.

**3. Financing of Electrical Infrastructure by Messrs. Erongo Red.**

It's recommended that the installation of the electrical infrastructure costs be paid by Messrs. Erongo Red and that an agreement be signed accordingly, their commitment letter is attached hereto for ease of reference.

**4. Sale of Erven to finance the project.**

There are closed open bids sale of erven transactions scheduled for the **2024 calendar year**, and the Council also identified the sale of erven from the available erven to finance the project as well.

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

**RECOMMENDED:**

- (a) That the Council approves the estimated expenditure amounting to N\$68 248 618.75 for the installation of services for Extension 32, Kramersdorf, Swakopmund.
  - (b) That the project be financed through the external loan facility of Messrs. First National Bank Namibia.
  - (c) That the funding of electrical infrastructure be funded by Erongo RED.
  - (d) That pre-sale of erven be done during the installation of services period to ensure a faster loan repayment with less interest.
  - (e) That the payment of rates & taxes be temporarily exempted for erven purchased during the installation of services period.
  - (f) That the Development Bank of Namibia be engaged to compare the best possible funding options.
-





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

Ref No.: 16/1/4/3/2

Enquiries: Mr Hellao !Naruseb

08 March 2024

The Business Relationship Manager  
First National Bank  
P O Box 1  
SWAKOPMUND  
13001

Dear **Mr Ernst Grothkopf**,

**PROPOSAL TO FINANCE THE SERVICES INSTALLATION IN EXTENSION 32, KRAMERSDORF**

We refer to the subject matter.

Herein below a copy of the Resolution on item **11.1.24** which was passed during the Ordinary Council meeting held on **29 February 2024**.

- a) That Council take note of the financial proposal by Messrs First National Bank Limited (FNB) to assist with the funding of the Municipality of Swakopmund in respect of the development of Extension 32, Kramersdorf.
- b) That Council take note that Erongo RED was engaged to express their interest to co-fund the development with Council.
- c) That Council gives mandate to the Chief Executive Officer, General Manager: Engineering and Planning Services, General Manager: Finance and General Manager: Corporate Services to negotiate with Messrs FNB on their financing proposal taking into consideration split financing options, such as (but not limited to) Council funds and funds from relevant utilities (where applicable) to reduce the loan amount from the bank.

Kindly confirm your availability for us to schedule a meeting before 29 March 2024.

We trust that the above is in good order.

Yours faithfully,

  
Mr Alexis Benjamin  
CHIEF EXECUTIVE OFFICER



11.1.6

**PERMANENT CLOSURE OF ERF 3352, SWAKOPMUND, EXTENSION 9 AS A "PUBLIC OPEN SPACE" AND REZONING OF ERF 3346, SWAKOPMUND EXTENSION 9 FROM "INSTITUTIONAL" TO "LOCAL BUSINESS" WITH A BULK OF 1 AND CONSOLIDATION OF ERVEN 3345, 3346 AND 3352, SWAKOPMUND EXTENSION 9 INTO CONSOLIDATED ERF X**

(C/M 2024/10/31 - E 3345, E 3346, E3352)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.7** page **54** refers.

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

**1. Purpose**

The purpose of this submission is for the Council to consider the application for the permanent closure of Erf 3352, Swakopmund Extension 9 as a "public open space", rezoning of Erf 3346, Swakopmund Extension 9 from "institutional" to "local business" with a bulk of 1 and consolidation of Erven 3345, 3346 and 3352, Swakopmund Extension 9 into consolidated Erf X simultaneous transfer.

**2. Introduction and Background**

The owner of Erf 3345, Swakopmund Extension 9 applied to lease Erven 3346 and 3352, Swakopmund Extension 9 to Corporate Services & Human Capital Department and the below was resolved on **30 August 2021** under Item 11.1.24:

- (a) *That the application by Messrs Andrico Investments NO.12 (Pty) Ltd to lease Erven 3346 and 3352, Swakopmund for 99 years not be approved.*
- (b) *That Council approves the application by Messrs Andrico Investments NO.12 (Pty) Ltd to purchase Erven 3346 and 3352, Swakopmund for the extension of the existing business trading as Ocean View SPAR located on Erf 3345, Swakopmund.*
- (c) *That the purchase price for Erven 3346 and 3352, Swakopmund be N\$ 800.00 / m<sup>2</sup>, 15% VAT excluded.*
- (d) *That Erven 3346 and 3352, Swakopmund be rezoned to "General Business" and be consolidated with Erf 3345, Swakopmund at the cost of the Council.*
- (e) *That depending on approval of point (b) above, the sale be subject to Council's Standard Conditions of sale by private treaty:*

As a result of the above resolution, in terms of Section 50(3)(a)(ii) of the Local Authority Act, 1992 (Act 23 of 1992), the Municipality of Swakopmund intends to permanently close Erf 3352, Swakopmund Extension 9 (approximately 4 821m<sup>2</sup> in extent) as a "public open space" and subsequently apply to the Urban and Regional Planning Board in terms of Section 107, Regulation 10 (1) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), for the:

- *Rezoning of Erf 3346, Swakopmund Extension 9 from "institutional" respectively, to "Local Business" with a bulk of 1, and*

- Consolidation of Erven 3345, 3346 and 3352, Swakopmund Extension 9 into consolidated Erf X.

### 3. Ownership

The ownership of Erf 3345, Swakopmund Extension 9 vests with Andrico Investments Number Twelve Close Corporation Registration Number: CC/2005/3693 and Erven 3346 and 3352, Swakopmund Extension 9 currently vests in the Municipal Council of Swakopmund as endorsed under the Deed of Transfer No. BC 24/1984. See **Annexure A**.

### 4. Zoning and Locality

Erf 3346, Swakopmund Extension 9 obtains access from Monotoka Street, measures 3 952m<sup>2</sup> in extent and is currently zoned "institutional". Erf 3352, Swakopmund Extension 9 obtains access from Dr Eugen Müller Streets, measures 4 820m<sup>2</sup> and is zoned "public open space". See insert on the next page.



Figure 1: Location of Erven 3346 and 3352, Swakopmund Extension 9

### 5. Infrastructure Services and Access

The proposed erf is already connected to the existing infrastructural services, however, should additional services be required, the applicant is to provide those to the satisfaction of the General Manager: Engineering and Planning Services.

The property is easily accessible by both vehicular and pedestrians and is well connected to wider road networks as can be seen on the above locality plan. The roads surrounding the erf are well-paved and well-demarcated for both vehicles and pedestrians. Parking for the proposed development will be provided on-site in accordance with the provision of the Swakopmund Zoning Scheme.

### 6. Public consultation

In terms of Section 107 of the Urban and Regional Planning Act 2018, consolidations and rezoning are subjected to a public consultation process including the surrounding neighbouring property owners.



The proposed closure and rezoning were advertised on the 21<sup>st</sup> and 28<sup>th</sup> of June 2024 in the Namibian and The Namib Times. A notice was placed on site and one (1) notice was on display on the municipal notice board. Additionally, a notice was published in the Government Gazette, dated 1<sup>st</sup> July 2024 notice No. 223 see **Annexure B**.

Eight neighbouring property owners were notified in writing informing them of the intent. The last date to submit their objections and comments was the 18<sup>th</sup> of July 2024. Attached as **Annexure C** is the list of neighbours consulted via registered mail.

## 7. Proposed development

### 7.1 Rezoning and Consolidation

Erf 3346, Swakopmund Extension 9 is to be rezoned from "institutional" to "local business" with a bulk of 1, and subsequently transfer Erven 3345, 3346 and 3352, Swakopmund Extension 9 and simultaneous consolidation of Erven 3345, 3346 and 3352, Swakopmund Extension 9 into consolidated Erf X.

Messrs Andrico Investments No.12 (Pty) Ltd owners of Erf 3345, Swakopmund Extension 9 (which currently accommodates the Ocean View Spar centre), applied to lease Erven 3346 and 3352, Swakopmund Extension 9 for 99 years. The above was turned down and the Council approved the purchase of both Erven 3346 and 3352, Swakopmund Extension 9.

Council further recommended that "**Erven 3346 and 3352, Swakopmund be rezoned to "General Business" and be consolidated with Erf 3345, Swakopmund at the cost of Council.**"

Note should be taken that properties can only be consolidated if they are of the same zoning. Therefore, it is proposed to rezone Erf 3346, Swakopmund Extension 9 "local business" with a bulk of 1 as Erf 3345, Swakopmund Extension 9 is currently zoned "local business" with a bulk of 1.

Given that Erf 3352, Swakopmund Extension 9 will be permanently closed and transferred to the abutting owner (owner of Erf 3345, Swakopmund Extension 9), it will assume its zone and thus does not require to be rezoned as it will be consolidated and will assume the "local business" zone.

The above procedures will thus enable the consolidation of the three erven as local business and not to "general business" as per the above C/M 2021/08/30.

<b>PORTION NUMBER</b>	<b>APPROXIMATE AREA (m<sup>2</sup>)</b>	<b>CURRENT ZONE</b>
<i>Erf 3345</i>	3 952	<i>Local Business</i>
<i>Erf 3346</i>	6 876	<i>Institutional</i>
<i>Erf 3352</i>	4 820	<i>Public open space</i>
<i>Consolidated Erf X</i>	15 648	<i>Local Business with a bulk of 1</i>

See the plans attached as **Annexure D**.



## 7.2 Closure Certificate and Environmental Impact Assessment

Erf 3352, Swakopmund Extension 9 will be permanently closed as per Section 50 of the Local Authorities Act, No. 23 of 1992 under the heading "closing of streets or public places" for the erven.

In terms of Section 27 of the Environmental Management Act, Act 7 of 2007, in conjunction with Section 5.1 (d) of the Environmental Impact Assessment Regulations, closure of public open spaces and streets has been listed as one of the activities that cannot be undertaken without an environmental clearance certificate. Additionally, rezoning properties to businesses also requires ECC.

Therefore, the closure and rezoning of Erven 3352 and 3346, Swakopmund Extension 9 is subject to an environmental impact assessment.

A consultant was recently appointed to undertake the Environmental Clearance Certificate required before submission to the Urban and Regional Planning Board.

## 7.3 Financial implications

The proposed development is subject to surveying, environmental impact assessment and registration costs.

Funds should be defrayed from Vote: 500031014300 where an amount of N\$1 400 000. 00, is available.

## 7.4 Title Conditions

The current title deed conditions should be cancelled and replaced with the following conditions to be registered against the title deeds for the Consolidated Erf X, Swakopmund, Extension 9:

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

## 8. Conclusion

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

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

**RECOMMENDED:**

- (a) That the permanent closure of Erf 3352, Swakopmund, Extension 9 as a "Public Open Space" be approved.
  - (b) That the rezoning of Erf 3346, Swakopmund, Extension 9 from "Institutional" to "Local Business" with a bulk of 1 be approved.
  - (c) That the consolidation of Erven 3345, 3346 and 3352, Swakopmund, Extension 9 into consolidated Erf X be approved.
  - (d) That the current title deed conditions registered against Erven 3345, 3346 and 3352, Swakopmund Extension 9 be cancelled and the following title deed conditions be registered against the title deed of Consolidated Erf X, Swakopmund Extension 9:
    - (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.*
  - (e) That the costs involved be defrayed from Vote: 500031014300 where an amount of N\$1 400 000. 00, is available.
-



Kragtens Notariële Akte A 3/1984 gedateer 19/10/1984  
 By Notaris Deed No. 3/1984 dated 19/10/1984  
 is die hierinvermelde eienendomsoordereening aan  
 the within-mentioned property subject to  
 H.P. No. 6242/1984.

ten gunste van  
 in favour of  
 as will more fully  
 appear on reference to the said Notarial Deed, a copy whereof is herewith annexed.

AKTES-ANTOOR,  
 DEUR: M. MATHYS  
 WINDHUK.  
 19-10-1984  
 REGISTRAR VAN AKTES,  
 REGISTRAR OF DEEDS.

VIR ENDOSSERENTE KYK BLADSY 4  
 FOR ENDOSSEMENTS SEE PAGE 4

Opgestel deur my  
 AKTEBESORGER.

**SERTIFIKAAT VAN GEREGISTREERDE TITEL**

T 11 / 1984

(Uitgereik kragtens die bepalings van Artikel 43 van die Registrasie van Aktes Wet, 1937.

NADemaal JÜRGE UWE HENRICHSSEN en WESSEL MATHYS VAN NIEKERK in hulle onderskeie hoedanighede as Burgemeester en Stadsklerk van die Raad van die MUNISIPALITEIT VAN SWAKOPMUND, en as sulks handelende vir en namens die gesegde -

MUNISIPALITEIT VAN SWAKOPMUND

kragtens Artkel 267 van die Munisipale Ordonnansie, 1963,

aansoek gedoen het om die uitreiking aan die gesegde

MUNISIPALITEIT VAN SWAKOPMUND

van n ....

P

- 4 - BC 24 /1984

**ENDOSSEMENT KRAGTENS ARTIKEL 46(3) WET 47/1937**  
**ENDORSEMENT IN TERMS OF SECTION 46(3) OF ACT 17 OF 1937**

Die grond hierin beskryf is uitgelê in  
 The land herein described has been laid out into 518

GREEN NUMBERS 2852 - 3349 AND  
5 GREEN SPACES No 3350 - 3354

on strate volgens Algemeen Plan Nr.  
 and streets in accordance with General Plan No. 17 160/83

goedgekeur deur die Landmeter Generaal op  
 approved by the Surveyor-General on the  
28/6/1983 en te boek gestel in 'n aparte register  
 and booked in a separate Register under

onder die naam van: SWAKOPMUND EXT. 9  
 the name of: Ullrich

Akteskantoor  
 Deeds Office  
 WINDHOEK 1984-01-13

Registrateur van Aktes  
 Registrar of Deeds



Bladsy Twee

van 'n Sertifikaat van Geregistreeerde Titel kragtens Artikel 43 van die Registrasie van Aktes Wet 1937, ten opsigte van die hierondergenoemde grond synde gedeelte van die grond geregistreeer op sy naam deur Goewermentsgrondbrief Nr. 25/1935;

SO IS DIT DAT ingevolge die bepalings van genoemde Wet, ek, die Registrateur van Aktes te WINDHOEK, hierby sertifiseer dat genoemde

MUNISIPALITEIT VAN SWAKOPMUND

hul Opvolgers in Titel of Regsverkrygendes, die geregistreeerde eienaar is van :

SEKERE Gedeelte 33 (n Gedeelte van Gedeelte B) van die Plaas SWAKOPMUND DORP EN DORPSGRONDE Nr. 41;

GELEE in die Munisipaliteit van SWAKOPMUND:

REGISTRASIE AFDELING "G":

GROOT : 103,6893 (Een Nul Drie Komma Ses Agt Nege Drie) Hektare soos meer ten volle sal blyk uit die aangehegde Kaart Nr. A 417/82 en gehou kragtens Goewermentsgrondbrief Nr. 25/1935.

ONDERHEWIG aan die volgende voorwaardes geskep in gesegde Goewermentsgrondbrief Nr. 25/1935 in die Engelse taal, naamlik :-

(a) The above land is granted solely for Municipal purposes and the Grantee shall not be entitled to dispose of by sale, lease or otherwise, of the whole or any portion of the land hereby granted, save with the consent of the Administrator first being had and obtained in writing, which consent shall be subject to such conditions as the Administrator may deem fit;

(b) That.../

Bladsy Drie./

(b) That the Administrator may at any time and in any such manner and under such conditions as he may think fit, resume for public purposes the whole or any portion of the land hereby granted, subject to the payment of such compensation as may be agreed upon or in default of such agreement as may be determined by arbitration;

EN DAT, kragtens hierdie sertifikaat, genoemde

MUNISIPALITEIT VAN SWAKOPMUND

hul Opvolgers in titel of regsverkrygendes, nou en voortaan daartoe geregtig is ooreenkomstig plaaslike gebruik, maar behoudens die regte van die Goewerment.

TEN BEWYSE WAARVAN ek, die genoemde Registrateur, hierdie akte onderteken en met die ampseel bekragtig het.

ALDUS GEDOEN en GETEKEN in die kantoor van die Registrateur van Aktes, in WINDHOEK, op 13 -01- 1984

*U. L. van der Merwe*  
.....  
REGISTRATEUR VAN AKTES .

*d*

*d*

*g*

Prepared by me:

  
CONVEYANCER  
COLEMAN, M

Van der Merwe Coleman  
Attorneys, Notaries & Conveyancers  
7<sup>th</sup> Floor Frans Indongo Gardens  
Dr Frans Indongo Street  
P O Box 325, Windhoek

T 2006

## DEED OF TRANSFER

BE IT HEREBY MADE KNOWN:

THAT

MARINDA COLEMAN

appeared before me the <sup>Dep. H.</sup> Registrar of Deeds, at Windhoek, she the said Appearer, being duly authorised thereto by a Power of Attorney granted to her by the

MUNICIPAL COUNCIL OF SWAKOPMUND

(hereinafter styled the TRANSFEROR)

dated the 20<sup>th</sup> day of OCTOBER 2006 and signed at Swakopmund

P-

**AND THAT APPEARER DECLARED THAT** its said principal had on the 28 JULY 2006 sold, and that she, in her capacity as Attorney aforesaid, did by these presents, cede and transfer, in full and free property to and on behalf of

**ANDRICO INVESTMENTS NUMBER TWELVE CLOSE CORPORATION**  
**Registration Number: CC/2005/3693**

(hereinafter styled the **TRANSFEEE**)

It's Successors-in-Title or Assigns,

**CERTAIN** Erf No. 3345 Swakopmund,  
 Extension No. 9

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

**EXTENT** 6876 (Six Eight Seven Six) Square metres as will appear on General  
 Plan No.A.160/1983, and

**HELD BY** Certificate of Registered Title No. T. 11/1984

**SUBJECT** to the following conditions imposed in terms of Proclamation  
 AG 9/1984, namely:-

**IN FAVOUR OF THE LOCAL AUTHORITY :**

The erf shall only be used or occupied :-

- a) for purposes which are in accordance with ;
- b) 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).

up



WHEREFORE the Appearer, renouncing all the Right and Title the TRANSFEROR heretofore had to the premises, did, in consequence, also acknowledge it to be entirely dispossessed of and disentitled to, the same, and that, by virtue of these Presents, the said TRANSFEREE, It's Successors-in-Title or Assigns, now is and henceforth shall be entitled thereto, conformably to local custom, the State, however, reserving its Rights; and finally acknowledging the purchase price amounting to the sum of N\$2 185 000,00 ( which amount includes VAT of N\$285 000,00 and Transfer Duty was paid on N\$1 900 000,00 in terms of the Act 14/1993

SIGNED AT WINDHOEK on 2006-12-15  
together with the Appearer, and confirmed with my Seal of Office

  
SIGNATURE OF APPEARER



up

# GOVERNMENT GAZETTE

## OF THE

# REPUBLIC OF NAMIBIA

N\$24.00

WINDHOEK - 1 July 2024

No. 8388

### CONTENTS

*Page*

#### GOVERNMENT NOTICES

No. 175	Notification of appointment of members and alternate members of Public Private Partnership Committee: Public Private Partnership Act, 2017 .....	2
No. 176	Amendment of Government Notice No. 104 of 20 May 2009: Recognition of /Khowesen Customary Court as community court and appointment of assessors and justices: Community Courts Act, 2003 .....	3
No. 177	Notification of alteration of conditions of title of Erf 315, Ohangwena: Urban and Regional Planning Act, 2018 .....	4
No. 178	Notification of approval of amendment of Windhoek Zoning Scheme: Urban and Regional Planning Act, 2018 .....	5
No. 179	Declaration of Kashenda to be an approved township: Urban and Regional Planning Act, 2018 .....	5
No. 180	Declaration of Tamariskia Extension 4 to be an approved township: Urban and Regional Planning Act, 2018 .....	6
No. 181	Declaration of Katima Mulilo Extension 55 to be an approved township: Urban and Regional Planning Act, 2018 .....	7
No. 182	Declaration of Katima Mulilo Extension 56 to be an approved township: Urban and Regional Planning Act, 2018 .....	8
No. 183	Proclamation of district roads (Number 4175, 4176, 4177 and 4178: District of Eenhana .....	9

#### GENERAL NOTICES

No. 298	Appointment of members of the Namibian Veterinary Council .....	10
No. 299	Establishment of new township: Sikanduko Proper and Sikanduko Extension 1 .....	11
No. 300	Establishment of Urban Agricultural Plots Karibib, Erongo Region .....	11
No. 301	Township establishment and layout approval on Portion 96 of the Farm Swakopmund Town and Townlands No. 41 .....	12
No. 302	Consolidation and rezoning of Erf 1413 with Erf 1414, Oranjemund Extension 4 .....	13

2	Government Gazette 1 July 2024	8388
<hr/>		
No. 303	Subdivision of Portion 63 of the Consolidated Farm Tsumore No. 761 into Portions A/63/761; B/63/761 and the Remainder of Portion 63 of the Consolidated Farm Tsumore No. 761; Incorporation of Portions A/63/671 as Erf A/63/761 and Portion B/63/761 as Erf B/63/761; and Rezoning, Tsumeb, Oshikoto Region .....	14
No. 304	Subdivision of Remaining Extent of Farm Oamites No. 53 (Windhoek Municipal Area) into 86 Portions pertaining and remainder and change of conditions of title to the use. ....	15
No. 305	Subdivision, incorporation and rezoning of Remainder Windhoek Town and Townlands No. 31 .....	16
No. 306	Subdivision of Erf 4666, Swakopmund Extension 9 .....	17
No. 307	Subdivision of Erf 3084 (public open space), Outapi Extension 11 .....	17
No. 308	Subdivision of Erf 502, Eenhana .....	18
No. 309	Subdivision of Portion 27 of the Farm No. 163, Swakopmund .....	19
No. 310	Rezoning of Erf 1947, Outapi Extension No. 9 .....	19
No. 311	Rezoning of Portion 163 of Consolidated Farm Okahandja Townlands No. 277 .....	20
No. 312	Rezoning of Erf 557, Jordan Street, Pionierspark .....	21
No. 313	Rezoning of Erven 991 and 992, Ondangwa Extension 3 .....	21
No. 314	Rezoning of Erf 8443, Swakopmund Extension 31 .....	22
No. 315	Rezoning of Erf 1872, No. 100 Strauss Street, Windhoek .....	22
No. 316	Rezoning of Erf 128, Oranjemund Proper .....	23
No. 317	Rezoning of Erf 2533 (a portion of Erf 60) Sam Nujoma Drive, Klein Windhoek .....	24
No. 318	Rezoning of Erf 1267, No. 5 Irle Street, Klein Windhoek .....	25
No. 319	Rezoning of Erf 2442, No. 18 Palm Street, Suiderhof, Windhoek .....	25
No. 320	Rezoning of Erven 9 and 10, Vineta, Swakopmund .....	26
No. 321	Rezoning and subdivision of Erf 552, Meersig .....	27
No. 322	Rezoning and subdivision of Erf 373, Meersig .....	28
No. 223	Permanent closure of Erf 3352, Swakopmund Extension 9 .....	29
No. 324	Statement of assets and liabilities as at 31 May 2024 .....	29
<hr/>		

PERMANENT CLOSURE OF ERF 3352, SWAKOPMUND EXTENSION 9 AS A "PUBLIC OPEN SPACE" (THE ERF IS APPROXIMATELY 4821M<sup>2</sup> IN EXTENT) AND SUBSEQUENT REZONING OF ERF 3352, SWAKOPMUND EXTENSION 9 FROM "PUBLIC OPEN SPACE" TO "LOCAL BUSINESS" WITH A BULK OF 1, AND REZONING OF ERF 3346, SWAKOPMUND EXTENSION 9 FROM "INSTITUTIONAL" TO "LOCAL BUSINESS" WITH A BULK OF 1

Notice is hereby given in terms of section 50(3)(a)(ii) of the Local Authority Act, 1992 (Act No. 23 of 1992), that the Municipality of Swakopmund intends to permanently close Erf 3352, Swakopmund Extension 9 (approximately 4 821m<sup>2</sup> in extent) as a "public open space" and subsequently apply to the Urban and Regional Planning Board in terms of Section 107, Regulation 10(1) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), for the:

- **Rezoning of Erven 3352 and 3346, Swakopmund Extension 9 from "public open space" and "institutional" respectively, to "local business" with a bulk of 1, and**
- **Consolidation of Erven 3345, 3346 and 3352, Swakopmund Extension 9 into consolidated Erf X**

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

Any person having objections or comments to the statutory procedures as set above must lodge such objections or comments, together with the grounds thereof, in writing with the Chief Executive Officer of the Municipality of Swakopmund, P. O. Box 53, Swakopmund within fourteen (14) days of the publication of this notice.

**Applicant: B. Alfeus**  
**Chief Executive Officer**  
**Swakopmund**

---



# mOshiwambo

namibian

Tuina etimwala lya oshiwambo... "susu" konomola ndji 99902, omanga inoo shanga etimwala lya oshiwambo, tamera noshitwa Oshu oyo ibe to landulithako "ooms" yoye. Oshu kehe oya yi gu NSI.

## Ovanamibia ve fike pomiliyona oshingwanyu nhee otava fi ondjala

... Opu na ashike eepelesenda 16 doikulya oyo kwa li ya tuvikilwa



Etano: La yandjwa

NANDE oshilongo osha lopota ovanhu ve li 2009 wa kwatwe koudu wondjala, ovanhu vahapu otava ka kala vehe na eshi tava li pokati kaJuli naSeptemba odula ei.

Eshi okwa li sha hololwa kolopota oyo kwa li ya dja kombetewa yomupima minista oyo kwa li ya puta omafiku aa.

Olopota oya u Ovanamibia ve fike pomiliyona oshingwanyu nhee otava ka kala vehe na oikulya ya wana pokati kaJuli naSeptemba, paife ovanhu ve fike po33 105 wotwana oyo ya lyatelwa pedu ohavamonooikulya yoshikukuta, novanhu ve li 1 835 okwa li ve lopotwa ve na oudu wondjala moshilongo.

"Eepelesenda dovanhu di li 48, odo

di fike pomaambe e li 341 855, odo teeleleke di ka kale dthe na oikulya ve wana pokati kaJuli naSeptemba noudo." Ombelewa yomupima minista osho ya u ngaho.

Natango, epangelo ola eta po opolohafama yokulwifa oshikukuta yongushu yobilityona mwe oshingwanyu nhatu oyo natango tati ke pumbwa eyambidido mokutula molonga.

Epangelo otali dudu okuyandja oshimulwa shi fike pemiliyona NS829 ashike natango olo pumbwa oshimulwa shi fike pemiliyona NS482.

Oitopolwahoololo oyo ya lopotwa mwa monika oudu wondjala ongaashi, //Kharas, Omaheke, Omusati nOshana. Oshitopolwahoololo sha//Kharas

oshi sha lopotwa shi na omwalo u li pombada woudu wondjala eshi shi na ovanhu ve fike po744 wa monika oudu u Okwa shi kala Omaheke e na ovanhu ve li 738, omanga Oshana shi na ovanhu 176.

Oshitopolwa shaKhomas osha ditlika ovanhu ve li 111, omanga Omusati wa ditlika ovanhu ve fike po66.

OVANHU TAVA MONO OIKUNA Oshitopolwahoololo shaKavango Ushilo noshitopolwahoololo shaMusati o na omwalo upapu womaumo taa mono oxuna, okwa shikula Kunene nOshengwena.

OVAYAMBIDID!

## UNAM okwa ti eembwila, omaxwiki e litonya neembulukweva da tauka inadi pitikwa moshiputudilo

OSHIKONDO shi nasha nokotele nomu doimina moshiputudilo sho University of Namibia (Unam) esha indika ovalihongi averse voshikondo osho vaha djale vali eembwila, eembulukweva da tauka, okuvwa omotya sha pililila nokukala ve na omaxwiki ale inaa koskoka.

Oshinima eshi osho ya konima yeemwedi dishona eshi oshiputudilo shopombada shedina International University of Management kwa li sha indika ovalihongi vaha kale vali tava djala omakono e li kombada noumbwile koshiputudilo shavo shokoDorado nOvenduka.

Omukanda okwa li wa nyolwa kovahongi voshikondo osho tuu esha wa nyolwa omukaluhawiliki woshiputudilo shedina Hage Geingob campus, owa ti ovalihongi nava djale nawa shi li pemufika.

Omukanda okwa li wa shangwa kovakuluhawiliki ovalihongi ovalihongi moshikondo shobhaka moshiputudilo.

"Eye, ovali ovakulandula moshikondo eshi chatu yaye omilandu ovalihongi vava moshiputudilo yeh eshe moshilongo, noiva teelele di landulwe. Muya munene, naga kale pu na utenduli ngee omilandu donaidjale inadi landulwa," Omukanda osho a ti ngaho.

Ombinga imwe yomukanda oyo ti ovalihongi moshikondo omu nava kale va yela, ve na outosholo voo otava moitika nawa keshe efimbo.

"Omilandu edi medi pitika u kale to shindwa Ovakanhu thava djala eembwila ile omima ixupi unene moshiputudilo ile ponhele yollonga. Edi eenlele oyo ovanandu hava kala keshe efimbo, ndee kapu na nande omunandu ile ovanatonga va hala okutala yolutu loye.

"Ovalumenthu, oyo ve shivikile okudjale eembulukweva da tewa moshiputudilo, neve itezeleke bakube alushe nekudjala eembulukweva di na sembolulo dekula, unene naga ngee tave i kolokololi ile kolipangelo. Ovalihongi nava longife omwetya ehe natilile moipela yava, oyo unene eshite yefimbo loye lokufunda po, djala penidende ye yuka." Omilandu osho wa ti ngaho.

Omukanda owa ti ovalihongi naga kale to va vilitte kutya ova cufa okomanga oyo yo firama rofahondoo shobhaka manakwive.

OMILANDU 'DONAI'

Oshite wovanyasta wongudu yoLadies

People's Movement Duminga Ndala okwa ti oputudilo oya shi na komilandu donale domidjalo dovalihongi, osho tashi lyatele pedi omukalo wemanguluko.

"Omanga u udite ko nawa osho ve yoshiputudilo okuyambula po omilandu dopamufika dovalihongi, oshiputudilo nashi kale onhele yokupatano kombinga yomadihapulo, ndee kashi onhele yokuyandja omilandu nhee ovalihongi ve na okukala tava monika." Osho a ti ngaho.

Natango, omuleli wovanyasta wongudu yoEconomic Freedom Fighters Theresa Mushandja okwa ti olombwila otali kala ashike lwa ngee ola nunwira okupukulula ovalihongi momukalomanwa.

Owa ti eendiko eh eshi kala le wapelela ovalihongi oyo ve kala, oyo vanywe vonywe have longo nala vee vanywe ova hombolwe.

"Omanga outemba wovalihongi wa pumbwa okafimanekewa, omakululo atya ngaho natango a pumbwa, unene naga oyo ve kelive kutjupa wotakendabala va za konge omima oyo va dute okwopapeleke mongudu yomumba." Mushandja osho a ti ngaho.

EHANGANO LOVALIHONGI INALI FUUKA

Peletidene wehangano lovalihongi ledina Namibia National Students Organisation Douthe Nangolo okwa ti ehangano laye ola itave kutya hanulihongi a nyekwa outemba waye wekuinga eshi a hala.

Ashike nande ongaho, okwa ti oputudilo nari tale po ombango moirondo imwe, unene naga ngee ve na okomona noku djala, shante ashike tashi tulilwa po ovanhu averse, mashi kala ashike sha tala kovanhu vamwe.

"Ashike nte, eshi natango osho kala shidjupa pefimbo loilonga, oyo ve na okufihla keemhangoo

ode tadi wilike ngee ve na okukala tava monika peenhele doilonga." Osho a ti ngaho.

'KAPU NA OSHINIMA SHIPE'

Omupopiliko wevava loSwapo Moses Sikerete okwa ti omilandu edi kadi shi dipe.

"Shotele natshafimasa, oyo na okomona kutya oshiputudilo eshi tashi popiwa otashi deitile ovanhu omima ya pamba onanami ovo isva ka kala ve inekelelwa eemwenyo dovanhu noundjolewele wavo.

"Kapu na ashike nande oshinima sha puka ngee tave deitile nekuninga ovalihongi, vevamitile omima oyo i li konesho yavo. Otashi ka kala shidjupa kovahongi ovalihongi eemhangoo edi ngee ve temeke okuninga. Oshinima eshi osho shi ningeve moiputudilo itapo." Osho a ti ngaho.

Sikerete okwa ti omilandu do ita pitika ova wapelela eemhangoo osho.

"Oshiputudilo otashi nangi ashike osho kwa li sha pumbwa okukala teelele naga nala. Ashike osho firama okuninga oyo ve kamwe koshibitile eshi omakululo nomhangoo oyo ve li longelidile omakululuko aa oyo vahapu ve shambaleko," Osho a ti ngaho.

Okwa puka ovalihongi oyo ve lufu komilandu edi tadi popiwa.

"Ongahangoo, natu itya po oshikondo shobhaka. Oyo na okuninga nosidini opaya yambidide ofUniversity of Namibia nwaambo ta imbi.

Omupopiliko woshiputudilo shadinam Simon Namesho okwa lotshite otokolo lohaputudilo oyo li ngohopopike eemhangoo koshibitile shomamvu ashike okwa ti natango natu holelwa oyo wa mingwa omakululo mangoo.

Omupedu prima ministra John Mutorwa okwa li a ongele ovskalelipo volongo ya yooloka novakufimbings oyo va vatele Namibia kumbinga yoshikukula.

India okwa popya kutya okwa pula epangelo laye oyo li vatele, omanga China oku na chalo lokuyandja pemiliyona N55 tadi wedwa koikulya yongushu yeemiliyona N55 oyo kwa li a yandja omwano.


China natango okwa halola chalo laye mokuvatele okuninga eemboola.

TAI LONGIFWA PAPUKO

Omupedelele wongudu yoPopular Democratic Movement McHenry Venam okwa lundha epangelo kutya otali longifa okikulya yoshikukula oyo li kambainne omahoololo.

"Ovanhu ova kotoka paife, onatu va lonbwele moyongalele nekesho pamwe kutya ngee ova nomo okikulya kashu yaSwapo, okikulya yoVanamibia," Osho a ti ngaho.

"Ova kala tava longifa okikulya yoshilongo na Elongofonai lovanghatu yopombada." Osho a ti ngaho.



**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 60(5)(g) of the Local Authorities Act, 1992 (Act 23 of 1992) that the Municipality of Swakopmund intends to permanently close off 3352, Swakopmund Extension 9 (approximately 4 821 m² in extent) as a "public open space" and subsequently apply to the Urban and Regional Planning Board in terms of Section 167, Regulator 10 (1) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), for the:

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

The application and locality name are available and open for inspection during working hours at the Swakopmund Municipality Town Planning Division, Contact: Fax: 061 444 4400, Tel: 410 4400 (Manager Town Planning).

Any person having any objections to the application or the locality description or to the closure, may lodge such objections to the Chief Executive Officer, P.O. Box 20, Swakopmund within 14 days after the local authorities website has been notified in writing of the closure 16<sup>th</sup> July 2024.

NOTICE NO: 577024

A BENJAMIN  
Chief Executive Officer



# NOTICES NOTICES

**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 50(3)(a)(ii) of the Local Authority Act, 1992 (Act 23 of 1992), that the Municipality of Swakopmund intends to permanently close Erf 3352, Swakopmund Extension 9 (approximately 4 321m<sup>2</sup> in extent) as a "public open space" and subsequently apply to the Urban and Regional Planning Board in terms of Section 107, Regulation 10 (1) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), for the:

- Rezoning of Erven 3352 and 3346, Swakopmund Extension 9 from "Public Open Space" and "Institutions" respectively, to "Local Business" with a bulk of 1, and
- Consolidation of Erven 3345, 3348 and 3352, Swakopmund Extension 9 into consolidated erf X.

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

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

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

**NOTICE NO: 57/2024**

**A BENJAMIN**  
Chief Executive Officer

**Municipality of Swakopmund**

**INVITATION FOR EXPRESSION OF INTEREST**

Description: Expression of interest is hereby invited from local MSMEs who are running profitable Tourism related businesses for a lease one (1) business at the Kavita Park Tourism Information Centre.

Closing Date: 31 July 2024 @ 11h00

Documents: Available at the Economic Development office, at the Municipal Head Office, Rooms E1-23/E1-36, c/o Rakotoka Street & Daniel Kamho Avenue Swakopmund

Levy: Free of Charge

Enquiries: Ms RN Shpunda/ Mr SA Shakesho  
Tel: +264-64-410 4612  
+264-64-410 4610  
E-mail: sshakesho@swakopmund.com.na

EOI in sealed envelopes clearly marked "EXPRESSION OF INTEREST TO LEASE A BUSINESS UNIT AT KAVITA PARK INFORMATION CENTRE" and addressed to the General Manager, Economic Development Services Department must be placed in the Qualification box on the Ground floor, Municipal Head Office, c/o Rakotoka Street and Daniel Kamho Avenue, Swakopmund or be posted to the General Manager, Community Development Services Department, P. O. Box 53, Swakopmund

**NOTICE NO.00/2024**

**A BENJAMIN**  
CHIEF EXECUTIVE OFFICER

**NOTICE**

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

Notice is hereby given in terms of Clause 8 of the Swakopmund Town Planning Scheme Regulations that the Municipal Council considers the following consent uses, erection of buildings and use of land, details of which are obtainable from the General Manager, Engineering & Town Planning Services.

Ushiv, Safaris CC herewith intends to apply to the Municipality of Swakopmund for special consent to operate a resident Occupation; Administration office on the premises of Erf47, No. 36 Sandpiper Street, Volgelstrand.

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

Closing date for objections or comments is: **26 July 2024**

**Contact Persons:**  
Aletta van Greunen, Cell: 081 739 8049, Email: accounts@vg.com.na  
or Mr J. Heita (Manager: Town Planning) Tel: +264 (64) 410 4403

**NOTICE IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT, 2018**

Please take note that the Urban and Regional Planning Boards intend to apply, on behalf of the registered owners, to the Municipal Council of Walvis Bay for approval for the following applications:

**Erf 61, Erf 62 and Erf 63 Walvis Bay:**

Rezoning Erf 61 and Erf 63 Walvis Bay from Single Residential 1 (1500m<sup>2</sup>) to General Residential 2: 1/1500m<sup>2</sup>, and consent use for a Hotel.

Rezoning of Erf 62 Walvis Bay from General Residential 1: 1/1500m<sup>2</sup> to General Residential 2: 1/1500m<sup>2</sup>, and consent use for a Hotel.

The deletion and alteration of the title deed conditions. Simultaneous consolidation of Erf 61, Erf 62, Erf 63 Walvis Bay into consolidated erf X.

All erven are developed with detached dwelling houses and the usual residential outbuildings.

Due to the growing demand for business and tourist accommodation at Walvis Bay, all erven have been purchased by the applicant for the development of a hotel of up to 24 bedrooms and supporting service areas such as reception, an in-house bar, limited conference/meeting rooms, a gym and sufficient on-site parking.

These development proposals require to rezone erf 61, erf 62 and erf 63 Walvis Bay to General Residential 2, to apply for consent for a hotel in the proposed zoning and consent to proceed with construction while the rezoning is in progress. Simultaneously it is necessary to consolidate erf 61, erf 62 and erf 63 Walvis Bay into a single, consolidated erf. The consolidated erf will have an area of 1,300m<sup>2</sup>.

The deletion and alteration of the title deed conditions is also part of this application.

The above consolidated application is submitted in terms of the Urban and Regional Planning Act, 2018 (Act No 5 of 2018) and the Walvis Bay Zoning Scheme.

Please take note that:-

- a) the application lies open for inspection at the Town Planning Section of the Walvis Bay Municipality, Civic Centre, Nangolo Mbumba Drive
- The application is also available to download from [www.wb.gov.na/development](http://www.wb.gov.na/development)
- any person having comments, representations or objections to the application, may in writing lodge and comment, representations or objections together with the grounds thereof, with the Chief Executive Officer of the Walvis Bay Municipality and with the Urban and Regional Planning Division, (14) days of the last publication of this notice.
- Written comments, representations or objections must be submitted before or on 17:00 Friday 5 July 2024 to the address provided below.

**Local Authority:** Chief Executive Officer  
Municipality of Walvis Bay  
Private Bag 5017, Walvis Bay  
development@wb.gov.na

**Applicant:** Town and Regional Planning  
P O Box 3091, Walvis Bay  
info@wb.gov.na

**PUBLIC NOTICE**

**INVITATION TO ATTEND PUBLIC MEETING: HENTIES BAY STRUCTURE PLAN 2024-2044**

The Henties Bay Municipality is desirous to prepare a Structure Plan which will guide the development of Henties Bay over the next 10 to 20 years. The structure plan, which will cover the entire local authority area of Henties Bay, will have the purpose to guide urban development within the already developed areas of town as well as on the undeveloped areas falling within the Henties Bay Townlands.

A Structure Plan is a spatial planning tool for guiding development within a town or local authority area. The structure plan is a long-term plan (10 to 20 years) that provides proposals, plans, maps, background studies and information prescribed by regulations. It sets policies and frameworks in place to achieve a better future for all inhabitants within the jurisdiction area. It informs the public, local or foreign investors and utility providers of Council's vision as to how the town of Henties Bay is to be developed. The plan is to be transparently prepared in close consultation with Local Authority, Utility Providers, Line Ministries, general public and the community.

