

AGENDA

NO.2

Ordinary Council Meeting

on

THURSDAY

31 MARCH 2022

at

19:00



MUNICIPALITY OF SWAKOPMUND

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11.1.16 **CONSENT TO CONSTRUCT AND OPERATE A SERVICE STATION ON ERF 9794, SWAKOPMUND, EXTENSION 39**
(C/M 2022/03/31 - E 9794)

Management Committee Meeting of 10 March 2022, Addendum 8.8
page **125** refers.

A. The following 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 consent to construct and operate a service station on Erf 9794, Swakopmund, Extension 39.

2. Introduction and Background

An application for the consent to construct and operate a service station on the Erf was received by the Engineering and Planning Services from van der Westhuizen Town Planning & Properties on behalf of the registered owner Michael Christiaan Ludeke. The application is attached as **Annexure A**.

3. Zoning, Locality and Size

Erf 9794, Swakopmund Extension 39 is being zoned general business and is situated at the corner of Henties Bay Road and Ernest Konnecke Street. The Erf is currently vacant and measures 4447m² in extent. The Urban and Regional Planning Board approval was granted in October 2021 but the publication of the rezoning in the Government Gazette is still pending but it may happen anytime from now.

4. Access and parking

The access to the erf will be determined and created to the satisfaction of the General Manager: Engineering and Planning Services. Parking for the proposed development will be provided on-site in accordance with the provision of the Swakopmund Zoning Scheme.

5. Proposal and Motivation

The owner of Erf 9794, Swakopmund Extension 39, intends on constructing and operating a service station on the property. The location and size of the property is ideal for the proposal as it is located next to major roads carrying a lot of traffic. There are other service stations in the same road and the proposal is thus compatible to the existing uses whilst contributing to the local economy growth. The proposed development will not have any detrimental impacts on the current or future character of the area.

6. Advertisement

The proposed consent was advertised on the **3rd and 10th of September 2021** in the New Era newspaper. Neighbouring property owners were notified via registered mails and additionally, a notice was placed onsite. The closing dated for objections to the proposal was **24 September 2021**.

One objection was received from Jan Olivier & Co Legal Practitioners on behalf of their clients Andrico Investment Number Thirteen CC, Sandra Mendes, and Pieter Alchin. The objection is attached to the application.

7. Environmental Clearance

The construction of a filling station is a listed activity and therefore requires an Environmental Impact Assessment. The Environmental Clearance Certificate is attached.

8. Discussion

8.1 Objection

The objectors are materially interested in the outcome of the consent to operate a service station on the erf. The objection further states that during the public consultation stage, a notice board was at some point placed on the erf however, upon visitation to the sites on two occasions (**22 and 23 September 2021**) the notice board was not present on site. This act constitutes irregularities, and this is not condoned nor are rights waived in respect thereof.

Additionally, the objectors' state that subject to constraints imposed by the limited information available to them at their request addressed to the Town Planning Manager and the applicant, Stewart Planning could provide a helpful response.

Note should be taken of the objection and that a comprehensive objection will be lodged once full disclosure of the records have been obtained to review the history and apparent irregular circumstances under which the property was transferred, approved for rezoning, and included in Scheme 69 (which awaits declaration in the Government Gazette). Additionally, the objector states that it appears that the process was tainted with irregularity and that an investigation by appropriate authorities will be conducted.

An amplification to the aforesaid objection dated **1 March 2022** has been received and added to the submission.

8.2 Applicant response

The applicant would like to inform that note should be taken that a meeting was held with Mr Oswaldo Mendes. During the aforesaid meeting, he expressed that he would do whatever it takes to have the process either stopped or delayed. Additionally, the applicant would like to know why the objectors are materially interested in the outcome of the consent application because there seem to be some sort of malicious intent involved.

In addition, the applicant argues that the objectors are not direct neighbours of Erf 9794, Swakopmund, therefore, he would not be affected in any other way but a competitive understanding. In this regard, the applicant states that Namibia operates on the notion of free economy and any person has the right to apply for any right which is in line with the governing regulations.

The applicant further argues that if objector has such proof that no notice board was present on the premises, they should provide such. In addition, the applicant states that the possibility of the notice board being stolen should not be ruled out. Lastly, the applicant would like to discredit the unsubstantiated claims of the objector that states that the application seems to have irregularities.

8.3 Evaluation

The application for the rezoning of the subject property is being done in terms of the Urban and Regional Planning Act, (Act No 5 of 2018). All procedures are being followed accordingly and Scheme 69 will only come into effect when

all the required processes were executed. Therefore, the irregularities that are being referred to by the objector would first need to be justified or proven.

The objector has also indicated that the Town Planning Manager offered them limited information pertaining to their request. As always, the Town Planning Office avails any available information. Lastly, the objectors are not immediate neighbours to the proposed development and would not be affected negatively by the proposal. Note should be taken that Council aims at growing the economy of the town and a healthy competition in business can be supported.

9. **Conclusion**

The consent to construct and operate a service station on Erf 9794 Extension 39, Swakopmund does not have detrimental effect on the area and can be supported.

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

RECOMMENDED:

- (a) That the consent to construct and operate a service station on Erf 9794 Extension 39, Swakopmund be granted subject to the declaration of the Swakopmund Amendment Zoning Scheme Number 69 in the Government Gazette.
 - (b) That betterment fee shall be paid in terms of the Betterment Fee Policy before approval of any building plan by the Engineering and Planning Services Department and/or issuing of a fitness certificate.
 - (c) That all building structures be to the satisfaction of the General Manager: Engineering and Planning Services.
 - (d) That parking be provided on-site that is in line with the Swakopmund Zoning Scheme and no parking shall be on street reserve.
 - (e) That access to the property be determined to the satisfaction of the General Manager: Engineering and Planning Services.
 - (f) That the consent use will automatically lapse if not implemented within a period of two (2) years from the date of this approval or the date of declaration of the Swakopmund Amendment Zoning Scheme 69 in the Government Gazette, whichever is later.
 - (g) That the objectors be informed of their right to appeal to the Minister of Urban and Rural Development against Council's Resolution as provide for in terms of Section 110 of the Urban and Regional Planning Act, Act No 5 of 2018.
 - (h) That the objectors be informed that the appeal should be made within 21 days to the Minster in terms of Section 129 of the Urban and Regional Planning Act, Act No 5 of 2018.
-

ANNEXURE A- APPLICATION

P. O. BOX 467, SWAKOPMUND
CELL: 081 122 4661 \ 0812444441
EMAIL: ANDREW.NAMFU@GMAIL.COM
WINVDW@GMAIL.COM

Chief Executive Officer
Municipality of Swakopmund
PO Box 53
Swakopmund
Namibia



4 November 2021

Dear Sir,

APPLICATION FOR CONSENT TO CONSTRUCT AND OPERATE A "SERVICE STATION" ON ERF 9794, EXTENSION 39, SWAKOPMUND

Application is herewith made, on behalf of the owners for consent to construct and operate a "Service Station" on Erf 9794, Extension 39, Swakopmund (Annexure B).

1. BACKGROUND

Erf 9794, Extension 39, Swakopmund is located in the Ocean View neighbourhood of Swakopmund. Currently the property is vacant and has no physical structures located on it. This area of Ocean View is very well developed but not to its full potential. All roads within Extension 39 are tarred roads.

2. LOCALITY AND ERF SIZE

Erf 9794, Extension 39, Swakopmund, is located on the corner of the Henties Bay road and Ernst Konnecke Avenue (Annexure A). Erf 9794, is approximately 4447m² in extent. The property was recently rezoned to "General Business" allowing for the intended development with consent from Council.

3. OWNERSHIP

According to the Title Deed (T0340/2020) ownership of Erf 9794, Extension 39, Swakopmund currently still vests with Mr Michael Christiaan Ludeke (Annexure G).

4. ACCESS TO THE PROPERTY

Access to the property shall be obtained via the existing street network that is currently supplying access to the property. Ernst Konnecke is approximately 30 meters wide which is more than capable for the purpose of access to the property. The Henties Bay Road will easily accommodate extra traffic generated by the newly proposed service station development.

5. TOPOGRAPHY

Erf 9794 Swakopmund is located in an area that was recently serviced by the developer. The Erf has no physical features located on the property and is vacant. No fauna or flora can be found on the erf.

6. INFRASTRUCTURE

All changes required by this development in terms of infrastructure requirements shall be dealt with as the project is ongoing and shall be the responsibility of the owner/s. Any needs shall be communicated to the relevant institutions in this regard.

7. MOTIVATION AND INTENTION

It is the intention of the client to apply to Council for consent to construct and operate a service station garage on the property.

The size and location of Erf 9794 makes it ideal for the purpose of a service station garage. Service stations are mostly located next to highways or major arterial roads which carry a lot of traffic. This allows for easy access to the service station and it also makes sense to place services in such locations to minimize unnecessary traffic congestion within the surrounding areas or neighbourhoods.

Erf 5891 is also currently being developed for a NamCor Service Station. There exists 2 service stations along Main Road No. 44 (Henties Bay Road) already. The proposed "Service Station" on Erf 9794 will thus not be out of context for the area in question. The proposed development will also greatly contribute to the economic status of the area, Swakopmund and Namibia as a whole.

It is thus safe to say that the proposed development will have no detrimental impacts on the existing or future character of the area and will as a matter of fact contribute positively to the area in question.

8. PARKING

An issue that usually arises from such applications and proposed developments is the issue of vehicular parking of clients, guests and employees. It should therefore be noted that provision of on-site parking will be made on site according to the provisions as contained within the Swakopmund Zoning Scheme No. 12.

9. ADVERTISEMENTS

Advertisements for the consent on Erf 9794, Extension 39, Swakopmund, was placed in the New Era on 3 & 10 September 2021. Closing dates for objections was on the 24 September 2021. Neighboring properties have also been requested for their comments. Attached please find copies of letters to neighbors via registered post (Annexure D) as well as copies of advertisement placed in the Newspaper (Annexure C). Notice was also placed on the erf for public comments (Annexure E). One objection was received from Andrico Investments Number Thirteen CC.

10. OBJECTIONS RECEIVED

Before we enter into the discussion of the objection from Andrico Investments Number Thirteen CC it is needed to clarify certain facts already indicated to the Legal practitioner dealing with the objection.

In a meeting with Mr Oswaldo Mendes, whom we assume is directly related to Mrs Jacky Mendes, directly indicated to writer hereof that he will do whatever it takes to have this process either stopped or delayed. Writer hereof is willing to testify under oath concerning the aforesaid.

Concerning the objection received from Legal Practitioners, Jan Olivier & Co Legal Practitioners, we have the following response.

Why are the clients of representatives, Jan Olivier & CO Legal Practitioners, materially interested in the outcome of the consent as being applied for? In our professional opinion and in light of facts previously mentioned, there seems to be some sort of malicious intent involved. The objectors are not direct neighbours and as such it is not understood how the consent use would affect the objectors in any other way but in a competitive understanding. It is our professional stance that Namibia operated under a notion of a free economy and as such any person has the right to apply for any right which is in line with the laws governing the country. There seems to be no direct influence on the objectors which again clearly indicates dubious motives.

It is furthermore indicated in the objection that no notice board was present on the premises and that that proof of such can be supplied. We welcome such proof as writer hereof can confirm with proof that such notice board was placed on the property and that such board was on the premises until roughly 7 days before the end of the objection period. This can also be confirmed under oath if need be. It is our professional opinion that such notice board was either stolen as with many other notice boards or maliciously removed from the premises. At this stage the removal of the notice board cannot be effectively be established and thus remains open for discussion. Please

note the relevant annexure which clearly indicates the presence of the notice board on the premises as per the requirements.

The comments of the Legal representative indicates that there seems to be irregularities with regard to the application which can unfortunately not be entertained as these are seen as unsubstantiated claims and rather uninformed statements aimed at discrediting our client rights to apply for the intended use.

In this case it is important to mention that the writer hereof previously applied for the same right for Andrico Investments on Erf 5891. Both erven mentioned by the Legal Practitioner have already obtained such right as applied for by our client thus making the claim of malicious intent very clear.

We herewith also wish to place on record that we distance ourselves from any further communication with either Andrico Investments Number Thirteen CC or their legal practitioner. Any form of communication for this point forward shall be done in writing through our client's legal advisers

10. CONCLUSION

With reference to the above, there exist no reasons that are of such nature that the intention of the client cannot be supported. It is herewith that Council is requested to grant its approval for the intentions of our client in order to start with the proposed development as soon as possible.