The public is therefore invited to attend the following public meeting where the consultant team will present first level thinking and spatial concepts of the draft structure plan for public input:

Date	Time	Venue
01 July 2024	14:00 to 18:00	Henties Bay Community Hall

Please note that the draft Structure Plan document is open for inspection during normal office hours at the SPC office and at the Henties Bay Municipality. Persons or institutions are invited to submit any inputs and comments they may have in writing on or before 26 July 2024 to SPC at the following contact:

Suburban Planning Consultants  
P.O. Box 41404  
Windhoek

Tel: 061-251 189  
Email: office2@spc.com.na  
For attention: Mrs. Anette van Staden

**MUNICIPALITY OF SWAKOPMUND**

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

- REZONING OF ERF 8443, SWAKOPMUND EXTENSION 31 FROM "LOCAL AUTHORITY" TO "AUTHORITY"

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

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

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

**NOTICE NO: 58/2024**

**A Benjamin**  
Chief Executive Officer

**LIQUOR ACT, 1998**

**NOTICE OF APPLICATION TO A COMMITTEE IN TERMS OF THE LIQUOR ACT, 1998**

(Regulation 14, 26 & 33)

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

1. Name and postal address of applicant: Sophia Kakehermie Tjirutse  
P O Box 10676, Khomasdal
2. Name of business or proposed business to which application relates: R and K Stop and Shop Investment cc
3. Address/location of premises to which application relates: Omateje Erf 391, Mala Street
4. Nature and details of application: Groceries Liquor License.
5. Clerk of the Court with whom application will be lodged: Clerk of the Magistrate's Court, Swakopmund
6. Date on which application will be lodged: 14 June 2024
7. Date of meeting of Committee at which application will be heard: 14 August 2024.

Any objection or written submission in terms of section 28 of the Act in relation to the application must be sent or delivered to the Secretary of the Committee to reach the Secretary not less than 21 days before the date of the meeting of the Committee at which the application will be heard.

**CEGEOR**

**ENVIRONMENTAL IMPACT ASSESSMENT (EIA) INVITATION TO PUBLIC MEETING - 25 June 2024**

Tubestras Oil and Gas Services (Pty) Limited, based in Walvis Bay, Erongo Region, needs to have an environmental clearance certificate to begin, permit and licenses to laws and state hazardous chemicals (used in petroleum exploration) detailed as such under the Environmental Management Act No 7 of 2007 at Erf 2916 Walvis Bay Industrial Area.

**CENTRE FOR GEOSCIENCES RESEARCH** cc has been appointed to undertake an Environmental Impact Assessment (EIA) in accordance with the Namibian Environmental Management Act (2007) and its Regulations (2017).

Public meeting venue: Pekaun Bay, Pekaun Hotel  
Time: 10:00-12:30 pm  
Location: Walvis Bay  
Date: 28 June 2024

The study is being undertaken in line with the Ministry of Mines and Energy, the Ministry of Environment, Forestry and Tourism, Walvis Bay Town Council by terms of extension of the local authorities' Amendment Acts of parliament regulate the possession, use and storage of Hazardous Chemicals such as the Public Health Act, Number 36 of 1919, Soil Conservation Act Number 76 of 1968. Interested and affected parties are encouraged to register in order to receive the Background Information Document (BID) to the local public within a period of seven days from the date of delivery to the email below, and information on a possible arrangement for a Public Hearing at Walvis Bay.

All comments and concerns should be submitted to: **CENTRE FOR GEOSCIENCES RESEARCH**  
Please contact:  
Ms. Anette van Staden  
**CENTRE FOR GEOSCIENCES RESEARCH** cc  
P.O. Box 31421, Porsebergpark, Windhoek, Namibia  
+264 64 882 1195/11 (Walvis Bay)  
Email: cegeor@cegeor.com.na



# Namibia to host 11th mining expo

• SHANIA LAZARUS

THE Chamber of Mines of Namibia will host the 11th Mining Expo and

Conference from 7 to 8 August at the Windhoek Showgrounds

According to chief executive Veston Malango,

last year's expo saw good participation but this year is expected to break the record

"We've already surpassed last year's record-breaking participation, with 145 companies booked and 242 booths reserved," says Malango. "The event promises a diverse range of exhibitors showcasing cutting-edge innovations that are propelling the industry forward"

According to Malango, the expo will serve as a central hub for industry professionals, suppliers and stakeholders to connect and explore the latest developments in Namibia's mining sector

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

"In 2023, the mining industry experienced impressive growth, contributing significantly to our national gross domestic product (GDP) and employment," says Malango

"We saw an 18.9% growth rate, pushing our contribution to GDP from 11.9% to 14.4%. This translates to not only a stronger economy but also the creation of new jobs. Direct employment within the mining sector rose by 12.6% compared to 2022."

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

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

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

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

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

**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 107 (1) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) that the Swakopmund Municipality, intends to apply to the Urban and Regional Planning Board for the:

- SUBDIVISION OF ERV 464, SWAKOPMUND EXTENSION 8 INTO PORTION C AND REMAINDER AND
- SUBSEQUENTLY REZONING OF PORTION C FROM "INSTITUTIONAL" TO "PUBLIC OPEN SPACE"

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

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

Any person having any objections or wish to comment on the statutory procedures as set above, may lodge such objections to the Chief Executive Officer, P. O. Box 53, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 19<sup>th</sup> July 2024

NOTICE NO: 502224

A Benjamin  
Chief Executive Officer

**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 107 (1) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) that the Swakopmund Municipality, intends to apply to the Urban and Regional Planning Board for the:

- REZONING OF ERV 640, SWAKOPMUND EXTENSION 31 FROM "LOCAL AUTHORITY" TO "AUTHORITY"

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

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

Any person having any objections or wish to comment on the statutory procedures as set above, may lodge such objections to the Chief Executive Officer, P. O. Box 53, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 19<sup>th</sup> July 2024

NOTICE NO: 502224

A Benjamin  
Chief Executive Officer

**Municipality of Swakopmund**

**VACANCY**

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

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

**Remuneration and Benefits: Maximum (N\$316 983.00)**

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

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

**Requirements:**

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

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

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

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

Only shortlisted candidates will be contacted.

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

V 13/08.07.2024

A Benjamin  
CHIEF EXECUTIVE OFFICER

**We are moving**

Existing Namib PwC Namibia's Swakopmund office is moving to a new location

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

**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 60(3)(a)(ii) of the Local Authority Act, 1992 (Act 22 of 1992), that the Municipality of Swakopmund intends to permanently close Erf 3352, Swakopmund Extension 9 (approximately 4 821m<sup>2</sup>) in order to create a "public open space" and subsequently apply to the Urban and Regional Planning Board in terms of Section 107, Regulation 10 (1) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), for the:

- Rezoning of Erven 3352 and 3346, Swakopmund Extension 9 from "Public Open Space" and "Institutional" respectively, to "Local Business" with a bulk of 1, and
- Consolidation of Erven 3345, 3348 and 3352, Swakopmund Extension 9 into consolidated Erf X

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

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

Any person having any objections or wish to comment on the statutory procedures as set above, may lodge such objections to the Chief Executive Officer, P. O. Box 53, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 19<sup>th</sup> July 2024

NOTICE NO: 5172024

A Benjamin  
Chief Executive Officer

## Opinion

### The role and importance of farmers' associations

• ERASTUS NGARUKA

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

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

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

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

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

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

Farmers' associations need to develop

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

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

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

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

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

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

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

*Erastus Ngaruka is technical adviser of livestock and rangeland management at Agrithink*

# NOTICES



## MUNICIPALITY OF SWAKOPMUND

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

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

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

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

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

NOTICE NO: 58/2024

A Benjamin  
Chief Executive Officer



## MUNICIPALITY OF SWAKOPMUND

Notice is hereby given in terms of Section 50(3)(a)(i) of the Local Authority Act, 1992 (Act 23 of 1992), that the Municipality of Swakopmund intends to permanently close Erf 3352, Swakopmund Extension 9 (approximately 4 621m<sup>2</sup> in extent) as a "public open space" and subsequently apply to the Urban and Regional Planning Board in terms of Section 107, Regulation 10 (1) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), for the:

- **Rezoning of Erven 3352 and 3346, Swakopmund Extension 9 from "Public Open Space" and "institutional" respectively, to "Local Business" with a Bulk of 1, and**
- **Consolidation of Erven 3348, 3345 and 3352, Swakopmund Extension 9 into consolidated Erf X**

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

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

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

NOTICE NO: 57/2024

A BENJAMIN  
Chief Executive Officer

### NOTICE

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

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

Uehivi Safaris CC herewith intends to apply to the Municipality of Swakopmund for special consent to operate a resident Occupation; Administration office on the premises of Erf 47, No. 36 Sandpiper Street, Volgelstrand

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

Closing date for objections or comments is 26 July 2024

Contact Persons:  
Alette van Graunen, Cell: 081 739 8049, Email: accounts@vg.com.na  
or Mr. J. Heita (Manager: Town Planning) Tel: +264 (64) 410 4403



## MUNICIPALITY OF SWAKOPMUND

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

- **REZONING OF ERF 8443, SWAKOPMUND EXTENSION 31 FROM "LOCAL AUTHORITY" TO "AUTHORITY"**

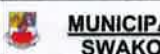
The locality plan is available and open for inspection during working hours at the Swakopmund Municipality Town Planning Division

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

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

NOTICE NO: 50/2024

A Benjamin  
Chief Executive Officer



## MUNICIPALITY OF SWAKOPMUND

### CONSENT USES, ERECTION OF BUILDINGS AND USE OF LAND IN TERMS OF THE SWAKOPMUND ZONING SCHEME

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

1. Erf 7870, Swakopmund Extension 28 (Frans Rampulla Street) Special consent for a Resident Occupation - Pre-School
2. Erf 2492, Mondessa (Mondessa Street) Special consent for a Resident Occupation - Pre-School
3. Erf 2542, Swakopmund Extension 8 (OT Ormg Street) Special consent for a Resident Occupation - Administrative Office
4. Erf 2889, Melkora Extension 12 (Musab Street) Special consent for a Resident Occupation - Administrative Office
5. Erf 296, Melkora Extension 1 (Daal Street) Special consent for a Resident Occupation - Administrative Office
6. Erf 8923, Umi 3 Swakopmund Extension 10 (de Nelson Mandela Avenue & Erlson Street). Special consent to operate an administrative office

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

Any person having any objections to the proposed activities may lodge such objections, duly motivated in writing, with the Chief Executive Officer before or on 12<sup>th</sup> July 2024.

NOTICE NO: 55/2024

A Benjamin  
Chief Executive Officer

# NOTICES

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

Stewart Planning intends to apply to the Municipality of Walvis Bay, and the Ministry of Urban and Rural Development, and the Ministry of Environmental Conservation, and the Ministry of Fisheries, Forestry and Tourism for the following planning approvals:

1. Erf 373 Meerling (Erf Second Street North and Sixth Road West): Rezoning from Single Residential (1:500) to Single Residential (1:300) and subdivision into three equal land portions, each portion measuring 4396m<sup>2</sup>. The intention is to develop open-market dwelling houses.
2. Erf 552 Meerling (No. 5 Koer Street): Withdrawal of previous subdivision and Diagram No A 76/2017. Deletion and alteration of conditions of title, and rezoning from Single Residential (1:500) to Single Residential (1:300) and subdivision into three land portions.
3. Erf 632 Meerling (No. 24 Servaas Road West): Consent for a hotel and breakfast comprising of 3 bedrooms. The aforementioned applications are submitted in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), and/or the Walvis Bay Zoning Scheme, as amended.

Interested parties: (a) the planning application for each project lies open for inspection, during normal office hours, at Room 01, Town Planning Section of Municipality of Walvis Bay, Civic Centre, and at Stewart Planning, 122 Saint Napsome Avenue, Walvis Bay. An electronic copy can be requested from Mr JN Oude@stewartplanning.com (b) interested and/or affected parties can register with Stewart Planning and submit their written comments, representations, input and/or objections to the planning applications together with grounds thereof (c) the deadline to register with Stewart Planning and to submit written comments, representations, input and/or objections will be on or before 17:00 Tuesday, 10 July 2024.

Stewart Planning  
Town & Regional Planners  
PO Box 2095 Walvis Bay  
swakop@stewartplanning.com  
+264 64 200 773  
+264 85 754 4740

### MINISTRY OF TRADE & INDUSTRY

#### LIQUOR ACT, 1998 NOTICE OF APPLICATION TO A MAGISTRATE IN TERMS OF THE LIQUOR ACT, 1998

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

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

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

3. Address/location of premises to which application relates: Shop No. 4, Schapers Eck, Erf 753, Libertina Amathila Street, No. 67, Swakopmund

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

5. Where application will be lodged: Erongo Magistrate Court. 6. Date on which application will be lodged: 01 July 2024

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

# VACANCY

based in Walvis Bay

Seventy 7 Consulting invites qualified, experienced candidates to apply for a vacancy in a dynamic institution based in Walvis Bay.

• 1x SHEQ Officer

Detailed advertisement has been posted on our social media page for interested jobseekers to review, Please visit the following page for more information:

<http://www.facebook.com/77consult>

Closing date: 04 July 2024

For further information, please contact:

Cell: 081 442 3206

[recruitment@seventy7consulting.com](mailto:recruitment@seventy7consulting.com)

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

Stewart Planning intends to apply to the Swakopmund Municipality, and/or Ministry of Urban and Rural Development, and/or the Ministry of Environmental Conservation, and/or the Ministry of Fisheries, Forestry and Tourism for the following planning approvals:

1. Portion 96 (a 12-hectare portion of Portion B) of the Farm Swakopmund Town and Townstand No. 41 (The land situated north of the Mile 4 Caravan Park): Turfing, site-bushment and layout approval on Portion 96 comprising 2100 land portions. Application for an environmental clearance certificate for tourism establishment.
2. Portion 27 of Farm No. 163 (Plot 27 Swakopmund): Subdivision of Portion 27 (measuring 61 746,8 hectares) into 17 land portions and the Remainder (Site), with a minimum plot size of 3 hectares.

The aforementioned applications are submitted in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), the Swakopmund Zoning Scheme, as amended, and/or the Environmental Management Act, 2007 (Act No. 7 of 2007). Take note that:

- (a) the background information document or planning application for each project lies open for inspection, during normal office hours at the Town Planning Section of the Swakopmund Municipality, Rabeuka Street, Swakopmund, and at Stewart Planning, 122 Saint Napsome Avenue, Walvis Bay. An electronic copy can also be requested from Mr JN Oude@stewartplanning.com
- (b) interested and/or affected parties can register with Stewart Planning and submit their written comments, representations, input and/or objections to the planning applications together with grounds thereof
- (c) the deadline to register with Stewart Planning and to submit written comments, representations, input and/or objections will be on or before 17:00 Tuesday, 30 July 2024.

Stewart Planning  
Town & Regional Planners  
PO Box 2095 Walvis Bay  
stewart@stewartplanning.com  
+264 64 200 773  
+264 85 754 4740





**MUNICIPALITY OF SWAKOPMUND**

Notice is hereby given in terms of Section 30(3)(b) of the Local Authorities Act, 1992 (Act 23 of 1992), that the Municipality of Swakopmund intends to permit nearby lots Erf 3312, Swakopmund Extension 9 (approximately 4 821m<sup>2</sup> in extent) as a "public open space" and subsequently apply to the Urban and Regional Planning Board in terms of Section 157, Regulation 10 (1) of the Urban and Regional Planning Act, 2018 (Act 8 of 2018), for the:

- Re-zoning of Erfves 3342 and 3348, Swakopmund Extension 9 from "Public Open Space" and "institutional" respectively, to "Local Business" with a bulk of 1, and
- Consolidation of Erfves 3348, 3346 and 3322, Swakopmund Extension 9 into consolidated Erf X

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

Contact Person: JT Nyala Tel: 610 4403 (Manager: Town Planning)

Any person having any objections or wish to comment on the statutory procedures as set above, may lodge such objections to the Chief Executive Officer, P. O. Box 63, Swakopmund, within 14 days after the last appearance of this notice, duly motivated in writing, on or before 18<sup>th</sup> July 2024.

NOTICE NO: 477/2024

ALPHEUS BERGLANN  
Chief Executive Officer





*Site notices on Erven 3346 and 3352, Swakopmund Extension 9*

**LIST OF REGISTERED ITEMS POSTED**



nampost

by Swakopmund Municipality

Sender's reference no.	Addressee's name and address	Registration no.
1	M. J. J. J. J. J. J. Box 4526 Swakopmund	 RR 015 069 185 NA
2	Engelbrecht R. Box 303 Swakopmund	 RR 015 069 163 NA
3	G. J. J. J. J. J. Box 5127 Wolke Bay	 RR 015 069 177 NA
4	OB. J. J. J. J. J. Box 4061 Swakopmund	 RR 015 069 160 NA
5	Artico T. J. J. J. J. Box 3293 Swakopmund	 RR 015 069 146 NA
6	J. J. J. J. J. J. Box 4580 Swakopmund	 RR 015 069 132 NA
7	M. J. J. J. J. J. Box 5051 Swakopmund	 RR 015 069 129 NA
8	Swakopmund Municipality Box 20511 Swakopmund	 RR 015 069 118 NA

studio print 28084

Number of items 8 Received by Abdell



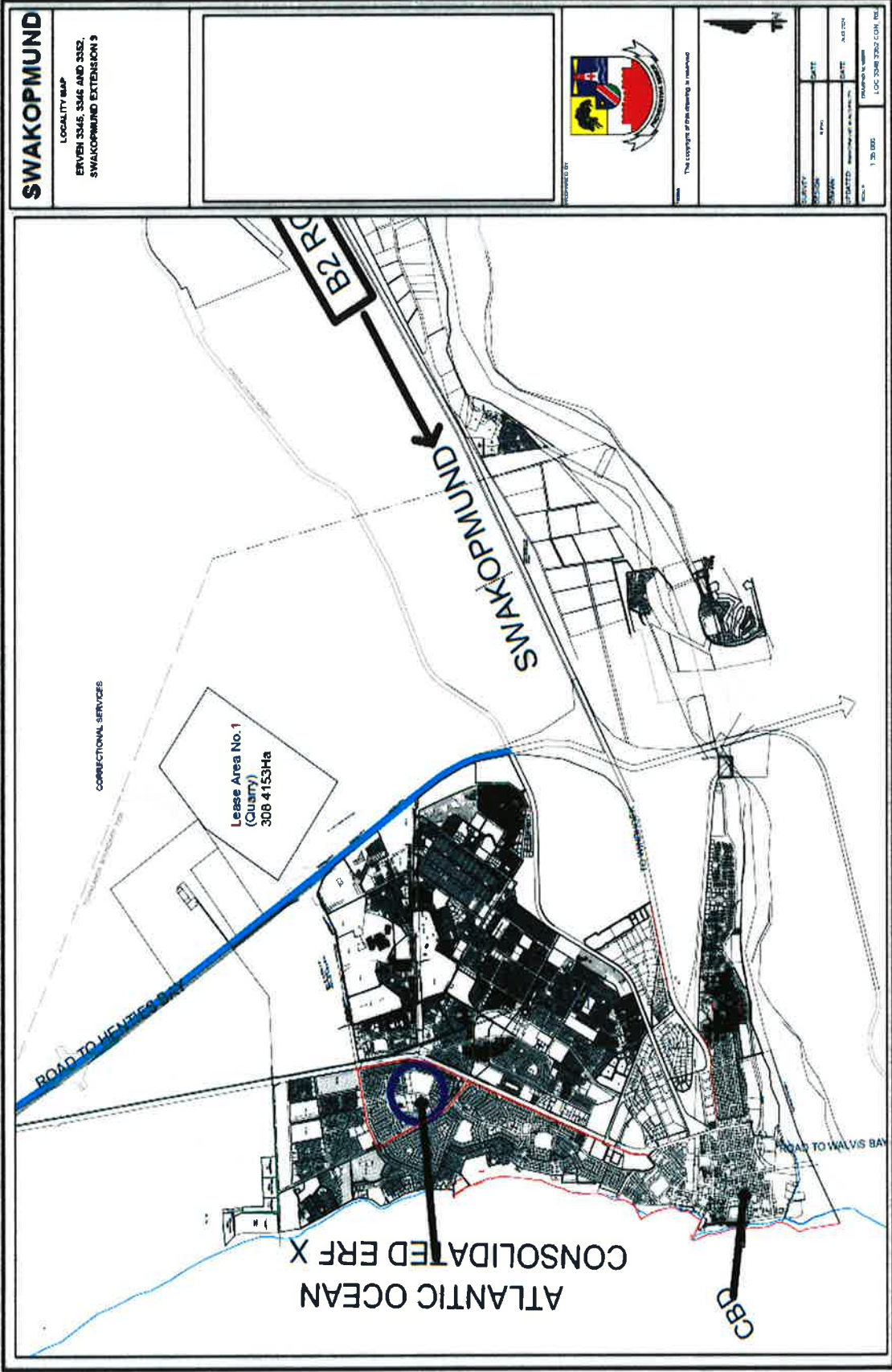
Date-stamp

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

P1/185



**ANNEXURE D**



**SWAKOPMUND**

LOCALITY MAP  
ERVEN 3345, 3346 AND 3352,  
SWAKOPMUND EXTENSION 3



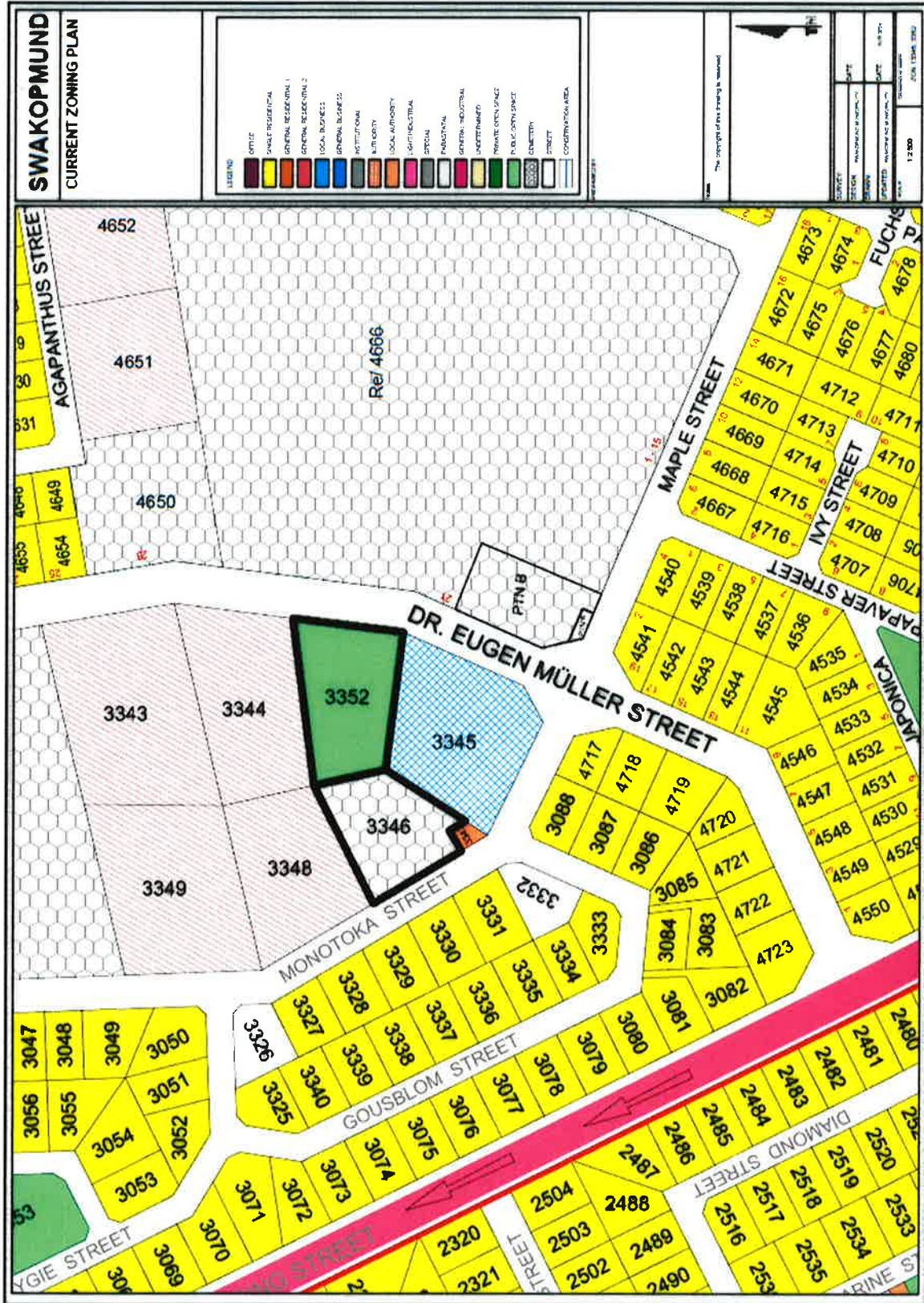
THE COAT OF ARMS OF NAMIBIA



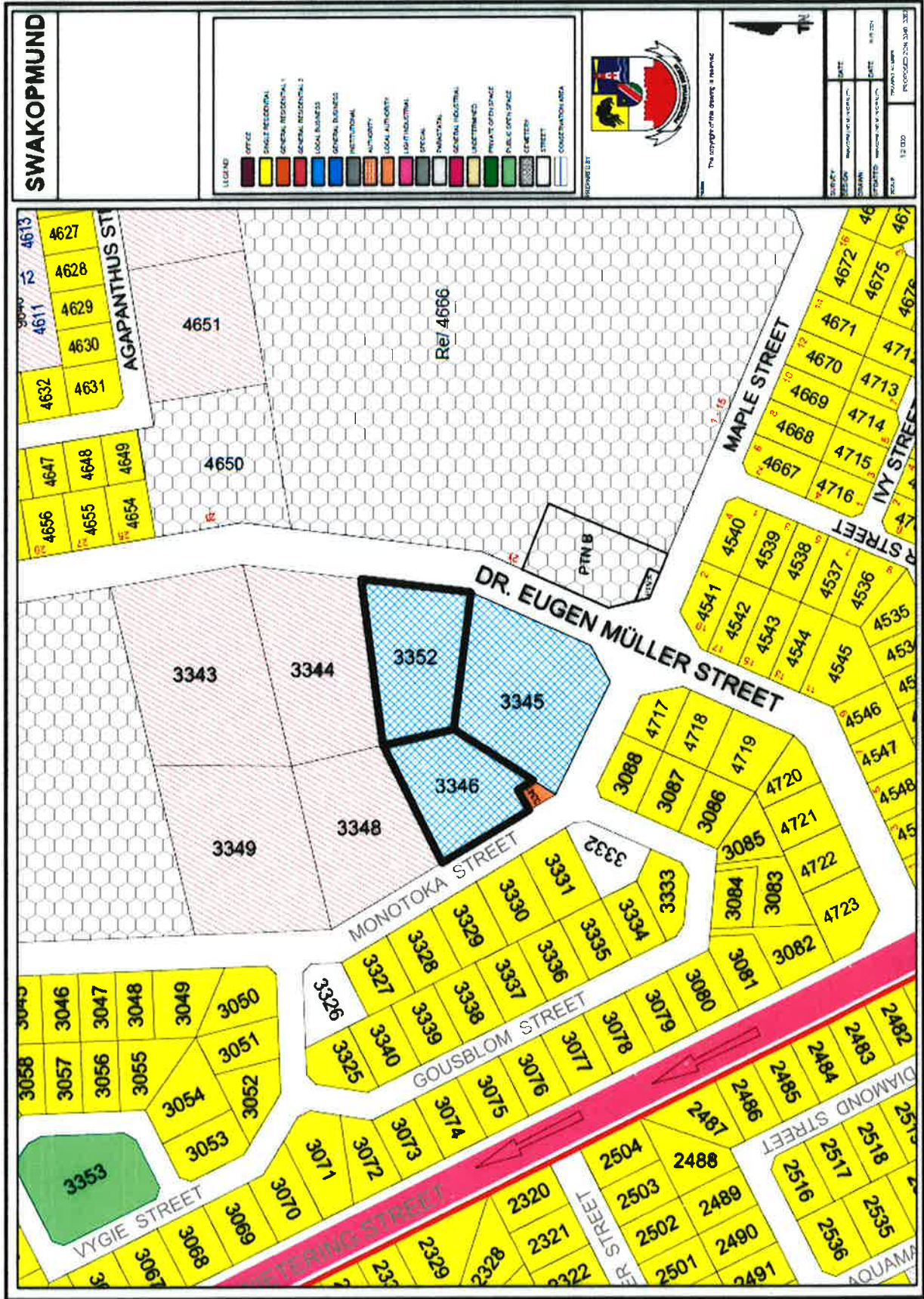
NO.	DATE	BY
1	1/10/2024	...

LOC 3084 153Ha













11.1.7

**SWAKOPMUND PRACTICAL SHOOTING CLUB: NEW LEASE PERIOD**

(C/M 2024/10/31 - 13/3/1/5)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.8** page **79** refers.

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

1. **Introduction**

This submission is for the Council to consider a new lease period for Swakopmund Practical Shooting Club, as per their application per email on **04 June 2024 (Annexure "A")**. The previous lease period lapsed on **30 September 2021** (during the post Covid-19 period). Attempts were made to contact club members and challenges were experienced with change in office bearers of the club and uncertainty about whether to apply for the existing lease portion of land or to submit an application for a larger portion of land.

Clause 2 of the lease agreement makes provision for an option to renew the lease period. Swakopmund Practical Shooting Club requests that a new lease period of 10 years (9 years 11 months) be considered. The lease period will commence on 01 October 2021 and will therefore lapse on 31 August 2031.

Attachments:

<b>Annexure "A"</b>	:	<i>Letter from Swakopmund Practical Shooting Club</i>
<b>Annexure "B"</b>	:	<i>Aerial photo of the leased site</i>
<b>Annexure "C"</b>	:	<i>The current Lease fee is for 01 November 2024.</i>

2. **Background**

On **30 September 2010** under item 11.1.13 Council approved to lease of the old shooting range for 9 years and 11 months with an option to renew to the Swakopmund Practical Shooting Club, as quoted:

- "(a) That the old military shooting range be leased to Messrs Swakopmund Practical Shooting Club, subject to the following:
- (i) For a lease period of 9 years 11 months with an option to renew and which period is terminable by either party by giving/receiving 3 months' written notice;
  - (ii) Taking into account the low membership of 8 members, the area be leased at a nominal rental amount of N\$500.00 (+15% VAT) per annum, subject to an annual escalation of 10% on 1 July;
  - (iii) That no fixed structures be erected and that temporary structures be erected at the risk of the lessee and to be removed at the cost of the lessee at the termination/lapsing of the lease period;
  - (iv) That Council be indemnified against any claims from the public or members of the club which may arise due to the use of the site by the club;
  - (v) The lease may not be ceded or assigned to a third party without the written permission of the Municipal Council first being obtained;
  - (vi) That the Municipal Council has unrestricted right of access to the area;
  - (vii) That the site only be used for target range shooting purposes;
  - (viii) That the site be restored to an acceptable condition on termination/lapsing of the lease period to the satisfaction of the Engineering and Health Services Departments; and
  - (ix) That the club erects an acceptable perimeter fence (used tyres) and warning signs to warn the public of the danger existing on the site due to the use of firearms.
- (b) That in order to qualify for the rental at a nominal amount of N\$500.00 per annum, the following be provided by Messrs Swakopmund Practical Shooting Club:
- A certified copy of the approved constitution, clearly indicating who will be representing the club in the lease agreement.
  - A name list of the adult members residing in Swakopmund.
- (c) That Ministerial approval be obtained to lease the area to Messrs Swakopmund Practical Shooting Club in terms of Section 30 (1) (t) of the Local Authorities Act, Act 23 of 1992, as amended."



Ministerial approval was granted on **1 December 2010**. The lease period commenced on **1 November 2011** and lapsed on **30 September 2021**.

On **07 March 2018**, the club applied to extend the current lease area. This application was withdrawn from the Management Committee Agenda on **14 March 2019** for consideration after the finalization of the Structure Plan. The club was informed accordingly in writing on **02 April 2019**. In terms of the current application, the club opts to remain with the current size of the lease site for the new lease period.

### 3. **Current Situation**

The current lease agreement lapsed on **30 September 2021**, and the club applies for a further lease for target shooting activities.

Council on **30 September 2010** under item 11.1.13 approved an annual rental of N\$500.00 based on the membership at the time of 8 and comparisons with the City of Windhoek, Walvis Bay, Otjiwarongo, and Grootfontein for lease tariffs for clubs. The Finance Department confirmed the annual lease tariff for 01 November 2024 as follows (**Annexure "C"**):

<b>Lease Portion</b>	<b>Size</b>	<b>Annual Lease Tariffs for 2024/2025</b>
Swakopmund Practical Shooting Club	24.1196 Ha	N\$1 468.79- annual lease tariffs N\$ 220.32- 15% VAT N\$1 689.11- total

Currently, the club has 99 full members and 75 family members. The full members pay an annual membership fee of N\$ 900.00 and the family members, N\$192.00. However, there is no other club with a membership of 174 that is leasing a portion of land in the same area to make a comparison.

Spinning and Drifting Motors Sports Club leases a portion of land in the area and has a minimum membership of 28. They pay an annual rental of N\$ 745.20 ( $N\$ 0.108/m^2 \times \pm 6\ 000m^2 = N\$ 648.00 + 15\%VAT = (N\$ 97.20)$ ), with a yearly escalation of 7%, effective July. The Reiter Verein Swakopmund Club is leasing 16 013m<sup>2</sup> at N\$ 2 143.59.00 + N\$ 321.54 (15% VAT) = N\$ 2 465.13 per annum and 21 500m<sup>2</sup> at N\$ 5 846.15.00 + N\$ 876.92 (15% VAT) = N\$ 6 723.07.00 of land for horse-riding purposes, but in Kramersdorf, a prime area.

Based on the above explanation and the increased membership it is proposed to remain with the escalated rental of N\$ 1 468.79 (15% VAT excluded).

The lease amounts will increase on 01 July 2025 by 10% and will therefore be applicable to the new lease period from 01 November 2025.

### 4. **Proposal**

Swakopmund Practical Shooting Club applies for the renewal of the lease for the period as per Council's Property Policy under section 9.5 which provides for a lease period of 9 years, 11 months for non-profit entities, subject to Council's approval to lease the land to Swakopmund Practical Shooting Club.

The new lease period be based on the same conditions approved by Council on **30 September 2010** and the conditions contained in Council's Property Policy indicated in the recommendation below.

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

**RECOMMENDED:**

- (a) That the Council takes note that the lease period of Swakopmund Practical Shooting Club lapsed on 30 September 2021 and challenges were experienced to confirm the intention to renew because of a change in the leadership of the club and uncertainty about whether to apply for the existing area or to apply for an increased area.
- (b) That the Council approves a new lease period for Swakopmund Practical Shooting Club for 5 years which period commenced on 01 October 2021 and terminates on 30 September 2026 for the lease site measuring approximately 24.1196 Ha in extent.
- (c) That the existing annual rental tariff be levied as from 01 November 2024 subject to the escalation of 7% on 01 July 2025, i.e. at an annual rental amount of N\$1 468.79 + N\$220.32 (15% VAT) = N\$1 689.11.
- (d) That the lease be advertised in terms of Section 63 (2) of the Local Authorities Act, Act 23 of 1992, as amended at the cost to Swakopmund Practical Shooting Club and permission be obtained from the Minister of Urban and Rural Development as required in terms of the same Act.
- (d) That the Council reserves the right to cancel the lease if valid objections from the public are received.
- (e) That the following conditions be applicable:
- (i) *The annual rental amount be as stated under point (c) above.*
  - (ii) *That a refundable deposit, equal to one year's rent be payable and adjusted according to the annual increase, and any shortfall be levied.*
  - (iii) *That the lease period is terminable by either party by giving/receiving 3 months' written notice.*
  - (iv) *That no fixed structures be erected and that temporary structures be erected at the risk of the lessee and be removed at the cost of the lessee at the termination/lapsing of the lease period.*
  - (v) *That Council be indemnified against any and all claims (downrange and damages) from the public or members of the club which may arise due to the use of the site by the club;*
  - (vi) *That the Municipal Council has unrestricted right of access to the area.*
  - (vii) *That the lease site only be used as a shooting range for any related activities.*
  - (viii) *That the site be restored to an acceptable condition on termination/lapsing of the lease period to the satisfaction of Council and, failing which Council will restore the lease area to its previous condition for the account of the Swakopmund Practical Shooting Club;*
  - (ix) *That the club erects an acceptable perimeter fence (used tyres) and warning signs especially downrange to warn the public of the danger existing on the site due to the use of firearms; and*
  - (x) *The lease may not be ceded or assigned to a third party without the written permission of the Council first being obtained.*
-

**ANNEXURE "A"**

**Sent:** Tuesday, 04 June 2024 15:41

**To:** 'Stephny Bruwer' <[sbruwer@swkmun.com.na](mailto:sbruwer@swkmun.com.na)>

**Cc:** 'Aina Uushona' <[auushona@swkmun.com.na](mailto:auushona@swkmun.com.na)>; 'vice@swakoppracticalshooting.org' <[vice@swakoppracticalshooting.org](mailto:vice@swakoppracticalshooting.org)>; 'fin@swakoppracticalshooting.org' <[fin@swakoppracticalshooting.org](mailto:fin@swakoppracticalshooting.org)>; 'info@swakoppracticalshooting.org' <[info@swakoppracticalshooting.org](mailto:info@swakoppracticalshooting.org)>; 'Marion Bester' <[mbester@swkmun.com.na](mailto:mbester@swkmun.com.na)>; 'Delila Khunuxas' <[dkhunuxas@swkmun.com.na](mailto:dkhunuxas@swkmun.com.na)>

**Subject:** RENEWAL OF LEASE: SWAKOPMUND PRACTICAL SHOOTING CLUB

Hi Stephny

Thank you very much for the detailed reply.

We had a meeting with André Louw earlier today and he brought us up to date with the Structure Plan 2020 – 2024.

With the aforementioned in mind and looking at the possible development of the area where the Shooting Range is located, we have decided to apply for the renewal of the lease for the existing area as per the previous lease which had lapsed on 30 September 2021.

We would appreciate it if the Council would consider a lease period of 10 years as per the previous lease period.

We currently have 99 Full Members and a further 75 Family Members. Full Members pay an annual membership fee of N\$900.00 and the Family Members are all spouses or children of Full Members and they only pay an average of N\$192.00 annual membership fee.

The club is very active and we host monthly club shoots in all the different categories of shooting and a number of our members compete on a national level.

Both 2023 and 2024 are two very important years in the sport of Practical Shooting (IPSC) in Namibia due to the fact that two major prestigious and international events will be hosted by our neighbours, South Africa.

- 2024 Africa Handgun Level IV Championships will be hosted at Matlosana (Stilfontein), Northwest, South Africa from 20 September 2024 to 29 September 2024
- 2025 World Handgun Level V Championships will be hosted at Matlosana (Stilfontein), Northwest, South Africa during September 2025

The Namibian Practical Shooting Association (NAPSA) has nominated 14 affiliated members for National Sports Colours and 8 of these members are members of Swakopmund Practical Shooting Club (SPSC). A NAPSA delegation of 25 members will participate at the 2024 Africa Handgun Level IV Championships in South Africa and 13 members of the delegation are members of SPSC. To date at least 8 of our members have qualified for participation at the 2025 World Handgun Level V Championships.

Two of our female members were placed second and third respectively at the National Benchrest (Rifle) Competition during April 2024 and we are encouraging the youth to become involved in our sport by hosting monthly .22 Rifle Fun shoots for the entire family.

The current committee is committed to growing the sport of practical shooting and we have identified a few ways of doing that but without a Shooting Range where we can practise our sport, we will not be able to bring our plans to fruition.

Please do not hesitate to contact me should you need any additional information.

Kind regards

André

**Andre van Rensburg**

**Chairman**

**Swakopmund Practical Shooting Club**

**Mobile: +264 81 146 0556**


**Web:** [www.swakoppracticalshooting.org](http://www.swakoppracticalshooting.org)

**Map:** <https://maps.app.goo.gl/fsXqHJ4v5Wg1Kjes7>

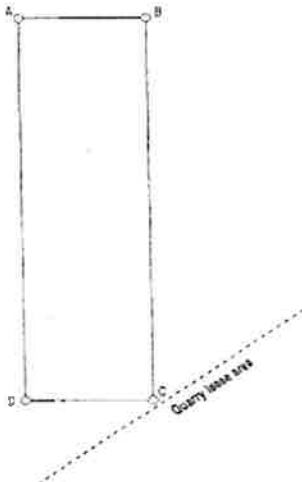
**ANNEXURE "B"**

APPROVED		No. A				
for SURVEYOR-GENERAL			PRELIMINARY DIAGRAM			
SIDES metres	ANGLES OF DIRECTION	CO-ORDINATES System Lo 22/15	Y	X	Designation	
Constants						
AB	260.00	268.59.10	A	+44 022.44	+86 814.84	SHT1
BC	927.67	358.59.16	B	+43 782.48	+86 810.24	SHT2
CD	260.00	88.59.10	C	+43 746.09	+67 737.77	SHT3
DA	927.67	178.59.16	D	+44 006.05	+67 742.37	SHT4



SCALE 1:10000




Description of beacons:  
A, B, C, D.....16mm iron peg

The figure A B C D  
represents 24 1196 Hectares of land being  
**Skietbaan Swakopmund**

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

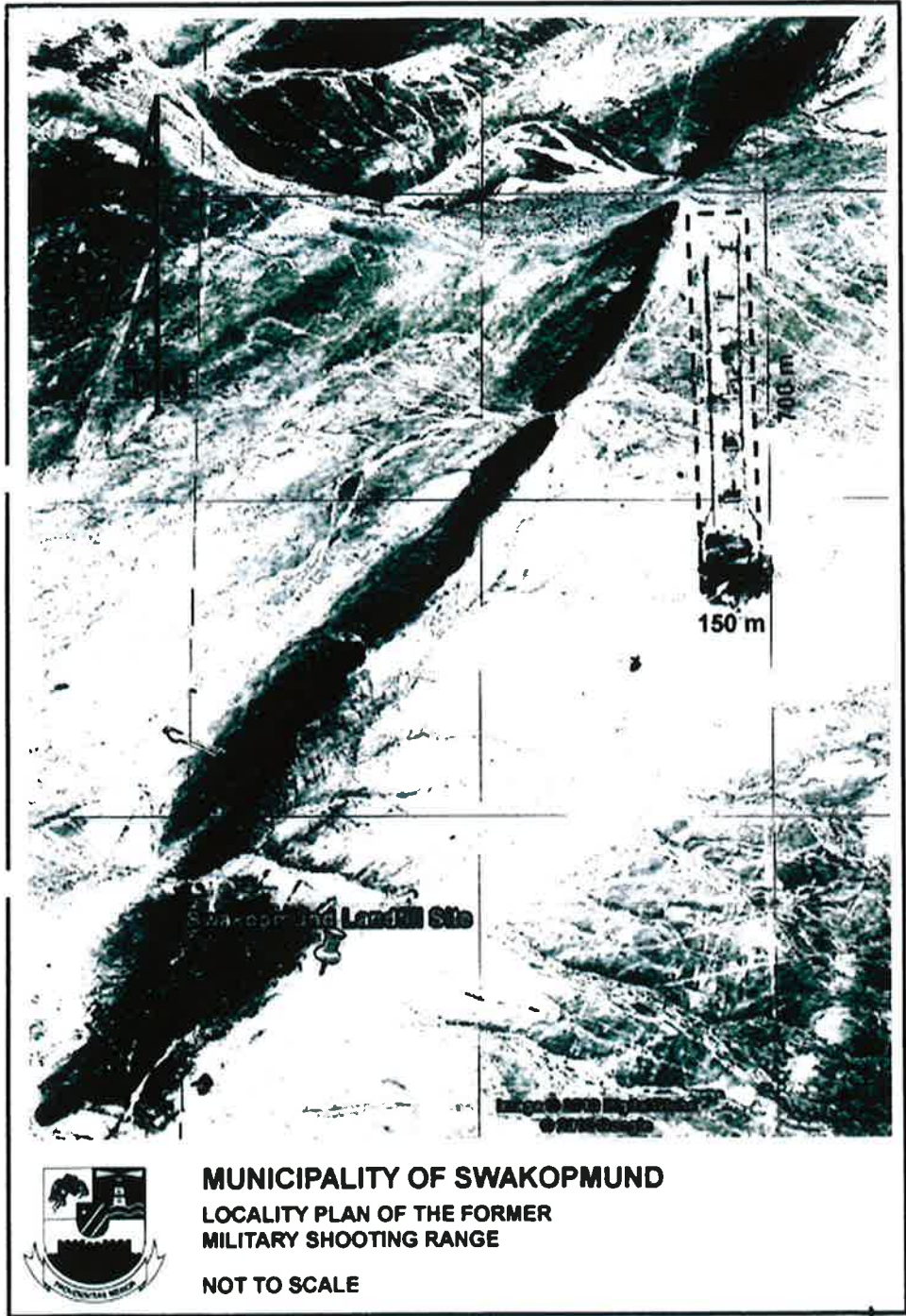
Surveyed in September 2011 by me

  
 C.G. Pieterse  
 Land Surveyor

The diagram is annexed to No dd  Registrar of deeds	The original diagram is  Transfer/Grant	S.R. No.: Gen. Plan No.: Noting Plan: File No.:
---	---	--







*[Handwritten signature and initials]*

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

11.1.8

**SALE OF PORTION OF LAND:****1. AVAGRO-SUSTAINABLE AGRICULTURAL SOLUTIONS (PTY) LTD (OWNER OF FARM 178)****2. SOFIA ELISABET VAN HEERDEN (OWNER OF FARM 179)**

(C/M 2024/10/31 - 16/1/4/2/1/11, G2 (11); G2 (14))

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.9** page **88** refers.**A. This item was submitted to the Management Committee for consideration:****1. Introduction**

This application from AVAGRO-Sustainable Agricultural Solutions (Pty) Ltd (hereinafter AVAGRO) was discussed by the Council on **29 February 2024** under item 11.1.9 and the following resolution was passed:

*“(a) That Council takes note of the presentation by AVAGRO-Sustainable Agricultural Solutions (Pty) Ltd to acquire a dormant portion of land located between Farms 178 and 179.*

*“(b) That in addition to the portion of land requested, the Council in recognition of the successful horticulture farming, avails the whole portion of dormant land located between Plot 178 and 179 for the purpose of improving the food security situation in the country.*

*“(c) That once approval is granted the application be submitted to Council for consideration for the sale (and not Public-Private Partnership) of the portion of land subject to the conditions approved by Council on 26 January 2023 under item 11.1.7 for Rosendal Farming CC.*

*“(d) That the rezoning, consolidation, and servitude registration be done on the account of the applicant.*

*“(e) That access be provided to Municipal services.”*

A letter dated **19 March 2024** was sent to AVAGRO informing them of the above decision.

The subject portions of land are located between Farms 178 and 179 and to the south of Farm 179.

This submission serves to consider:

- 1.1 the allocation and sale of a portion of land to AVAGRO-Sustainable Agricultural Solutions (Pty) Ltd (owner of Farm 178);
- 1.2 the allocation and sale of a portion of land to Sofia Elisabet van Heerden (owner of Farm 179); and
- 1.3 the conditions of sale and purchase price.

**2. Background**

For completeness's sake, quoted below is the initial decision passed by the Management Committee on **15 May 2001** under item 1.1.2 with reference to a previous application to acquire the same portion of the land:



"That the application to purchase land between the Swakop River plots (Portion 1 of Farm 178 and Uitkomst N179) not be approved and the land be kept as "open space"."

The above decision was made to maintain emergency access to the riverbed.

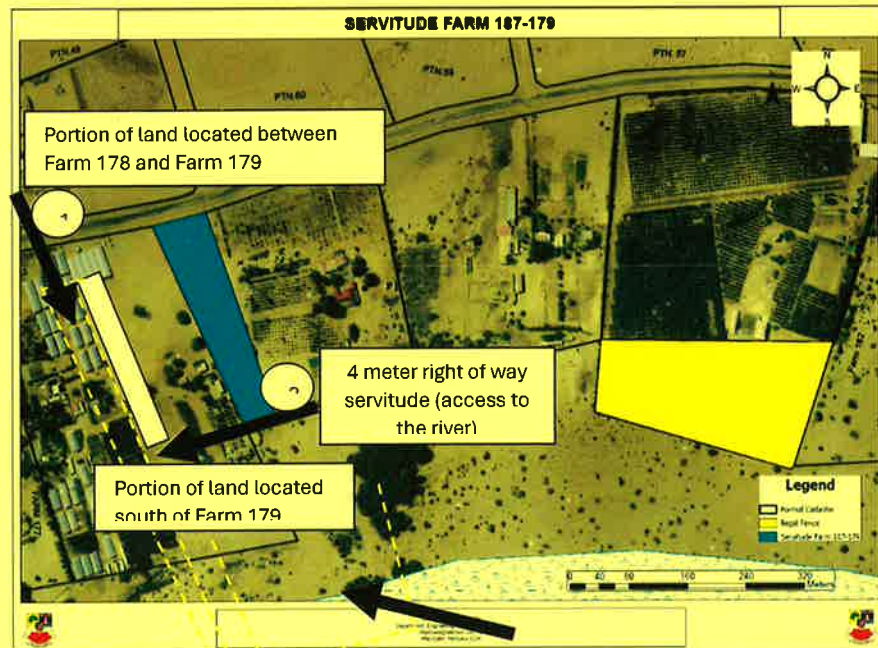
A letter dated **24 August 2023** was received from AVAGRO and is attached as **Annexure "A"**. Following the Council resolution passed on **29 February 2024** under item 11.1.9, a reply dated **19 March 2024** was addressed to the applicant informing them of the decision.

Mr Dewald van Heerden, a son of Ms Sofia Elisabeth van Heerden who owns Farm 179 also confirmed their interest in purchasing a portion of land located between their Farm 178 and 179 as well as a portion of land located on the banks of the river (south of Farm 179) in a letter dated **23 April 2024 (Annexure "B")**.

Mr van Heerden currently cultivates olive trees as part of his farming operations. The products are sold to local and international markets. The applicant states that the portions of land he is applying for hold great expansion potential for his business.

### 3. Portion located between Farms 178 and 179

For ease of reference, below a map indicating the location of the subject portions of land (not to scale):



The first arrow of the map above indicates the portion of land that is located between Farms 178 and 179. The second arrow indicates a right-of-way servitude for emergency access to the river to be registered (alternatively to be deducted from the size being offered for sale to AVAGRO); the third arrow indicates the portion of land located south of Farm 179.



**4. Similar Application Approved by Council for Farm 180**

On **23 May 2019** under item 11.1.4 and on **26 January 2023** under item 11.1.7 (**Annexure "C"**), Council resolved to sell a portion of land located adjacent to Farm 180 to Rosendal Farming CC.

**5. Purchase Price****5.1 Escalation of Previously Approved Purchase Price**

On **23 May 2019** under item 11.1.14 Council approved the purchase price for Rosendal Farming CC as follows:

*"(b) That the purchase price be determined at N\$90 000.00 / ha x 4.1 amounting to N\$370 000.00, subject to the standard increase prescribed in Council's Property Policy."*

In terms of Clause 7.5 of the Property Policy, a purchase price is prescribed as follows:

- "(i) Should a period of more than one year, but less than 5 years, lapse since Council approved a purchase price, the purchase price be escalated with 5% per annum and be submitted to Council for approval.*
- (ii) should a period of more than five years lapsed since approval by Council of the purchase price, fresh valuations be obtained and submitted to Council for approval."*

Therefore, should the 5 year period not have lapsed, the purchase price would have escalated as follows:

<b>Date</b>	<b>Purchase Price / Ha</b>	<b>5% per Annum</b>
23-May-19	90 000.00	4 500.00
23-May-20	94 500.00	4 725.00
23-May-21	99 225.00	4 961.25
23-May-22	104 186.25	5 209.31
23-May-23	109 395.56	5 469.78
23-May-24	<b>114 865.34</b>	

**5.2 Fresh Valuation Obtained**

As per point (ii) above new valuation was obtained from SBN Property Investments (**Annexure "D"**).

Taken from the valuation certificate of SBN Property Investments an average of all comparables was used to determine the sellout rate per hectare as they are all arm-length transactions between a willing buyer and a willing seller.

In addition to the above, SBN Property Investments was evaluated based on an estimated market value of the vacant land. The estimated market value (N\$ 164 014.39 / Ha) is therefore guided by the marginal value per hectare of the vacant portions of land.

5.3 Application of the Escalated Purchase Price and Fresh Valuation

There is a difference of 30% in the escalated valuation of N\$ 114 865.34 / Ha and the new valuation of N\$ 164 014.39 / Ha obtained from SBN Property investments.

The sizes of the two portions of land are not known, therefore the calculation below is based on an assumption of 3 Ha:

	<b>Valuation / Ha</b>	<b>Purchase Price for 3 Ha</b>
<b>Escalated Valuation</b>	N\$ 115 000.00	N\$ 345 000.00
<b>Fresh Valuation</b>	N\$ 164 000.00	N\$ 492 000.00

6. **Proposal**

It is proposed to approve the following:

- 6.1 the sale of a portion of land located between Farms 178 and 179 to AVAGRO (leaving a 4-meter wide right of way servitude to provide access to the river);
- 6.2 and the sale of a portion of land located south of farm 179 to Sofia Elisabet van Heerden (Farm Lilof).

That the sales be subject to the same Council's conditions approved for Rosendal Farming on **23 May 2019** under item 11.1.14 and on **26 January 2023** under item 11.1.7.

It is proposed to comply with clause 7.5 of the Property Policy and approve the purchase price of N\$164 000.00/per Ha. The total purchase prices will only be calculated once the correct sizes of the two portions are known in terms of Surveyor-General-approved diagrams.

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

- (a) **That the 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.**
- (b) **That the Council approves the sale of a portion of land located to the south of Farm 179 to Sofia Elisabet van Heerden, the owner of Farm 179 (Farm Lilof).**
- (c) **That the purchase price be approved at N\$164 000.00 / Ha x the size of the Surveyor-General approved diagram (when issued), subject to the standard increase prescribed in Council's Property Policy, clause 7.5.**
- (d) **That AVAGRO-Sustainable Agricultural Solutions (Pty) Ltd (Owner of Portion 178) and Sofia Elisabet van Heerden (Farm Lilof) (owner of Farm 179) confirm acceptance in writing of the purchase price per Ha and the conditions of sale.**

- (e) That the statutory requirements for the alienation of land in terms of the Local Authorities Act, Act 23 of 1992, as amended be complied with.
- (f) That the purchasers be responsible for the appointment of a town planner to attend to the required statutory processes for the subdivision of the portions and subsequent consolidation thereof with Farm 178 and Farm 179 respectively, the surveying of the subdivided portion; and rezoning to "Agriculture".
- (g) That the sale be subject to Council's standard conditions of sale by private treaty:
- (i) That the purchasers each pay a deposit of N\$ 10 000.00 towards the statutory costs of the transaction including, but not limited to advertising costs, compilation of the agreement of sale, rezoning as well as any legal costs that may arise from this transaction.
  - (ii) That the above deposit be paid within 90 days from the Council resolution approving the purchase price, failing which the Council's resolution will be revoked at the next Council meeting following the expiry of the 90 days.
  - (iii) That any remainder of the deposit in (i) above be refunded to the purchaser on completion of the transfer of the erf.
  - (iv) That the transaction be concluded within 120 days from the date of a Surveyor-General diagram being issued.
  - (v) That payment of the purchase price be secured either in cash or bank guarantee in favour of the Swakopmund Municipality within 120 days from the date on which a Surveyor-General approved diagram is issued:
    - Failure to secure the purchase price within the required period will result in cancellation without the need to place the purchaser on terms.
    - Should the purchase price be secured by a bank guarantee the transfer must be effected on/before the 120<sup>th</sup> day, else interest will be levied from the date of the Surveyor-General approved diagram being issued (date of sale) until the date of registration of transfer at a rate as confirmed with Council's bank on the date of sale.
  - (vi) That the purchasers accept that no rights will accrue to it from the Council's resolution unless all the relevant conditions of the Property Policy are complied with in full and all the relevant authorities have given the necessary permission, if applicable.
  - (vii) The erf is sold "voetstoots" or "as is" with the Council giving no warranty or guarantee, whether express or implied, oral or tacit, as to the suitability of the layout or situation or subterranean composition of the property or any improvements thereon.
  - (viii) That the property or any portion thereof may not be alienated without being offered to Council at the purchase price it was obtained from Council.
  - (ix) The agreement of sale be signed and returned to the Swakopmund Municipality, by the purchaser within 21 days of receipt thereof.
  - (x) That the purchaser be informed that should it be determined that the portions of land are located within the flood line of the Swakop River, section 90 of the Local Authorities Act, Act 23 of 1991, as amended will be applicable.
-



Mr Archie Benjamin  
 CEO Municipality Swakopmund  
 Municipality Swakopmund  
 Corner of Rakutoka & Daniel Kamho Street  
 Swakopmund, Namibia

24 August 2023

Dear Mr Benjamin

**Application to develop dormant land between Plot 178 and 179 at the Swakop River**

AvaGro would like to, herewith, present our interest in developing the dormant land bordering our farm, to become productive agricultural land and a platform for education and training for young Namibians.

As you are aware from our previous engagements, we are growing horticultural crops by Namibians, for Namibians, and see great opportunity in expanding our operations for increased job creation and income generating ventures in our local community.

AvaGro has grown from 10 employees in 2017 to 60 employees in 2023; all of whom have received training in precision agriculture and its related fields. We are now in the process to becoming the first accredited training facility for Vocational Education Training (VET) by the NTA for greenhouse horticulture training in in Namibia, right here in Swakopmund.

The dormant land we are looking to develop is degrading year by year and is being polluted, while economic development could take place instead.

We would like to present a proposal to the municipality on the possibility of entering into a PPP-type agreement for the development of this land.

I greatly look forward to engaging with your esteemed office on this exciting endeavour.

Kind regards

  
 Leonie Hartmann  
 CEO AvaGro





**ANNEXURE "B"**

Farm Lilof, Plot 179  
P.O. Box 1113  
Swakopmund  
Namibia  
Email: [dewald77@gmail.com](mailto:dewald77@gmail.com)  
Mobile: 081 129 1755

23 April 2024

**To whom it may concern**

Municipality of Swakopmund  
Corner of Rakutoka & Daniel Kamho Street  
PO Box 53  
Swakopmund  
Namibia

**RE: EXPRESSION OF INTEREST IN VACANT LAND AT SWAKOPMUND RIVER PLOTS**

Dear Sir/Madam

I hope this letter finds you in good health and high spirits. I am writing to express my interest in purchasing the portion of land situated between Plot 178 and Plot 179. Currently this portion is an open corridor leading to the river.

Furthermore, I would also be interested in acquiring the portion of land on the river side (South) of Plot 179.

After careful consideration and thorough research, I believe this land holds great potential.

I kindly request your consideration of this proposal. Please feel free to contact me if you have any questions or require any additional information.

Thank you for your time and consideration.

Yours sincerely



**Dewald van Heerden**  
**Farm Lilof, Plot 179**



## MUNICIPALITY OF SWAKOPMUND

Ref No: G 2 & G 2 (15)

Enquiries: Ms N Gustaf

Rosendal Farming CC  
P O Box 2816  
Swakopmund  
13001

(064) 4104214  
(064) 4104208  
53 Swakopmund  
NAMIBIA  
[www.swkmun.com.na](http://www.swkmun.com.na)  
[nkandiengo@swkmun.com.na](mailto:nkandiengo@swkmun.com.na)

24 May 2019

☎ 081 232 0289

Dear Sir

### APPLICATION TO PURCHASE VACANT UNUSED LAND ADJOINING FARM 180

The abovementioned refers.

Your application dated 10 August 2018 was considered by Council on 23 May 2019 under item 11.1.14 whereafter the following resolution was passed:

- (a) That Council approves the sale of a portion of land measuring approximately 4.1 ha located adjacent to Portion 180 to Rosendal Farming CC.
- (b) That the purchase price be determined at N\$90 000.00 / ha x 4.1 amounting to N\$370 000.00, subject to the standard increase prescribed in Council's Property Policy.
- (b) That Mr S Nolte of Rosendal Farming CC confirms in writing the acceptance of the purchase price whereafter Ministerial approval be obtained in terms of the Local Authorities Act, Act 23 of 1992, as amended.
- (c) That the purchaser be responsible for appointment of a town planner to attend to the required statutory processes with regard to the subdivision of the portion and subsequent consolidation thereof with Portion 180, the surveying of the subdivided portion; and rezoning to "Agriculture".
- (d) That the sale be subject to Council's standard conditions of sale by private treaty:
  - (i) That the purchaser pays a deposit of N\$ 10 000.00 towards the statutory costs relating to the transaction including, but not limited to advertising cost, compilation of the agreement of sale, rezoning as well as any legal costs that may arise from this transaction.
  - (ii) That the above deposit be paid within 90 days from the Council resolution approving the purchase price, failing which Council's resolution will be revoked at the next Council meeting following the expiry of the 90 days.

1

All correspondence must be addressed to the Chief Executive Officer

- (iii) That any remainder of the deposit in (i) above be refunded to the purchaser on completion of the transfer of the erf.
- (iv) That the transaction be concluded within 120 days from the date of a Surveyor-General diagram being issued.
- (v) That payment of the purchase price be secured either in cash or bank guarantee in favour of the Swakopmund Municipality within 120 days from the date on which a Surveyor-General approved diagram is issued.
  - Failure to secure the purchase price within the required period will result in cancellation without the need to place the purchaser on terms.
  - Should the purchase price be secured by a bank guarantee the transfer must be effected on / before the 120<sup>th</sup> day, else interest will be levied as from the date of the Surveyor-General approved diagram being issued (date of sale) until the date of registration of transfer at a rate as confirmed with Council's bank on the date of sale.
- (vi) That the purchaser accepts that no rights will accrue to it from Council's resolution unless all the relevant conditions of the Property Policy are complied with in full and all the relevant authorities have given the necessary permission, if applicable.
- (vii) The erf is sold "voetstoots" or "as is" with the Council giving no warranty or guarantee, whether express or implied, oral or tacit, as to the suitability of the lay-out or situation or subterranean composition of the property or any improvements thereon.
- (viii) That the property or any portion thereof may not be alienated without being offered to Council at the purchase price it was obtained from Council.
- (ix) The agreement of sale be signed and returned to the Swakopmund Municipality, by the purchaser within 21 days of receipt thereof.
- (x) That the purchaser be informed that should it be determined that the portion of land is located within the floodline of the Swakop River, section 90 of the Local Authorities Act, Act 23 of 1991, as amended will be applicable.

The following sequence of events is listed:

- ① Please confirm in writing acceptance of the above conditions of sale and purchase price; and
- ② pay the required deposit in the amount of N\$10 000.00 (attached Council's banking details) by **31 August 2019** and forward proof of payment to Ms N Gustaf at [nkandjengo@swkmun.com.na](mailto:nkandjengo@swkmun.com.na).
- ③ Following the above a submission will be tabled to the Ministry of Urban and Rural Development for approval to proceed with the sale.
- ④ Upon favourable consideration by the said Ministry, you can appoint a town planner as required in terms of point (c) of the above resolution.

For any enquiries, please contact Ms N Gustaf at ☎ 064-4104214.

Yours faithfully



**M P C SWARTS**  
General Manager: Corporate Services & HR

/sb



## MUNICIPALITY OF SWAKOPMUND

Ref No: G2 (15)

Enquiries: Ms Ndiili Gustaf

(064) 4104214  
 088 614 514  
 53 Swakopmund  
 NAMIBIA  
[www.swakopmun.com.na](http://www.swakopmun.com.na)  
[nqustaf@swkmun.com.na](mailto:nqustaf@swkmun.com.na)

02 February 2023

Rosendal Farming CC  
 P O Box 2816  
 Swakopmund  
 13001

Att: Mr. Sakkie Nolte

Dear Sir

### CONFIRMATION OF COUNCIL'S DECISION: APPROVAL TO PURCHASE VACANT UNUSED LAND ADJOINING FARM 180

Your application dated **21 November 2022** for the for the vacant portion of land adjoining Farm 180, Swakopmund refers.

On **26 January 2022** under item 11.1.7 Council considered your application, and the following resolution was passed:

- (a) *That Council confirms its decision passed on 23 May 2019 under item 11.1.14 in order to proceed with the transaction for a portion of land (measuring approximately 4.1ha) located adjacent to Portion 180 to Rosendal Farming CC, as the 90-day period to pay the deposit lapsed on 31 August 2019.*
- (b) *That the purchase price in point (b) of item 11.1.14 be increased as per the Property Policy to the amount of N\$ 428 321.25 (calculated at 5% annual escalations since Council's resolution passed on 23 May 2019).*

In terms of the above decision Council approved your application for the portion of land adjoining Farm 180, Swakopmund (at the increased purchase price in the amount of **N\$ 428 321.25**).

The transaction is subject to the conditions approved by Council on **23 May 2019** under item 11.1.14 (attached as Annexure "A" for ease of reference). Please familiarize yourself with these conditions

Please confirm acceptance of the above resolution and the conditions approved on **23 May 2019**, in writing on / before Thursday, **23 February 2023**.

All correspondence must be addressed to the **Chief Executive Officer**



-2-

In terms of the Local Authorities Act 23 of 1992, section 63 the sale of land must be published for public objection. In order to publish the intended sale of Erf 4901, Swakopmund to Rosendal Farming CC, N\$ 10 000.00 is payable by you (as per point (d) of Council's resolution passed on **23 May 2019**).

Attached Council's banking details (**Annexure "B"**). Please e-mail proof of payment to Ms N Gustaf at [ngustaf@swkmun.com.na](mailto:ngustaf@swkmun.com.na)

The following process will be attended to as soon as written confirmation and payment of the N\$ 10 000.00 is received:

1. Council will publish its intention to sell the portion of land to Rosendal Farming CC as required in terms of the Local Authorities Act 23 of 1992.
2. Irrespective whether objections are received or not following the above publication process, a submission must be tabled to the Ministry of Urban & Rural Development to proceed with the sale.
3. Once approval is received from the said Ministry, you can attend to the subdivision of the portion of land as per point (c) of Council's decision passed on **23 May 2019**. As soon as a property description is available for the subdivided portion, a deed of sale will be forwarded to you for signing and to secure the purchase price.

Should you have any further enquiries, please do not hesitate to contact Ms N Gustaf at ☎ 064-4104214.

Yours faithfully



**Mr A Plaatjie**  
**GM: CORPORATE SERVICES & HC (Acting)**

/ng

# SBN PROPERTY INVESTMENTS

## 1.0 INSTRUCTION

We have been instructed by the Municipality of Swakopmund to provide a market value per hectare for portions of land.

## 2.0 DATE OF VALUATION

02 September 2024

## 3.0 SALES COMPARISON

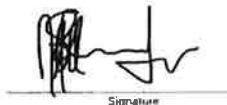
NO.	TITLE DEED	PORTION NUMBER	LOCALITY	EXTENT (HA)	DATE OF SALE	PURCHASE PRICE (N\$)	RATE/HA (N\$)
1	T3951/2022	PORTION 105 (A PORTION OF PORTION 71) OF FARM NO. 163	SWAKOPMUND PORTION	13.7347	22 JUNE 2022	1,400,000.00	101,931.60
2	T163/24/55	163/24/55	SWAKOPMUND PORTION	5.0009	19 JANUARY 2022	1,150,000.00	229,958.61
3	T3322/2022	163/24/60	SWAKOPMUND PORTION	5.9533	31 MAY 2022	1,025,000.00	172,173.42
4	T07642/2021	163/24/53	SWAKOPMUND PORTION	5.0002	8 NOVEMBER 2021	760,000.00	151,993.92
						<b>AVERAGE</b>	<b>164,014.39</b>

The table above indicates sales of portions within the area of Swakopmund. The sales indicate a range between N\$101,931.60 – N\$229,958.61 for vacant portions within the aforementioned area. An average of all the comparable's was used to determine the sell-out rate per hectare as they are all arms-length transactions between a willing buyer & willing seller. We are of the opinion that a sell-out rate of N\$160,000.00 is a good reflection of the market for the subject property and will be used to establish the market value for this report.

## 4.0 OPINION OF VALUE

We hereby certify that the estimated market value per hectare for the portions of land to be **N\$160,000.00 (ONE HUNDRED AND SIXTY THOUSAND NAMIBIAN DOLLARS).**

SBN Property Investments cc



Signature  
Befree. N Shoombe (Sworn Appraiser/Valuer)  
Managing Director



### 5.0 CERTIFICATION

I, Befree N Shoombe, the undersigned, I hold a Bachelor of Property Studies Honours NQF: 8, obtain from the National University of Science and Technology

I hereby certify (in accordance with the Uniform standards of professional Appraisal Practice (c) 1988 by the Appraisal Foundation) to at least the following:

1. That I have personally inspected and valued the subject property.
2. That I have no present or contemplated future interest in the real estate that is the subject matter of this appraisal report.
3. That I have no personal interest, or bias with respect to the subject matter of this appraisal report or with the parties involved.
4. That to the best of my knowledge as a valuer belief the statements of fact contained in this appraisal report, upon which the analyses, opinions and conclusions expressed herein are based, are true and correct.
5. We have not viewed the title deed, and no servitudes and encumbrances have been taken into consideration.

### ASSUMPTIONS AND LIMITING CONDITIONS

The Certification that appears in this valuation report is subject to the following conditions:

1. This report is prepared at the request of the client and for the specific use referred to herein. It is not reasonable for any other party to rely on this report without first obtaining written authorization from the author. Liability to any person other than the client, designated intended users and those who obtain written consent is expressly denied and, accordingly, no responsibility is accepted for any damage suffered by any such person as a result of decisions made or actions based on this report. Diligence by all intended users is assumed.
2. Because market conditions, including economic, social and political factors, change rapidly and, on occasion, without warning, the market value estimate expressed as of the date of this valuation cannot be relied upon as of any other date except with further advice from the author confirmed in writing.
3. The Valuer will not be responsible for matters of a legal nature that affect either the property being valued or the title to it. The Valuer assumes that the title is good and marketable and free and clear of all encumbrances including leases, unless otherwise noted in this report.

Erf 7259, Grimm Street, Windhoek | P.O Box 10642 Khomasdal, Namibia  
C +264 81 3600814 E sbnpropinvestments@gmail.com

Registration no: cc/2015/15506 Income Tax no: 7119220-01-1 VAT no: 7119220-01-5



4. Unless otherwise stated in this report, the Valuer has no knowledge of any hidden or unapparent conditions of the property (including, but not limited to, its soils, physical structure, mechanical and other operating systems, its foundation, etc.) or adverse environmental conditions that would make the property more or less valuable. It has been assumed that there are no such conditions unless they were observed at the time of inspection or became apparent during the normal research involved in completing the valuation.
5. The Valuer obtained information, estimates and opinions that were used in the preparation of this report from sources considered to be reliable and accurate and believe them to be true and correct. The Valuer does not assume responsibility for the accuracy of items that were furnished by other parties.
6. The contents of this valuation report are confidential and will not be disclosed by the author.
7. Written consent from the author, if applicable, must be obtained before any part of the valuation report can be used for any purpose by anyone except the client and other intended users identified in the report. Written consent and approval must also be obtained before the valuation report (or any part of it) can be altered or conveyed to other parties.



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

11.1.9

**ERF 5229, EXTENSION 15, SWAKOPMUND:****1. SALE CANCELLATION****2. FUTURE SALE BY INVITING DEVELOPMENT PROPOSALS**

(C/M 2024/10/31 - E 5229)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.10** page **102** refers.

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

The purpose of this submission is to

- 1.1 inform Council of cancellation of the sale transaction by Promiseland Trust for the acquisition of Erf 5229, Swakopmund,
- 1.2 request authorization for the refund of the purchase price paid in the amount of N\$ 154 976.00;
- 1.3 request approval for the future sale by inviting development proposals.

A letter dated **02 July 2024** was received from Promiseland Trust informing the Council that they have to cancel the transaction that was earmarked for the establishment of a school for visually impaired scholars (**Annexure "A"**). They indicate that the cancellation is due to the lack of visually impaired children coming forward despite their best efforts to reach out and provide the necessary support, the response has been lower than anticipated.

Attachments:

<b>Annexure "A"</b>	:	Cancellation letter dated 02 July 2024 received from Promiseland Trust.
<b>Annexure "B"</b>	:	Proof of payments: ✓ proof of payment of purchase price (N\$ 154 976.00) ✓ proof of payment of deposit (N\$ 10 000.00) ✓ proof of payment of N\$ 500.00 for deed of sale (non-refundable)
<b>Annexure "C"</b>	:	A map indicating the location of Erf 5229, Swakopmund

**2. Background**

On **30 June 2022** under item 11.1.6 Council approved the sale of Erf 5229, Swakopmund to Promiseland Trust for the establishment of a school for visually impaired scholars. The deed of sale was signed and on **17 November 2022** Council's conveyancer was requested to attend to the transfer of ownership to the trust. Transfer of ownership was not finalized as an approval was outstanding from the Master of the High Court.

**3. Current Situation**

Promiseland Trust canceled the transaction in terms of their letter dated **02 July 2024** and requested the refund of various payments made as set out below:

	<b>Payment in N\$</b>	<b>Payment Date</b>	<b>Comments</b>
3.1	10 000.00	25 Jun 2022	The cost for the publication of the Council's intention to sell the erf to the trust and a 1% admin fee will be deducted as standard practice. A memo in this regard dated 16 September 2024 was issued to the Finance Department. The

	Payment in N\$	Payment Date	Comments
			refund is in terms of Council's resolution passed on <b>30 June 2022</b> under item 11.1.6, point (f).
2.	500.00	15 Nov 2022	Not refundable. This is a standard tariff for the compilation of the deed of sale.
3.	154 976.00	16 Nov 2022	The refund of this amount is the subject of this submission.

The cancellation of the transaction is not due to non-performance by either party in terms whereof a notice was issued to rectify the breach (clause 14.1 copied below):

"14.1 Should the PURCHASER commit a breach of any term or condition of this agreement / Deed of Sale, the SELLER shall give the PURCHASER 30 (THIRTY) days' notice in writing to any of the chosen addresses as indicated in **paragraph 7 of Annexure "A"** hereto to rectify such breach within 30 (THIRTY) days from date of such notice. Should the PURCHASER fail to rectify such breach within the stipulated 30 (THIRTY) days, the SELLER shall have the right to either:

14.1.1 Cancel this agreement and sale by written notice to the PURCHASER, whereupon the PURCHASER shall forfeit any amounts paid to the SELLER as per **clause 14.2** herein below."

Therefore Promiseland Trust is entitled to the refund of the purchase price paid in the amount of N\$ 154 976.00 as retraining such will not reflect good corporate governance and is regarded as enrichment.

#### 4. **Description of Erf 5229, Extension 15, Swakopmund**

Erf 5229, Extension 15, Swakopmund is zoned "institutional" in which ownership of the erf is vested in Council in terms of Title Deed No. T 2251 / 2011. The erf is located to the south (across the street) from Pro-Ed Academy. The size of the erf (1 856m<sup>2</sup>) is smaller than the minimum required for a religious institution.

In terms of Town Planning Amendment Scheme 12 a zoning of "institutional" permits the following:

Zone	Purpose for which land may be used	Purposes for which land may be used and buildings may be erected and used with the special consent of the Council only
Institutional	Institutional Building	Dwelling House, Place of Assembly

"INSTITUTIONAL BUILDING" means a building or portion of a building used or intended to be used as an old age home, crèche, public or private school, community hall, religious or charitable institution and/or the administration thereof, and includes a hospital, clinic or dispensary, whether private or public, used in connection therewith, but does not include:

- (a) a hospital, sanatorium, dispensary, or clinic for the treatment of infectious or contagious diseases, or
- (b) premises for the detention of mentally disordered persons, or
- (c) a mental hospital.

The cost for installation of services to Extension 15 was determined at N\$ 167.00 / m<sup>2</sup> in 2012 of which amount is not subject to escalation if sold to a non-profit organization and is subsidized by 50%. The purchase price for Erf 5229, Extension 15, Swakopmund, if sold to a non-profit entity is 1 856m<sup>2</sup> x N\$83.50 / m<sup>2</sup> = **N\$ 154 976.00**). The qualifying entity will be required to pay **N\$ 10 000.00** deposit amount and **N\$500.00** for the compilation of the sale agreement between the parties.

In terms of the Council's Property Policy, only the following entities qualify for the subsidized purchase price:

- Non-profit companies
- Voluntary Associations
- Trusts

5. **Future sale of Erf 5229, Swakopmund**

Although an application dated 31 July 2024 was received from R+H Trust to purchase the erf by private treaty, Council on **25 February 2021** under item 11.1.18 passed the following resolution among others, which is point (c) of the decision quoted below:

*"(c) That development proposals be called for the erven zoned "institutional" subject to the conditions prescribed in Council's Property Policy."*

6. **Proposal**

The following is proposed:

- 6.1 That Council takes note of the cancellation of the transaction by Promiseland Trust for the acquisition of Erf 5229, Swakopmund, and authorizes the refund of the purchase price paid in the amount of N\$ 154 976.00.
- 6.2 That Council approves the invitation of development proposals for the allocation of Erf 5229, Swakopmund from qualifying institutions (except religious institutions).

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

**RECOMMENDED:**

- (a) **That the Council takes note of the letter dated 02 July 2024 from Promiseland Trust for the cancellation of the transaction for the acquisition of Erf 5229, Swakopmund due to not securing enough visually impaired scholars (despite their best efforts) to make the project viable.**
  - (b) **That the Council authorizes the refund of the purchase price paid on 16 November 2022 in the amount of N\$154 976.00 as the cancellation is not the result of non-performance in terms of clause 14.1 of the deed of sale.**
  - (c) **That the Council takes note of the unsolicited application dated 31 July 2024 received from R+H Trust to purchase Erf 5229, Swakopmund by private treaty sale and the applicant be encouraged to submit a development proposal as per points (d) and (e) below.**
  - (d) **That development proposals be called from qualifying entities for the allocation of Erf 5229, Extension 15, Swakopmund, subject to the conditions prescribed in Council's Property Policy, excluding religious institutions due to the size of the erf being smaller than the minimum prescribed for religious institutions (2 500m<sup>2</sup>).**
  - (e) **That the purchase price remains the same as approved at N\$154 976.00 (calculated at N\$83.50 / m<sup>2</sup> x 1 856m<sup>2</sup>) (N\$167.00 x 50% = N\$83.50) for non-profit entities.**
-



- To exit full screen, press **Esc**



P.O. Box 5220  
Walvis Bay, Namibia  
Contact  
+264 81 096 0611  
Email  
management@promiseland.com.na

**The Chief Executive Officer**  
Municipality of Swakopmund  
PO Box 53  
Swakopmund

2 July 2024

**Attention: Mr A Benjamin**  
**Mr A Plaatzje**

**Subject: Application by Promiseland Trust for Land for School for Visually Impaired**

Dear Mr. Benjamin

Thank you for your detailed and thoughtful response to our application for land to establish the School for the Visually Impaired (SVI). We greatly appreciate the Municipality of Swakopmund's support and consideration for our project.

I am writing to update you on the status of our initiative to support visually impaired children within our community.

Due to the lack of visually impaired children coming forward, it is currently not viable to proceed with this initiative. Despite our best efforts to reach out and provide the necessary support, the response has been lower than anticipated.

After careful consideration and ongoing discussions with our partners, we regret to inform you that we need to return Erf 5229. Despite the generous offer and significant support from Pro-Ed Academy, we have encountered unforeseen circumstances that necessitate this decision.

We are committed to the vision of establishing the SVI and will continue to seek alternative solutions to realize this important project. We sincerely hope that we can count on the Municipality's support and understanding as we navigate this challenge.

To facilitate the refund process for the purchase of Erf 5229, we have attached our bank details. We kindly request your assistance in processing the return of the much-needed funds (N\$154 976 payment price and additional N\$10 000 deposit), as this capital can be effectively utilized for our future endeavors within the vulnerable community we serve.

We are grateful for your cooperation and understanding.

Kind regards

**Yvette Greeff**  
Chairperson

Our Trustees

**Yvette Greeff**  
Chairperson

**Jon Allen**

Trudi van Rooyen

**Michelle Wilson**

Vice Chairperson

**Brynard Kotze**

Dries van Zyl





Sixthgrind Municipality  
Department: Engineering and Planning Services  
thud@sixgrindmunicipality.com.na  
Image Date: 2020



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

11.1.10

**ODULA HYDROGEN (PTY) LTD: APPLICATION FOR LAND FOR GREEN HYDROGEN**

(C/M 2024/10/31 - 16/1/4/2/1/13)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.12** page **129** refers.**A. This item was submitted to the Management Committee for consideration:**1. **Introduction**

This application is one of the two applications coordinated by Ms Abena Tambrescu; ie:

- 1.1 Oasis Oil Refinery (Pty) Ltd for a portion of land measuring approximately 250 Ha for BPD Oil Refinery;

Under cover of a separate submission.

and

- 1.2 **Odula Hydrogen (Pty) Ltd for a portion of land measuring approximately 250 Ha for Green Hydrogen**

Subject submission.

On **10 September 2024** the application from Odula Hydrogen (Pty) Ltd was discussed at the Investment Coordination Committee meeting under point 8.1 whereafter the following was concluded:

- (a) *That the ICC recommends the allocation of 200 hectares within Zone M, designated as the Airport Industrial Area, be granted to Odula Hydrogen (Pty) Ltd in principle, subject to the condition that the applicant conducts an independent environmental risk assessment at their own expense, for consideration by the Council.*
- (b) *That the ICC notes that this area, reserved under the attached Structure Plan for "long-term high-density/mixed-use expansion," aligns with the project's requirement for access to the ocean for seawater utilization.*
- (c) *That the ICC notes that Odula Hydrogen (Pty) Ltd classifies its green hydrogen venture as "light industrial" and confirms that the process is environmentally friendly, with no harmful materials involved.*
- (d) *That the ICC acknowledges that the majority of the checklist requirements for the project can only be fulfilled once the allocation of land has been secured.*
- (e) *That Odula Hydrogen (Pty) Ltd agrees that no rights will be conferred upon them by any Council resolution unless all relevant conditions of the decision are fully met, in accordance with the Local Authorities Act (Act 23 of 1992, as amended), the Urban and Regional Planning Act (Act 5 of 2018), and the Property Policy, as well as any necessary permissions from relevant authorities, if applicable."*

On **13 September 2024**, the Investment Coordination Committee conducted a site inspection at Zone M and agreed that the site is suitable for allocation to Odula Hydrogen (Pty) Ltd.