11. APPLICATION

On behalf of our client/s, we herewith formally apply for:

- **Consent to construct and operate a "Service Station" on Erf 9794, Extension 39, Swakopmund**

It is trusted that Council will find the above application for the consent on Erf 9794, Extension 39, Swakopmund in order.

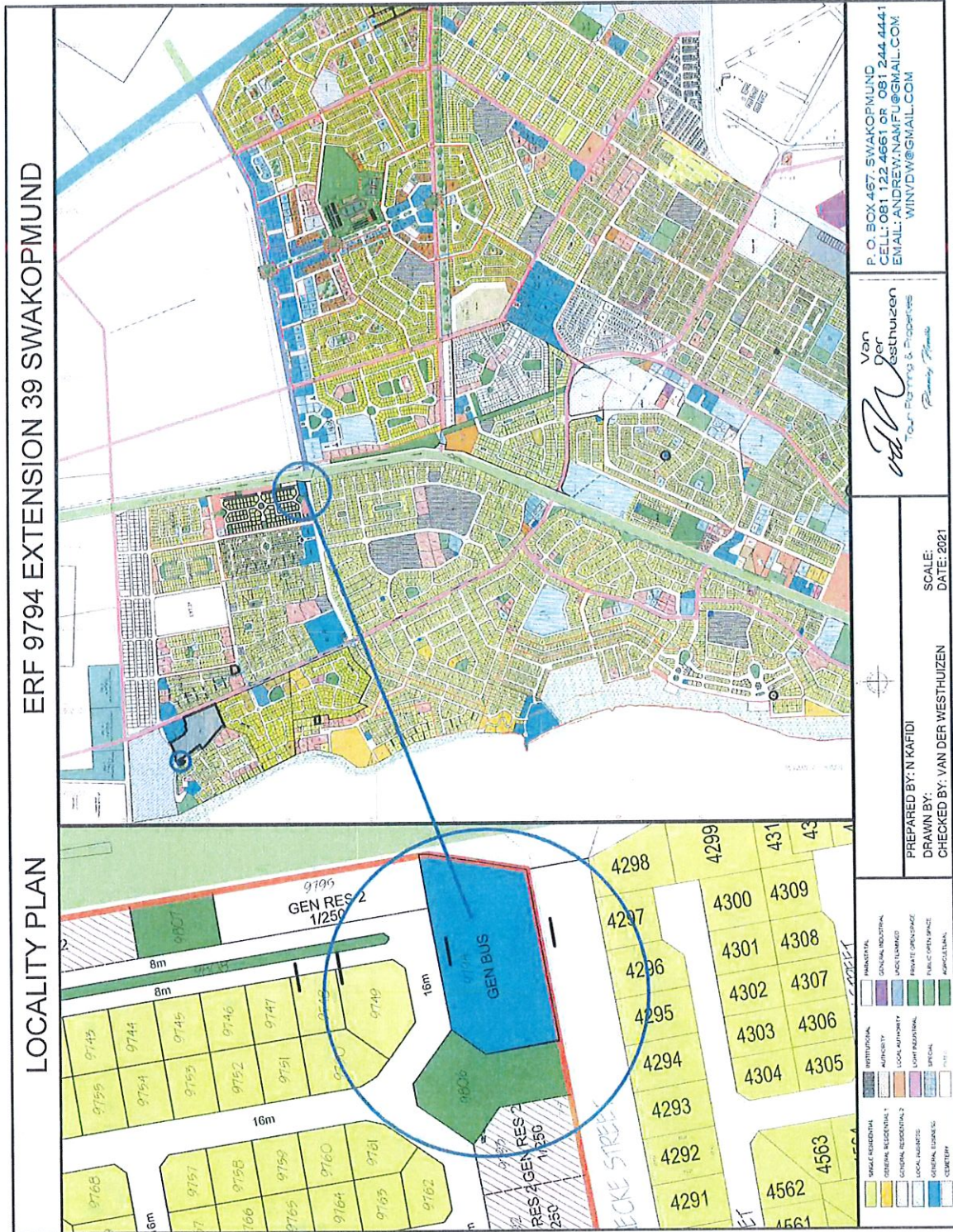
Yours Faithfully,



A R VAN DER WESTHUIZEN

LIST OF ANNEXURES

Annexure A:	Locality Plan
Annexure B:	Power of Attorney
Annexure C:	Newspaper Notices
Annexure D:	Proof of Registered Mail
Annexure E:	Site Notice
Annexure F:	Title Deed
Annexure G:	Objection Received





SPECIAL POWER OF ATTORNEY

I/We, the undersigned:

MICHAEL CHRISTIAAN LUDEKE (ID NO. 85112710160)

In my/our capacity as:

OWNER OF ERF 9794, EXTENSION 39, SWAKOPMUND

Do hereby nominate, constitute and appoint

VAN DER WESTHUIZEN TOWN PLANNING & PROPERTIES CC, PO BOX 467, SWAKOPMUND

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

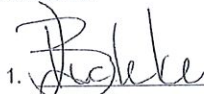
- CONSENT TO CONSTRUCT AND OPERATE A SERVICE STATION ON ERF 9794, EXTENSION 39, SWAKOPMUND


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

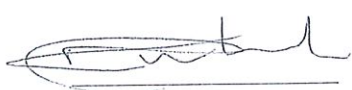
SIGNED at SWAKOPMUND this 1st day of SEPTEMBER, 2021

In the presence of the undersigned witnesses.

WITNESSES:

1. 

2. 


 M C LUDEKE

CLASSIFIEDS

Tel: (061) 2080844 Fax: (061) 220584 Email: Classifieds@nepc.com.na

Notices **Notices** **Notices** **Notices** **Employment** **Services** **Services**

NOTICE
Please take note that Van Der Westhuizen Town Planning & Properties CC on behalf of the owners of Plot 111, Swakopmund herewith intend to apply to the Municipality of Swakopmund for the following:
CONSENT TO CONSTRUCT 4 STAFF QUARTERS ON PLOT 111, SWAKOPMUND
Any person having any objection against such application should lodge their objection/s in writing within 14 days of the last publication to both the Chief Executive Officer of the Swakopmund Municipality and the applicant during normal business hours. Closing date for objections or comments is 24 September 2021.
Applicant: v/d Westhuizen Town Planning & Properties cc
Tel: 081 122 4661 / 081 244 4441
Email: andrew.namfu@gmail.com / winvdw@gmail.com
P O Box 467 Swakopmund

NOTICE
Please take note that Van Der Westhuizen Town Planning & Properties CC on behalf of the owners of Plot 111, Swakopmund herewith intend to apply to the Municipality of Swakopmund for the following:
CONSENT TO OPERATE A "TOURIST ESTABLISHMENT" AND A "TOURIST FACILITY" ON PLOT 111, SWAKOPMUND
Any person having any objection against such application should lodge their objection/s in writing within 14 days of the last publication to both the Chief Executive Officer of the Swakopmund Municipality and the applicant during normal business hours. Closing date for objections or comments is 24 September 2021.
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P O Box 467 Swakopmund

NOTICE
Please take note that Van Der Westhuizen Town Planning & Properties CC on behalf of the owners of Erf 9794, Extension 3 D, Swakopmund herewith intend to apply to the Municipality of Swakopmund for the following:
CONSENT TO OPERATE AND CONSTRUCT A "SERVICE STATION" ON ERF 9794, EXTENSION 3D, SWAKOPMUND
Any person having any objection against such application should lodge their objection/s in writing within 14 days of the last publication to both the Chief Executive Officer of the Swakopmund Municipality and the applicant during normal business hours. Closing date for objections or comments is 24 September 2021.
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Tel: 081 122 4661 / 081 244 4441
Email: andrew.namfu@gmail.com / winvdw@gmail.com
P O Box 467 Swakopmund

NOTICE TO CREDITORS AND DEBTORS IN DECEASED ESTATES:
Notice is hereby given in terms of section 29 of the administration of estates act 66 of 1965 that all persons having a claim(s) against the deceased estate must lodge their claims within THIRTY (30) days from the date of publication of this notice to the below-mentioned address:
REGISTERED NUMBER OF THE ESTATE: E2782021
SURNAME: ZEMBURUKA
FIRST NAMES: VEUNDJA
IDENTITY NUMBER: 6310200092
LAST ADDRESS: ERF NO. 8419, MOKGANEDI TLHABANELLO STREET, KATUTURA, WINDHOEK, KROMAS REGION, NAMIBIA
DATE OF BIRTH: 02 OCTOBER 1993
DATE OF DEATH: 24 MAY 2021
NAME OF EXECUTOR: MARTHA HIPKURUKA ZEMBURUKA
AGENT FOR THE EXECUTOR PACK AND COMPANY INCORPORATED SUITE 110 FIRST FLOOR 194 MBURUMBA KERINA STREET TRANS NAMIB BUILDING WINDHOEK NAMIBIA
Kindly, cause this advertisement to be published in the newspaper on Friday, 10th September 2021.

CHANGE OF SURNAME
THE ALIENS ACT, 1937
NOTICE OF INTENTION OF CHANGE OF SURNAME
I, IYI, METTE ROHN VON KOEHN residing at L and carrying on business / employed as (2) PENSIONER/ GUEST/ ARS DUSTERBROOK, WINDHOEK, P O BOX 879 4, intend applying to the Minister of Home Affairs for authority under section 9 of the Aliens Act, 1937, to assume the surname VON KOEHN for the reasons that (3) OF MY FIRST NAME HAVE BEEN EXCHANGED, I previously bore the name(s) IYI METTE ROHN VON KOEHN. I intend also applying for authority to change the surname of my child(ren) IYA (3) to VON KOEHN. Any person who objects to my/our assumption of the said surname of VON KOEHN should as soon as may be lodge his/her objection, in writing, with a statement of his/her reasons therefor, with the magistrats of WINDHOEK 24 AUGUST 2021

EMPLOYMENT
VACANCY
Voll Investment CC is a registered Close Corporation. We specialise in Engineering civil works, Supply and delivery Sales, Road Construction and Transportation and manufacturing among others.
Voll Investment hereby invites qualified, dynamic and suitable candidates to apply for a position of Supply Chain Manager
Requirements:
• Bachelors of commerce retail and logistics management honours degree with equivalent experience.
• Must have market research experience in order to coordinate sourcing and procurement of best materials and supplies needed to meet changing demand.
• 5+ years experience in Research related field.
• 5+ years of experience in managerial position.
• Good communication skills and relations with working with foreign companies.
• Experience in strategizing and negotiating with suppliers and vendor in order to acquire the most cost-effective deals and reduce procurement expenses.
• Proven experience managing supply chain operations.
• Code B drivers licence will be an added advantage.
Interested persons meeting the requirement should email their application letter a detailed CV zipped relevant qualifications to VollInvestmentCC@gmail.com. All documents should be in PDF and Zipped in one Folder.
Enquiries: Erastus 0816051926
Closing date: 10th September 2021

EMPLOYMENT
NORTHGATE TECHNICAL COLLEGE PRINCIPAL TEACHER VACANCY
Applications are invited for a post of Principal at NORTHGATE TECHNICAL COLLEGE.
Required skills:
• Candidates must be versate in administration and academics.
• At least two years' experience as a Principal or Head of Centre in Namibia.
• Candidate must also have at least 3years experience of teaching biology grade 12.
Required Qualifications:
• Certificate in education.
• Bachelor's degree in biology or biology related subject.
NB Foreigners must have a valid passport.
Send your CV via email to northgatecc@gmail.com or submit your CV at school reception at Kwana Bot Complex, Room 8, Ondangwa.
Due date for submission CVs: 16 September 2021 at 3pm

EMPLOYMENT
THE CHIEF EXECUTIVE OFFICER
PO Box 41404
Henlles Bay
Municipal Council
Tel: 061 - 251189
Henlles Bay
Email: Bmutfaf@spc.com.na
Our Ref: HEN004
Stuberrauch Planning Consultants
S.P.C.