2. **Background re both Applications**

An application dated **29 January 2024** was received from Ms. Abena Tambrescu to acquire portions of land measuring approximately 500 Ha for the establishment of a crude oil refinery and green hydrogen project. The applicant made a presentation to the Management Committee and Council passed a resolution on **28 February 2024**. The applicant was informed of the establishment of the ICC.

The applications were discussed at the Investment Coordination Committee meetings held on **04 June, 11 July, 13 August, and 10 September 2024**. Ms. A. Tambrescu was requested to complete the "investor proposal checklist" for each application and motivate and submit the two applications separately under the cover of the letterheads of the applicants.

3. **Current Situation**

On **06 August 2024**, the two applications were e-mailed separately and are now submitted to the Management Committee separately.

4. **Green Hydrogen Land Application**

On **06 August 2024**, the attached application was received from **Odula Hydrogen (Pty) Ltd** to acquire a portion of land measuring approximately 250 Ha for a green hydrogen project. The applicant states that they have the support of the Government of Namibia since green hydrogen is a strategic national landmark project.

**Odula Hydrogen (Pty) Ltd states the following requirements very similar to the application by Oasis Oil Refinery (Pty) Ltd:**

4.1 The minimum size of the land required is 250 Ha although they intend to secure additional land for future expansion.

4.2 The category of land use was pre-planned for "light industrial" because the green hydrogen technology being applied is environmentally friendly and has no harmful materials. They propose to be allocated in Zone J 1 and J 2 and J 3 of which the location is indicated on the Structure Plan (attached as **Annexure "A"** for ease of reference the Structure Plan confirming Zone J as "**Long Term High Density / Mixed Use Expansion**").

It is also stated that water is a critical component and the ideal location requires access to and use of sea water.

4.3 They confirm that the award of land is a requirement in order to meet all the other criteria by the Council, such as the release of funds.

4.4 On **13 August 2024** Ms A Tambrescu requested the sizes of the various zones to consider downscaling the sizes of their business ventures.

Attached are the following documents:

<b>Annexure "A"</b>	:	Structure Plan 2020 - 2024 (J 1, J 2 and J 3).
<b>Annexure "B"</b>	:	Letter dated <b>06 August 2024</b> from Odula Hydrogen (Pty) Ltd (5 pages).
<b>Annexure "C"</b>	:	The completed Investor Proposal Check List.

☞ *The bulk of the application referred to in the above attachments has been e-mailed to Council and a set is printed which can easily be accessed by any committee member for further scrutiny. From the presentation document, it appears that the project occupies vast expanses of land. A link to the presentation can be provided for further scrutiny.*

5. **Discussion**

As stated by the applicant they require a minimum size of land measuring approximately 250 Ha (this is without provision for future expansion) and ideally, they require access to the ocean due to the water demand.

The Investment Coordination Committee, therefore, had to determine whether such a vast portion of land is available and possible environmental and health risks (although the applicant in their letter dated **06 August 2024** states that the process is environmentally friendly and has no harmful materials - see 4.2 above).

For completeness sake, on **28 April 2022** under item 11.1.7 Council allocated a portion of land measuring 400 Ha in extent to **HDF Energy Namibia** for a green hydrogen project which is not yet established. In this regard, HDF Energy Namibia verbally indicated that the site might have to be reconsidered.

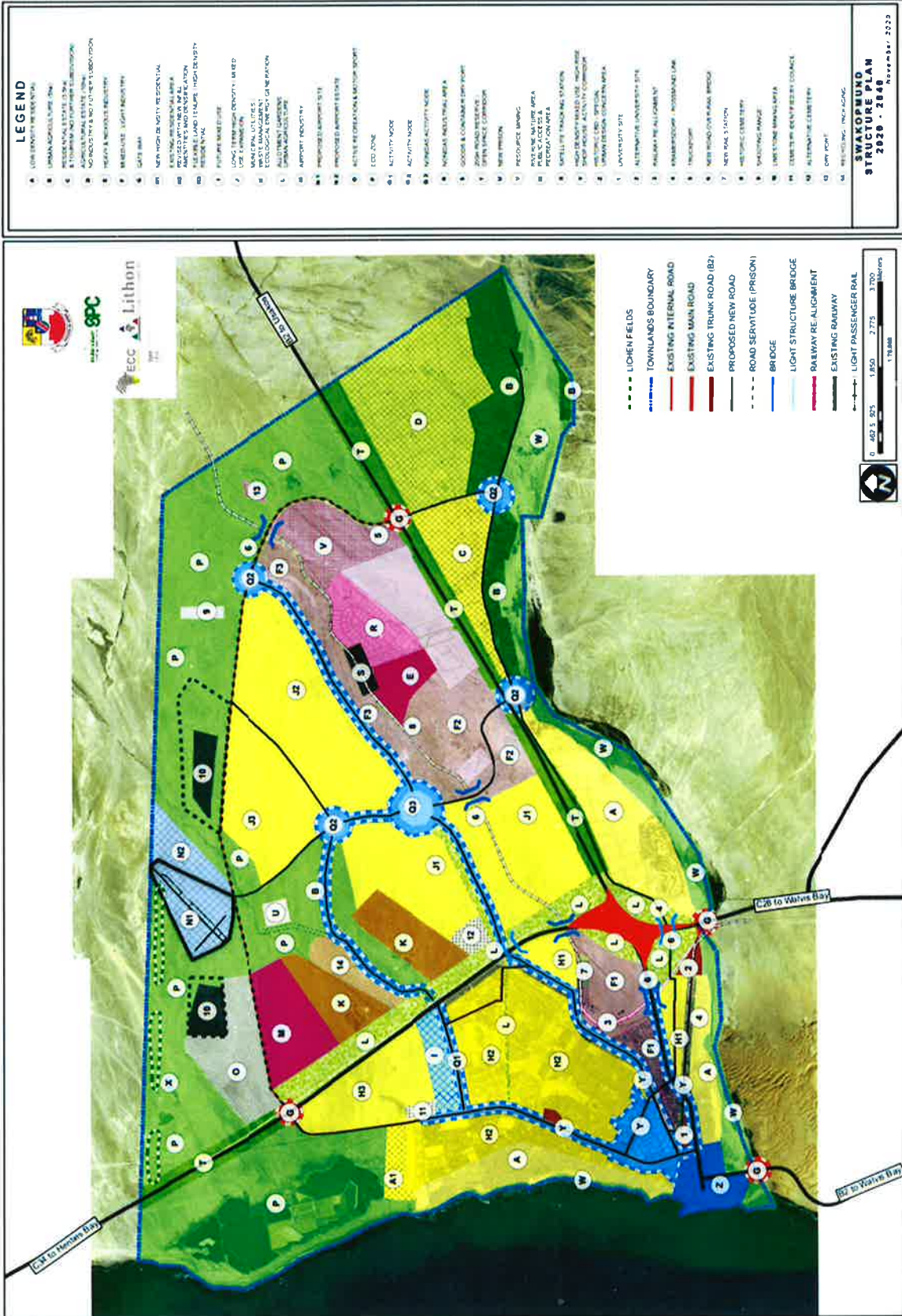
**B. After the matter was considered, the following was:-**

**RECOMMENDED:**

- (a) **That although the applicant applies for 250 hectares, the Management Committee approves the allocation of 200 hectares within Zone M, designated as the Airport Industrial Area, to Odula Hydrogen (Pty) Ltd in principle, subject to the condition that the applicant conducts an independent environmental risk assessment at their own expense, for consideration by the Council; whereafter the application is submitted to the Management Committee to consider the purchase price and conditions of sale.**
  - (b) **That the Council notes that the area Odula Hydrogen (Pty) Ltd applies for (Zones J 1 and J 2 and J 3) is reserved under the Structure Plan for "long-term high-density/mixed-use expansion".**
  - (c) **That the Council notes that Odula Hydrogen (Pty) Ltd classifies its green hydrogen venture as "light industrial" and confirms that the process is environmentally friendly, with no harmful materials involved.**
  - (d) **That the Council notes that the Investment Coordination Committee acknowledges that the majority of the checklist requirements for the project can only be fulfilled once the allocation of land has been secured.**
  - (e) **That Odula Hydrogen (Pty) Ltd agrees that no rights will be conferred upon them by any Council resolution unless all relevant conditions of the decision are fully met, in accordance with the Local Authorities Act (Act 23 of 1992, as amended), the Urban and Regional Planning Act (Act 5 of 2018), and the Property Policy, as well as any necessary permissions from relevant authorities, if applicable."**
-

**ANNEXURE "A"**  
**STRUCTURE PLAN - SPECIAL REFERENCE TO PORTIONS J 1, J 2 AND J 3**

**J LONG TERM HIGH DENSITY / MIXED USE EXPANSION**





**ANNEXURE "B"**

**LETTER DATED 06 AUGUST 2024 RECEIVED FROM ODULA HYDROGEN (PTY) LTD**



August 06, 2024

REF: OAG-06082024-2

The General Manager,  
Corporate Services & Human Capital  
Swakopmund Municipality,  
P.O. Box 33,  
Swakopmund-Namibia

Dear Sirs,

**SUB: 250HA GREEN HYDROGEN LAND APPLICATION**

Following your Letters dated 28th February 2024, 5th June 2024 and 22nd July 2024 relating to above subject and clarifications being sought therein. First, we hereby confirm that the project is absolutely on course. Secondly, we confirm that the project already has the support of the Government of Namibia since Green Hydrogen is a Strategic National Landmark Project. We therefore pursue land allocation as a necessary pre-requisite to help us reach financial closure. Kindly note that your preliminary advisory and willingness to allocate the land for the project is already lodged to the investors as surety for the project readiness.

Respectively, allow us to make the following clarifications as you have requested:

- 1- The **minimum** land requirements for this project is 250ha. It will be in the interest of the project if more buffer land would be created around the allocated site for our potential future expansion.
- 2- As for the location of the land, the category of land of interest is that which was pre-planned for 'Light Industries' or related purposes because Green Hydrogen technology being applied is environmentally friendly and has no harmful materials. After studying the map provided by the Municipality, Portions J1 and J2 and J3 are suitable, but we are flexible to get allocation of any other parcel of land that the Municipality of Swakopmund will consider most appropriate. To qualify the site, water is a Critical Component of this project and the ideal target project site will require access to and use of Sea Water.
- 3- Land is the critical remaining requirement needed to declare the project bankable and hence to unlock the funds. It is after the land is awarded by the Municipality that other essential requirement will be pursued, that is: Detail Feasibility Study (DFS) and Environmental and Social Impact Assessment (ESIA). Implementation of DFS and ESIA require substantial funding and will be funded by Technology Partners. The award of the land is the first in the list of the remaining requirements and precede the sign-off of the project by Technology Partners and the funding of both DFS and ESIA.
- 4- The award of the land will precede the release of funds, the launch and construction of the Green Hydrogen Project.
- 5- Preliminary Project Documentation have been provided in the initial Applications and are hereby re-submitted for your references.
- 6- Investor Proposal Checklist is filled and found in the Annexes

We are available for any further discussions to bring to a conclusion this process.





With best regards

Eng. Nancy Chiggai

Director


**Annex 1: Clarifications relevant of Investor Proposal Checklist**

<b>1- Company Information</b>	<b>Attachments in the link provided</b>	<b>Title of the document/ Description</b>
<i>a. Company profile</i>	Attachment 1	i. Odula PTY Limited Full KYC
<i>b. Organizational structure</i>	Attachment 1	i. Odula PTY Limited Full KYC
<i>c. Profiles of Professional teams/consultants</i>	Attachment 9	i. Lothan Profile
<i>d. Permits and approvals Obtained/in progress</i>	Attachment 2	i. Odula Hydrogen - Government Support Letter
<i>e. Legal documents e.g. business incorporation</i>	Attachment 1	i. Odula PTY Limited Full KYC
<i>f. Compliance to relevant legal and regulatory requirements</i>		i. Compliance such as Permit to operate the refinery will be issued by relevant government authority once the refinery is built and commissions
<b>2- Project Proposal</b>		
<i>a. Comprehensive business Plan with goals, objectives and strategies</i>	Attachment 3	i. Project Summary Green hydrogen
<i>b. Description of project proposal: scope, location and size</i>	Attachment 4, Attachment 5 Attachment 6	i. Hydrogen Economy Presentation ii. Letter of intent to buy land iii. Approval for land by Swakopmund Municipality
<i>c. Analysis of market demand and feasibility studies</i>	Attachment 7 Attachment 8	i. Namibia Pre-Feasibility study ii. GIGA-Renewable energy market License
<b>3- Financial Information</b>		
<i>a. Projections for revenues, expenses and cash-flow for the project duration</i>	Attachment 3	i. Proposed project Investments Costs in Namibia. ii. Hydrogen Economy phase 1- \$11 Billion, Phase 2-\$50Billion iii. Solar + Wind Farm Phase 1- \$900Million, Phase 2- \$ 6.3Billion
<i>b. Details of funding sources</i>		i. Funder for Hydrogen Project has been secured from Vitreous Holdings LLC (funder), together with Technology Partners from Netherlands, Finland, Turkey, Spain and USA. ii. All the Project Funds will be pooled and administered through Odula Africa Ltd. iii. Returns on investment are able to guarantee to the funder. iv. The funds will be obtained from a long-term low-cost loan
<i>c. Investment structure</i>		i. ODULA AFRICA GROUP LIMITED is the fund arranger of the Green Hydrogen Project and ODULA HYDROGEN PTY (Namibia) is the



		Project Land Applicant implement this project.
<b>4- Environmental Impact Assessment</b>		
a. Projects Environmental Impact		i. Site specific ESIA has therefore not been done; but pre-ESIA shows 'no harmful impacts' from the project because the Proposed Technologies being applied guarantees environmental compliance. We acknowledge some disruptive impacts in the project zone listed majority as built features (roads, buildings and services).
b. Environmental mitigation and sustainability measures	Attachment 10	i. Consultation of all Stakeholders will bring out concerns and the Detailed Engineering Design will incorporate Mitigation strategies of any ESIA concerns arising from stakeholders. ii. Odula Hydrogen Project Engineering Quality Management Plan Guidelines
<b>5- Risk analysis</b>		
a. Identification and analysis of potential risks and challenges associated with the project		i. Risk analysis will be done alongside ESIA
<b>6- Timelines and milestones</b>		
a. Schedules for implementation, construction and completion of the project	Attachment 3	i. Phase 1 – Implementation plan 3-4yrs, phase 2- 4years
a. Detailed project timelines – key milestones and deliverables		ii. Detailed milestones and delivery will be provided during the detailed Feasibility study and the FEED (Front end Engineering Designs) alongside the EPC (Engineering Procurement and Construction) contractor
a. Time between allocation of land and payment of statutory land rates to the Municipality		iii. Note that It will take approximately 6 months from the award of the land to financial closure and start of the project. In this respect, we seek the Swakopmund Municipality to give us a grace period of six (6) months from land award to payment of duties and penalties related to the awarded land. During the grace period, the Municipality will not effect dues for rent/purchase.
<b>7- Other supporting documents (attached are):</b>	Various attachments	
a. Other support documents	Attachment 11 Attachment 12	i. Green Hydrogen Namibia ii. Green Hydrogen Opportunities in Namibia



<https://drive.google.com/drive/folders/1OutIwIKq7tCZUBr5g72SOzGbeCsmYEag>



**ANNEXURE "C"**  
**COMPLETED "INVESTOR'S PROPOSAL CHECKLIST" - ODULA HYDROGEN (PTY) LTD**



**INVESTOR PROPOSAL CHECKLIST**

- Odula Green Hydrogen***
1. **Company Information:**
    - Detailed overview of the company including its history, mission, and vision. As well as an overview of the investor's relevant experience in similar projects. **Attachment 1 - Odula PTY profile**
    - Organizational structure and key personnel. Along with the Profiles of professional teams or consultants involved in the project. **Profile of Companies - Lothan and Liam attached (Att 9.1, 9.2 and 9.3)**
    - Documentation of permits, licenses, and approvals obtained or in process. **Attachment 2 - Support letters**
    - Legal documentation (e.g., articles of incorporation, business registration). **Attachment 1 - Odula PTY**
    - Confirmation of compliance with all relevant legal and regulatory requirements. **To be provided FEED**
  2. **Project Proposal:**
    - Comprehensive business plan outlining the project goals, objectives, and strategies. **Attachment 3**
    - Description of the proposed project, including scope, location, and size. **Attachment 4, 5 and 6**
    - Analysis of market demand and feasibility studies supporting the project. **Attachment 7 and 8**
  3. **Financial Information:**
    - Projections for revenue, expenses, and cash flow for the project's duration. **Attachment 3**
    - Details of funding sources and investment structure. **To be provided after FEED**
  4. **Environmental Impact Assessment:**
    - Assessment of the project's potential environmental impact. **To be done after land allocation**
    - Plans for environmental mitigation and sustainability measures. **Attachment 10**
  5. **Risk Analysis:**
    - Identification and analysis of potential risks and challenges associated with the project. **To be done after ESIA and FEED**
    - Mitigation strategies and contingency plans. **To be done after Risk analysis, ESIA and FEED**
  6. **Timeline and Milestones:**
    - Detailed project timeline outlining key milestones and deliverables. **Attachment 3**
    - Schedule for implementation, construction, and completion of the project. **To be done after FEED and EPC**
  7. **Supporting Documentation:**
    - Any additional documentation or supporting materials relevant to the project proposal. **Attachment 11 and 1.**
    - References, testimonials, or case studies from previous projects (if available).

11.1.11 **OASIS OIL REFINERY (PTY) LTD: APPLICATION FOR LAND FOR CRUDE OIL REFINERY**

(C/M 2024/10/31 - 16/1/4/2/1/13)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.13** page **139** refers.

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

1. **Introduction**

This application is one of the two applications coordinated by Ms Abena Tambrescu; ie:

- |     |  |  |
|-----|--|--|
| 1.1 | <b>Oasis Oil Refinery (Pty) Ltd for a portion of land measuring approximately 250 Ha for BPD Oil Refinery;</b> | } subject application                  |
|     | and  |  |
| 1.2 | Odula Hydrogen (Pty) Ltd for a portion of land measuring approximately 250 Ha for Green Hydrogen               | } under cover of a separate submission |

On **10 September 2024** the application from Oasis Oil Refinery (Pty) Ltd was discussed at the Investment Coordination Committee whereafter the following was concluded under item 8.2:

- (a) *That the item be submitted to the Management Committee with the note that the ICC does not recommend the allocation of 250 hectares in Zone F (light industry) for the establishment of Oasis Oil Refinery (Pty) Ltd.*
- (b) *That the ICC acknowledges Oasis Oil Refinery (Pty) Ltd's proposed oil refinery venture; however, the ICC will prioritize environmentally sustainable and friendly energy generation projects, such as those focused on renewable energy such as Green Hydrogen.*
- (c) *That it be recommended to the Management Committee that the project be escalated to the ministerial level for land allocation and consideration in an area where Swakopmund stands to benefit.*
- (d) *That Oasis Oil Refinery (Pty) Ltd accepts that no rights will accrue to them from any decision by Council resolution unless all relevant conditions of the decision are fully complied with, in accordance with the Local Authorities Act (Act 23 of 1992, as amended), the Urban and Regional Planning Act (Act 5 of 2018), and the Property Policy, as well as obtaining any necessary permissions from relevant authorities, if applicable."*

2. **Background re both Applications**

An application dated **29 January 2024** was received from Ms Abena Tambrescu to acquire portions of land measuring approximately 500 Ha for the establishment of a crude oil refinery and green hydrogen project. The applicant made a presentation to the Management Committee and Council

passed a resolution on **28 February 2024**. The applicant was informed of the establishment of the ICC.

The applications were discussed at the Investment Coordination Committee meetings held on **04 June, 11 July, 13 August** and **10 September 2024**. Ms A Tambrescu was requested to complete the "investor proposal checklist" for each application and motivate and submit the two applications separately under cover of letterheads of the applicants.

### 3. Current Situation

On **06 August 2024** the two applications were e-mailed separately and are now submitted to the Management Committee separately.

### 4. BPD Oil Refinery Land Application

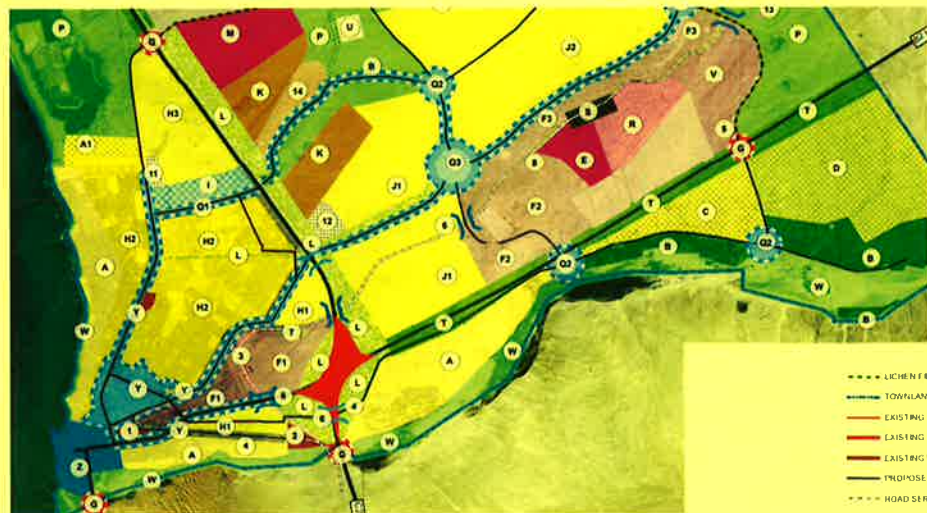
On **06 August 2024** the attached application was received from Oasis Oil Refinery (Pty) Ltd to acquire a portion of land measuring approximately 250 Ha for oil refinery.

The applicant states that following huge discoveries of billions of barrels of oil and gas in the Orange basin, investment in the sector has become a strategic national priority for the Government of Namibia. They have the support of the Government to develop a crude oil refinery.

#### Oasis Oil Refinery (Pty) Ltd states the following:

- 4.1 The minimum size of the land required is 250 Ha although they intend to secure additional land for future expansion.
- 4.2 The category of land use was pre-planned for "light industrial" because the oil refinery technology being applied is environmentally friendly and has no harmful materials. They propose to be allocated in Portion F of the Structure Plan (indicated below for ease of reference, located as F1, F2 and F3).

It is also stated that water is a critical component and the ideal location requires access to and use of sea water.



- 4.3 They confirmed that the award of land is a requirement in order to meet all the other criteria by Council, such as the release of funds.



- 4.4 On **13 August 2024** Ms A Tambrescu requested the sizes of the various zones in order to consider downscaling the sizes of their business ventures.

Attached are the following documents:

<b>Annexure "A"</b>	:	Letter dated <b>06 August 2024</b> from Oasis Oil Refinery (Pty) Ltd (3 pages).
<b>Annexure "B"</b>	:	The completed Investor Proposal Check List.

☞ *The bulk of the application referred to in the above attachments has been e-mailed to Council and a set is printed which can easily be accessed by any committee member for further scrutiny. From the presentation document it appears that the project has various high-rise structures / towers.*

The presentation document can be provided as a separate link.

## 5. **Discussion**

As stated by the applicant they require a minimum size of land measuring approximately 250 Ha (this is without provision for future expansion) and ideally they require access to the ocean due to the water demand. From the presentation documents various high-rise structures are depicted.

The Investment Coordination Committee therefore had to determine whether such vast portion of land is available and possible environmental and health risks (although the applicant in their letter dated **06 August 2024** states that the process is environmentally friendly and has no harmful materials - see 4.2 above).

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

### **RECOMMENDED:**

- (a) **That the Council *in principle* approves the application of Oasis Oil Refinery (Pty) Ltd for the allocation of a portion of land not exceeding approximately 250 Ha in zone F (Light Industry) for the establishment of a crude oil refinery plant subject to/on condition that an independent environmental impact/ risks assessment is done on the account of the applicant for consideration by Council.**
  - (b) **That all other statutory processes of the Environmental Impact Assessment be complied with.**
  - (c) **That should the actual size of land for the Crude Oil Refinery Plant be determined during the assessment period to be less than 250ha than the actual size will be allocated by Council.**
  - (d) **That Oasis Oil Refinery (Pty) Ltd accepts that no rights will accrue to them from the Council's resolution unless all the relevant conditions of the Local Authorities Act, Act 23 of 1992, as amended, the Urban and Regional Planning Act, Act 5 of 2018 and the Property Policy are complied with in full and all the relevant authorities have given the necessary permission, if applicable.**
  - (f) **That all costs for the application is for the account of Oasis Oil Refinery (Pty) Ltd and Council be indemnified against any risks.**
-



**ANNEXURE "A"**  
**LETTER DATED 06 AUGUST 2024 FROM OASIS OIL REFINERY (PTY) LTD**



**OASIS OIL REFINERY (PTY) LTD**

August 06, 2024

REF: OAG-06082024-2

The General Manager,  
 Corporate Services & Human Capital,  
 Swakopmund Municipality,  
 P.O. Box 33,  
 Swakopmund-Namibia

Dear Sirs,

**SUB: 250HA 1M BPD OIL REFINERY LAND APPLICATION**

Following your Letters dated 28th February 2024, 5th June 2024, and 22nd July 2024 relating to above subject and clarifications being sought therein. First, we hereby confirm that the project is absolutely on course. Following huge discoveries of billions of barrels of Oil and Gas in the Orange basin, investment in the sector has become a Strategic National priority for the Government of Namibia, hence we already got the support of the Government to develop the Crude oil Refinery in the country. We, therefore, pursue land allocation as a necessary pre-requisite for the funder to release the funds for establishing the Refinery. Kindly note that your preliminary advisory and willingness to allocate the land for the project has already been lodged with the investors as an assurance of the project's readiness.

Respectively, allow us to make the following clarifications as you have requested:

- 1- The **minimum** land requirement for this project is 250ha. It will be in the interest of the project if more buffer land is created around the allocated site for our potential future expansion.
- 2- As for the location of the land, the category of land of interest was pre-planned for "Light Industrial" or related purposes because the Oil Refinery technology being applied is environmentally friendly and has no harmful materials. After studying the map provided by the Municipality, Portions F is suitable, but we are flexible to get an allocation of any other parcel of land that the Municipality of Swakopmund will consider most appropriate. To qualify the site, water is a Critical Component of this project and the ideal target project site will require access to and use of Sea Water.
- 3- Land is the critical remaining requirement needed to declare the project bankable and hence to unlock the funds. It is after the land is awarded by the Municipality that other essential requirement will be pursued, that is: Detail Feasibility Study (DFS) and Environmental and Social Impact Assessment (ESIA). Implementation of DFS and ESIA requires substantial funding and will be funded by Technology Partner (Onshore Construction Limited). The award of the land is the first in the list of the remaining requirements and precedes the sign-off of the project by Technology Partners and the funding of both DFS and ESIA.
- 4- The award of the land will also precede the release of funds, and the launch and construction of the Oil Refinery Project.
- 5- Preliminary Project Documentation has been provided in the initial Applications and is hereby re-submitted for your reference.
- 6- The Investor Proposal Checklist is filled and found in the Annexes

We are available for any further discussions to bring to a conclusion this process.

With best regards

Bernice Wabwire  
 Director



Address: 22 Best St, Windhoek West, Windhoek, Namibia, P.O. Box 99091, Windhoek, Namibia



## Annex 1: Clarifications relevant of Investor Proposal Checklist

1- Company Information	Attachments* in the link provided	Title of the document/ Description
a. <i>Company profile</i>	Attachment 1.1 Attachment 1.2	i. Oasis Oil Refinery (PTY) Limited KYC ii. Lizam Energy Profile
b. <i>Organizational structure</i>	Attachment 3.2	i. Partnership Structure
c. <i>Profiles of Professional teams/consultants</i>	Attachment 11	i. Elie Petroleum Profile
d. <i>Permits and approvals Obtained/in progress</i>	Attachment 2	i. Government Support Letter for Oil Refinery
e. <i>Legal documents e.g. business incorporation</i>	Attachment 1	i. Oasis Oil Refinery (PTY) Limited KYC
f. <i>Compliance with relevant legal and regulatory requirements</i>		i. Compliance such as a Permit to operate the refinery will be issued by relevant government authority once the refinery is built and commissions
<b>2- Project Proposal</b>		
a. <i>Comprehensive business Plan with goals, objectives, and strategies</i>	Attachment 3.1	i. Refinery Presentation
b. <i>Description of project proposal: scope, location, and size</i>	Attachment 3.1 Attachment 4 Attachment 5	i. Refinery Presentation ii. Letter of Intent to Buy Land iii. Approval for land in Swakopmund
c. <i>Analysis of market demand and feasibility studies</i>		i. Allocation for land is required for the funder to release funds for Feasibility studies
<b>3- Financial Information</b>		
a. <i>Projections for revenues, expenses, and cash-flor for the project duration</i>	Attachment 6 Attachment 7	i. Oasis Refinery budget ii. Oasis Refinery Financial Projections
b. <i>Details of funding sources</i>		i. Funder for the Refinery Project has been secured from USA and Turkey (Energy Application in the Refinery), together with Technology and EPC Partner Onshore Construction Company
c. <i>Investment structure</i>		i. All the Project Funds will be pooled and administered through Eli Petroleum Limited ii. Returns on investment can be guaranteed to the funder. iii. The funds will be obtained from a long-term low-cost loan
<b>4- Environmental Impact Assessment</b>		
a. <i>Projects Environmental Impact</i>		i. Land allocation is required for the funder to release funds for Environmental Impact Assessment. Therefore, site-specific ESIA has therefore not been done; but pre-ESIA shows "no harmful impacts" from the project because the Proposed Technologies being applied guarantee environmental compliance. We acknowledge some disruptive impacts in the project zone listed majorly as built features (roads, buildings, and services).



b. Environmental mitigation and sustainability measures		ii. Consultation of all Stakeholders will bring out concerns and the Detailed Engineering Design will incorporate Mitigation strategies for any ESIA concerns arising from stakeholders.
<b>5- Risk analysis</b>		
a. Identification and analysis of potential risks and challenges associated with the project		i. Risk analysis will be done alongside ESIA
b. Risk mitigation		ii. Risk mitigation is to be done after a Risk analysis, ESIA, Feed, and FEED
<b>6- Timelines and milestones</b>		
a. Schedules for implementation, construction, and completion of the project	Attachment 10	i. Oasis Refinery Implementation Guidelines with timelines
a. Detained project timelines – key milestones and deliverables	Attachment 10	ii. Oasis Refinery Implementation Guidelines with timelines
a. The time between the allocation of land and payment of statutory land rates to the Municipality		iii. Note that it will take approximately 6 months from the award of the land to the financial closure and start of the project. In this respect, we seek the Swakopmund Municipality to give us a grace period of six (6) months from land award to payment of duties and penalties related to the awarded land. During the grace period, the Municipality will not effect dues for rent/purchase.
7- Other supporting documents (attached are):		

\*All attachments are in the link provided

**ANNEXURE "B"**  
**COMPLETED "INVESTOR'S PROPOSAL CHECKLIST" - OASIS OIL REFINERY (PTY) LTD**



**INVESTOR PROPOSAL CHECKLIST**

- 1. Company Information:** ***Oasis Oil Refinery***
- Detailed overview of the company including its history, mission, and vision. As well as an overview of the investor's relevant experience in similar projects. ***Attachment 1.1 - Oasis Oil Refinery PTY***
  - Organizational structure and key personnel. Along with the Profiles of professional teams or consultants involved in the project. ***Partnership Structure (Attachment 3.2), Professional team (Att 1.2 and 11)***
  - Documentation of permits, licenses, and approvals obtained or in process. ***Attachment 2 - Support letters***
  - Legal documentation (e.g., articles of incorporation, business registration) ***Attachment 1.1 - Oasis PTY***
  - Confirmation of compliance with all relevant legal and regulatory requirements. ***To be provided FEED***
- 2. Project Proposal:**
- Comprehensive business plan outlining the project goals, objectives, and strategies. ***Attachment 3.1***
  - Description of the proposed project, including scope, location, and size. ***Attachment 4 and 5***
  - Analysis of market demand and feasibility studies supporting the project. ***To be done after land allocation***
- 3. Financial Information:**
- Projections for revenue, expenses, and cash flow for the project's duration. ***Attachment 6 and 7***
  - Details of funding sources and investment structure. ***Attachment 8 and 9***
- 4. Environmental Impact Assessment:**
- Assessment of the project's potential environmental impact. ***To be done after land allocation***
  - Plans for environmental mitigation and sustainability measures. ***To be done after land allocation and FEED***
- 5. Risk Analysis:**
- Identification and analysis of potential risks and challenges associated with the project. ***To be done after ESIA and FEED***
  - Mitigation strategies and contingency plans. ***To be done after Risk analysis, ESIA and Feed***
- 6. Timeline and Milestones:**
- Detailed project timeline outlining key milestones and deliverables. ***Attachment 10***
  - Schedule for implementation, construction, and completion of the project. ***Attachment 10***
- 7. Supporting Documentation:**
- Any additional documentation or supporting materials relevant to the project proposal.
  - References, testimonials, or case studies from previous projects (if available)



11.1.12 **ACCOUNT HOLDERS RECEIVING SOCIAL AND DISABILITY GRANTS**  
(C/M 2024/10/31 - 3/11/1/2/1/6)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.14** page **146** refers.

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

**INTRODUCTION**

Numerous requests were received from Account Holders receiving Social Grants from the Central Government for the Council to consider granting rebates on their respective service accounts. Hereunder copied is the Council resolution which was passed during the Council meeting held on **08 August 2024**.

106 / 2024

11.1.17 **ACCOUNT HOLDERS RECEIVING SOCIAL AND DISABILITY GRANTS**  
(C/M 2024/08/08 - 3/11/1/2/1/6)

**RESOLVED:**

- (a) That Council approves the special tariffs for the Account Holders receiving Social and Disability grants, with registered Properties in their names.

NO.	PROPOSED SPECIAL TARIFF	RATE (N\$)
1.	Water	25-00
2.	Waste (Refuse Removal)	71-00
3.	Waste (Sewerage)	168-40

- (b) That those Account Holders renting properties must submit their rental agreements in order to qualify for the special tariffs.
- (c) That the General Manager of Finance start with the registration of the permanently disabled account holders receiving social grants from the Central Government with properties registered in their names and that their service account balances be submitted to the Council.

**DELIBERATION:**

The purpose of this submission is for the Council to consider, review, and further deliberate on the type of assistance the Council can provide to the affected individuals. A total of 72 applications were received from inhabitants living with permanent disability and having only the Social Grants as their means of income.

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

**RECOMMENDED:**

That the Council to consider, review, and further deliberate on the type of assistance the Council can provide to the affected individuals, which was received by a total number of 72 Applicants living with permanent disability and having only Social Grants as their means of income.

**ANNEXURE "1"**

<b>DISABLED PERSON APPLICATION</b>				
<b>NO</b>	<b>Name</b>	<b>Account Number</b>	<b>Total Account</b>	<b>Handed Over Acc</b>
1	R DIERGAARDT	70261100020	3 511.13	-
2	AM KARUNDA	70309800010	87 923.32	
3	F SISANDA	70428900022	-	-
4	STN SHIDHUDHU	60085500022	1 936.36	-
5	E&MA TSUSES	76116600026	14 321.55	-
6	A UISES	70706100011	23 690.46	-
7	AJ&M OOSTHUIZEN	50457700041	1 577.56	-
8	C TOUROS	70289200010	72 840.76	-
9	E EVENSON	70096200012	20 172.11	-
10	LU RUHUMBA	60031700020	18 385.60	
11	ST NARIS	70194700020	40 971.95	-
12	K NARIB	78252500025	15 125.16	-
13	CE SHIVUTE	70420900022	75 564.98	
14	AR NUMXAS	70405100021	22 575.86	-
15	L GANASES	70362800018	18 447.10	-
16	L GANASEB	70178200012	33 623.17	1
17	IE GOMKHAISES-UISES	70380200012	33 317.00	1
18	M CAMPELL	76115000020	4 552.32	-
19	C JAGGER	70290900010	1 630.66	-
20	DE&DE SOMAEB	70363700027	1 115.91	
21	M NAIBAS	70702000010	4 080.36	-
22	SN&HN GEINGOB & GEINGOS	76168300013	758.59	-
23	FV&BV VETJOZA	78225200020	14 353.42	-
24	P NEMBUNGU	70301900010	25 508.43	1
25	S GOSES	70374100011	13 203.43	-
26	EO GAWISEB	70361700017	27 669.08	1
27	S NANUSES	70246800010	1 314.59	
28	S HOESEB	70397100022	22 921.89	-
29	DHP LOSPER	70335000011	20 230.86	-
30	J TAUROS	70329800019	644.09	-
31	P LANGEMANN	70346200012	19 631.80	-
32	FM ISAAKS	70186300022	5 900.20	-
33	AE NARIB	60052600040	2 424.74	-
34	R SALON	70347000010	63 525.79	1
35	PA HABEB	60047500022	0.09	-
36	ER GURIRAS	70267000010	39 221.31	-
37	J MUCHEKO	70206000034	684.57	-
38	J GAROES	70701900019	25 577.66	-
39	UB HANGULA	76159700017	2 138.23	-
40	JK & JJ KAMBONDE	76114700027	1 257.82	-
41	AJS HAUFIKU	76114900029	683.02	-
42	PP&E HAMUTENYA	70397500025	64 546.19	-
43	M NDEILENGA	70200300010	4 339.44	-

44	G BAFFRATH	70327200013	4 594.19	-
45	AM MATSUIS	70053700035	1 032.54	-
46	B KOPER	60064900030	33 908.53	-
47	O KAPEPU	70299500010	25 304.81	1
48	R SO-OABES	70170500019	17 092.62	-
49	JN HANGULA	78259100021	6 016.28	-
50	H&PP VAN WYK	78259000020	10 186.12	-
51	VHW GOAGOSEB	70243900034	37 141.17	-
52	K IMBILI	76121200022	3 567.37	-
53	AJ HAMMERSLACHT	70357800018	14 540.48	-
54	J SOFIKA	70303100010	4 373.79	-
55	NH KAMATI	70306000010	-	-
56	CL ARNOLD	76173000010	-	-
57	T HOXOBES	70400200012	5 974.96	-
58	WN NEL	60079800010	-	-
59	DM EISEB	70168100021	-	-
60	N KAMAPOHA	70258600020	991.72	-
61	M OTSUS	70037500033	-	-
62	S KAPOLO	70264100020	1 159.04	-
63	DL MOWES	50496000050	16 943.54	-
64	M ENGELBRECHT	70191000020	16 943.54	-
65	MN IIPWAAKENA	76120300023	3 160.53	-
66	S&C ELIFAS	70013100125	15 150.33	-
67	V LOUW	60092808038	-	-
68	K OOR	60065200027	31 739.64	-
69	AF NEPEMBE	76172700017	0.05	-
70	JA&C KOOPMAN	70412000027	61 749.03	-
71	E SCHEEPERS	70194300030	20 811.17	-
72	SM&I TJAVERUA & RUHUMBA	70171600029	1 948.80	-
<b>TOTAL</b>			<b>1 186 228.81</b>	

11.1.13 **FINANCIAL YEAR END - 2023 / 2024**  
(C/M 2024/10/31 - 3/1/1/1/1)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.16** page **154** refers.

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

The General Manager: Finance is busy finalizing the Financial Statements for the **2023 / 2024** Financial Year for External Audit. It is with this in mind that the General Manager: of Finance is seeking the Council's approval for Additional Funds for the **2023 / 2024** Financial Year.

**1. ADDITIONAL FUNDS**

**1.1 Lease Reserve - N\$ 1 856 000.00**

An additional amount of **N\$1 856 000.00** is required to make full provision for the accumulated Leave value of permanent staff.

**1.2 Retirement Bonuses - N\$2 640 000.00**

An additional amount of **N\$2 640 000.00** is required to cater for full provision in covering costs of staff who opted for Early Retirement and Resignations (Annual Bonuses).

**1.3 Electricity Consumption - N\$1 810 000.00**

An additional amount of **N\$1 810 000.00** will be needed to cover the costs of electricity supply to our new sewerage plant.

**1.4 Implementation of the IPSAS Reporting Framework - N\$2 200 000.00.**

Additional funds of **N\$2 200 000.00** was availed for the implementation of the IPSAS reporting framework.

**1.5 Provision of Security Services - N\$700 000.00.**

Additional funds of **N\$700,000.00** was availed for the provision of security services.

**1.6 Provision of Impairment (Bad Debts) - N\$ 13 100 000.00.**

With the implementation of the IPSAS reporting framework full provision for bad debts (Impairment) was made and as such the additional amount of **N\$13 100 000.00** was needed.

**1.7 Inventory Adjustments - N\$ 570 000.00.**

Additional funds of **N\$570 000.00** was availed for the adjustment of the inventory provisions.

**1.8 Provision of Depreciation - N\$97 000 000.00**

With the implementation of the IPSAS reporting framework full provision for depreciation was made and as such the additional amount of **N\$97 000 000.00** was needed.



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

**RECOMMENDED:**

- (a) That the Council approves the Additional Funds request amounting to N\$119 876 000.00 for the Operational Budget of 2023 / 2024 Financial Year.**
  - (b) That the additional funds be funded from the surplus of the Financial Year under review.**
-

11.1.14 **SWAKOPMUND TOURISM INFORMATION CC: RENEWAL OF THE LEASE AGREEMENT OF AN AREA OF THE PAVEMENT OPPOSITE ERF 228C SWAKOPMUND**  
(C/M 2024/10/31 - E 228C)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.17** page **154** refers.

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

1. **Introduction**

The purpose of this submission is to consider the renewal of the lease agreement of Swakopmund Tourism Information CC (hereinafter STI) for the continued lease of an area of the pavement measuring 37.51m<sup>2</sup>, located opposite Erf 228C, Swakopmund for a further period. The current lease agreement will lapse on **30 November 2024**.

Attached as **Annexure "A"** is an email received on **05 August 2024** from STI confirming their intention to renew the lease period for the tourist information centre conducted from the wooden hut.

<b>Annexure "A"</b>	:	<i>Confirmation from STI of their intention to renew the lease period.</i>
<b>Annexure "B"</b>	:	<i>The latest Council decision passed on <b>23 February 2023</b> under item 11.1.2.</i>
<b>Annexure "C"</b>	:	<i>A copy of the current signed lease agreement.</i>

2. **Background**

On **29 October 2015** Council under item 11.1.18 approved the initial lease period for the establishment of a tourism information centre. Aesthetical approval for the erection of the wooden structure was granted on **26 November 2015** and the lessee occupied the structure from **1 December 2015**.

The previous lease agreement which commenced on **01 December 2016** lapsed on **30 November 2019**. Notwithstanding the lapsing of the lease period, the General Manager of Finance was requested to continue with the rental levy. The lease periods were reviewed and renewed at intervals and the current lease period will lapse on **30 November 2024**.

Submissions were tabled to the Management Committee on **15 September 2022** and **09 February 2023**. The minutes of the Council's resolution passed on **23 February 2023** under item 11.1.2 are attached as **Annexure "C"**.

In terms of the above resolution, a lease agreement was concluded with STI for five (5) years. The lease agreement came into effect on **01 December 2019** and will lapse on **30 November 2024**. A copy of the current signed lease agreement is attached as **Annexure "C"**.

3. **Current Situation**

On **05 August 2024**, STI confirmed via email that they intend to renew the lease period for a further period (**Annexure "A"**).

The current lease tariff is N\$ 45.69/m<sup>2</sup> per month x 37.51m<sup>2</sup> = N\$ 1 713.83 + N\$ 257.07 (15% VAT) = N\$ 1 970.90. The current lease tariff will increase by 7% on **01 July 2025**.

The rental tariff used to increase with 10% since the inception of the lease period. No annual increases were effected for the period 01 July 2020 until 30 June 2021 (Covid-19 period). On **19 November 2020** Council resolved to in future only increase the lease tariffs by 7% annually in July.

4. **Proposal**

During the past years no complaints were received from the public and the lease account is paid up to date. The establishment is operational and adds value to the area (tourism pillar).

It is proposed that Council considers the renewal of the lease period of the pavement leased to STI for a further period of five (5) years commencing on **01 December 2024** until **30 November 2029** at a monthly rental of N\$ 45.69/m<sup>2</sup> per month x 37.51m<sup>2</sup> = N\$ 1 713.83 + N\$ 257.07 (15% VAT) = N\$ 1 970.90 with an annual escalation of 7% starting 1 July 2025. The lease agreement will be subject to the Council's standard lease conditions and any additional conditions the Council may deem fit.

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

**RECOMMENDED:**

- (a) **That the Council approves the renewal of the lease period of Swakopmund Tourism Information CC to lease an area of the pavement opposite Erf 228C, Swakopmund measuring 37.51m<sup>2</sup> for utilization as a tourism information center and be used for tourism activities only.**
  - (b) **That the lease period for Swakopmund Tourism Information CC be 5 years which commences on 01 December 2024 and lapses on 30 November 2029.**
  - (c) **That the rental amount from 01 July 2024 be (N\$45.69/m<sup>2</sup> x 37.51m<sup>2</sup> = N\$1 713.83 + N\$257.07 (15% VAT) = N\$1 970.90 with an annual escalation of 7% starting from 1 July 2025.**
  - (d) **That the lease be subject to the standard conditions and the following:**
    - (i) *That no sub-letting be allowed.*
    - (ii) *That Council reserves the right to cancel the lease if valid objections are received from the public.*
    - (iii) *That the applicant shall indemnify Council and keep Council indemnified during the full period of this agreement against possible claims, which may arise from the use of the leased area.*
    - (iv) *That the lease is terminable by either party giving or receiving 3 months' notice.*
    - (v) *That the lessee does not operate after 22:00 daily.*
    - (vi) *That the deposit equal to 1 month's rental be adjusted and levied to be equal to the current rental tariff.*
    - (vii) *That all costs involved be for the lessee's account. Should they cease operating they must inform the Council in writing and reinstate the area to its original condition at their own cost*
    - (viii) *The lease agreement is not transferable and may not form part of an estate.*
    - (ix) *That Council be informed of any change in membership.*
  - (e) **That the lease be advertised in terms of Section 63 (2) of the Local Authorities Act, Act 23 of 1992, as amended.**
  - (f) **That the Council reserves the right to cancel the lease if valid objections from the public are received during the subsistence of the lease.**
-

**ANNEXURE "A"**

**From:** Swakop Info <info@swakopinfo.com>  
**Sent:** Monday, August 5, 2024 2:09 PM  
**To:** Emilia Nakale <enakale@swkmun.com.na>  
**Subject:** Swakopmund Tourism Information CC - Lease Renewal

Good afternoon Emilia,

Trust this email finds you well?

We would hereby like to request the renewal of our lease agreement, as per the attached.

Please advise if you require any other documentation/information?

Kindly confirm receipt of this email.

--

Kind regards,

Erasmus de Jager  
Swakopmund Tourism Information CC  
P.O Box 552  
Swakopmund, Namibia  
Website: [www.swakopinfo.com](http://www.swakopinfo.com)  
1 Tobias Hainyeko St.  
The Courtyard Bldg.  
NTB Registration: BOO01034



11.1.2

**SWAKOPMUND TOURISM INFORMATION CC: WOODEN HUT**

- **RENEWAL OF LEASE PERIOD**
- **COVID-19 RELIEF**

(C/M 2023/02/23 - Erf 228C, S)

**RESOLVED:**

- (a) That Council takes note that Swakopmund Tourism Information CC paid the balance of their account of N\$19 270.57 on 21 December 2022 as required in terms of the Management Committee decision passed on 10 November 2022 under 7.12.
- (b) That Council approves the renewal of the lease period of Swakopmund Tourism Information CC to lease an area of the pavement opposite Erf 228C, Swakopmund measuring 37.51m<sup>2</sup> for utilization as a tourism information business.
- (c) That the lease period for Swakopmund Tourism Information CC be 5 years which commenced on 01 December 2019 and lapsed on 30 November 2024.
- (d) That the rental amount from 01 July 2022 be (N\$39.91/m<sup>2</sup> x 37.51m<sup>2</sup> = N\$1 497.00 + (15% VAT) N\$224.55) = N\$1 721.55 with an annual escalation of 7% starting from 1 July 2023.
- (e) That the General Manager: Finance calculates the correct rental from the inception of the lease for the area based on a size of 37.51m<sup>2</sup> instead of 42m<sup>2</sup>.
- (f) That the lease be subject to the following standard conditions:
- (i) *That no sub-letting be allowed.*
  - (ii) *That Council reserves the right to cancel the lease if valid objections are received from the public.*
  - (iii) *That the applicant shall indemnify Council and keep Council indemnified during the full period of this agreement against possible claims, which may arise from the use of the leased area.*
  - (iv) *That the lease is terminable by either party given or receiving 3 months' notice.*
  - (v) *That the timber deck area used for outside seating not be operated after 22:00 daily.*
  - (vi) *That a deposit equal to 1 month's rental be paid.*
  - (v) *That all costs involved be for the lessee's account. Should they cease operating they must inform Council in writing and reinstate the area to its original condition at their own cost.*
  - (vi) *The lease agreement is not transferable and may not form part of an estate.*
  - (vii) *That Council be informed of any change in membership or shareholding depending on the entity to be established.*
- (f) That the lease be advertised in terms of Section 63 (2) of the Local Authorities Act 23 of 1992.
- (h) That Council reserves the right to cancel the lease if valid objections from the public are received during the subsistence of the lease.
- (i) That the General Manager: Engineering & Planning Services determines the value of a refundable deposit payable by the lessee based on an estimate of rehabilitation costs should the lessee not rehabilitate the area on the expiry/cancellation of the lease period.
-

11.1.15 **COUNCIL RESOLUTIONS: JANUARY TO JUNE 2024**

(C/M 2024/10/31 - 5/2/1/1/2)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **7.18** page **159** refers.

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

During the period under review, the Council held **6** meetings and took **162** resolutions for implementation by the Management:

<b>DATE</b>	<b>RESOLUTIONS TAKEN</b>
25 January 2024	31
29 February 2024	33
02 April 2024	19
30 April 2024	22
04 June 2024	30
27 June 2024	27
<b>TOTAL</b>	<b>162</b>

The resolutions are attached for ease of reference.

2. **CURRENT SITUATION**

The Council lacks a monitoring and evaluation component which ordinarily should resort under the Office of the Chief Executive Officer or the Corporate Services function of the Council.

Corporate Governance (NAMCODE) requires regular feedback to the Board / Council regarding the implementation of its decisions. The lack or slow pace of implementation affects service delivery to the community, which affects the image and reputation of the Council in terms of effective and efficient service delivery to the community.

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

- (a) **That the Council takes note of the resolutions taken from January to June 2024.**
- (b) **That the Council establishes a monitoring and evaluation function for the implementation of its decisions under the Corporate Services Division as required by NAMCODE.**

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

11.1.16 **APPLICATION TO COUNCIL TO MAKE AVAILABLE COUNCIL PROPERTIES FOR GENERAL ADVERTISING**

(C/M 2024/10/31 - 7/2/1)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **8.1** page **03** refers.

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

1. **Purpose**

The Engineering & Planning Services department has received various requests for advertising displays on boundary walls and other properties of the Council. This submission is made to the Council to discuss the various areas requested and to seek approval for a standard procedure to process these applications.

2. **Introduction and Background**

The existing policy only makes provision to allow the use of some of the areas requested. As the policy is dated, the rates for the advertising lease areas are also outdated. Some of the areas previously designated for boundary wall advertising are no longer suitable and it is recommended that new areas be approved for advertising.

Attachments:

<b>Annexure "A"</b>	:	<i>Application form "Build it" to make use of the Municipal Sewage Works Semi Purified Elevated Water Tower.</i>
<b>Annexure "B"</b>	:	<i>Application form "MTC" to make use of the Municipal Sewage Works Semi-Purified Elevated Water Tower</i>
<b>Annexure "C"</b>	:	<i>Application from "Floodgate Media" to lease various areas for advertising purposes</i>
<b>Annexure "D"</b>	:	<i>Locality maps and photographs of Tamariskia Sports Field, Mondesa Sports Field, Municipal Sewage Works, Municipal Rest Camp, and the Vineta Sports Field</i>
<b>Annexure "E"</b>	:	<i>Application form to apply for Boundary Wall Advertising on approved Council properties.</i>

3. **Discussion**

The current advertising policy makes provision for Boundary Wall advertising on the following areas:

- Tamariskia Sports Field,
- Mondesa Sports Field
- Municipal Sewage Works.

3.1 Tamariskia Sport Field:

The boundary wall available for advertising on the Tamariskia Sports field faces north, west, and east. The western wall is not visible. The northern-facing wall will be obscured by the new development currently ongoing. The eastern-facing wall faces single residential properties. Advertising has historically not been significantly allowed in residential area and to consider the aesthetics of the area it is not recommended that advertising be allowed to face residential properties. The western-facing wall has the main road,



Moses // Garoeb Street passing it. It is recommended that the western side of the Tamariskia Sports field boundary wall advertising be allowed as indicated on the locality map in **Annexure "D"** with the thick red line indicating the portion to be allowed for advertising.

### 3.2 Mondesa Sports Field:

The Mondesa Sports field is very well situated for advertising purposes. Only the boundary walls facing Erf 4346 and the single residential area to the north is not allowed for boundary wall advertising. It is recommended that boundary wall advertising be allowed as per the locality map in **Annexure "D"**

### 3.3 Municipal Sewage Works:

The old partially utilised Municipal Sewage Works, boundary wall is in a very poor condition. Various initiatives to re-purpose the area is underway but until such time that a full master plan for the area is created, there is no sense in rebuilding such a boundary wall. Additionally, this boundary wall was historically painted with very basic paint, it frequently peels and if any colored paint is applied to the wall, defects will be observed shortly thereafter. Water damage has taken its toll and contributes to the poor state of the paint. Therefore, no boundary wall advertising should be considered for the Old Municipal Sewage works.

Municipal areas suitable for boundary wall advertising other than what is currently allowed include:

- *Vineta Sports Field (South)*
- *Municipal Rest Camp*

### 3.4 Vineta Sports Field:

The southern Vineta Sports field has single residential properties facing the western side and is not suitable for advertising. The southern face is obscured by the Dome development. The southern side has significant pedestrian traffic from schoolchildren and is subject to vandalism. The eastern side is too far away from the road and will not be attractive to applicants. It might also be a traffic hindrance and will be obscured by the markets allowed to sell fruit & veg during the December periods. A portion of the wall that is highly visible and has good exposure to the public is the interior wall facing the stadium. The stadium is well utilized, and interest is expected to be high should this portion be availed for advertising. See the locality map in **Annexure "D"** indicating the portion of the wall proposed to be allowed for advertising.

### 3.5 Municipal Rest Camp:

The Municipal Bungalows has a very attractive wall facing the main B2 highway as you enter town coming from Walvis Bay. Please see the locality map and photo illustrations in **Annexure "D"**. The Swakopmund Fussball Club and the Lions Old Age Home has successfully advertised on their boundary walls opposite the Municipal Rest camp for many years. It is highly recommended that this portion be approved for boundary wall advertising.

Other infrastructures where advertising has been requested include:

- *Semi Purified Elevated Water Tower at old Municipal Sewage Works*
- *Various Municipal Dust Bins*

- *Street Light Poles*

### 3.6 Semi Purified Elevated Water Tower:

The Semi Purified Elevated Water Tower at the old Municipal Sewage Works was previously leased out to MTC for advertising services. MTC failed to honor the agreement and the paint applied to the tower constantly peeled away creating an aesthetically very unpleasing situation.

The tower has for very long been neatly painted white with no obvious defects. During the time that the tower was branded by MTC, the appearance was very poor, and a feeling of abandonment was created. The tower is constructed out of reinforced concrete and has historically been painted white with low-cost paint. Due to the generally adverse weather at the coast and the fact that moisture will penetrate the concrete walls from the interior of the tower, ANY paint will peel constantly. The tower has always been painted white and as a result, it was never noticed. This was always well known by the Engineer & Planning Services department, but the material that was used for this branding took place without consultation. Hence, once there was a color change to the paint used, was this peeling effect noticed.

Any type of paint will always peel off. Therefore, it is not recommended that any advertising be allowed in the form of painted colors to be applied to the tower to create decals, wording, or a color scheme.

### 3.7 Various Municipal Dust Bins:

The dust bins in the CBD area consist of a few very old fiberglass dust bins from the 1970's and concrete dust bins. In the rest of town, the hanger bins are used.

Currently, the old fiberglass bins are being phased out and a significant number of new specialized plastic bins are being installed. The new plastic bins are not suitable for advertising as it does not make provision for a space to place such and the plastic itself does not allow any type of glue to stick sufficiently to place posters in the long term.

The hanger bins are rounded and small and thus can also not be used.

The concrete dust bins were originally placed by a private company as a sponsor so that they could have exclusive rights to lease out the dust bins for advertising. These dustbins is being used for advertising and a private company is managing them. As there is an existing arrangement, the concrete dust bins are not available for other entities to lease for advertising purposes from the Council.

Therefore, at present no further applications for advertising on dustbins can be accommodated.

### 3.8 Wall located on Erf 626 Tamariskia

On Erf 626 Tamariskia, there is a wall constructed that originally formed part of a sports facility where tennis and basketball could be played. There has been frequent discussion by the Council in terms of the use of the facility. The facility on site is in a poor condition. Currently, the screen wall existing on site is painted black after it has been frequently vandalized. Previously

the Council did deliberate on the future of the Erf 626. See the resolution below:

At the Council's meeting on **28 July 2022** under item 11.1.11 the following was resolved:

- (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.*

To date, no commitments have been made on this Erf as per the resolution. Hence, until such time that a final decision is made on the future of Erf 626 Tamariskia, it is not recommended that any further agreements be made concerning the lease of the wall for advertising purposes.

### 3.9 Street Light Poles:

The current advertising policy allows for election posters to be placed on the light posts for 21 days with a deposit of N\$1000.00. This type of advertising remains in place. On special occasions, the application can be made to the Council for application concerning such events such as a visit from foreign dignitaries. Any other type of application for "normal" advertising purposes are not allowed by the Council as this type of advertising has a negative effect as the advertising is always left in place, creates no income as the deposit does not cover the costs of removal, causes damages and is a traffic obstruction.

## 4. Applications

### 4.1 Application by "Build it" hardware shop and supplies & MTC to make use of the Semi Purified Elevated Water Tank:

An application was made by the "Build It" hardware shop and supplies & "MTC" Communications Company to brand the Municipal Semi Purified Elevated Water Tower. See **Annexure "A" & "B"** for the applications.

The "Build It" application does not make a direct offer but asks that a discussion be made concerning the application and it is inferred that a fee might be part of it. MTC has made a financial offer to pay N\$5000.000 per month as a rental fee.

As per the discussion concerning the Semi Purified Elevated Water Tower, it is recommended that these applications be turned down and the applicants be directed to the newly proposed advertising spaces. Any other application to make use of the elevated water tower will be turned down in the future.

### 4.2 Application by "Floodgate Media" to lease various area for advertising purposes:

Floodgate Media applied for multiple sites and made proposals for the sites. See **Annexure "C"** for applications and proposals. The proposals are summarised in **Table 1** as follows:

ITEM	APPLIED LOCATION	TERM	PROPOSAL	TARIFFS
1	34 Litterbin sites across Swakopmund as per application in Annexure C.	10 years	Exclusive rights	Waiver fees for 1 <sup>st</sup> 5 years

2	Tamariskia Sport stadiums Boundary Walls (West wall Total distance 185m)	10 years	Exclusive rights	Waiver fees for 1 <sup>st</sup> 5 years
3	Mondesa Sports Stadium Boundary Walls (Western wall 390m)	10 years	Exclusive rights	Waiver fees for 1 <sup>st</sup> 3 years
4	Sewage Works Boundary Walls (South wall 240m)	10 years	Exclusive rights	Waiver fees for 1 <sup>st</sup> 3 years
5	Old Tamariskia Basketball Court/Leo Wall	10 years	Exclusive rights	Waiver fees for 1 <sup>st</sup> 3 years

In the application for all the locations, they indicate that they will "refurbish" the locations but provide no specific details. They request a 10-year exclusive rights agreement with any tariffs waived for the first 3 to 5 years.

As per discussions, the litterbin sites suitable for advertising (Concrete) do not belong to the Council and are managed by a private firm on agreement with the Health & Solid Waste Management department.

The other sites requested are for boundary walls of sports fields. As per the discussion, the old Municipal Sewage Treatment plant walls are deteriorated and need to be reconstructed to be used. At present the development or alternative use for the site is undetermined and it is not recommended to spend Council funds before such decisions have been made.

The other walls as per the application are suitable for advertising. But as per discussion, it is recommended that Council lease out these properties for advertising directly to various applicants. The proposal for an exclusive 10-year lease agreement with no fees for the 1<sup>st</sup> 5 years is not beneficial and anti-competitive. The walls applied for are in reasonable condition and will be suitable for advertising for some time to come and will start to generate income immediately.

Floodgate Media has also applied to lease the wall for advertising purposes at the old Basketball Court located on Erf 626 Tamariskia. As per discussion, the future of the Erf is under discussion. There is a possibility that the property might be developed further to provide other services to the public or it may be sold. Until the future of the Erf is determined it is not recommended to step into another agreement with an entry to lease the wall. This will hinder any further development of the Erf as the Erf has much more potential than just remaining an open space for illicit activities.

## 5. **Proposal**

The proposal to the Council is to leave the current "status quo" regarding the Street Light Poles and the Municipal Dust Bins as per discussion.

It is not recommended to lease out any portion of Erf 626 for advertising purposes so that the property is without commitments. This will provide the Council more flexibility to determine the future of the property.

The main proposal brought before the Council regarding the discussion above is to allow Boundary Wall Advertising of various Sports fields and other facilities of the Council as presented. See **Annexure "E"** for the locality maps illustrating the portions of the walls proposed for advertising and the photographs.

### 5.1 Proposed Tariffs:



To propose tariffs, it is required to consider what other similar private entities are charging to utilize the boundary walls for advertising. Various Entities have been consulted with some information obtained.

### **SFC Sports Club:**

Depending on the available space, the current lease rate is:

- N\$4500.00/month for a 2.2m high X 5m long section
- N\$11 000.00/month for a 2.2m high X 11m long section

Therefore, the range is between N\$900.00 and N\$1000.00 per meter per month.

### **Stepping Stone Special Needs School:**

- N\$8000.00/month for a 1.8m high X 4m long section if you lease the space for 24 months.
- N\$5000.00/month for the same area if the lease is extended.

Therefore, the range is N\$2000.00/month and N\$1250.00/month if the lease is extended beyond 24 months.

### **Lions Old Age Home**

- N\$1800.00/year for a 3m X 2m panel size
- N\$1200.00/year for a 1.5m X 1.5m panel size.

The rates provided by the SFC Sports Club and Stepping Stones Special Needs School are similar. Pro-Ed Academy was also requested to provide information on the Boundary Wall advertising present on their properties, but no response could be obtained. Indicators are that they charge a similar amount or more than the Stepping Stone Special Needs School. The rate charged by the Lions Old Age Home is very low and must likely be reviewed.

Similar rates can be charged by the Council to advertise on the various proposed sites. Not all the sites have the same attractive advertising value as they may not be as visible to the public. The Tamariskia Sports Field is partially obstructed by palm trees with open spaces between, providing ample space, but lowering the attractive advertising value. A significant number of advertising spaces will be made available by this initiative and may saturate the market. Too low rates will alienate the existing entities that make use of boundary wall advertising as a vital source of income.

The available space is divided into 5m sections to create "stands". The term is recommended for 12 months, renewable yearly. The areas are classified according to exposure to the public as High Exposure, Medium Exposure, and Low Exposure. The exposure is judged by the visibility multiplied by the number of people who will observe the advertisement. Certain sites may have multiple exposure "stands" varying in advertising value. Based on an internal assessment of the sites, the exposure ratings are formulated. Long-term statistical data analysis of the demand for certain sites will ultimately determine the rates as an ongoing commercial market study. The exposure ratings and tariffs below are recommended as a starting point for discussions and for the activity to commence that will generate income to the Council.

The rates recommended are:

- *Low Exposure* : N\$ 2 500.00 / 5m section / 12 months

- Medium Exposure : N\$ 3 500.00 / 5m section / 12 months
- High Exposure : N\$ 5 000.00 / 5m section / 12 months

**Table 2: Potential Income from Boundary Wall Advertisement**

ITEM	LOCATION	EXPOSURE	No .OFF PRACTICAL DISPLAY SECTIONS	TARIFFS	POTENTIAL INCOME / MONTH
1	Tamariskia Sport Field	LOW	28 Spaces	N\$2500.00	N\$70 000.00
2	Mondesa Sports Field:	HIGH	140 Spaces	N\$5000.00	N\$700 000.00
3	Vineta Sports Field	Medium	80 Spaces	N\$3500.00	N\$280 000.00
4	Municipal Rest Camp	HIGH	41 Spaces	N\$5000.00	N\$ 205 000.00
5				<b>TOTAL MONTHLY INCOME</b>	<b>N\$ 1 255 000. 00</b>

It is expected that only 20% of the advertising spaces will be leased within the first 6 months equating to a total monthly income generated at N\$251 000.00 and N\$3 012 000.00 yearly. At present, the infrastructure, staff, systems, and processes exist to accommodate this initiative at very low to no additional costs to the Council. Therefore, to contract the sites out to private entities will be a missed opportunity.

See the proposed form for applicants to fill in to apply for an Advertising Space attached in **Annexure "E"**. The form will form the basis of the agreement with the Council. The proposed "Terms & Conditions" for the use of the Advertising Spaces will form part of the application form.

The "Terms & Conditions" recommended for the use of the boundary wall advertising spaces are as follows:

1. Applicants are to complete the form available from the Building Control division or Municipal website.
2. Completed applications are to be submitted to the reception desk of the Building Control division.
3. All applications are to be submitted with a certified copy of the applicant's ID.
4. Only applications from locally registered businesses will receive approval.
5. Only a maximum of four (4) advertising spaces is allowed to be leased from Council by an entity, per facility
6. Sub-leasing is allowed for registered advertising companies.
7. All advertising spaces available are as per Council Resolution and Attached layouts.
8. All advertising is to be placed on the outer face of the boundary walls with no advertising to be placed on the inner face.
9. On the Vineta Sports Field, only advertising is to be placed on the interior of the boundary wall facing the stadium.
10. All preparations and application of advertising are to be done with methods/materials approved by the GM: EPS.
11. The advertising space to be returned to its original state when a lease period has expired
12. One lease term is twelve (12) months. Tariffs are payable as an upfront payment for the 12-month term.
13. No advertising may be obscene or offensive.
14. Where an advertisement is considered non-compliant with this Regulation or for any other reason Council may deem appropriate and applicable, Council may serve a written notice on the responsible person to either remove the sign or to render it compliant with the Regulation by taking suitable action to remove the unwanted situation identified by Council within a specified period.
15. If at the end of the period specified in point 13 Above, the responsible person fails to remove the advertisement or to render the advertisement compliant with the Regulation, Council may remove the advertisement, or to render the advertisement compliant with the Regulation.
16. If a person fails to comply with a notice given under point 15 above, the Council may remove the sign, render it compliant with the Regulation, or take any other remedial action which is necessary and reasonable in the circumstances.
17. Failure to react to instructions from the Council will result in a ban of the particular Applicant to place any further advertising.

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

- (a) That the Council acknowledges the applications by various companies to host various advertising submitted by:
- *Built-It Hardware & Supplies*
  - *Mobile Telecommunications Company (MTC)*
  - *Floodgate Media*
- (b) That the Council approves boundary wall advertising of the following Council facilities:
- *Vineta Sports Field, Erf RE/2811*
  - *Mondesa Sports Field, Erf M 4345*
  - *Tamariskia Sports Field, Erf T RE624*
  - *Municipal Rest Camp, Erf RE/2747*
- (c) That the Council does not allow any further Boundary Wall Advertising on the Old Municipal Sewage Treatment Plant located on Erf Portion 6.
- (d) That no further advertising be allowed on the Semi Purified Elevated Water Tower. Applicants are to be notified to apply for the Boundary Wall Advertising Spaces.
- (e) That no further application be considered for various Municipal Dust Bins located across town.
- (f) That the screen wall located on Erf T 626, Tamariskia advertising not to be allowed until the Council has determined the future development of the property as per the following resolution passed by Council on 28 July 2022, under item 11.1.11 under point (d):
- (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.*
- (g) That the Street Light Poles only be used on application as per Advertising Regulation, only for Election Posters. No other application be allowed to Council other that for Political Purposes.
- (h) That the following rates be accepted by the Council for 5m sections of Advertising Spaces on the Boundary Walls of the approved facilities:
- *Tamariskia Sports Field, Erf T RE624:*                    *N\$2500.00/5m section/Month*
  - *Vineta Sports Field, Erf Re/2811 :*                    *N\$3500.00/5m section / Month*
  - *Mondesa Sports Field, Erf M4345 :*                    *N\$5000.00/5m section / Month*
  - *Municipal Rest Camp, Erf RE/2747:*                    *N\$5000.00/5m section / Month*
- (i) That the applications to lease 5m sections of the approved Boundary Walls be made on the approved application form and that the following Terms & Conditions for part of the form and the basis of the agreement:
1. *Applicants to complete the form available from the Building Control division or Municipal website.*

2. **Completed applications are to be submitted to the reception desk of the Building Control division.**
  3. **All applications are to be submitted with a certified copy of the applicant's ID.**
  4. **Only applications from locally registered businesses will receive approval.**
  5. **Only a maximum of four (4) advertising spaces is allowed to be leased from Council by an entity, per facility**
  6. **Sub-leasing is allowed for registered advertising companies.**
  7. **All advertising spaces available are as per Council Resolution and Attached layouts.**
  8. **All advertising is to be placed on the outer face of the boundary walls with no advertising to be placed on the inner face.**
  9. **On the Vineta Sports Field, only advertising is to be placed on the interior of the boundary wall facing the stadium.**
  10. **All preparations and application of advertising to be done with methods/materials approved by the GM: EPS.**
  11. **The advertising space to be returned to its original state when a lease period has expired**
  12. **One lease term is twelve (12) months. Tariffs payable as an upfront payment for the 12-month term.**
  13. **No advertising may be obscene or offensive in nature.**
  14. **Where an advertisement is considered non-compliant with this Regulation or for any other reason Council may deem appropriate and applicable, Council may serve a written notice on the responsible person to either remove the sign or to render it compliant with the Regulation by taking suitable action to remove the unwanted situation identified by Council within a specified period.**
  15. **If at the end of the period specified in point 13 above, the responsible person fails to remove the advertisement or to render the advertisement compliant with the Regulation, the Council may remove the advertisement or render the advertisement compliant with the Regulation.**
  16. **If a person fails to comply with a notice given under point above, the Council may remove the sign, render it compliant with the Regulation, or take any other remedial action that is necessary and reasonable in the circumstances.**
  17. **Failure to react to instructions from the Council will result in a ban of the particular Applicant to place any further advertising.**
- (j) **That the updated Advertising Regulations will incorporate the above resolution and be submitted to the Management Committee for review.**
-



**ANNEXURE A**

**MTC Mobile Telecommunications Limited**

Corner of Mosé Tjitendero &  
Hamutenya Wanahepo Ndadi Streets  
PO Box 23051, Windhoek, Namibia

T +264 (0) 61 280 2000  
F +264 (0) 61 280 2124

30 May 2024

**Mr. Archie Benjamin**  
Chief Executive Officer  
**Swakopmund Municipality**  
P.O. Box 53  
Swakopmund  
9000

Dear Mr. Benjamin,

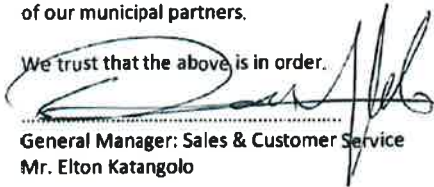
**RE: Renewal proposal for rebranding the Swakopmund Water Tower**

We would herewith like to express our renewed intention to seek your esteemed approval in granting MTC the opportunity to rebrand the Water Tower as part of our revamped branding strategy.

In pursuance of our MOU ideals, we hereby proposes a monthly rental fee of N\$5 000.00 for the next three (3) years as we believe that it can be utilized effectively somewhere.

We will cover all costs related to the rebranding process as we always strive to uphold the condition and ambience of our municipal partners.

We trust that the above is in order.



General Manager: Sales & Customer Service  
Mr. Elton Katangolo

Direktoer: Dr. Hendrikus van der Merwe, Direktoer: M. J. van der Merwe, Direktoer: M. J. van der Merwe  
 Direktoer: T. M. van der Merwe, Direktoer: M. J. van der Merwe, Direktoer: M. J. van der Merwe, Direktoer: M. J. van der Merwe  
 Company Secretary: K. van der Merwe



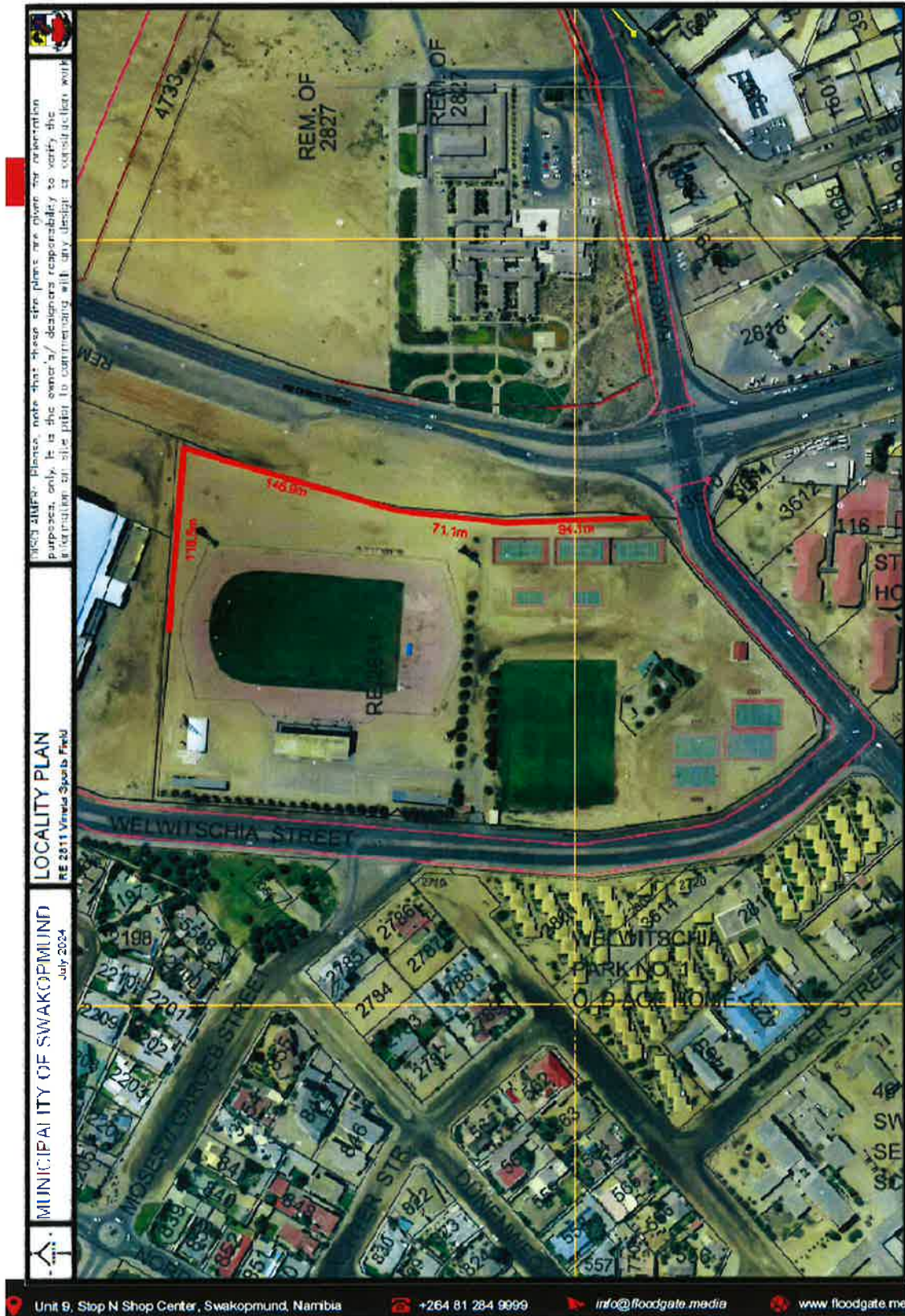

[mtc.com.na](https://www.mtc.com.na)



Tel: +264 (0)64 417 030 | Fax: +264 (0)64 405 229 | info@bulletinwater.com

Members: F.J. Robberts H. Fobberts










# Boundary Wall Advertising

**Office of Engineering & Planning Services**  
 Corner of Rakotoka & Daniel Kamho Street  
 P O Box 53, Swakopmund, Namibia  
 Tel: +264 64 410 4400  
 Web: www.swkmun.com.na  
 Email: townengineer@swkmun.com.na

**SWAKOPMUND**

**APPLICATION FORM FOR MUNICIPAL BOUNDARY WALL ADVERTISING**

Application No. \_\_\_\_\_ /20

I, the undersigned applicant, hereby apply for permission for boundary wall advertising on Swakopmund Municipality designated property as indicated in the particulars given below, and photographs and/or proposals attached hereto:

PERMISSIBLE BOUNDARY WALLS:				
<b>Location</b>	<b>Vineta Sport field</b>	<b>Mondesa Sport Field</b>	<b>Tamariskia Sport Field</b>	<b>Municipal Rest Camp</b>
<i>Tariff 2024/25</i>	@ 3 500,00/5-meter section/month <i>Interior only</i>	@ 5 000,00/5-meter section/Month	@ 2 500,00/5-meter section/Month	@ 5 000,00/5-meter section/Month
APPLICANT & PAYEE DETAILS:				
<b>Applicants Full Name/s:</b>				
<b>Business/Entity Name:</b>				
<b>Postal Address:</b>				
<b>Office Telephone No.:</b>		<b>Mobile No.:</b>		<b>E-mail:</b>
BOUNDARY WALL SELECTION [✓]				
<input type="checkbox"/> Vineta Sport Field @ N\$3 500,00	<input type="checkbox"/> Mondesa Sport Field @ N\$5 000,00	<input type="checkbox"/> Tamariskia Sport Field @ N\$2 500,00	<input type="checkbox"/> Municipal Rest Camp @ N\$5 000,00	
TERMS & CONDITIONS				
1. Applicants to complete form available from the Building Control division or Municipal website. 2. Completed applications to be submitted to the reception desk of the Building Control division. 3. <b>All applications to be submitted with a certified copy of the applicant Namibian ID.</b> 4. Only applications from locally registered businesses will receive approval. 5. Only a maximum of four (4) advertising spaces is allowed to be leased from Council by an entity, per facility. 6. Sub-leasing is allowed to registered advertising companies. 7. All advertising spaces available are as per Council Resolution and Attached layouts. 8. All advertising to be placed on the outer face of the boundary walls with no advertising to be placed on the inner face. 9. On the Vineta Sport Field, only advertising to be placed on the interior of the boundary wall facing the stadium. 10. All preparations and application of advertising to be done with methods/materials approved by the Engineering & Planning Services department. 11. The advertising space to be returned to its original state when a lease period has expired.		12. One lease term is twelve (12) months. 13. <b>Tariffs payable as in advance for the 12-month term.</b> 14. No advertising may be obscene or offensive in nature. 15. Where an advertisement is considered non-compliant with this Regulation or for any other reason Council may deem appropriate and applicable, Council may serve a written notice on the responsible person to either remove the sign, or to render it compliant with the Regulation by taking suitable action to remove the unwanted situation identified by Council within a specified period. 16. If at the end of the period specified in sub-regulation (12), the responsible person fails to remove the advertisement, or to render the advertisement compliant with the Regulation, Council may remove the advertisement, or to render the advertisement compliant with the Regulation. 17. If a person fails to comply with a notice given under sub-regulation (14), Council may remove the sign, render it compliant with the Regulation, or take any other remedial action which is necessary and reasonable in the circumstances. 18. Failure to react to instructions from Council will result in a ban of the Applicant to place any further advertising.		
<b>ATTACH</b>	Photographs/photomontage or mock-up of advert.			

<b>TO BE COMPLETED BY ALL APPLICANTS</b>			
I, the applicant,			
<small>(Full name of registered property owner)</small>			
declare that I/my business/entity			
<small>(Full name of registered business/company)</small>			
is the registered owner of the business or representing the legal entity that applies for advertising space on the Municipality's boundary walls as indicated, if approved.			
I hereby irrevocably indemnify the Municipality of Swakopmund and keep it indemnified against all action's proceedings, claims, demands, suits, damages and expenses arising directly or indirectly from or out of the use of the facilities referred to above, whether or not because of negligence on the part of the Municipality during the course of erect, presence or removal of the signs/advertisement aforementioned.			
The sign will be manufacture and erected in accordance with the specification as per attached drawings/proposal and in accordance with the Regulations for Advertising on the Municipality of Swakopmund's boundary specified boundary walls.			
I agree to pay the rental charges for such sign/advertisement in advance in accordance with the financial regulated fee laid down by the Swakopmund of Swakopmund from time to time.			
I agree that the sign/advertisement and fittings shall be maintained in a safe condition.			
<b>NOTE:</b> The signatory must provide an original resolution authorising the applicant to sign on behalf of the said legal entity, e.g. Trust/Body Corporate/Howe Owners Association/School Board, etc.			
SIGNATURE OF APPLICANT		DATE	
<b>OFFICE USE</b>			
Application received	Date:		
Application decision	Accepted	<input type="checkbox"/>	Rejected <input type="checkbox"/>
Accepted Motivation(s)			
Rejected Reason(s)			
<b>After approval requirements</b>			
Full Amount Paid:	<input type="checkbox"/>	<small>Amount (R)</small>	<small>POP Date</small>
		<small>Receipt No.</small>	<small>Receipt Date</small>
Term of lease [Dates]			

GENERAL MANAGER  
PLANNING & ENGINEERING SERVICES

DATE STAMP



11.1.17

**UNAPPROVED ADDITIONS TO STRUCTURE ON ERF 10041, SWAKOPMUND, EXTENSION 17**

(C/M 2024/10/31 - E 10041)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **8.2** page **15** refers.