NOTICE OF INTENT TO APPLY FOR LAYOUT APPROVAL AND TOWNSHIP ESTABLISHMENT OMDL EXTENSION 8 AND 9, HENTLES BAY MUNICIPALITY
Notice is hereby given in terms of the Urban and Regional Planning Act, 2016 that Stuberrauch Planning Consultants cc has applied to the Henlles Bay Municipality and intends on applying to the Urban and Regional Planning Board on behalf of the Henlles Bay Municipal Council, the registered owners of Portion 92 of the remainder of Farm Henllesbaal Townlands No. 133 and Portion A/133 of the Remainder of Farm Henllesbaal Townlands No. 133 for the following:
• Layout approval and township establishment on Portion 92 of the Remainder of Farm Henllesbaal Townlands No. 133 to become known as Omdel Extension 8
• Subdivision of the Remainder of Farm Henllesbaal Townlands No. 133 and the Remainder of Farm Henllesbaal Townlands No. 133 into Portion A/133 of the Remainder of Farm Henllesbaal Townlands No. 133 and the Remainder of Farm Henllesbaal Townlands No. 133.
• Layout approval and township establishment on Portion A/133 of the Remainder of Farm Henllesbaal Townlands No. 133 to become known as Omdel Extension 9
• Inclusion of Omdel Extensions 8 and 9 in the next 5 year revision schama prepared for Henlles Bay Municipality.
Portion 92 of the Remainder of Farm Henllesbaal Townlands No. 133 and the proposed Portion A/133 of the Remainder of the Farm Henllesbaal Townlands No. 133 are located East of Omdel Extension 7 and MR0044 (C34) Road Authority road. The purpose of the subject application is to avail affordable land for the residents of Henlles Bay Municipal Council.
The Henlles Bay Municipal Council is desirous to create low cost Township establishment to be known as Omdel Ext 8 and 9 earmarked to decongest the informal settlement of Omdel Extension 6 known as Quasi.
Please further take note that:
a) The application, locality map and its supporting documents is open for inspection during normal office hours at the Henlles Bay Municipal Council (Town Planning office) and SPC Office, 45 Feld Street, Windhoek.
b) Any person objecting to the proposed layout approval and Township establishment Omdel Extension 8 and 9, as set out above may lodge such objection together with the grounds thereof, with the Henlles Bay Municipal Council and with the applicant (SPC) in writing before Wednesday, 13th October 2021.
Applicant: Stuberrauch Planning Consultants
The Chief Executive Officer
PO Box 41404
Henlles Bay
Municipal Council
Tel: 061 - 251189
Henlles Bay
Email: Bmutfaf@spc.com.na
Our Ref: HEN004
Stuberrauch Planning Consultants
S.P.C.

EMPLOYMENT
JINOHVRO NAMIBIA (PTY) LTD
JOB VACANCIES
Site Manager x 1
• At least 5 years construction working experience.
• Good communication in English and Chinese.
• Responsible for quality management and cost control on site.
Civil Engineer x 3
• At least 3 years' experience as a civil engineer.
• Degree in Civil Engineering.
• Management of construction and safety on site.
Electrical Engineer x 2
• At least 3 years' experience as an electrical engineer.
• Degree in electrical engineering.
• Knowledge of electrical installation, electrical maintenance and operation of electrical equipment.
Materials & Equipment Manager x 1
• At least 3 years' experience in material and equipment management.
• Civil, Electrical and Engineering Management related degree.
• Good communication in English and Chinese.
Duty Station: Windhoek, Oshakati
Only shortlisted candidates will be contacted, closing date is 16 September 2021, forward CV's to jinohvroma2021@gmail.com, contact number 061-255-515.

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PRIME HEALTH PHYSIOTHERAPY
is seeking the services of a qualified Physiotherapist with minimum four years' experience who is fully registered with Health Professions Council of Namibia. Preferably Namibian. Vacancy tenable at Zambezi region, Katima Mulilo.
Contacts: phealthphysio@gmail.com

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Contacts: phealthphysio@gmail.com



CLASSIFIEDS

Tel: (061) 208 0800/44

Fax: (061) 220 584

Email: classifieds@nepc.com.na

Notice

**REPUBLIC OF NAMIBIA
MINISTRY OF
INDUSTRIALIZATION AND
TRADE, LIQUOR ACT, 1938
NOTICE OF APPLICATION TO A
COMMITTEE IN TERMS OF THE
LIQUOR ACT, 1938
(Regulations 14, 26 & 33)**
Notice is given that an application
in terms of the Liquor Act, 1938,
particulars of which appear below,
will be made to the Regional Liquor
Licensing Committee, Region:
HARAP

- 1 Name and postal address of applicant.
- 2 Name of business or proposed business to which application relates.
- 3 Address/location of premises to which application relates.
- 4 Name and details of application.
- 5 Date of the court with whom application will be lodged.
- 6 Date on which application will be heard.
- 7 Date of meeting of Committee at which application will be heard.

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.

NOTICE

Please take note that Van Der Westhuizen Town Planning & Properties CC on behalf of the owners of Erf 9794, Extension 39, Swakopmund herewith intend to apply to the Municipality of Swakopmund for the following:

CONSENT TO OPERATE AND CONSTRUCT A "SERVICE STATION" ON ERF 9794, EXTENSION 39, SWAKOPMUND

Any person having any objection against such application should lodge their objection/s in writing within 14 days of the last publication to both the Chief Executive Officer of the Swakopmund Municipality and the applicant during normal business hours. Closing date for objections or comments is 24 September 2021.

Applicant: v/d Westhuizen Town Planning & Properties cc
Tel: 081 222 4661 / 081 244 4441
Email: andrew.namfu@gmail.com / vdw@vdm.com
P O Box 467 Swakopmund



Notice

NOTICE
Please take note that Van Der Westhuizen Town Planning & Properties CC on behalf of the owners of Plot 111, Swakopmund herewith intend to apply to the Municipality of Swakopmund for the following:

CONSENT TO CONSTRUCT 4 STAFF QUARTERS ON PLOT 111, SWAKOPMUND

Any person having any objection against such application should lodge their objection/s in writing within 14 days of the last publication to both the Chief Executive Officer of the Swakopmund Municipality and the applicant during normal business hours. Closing date for objections or comments is 24 September 2021.

Applicant: v/d Westhuizen Town Planning & Properties cc
Tel: 081 222 4661 / 081 244 4441
Email: andrew.namfu@gmail.com / vdw@vdm.com
P O Box 467 Swakopmund

NOTICE

Please take note that Van Der Westhuizen Town Planning & Properties CC on behalf of the owners of Plot 111, Swakopmund herewith intend to apply to the Municipality of Swakopmund for the following:

CONSENT TO OPERATE A "TOURIST ESTABLISHMENT" AND A "TOURIST FACILITY" ON PLOT 111, SWAKOPMUND

Any person having any objection against such application should lodge their objection/s in writing within 14 days of the last publication to both the Chief Executive Officer of the Swakopmund Municipality and the applicant during normal business hours. Closing date for objections or comments is 24 September 2021.

Applicant: v/d Westhuizen Town Planning & Properties cc
Tel: 081 222 4661 / 081 244 4441
Email: andrew.namfu@gmail.com / vdw@vdm.com
P O Box 467 Swakopmund



Notice

NOTICE
Take notice that HARMONIC TOWN PLANNING CONSULTANTS CC, Town and Regional Planners, on behalf of the owner of the respective erf, intends to apply to the Rehoboth Town Council and the Urban and Regional Planning Board for the:

*** Subdivision of Erf No. Rehoboth Extension 2 307 into Portion A, B, and the Remainder; and**

*** Rezoning of Portion A and B to Single Residential with a density of 1:300; and**

*** Rezoning of Portion A and B to Single Residential with a bulk of 1.0; and**

*** Consent to commence with the development of Erf No. Rehoboth Extension 2 307 while the rezoning is in progress.**

Sufficient parking for the proposed residential development will be provided for in accordance with the requirements of the Rehoboth Town Planning Amendment Scheme.

Further take notice that the plan of the Erf lies for inspection on the town planning notice board at the Rehoboth Town Council office and at Harmonic Town Planning Offices, 76B Pasture Street, Windhoek West.

Further take notice that any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with the Rehoboth Town Council office and with the Applicant in writing within 14 days of the last publication of this notice (final date for objections is 17 September 2021).

**Contact: Harold Kisting
Harmonic Town Planning Consultants CC
Town and Regional Planners
P.O. Box 3216 Windhoek
Cell: 081 127 5879
Fax: 086646401
Email: hkisting@namibnat.com**



Notice

INVITATION TO PUBLIC PARTICIPATION MEETING

ENVIRONMENTAL IMPACT ASSESSMENT AND ENVIRONMENTAL MANAGEMENT PLAN FOR THE DEVELOPMENT OF A FUEL RETAIL FACILITY AT SANGWALI VILLAGE, ZAMBEZI REGION

Notice is hereby given to all Interested & Affected Parties (I&APs) that an application will be made to the Environmental Commissioner in terms of Environmental Management Act (No. 7 of 2007) and its Regulations of 2012 for the following intended activity.

Project Name: Development of a fuel retail facility at Sangwali village

Project Location: Sangwali Village, Zambezi region

Project Description: The proposed development will involve the construction of a fuel retail facility at Sangwali Village in the Jueda Lyabuloma Constituency.

Proponent: Mr. Mushili Mukwame
Environmental Consultant: Regina Mwinga

All Interested & Affected Parties are encouraged to register and raise concerns or provide comments and opinions. All Interested & Affected Parties will be provided with a Background Information Document (BID) comprising of detailed information for the intended activity. A public participation meeting on the intended development will be held at:

Venue: Sangwali village
Date: 17 September 2021
Time: 09H00-11:00

Should you wish to register as an Interested & Affected Party and receive a BID, please contact Regina Mwinga at 0810401082, mwlingar@gmail.com or Esme Hooses at 0816615973, esmeroshane@gmail.com

Deadline for comments: 30 September 2021



Notice

THREE STOREY DWELLING UNIT

Take notice that the owner, Mr. David Halcinge Hakonda, P. O. Box 25725 Windhoek, intends to apply to the Windhoek Municipal Council for the erection of a three-storey residential building on Erf 1663, Township: Rocky Crest, Extension 4, 2nd street. Erf 1663 is zoned Residential with a density of 1:300m².

The proposed development will enable the owner to erect a three-storey residential building.

The owner's current intentions are to erect and use the building solely for residential purposes.

Further take notice that the plan of the Erf lies for inspection with the town planning counter in the Customer Care Center, Main Municipality Offices, Rev. Chack Scott Street, Windhoek.

Further take notice that any person objecting to the proposed building as set out above may lodge such objection together with the grounds thereof, with the City in writing within 14 days of the last publication of the notice (Final date for objections is 23rd September, 2021.)

*** CHANGE OF SURNAME - THE ALIENS ACT, 1937**
NOTICE OF INTENTION OF CHANGE OF SURNAME

I (1) DIANA JESUS MACHADO residing at 3B SCHWABE STREET, KLEIN WINDHOEK and carrying on business / employed a (2) A CANDIDATE LEGAL PRACTITIONER AT TRIBIER, GUARNEY AND PEFFER ATTORNEYS intend applying to the Minister of Home Affairs for authority under section 9 of the Aliens Act, 1937, to assume the surname JESUS MACHADO VIVO for the reasons that (3) I WOULD LIKE TO ASSUME MY HUSBAND'S SURNAME WITHOUT REMOVING MY MAIDEN SURNAME, AS IS COMMON WITH MY PORTUGUESE HERITAGE. I previously bore the name(s) DIANA JESUS MACHADO (4) I intend also applying for authority to change the surname of my wife and minor child(ren) Any person who objects to my/our assumption of the said surname of JESUS MACHADO VIVO should as soon as my be lodge his/her objection, in writing, with a statement of his/her reasons thereof, with the magistrate of

WINDHOEK
16-08-2021

*** CHANGE OF SURNAME - THE ALIENS ACT, 1937**
NOTICE OF INTENTION OF CHANGE OF SURNAME

I (1) SHEFELENI NAWA POMWENE residing at OKANDJENGEDI-EAST 288, OSIKHATI and carrying on business / employed a (2) LEARNER intend applying to the Minister of Home Affairs for authority under section 9 of the Aliens Act, 1937, to assume the surname JOSEPH for the reasons that (3) SHEFELENI IS MY FATHER'S FATHER. I WANT TO MOVE TO MY FATHER'S SURNAME WHICH IS JOSEPH. I previously bore the name(s) (4) SHEFELENI NAWA POMWENE I intend also applying for authority to change the surname of my wife and minor child(ren) Any person who objects to my/our assumption of the said surname of JOSEPH should as soon as my be lodge his/her objection, in writing, with a statement of his/her reasons thereof, with the magistrate of