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

The purpose of this submission is to inform Council of the unapproved construction on Erf 10041, Swakopmund, Extension 17, and consideration for the "consent" to relax the rear set back relaxation from five (5) meters to zero (3) meters.

**2. Introduction and Background**

The owner of Erf 10041 extended an unapproved portion of the new dwelling being constructed onto the balcony, encroaching on the 1<sup>st</sup> floor set back building lines from 5 meters to 3 meters.

A complaint was received from the owners of Erf 5622, Swakopmund notifying the Building Control division of the unapproved construction. Inspection was made of the unapproved extension. Notice was given to the owner of 10041, Swakopmund to obtain relaxation approval from all the neighbors affected and to submit such with a revised set of drawings. If relaxation approval could be obtained from the affected neighbors, a fine could be issued for the unapproved addition and approval issued retrospectively. The owner of Erf 5622 did not approve the relaxation documents presented to them and forwarded a written objection to the Engineering & Planning Services Department regarding the unapproved construction. Therefore, this submission is brought before Council for consideration.

Attachments:

<b>Annexure "A"</b>	:	<i>Letter to the original owner of Erf 10041, Swakopmund, dated 30 July 2021</i>
<b>Annexure "B"</b>	:	<i>Building Compliance Certificate for Vacant Property</i>
<b>Annexure "C"</b>	:	<i>Complaint from owner of Erf 5622, Swakopmund</i>
<b>Annexure "D"</b>	:	<i>Notice to the new owner to stop work</i>
<b>Annexure "E"</b>	:	<i>Objection to approve Relaxation of Development Standards by the owner of Erf 5622, Swakopmund</i>
<b>Annexure "F"</b>	:	<i>Application forms for relaxation of development standards from the affected neighbors</i>
<b>Annexure "G"</b>	:	<i>Letter from the new owner of Erf 10041, Swakopmund providing reasons for not complying with regulations</i>
<b>Annexure "H"</b>	:	<i>"As-Built" house plans of dwelling on Erf 10041, Swakopmund</i>

### 3. **History of Erf E 10041**

The property was previously known as Erf 5614, Swakopmund. It was subdivided in 2019 and the new Erf 10041, Swakopmund was created. The property was registered to Mr. Nicolei Kauffmann. All the correct procedures were followed in terms of relaxation application and obtaining a building permit. A building permit was issued on 22 July 2020 and the first part of the construction went ahead without any objections, complaints or observed deviations from the approved plans.

Then the owner closer to the completion of the house requested changes from the contractor to accommodate an additional room on the 1<sup>st</sup> floor. They started with construction of this additional room without any approval. A stop order was issued on the 30 July 2021 (See **Annexure "A"**). The order indicated that they have extended the house without the require relaxations. The owner was requested to submit the application for relaxations and with the revised layout plans.

The affected owner of Erf 5614 refused to give relaxations and insisted that the structure be demolished. When relaxation approval cannot be obtained from the neighbour, the applicant needs to apply for Council's consideration. This was not attended to as the owner, after several frustrating meetings refused to participate in to any of the concerns and submit any documentation.

Several meetings later with no positive outcome resulted in the owner deciding to sell the property and requested that a compliance certificate be issued for a sale to be affected. A Compliance Certificate could only be issued for specifically a **vacant property**, (See **Annexure "B"**), so that owner could be released from what had become an insolvable issue with the contractor who by this time abandoned the site with very poor workmanship.

The owner sold the property to a local contractor. The new owner, Mr. Gert Coetzee, resolved the previous issues with workmanship and obtained the relaxation approvals from the owner of Erf E 5614, but did not submit this documentation to the Building Control division. Hence no fine was issued for the first unapproved portion to date.

Mr. G. Coetzee proceeded to construct further unapproved additions to the property without the proper setback relaxations approval from the owner of Erf E 5622. The owners of Erf E 5622 lodged a complaint, (See **Annexure "C"**) making Building Control aware of the situation. This resulted in a new letter being issued to the new owner of Erf 10041, to stop construction and to obtain relaxation approvals from all the neighbours affected. (See **Annexure "D"**). If approval could be obtained, a fine could be issued to the new owner of Erf 10041, Swakopmund for both the old and new unapproved portions. Once the fine is paid in full, the construction could be completed, and a completion certificate issued.

As indicated previously, the owners of Erf 5622, Swakopmund declined to provide any approval for the relaxation and lodged a further objection to the application to relaxation. See **Annexure "E"**.

See **Annexure "F"** for the Application for Relaxation of Development Standards for Erf 10041, Swakopmund. See **Annexure "G"** for letter from current owner providing reasons for proceeding with construction without

approval. See **Annexure "H"** for the building plans indicating the unapproved portions. The unapproved portions are coloured in Blue.

#### 4. **Ownership**

According to the Council's records, the ownership of Erf 10041, Swakopmund, Extension 17, who initially constructed the first unapproved portion was Nikolei Kauffmann.

A Compliance Certificate was issued for a "Vacant" property on the 18 August 2023.

The property was purchased by Gert Coetzee, who is the current registered owner who committed to extending two rooms on the rear side of the building into the setback relaxations from Erven 5623 & 5622, Swakopmund, Erf 5623 does not object to issuing a relaxation approval. Owners of E 5622, Swakopmund objects as per **Annexure "E"**.

#### 5. **Locality, Zoning and Size**

Erf 10041, Swakopmund, Extension 17, is located on Omuramba Street. The erf is zoned "single residential" with a density of 1:600m<sup>2</sup> and measures 715.73m<sup>2</sup> in extent.

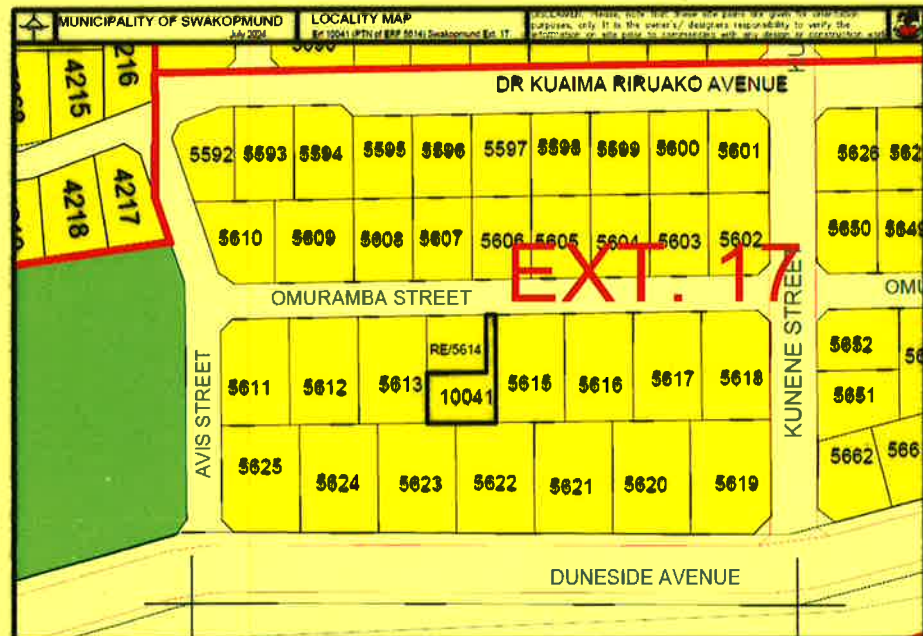


Figure 1: Locality of Erf 10041, Kramersdorf, Swakopmund

#### 6. **Discussion**

The new owner of Erf E 10041, Swakopmund, Mr. Gert Coetzee, failed to consider the history of the Erf and potential previous disputes there might have been with the neighbours. The new owner did proceed to construct portions without approval. This is a fact and considered an offence. The work done to date is structurally of an acceptable standard.



Figure 2: Structure built on the street at zero meters (0m)

Figure 3: Unapproved portion adjacent to Erf E 5623. The owner of Erf E 5623 have provided consent.

Figure 4: Unapproved portion adjacent to Erf 5622. The owner of Erf E 5622 has objected to providing consent.

The concerns raised by the owner of Erf 5622, mainly focus on privacy, the reduction in value of his property, and the adherence to regulation. Erf 5622 is currently undeveloped, and any further developments can take this into account to suit the personal needs of the owner of Erf 5622. The owner of Erf 5622 mostly attempts to "Audit" the building plan approval process and justifies their objection mainly on their rights to object. The claimed administrative non-conformances committed by the owner of Erf 10041 and the Municipality of Swakopmund seemingly justify this narrative. The owner of Erf 5622 claims rights but fails to consider the rights of others. Wording such as "illegal" is frequently used even though only a Court of Law can determine such. The narrative infers that the Municipal Council of Swakopmund does not have the right to evaluate the merits of the case and make any decision while they maintain that their rights must be upheld.

The unapproved construction is well recorded, and the various transgressions are reported to the Council to find a resolution that suits the transgression. The extensive objections and opinions placed in writing conclude that the neighbor is guilty, and that the construction must simply be removed on the grounds of their objection. The objection given is based on the fact, that they have the right to object without giving actual real-world physical reasons for the objection. This is seen as farcical.

The letter received from the current owner, found in **Annexure "G"** indicates that they did not know the situation, nor did they fully understand the concept of a "set back" relaxation. The letter also mentions that the empty development was attracting vagrants, as is usually the case and they proceeded with work because a Compliance Certificate was issued. Normally when a Compliance Certificate is issued for a property that has received a Completion Certificate, all is deemed to be "in compliance". However, this property never received a Completion Certificate, hence a Compliance Certificate was issued for a vacant property with the issues



being carried over to the new owners. The current owner did not investigate the situation sufficiently.

## 7. Evaluation

Considering the potential high-cost implication associated with the demolition of the concerned structure and the possible impact on the entire building, particularly the roof. The transgression is deemed insignificant in relation to the cost associated with reverting to the initial approved plans. It is suggested that the Council condone the unapproved development by relaxing the setback building lines from five meters to three meters.

If approval is given, a fine can be issued. Once the fine is paid and the relevant documents submitted upon completion, the property will comply with regulations.

Council at an Ordinary Council Meeting held on 29<sup>th</sup> April 2009, resolved to adopt the following penalty clause to be applied for non-compliant structures:

- *Minor transgression (Boundary walls) N\$ 37.13 per running meter per month*
- *Minor transgression (Building/Structures) N\$ 48.8/m<sup>2</sup> per month*
- *Medium transgression N\$ 185.66/m-m<sup>2</sup> per month*
- *Major transgression N\$504.99/m-m<sup>2</sup> per month*

The transgressions are categorized and defined as follows:

**Minor Transgression:** *Deviation from the original approved plan (making some minor adjustments to the approved plans), whereby the structure added does not exceed 35% of the area of the approved building plans, (this includes the boundary walls)*

**Medium Transgression:** *Addition of extra structures onto the approved plan, whereby the structure added exceeds 35% of the area of the approved building plans.*

**Major Transgression:** *Any structure without the approved plan and building over the building lines without necessary permission for the building line relaxation.*

Therefore, based on the unapproved portions constructed as per 'As-Built' layouts (See **Annexure "H"**), the unapproved area is measured at:

Portion 1: 14m<sup>2</sup>

Portion 2: 10.4m<sup>2</sup>

Portion 3: 26.0m<sup>2</sup>

Total Unapproved Area: 50.4m<sup>2</sup>

**Fine Amount: 50.4m<sup>2</sup> x N\$530.24/m<sup>2</sup> = N\$26 724.10**

## 8. Conclusion

Unapproved portions were brought about to the dwelling located on Erf E 10041 by the first owner. Instructions were issued to the owner to rectify the situation with no positive result. A Compliance Certificate was issued for a vacant property and the property was transferred to the new owner. The new owner ignored the existing problems on site and proceeded to further construct without consultation with the Building Control division.

Instructions were issued to the current owner that included instructions to submit full "As-Built" drawings and the required approvals on the application for relaxation of development standards from the affected neighbors. The current owner of Erf E 10041 Swakopmund could not obtain approval for the relaxation of development standards from the owner of Erf E 5622 Swakopmund. The Owners of Erf E 5622 Swakopmund submitted a formal objection regarding the unapproved work that has taken place. The main objection from the owner of Erf E 5622 Swakopmund seems to be the fact that the two owners of Erf E 10041 Swakopmund did not follow regulations and proceeded to build without his approval. This has aggrieved them, and they are insistent on their rights.

Should Council provide approval for the setback relaxations required from Erf E 5622, Swakopmund the fine amount to be issued will be N\$26 724.10.

The owner of E 5622 Swakopmund has not yet developed his property. The contravention is for building into the setback building lines on the 1<sup>st</sup> floor from 5m to 3m. The 3m space is essentially still open.

No processes are perfect and hence the fine mechanism was introduced to curb unapproved construction activities, but also provide a process whereby a certain Erf can be brought into compliance without a protruded legal process. Far worse offenses have been committed. A 2m encroachment on the setback relaxations will have a minimal effect on privacy.

It is therefore noted that a transgression was made by the owners of Erf 10041 and that it can be corrected or "punished" using the fine. It is therefore recommended that the Council condone the unapproved portions and provide approval of the setback relaxations as applied.

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

**RECOMMENDED:**

- (a) That the unapproved encroachment of the building lines by the structure on Erf 10041, Swakopmund, Extension 17 be noted,**
  - (b) That the rear building lines on Erf 10041, Swakopmund be relaxed from five (5) meters to three (3) meters,**
  - (c) That a fine amount of N\$26 724.10 be settled in full by the owner of Erf 10041 for the unapproved portions of the construction.**
  - (d) That once all construction work is completed, associated documentation is submitted and the fine amount in (c) above is paid in full a Completion Certificate be issued for the development on Erf 10041, Swakopmund.**
-



# MUNICIPALITY OF SWAKOPMUND

 (064) 4104402  
 (064) 4104125  
 Fax2email: 0886519137  
 53 Swakopmund  
 NAMIBIA  
 [www.swkmun.com.na](http://www.swkmun.com.na)  
 [townengineer@swkmun.com.na](mailto:townengineer@swkmun.com.na)

**Ref No:** E 10041

**Enquiries:** Mr L. Mwikanda

30 July 2021

Nikolai Kauffmann  
 P O Box 1995  
 SWAKOPMUND  
 13001  
 Namibia

Dear Mr Kauffmann

## **DEVIATION FROM THE APPROVED BUILDING PLAN ON ERF 10041, SWAKOPMUND**

Due to a submission that had to be brought before council because the owner of E 10041 did not want to sign the initial relaxations for the planned house on E 5614, inspections was done on your property as well.

Review of the building file for E 10041 indicate, that you have deviated from the approved relaxations and building plans.

You have enclosed a balcony on the first floor as illustrated in figure 1 below without approval. This enclosure is in contravention of the Swakopmund Town Planning Scheme. The set back from the boundary lines, for a first story of a building located on a Erf zoned as "Single Residential" is 5m. It can be allowed if the owner of E 5614 signs a relaxation form to allow the 1<sup>st</sup> floor set back from 5m to 3m.



*Figure 1: Unapproved enclosure on 1<sup>st</sup> floor*

All correspondence must be addressed to **Chief Executive Officer**

*W*


It is also noted with concern other additions to the building that do not appear on the approved building plans such as the fire place constructed under this unapproved enclosure of the balcony. This is not allowed and the chimney must comply with SABS standards.

You are also reminded to maintain an acceptable quality of the design and construction. An Engineers appointment letter has been submitted with the building plan application, but a completion certificate will have to be issued from the engineer that certifies the buildings structural integrity.

You are therefore instructed to stop all work on site until such time that a new building permit has been issued. Obtain approval from the owners of E 5614 on the standard Municipal Relaxation forms and submit an updated set of Building Plans. Once the approvals have been granted, construction on site may continue.

Failure to comply with the above instructions will result in no completion certificate being issued for the property that will effectively prohibit occupation of the building. If you cannot obtain relaxation approval you will also be required to remove the unapproved construction.

Should you have any further queries, please do not hesitate to contact the Chief Building Control Officer, Mr L. Mwikanda, at telephone number (064) 4104414 or 081 122 4683.

Yours faithfully  
C. McClune  
  
C McClune  
GENERAL MANAGER: ENGINEERING AND PLANNING SERVICES

LM/vrb

Copy: Building Inspectorate – Please put copy on erf file.





**MUNICIPALITY OF SWAKOPMUND**

**BUILDING CONTROL SECTION**

☎ 0644104415

PO Box 53 Swakopmund

**BUILDING COMPLIANCE CERTIFICATE**

Municipality of Swakopmund Building Control Section herewith confirms that there are no developments on Erf No. 10041, complies with the applicable Standard Building regulations as adopted by the Council of the Swakopmund Municipality.

Owner's Address: **NIKOLAI KAUFMANN**  
**P. O. Box 8870**  
**Swakopmund**  
**Namibia**



**Building Inspector**

**Remarks**

**Valid for 90 days from the date of issue**

**CC 504/2023**

**(Vacant erf)**

19-03-08-5614

E 5614

15

**Lucia Kaulinge**

---

**From:** Annalize Swart  
**Sent:** Friday, 22 March 2024 10:44  
**To:** Lucia Kaulinge  
**Subject:** Fwd: ERF 5614 Kramersdorf - Potential Unlawful Construction/ Building Site

Dear Mrs Kaulinge, kindly process this correspondence please.

Thank you and regard

Get [Outlook for Android](#)

[Annalize Swart | Executive Assistant to the Chief Executive Officer | Chief Executive Office | +264 64 410 4100](#)



**From:** NSS <mark@nssnamibia.com>  
**Sent:** Thursday, March 21, 2024 10:35:01 AM  
**To:** Clarence McClune <cmclune@swkmun.com.na>  
**Cc:** Verena Reischauer-Buchert <vbuchert@swkmun.com.na>; Annalize Swart <aswart@swkmun.com.na>; Claus W. Goldbeck <cgoldbeck@swkmun.com.na>; Alfeus Benjamin <abenjamin@swkmun.com.na>  
**Subject:** Re: ERF 5614 Kramersdorf - Potential Unlawful Construction/ Building Site

Dear Clarence,

Our email of 29 January 2024 and previous correspondence in the above matter refers.

1. Please advise who can provide us with (1) inspection of / a copy of the relevant building plans with respect to Erf 5614 as per Municipal records, (2) inspection of / a copy of the Stop Order that was issued with respect to the construction activities on Erf 5614, and (3) details of any orders for corrective measures that may have been sent to the owner of Erf 5614 in the meantime.
2. An architect or drafting service acting on behalf of the owner of Erf 5614 recently approached us in connection with the above Erf 5614. We hereby urgently request your kind assistance to obtain the above relevant information with respect to the construction history on Erf 5614 first, and to be reasonably informed of the relevant status of that project before responding to any intentions or requests forwarded by the owner of Erf 5614.
3. It unfortunately appears as if the current owner of Erf 5614 intentionally kept us in the dark and prevented us from exercising our right to be heard while he proceeded with the clearly unlawful construction activities on Erf 5614. We are further cautioned by the fact emerging from your correspondence that the owner of Erf 5614 proceeded with the construction works in breach of our rights despite having been served with a Stop Order by the Municipality.
4. Please confirm whether Mr. Paulus Petaya is the recommended person to approach concerning the required information, we intend to reach out to him in due course.

Kindly awaiting your response,  
Mark Hoffmann (on behalf of the Hoffmann family)

On 29 Jan 2024, at 1:44 PM, NSS <mark@nssnamibia.com> wrote:

Dear Clarence,



#### Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically encrypted by **Mimecast Ltd**, an innovator in Software as a Service (SaaS) for business. Providing a **safer and more useful** place for your human generated data. Specializing in Security, archiving and compliance. To find out more [Click Here](#)

Annalize Swart | EXECUTIVE ASSISTANT TO THE CHIEF EXECUTIVE OFFICER | CHIEF EXECUTIVE OFFICE | +264 04 410

**From:** Claus W. Goldbeck <[cgoldbeck@swkmun.com.na](mailto:cgoldbeck@swkmun.com.na)>

**Sent:** Wednesday, January 24, 2024 1:03 AM

**To:** Annalize Swart <[aswart@swkmun.com.na](mailto:aswart@swkmun.com.na)>; Alfeus Benjamin <[abenjamin@swkmun.com.na](mailto:abenjamin@swkmun.com.na)>

**Subject:** Fwd: ERF 5614 Kramersdorf - Potential Unlawful Construction/ Building Site



## MUNICIPALITY OF SWAKOPMUND BUILDING INSPECTORATE

Tel: (064) 410 4247  
Fax: (064) 410 4210

P.O. Box 53, Swakopmund  
Namibia

### INSPECTION REPORT

0953

An inspection held at Erf No. 10041... revealed the following:

- All Boundary Beacons have to be clearly identified
- Functional Builder's toilet has to be provided on property
- Illegal utilisation of the road servitude; e.g. Storage, mixing or cleaning.
- Dimensions on site do not comply/correspondent with approved plan
- Floor/DPM does not meet the requirements
- Sewer/Drainage Regulation requirements are not met.
- Fire Regulation requirements are not met
- Glazing requirements are not met.
- Roof requirements are not met.
- Walls to be finished as depicted on approved plan.
- Builders Rubble/material to be removed from property.
- All building activities have to be terminated with immediate effect.
- Deviations from approved plan / illegal building activities.

For further details, please contact the Building Inspector at the above telephone number.

Instruction: Building Activities To Stop  
Immediately. Building Permit has  
been revoked and no Instructions to  
Continue were issued.

Contact Paulus chief Building Inspector  
0811 613069. or 0644104422.

22 / 1 / 2024  
Date

[Signature]  
Building Inspector

Bantokomeus  
Owner/Contractor name in full

Bendu  
Owner/Contractor



You are therefore requested to submit a full set of "as built plans" drawings and any such application for building line relaxation documents consented by the affected neighbouring property owners.

You are also requested to provide a written statement stating reasons and/or justifications as to why you proceeded with the construction of the portions on the 1<sup>st</sup> floor without any prior approval by the Swakopmund Municipal Council.

Upon receipt of such documentation from yourself, we will proceed to submit the matter to Council for consideration.

For further information, kindly contact the Manager: Design Office & Building Control, Mr A Louw, at 064 410 4402 or 081 124 9234. email address is [alouw@swakopmund.com.na](mailto:alouw@swakopmund.com.na)

Kind Regards

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



ChrisMari de Wit

c | +264 81 431 9292  
e | chrismaridewit@gmail.com

Zambezi Street 5786  
Kramersdorf, Swakopmund  
P.O. Box 108, Rosh-Petuh  
Republic of Namibia

J Reyneke  
ERF 5615 Kramersdorf  
P.O.BOX 7347  
Swakopmund  
Namibia

19 March 2024

To whom it may concern

We are requested by the Municipality of Swakopmund to ask for your signature of approval for the relaxation of the building line on ERF 10041 Kramersdorf as your ERF 5615 is adjacent to the ERF in question.

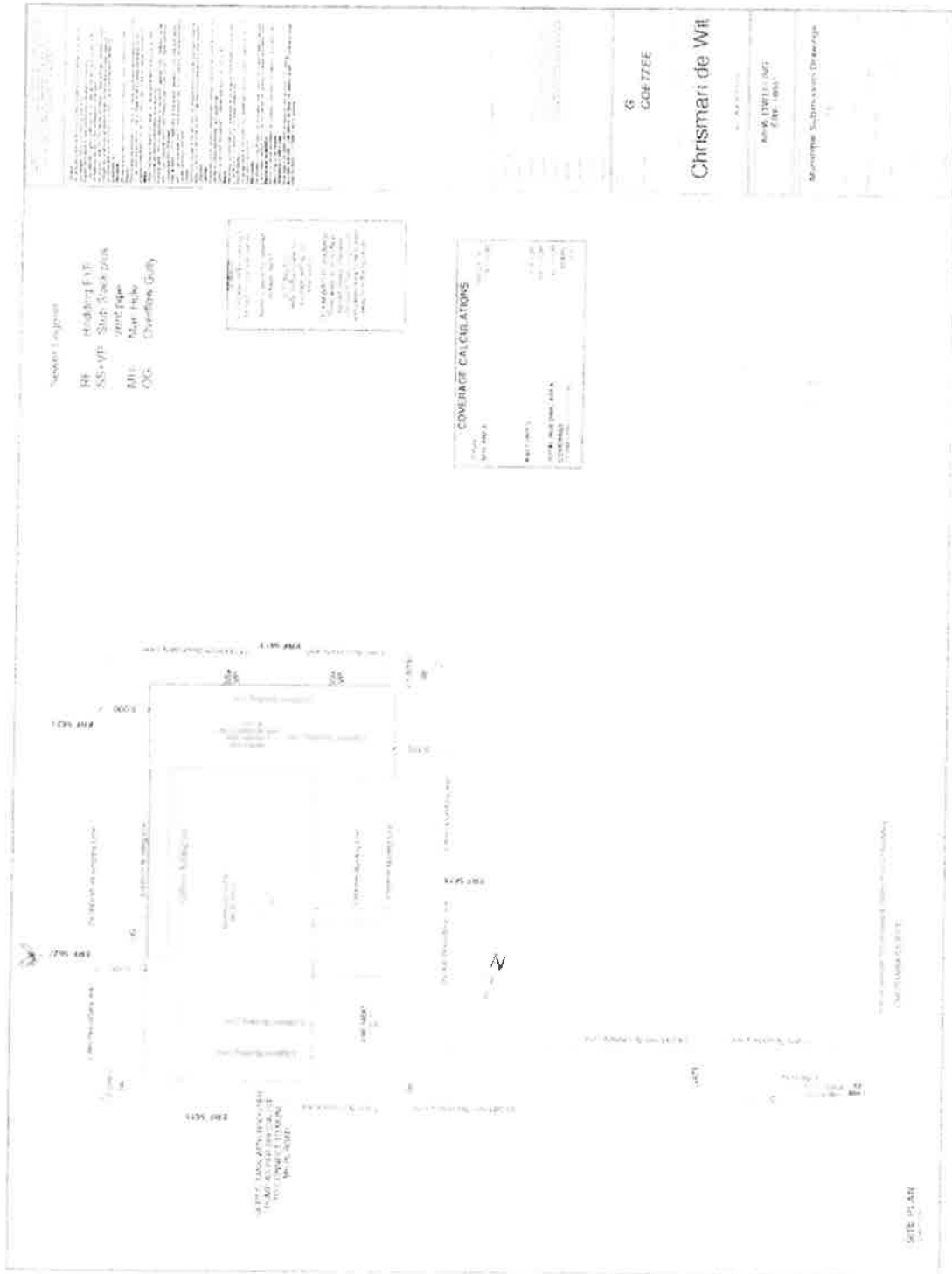
Would you please be so kind and sign the letter and plan's which is attached and return it to us to the above email address scan it to email address above within two (2) weeks.

Your urgent attention and signature in this matter is needed and appreciated.

Kind Regards,

ChrisMari De Wit

\* The information published in this document is the property of the Namibian Broadcasting Corporation (NBC) and is intended for the use of the recipient only. It is not to be disseminated, reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or otherwise, without the prior written permission of the NBC. If you have any questions or concerns, please contact the NBC at +264 61 200 1000.



**I-Build Construction and Container Hire cc**

Co.Reg: cc/2020/07855  
VAT Reg:11559390-01-5

📍 Erf 4000 - Einstein Street - Industrial Area 📧 1586, Swakopmund

☎ +264 64 401011 / 081 226 7088

📧 [office@ibuild.com.na](mailto:office@ibuild.com.na) / [gert@ibuild.com.na](mailto:gert@ibuild.com.na)

---

**Date: 07 March 2024**

**To whom it may concern.**

We at I-Build Construction take full responsibility for the installation of the sump pump at Erf 10041, Omuramba street, Kramersdorf that will be connected to the main Municipality drainage system as per Municipality regulations.

Kind Regards,



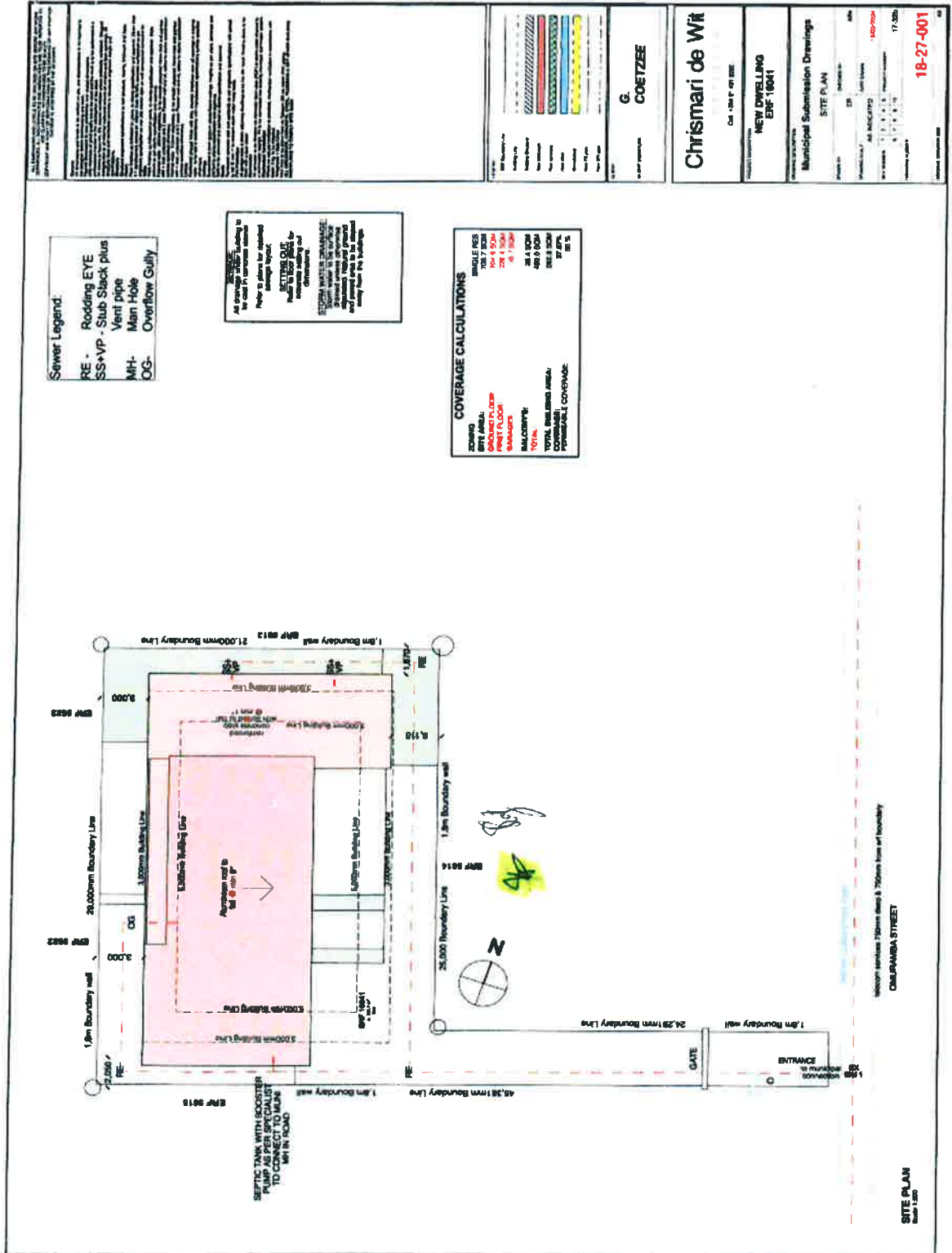
**Gert Costzee**

**I-Build Construction & Container Hire**

**Tel: 081 226 7088 (office) / 081 314 4853 (Gert)**

**[office@ibuild.com.na](mailto:office@ibuild.com.na)**





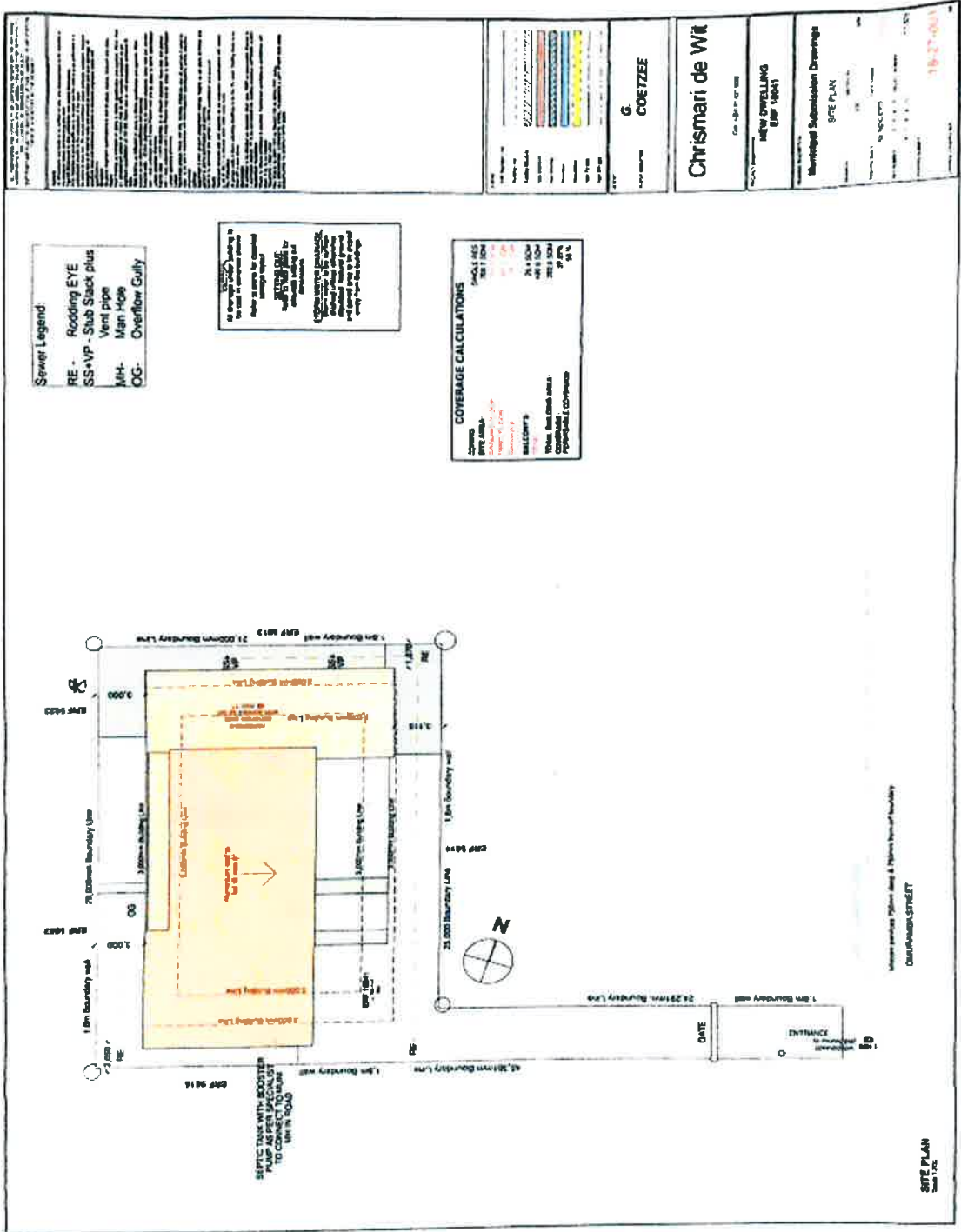
**Christmari de Wit**  
 MUNICIPAL ENGINEER  
 NEW DWELLING ENF 10041  
 MUNICIPAL Submission Drawings  
 SITE PLAN  
 18-27-001

G. COETZEE

COVER CALCULATIONS	
ZONING:	SINGLE RES
GRT AREA:	103.7 SQM
TOTAL GRT:	28.1 SQM
PLOT GRT:	28.1 SQM
GARAGES:	28.1 SQM
BALCONIES:	0.0 SQM
TOTAL:	28.1 SQM
TOTAL BUILDING AREA:	103.7 SQM
PERMISSIBLE COVERAGE:	27.2%

**SEWERS WITHIN DRAINAGE DISTRICT:**  
 The sewerage system is designed to serve the development and is connected to the sewerage main at the 1.0m boundary wall. The sewerage system is designed to serve the development and is connected to the sewerage main at the 1.0m boundary wall. The sewerage system is designed to serve the development and is connected to the sewerage main at the 1.0m boundary wall. The sewerage system is designed to serve the development and is connected to the sewerage main at the 1.0m boundary wall.

**Sewer Legend:**  
RE - Rodding EYE  
SS+VP - Stub Stack plus Vent pipe  
MH - Man Hole  
OG - Overflow Gully



**Sewer Legend:**  
 RE - Rooding EYE  
 SS+VP - Sub Stack plus Vent pipe  
 MH - Man Hole  
 OG - Overflow Gully

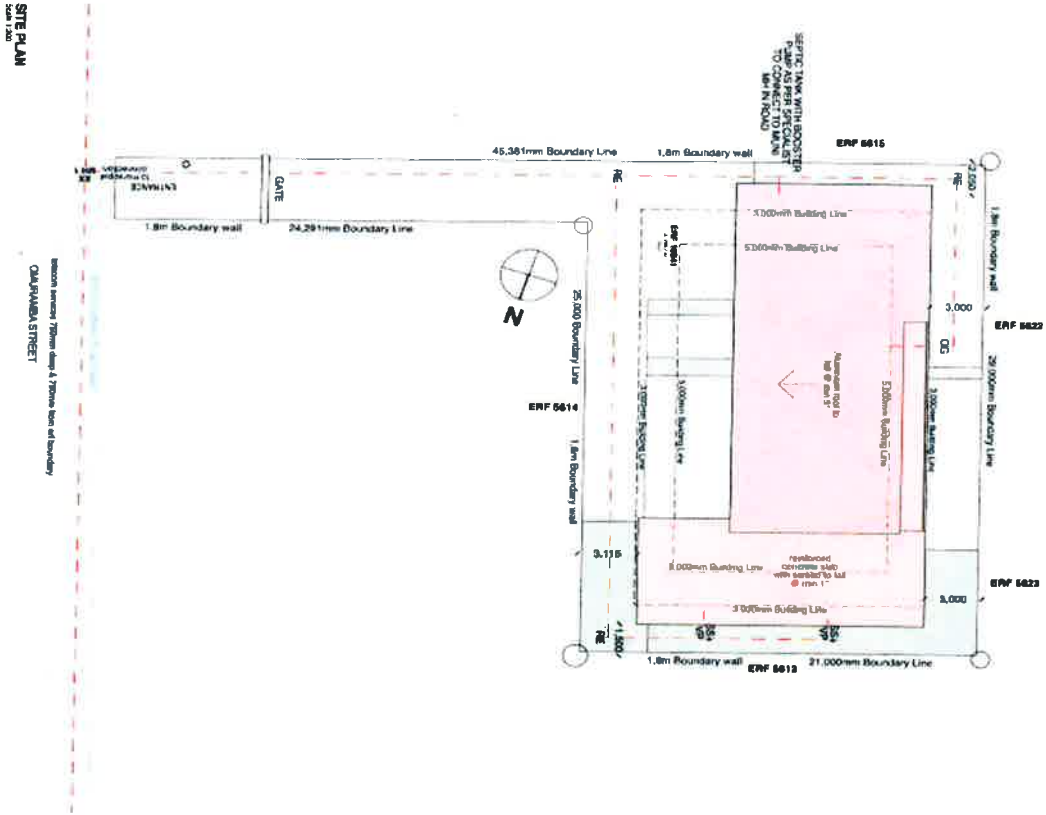
**NOTES:**  
 1. All sewer lines to be installed in accordance with the SANS 10400-10:2012 code of practice for sewerage.  
 2. All sewer lines to be installed in accordance with the SANS 10400-10:2012 code of practice for sewerage.  
 3. All sewer lines to be installed in accordance with the SANS 10400-10:2012 code of practice for sewerage.  
 4. All sewer lines to be installed in accordance with the SANS 10400-10:2012 code of practice for sewerage.

**COVERAGE CALCULATIONS**

Category	Area (m <sup>2</sup> )	Population
Private	1000	100
Public	2000	200
Industrial	3000	300
Commercial	4000	400
Religious	5000	500
Public Buildings	6000	600
Open Space	7000	700
Water Bodies	8000	800
Other	9000	900
<b>Total</b>	<b>38000</b>	<b>3800</b>

**Chrismani de Wit**  
 G. COETZEE  
 NEW DWELLING  
 ERF 1881  
 Municipal Submission Drawings  
 SITE PLAN  
 DATE: 18-12-2023

**SITE PLAN**  
 Scale 1:500



**Sewer Legend:**  
 RE - Rodding EYE  
 SS+VP - Stub Stack plus Vent pipe  
 MH - Man Hole  
 OG - Overflow Gully

All drainage systems leading to be laid in concrete manholes. Refer to plan for detailed sewerage system. **NOT TO SCALE** by reference to the site plan. All dimensions are in millimeters unless otherwise stated. All dimensions are to be taken from the building line.