WINDHOEK
28-08-2021

Notice

*** CHANGE OF SURNAME - THE ALIENS ACT, 1937**
NOTICE OF INTENTION OF CHANGE OF SURNAME

I (1) SALUBILA HAMASIKU residing at OTJOMBE, ERF 3694, KHOMAS APARTMENTS and carrying on business / employed a (2) STUDENT intend applying to the Minister of Home Affairs for authority under section 9 of the Aliens Act, 1937, to assume the name(s) (4) SALUBILA I intend also applying for authority to change the surname of my wife and minor children. Any person who objects to my/our assumption of the said surname of SALUBILA should as soon as my be lodge his/her objection, in writing, with a statement of his/her reasons thereof, with the magistrate of

WINDHOEK
9-08-2021

*** CHANGE OF SURNAME - THE ALIENS ACT, 1937**
NOTICE OF INTENTION OF CHANGE OF SURNAME

I (1) ELIA MUATUMBULANGE MANGA residing at 15 TOBIAS HAHYOKO STREET, VITEFA SWAKOPMUND, REPUBLIC OF NAMIBIA and carrying on business / employed a (2) W/A PENSIONER intend applying to the Minister of Home Affairs for authority under section 9 of the Aliens Act, 1937, to assume the surname MUATUMBULANGE- MANGA for the reasons that (3) MY PARTNERAL FAMILY DOES APPEAR ON ALL MY DOCUMENTS I.E. BAPTISM CARD, SCHOOL REPORTS, CERTIFICATES AND DEGREE QUALIFICATIONS, HOWEVER ON APPLYING FOR AN A BRIDGE CERTIFICATE OF REGISTRATION OF BIRTH 407213 AT THE TIME I FAILED TO SUBMIT IT FOR INCLUSION AS PART OF MY CERTIFICATE. I CARRIES THE DOUBLE-BARREL SURNAME, MUATUMBULANGE-MANGA. I previously bore the name(s) THERE HAS BEEN NO CHANGE TO MY SURNAME ELIA MUATUMBULANGE MANGA (4) I intend also applying for authority to change the surname of my wife. THERE WILL BE NO NEED BECAUSE SHE IS REGISTERED: ELIZABETH DE MUHENUA MUATUMBULANGE-MANGA and minor child(ren) N/A Any person who objects to my/our assumption of the said surname of MUATUMBULANGE-MANGA should as soon as my be lodge his/her objection, in writing, with a statement of his/her reasons thereof, with the magistrate of

WINDHOEK
20-09-2021

NOTICE TO CREDITORS AND DEBTORS IN DECEASED ESTATES.

Estate of the Late: JACOBUS PETRUS ZAAHL
Estate Number: E 102/2021
Date of Birth: 25 DECEMBER 1935
Date of Death: 10 JUNE 2019
Last Address: ERF NO. REHOBOTH A 251
At persons having claims against the estate specified above, are called upon to lodge their claims with the Executor concerned within a period of 30 (thirty) days from the date of publication hereof.
INGRID CELESTE FERIS
Agent for Executors
VT VAN WYKATTORNEY'S
HEBRON HOUSE
PLOT 123, BLOCCA
P O BOX 453
REHOBOTH
TEL: 062-523337

Notices

NOTICE
ARIS TOWN PLANNING SCHEME

Take notice that the owner of the Remainder of Portion 1 of the Farm Gross Haglamas No. 447, The Trustees for the time being of the Van Der Walt Investment Trust, intends to apply to the Windhoek Municipal Council for:

Development of Remainder of Portion 1 of the Farm Gross Haglamas No. 447

The Remainder of Portion 1 is located to the south of Windhoek opposite Omeya Golf Estate on the eastern side of the National B1 Road between Rehoboth and Windhoek. The portion is bordered on the western and northern sides by the National B1 Road and on the eastern side by the Remainder of Gocheganas No 26, while the Remainder of Portion 2 of the Farm Gross Haglamas No 447 and Farm Kranseun No 219 is located on the southern boundary of the Portion.

The Remainder of Portion 1 is zoned rural residential with an approved consent for a Nature Estate in terms of the Aris Farm town planning scheme and is 778, 8482 hectares in extent.

The intention is to create a small business centre including a service station that will serve the surrounding area and developments of Omeya. Out of Nature and several residential developments in development further to the south while the approved nature estate consent will be accommodated on the southern part of the Remainder. The proposal is therefore to subdivide the Remainder of Portion 1 into 5 Portions and the Remainder and to rezone proposed Portions 2 from "Rural Residential" to "Service Station" and Portions 3 and 4 to "Business" with a bulk of 1. Portion 1 will remain rural residential and Portion 5 will remain Nature Estate as per current approved consent use.

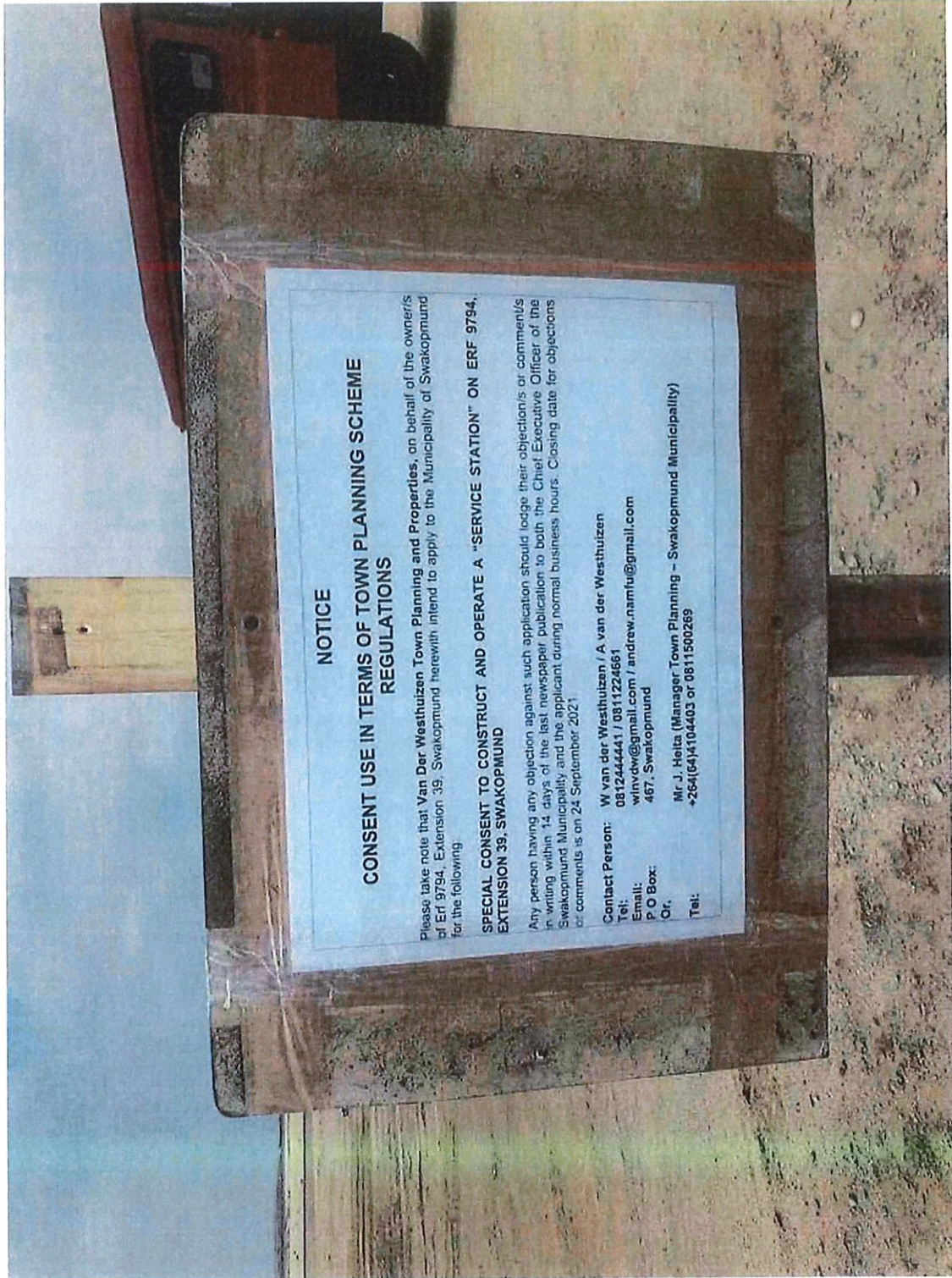
This requires a development application (subdivision into 5 Portions and Remainder and Rezoning of Portions 2, 3 and 4) as indicated to the Windhoek Municipal Council.

Further take notice that the plan of the proposed development lies for inspection on the Town Planning Notice Board at the Customer Care Center, Main Municipality Offices, Rev. Michael Scott Street, Windhoek.

Any person objecting to the proposed use of the Portion as set out above, may lodge such objection, together with grounds thereof, with the City and with the applicant in writing within 14 days of the last publication of this notice.

The final date for objections is 24 September 2021.

APPLICANT:
WSTRPC
P O Box 31761
Windhoek
Email: wstrpc@gmail.com
Tel: +264 81 129 3070



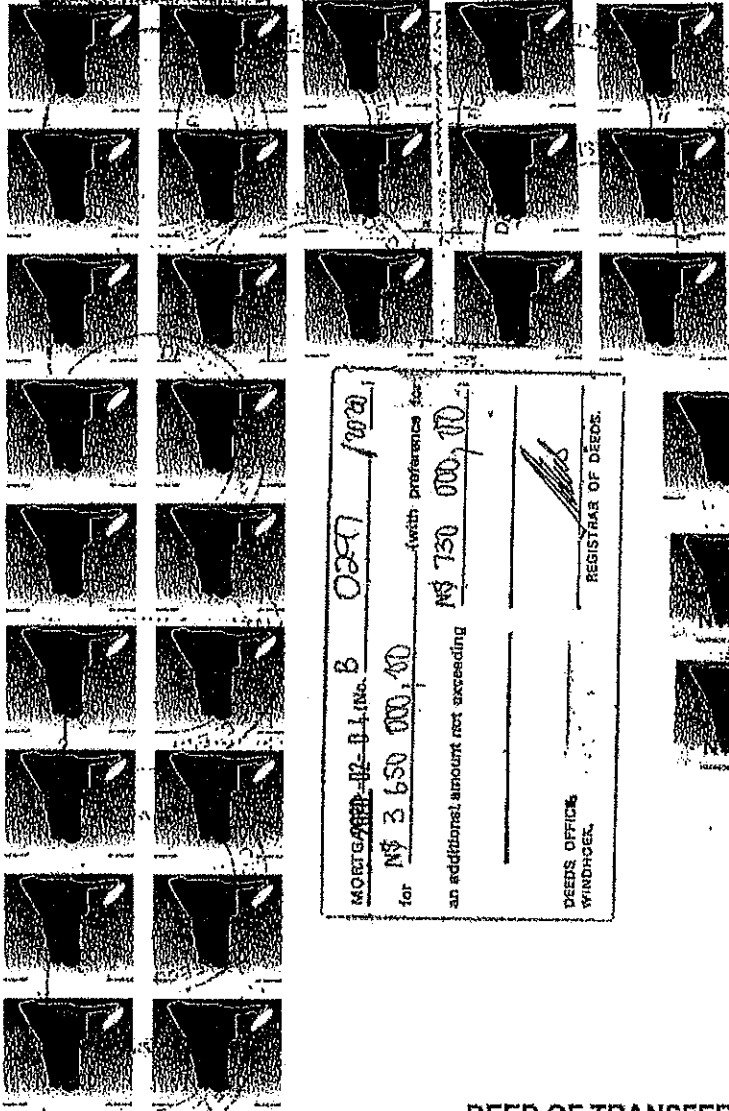
2020-01-28

T 0340 / 2020

DEED OF TRANSFER

ENGLING, STRITTER & PARTNERS
Attorneys, Notaries and Conveyancers
P.O. Box 43
12 Love Street
WINDHOEK

CB/sa K 210956



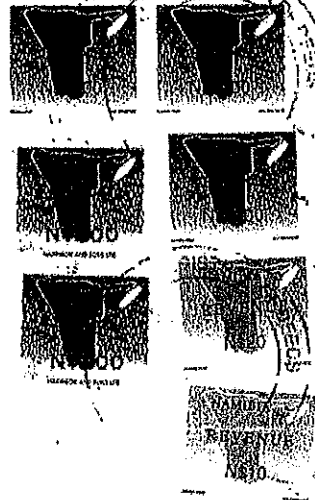
Prepared by me

CONVEYANCER
BEZUIDENHOUT C

MORTGAGE - 12 - J.L.No. B 0387 / 2020
 for N\$ 3 650 000,00 (with preference for N\$ 750 000,00)
 an additional amount not exceeding

DEEDS OFFICE
WINDHOEK

REGISTRAR OF DEEDS.



DEED OF TRANSFER

T 0340 / 2020

BE IT HEREBY MADE KNOWN:

THAT ~~CLIFFORD BEZUIDENHOUT~~ HEIKO WILFRIED STÄTTER appeared before me, Registrar of Deeds, at Windhoek he, the said appearer, being duly authorised thereto by a Power of Attorney granted to him by

THE TRUSTEES FOR THE TIME BEING OF BLOCK NINE ENDOWMENT TRUST

Registration Number T 249/14

dated the 5 day of NOVEMBER 2019 and signed at SWAKOPMUND,

AND the said appearer declared that his said Principal had truly and lawfully sold on 11 JUNE 2018

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

MICHAEL CHRISTIAAN LUDEKE

Identity Number 851127 10180

Married out of community of property

His Heirs, Executors, Administrators or Assigns,

CERTAIN ERF NO 9794 SWAKOPMUND
(EXTENSION NO 39)

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

EXTENT 4468 (Four Thousand Four Hundred Sixty Eight) SQUARE METRES

FIRST transferred and still held by Deed of Transfer No T 7299/2019 with General
Plan S.G. No A338/2018 relating thereto

SUBJECT to the following conditions in terms of the Town Planning Ordinance No 18 of
1954 as amended, namely:

IN FAVOUR OF THE LOCAL AUTHORITY

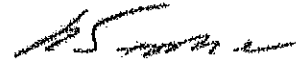
- a) The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Swakopmund Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954)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



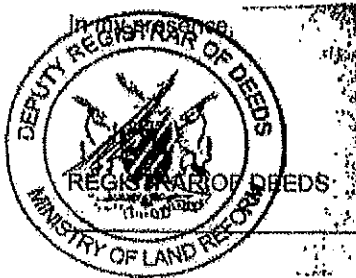
WHEREFORE the appearer, renouncing all the rights and title which the TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge it to be entirely dispossessed of, and disentitled to the same and that, by virtue of these presents, the said TRANSFEREE, His Heirs, Executors, Administrators, or Assigns, now is and henceforth shall be entitled thereto conformably to local custom, the State, however, reserving its rights; and finally, acknowledging that the purchase price is the sum of N\$3 642 040,20.

2020 -07- 0 4

SIGNED at WINDHOEK, on
together with the appearer, and confirmed with my seal office.



SIGNATURE OF APPEARER





Jan
Olivier & Co.
Legal
Practitioners

Jan Hermanus Olivier BA LLB
Assisted by
Robert Pohl BA LLB

Authorised and regulated by the Law Society of Namibia

131 Sam Nujoma Avenue
PO Box 597, Walvis Bay, Namibia
Tel: +264-64-20-7871/2
Fax: +264-64-207873

Corporate & Litigation Departments (Fax): +264-64-20-7873
Accounts Department (Fax): +264-64-20-7873
E-mail: JHO.Secretary2@janolivierco.com

24 September 2021

Ref: JHO/pb/AND14/0001

Your Ref:

**THE CHIEF EXECUTIVE OFFICER
SWAKOPMUND TOWN COUNCIL
P.O. BOX 53
SWAKOPMUND
NAMIBIA**

PER E-MAIL: swkmun@swkmun.com.na

And

**THE TOWN PLANNING OFFICER
SWAKOPMUND TOWN COUNCIL
P.O. BOX 53
SWAKOPMUND
NAMIBIA**

PER E-MAIL: jheita@swkmun.com.na

FOR ATTENTION: MR. HEITA

And

**MR. W. VAN DER WESTHUIZEN AND MR. A. VAN DER WESTHUIZEN
P. O. BOX 467
SWAKOPMUND
NAMIBIA**

PER E-MAIL: Andrew.namfu@gmail.com
winvdw@gmail.com

Dear Sirs,

CONSENT USE APPLICATION TO OPERATE A "SERVICE STATION" ON ERF 9794 EXTENSION 39 SWAKOPMUND

We act on instructions of:-

1. Andrico Investments Number Thirteen CC;
2. Sandra Mendes, and;
3. Pieter Alchin.

Our client Andrico Investments Number Thirteen CC (Andrico) owns Erf 5891 and Erf 4514 Swakopmund.

Our client Sandra Mendes is due to commence conducting a retail fuel establishment, in terms of a retail licence already issued on 07 August 2020 at erf 5891 Swakopmund and our client Pieter Alchin conducts such an establishment on erf 4514 Swakopmund.

All our clients are materially interested in the outcome of the consent use application to conduct a "service station" on erf 9794 Extension 39 Swakopmund, which at a stage was advertised for objection by way of a notice board on the site (picture attached), calling for objections if any, to be lodged on or before 24 September 2021. At 18h00 on Wednesday, 22 September 2021 and again at 18h30 on 23 September 2021 no such board was present on the site.

Insofar as the absence of such notice board constitutes an irregularity such irregularity, is not condoned and no rights are waived in respect thereof.

Subject to the constraints imposed by the limited information availed to us at our request addressed to Mr. Heita early yesterday, personally by Mr. Pohl of our Swakopmund offices, and by the writer telephonically to Mr. Andrew Van Der Westhuizen telephonically and a much

helpful response received from Mr. Stewart of Stewart Town Planning in Walvis Bay on 23 September 2021, we record that our clients object against the consent use application.

Comprehensive objections will be lodged once full disclosure of the records have been obtained to review the history and apparent irregular circumstances under which the subject property was transferred, approved for rezoning and included in Scheme 69 (which awaits final approval).

On the facts and sequence of events disclosed to us, it appears that the process was tainted with irregularity. We are instructed to investigate this process and also to cause it to be investigated by the appropriate authorities.

Yours faithfully,


JAN OLIVIER & CO - WALVIS BAY
J H OLIVIER

00721

Serial: TDGPhF721



**REPUBLIC OF NAMIBIA
MINISTRY OF ENVIRONMENT, FORESTRY AND TOURISM**

OFFICE OF THE ENVIRONMENTAL COMMISSIONER

ENVIRONMENTAL CLEARANCE CERTIFICATE

ISSUED

In accordance with Section 37(2) of the Environmental
Management Act (Act No. 7 of 2007)

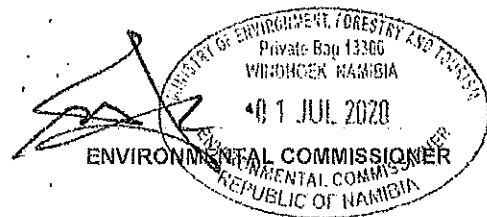
TO

Swakopmund Service Station CC
P. O. BOX 1423, Swakopmund

TO UNDERTAKE THE FOLLOWING LISTED ACTIVITY

**Establishment of a New Service Station at Ocean View Extension 39 in
Swakopmund, Erongo Reion**

Issued on the date: 2020-06-28
Expires on this date: 2023-06-28



(See conditions printed over leaf)

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Jan
Olivier & Co.
Legal
Practitioners

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Assisted by
Robert Pohl BA LLB

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Authorised and regulated by the Law Society of Namibia

01 March 2022

Ref: JHO/pb/AND14/0001

Your Ref:

**THE CHIEF EXECUTIVE OFFICER
SWAKOPMUND TOWN COUNCIL
P.O. BOX 53
SWAKOPMUND
NAMIBIA**

PER E-MAIL: swkmun@swkmun.com.na

And

**THE TOWN PLANNING OFFICER
SWAKOPMUND TOWN COUNCIL
P.O. BOX 53
SWAKOPMUND
NAMIBIA**

PER E-MAIL: jheita@swkmun.com.na

FOR ATTENTION: MR. HEITA

Dear Sirs,

OUR CLIENTS: ANDRICO INVESTMENTS NUMBER THIRTEEN CC, SANDRA MENDES AND PIETER ALCHIN

RE: CONSENT USE APPLICATION TO OPERATE A "SERVICE STATION" ON ERF 9794 EXTENSION 39 SWAKOPMUND

We refer to our letter of 24 September 2021 and e-mail of 01 February 2022.

Our clients instructed us to have the history of Erf 9794 extension 39 Swakopmund investigated and in particular how the transfer of this property was achieved from the developer to Mr. Ludeke who then applied for the property to be rezoned and how his application got approved and incorporated into scheme 69 which awaits final approval from the minister.

Furthermore we were instructed to similarly investigate the degree of compliance or not of the consent use application currently serving before council.

We instructed Urban Green CC to conduct the investigation and have received their report, which is enclosed hereto, coupled with annexures.

Our clients object against the consent use application on the basis of the attached report.

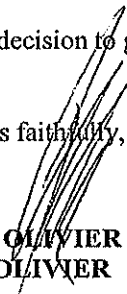
The consent use application relies on a sketch plan illustrating a traffic circle which does not exist and would not be able to be constructed from funds generated from betterment levies.

We enclose hereto a costing that was done in respect of such traffic circle at the request of our clients, for your consideration.

Kindly acknowledge receipt and confirm that our clients' objections will be presented for consideration in time.

Any decision to grant consent rights will be taken on judicial review.

Yours faithfully,


JAN OLIVIER & CO – WALVIS BAY
J H OLIVIER

Also offices in Swakopmund

1 Café Treff Plaza, PO Box 2303, Tel: +264-64-400942/3, Fax: +264-64-400960, e-mail: Robert.Pohl@janolivierco.com

URBAN Green cc

Town and Regional Planning Consultants
Environmental Management Consultants



1 March 2022

Jan Olivier & Co. Legal Practitioners
PO Box 597
Walvis Bay

Att.: Mr. J. Olivier

REZONING OF ERF 9794, EXTENSION 39, SWAKOPMUND

Urban Green cc has been asked by Jan Olivier & Co. Legal Practitioners to review the consent use application for a service station at Erf 9794, Extension 39, Swakopmund (Annexure A), which was submitted by Van der Westhuizen Town Planning & Properties on behalf of Mr. Michael Ludeke.

The purpose of this review was to evaluate the correctness of the legal process followed by Van der Westhuizen Town Planning & Properties.

For this purpose various documents as listed in the Annexure list was reviewed, as well as the general Town Planning Scheme of Swakopmund, Scheme No. 35.

Considering the fact that the consent right applied for is subject to completion of the rezoning process of Erf 4794, Ext. 39, SWK, this evaluation was done on both the consent application (dated 4 November 2021 vd Westhuizen Town Planning & Properties) and the rezoning application (June 2018 & Nov. 2019 vd Westhuizen Town Planning & Properties) of which a copy of Van der Westhuizen Town Planning & Properties' rezoning application was not available to date.

This report presents the findings and comments up to the date as presented above.

General:

In summary -

1. The fact that the rezoning process applicable to Erf 4794, Ext. 39, SWK has not been completed, as Scheme No. 69 has not been gazetted, means that the zoning of 'general business' does not exist yet, which again results in the consent application for service station to the 'general business' zoning not being legally possible. Until the day that Scheme No. 69 has been gazette, the zoning of Erf 4794, Ext. 39, SWK remains 'general residential' to which consent for a 'service station' is not possible, as per Table B of the Swakopmund Town Planning Scheme. From the discussions with both the Swakopmund Town Council and the Secretariat of the Urban and Regional Planning Board, there is confusion to who is responsible to place the notice of approval from the Minister of the Ministry of Urban and Rural Development within the Government Gazette (Annexure B). There also seem to be some irregularities

REZONING & CONSENT APPLICATIONS FOR ERF 9794, EXTENSION 39, SWAKOPMUND

with respect to certain processes that was followed or not followed, which no one at the Secretariat of the Urban and Regional Planning Board is able to clarify (Annexure C).