**COVERAGE CALCULATIONS**

GRASS	10% x 1000m <sup>2</sup>	1000m <sup>2</sup>
DRIVEWAY	10% x 1000m <sup>2</sup>	1000m <sup>2</sup>
ROADWAY	10% x 1000m <sup>2</sup>	1000m <sup>2</sup>
PERMEABLE CONCRETE	10% x 1000m <sup>2</sup>	1000m <sup>2</sup>
<b>TOTAL</b>		<b>4000m<sup>2</sup></b>

<p><b>18-27-001</b></p>	
<p><b>NEW DWELLING</b> ERF 15841</p>	
<p><b>Chrismari de Wit</b></p>	
<p><b>G. COETZEE</b></p>	
<p><b>Municipal Submission Drawings</b> SITE PLAN</p>	

Chrismari de Wit

c | +264 81 431 9292  
e | chrismaridewit@gmail.com

Zambezi Street 5786  
Kramersdorf Swakopmund  
P O Box 106 Rosh-Priat  
Republic of Namibia

B & A Rodenwoldt  
ERF 5613 Kramersdorf  
P.O.BOX 136  
Swakopmund  
Namibia

19 March 2024

To whom it may concern

We are requested by the Municipality of Swakopmund to ask for your signature of approval for the relaxation of the building line on ERF 10041 kramersdorf as your ERF 5613 is adjacent to the ERF in question.

Would you please be so kind and sign the letter and plan's which is attached and return it to us to the above email address scan it to email address above within two (2) weeks.

Your urgent attention and signature in this matter is needed and appreciated.

Kind Regards,

Chrismari De Wit

Arne Roden

This document contains confidential information. It is intended for the use of the person named in the header only. If you have received this document in error, please contact the sender immediately. The information contained herein is confidential and may be subject to legal protection. Any disclosure or use of this information for any purpose other than that intended is strictly prohibited. If you are not the named addressee, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system.



**Erf two four five two cc**

Co.Reg: cc/2023/03496

Erf 4000 - Einstein Street - Industrial Area 1586, Swakopmund

+264 64 401011 / 081 226 7088

office@ibuild.com.na / gert@ibuild.com.na

---

**Dated: 18 June 2024****To whom it may Concern:**

Myself as a developer in Swakopmund saw a potential in the unfinished double story house at Erf 10041. Being a passion of mine in Building and restoring houses this is what I saw in this unfinished house, it was an absolute shame that this house was standing in a lovely well developed and highly market area of town. I thought to my best knowledge to finish the house for a **safety measure** as locals misused this space with all sorts of unhealthy behavior and caused a lot of damage to the property but also making some of the neighbors feeling unsafe.

As for the enclose balcony on the first floor, the balcony was already built 3m from the boundary line upon purchase in which we thought was approved relaxation of the plan and therefore closed it up for the heavy south west winds blowing from that side.

We also bought the house with the knowledge that all paperwork and plans were in order, little did we know.

In good heart for all of us to resolve the issue of this unfinished house in the area is to finish this house into a lovey and spectacular home to help create movement in this specific area then in having an unsafe living haven.

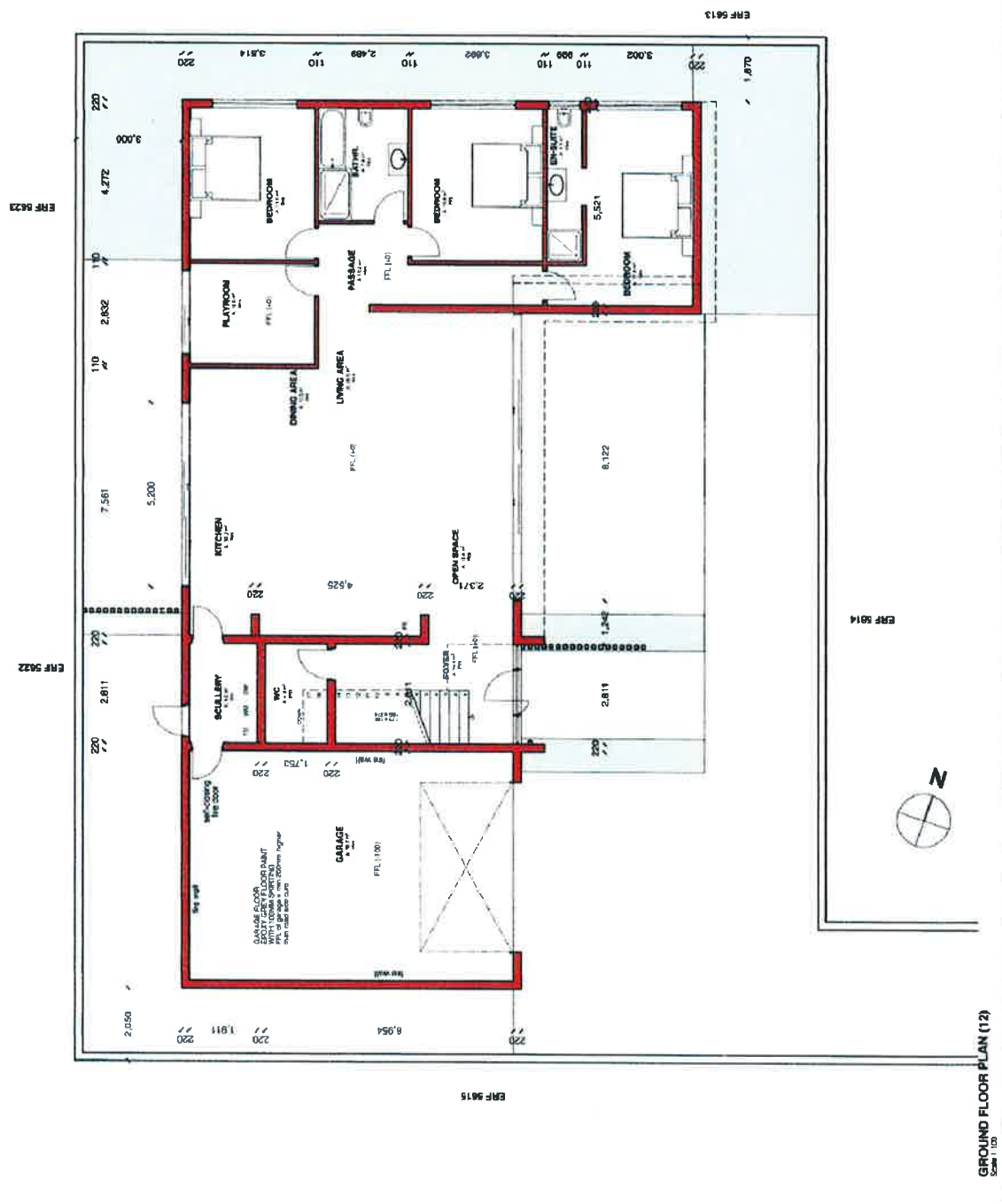
**Kind Regards,****Gert Coetzee****I-Build Construction & Container Hire****Tel: 081 226 7088 (office) / 081 314 4853 (Gert)**[office@ibuild.com.na](mailto:office@ibuild.com.na)

<p><b>NOTES</b></p> <p>1. The drawings are the property of the Architect and are not to be used for any other purpose without the written consent of the Architect.</p> <p>2. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>3. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>4. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>5. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>6. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>7. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>8. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>9. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>10. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>11. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>12. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>13. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>14. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>15. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>16. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>17. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>18. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>19. The drawings are not to be used for any other purpose without the written consent of the Architect.</p> <p>20. The drawings are not to be used for any other purpose without the written consent of the Architect.</p>		<b>G</b> <b>COETZEE</b>  09 01 01 01 09 01 01 01 <b>Christmari de Wit</b>	PROJECT NUMBER: <b>NEW DWELLING</b> <b>ERF 10041</b>	DRAWING INFORMATION: MUNICIPAL SUBMISSION DRAWINGS FIRST FLOOR PLAN	DRAWING NUMBER: <b>19-27-101</b>
--	--	--	--	---	-------------------------------------



**FIRST FLOOR PLAN (B)**  
Scale 1:100

<p><b>NOTES:</b></p> <ol style="list-style-type: none"> <li>1. All dimensions are in millimeters unless otherwise stated.</li> <li>2. The architect is not responsible for the accuracy of the information provided by the client or other sources.</li> <li>3. The architect is not responsible for the accuracy of the information provided by the client or other sources.</li> <li>4. The architect is not responsible for the accuracy of the information provided by the client or other sources.</li> <li>5. The architect is not responsible for the accuracy of the information provided by the client or other sources.</li> <li>6. The architect is not responsible for the accuracy of the information provided by the client or other sources.</li> <li>7. The architect is not responsible for the accuracy of the information provided by the client or other sources.</li> <li>8. The architect is not responsible for the accuracy of the information provided by the client or other sources.</li> <li>9. The architect is not responsible for the accuracy of the information provided by the client or other sources.</li> <li>10. The architect is not responsible for the accuracy of the information provided by the client or other sources.</li> </ol>	<p><b>LEGEND:</b></p> <ul style="list-style-type: none"> <li>1. 3.000 (1:1)</li> <li>2. 2.000 (1:1)</li> <li>3. 1.000 (1:1)</li> <li>4. 0.500 (1:1)</li> <li>5. 0.250 (1:1)</li> <li>6. 0.125 (1:1)</li> <li>7. 0.0625 (1:1)</li> <li>8. 0.03125 (1:1)</li> <li>9. 0.015625 (1:1)</li> <li>10. 0.0078125 (1:1)</li> <li>11. 0.00390625 (1:1)</li> <li>12. 0.001953125 (1:1)</li> <li>13. 0.0009765625 (1:1)</li> <li>14. 0.00048828125 (1:1)</li> <li>15. 0.000244140625 (1:1)</li> <li>16. 0.0001220703125 (1:1)</li> <li>17. 0.00006103515625 (1:1)</li> <li>18. 0.000030517578125 (1:1)</li> <li>19. 0.0000152587890625 (1:1)</li> <li>20. 0.00000762939453125 (1:1)</li> </ul>	<p><b>G. COETZEE</b></p> <p><b>Chrismari de Wit</b></p> <p><b>NEW DWELLING</b>                  ERF-18041</p> <p><b>Municipal Submission Drawings</b>                  GROUND FLOOR PLAN</p> <p>DATE: 18-27-100</p> <p>SCALE: 1:100</p>
---	--	---



GROUND FLOOR PLAN (12)  
 Scale 1:100

<p><b>GENERAL NOTES:</b></p> <p>1. The proposed development is shown on the site plan. All dimensions are in meters unless otherwise stated.</p> <p>2. The proposed development is shown on the site plan. All dimensions are in meters unless otherwise stated.</p> <p>3. The proposed development is shown on the site plan. All dimensions are in meters unless otherwise stated.</p> <p>4. The proposed development is shown on the site plan. All dimensions are in meters unless otherwise stated.</p> <p>5. The proposed development is shown on the site plan. All dimensions are in meters unless otherwise stated.</p> <p>6. The proposed development is shown on the site plan. All dimensions are in meters unless otherwise stated.</p> <p>7. The proposed development is shown on the site plan. All dimensions are in meters unless otherwise stated.</p> <p>8. The proposed development is shown on the site plan. All dimensions are in meters unless otherwise stated.</p> <p>9. The proposed development is shown on the site plan. All dimensions are in meters unless otherwise stated.</p> <p>10. The proposed development is shown on the site plan. All dimensions are in meters unless otherwise stated.</p>	<p><b>G.</b></p> <p><b>COETZEE</b></p>	<p><b>Chrismari de Wit</b></p> <p>NEW DWELLING                  ERF 10041</p>
<p>Municipal Submission Drawings                  SITE PLAN</p>		
<p>17:30  <b>18-27-001</b></p>		

**Sewer Legend:**

- RE - Rodding Eye
- SS-VP - Stub Stack plus Vent pipe
- MH - Man Hole
- OG - Overflow Gully

**SLOW WATER DRAINAGE**

As drainage under building to be considered, please refer to the drawings for details.

**SETTLE OUT**

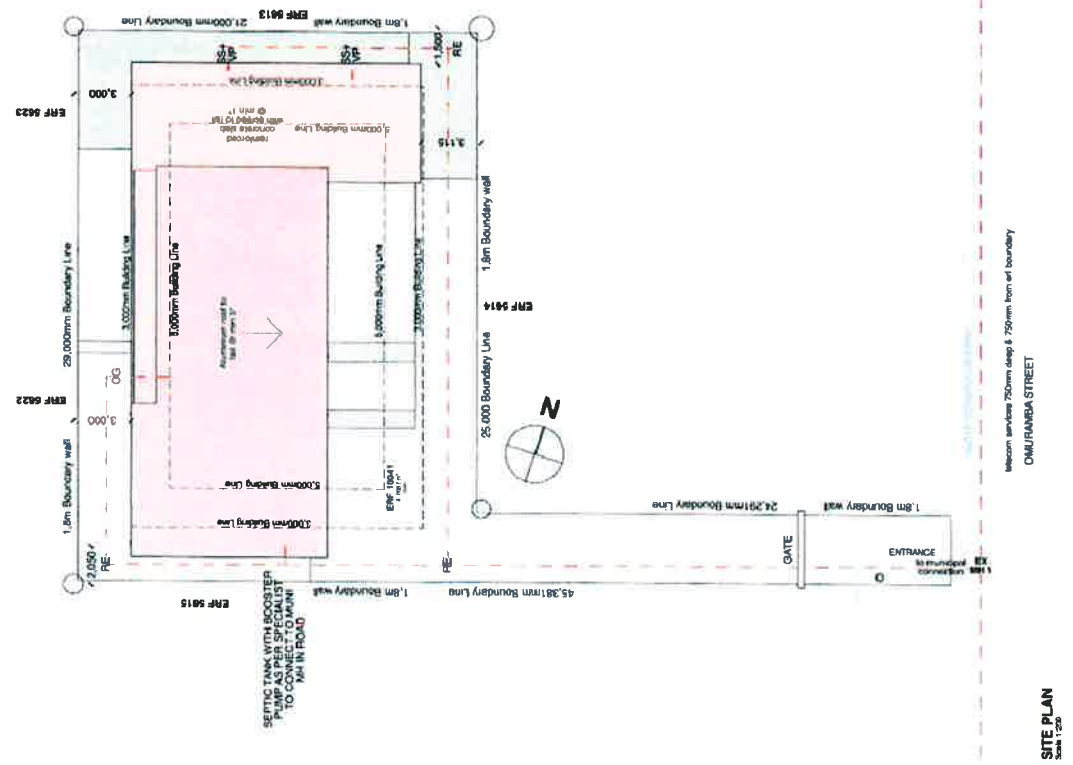
Refer to drawings for details of the settling tank.

**SEWERAGE**

Refer to drawings for details of the sewerage system.

**COVERAGE CALCULATIONS**

FOOTPRINT AREA:	234.8 SQM
COVERABLE AREA:	234.8 SQM
PERMISSIBLE COVERAGE:	50%
<b>TOTAL BUILDING AREA:</b>	<b>234.8 SQM</b>
<b>PERMISSIBLE COVERAGE:</b>	<b>50%</b>



**SITE PLAN**  
 Scale 1:500

Telecom service 750mm deep & 750mm from all boundary  
 OMUJANBA STREET



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

11.1.18 **REQUEST FUNDS FOR URBAN AGRICULTURE**  
(C/M 2024/10/31 - 17/5/3)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **8.3** page **59** refers.

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

**Purpose**

The purpose of this submission is to seek funding for the Urban Agriculture initiative as part of the Council's strategic plan for 2022-2026. The council's strategic plan for 2022-2026 aligns with the Global Sustainable Development Goals (SDGs), specifically No Poverty (Goal 1), Zero Hunger (Goal 2), and Partnership for the Goals (Goal 17).

**Background**

Urban Agriculture enhances food security, boosts local economies, and promotes environmental sustainability by enhancing food security, creating jobs, reducing carbon footprints, and fostering community engagement. Additionally, it supports biodiversity and repurposes underutilized urban spaces.

Since 2020, the Council has initiated an Urban Agriculture Project at the sewage plant in Tamariskia. The project aims to enhance food security, stimulate the local economy, and foster biodiversity in the area. Over the years, this community initiative has proven successful, evidenced by increased local customers and resident participation in growing organic vegetables for household consumption. Moreover, its success has inspired other nonprofit organizations, projects, and schools to establish gardens, using this project as a benchmark.

Currently, nonprofit organizations have expressed significant interest (**attached**) in urban agriculture, as evidenced by numerous requests to the Council for assistance with setting up gardens, providing tools, and supplying other necessary resources for successful garden projects.

**List of ongoing garden projects supported by Council**

The following projects have exemplified the Council's commitment to community engagement, education, and environmental sustainability through practical gardening initiatives:

- (a) Coastal High School
- (b) Vrede Rede Primary School
- (c) West Side High School
- (d) Swakopmund Primary School
- (e) Atlantic Junior Secondary School
- (f) DRC Clinic Garden Project
- (g) Welwitschia No 2
- (h) Dantago Arts Group

**Requests for garden projects support**

**(a) The Ministry of Health and Social Services (MOHSS)**

The MOHSS has recognized the need to expand the existing DRC clinic garden project to address patients' nutritional deficiencies. This project is managed by community members and clinic staff. Additionally, the ministry is requesting for

assistance to develop gardens at Mondesa and Tamariskia Clinics for the vulnerable patient's diet.

**(b) Dantago Arts Group**

The greenhouse of the former Woman and Youth Group (Dantago Arts Group) was destroyed in a fire on 16 July 2024. The garden project was originally set up to provide the community with fresh organic vegetables and to train DRC residents in sustainable agriculture, with a focus on gardening. Therefore, a request was submitted to seek assistance in rebuilding the greenhouse.

**Justification for the Urban Agriculture Project: Estimated Budget**

The Urban Agriculture Project (UAP) is a key initiative aimed at enhancing food security and promoting sustainable agricultural practices. To achieve these objectives, it is essential to support with construction of greenhouses and maintain the necessary infrastructure within the UAP. The following activities are proposed as part of the project, with an estimated total budget of N\$100,000:

<b>Activities</b>	<b>Cost</b>
Construction of 3 Greenhouses - Cost includes materials & labour	N\$57 000.00
Repair the electrical fence around the Urban Agriculture Project at the Tamariskia sewage plant.	N\$49 335.00
<b>Total</b>	<b>N\$106 335.00</b>

**Contribution to Council Strategic Plan 2022-2026**

- (a) Enhance food security by providing local communities with access to fresh, healthy, and affordable food.
- (b) Promotes environmental sustainability by reducing carbon footprint and managing green waste through composting.
- (c) Foster community engagement through cooperation and, teaching residents about agriculture and sustainable living in urban area.
- (d) Enhance urban biodiversity, providing habitats for pollinators and other wildlife.
- (e) Support school feeding programs with fresh vegetables to provide a nutritional diet to vulnerable learners and promote practical skills development through gardening.
- (f) Enhance vulnerable patient well-being by providing fresh produce.
- (g) Encourage collaborating with nonprofits, and community groups to develop urban agricultural projects in Swakopmund.

**Conclusions**

Supporting urban agriculture by providing the necessary resources to establish new gardens and maintain existing ones is vital, to enhance food security, and drive economic growth. Hence, it is against this background that funds are therefore needed to support and maintain garden projects in Swakopmund. It is required that an amount of N\$100 000.00 be allocated by the Finance Department to Vote 300031013600, (Urban Agriculture Project).

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

**RECOMMENDED:**

- (a) **That the Council approves the requested funds to the amount of N\$100 000.00 for the Urban Agriculture Project to support and maintain garden projects in Swakopmund.**
- (b) **That the General Manager of Finance secures funds amounting to N\$100 000.00 for the Urban Agriculture project to Vote: 300031013600, (Urban Agriculture Project).**



REPUBLIC OF NAMIBIA

---

**MINISTRY OF HEALTH AND SOCIAL SERVICES**

---

Private Bag 5004  
Swakopmund  
Enq: Manane Lushinge  
Email: Manane.Lushinge@mhss.gov.na

Tel: +264 410 6014

Fax: + 264 410 6001

Date: 30/07/2024

**OFFICE OF THE SENIOR MEDICAL OFFICER - PHC  
SWAKOPMUND DISTRICT**

**To: General Manager  
Health Services and Solid Waste Management  
Swakopmund Municipality**

Dear Madam,

**SUBJECT: PROPOSED PLAN OF ACTION FOR GARDEN AT DRC CLINIC.**

We would like to express our gratitude for your willingness to support the DRC Clinic garden project and accept our proposed plan of action. This initiative aims to enhance the well-being of our vulnerable community by providing them with fresh vegetables.

**Background:** In the meeting held on 17/07/2024 between the Swakopmund PHC Management and the Health and Urban Agriculture program officers of the Municipality of Swakopmund, the following key points were discussed:

- The Municipality's commitment to extending the current garden at DRC Clinic.
- Provision of necessary supplies and training for clinic staff responsible for the garden.
- Ensuring the garden's functionality, accountability and community benefit.

**Requested Items:** To sustain this project, we request the following items:

- Shovels and rakes
- Wheelbarrow
- Fertilizers
- Vegetable seeds
- Pesticides

All official correspondence must be addressed to the Executive Director





**Training:** We also request training for the following DRC clinic staff, who will champion this project:

1. Maria Tomas (0817810747)
2. Ndapcwa Kwenda (0812057888)
3. Grace. Naruses (0814550721)
4. Kaapande (0814695687)
5. Martha Uugwanga (0812075508)

The training should cover all aspects of gardening, including:

- Seed to harvest processes
- Pest control
- Soil health
- Any additional relevant topics

**PHC Management Responsibilities:** PHC Management will oversee the project's implementation and has discussed the following with the aforementioned individuals:

- Keeping records of harvested items and identifying vulnerable and malnourished individuals to benefit from the produce.
- Conducting quarterly inspections of the garden to ensure ongoing support and communicating additional needs to the Municipality's office.

We trust that this plan of action can be implemented promptly. Thank you for your consideration and consistent support. We believe this project will positively impact our health sector particularly to vulnerable and malnourished community, and we look forward to your recommendations.

Yours in Health,



**Dr. Manane LM**  
Senior Medical Officer (PHC)  
Swakopmund State Hospital





+264 64 410 4500 | [swkmun@swkmun.com.na](mailto:swkmun@swkmun.com.na) | P.O. Box 53 - Swakopmund - Namibia

Ref: 17/5/3

Enquiries: *Robeam Ujaha*  
[rujaha@swkmun.com.na](mailto:rujaha@swkmun.com.na)

09 July 2024

Ministry of Health & Social Services  
 Regional Health Director of Erongo Region  
 Private Bag 5004  
**SWAKOPMUND**  
 13001

Dr Dr Manane

**REQUEST FOR VEGETABLE GARDENING SUPPLIES FOR SWAKOPMUND CLINICS**

We acknowledge receipt of your letter dated 04 June 2024 regarding the above subject matter.

We are pleased to inform you that Urban Agriculture aligns with our Strategic Plan 2022-2026, to support sustainable development, enhance food security, promote community health, and create employment opportunities within the community.

Therefore, we are always willing to support nonprofit institutions in this endeavour by providing technical advice, necessary materials where possible and to connect stakeholders. You are hereby invited to attend a meeting to discuss the implementation plan for this project. Details of the meeting are as follows:

**Date:** 17 July 2024  
**Time:** 10:00 AM  
**Venue:** Health Boardroom

Kindly contact Mr Robeam Ujaha on +264 64 4104512 during office hours or email [rujaha@swkmun.com.na](mailto:rujaha@swkmun.com.na) should you have any queries in this regard.

Yours sincerely,

  
 09 JUL 2024  
**Lydia Mutenda**  
 Health Services & Solid Waste Management

General Manager Health Services & Solid Waste Management



Ms. Grace P Nakalondo

Dantago Arts Group

[gracietah@gmail.com](mailto:gracietah@gmail.com)

03 July 2024

Mr Alfeus Benjamin  
The Chief Executive Officer  
Swakopmund Municipality

**RE: Request for assistance to rebuild the Dantago Arts Group greenhouse**

Dear Mr Alfeus Benjamin,

I trust this email finds you well. On behalf of the Dantago Arts Group ( former Women and Youth Group) , I would like to express our deepest gratitude for your previous assistance in building our greenhouse and providing the manure. Your support has enabled our community to hold trainings and feed our community effectively.

Unfortunately, on June 16th, 2024, a fire broke out in a nearby shack, which resulted in the destruction of our greenhouse. We are deeply saddened by this incident, as the greenhouse was a vital part of our community's growth and sustainability efforts.

We, the Dantago Arts Group, humbly request the Swakopmund Municipality's assistance in rebuilding our greenhouse. I will personally assist the community with soil preparation, seedling cultivation, and ensuring that the garden exceeds its previous standards.

Thank you for considering our humble request. Your continued support is invaluable to us, and we look forward to working together to restore and enhance our community garden.

Warm regards,



Ms. Grace P Nakalondo  
Dantago Arts Group – Gardening Mentor  
+264812550822 . [gracietah@gmail.com](mailto:gracietah@gmail.com)



REPUBLIC OF NAMIBIA

---

**MINISTRY OF HEALTH AND SOCIAL SERVICES**

---

Private Bag 5004  
Swakopmund  
Enq: Manane Lushinge  
E-mail: Manane.Lushinge@mhss.gov.na

Tel: + 264 410 6014

Fax: + 264 410 6001

Date: 04/06/2024

**OFFICE OF THE SENIOR MEDICAL OFFICER - PHC  
SWAKOPMUND DISTRICT**

**TO: CEO  
Swakopmund Municipality  
Erongo Region**

Dear Sir

**RE: REQUEST FOR VEGETABLE GARDENING SUPPLIES FOR SWAKOPMUND CLINICS**

The above subject refers.

On behalf of the Swakopmund District Coordinating Committee (DCC), we humbly request your assistance in providing gardening supplies for our two (2) local clinics – Mondesa and Tamariskia clinics. The purpose is to start and maintain vegetable gardens within these health facilities for community use.

We are deeply grateful for the support you provided in establishing a vegetable garden at the DRC clinic, which is the only clinic in the district with such a garden. The patients have greatly benefited from this initiative.

Namibia, including the Swakopmund District, is facing a double burden of malnutrition at both the household and national levels, which costs the Namibian economy more than 5.2% of GDP per year. Undernutrition remains a major public health challenge that continues to impede the future of upcoming generations and their chances of becoming productive members of society. Undernutrition in Namibia is not only high, but it is also on the rise.

With this in mind, we have identified suitable spaces within our local clinics where vegetable gardens can be established and maintained by the staff and community members. However, we require your support to make this a reality.

All official correspondence must be addressed to the Executive Director





The Swakopmund Municipality has done an excellent job in ensuring that gardens and vegetation within our district remain well-cared for and flourishing. We wish to expand this initiative within our health facilities as well, to help ensure food security within the community.

To this end, we kindly request the following items, as well as any other assistance you can provide to help us start and maintain this beneficial project:

- Shovels and rakes
- Wheelbarrows
- Shading nets and poles
- Fertilizers
- Vegetable seeds
- Watering hoses

Thank you for your consideration and consistent support. We believe this initiative will have a positive impact on our health sector, and we look forward to your response.

Yours in Health



**Dr. Manane LM**

**Senior Medical Officer (PHC)**

**Swakopmund State Hospital**



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

11.1.19

**APPLICATION FROM MTC DOME TO DONATE TWO (2) ERVEN TO PARA-ATHLETES (MR CHRIS KINDA AND MR KELVIN GOAGOSEB)**

(C/M 2024/10/31 - E 7602, E 7619, 14/2/1/2)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **8.4** page **67** refers.**A. This item was submitted to the Management Committee for consideration:****1. PURPOSE**

The purpose of this submission is to present an application for a donation of two single residential erven for two para-athletes, Mr Chris Kinda, and his guide Mr Kelvin Goagoseb, who are residents of Swakopmund.

**2. INTRODUCTION**

On **11 June 2024**, an application letter was received from ASS Investments 98 (Pty) Ltd (MTC Dome), requesting the donation of residential erven (**Annexure A**). The letter of acknowledgment of receipt is attached as **Annexure "B"**.

Mr. Chris Kinda who is visually impaired, and his Guide, Mr. Kelvin Goagoseb are part of the Podium Programme at the MTC Dome High-Performance Centre and recently achieved a Gold Medal at the T11, 400-meter para-athletics at the World Championship held in Kobe Japan during May 2024. The T11 classification in para-athletics is designated for visually impaired athletes, requiring a guide to assist in competition.

Mr Kinda and Mr Goagoseb currently reside in a congested and unbearable condition making it difficult for the required resting time of an athlete and thus which will have impact on his performance.

This submission is prompted by an application letter from MTC Dome, that seeks to improve their living conditions by providing them with even in low-cost areas where they currently reside, as recognition for their achievements and encouraging their continued contribution to society.

**3. DISCUSSIONS**

The athletes currently reside in low-income congested conditions, affecting their comfort and ability to perform. Allocating the athletes erven in low-income townships will accord them an opportunity to build affordable conventional houses, which will improve their living conditions considering Mr. Kinda's disability status.

Mr Kinda is not on the Master Waiting List, which currently has 56 disabled applicants.

There are two vacant erven, Erf 7602 and Erf 7619, Extension 28, Swakopmund (**Annexure C**), which are serviced with water, gravel roads, and electricity, which may be considered for allocation.

**4. PROPOSAL**

MTC Dome has requested for the Council to donate Mr Kinda and Mr Goagoseb an erf each; however, the Property Policy only provides for

the donation of land to government and non-profit entities, based on merits. Council's decision passed on **26 January 2017**, under item 11.1.23 provides for the sale of land to persons living with disabilities at subsidized rates, see point (d) quoted below:

*"(d) That beneficiaries earning between N\$3 000.00 and N\$6 000.00 per month purchase residential erven at development cost, while those earning below N\$3 000.00 purchase residential erven at a subsidized price of 50% of the development cost."*

Therefore, the Council can in its discretion approve a purchase price at a development cost of N\$125.00 per square meter (**Annexure D**).

It is proposed for allocation of Erf 7602 and Erf 7619, Extension 28, Swakopmund to the 2 persons, and MTC Dome to provide assistance to support in the construction of dwelling units on the allocated erven.

No	Applicant	Erf No	Size	Zone	Land Value
1	Kelvin Goagoseb	7602	313	Residential	N\$39,125.00
2	Chris Kinda	7619	407	Residential	N\$50,875.00

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

**RECOMMENDED:**

- (a) That the Council takes note of the land application by MTC Dome for a donation of two erven to Mr Chris Kinda and his guide, Mr Kelvin Goagoseb.
- (b) That the Council takes note that the Council's Property Policy only provides for the donation of land to government and non-profit entities.
- (c) That the Council allocates two erven to the applicants at the development cost for Extension 28 as follows:

No	Applicant	Erf No	Size	Zone	Land Value
1	Kelvin Goagoseb	7602	313	Residential	N\$39,125.00
2	Chris Kinda	7619	407	Residential	N\$50,875.00

- (d) That the sale be subject to the Council's standard conditions of sale which includes compliance with the statutory process prescribed in terms of the Local Authorities Act, Act 23 of 1992, as amended.
  - (e) That MTC Dome facilitates the construction of houses for the two para-athletes.
  - (f) That a pre-emptive condition be registered on the title deed, that the erven may not be sold if unimproved or transferred to third parties within 10 years from the date of issuing of the completion certificate in respect of the construction of a house.
-





June 11, 2024

Swakopmund Municipality  
 Mr. A Benjamin  
 CEO: Swakopmund Municipality

**Subject: Request for donation of erven to Chris Kinda and Kelvin Goagoseb**

Dear Council Members,

I hope this letter finds you in good health. I am writing to you on behalf of Chris Kinda, a distinguished resident of our community, to request your kind consideration in sponsoring him and his guide Kelvin Goagoseb with a plot each. This request is rooted in their outstanding achievements and contributions to our community, as well as their personal circumstances which merit your generous support.

Chris Kinda recently earned the prestigious title of World Champion in the T11, 400m para-athletics event at the World Championship. This remarkable accomplishment not only brings immense pride to our community but also places Swakopmund on the global athletics map. Chris is an elite athlete who is part of the Podium Program at the MTC Dome High-performance Centre, where he continues to train and inspire others with his dedication and perseverance.

Despite his extraordinary achievements, Chris currently resides in a small house with eight other individuals. This living situation is far from ideal for an elite athlete who requires adequate rest and personal space to maintain peak physical and mental condition. The provision of a plot for Chris would enable him to build a home that meets his specific needs as an athlete, thereby enhancing his training and performance.

In addition, Chris's guide, Kelvin, plays a crucial role in his success. The synergy between Chris and Kelvin is vital for their continued achievements in para-athletics. Granting Kelvin a plot would acknowledge his significant contributions and provide him with the stability needed to continue supporting Chris effectively.

We believe that sponsoring Chris and Kelvin with plots is a justifiable investment in the future of our community's sporting excellence. It will also serve as a testament to the Swakopmund Municipality's commitment to supporting its citizens in their pursuit of greatness, regardless of the challenges they face.

We kindly urge the Council to consider this request favorably and look forward to your positive response. By providing Chris Kinda and Kelvin with the plots they need, you will be directly contributing

ASS Investments 96 (Pty) Ltd

Postal Address: PO Box 1174, Windhoek, Swakopmund, Namibia, 8000 | Physical Address: MTC Dome Complex, 3171 Kewitzstraße, Swakopmund, Namibia  
 Tel: +264 64 (0) 317 | E-Mail: [info@assinvestments.com](mailto:info@assinvestments.com) | Reg No: 2020/202 | Director: SS Dnyadheen



to their ongoing success and well-being, as well as fostering a sense of pride and community spirit with Swakopmund.

Thank you for your time and consideration.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Fanus Engelbrecht'.

Fanus Engelbrecht  
CEO: MTC Dome



+264 64 410 4111 | swakopmund@swakopmund.com.na | P.O. Box 52, Swakopmund, Namibia

Ref No: 14/2/1/2

Enquiries: Nikolas Ndeikonghola

08 July 2024

MTC Dome Namibia  
ASS Investment 98 (Pty) Ltd  
P O Box 3014  
Vineta  
13003

fanus@thedomenamibia.com

Dear Sir

**APPLICATION FOR DONATION OF ERVEN TO CHRIS KINDA AND KELVIN GOAGOSEB**

We acknowledge receipt of your letter dated **11 June 2024**, and the content whereof is noted.

Kindly be informed that your application will be tabled to Council's internal decision making forum and thereafter, you will be informed accordingly.

For any further enquiries, please do not hesitate to contact Mr Nikolas Ndeikonghola at 064-4104232.

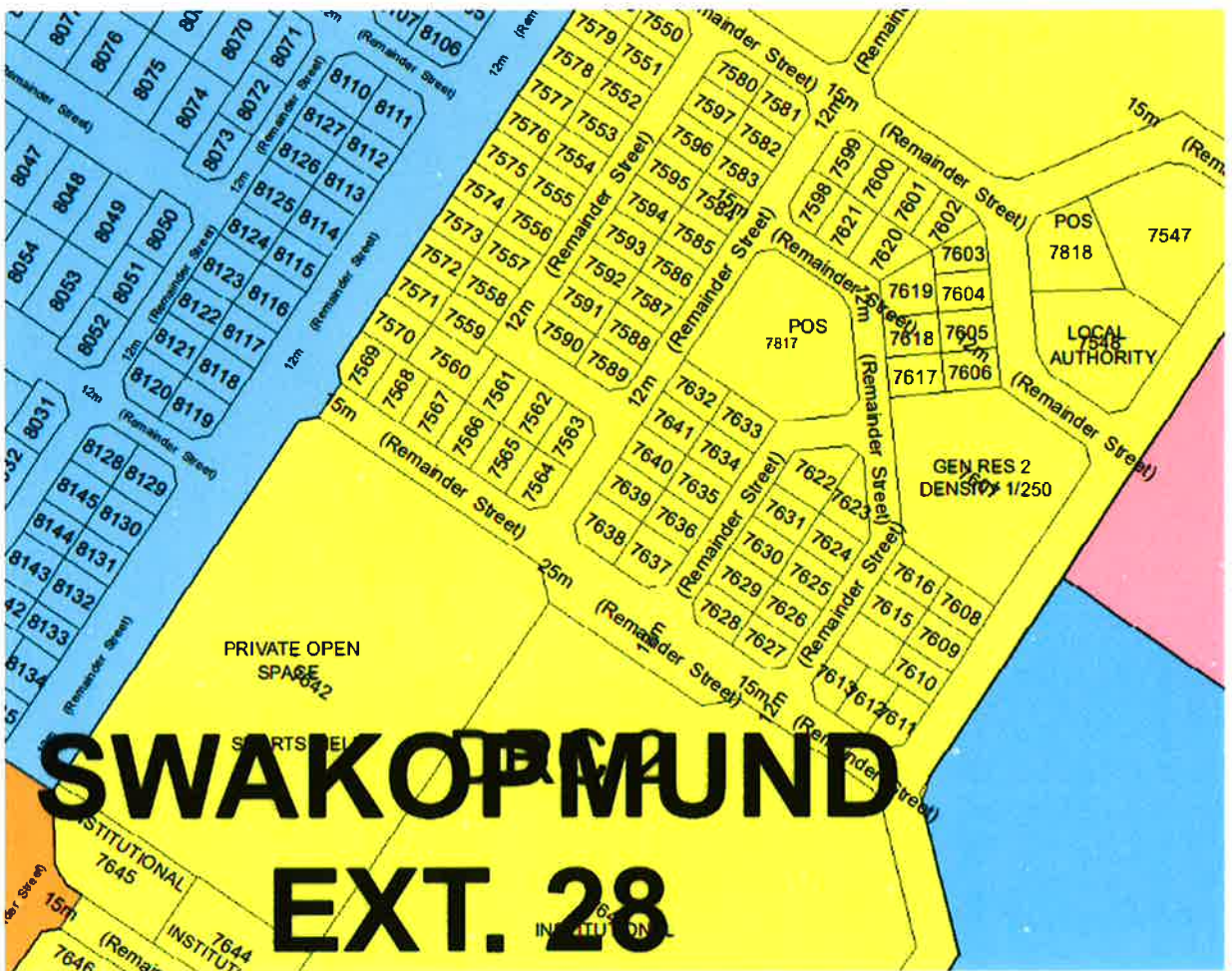
Yours sincerely

*Mpsai Haingura*  
**Mpsai Haingura**  
**GENERAL MANAGER: CORPORATE SERVICES & HC**  
/nsn





**ANNEXURE "C"**







# MEMORANDUM

## OFFICE OF ENGINEERING AND PLANNING SERVICES DEPARTMENT

**To:** General Manager: Corporate Services and Human Capital  
(Acting)

**From:** General Manager: Engineering and Planning Services

**Date:** 5 October 2022

**Reference:** Erf 3664, Swakopmund

---

**Subject:** **INVITATION FOR DEVELOPMENT PROPOSAL – E 2502  
AND E 8570**

---

Your memorandum dated 29 September 2022 but only received 04 October 2022 bears reference.

The development cost of N\$125/m<sup>2</sup> which was confirmed through a Council decision on the 25 February 2021 under item 11.1.8 is a correct reflection of the expenditure incurred when the infrastructure was planned, designed and installed for Ext. 6 – 12 Matutura, Ext. 27 – 29 Swk, Ext. 37 Swk, a portion of Ext. 30, and a portion of Ext. 31

The above extensions and portions were developed using Central Government Funds under the Mass Housing Initiative, whereas the portion of Ext. 31 and Ext. 30 (layout attached) is being developed using Council's funds. By comparing the development cost vs the size of the land serviced, then the land serviced under the Central Government funds is larger which yields a smaller development cost per m<sup>2</sup> compared to the size of land for extension 31 and extension 30 which is being serviced with Council's funds, hence the development cost of N\$ 150/m<sup>2</sup>.

Both erf 2502 (Extension 12, Matutura) and erf 8570 (Extension 31, Swakopmund) are not occupied by informal dwellings.

Please keep in mind that there was a request or interest by the Mondesa Station Commander to acquire erf 8570 in Extension 31, Swakopmund, which is a good location for a police station that will serve the community in "DRC", "Wagdaar", "Matutura" etc. Such interest was lodged at the office of the Mayor.

Regards

C. McClure

**GENERAL MANAGER: ENGINEERING AND PLANNING SERVICES**

ccm/ccm

— (C.P.)

11.1.20

**40/40 (CREDIT-LINK) HOUSING PROJECT: REQUEST TO USE AN INDEPENDENT CONTRACTOR: ERF 1309, MATUTURA, EXTENSION 7 - MS ALBERTINA NANYEBO**

(C/M 2024/10/31 - E 1309 M)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **8.5** page **74** refers.

---

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

1. **INTRODUCTION**

The purpose of this submission is for the Council to approve the request of Ms Nanyebo to obtain an independent contractor who does not form part of the 40/40 (credit-link) contractors enabling her to commence with the construction on Erf 1309, Matutura (map attached as **Annexure "A"**).

2. **BACKGROUND**

On **20 February 2024**, the Council allocated Erf 1309, Matutura, Ext. 7 to Ms Nanyebo (ID attached as **Annexure "B"**) as part of the 40/40 housing project (credit-link). Erf 1309, Matutura forms part of the 12 vacant erven. A Deed of Donation (the first and last page of the Deed of Donation is attached as **Annexure "C"**) was signed between the parties on **02 February 2024** and **20 February 2024**, respectively.

On **23 May 2024**, Erf 1309, Matutura was transferred to Ms. Nanyebo (**Annexure "D"**), and she chose Selkan Enterprises to construct the house for her.

3. **DISCUSSION**

On **17 July 2024**, Ms. Nanyebo wrote a letter (**Annexure "E"**) requesting an independent contractor expressing her concern about Selkan Enterprises not commencing with construction after paying **N\$ 50 000.00** to them (proof of payment attached as **Annexure "F"**).

According to Ms Nanyebo, the communication between herself and the contractor has not been smooth, prompting her to decide to request an independent contractor who does not form part of the 40/40 (credit-link) contractors. Ms Nanyebo's request is also motivated by the fact that she is a cash buyer and wishes to enter into an agreement with an independent contractor considering costs and communication challenges.

Selkan Enterprises is requesting Ms. Nanyebo to pay money in advance, and this creates the concern of spending excessive money before or during construction. Most of the beneficiaries under the 40/40 (credit-link) housing project obtained funding through financial institutions that usually pay out funds to contractors at certain stages during the construction and against the inspection report that they conduct. However, Ms Nanyebo is a businesswoman, and she is self-funding the whole construction by herself. This motivated her to request for an independent contractor.

4. **PROPOSAL**

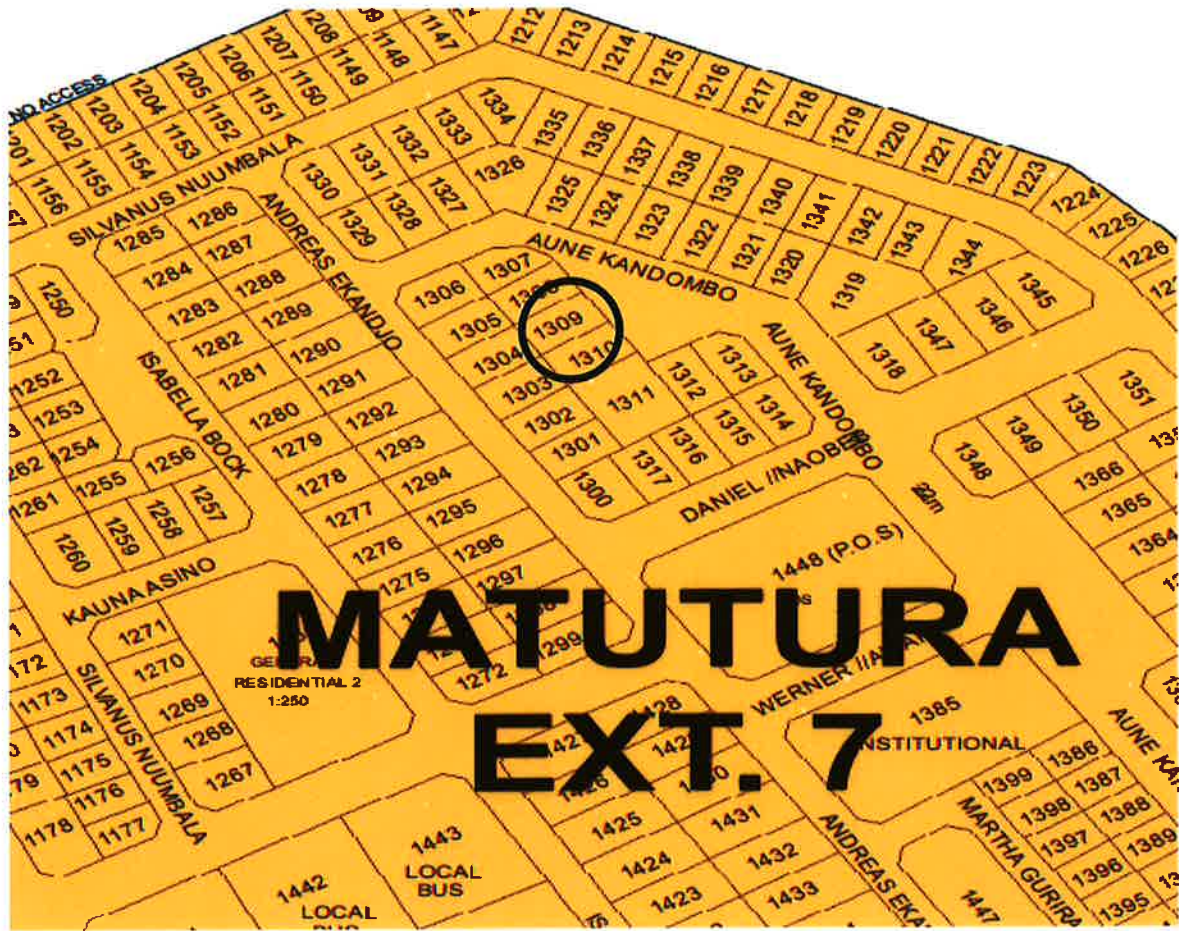
It is proposed that the Council approves the request of Ms Nanyebo to choose an independent contractor to commence with the construction of her house. Ms Nanyebo has until **02 February 2025** to complete the construction of her house in accordance with clause 5.2 of the Deed of Donation:

*The dwelling must be completed within 12 (twelve) months from the date of signing of this agreement. The improvement of Property by a residential dwelling shall be deemed to have been completed upon Council issuing a certificate of completion applicable to the improvements.*

It is also proposed that Selkan Enterprises be requested to provide a report or timeline of the delay as poor performance can result in being blacklisted and not being considered for construction by any of the beneficiaries that will be allocated the remaining vacant erven under the 40/40 project.

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

- (a) **That the Council approves the request of Ms. Nanyebo to choose an independent contractor to commence with the construction of her house on Erf 1309, Matutura, Extension 7.**
  - (b) **That Ms Nanyebo be advised to seek legal assistance regarding the recovery of the N\$ 50,000.00 she paid to Selkan Enterprises.**
  - (c) **That the Council takes note that Ms Nanyebo has until 02 February 2025 to complete the construction of her house.**
  - (d) **That Selkan Enterprises be requested to provide a report or timeline of the delay as poor performance can result in being blacklisted and not being used for construction by any of the beneficiaries that will be allocated the remaining vacant erven under the 40/40 project.**
-





2024-10- 7 6

**DEED OF TRANSFER NO.**

**T 2528 / 2024**

**ERF NO. 1309 MATUTURA**

**Conradie Incorporated**  
Legal Practitioners & Conveyancers  
P.O. Box 2607  
Windhoek, Namibia  
Tel: (061) 224415

4.

Wherefore the Appearer, renouncing all the Right and Title which the said Transferor heretofore had to the premises, did, in consequence also acknowledge the said Transferors to be entirely dispossessed of, and disentitled to, the same; and that, by virtue of these Presents, the said Transferees

Their Heirs, Executors Administrators or Assigns, now is and henceforth shall be entitled thereto, conformably to local custom, The State, however, reserving its rights, and finally acknowledging the value of the property to be sum of N\$ 34 000.00

Signed at WINDHOEK, on 2 MAY 2024, together with the appearer, and confirmed with my seal of office



SIGNATURE OF APPEARER



The Chief Executive Officer  
Swakopmund Municipality

17<sup>th</sup> July 2024

Attention: General Manager of Corporate and Human Capital  
Mr. Mpati Hangura

Dear Sir /Madam

I hope this letter finds you well. My name is Albertina Nanyebo, im a self-employed mother and I am writing to you regarding my recent involvement in the Forty Forty Housing Project, specifically concerning Erf 1309, Matutura Extension 7.

I have been awarded an erf through this project, and I am immensely grateful for this opportunity. However, I am writing to express some concerns regarding the choice of contractors provided by the municipality.

There was a list of 31 contractors of which I had to select 1 Upon receiving the list of registered contractors, I diligently reached out to each one to discuss their services and pricing which I then chose Selkan enterprise cc we than made an agreement via calls with someone I have never met. Moreover, I never received a free approval from the bank thus im building with cash Unfortunately, most of the companies either indicated they do not specialize in construction or did not respond to my inquiries. Consequently, I selected Selkan Enterprises from the list, as they demonstrated willingness and capability to undertake the project.

The company Selkan enterprise is based in Walvisbay and the contractor is based in Windhoek while im based in Swakopmund which has made communication difficult between us.

On the 12th of February 2024 I then made a deposit of N\$ 50,000 into the contractor's account affiliated with Selkan Enterprises to secure their services for the construction of my house because I needed the erf, because I have no place of my own, also to gain their trust and so we go ahead with the documentation which im still scared if im going to receive my money back or not because we are not in good communication. This was done without any work being done. Since then, all communication with the contractor has been conducted remotely via phone calls, and I have undertaken all documentation and legal fees independently.

Regrettably, the communication and progress with the contractor have not been as smooth as anticipated. This has led me to reconsider my choice of contractor, particularly due to concerns over cost and communication challenges.

Therefore, I am humbly requesting for municipality to grant people to select an alternative contractor that are registered for the construction of my house, instead of going into an agreement with someone whom I have never met before this will result in me losing money when we are no longer in good communication with I am eager to work with a contractor of my choice who aligns with both my budgetary constraints and communication preferences. Thank you for your attention to this request. I look forward to your favorable response.

Yours sincerely



Albertina Nanyebo

Contact: 081 28 41728

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



11.1.21 **APPLICATION TO CANCEL PRE-EMPTIVE RIGHT AND TRANSFER ERF 7001, SWAKOPMUND, EXTENSION 26 BUILD TOGETHER PHASE I**  
(C/M 2024/10/31 - E 7001)

**Ordinary Management Committee Meeting of 17 October 2024**, Addendum **8.6** page **85** refers.

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

1. **PURPOSE**

The purpose of this submission is to inform the Council on the various types and variety of requests received during the administration of subsidized erven designated for low-income groups.

This item was discussed at the Build Together Committee meeting of **14 March 2024** under item 6.2 and is now submitted to the Council for approval.

2. **INTRODUCTION**

On **26 January 2017**, the Council resolved under item number 11.1.14 to allocate Erf 7001, Swakopmund, measuring 400 m<sup>2</sup>, zoned as single residential to Mr Joan Eben Ezer Sheehama under the Build Together Program Phase I. He signed the Deed of Sale on 17 March 2017 but did not sign the loan agreement which should have been signed simultaneously with the deed of sale as per clause 4.3 which reads:

*"It is a material term of this Agreement that the PURCHASER shall simultaneously with the conclusion of this Agreement enter into a Loan Agreement for the purchase price and construction of improvements in terms of clause 9 hereof, on such terms and conditions as may be prescribed by the COUNCIL in its capacity as duly appointed Manager and Controller, in terms of section 8 of the Act, of the Housing Revolving Fund."*

A copy of the Deed of Sale is attached as **Annexure "A"**, the map is attached as **Annexure "B"** and a copy of the ID is attached as **Annexure "C"**.

Erven allocated to Build Together beneficiaries are for the sole purpose of constructing a house thereon.

3. **CURRENT SITUATION**

Mr Sheehama is accordingly compelled to sign the loan agreement to purchase and develop Erf 7001, Ext. 26, Swakopmund.

On **11 May 2023**, we received a memo and payment records from the Finance Department confirming the settlement of the land purchase price for Erf 7001, Ext. 26, Swakopmund. The payment amounting to N\$26,000.00 has been duly recorded (**Annexure "D"**).

On **15 May 2023**, an email (**Annexure "E"**) was received from KingLaw Incorporated, requesting cancellation of the pre-emptive condition to enable the transfer of Erf 7001, Swakopmund to a certain Mr. Felesianu Albino on Mr Sheehama's instructions.

On **12 June 2023**, a response (**Annexure "F"**) to the email was sent to King Law Incorporated, informing them their request to cancel the pre-emptive right cannot be considered, due to clause 4.3 of the deed of sale.

On **19 June 2023**, Mr. Sheehama appealed to Council's response (**Annexure "G"**), stating that the intended beneficiary is a nephew (Mr Albino Felesianu), who was paying the bills and maintenance of the erf as Mr Sheehama claims to be unemployed. Irrespective of the loan agreement not being signed and the purchase price being paid, no house has been constructed.

#### 4. **FINDINGS**

On **21 June 2023**, the Housing Section conducted a site visit and determined the following:

- 4.1. Mr Sheehama confirmed he is residing in the North, and only comes to Swakopmund to visit. During visits, he is accommodated by Mr Felesianu's brother in DRC. Mr Sheehama is allegedly a former bricklayer by profession but was injured while on duty and was since declared medically unfit for physical work (no proof has been submitted). As a result, he gave his nephew (Mr. Felesianu Albino) occupational right to take over payment of all municipal charges and ownership in respect of Erf 7001, Swakopmund, Ext. 26. Mr Felesianu has been occupying Erf 7001, Ext. 26 since 2017.
- 4.2. Erf 7001, Ext. 26, Swakopmund, is completely covered with informal structures, utilised for mixed land use mostly business. All structures on this erf were erected by Mr Felesianu. Land uses currently on Erf 7001, Swakopmund, Ext. 26 include a tyre repair shop, printing shop, salon, and barbershop, a carwash, a gym, and a bedroom. The tyre repair shop is owned by Mr Felesianu's brother.
- 4.3. The current occupant Mr Felesianu Albino did not apply for land from Council to be placed on the Master Waiting List, nor did he apply through any other housing scheme. He further claims that he does not own any other property elsewhere in Namibia.
- 4.4. All improvements are made of temporary structures, except the carwash ramp and toilet which are permanent structures.

#### 5. **DISCUSSION**

The matter was submitted to the Build Together Committee (BTC) who considered the request to cancel the pre-emptive condition. However, the BTC resolved that the agreement between Mr. Sheehama and Mr Albino cannot be approved, and the Council may not deviate from the Build Together procedure as it may create a precedent for similar matters that may arise. The BTC did not approve the cancellation of the pre-emptive right.

#### 6. **PROPOSAL**

- 6.1. It was proposed to Mr Sheehama that Mr Felesianu may continue assisting with payments of the property expenses as a co-applicant, without granting him ownership. However, Mr Sheehama insisted on transferring Erf 7001, Ext. 26, Swakopmund, to Mr Felesianu. Proof was requested to confirm whether the transaction was indeed a donation and King Law Incorporated verified that it was a donation (**Annexure "H"**).
- 6.2. Council must consider the recommendation from the Build Together Committee to cancel the sale of Erf 7001, Swakopmund to Mr. Sheehama,

and allocate the erf to the next beneficiary under the Build Together Programme. Should the Council opt to revoke the allocation, the current occupant must voluntarily vacate the erf. Should they refuse, the matter must proceed to court for an eviction order. Further expenses will be incurred to remove the structures from the property and restore it to its original state.

- 6.3. Alternatively, the Council may choose to remove Erf 7001, Ext. 26, from the Build Together Programme and offer it to the current occupant, Mr. Felesianu, at an unsubsidized price. This consideration is based on Mr. Felesianu's occupancy of the erf since 2017. The purchase price can be determined from the closed bid sales that took place on **9 September 2016, 9 October 2016** and **25 November 2016**. Single residential erven in Ext 26 were sold at an upset price of N\$121.00 per m<sup>2</sup> (**Annexure I**).
- 6.4. Since there are mixed business activities on the erf, the purchaser would have to rezone Erf 7001 Mondesa, or alternatively Council can add it to the proposal of business development in DRC as resolved at the Council meeting of **30 August 2021** under item 11.1.2. (**Annexure J**).
- 6.5. Council must, however, take note that clause 6.3 and 6.4 above, may not be desirable, as it is rewarding unauthorized occupants of land and unauthorized land use in contradiction to the applicable zoning scheme.
- 6.6. May the beneficiaries fail to sign the loan agreement at the time (201) therefore approving the alienation to a third party will result in numerous similar applications.

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

**RECOMMENDED:**

- (a) **That the Council takes note that Erf 7001, Extension 26, Swakopmund was allocated to Mr Joan Eben-Ezer Sheehama through the Build Together Program Phase I for the sole purpose of constructing a house, and the Deed of Sale was signed on 17 March 2017, and the purchase price of N\$26,000.00 was paid in full on 11 April 2023.**
  - (b) **That it be noted that Mr Sheehama is unemployed, cannot afford to pay the basic services, nor the loan to develop Erf 7001, Ext. 26, Swakopmund, and has not been living in Swakopmund, for a long time.**
  - (c) **That it be noted that Mr Sheehama donated the erf to his nephew Mr Albino Felesianu, who is paying the service account of Erf 7001, Extension 26, Swakopmund, and has made improvements on the property.**
  - (d) **That the Council takes note that Mr Felesianu is not on any of the Council's lists of land applications.**
  - (e) **That it be noted that Erf 7001, Extension 26, Swakopmund is utilized for business and residential purposes by Mr Felesianu Albino and his brother.**
  - (f) **That Mr. Sheehama be informed that Mr Felesianu may continue assisting with payments of expenses of the property as a co-applicant, without granting him full ownership, and on condition that the erf may only be used for single residential purposes.**
-

**Erf No 7001, Mondesa**

(Conradie & Damasale Attorneys)

**DEED OF SALE**

**BUILD TOGETHER PROGRAMME**

ENTERED INTO BY AND BETWEEN:

**THE COUNCIL FOR THE MUNICIPALITY OF SWAKOPMUND**

of P O Box 53, SWAKOPMUND

Telephone Number: 064-410 4100

Facsimile Number: 088 614 514

and herein duly represented by

**MARCO SWARTS**

and

**ERKKIE SHITANA**

(in their respective capacities as **ACTING CHIEF EXECUTIVE OFFICER** and  
**CHAIRPERSON OF THE MANAGEMENT COMMITTEE**)

duly authorized thereto in terms of section 31 A (a) the Local Authorities Act,  
Act 23 of 1992

(hereinafter referred to as "the **COUNCIL**")

on the one part

and

**Joan Eben-ezer Sheehama**

(hereinafter referred to as "the **PURCHASER**")

on the other part

M A [Signature] [Signature] [Signature]
   
 JE SH [Signature] [Signature]



15.4 No indulgence, forbearance or latitude granted by the COUNCIL in favour of the PURCHASER in respect of the fulfilment of any of its obligations to the COUNCIL, irrespective of the source of such obligation, shall affect the rights and obligations of the COUNCIL in terms of this Agreement.

SIGNED at SWAKOPMUND on this 17 day of MARCH 2017

Witnesses on behalf of the Council for the Municipality of Swakopmund:

1.    
CHAIRPERSON MANAGEMENT COMMITTEE

2.    
ACTING CHIEF EXECUTIVE OFFICER

SIGNED at SWAKOPMUND on this ... day of ... 2017

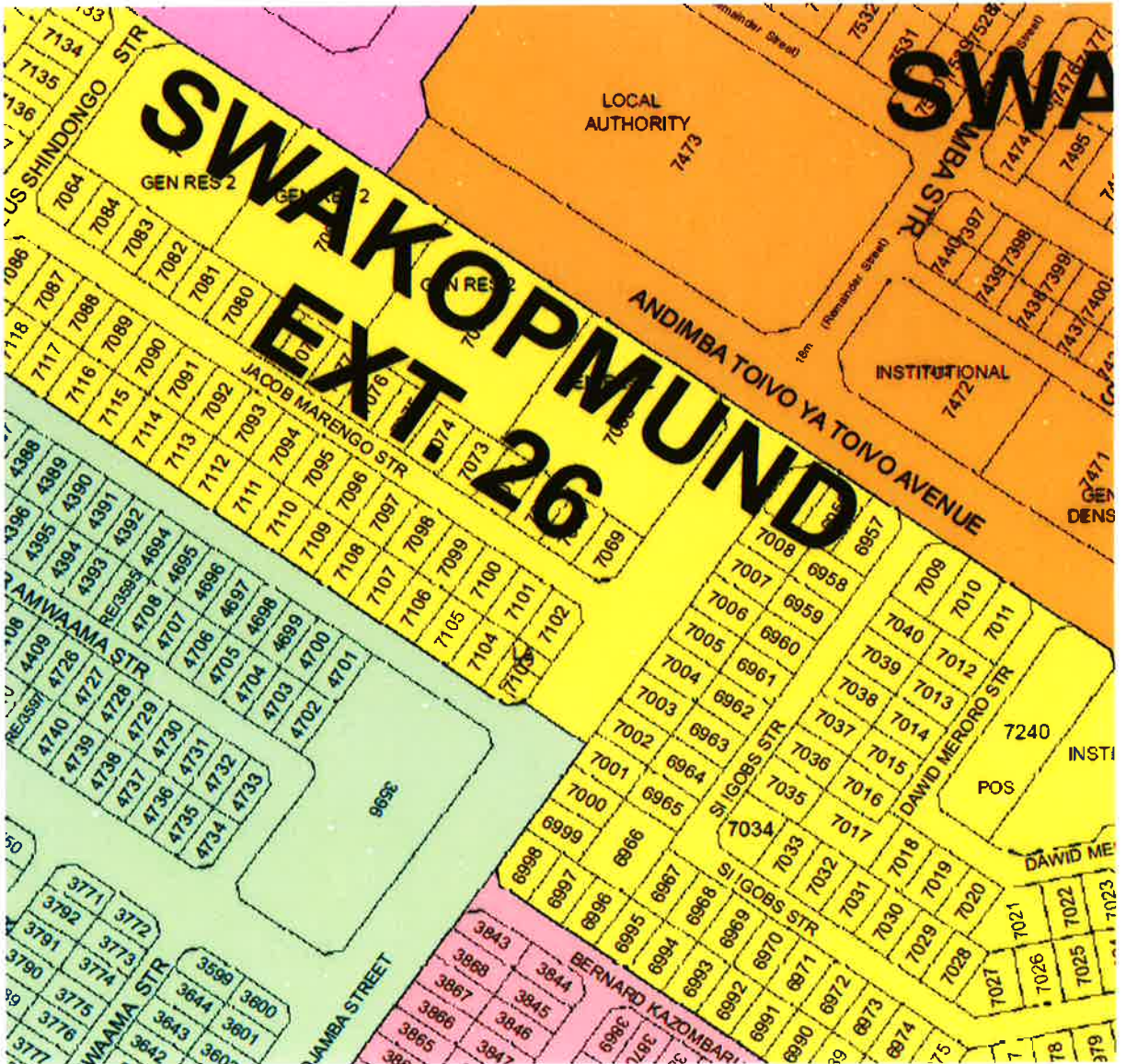
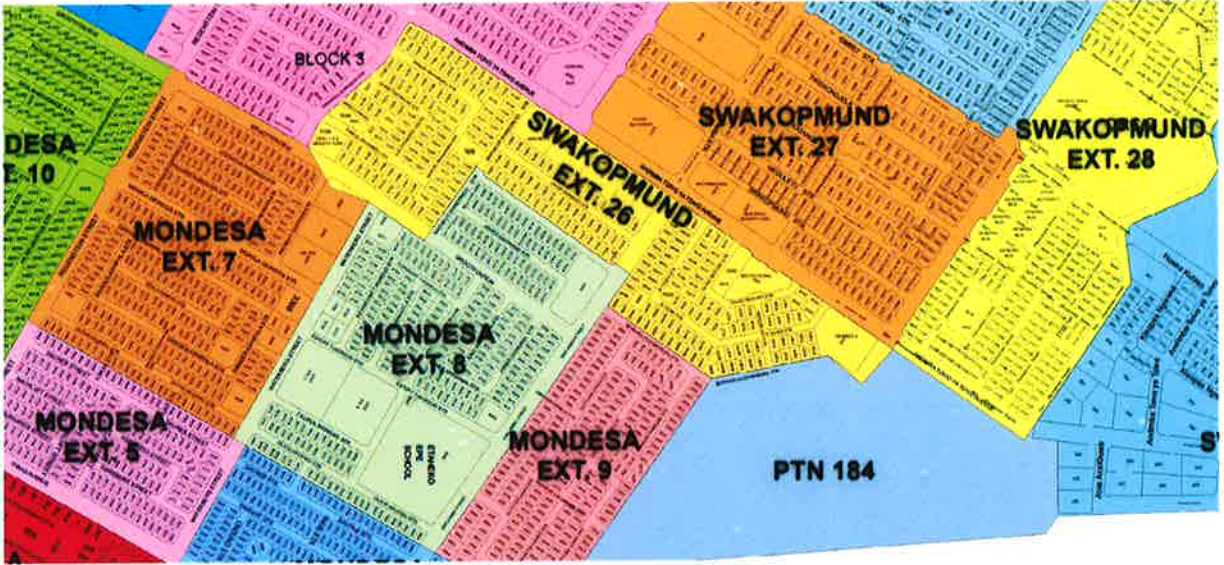
Witnesses on behalf of the PURCHASER:

1.    
Office of the Chief Executive Officer

2.    
PURCHASER

JES

**ANNEXURE "B"**





# INTER OFFICE MEMORANDUM

*Finance Department*

TO : GENERAL MANAGER: CORPORATE SERVICES  
ATT : B RAMOS VIEGAS  
FROM : GENERAL MANAGER: FINANCE  
DATE : 11 MAY 2023  
REFERENCE NO. : LOAN REDEMPTION

---

## LOAN REDEMPTION

PLEASE NOTE THAT THE UNDER-MENTIONED LOAN HAS BEEN REDEEMED  
IN FULL ON 2023/04/12

OWNER : J E SHEEHAMA  
ERF NO : 7001 MONDESA

Yours faithfully

**Naruseb**  
GENERAL MANAGER: FINANCE



# BO035-Enquiry on Current Account Details



88700100011 OWNER JE SHEEHAMA  
**Stand Number:** 001 070 00007001 0000 0000 0000  
 7001 BUILD TOGETHER MONDESA

**Wrd 1 Lu RES001 Zone RES001 Size 400 Book 000001 Route**

On-Date	Reference	Amount	YYYYMM	Pro-Date	Reversed	Rev-Date
20230411	1104528001	-15.00	202304	20230412	N	
20230404	1104517801	-7000.00	202304	20230406	N	
20230405	1104524901	-5284.90	202304	20230406	N	
20220802	1104355901	-2600.00	202208	20220802	N	
20220706	1104341601	-3000.00	202207	20220706	N	
20220701	1104332101	-2600.00	202207	20220701	N	
20220524	1104308501	-3000.00	202206	20220524	N	
20210810	1104114301	-2000.00	202108	20210810	N	
20210809	1104113101	-1000.00	202108	20210809	N	
20210601	1104058801	-500.00	202106	20210601	N	
20210301	1103991501	-600.00	202103	20210301	N	
20170601	1102771401	-300.00	201706	20170601	N	

OK Home Quit





LEGAL PRACTITIONERS  
CONVEYANCERS, NOTARIES  
ESTATE PRACTITIONERS  
Authorized & regulated by the Law Society of Namibia

SWAKOPMUND  
Haus Afrika, 2-6 Tobias Haiyeko Street  
P.O. Box 1455, Swakopmund  
Tel: +264 64 405051/2  
Fax: +264 64 402150

WALVIS BAY  
Unit 2, The Chambers  
122 Theo Ben Gurikb Avenue  
P.O. Box 1914, Walvis Bay  
Tel: +264 64 203905

WINDHOEK  
Units 35 & 36, Tontobogen Village  
on Robert Mugabe Avenue &  
Julius Nyerere Street, Windhoek  
Tel: +264 83 333 0370

**Cyber Crime Alert:** To protect you against loss caused by cyber fraudsters who intercept e-mail communication between parties, after critical data like bank account details and then forward the altered e-mail to the intended recipient, we urge you to telephonically verify critical data and banking details with the person/s at our offices who deals with your matter before acting thereon.

**DISCLAIMER:** This e-mail and any attachment(s) hereof may contain privileged or confidential information and is intended only for use by the addressee(s) named herein. Disclosure, distribution or copying of this e-mail, and any attachment(s) hereof, is strictly prohibited. If you received this e-mail in error, please notify the sender immediately and permanently delete the original and any copy of this e-mail.

From: Janine K

Sent: Monday, May 15, 2023 12:10 PM

To: Barbara Ramos Viegas <[bramosviegas@swkmun.com.na](mailto:bramosviegas@swkmun.com.na)>

Subject: RE: DONATION TRANSFER OF ERF NO 7001 MONDESA; J E E SHEEHAMA // F ALBINO

Dear Madam,

We refer to the above matter.

We are currently attending to the donation transfer of Erf no 7001 Mondesa.

Kindly see attached payment made to Council.

Kindly instruct your attorneys to attend to the bond cancellation as the bond has been paid in full.

Kindly inform our office of which attorneys will attend to the bond cancellation.

Kind regards,

Janine Kok (Swakopmund Office)  
Personal Assistant to H VISSER  
and Assisting CJ DE KONING



LEGAL PRACTITIONERS  
CONVEYANCERS, NOTARIES  
ESTATE PRACTITIONERS  
Authorized & regulated by the Law Society of Namibia

SWAKOPMUND  
Haus Afrika, 2-6 Tobias Haiyeko Street  
P.O. Box 1455, Swakopmund  
Tel: +264 64 405051/2  
Fax: +264 64 402150

WALVIS BAY  
Unit 2, The Chambers  
122 Theo Ben Gurikb Avenue  
P.O. Box 1914, Walvis Bay  
Tel: +264 64 203905

WINDHOEK  
Units 35 & 36, Tontobogen Village  
on Robert Mugabe Avenue &  
Julius Nyerere Street, Windhoek  
Tel: +264 83 333 0370

**Cyber Crime Alert:** To protect you against loss caused by cyber fraudsters who intercept e-mail communication between parties, after critical data like bank account details and then forward the altered e-mail to the intended recipient, we urge you to telephonically verify critical data and banking details with the person/s at our offices who deals with your matter before acting thereon.

**DISCLAIMER:** This e-mail and any attachment(s) hereof may contain privileged or confidential information and is intended only for use by the addressee(s) named herein. Disclosure, distribution or copying of this e-mail, and any attachment(s) hereof, is strictly prohibited. If you received this e-mail in error, please notify the sender immediately and permanently delete the original and any copy of this e-mail.



# MUNICIPALITY OF SWAKOPMUND

Ref No: M 7001

Enquiries: Ms B Ramos Viegas

Kinghorn & Associates Incorporated  
P O Box 1455  
SWAKOPMUND  
13001

☎ (064) 4104230  
☎ 088 614 514  
📍 53 Swakopmund  
NAMIBIA  
🌐 [swakopmun.com](http://swakopmun.com)  
✉ [bramosviegas@swakmun.com.na](mailto:bramosviegas@swakmun.com.na)

12 June 2023

📧 [janinek@kinglaw.com.na](mailto:janinek@kinglaw.com.na)

## REQUEST FOR BOND CANCELLATION OF ERF 7001, MONDESA

Your email received on 15<sup>th</sup> May 2023 bears reference.

Kindly note that Mr Joan Eben-Ezer Sheehama was allocated Erf 7001 Mondesa, as one of the beneficiaries who qualify for construction of a house under the Build Together Programme (Phase 1).

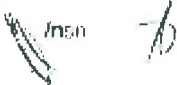
Your request for bond cancellation can not be considered at this time. Erf 7001 Mondesa, still belongs to Council, and Mr Joan Eben-Ezer Sheehama must sign the loan agreement with council as required by clause 4.3 of the deed of sale.

We therefore invite Mr Joan Eben-Ezer Sheehama, to visit our office and sign the Build Together loan agreement.

For any further enquiries, please do not hesitate to contact Ms B Ramos Viegas at ☎ 064-4104230.

Yours faithfully

  
Mpasí Haingura  
General Manager: Corporate Services & HC



From: JOAN EBEN-EZER SHEEHAMA

To: THE COUNCIL OF THE MUNICIPALITY OF SWAKOPMUND  
P/Bag 53 Swakopmund  
Att: Mr. Muronga Haingura: General Manager: Corporate Services



Dear Sir,

**RE: REGISTRATION AND TRANSFER OF ERF 7001 MONDESA ( BUILD TOGETHER PROGRAMME)**

1. In 2017, I concluded a Deed of Sale with the Council for the Municipality of Swakopmund under the Build Together Programme.
2. In the Deed of Sale Contract, a Loan Agreement was included to pay off the erf in the form of monthly installments. Unfortunately, in 2019 I lost my job and could not afford the monthly installments as was required of me by the council or Deed of Sale.
3. The erf was in arrears and I was informed by the property officer, the late Mrs. Duplessis that I will lose it if I do not pay the monthly installments towards the loan and the rates and, taxes. I was also required to contribute more to pay off the arrears that had accumulated a result of my none payments.
4. It was impossible for me to pay monthly installments towards the loan agreement (Erf 7001) because I was unemployed and had no income; I was depending and continue to depend on a family member for my daily livelihood.
5. On hearing my situation, she advised that the only way is to pay or I get a family member who is willing and able to take up the monthly installments, arrears and the rates and, taxes of Erf 7001.
6. Mr. Felesianu Albino also known as Danny Boy was the only family member who was able and willing to take over the installments. He is a local boxer, he grew up in Swakopmund and he had no property to his name and a low income earner himself.
7. I took him to the housing officer, and she agreed for the installments and ownership to be passed to him, she took the details and made copies of his ID to be put on the file, which I believe should be on the file at Municipality.

- 8 From that day on, he took over the installments and paid all the outstanding rates and taxes, continued paying the rates and taxes and, on 12 of April 2023, he settled the purchase price. see attached internal office memorandum from General Manager Finance dated 11 May 2023
9. I remain unemployed and do not have any income. Mr. Felesianu Albino was responsible for paying off the loan (Erf purchase), arrears and rates and taxes that had accumulated on the property. I gave up my rights to Erf 7001 to him when he agreed to take over the responsibilities and ownership.
10. If he was not required to make any payment. I would say I donated the Erf to him, unfortunately, he spend his money because we were made to understand and believe that ownership passed to him when he accepted to take over the responsibilities and when I surrendered my rights of ownership to him.
11. I therefore request that our agreement be honored and that simultaneous registration and transfer from Council to myself and, to Mr. Felesianu Albino be done or alternatively, direct registration and transfer from council to Mr. Felesianu Albino be done.
12. We wait on your good office to assist in expediting this transaction.

Yours faithful



**Joan Eben-ezer Sheehama**





MUNICIPALITY OF SWAKOPMUND
CLOSED BID SALES (USING THE CLAP METHOD) OF 152
" SINGLE RESIDENTIAL " ERVEN LOCATED IN EXTENSION 26, MONDESA

Notice is hereby given in terms of Section 83 (2) of the Local Authorities Act, Act 23 of 1992, as amended that the Municipal Council of Swakopmund herewith invites prospective purchasers falling within the following income categories to register in order to participate in proposed Closed Bid Sales:

- (I) Middle low income : R\$ 3 000.00/month up to R\$ 6 000.00/month (80 erven)
(II) Upper low income : R\$ 6 000.00/month up to R\$ 9 000.00/month (44 erven)
(III) Low middle and Middle income : R\$ 9 000.00/month up to R\$14 000.00/month (28 erven)

Table for 1st Sale - Friday, 9 September 2016. Lists 60 erven with columns: Erf No, Size, Upset, Max Purchase Price.

Table for 2nd Sale - Friday, 7 October 2016. Lists 44 erven with columns: Erf No, Size, Upset, Max Purchase Price.

Table for 3rd Sale - Friday, 25 November 2016. Lists 28 erven with columns: Erf No, Size, Upset, Max Purchase Price.

Contact Persons at Room BO 22, Municipal Head Office, Rakatoka Street, Swakopmund.
List of names and phone numbers: Ms Ndiki Kandjengo, Ms Sandra Clark, Ms Barbara Ramos Viegas, Ms Stephy Bruwer, Ms Margaret Shoehama.

Registration: All persons interested in participating in the Closed Bid Sales are required to register in person from Wednesday, 1 June 2016 until Friday, 29 July 2016 from 14:00 until 16:00 daily. No late registrations will be considered.

Please provide the following documents and take note of the restrictions for registration purposes:
1) Your ID as proof of Namibian citizenship...
2) Marriage Certificate...
3) Proof of residing in Swakopmund...
4) Proof of income...
5) Income of a bidder will be calculated based on the bidder's current basic salary less deductions...
6) Bidders may not have owned or currently own any land anywhere in Namibia.

General: The Conditions of Sale and the site plan will be issued to bidders on completion of their registration. The sale is subject to various restrictive conditions. The Closed Bid Sales will be conducted according to the Cost Limited Average Price procedure (CLAP). A five year pre-emptive right in favour of the Municipality of Swakopmund restricting the sale of the erf will be registered against the title of the property.

At the date of a Closed Bid Sale, 5 bid forms will be issued to each registered bidder thereby affording a qualifying bidder the opportunity to submit bids for any five of the erven on offer that day. The attendance of the prospective purchaser or duly appointed proxy at the Town Hall on 9 September or 7 October or 25 November 2016 at 08:00 is compulsory.

The Council for the Municipality of Swakopmund is not obliged to accept any bid received and reserves the right to withdraw any or all of the erven from the bid process.

Objections: Full particulars of the above properties will lie for inspection by interested persons at the Main Municipal Office Building, Room BO-22A, between 07:30 - 13:00 weekdays until Friday, 10 June 2016. Please contact any of the abovementioned persons. Any person objecting to the proposed sale may lodge such objections in writing, duly motivated, to the Acting Chief Executive Officer, not later than 12:00 on Tuesday, 14 June 2016.

118 / 2021

10. REPORT OF THE MANAGEMENT COMMITTEE REFERRED TO IN SECTION 26(1) (E) OF THE ACT11. RECOMMENDATIONS OF THE MANAGEMENT COMMITTEE MEETINGS HELD ON 12 AND 19 AUGUST 202110. REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY PREVIOUS MANAGEMENT COMMITTEE MEETINGS HELD DURING AUGUST 2021**RESOLVED:**GM: A  
Acting GM: C/NPc

That the Management Committee resolutions of 12 August 2021 be noted.

11. RECOMMENDATIONS BY THE MANAGEMENT COMMITTEE11.1 MANAGEMENT COMMITTEE MEETINGS HELD ON 12 AND 19 AUGUST 202111.1.1 REQUEST TO RE-INTRODUCE SPECIAL RATES AT THE SWAKOPMUND MUNICIPAL REST CAMP

(C/M 2021/08/30 - 14/2/7/1/14)

**RESOLVED:**

GM: FDS

- (a) That Council re-introduce the approved special rates of the Swakopmund Municipal Rest camp (SMRC) for the period 1 September to 31 October 2021:

Unit Type	Current Rate	Proposed COVID-19 Rate	% Discount
Fish	N\$ 562.00	N\$400.00	28.83%
Gecko	N\$ 662.00	N\$450.00	30.98%
Walwitschia	N\$ 681.00	N\$450.00	33.92%
Dune	N\$ 903.00	N\$550.00	39.09%
Dune A	N\$ 846.00	N\$550.00	34.99%
Spitzkoppe	N\$ 947.00	N\$600.00	36.64%
Brandberg A	N\$ 1,058.00	N\$750.00	29.11%
Brandberg B	N\$ 1 225.00	N\$800.00	34.69%
Moon Valley	N\$ 1,336.00	N\$900.00	32.63%

- (b) That the above rates be reviewed and re-adjusted (if necessary) on a monthly basis pending the revival of the tourism sector nationally.

11.1.2 BUSINESS DEVELOPMENT IN DRC

(C/M 2021/08/30 - Ext 28-31)

**RESOLVED:**

GM: EUS

- (a) That Council takes note of the Business Development Survey report conducted in DRC proper (Ext 27-31).
- (b) That the business owners trading from the residential erven provisionally registered on their name be allowed to purchase these properties.


  
 LK

119 / 2021

- (c) That those businesses trading from illegal area or renting from shack owners be given preferences through invitation of business proposal to acquire business erven in Extensions 27-31.
- (d) That Mr E Khoaseb be informed that the Council intension is to assist the established businesses that are already operating from DRC along Ondjamba Street as part of the Local Economic Development Strategy to retain local businesses.
- (e) That the residential erven currently used for business be rezoned as "Mix Use" to allow owners to continue to trade.

11.1.3 REQUEST FOR ADDITIONAL FUNDS FOR THE WARD CLEANING PROJECT  
(C/M 2021/08/30 - 17/6/2)

**RESOLVED:**

GM: HSSWM

- (a) That Council takes note of the request for additional funds for Ward Cleaning Project.
- (b) That the General Manager: Finance be granted permission to allocate additional funds amounting to N\$2,400,000.00 to fully implement the Council resolution taken on 1 July 2021 under item 11.1.1.

11.1.4 REQUEST TO REPLACE COUNCILLOR P N SHIMHANDA AS THE CHAIRPERSON OF THE SPONSORSHIP COMMITTEE  
(C/M 2021/09/30 - 3/15/1/6/1, 3/P)

**RESOLVED:**CO: MC  
Acting GM: CS&HC

That the positions of the Chairperson and Vice Chairperson for the Sponsorship Committee be amended as follows:

- Councillor M Hentrichsen (Chairperson)
- Councillor P N Shimhanda (Vice Chairperson)

11.1.5 APPLICATION - SKATING RINK IN PARKING LOT BELOW CAFÉ ANTON AND NEXT TO TENNIS COURTS  
(C/M 2021/08/30 - 16/2/9/1/2)

**RESOLVED:**

GM: EDS

- (a) That permission be granted to Connect People to People (CPTP) to set up a skating rink at the parking area (area size of 1425 m<sup>2</sup>) south of the Tennis Court subject to the following conditions:
- (i) That the following rental be charged:
- Refundable Deposit = N\$ 724.00
  - Rental Fees x 30 days = N\$ 12 782.25 (i.e. N\$ 370.50 X 30 plus 15% VAT)





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