2. The letter of notice from vd Westhuizen Town Planning & Properties to the neighbors for both the rezoning process (2018) and the consent application process (2021) did NOT present the full picture and extent of the intended development, especially during the consent process (2021), considering that development site plan Drawing Number 20-19-001 (5 July 2021) was available at the time of the consent application process. The fact that vd Westhuizen Town Planning & Properties referred to 'service station' only in the letter of notice to the neighbors and did not provide a full description of the development, while the information was available can be considered as misleading and not in line with the guidelines of the Swakopmund Town Planning Scheme (*The applicant shall lodge with the Council satisfactory proof that the neighbours as described above have been duly informed of his/her intention and that the nature of the intention was adequately explained*). A letters of notice for both the rezoning process (2018) and the consent application process (2021) is attached as Annexure D.
3. Given the difference in postal addresses between what was provided by the Swakopmund Town Council (Annexure F) to our office and that what was used by vd Westhuizen Town Planning & Properties (Annexure G) during the consent application process 2021, it can be argued that Mr. E. Meyer was never consulted and should be given the opportunity to comment as per the requirements of the Swakopmund Town Planning Scheme. The fact that Mr. E. Meyer, the owner of Erf 9795, Mr. R. van Wyk the owner of Erf 4294, Mrs. J.E. Parreira, the owner of Erven 4295 & 4296, was never consulted (see email attached as Annexure E), holds argument that the requirements of the Swakopmund Town Planning Scheme was NOT correctly followed, i.e. an abutting neighbor was not informed.
4. Given that vd Westhuizen Town Planning & Properties did not confirm ownership of neighboring property owners during his consent application process (2021), Mrs. J.E. Parreira, who became the owner of Mr. J.B. Slinger's property, was never consulted and requested for input on the intended consent use. Considering the list of owners to who registered letters was send by vd Westhuizen Town Planning & Properties and the list received from the Swakopmund Town Council (Annexure G), it is assumed that there has been a changed in ownership as the names of J.B. Slinger and L.S. Migliette does not appear on the list received from the Swakopmund Town Council. A change in ownership from Mr. J.B. Slinger to Mrs. J.E. Parreira was confirmed via verbal discussion with Mrs. J.E. Parreira, the exact erf number still to be confirmed. It is thus evident that vd Westhuizen Town Planning & Properties made use of exactly the same neighbors details as per his 2018 rezoning process, without confirming correct neighbor details. The fact that Mrs. J.E. Parreira was NOT consulted during the consent application process (2021) results in the fact the correct procedure as per the Swakopmund Town Planning Scheme was not followed.

REZONING & CONSENT APPLICATIONS FOR ERF 9794, EXTENSION 39, SWAKOPMUND

5. The matter with regards to the rezoning (Council Item C/M2019/11/28, Annexure H) first be turned down and then recommended for approval by means of a simple instruction *'That the access to the service station be determined by the Acting General Manager: Community Development Services at a safe distance from the main road'*, is surprising and somewhat against acceptable engineering/town planning principles, i.e. *'Regrettably, both Ernest Konnecke and Henties Bay Road are major arterial streets where direct access is prohibited'* - Council Item C/M2019/11/28. If such a safe distance was set by the Acting General Manager: Community Development Services is not known and to what extend the Acting General Manager: Community Development Services is qualified to make a decision on such a matter that holds serious safety implications is also questioned. Such an important design decision should be made with the input and study from a qualified and well experienced traffic engineer. This matter should be taken-up with the General Manager: Community Development Services.
6. vd Westhuizen Town Planning & Properties on several available opportunities does not present the complete and full proposed development, i.e. public consultation communication to neighbors and to the Swakopmund Town Council. Have a site development plan available from June 2021, before public consultation in September 2021 and his consent application with Town Council, it would have been expected to present the full and complete development. Information on the OK Foods, the planned extension eastwards into Daniel Kambo Street and westwards into public open space (Erf 9806) is all withheld. It can only be assumed that this information was withheld as the development as presented on Drawing Number 20-19-001 (Annexure J) would not have been welcomed by the surrounding residents nor the Town Council.
7. Considering the extreme change in character that will be brought about the rezoning for purpose of service station, the Swakopmund Town Council should have acted in the interest of their Tax Payers by applying their own town planning scheme and requested a much larger public consultation. *'Council may, if it is of the opinion that any erf owner who may be affected has not been notified, at its or their sole discretion, require the applicant to notify such an owner in the same manner as prescribed for abutting owners'*.
8. From Council Item (C/M2019/11/28) it is evident that the Swakopmund Town Council failed to apply clause 6.1.3 in the evaluation of the requested rezoning of Erf 4794, Ext. 39, SWK.

Clause 6.1.3 In considering such applications, regard shall be had to the question whether the proposed new zoning or consent use for the land or building or the proposed building is likely to match the character of the neighbourhood, including marring, due to the emission of smoke, fumes, dust, noise or smells.

Considering the township layout of Extension 39, no provision has been made for a business like erf towards the south-eastern part, which can be argued, was purposefully done and kept residential (medium to high density). The character of

REZONING & CONSENT APPLICATIONS FOR ERF 9794, EXTENSION 39, SWAKOPMUND

the township is thus one of a residential nature. The character of the neighborhood, especially that of the south-eastern part surrounding Erf 4794 will be changed from tranquil residential to a busy business with a light industrial look and feel (i.e. character).

Rezoning Process:

The comments below are based on the Swakopmund Municipal Council Meeting Item C/M2019/11/28 (Annexure H).

A: Safe Distance

1. From Council Item (C/M2019/11/28) Part A, the rezoning was correctly not supported due to traffic safety concerns, yet Part B of the same Item approves the rezoning stating *'That the access to the service station be determined by the Acting General Manager: Community Development Services at a safe distance from the main road'*.
2. The Council Item (C/M2019/11/28) states that access from both Ernest Konnecke and Henties Bay Road is prohibited, due to traffic safety concerns. It is assumed that this comment must have been made by the Town Engineer, which is 100% correct as the township layout within which Erf 4794 is located was never design for any activity to obtain access from either Ernest Konnecke or Henties Bay Road. Both townships located on both sides of Ernest Konnecke Road faces away from the mentioned roads and obtain access from internal streets. Neither Ernest Konnecke Road nor the intersection with Henties Bay road was designed for direct access to and from any development, let alone from a service station development, which is considered an activity attracting high volumes of traffic for obvious reasons.
3. It can only be speculated to why and by who this recommendation of not supported was disputed in the Council Meeting, which resulted in a change from not supported to approved. Given the qualifications of the members of Council (i.e. political appointments), an informed decision on such an important engineering decision cannot be taken from within Council alone. Council can take a final decision on advice from a qualified technical member. The same goes for the competency of the Acting General Manager: Community Development Services, at the time. It is not known and to what extent the Acting General Manager: Community Development Services was/is qualified and competent to make a decision on such a matter that holds serious safety implications. Such an important design decision should have been made with the input and study from a qualified and well experienced traffic engineer.
4. At his point in time it cannot be confirmed if the Acting General Manager: Community Development Services have set a safe distance, what this safe distance is and if plans have been drawn-up to present this safe distance and accordingly approved or not by Council. More information and clarification on this should be requested from the Swakopmund Town Council via written communication.

REZONING & CONSENT APPLICATIONS FOR ERF 9794, EXTENSION 39, SWAKOPMUND

5. It is also not know at this point if the Owner (i.e. Michael Christiaan Ludeke) has submit a site plan/building plans indicating this safe distance with the Swakopmund Town Council for approval or not. More information and clarification on this should be requested from the Swakopmund Town Council via written communication.

B. Rezoning Status – Scheme No. 69

1. From a verbal discussion between Mrs. Julia Bashir (Urban Green cc) and Ms. Nazima Khoja (Control Administrative officer) from the Secretariat of the Urban and Regional Planning Board on 18 February 2022, Swakopmund Scheme No. 69, which contains the rezoning of Erf 4794, Ext. 39, was recommended for approval by the Urban and Regional Planning Board on their meeting dated 21 October 2021, but not advertised in the Government Gazette yet. Neither the Swakopmund Town Council nor the Secretariat of the Urban and Regional Planning Board could confirm a date. From the attached email communication (Annexure C) there seems to be confusion to who is responsible for the placement of the notice of approval in the Government Gazette.
2. From the communication with the Secretariat of the Urban and Regional Planning Board it was confirmed that objections were submitted against Scheme No. 69 (see attached Item 135/2021, Annexure C3), but the objections itself could not be located. From the attached Item, the Scheme was deferred to a Hearing Committee, which according to Ms. Renalde Booysen Ms. Renalde Booysen (Senior Administrative Officer) and Ms. Nazima Khoja, (Control Administrative officers from the Secretariat of the Urban and Regional Planning Board), never took place. It is also not know to the mentioned Control Administrative officers on what bases and by whose decision Scheme No. 69 served on the Urban and Regional Planning Board meeting of 21 October 2021 without serving on the recommended Hearing Committee. More information and clarification on this should be requested from the Secretariat of the Urban and Regional Planning Board.
3. With Scheme no. 69 not been gazette, the rezoning process has legally not been completed and Erf 4794, Ext. 39, SWK is technically still zoned 'general residential'. The remaining steps to follow is merely a rubber stamp process and it can thus be expected that Swakopmund Scheme No. 69 be published in the Government Gazette any time soon (usually on the 15th or 1st of a month). As mentioned (point B.1 above) there seems to be confusion to who is responsible for the placement of the notice of approval in the Government Gazette.
4. This implies that Swakopmund Municipal Council cannot make a formal decision on the consent use for service station, as Erf 4794, Ext. 39 remains 'general residential' until such time as Scheme No. 69 has been advertised in the Government Gazette, which at this point in time is unknown.

C. Public Consultation

1. The Council Item C/M2019/11/28 (Annexure H) does not include the entire application from vd Westhuizen Town Planning & Properties and can accordingly not

REZONING & CONSENT APPLICATIONS FOR ERF 9794, EXTENSION 39, SWAKOPMUND

the office of the Registrar of Deeds is recommended to confirm the ownership in question.

8. From the information available to us, the owner of Erf 9749, located opposite Erf 4794, was never consulted via written correspondence. Erf 9749 is registered in the name of Block Nine Endowment Trust, who used to own Erf 4794. It is thus assumed that verbal approval must have been given, however proof of consultation should be submitted along with the application to the Swakopmund Town Council (*The applicant shall lodge with the Council satisfactory proof that the neighbours as described above have been duly informed of his/her intention and that the nature of the intention was adequately explained – clause 6.2.1 Swakopmund Town Planning Scheme*), which was not done.
9. From the list of neighboring property owners presented as page 248 of Council Item C/M2019/11/28 (Annexure H), which is from vd Westhuizen Town Planning & Properties' application, five people were consulted. If considering the requirement from the Swakopmund Town Planning Scheme that '*all abutting neighbors, as well as neighbors across the street*' should be consulted, it can be argued that more than five surrounding erven qualify as 'abutting' and/or 'across the street'. Properties that should have been consulted as a minimum should have been Erven 4295, 4296, 4297, 4298, 9795 and 9749, which is six erven. Responsible and best professional practice would have been to also consult the owners of Erven 4294, 9793, 9762 and 9750. By consulting four more property owners would not have had any difference to the time and cost to the Project.
10. From the information received from the Swakopmund Town Council the owners' details (Annexure F) are the same as per the List of Registered Items Posted (page 248 of Council Item C/M2019/11/28 (Annexure H)). What remains to be confirmed is why Mr. R. Coetzee never received a notification letter, which can only be resolved by requesting information from Nampost on this registered items send.
11. The closing date for comments indicated in the printed media (Namib Times, 19 & 26 June 2018) was 10 July 2018, which is 14 days after the last notice (Clause 6.2.2 of Town Planning Scheme), while the letter addressed to the neighboring property owners send by vd Westhuizen Town Planning & Properties stated the closing date as 6 July 2018. The incorrect closing date was thus presented to the neighboring property owners and this can be argued as incorrect procedure and not in accordance with Clause 6.2.2 of Town Planning Scheme.
12. From the information presented in the letter addressed to the neighboring property owners (p. 247 of Council Item C/M2019/11/28), reference is made to rezoning for purpose of a 'service station'. No development proposal by means of a site plan was attached to the letter of notification. It can be argued that the letter from vd Westhuizen Town Planning & Properties did not present the full picture and extent of the intended development and can be considered misleading. If it was only the 'service station' that was intended at the time (2018), which escalated over time, then it can be argued that the rezoning of 2018 did not apply for all the other activities as

REZONING & CONSENT APPLICATIONS FOR ERF 9794, EXTENSION 39, SWAKOPMUND

be evaluated for correctness with reference to the public consultation process and content. A copy of this application should be requested from vd Westhuizen Town Planning & Properties and the Swakopmund Town Council.

2. Council Item (C/M2019/11/28) states that the rezoning was advertised in the printed media during June 2018, while the rezoning application was evaluated by the Swakopmund Town Council during November 2019, 17 months after the public consultation process took place. Given the time difference of 17 months, there is the possibility that ownership of the surrounding properties could have changed and that the owners at the time (October 2019) were not aware of this next door development.
3. The notice period in the News Paper (Namib Times) is correct, based on information in Council Item (C/M2019/11/28), but can only be confirmed if vd Westhuizen Town Planning & Properties' complete application is reviewed. The Swakopmund Town Planning Scheme is one of a few schemes, which requires notices in only one newspaper, while others such as Windhoek Town Planning Scheme, requires notices in two newspapers to ensure optimal public consultation.
4. Council Item (C/M2019/11/28) does not make any reference to the required on-site notice. The Council Item (C/M2019/11/28) does not include the entire application from the vd Westhuizen Town Planning & Properties and can accordingly not be evaluated for correctness with reference to the on-site notice. A copy of this application should be requested from vd Westhuizen Town Planning & Properties and the Swakopmund Town Council.
5. Council Item (C/M2019/11/28) states that neighbors were informed via registered post, of which a copy is included into the Council Item. However, the date on the copy is not visible and correctness of this step cannot be confirmed. A copy of this application should be requested from vd Westhuizen Town Planning & Properties and the Swakopmund Town Council.
6. The list of neighboring property owners presented as page 248 of Council Item C/M2019/11/28 (Annexure H), which is from vd Westhuizen Town Planning & Properties' application, is apart from Mr. E. Meyer exactly the same as the property owners notified of the consent application (2021). From the email communication received from Mr. E. Meyer (Annexure E), he was not the owner of Erf 9795 at the time of the rezoning process (2018).
7. The list of owner details received from the Swakopmund Town Council is attached as Annexure F. Considering the list of owners to who registered letters was send by vd Westhuizen Town Planning & Properties (page 248 of Council Item C/M2019/11/28) and the list received from the Swakopmund Town Council, it is assumed that there has been a changed in ownership as the names of J.B. Slinger and L.S. Migliette does not appear on the list received from the Swakopmund Town Council. It was confirmed that the erf of Mr. J.B. Slinger was bought by Mrs. J. E Parreira. No confirmation could be established with respect to which property did belong to L.S. Migliette at the time of the rezoning and consent application processes. A search at

REZONING & CONSENT APPLICATIONS FOR ERF 9794, EXTENSION 39, SWAKOPMUND

well and should have been repeated. Although 'shop' is considered a primary right within the 'general business' zoning, it can be argued that best professional practice would have been to present the full extent of the allowable activities under the 'general business' zoning, which was not done by vd Westhuizen Town Planning & Properties.

13. It is not known if the service station development applied for in 2018 is the same as being applied for under the consent application dated 2021, as no development plan formed part of Council Item C/M2019/11/28 (Annexure H). This can only be confirmed once the full rezoning application from vd Westhuizen Town Planning & Properties has been evaluated. A copy of this application should be requested from vd Westhuizen Town Planning & Properties and the Swakopmund Town Council.
14. Considering the extreme change in character that will be brought about the rezoning for purpose of service station, the Swakopmund Town Council should have acted in the interest of their Tax Payers by applying their own town planning scheme and requested for a much larger public consultation. *'Council may, if it is of the opinion that any erf owner who may be affected has not been notified, at its or their sole discretion, require the applicant to notify such an owner in the same manner as prescribed for abutting owners'*.
15. From Council Item C/M2019/11/28 (Annexure H) it is evident that the Swakopmund Town Council failed to apply clause 6.1.3 in the evaluation of the requested rezoning of Erf 4794, Ext. 39, SWK.

Clause 6.1.3 In considering such applications, regard shall be had to the question whether the proposed new zoning or consent use for the land or building or the proposed building is likely to match the character of the neighbourhood, including marring, due to the emission of smoke, fumes, dust, noise or smells.

Considering the township layout of Extension 39, no provision has been made for a business like erf towards the south-eastern part, which can be argued, was purposefully not done and kept residential (medium to high density). The character of the township is thus one of a residential nature. The character of the neighborhood, especially that of the south-eastern part surrounding Erf 4794 will be changed from tranquil residential to a busy business center with a light industrial look and feel (i.e. character).

Consent Process:

1. Based on available information on the consent application (Annexure I) and rezoning application (p. 242, 243, 244 of Council Item C/M2019/11/28, Annexure H), by vd Westhuizen Town Planning & Properties, all information apart from information under the ownership and infrastructure section of the applications is 100% the same wording.

REZONING & CONSENT APPLICATIONS FOR ERF 9794, EXTENSION 39, SWAKOPMUND

2. At this point in time, the content of the Council Item for the requested consent for service station is not known, as the application is expected to serve on the next Council Meeting dated 10 March 2022.
3. The statement by vd Westhuizen Town Planning & Properties within his application to the Swakopmund Town Council (Annexure I), p.1, 'The property was recently rezoned to 'general business' allowing for the intended development with consent from Council' is not correct and can be considered misleading with the intent to purposefully create the understanding by the reader that all is in place, while it is not the case, as Swakopmund Scheme No. 69, which contains the rezoning of Erf 4794 has not been gazetted yet. The correct fact/s should have rather been presented by vd Westhuizen Town Planning & Properties.
4. In the application by vd Westhuizen Town Planning & Properties (Annexure I), he failed to present the concerning matter regarding access from Ernest Konnecke and Henties Bay Road, as per Council Item C/M2019/11/28 (Annexure H) nor does he present the 'solution' that came from the mentioned Council Meeting. No engineering drawing as to how supposedly safe access will be obtained was attached. This matter should have been presented in much more detail with supporting drawings and input from a qualified/competent traffic engineer, based on which Council should then take an informed decision.
5. From the site layout plan Drawing Number 20-19-001 (Annexure J) it is evident that the development extends eastwards into the neighboring road reserve of Daniel Kambo Street (former Henties Bay Road). The consent application by vd Westhuizen Town Planning & Properties makes no mention of this situation and that additional land would be required. Why vd Westhuizen Town Planning & Properties did not present this within his application to Council is not known.
6. From the site layout plan Drawing Number 20-19-001 (Annexure J) it is evident that the development extends westwards onto Erf 9806, a public open space, for the purpose of parking to serve the intended shop forming part of the service station development. The consent application by vd Westhuizen Town Planning & Properties makes no mention of this situation and that a portion of the neighboring public open space would be required. Why vd Westhuizen Town Planning & Properties did not present this within his application to Council is not known.
7. Should a portion of the POS be utilized for any other purpose the correct procedure as per the Swakopmund Town Planning Scheme should be followed, which includes notifying the public of such intent.
8. It could have been that a separate application or applications have been submitted to the Swakopmund Town Council for the purpose of extending eastwards into the neighboring road reserve of Daniel Kambo Street (former Henties Bay Road) and westwards onto Erf 9806, a public open space, for the purpose of parking. This should be confirmed with the Swakopmund Town Council.

REZONING & CONSENT APPLICATIONS FOR ERF 9794, EXTENSION 39, SWAKOPMUND

9. It is not known if the service station development applied for in 2018 is the same as being applied for under the consent application dated 2021, as no development plan formed part of either applications. The available site layout plan Drawing Number 20-19-001 was done on 5 July 2021.
10. From the site layout plan (Annexure J) it is evident that an OK Foods is intended, which is covered under the 'general business' zoning as 'shop'. Without having a better quality drawing and more detail to the OK Foods shop, it is difficult to confirm if the extent and intended activities of this 'shop' complies with the restrictions of the Swakopmund Town Planning Scheme.
11. The consent application by vd Westhuizen Town Planning & Properties does not make any reference to this 'shop', i.e. OK Foods, which can be questioned as to why not present the full development picture. Although 'shop' is considered a primary right within the 'general business' zoning, it can be argued that best professional practice would have been to present the full extent of the allowable activities under the 'general business' zoning, which was not done by vd Westhuizen Town Planning & Properties.

Public Consultation –

1. Notices placed within the printed media (i.e. New Era) on 3 & 10 September 2021 with closing date 24 September 2021 is correct. Although the action is correct, the reason why the notice was placed in the New Era and not in the Namib Times raise some question. It can be argued that the Namib Times is read by more people within Swakopmund given that it is a coastal newspaper.
2. The period that the Town Planning Scheme specifies the on-site notice should appear is 14 days, with no indication of which 14 days of the 21 public consultation days.
3. The list of neighboring property owners presented as Annexure D of the consent application (Annexure I) is apart from Mr. E. Meyer, exactly the same as the property owners notified during the rezoning of 2018 (page 248 of Council Item C/M2019/11/28 (Annexure H). In accordance with the neighbors details received from the Swakopmund Town Council (Annexure G), the postal address of Mr. E. Meyer differs from that what was used by vd Westhuizen Town Planning & Properties in 2021 (Annexure D of Annexure I). From the email communication with Mr. E. Meyer, he never received any registered post nor was he verbally contacted by vd Westhuizen Town Planning & Properties to obtain his comments with reference to the consent application of 2021 (Annexure E). vd Westhuizen Town Planning & Properties should be requested to proof where the neighbors postal details was obtained from and Nampost should be consulted to determine if any of the letters send was returned due to incorrect post details.
4. The list of neighboring property owners presented as Annexure D of the consent application (Annexure I) does not allocate an erf number to the people consulted, which results in it being impossible to confirm if all neighboring properties were in

actual fact consulted. The list of owners received from the Swakopmund Town Council is attached as Annexure G. Considering the list of owners to who registered letters was send by vd Westhuizen Town Planning & Properties and the list received from the Swakopmund Town Council (Annexure G), it is assumed that there has been a changed in ownership as the names of J.B. Slinger and L.S. Migliette does not appear on the list received from the Swakopmund Town Council. A change in ownership from Mr. J.B. Slinger to Mrs. J.E. Parreira was confirmed via verbal discussion with Mrs. J.E. Parreira, the exact erf number still to be confirmed. It is thus evident that vd Westhuizen Town Planning & Properties made use of exactly the same neighbours details as per his 2018 rezoning process, without confirming correct neighbor details. The fact that Mrs. J.E. Parreira was NOT consulted during the consent application process (2021) results in the fact the correct procedure as per the Swakopmund Town Planning Scheme was not followed.

5. From the list of neighboring property owners presented as Annexure D of the consent application (Annexure I), six people were consulted. If considering the requirement from the Swakopmund Town Planning Scheme that *'all abutting neighbors, as well as neighbors across the street'* should be consulted, it can be argued that more than six surrounding erven qualify as *'abutting'* and/or *'across the street'*. Properties that should have been consulted as a minimum should have been Erven 4294, 4295, 4296, 4297, 4298, 9795, 9749 and 9761, which is eight erven. Responsible and best professional practice would have been to have at least also consulted the owners of Erven 9793, 9762 and 9750. It is our opinion that the entire neighborhoods should have been consulted, given the potential impact/s that the proposed rezoning holds.
6. No more or less information was presented to the neighbors during the consent process (2021) than presented during the rezoning process (2018), so it is assumed that there has been no change in the development proposal. From the information presented in the letter addressed to the neighboring property owners (Annexure D of the application from vd Westhuizen Town Planning & Properties – Annexure I) reference is made to rezoning for purpose of a *'service station'* only, no other activity, i.e. *'shop'*. No development proposal by means of a site plan was attached to the letter of notification, while a site development plan 20-19-001 (Annexure J) was available at the time (date of drawing 20-19-001 is 5 July 2021). It can be argued that the letter from vd Westhuizen Town Planning & Properties did not present the full picture and extent of the intended development considering what information was available to vd Westhuizen Town Planning & Properties at the time. The letter of notification from vd Westhuizen Town Planning & Properties to the neighbors can thus be considered misleading and not presenting the full development on purpose.
7. The letter addressed to the neighboring property owners (Annexure D of the application from vd Westhuizen Town Planning & Properties – Annexure I) states that *'... are now at the final stages of approval at the Ministry of Urban and Rural Development'*. The particular statement is incorrect and purposefully misleading the reader, as no form of approval existed. The rezoning was within the final stages of evaluation from the side of the Ministry of Urban and Rural Development. It can thus

REZONING & CONSENT APPLICATIONS FOR ERF 9794, EXTENSION 39, SWAKOPMUND

be argued that vd Westhuizen Town Planning & Properties purposefully created the perception of 'approval' which would be more convincing and leave the reader with the impression that the process has been completed and that there is little to be done against the development, should the reader wish so.

Environmental Clearance Process

1. A rezoning from residential to commercial (or business) is a listed activity as per GG. Notice. 29 of Feb 2012 – GG No. 4878 (Annexure K). Neither the rezoning application (2018) nor the consent application (2021) from vd Westhuizen Town Planning & Properties makes any reference to having obtained such an environmental clearance certificate or that the particular rezoning is exempted from such an environmental clearance certificate (ECC). The Swakopmund Town Council and vd Westhuizen Town Planning & Properties should be consulted for proof of the ECC or exemption.
2. Apart from the requirement to obtain an ECC for purpose of the rezoning, it is also required to have an ECC for purpose of the petroleum retail license, as per the Ministry of Mines and Energy. The Swakopmund Town Council and vd Westhuizen Town Planning & Properties should be consulted for proof of the ECC or exemption.
3. The above mentioned also requires public consultation and if some of the neighboring property owners confirmed that they are unaware of the service station development then it can be assumed that the public consultation process followed during the environmental study process is also not correct.
4. The qualification and competency of the person who did the environmental assessment can also be challenged.

Other

One can argue that the particular erf and immediate surroundings was never created for any other activity than residential and that the Extension 39 did not make provision for a service station erf due to the existence of two other fuel stations in close proximity. The layout of the two neighborhoods to the north and south of Ernest Konnecke Road was specifically designed NOT to have individual erf access from Ernest Konnecke Road and as a quiet residential neighborhood.

New Service Station on erf 9794, Swakopmund
New Traffic Circle
Cost Estimate

17 February 2022

No.	Description	Unit	Qty	Rate	Amount	Total Amount
1	Earthworks					N\$ 76,800.00
	a) Excavate and remove unsuitable material	m ³	1200	N\$ 50.00	N\$ 60,000.00	
	b) Roadbed preparation	m ²	420	N\$ 40.00	N\$ 16,800.00	
2	Layer works					N\$ 336,000.00
	a) Import and compact 2 x 150mm thick subbase material	m ³	1200	N\$ 280.00	N\$ 336,000.00	
3	Kerbstones					N\$ 137,500.00
	a) Lay mountable kerbstones	m	500	N\$ 275.00	N\$ 137,500.00	
4	Interlocking pavers					N\$ 796,000.00
	a) Lay 80mm thick interlocking pavers on road surface	m ²	1700	N\$ 300.00	N\$ 510,000.00	
	b) Lay 60mm thick interlocking pavers on islands	m ²	1100	N\$ 260.00	N\$ 286,000.00	
5	Road Markings and Signs					N\$ 37,800.00
	a) Road markings	m	750	N\$ 28.00	N\$ 21,000.00	
	b) Road signs	No.	6	N\$ 2,800.00	N\$ 16,800.00	
6	Contractor's Preliminary and General Costs	%	20	N\$ 1,384,100.00	N\$ 276,820.00	N\$ 276,820.00
7	Total Amount					N\$ 1,660,920.00

11.1.17 **REQUEST FOR DONATION OF FOUR (4) DRAWER FILING CABINETS**

(C/M 2022/03/31 - 3/18/1)

Management Committee Meeting of 10 March 2022, Addendum **8.9** page **161** refers.

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

Introduction

This submission seeks to request Council's permission to donate redundant four drawer filing cabinets to the Ministry of Basic Education, Arts and Culture - Directorate of Education Arts and Culture - Swakopmund.

The **attached** letter was received from the Regional Director of Erongo Regional Council requesting Council to donate filing cabinets for their new Records Centre that will be soon established at the Erongo Regional Council, Directorate of Education Arts and Culture (DOEAC).

Background

Council have recently procured two high density cabinets, replacing the four (4) drawer cabinets in Archives (Basement). The High-Density Cabinets are steel cabinets with shelves for storing documents, files and are spacious, as it can store a large quantity of files.

Conclusion

There are 80 four drawer cabinets which are redundant. There is an urgent need for space in the Archives (Basement), therefore cabinets can be written off and donated to public schools in Swakopmund, office of the Directorate of Education Arts and Culture (DOEAC) and the rest be auctioned.

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

RECOMMENDED:

That 80 redundant four drawer cabinets at the Archives be written off and be donated to public schools in Swakopmund, the Directorate of Education Arts and Culture (DOEAC) and that the remaining be auctioned.



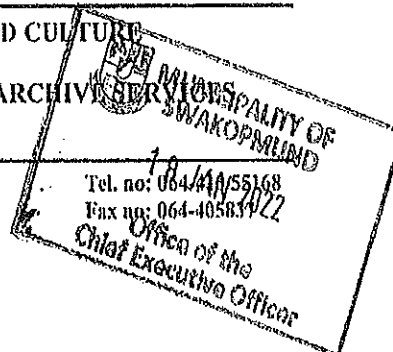
ERONGO REGIONAL COUNCIL



DIRECTORATE OF EDUCATION ARTS AND CULTURE

DIVISION: LIFELONG LEARNING, LIBRARY AND ARCHIVES

Private Bng 5024
Swakopmund
Enquiries: Ms. Renathe Thomas
Email: raebatog@gmail.com
Cell: 0812509933



Our ref: 17/1/2/4/6

TO: The CEO
Swakopmund Municipality

FROM: The Regional Director
Erongo Regional Council
Directorate of Education Arts and Culture

DATE: 18 January 2022



Dear Mr. A. Bejamin

SUBJECT: REQUEST FOR DONATION OF FOUR DRAWER FILE CABINETS FROM THE SWAKOPMUND MUNICIPALITY.

The visit to the Swakopmund Municipality Archive division last year was very salutary with regards to the establishment of the Erongo Regional Council, Directorate of Education, Arts and Culture's Record Center at the Regional Office. The Swakopmund Municipality Archive was in the process of installing new high density moving file cabinets and the new four drawer cabinets will not be in use. We humbly request your good office to donate these cabinets to the new Records Center that needs to be established at ERC, DOEAC.

It is of great importance that the new Records Center/Archive be fully functional to allow for the proper records management within the Directorate of Education, Arts and Culture. The file cabinets will be extremely beneficial for the filing and storing of the Directorate's records in the meantime until we receive the proper high density moving file cabinets at a later stage. Hence, the ERC, DOEAC will really appreciate the donation of these cabinets from the Swakopmund Municipality Archives.

Thanking you in advance

Ms. E.J. Stephanus
Regional Director

Annalize Swart

From: Annalize Swart
Sent: Tuesday, 18 January 2022 10:10
To: 'Chantelle Moller'
Cc: Lucia Kaulinge
Subject: RE: Donation of File Cabinets to the Directorate of Education, Arts and Culture

Dear Sir/Madam

We acknowledge receipt of your recent communication and kindly be informed that the matter will receive the necessary attention.

From: Chantelle Moller <chantellej.moller@gmail.com>
Sent: Tuesday, 18 January 2022 09:50 AM
To: Annalize Swart <aswart@swkmun.com.na>
Cc: Lucia Kaulinge <lkaulinge@swkmun.com.na>
Subject: Donation of File Cabinets to the Directorate of Education, Arts and Culture

The Chief Executive Officer
Municipality of Swakopmund
P O Box 53, SWAKOPMUND

Kindly receive the request for the donation of File Cabinets to the ERC Directorate of Education, Arts and culture.
Library and Archives Services.

Regards
Chantelle Moller
Assistant Archivist
Directorate of Education, Arts and Culture

11.1.18 **ERF 4850, SWAKOPMUND: APPLICATION TO WAIVE PRE-EMPTIVE RIGHT**
(C/M 2022/03/31 - E 4850)

Management Committee Meeting of 10 March 2022, Addendum **8.10** page **164** refers.

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

1. **Introduction**

The attached letter received on **19 January 2022 (Annexure "A")** was received from Absolute Trading, Debt Collecting & Claim Consultancy CC (ABTRAC) requesting permission to sell the undeveloped Erf 4850, Swakopmund to a third party. ABTRACT CC is not offering the erf to Council to repurchase such.

According to ABTRACT CC, the drastic slowdown of business activities and economic growth has resulted in their bank (that has registered a over Erf 4850, Swakopmund) demanding financial commitments. Due to financial pressure which evolved in their business, it resulted in their business not able to develop Erf 4850, Swakopmund. Thus, resolved to sell Erf 4850 Swakopmund to a third party.

Attached as **Annexure "B"** is a letter dated **12 October 2021**, received from Bank Windhoek confirming the overdraft that ABTRACT CC has at the bank of which they confirmed that they cannot afford to pay off.

Erf 4850 Swakopmund is bonded by Bank Windhoek for the overdraft facility and the bank demanding that the overdraft be settled as soon as possible. It is for this reason they are requesting Council to grant them permission to sell Erf 4850, Swakopmund to a 3rd party.

2. **Background**

ABTRACT CC bought Erf 4850 Swakopmund measuring 1 040 m² at the closed bid sale on **04 October 2013** in the amount of N\$390 000.00 plus N\$58 500.00 (15% VAT). The erf was transferred to them on **01 July 2014** in the Deeds Office.

Industrial erven in Extension 10 are registered with a restrictive condition in order to avoid speculation by purchasers to transfer properties to 3rd parties prior to developing such. Should the purchaser intend to sell undeveloped property, he / she must first offer it to Council to purchase.

Following are conditions that were registered against the title deed:

- 7.1.3 that the ERF may not be alienated unless it has been improved at the minimum value stipulated in **paragraph 4 of Annexure "A"** within 24 months as from the date of transfer of the ERF into the name of the PURCHASER. "Improved" shall be construed to mean the construction of a building or buildings designed commensurate with the use-zoning of the ERF.
- 7.1.4 that should the PURCHASER fail to improve the ERF (as more fully referred to in 7.1.3 above) within the said 24 months period, the PURCHASER shall - on demand thereto by the SELLER - be obliged to retransfer the ERF to the SELLER at the PURCHASER'S cost and expense, or, in the case where the ERF has not yet been registered in the name of the PURCHASER, to surrender possession of the ERF in favour of the SELLER. In such an event the SELLER shall be obliged to repay/pay to the PURCHASER –
- 7.1.4.1 The purchase price, and
- 7.1.4.2 The value of any useful improvements, against retransfer of the ERF into the SELLER'S name, or surrender of possession in favour of the SELLER, as the case may be. The value and the usefulness of any improvement shall be determined by the SELLER'S official valuator at the cost and expense of the PURCHASER and whose determination shall be final and binding on the parties.
- 7.3 The PURCHASER is obliged prior to or on the date referred to in **paragraph 4 of Annexure "A"** hereto, to erect and complete a main building together with the necessary boundary fences, in accordance with approved plans and specifications in terms of the SELLER'S building regulations. The building value of such main building (outbuildings and fencing excluded) shall be at least the amount referred to in the aforementioned **paragraph 4 of Annexure "A"** hereto and shall thereafter be maintained at the said value. The improvement of the ERF shall not be considered completed until such time as the SELLER has issued a Completion Certificate in respect of the improvements at the ERF.

The above conditions were amended by Council on **24 September 2015**, under item 11.1.10 and the following was resolved:

- (a) That Council approves the following in order to both safeguard Council's intention to prevent purchasers from speculating with the erven sold in Extension 10 during 2013, while maintaining its goals of encouraging commerce:
- (i) That the development period of 2 years (subject to the conditions of re-possession) from date of transfer be amended to state that the property may not be sold unless it is developed (as defined in the deed of sale), for a period of 48 months.
- (ii) That the clause regarding the repossession of the erven be abolished.

As per the above conditions, an addendum to the deed of sale was entered into by and between Council and ABTRACT CC reflecting the amended conditions. Messrs Conradie & Damaseb was requested on **04 April 2016** to attend to the amendment of the conditions in the title deed. The development of Erf 4850, Swakopmund therefore must be completed before the purchaser is allowed to sell the erf to a 3rd party.

A pre-emptive right was registered in favour of Council in order to avoid speculation by the purchasers and to ensure that they construct improvements on the property before they can sell.

3. Past Decisions by Council regarding Applications to Waive the Pre-emptive Right

Council has a record of protecting the public and consistently refusing to waive the pre-emptive period for the sale of the property to third parties. The primary purpose of the restriction of sale of properties is to prevent speculation and to educate the public on the importance of owning fixed property.

Council has the past turned down applications by the following of property owners in Extension 10 who intended to sell their unimproved erven:

- ① Erf 4812, Swakopmund - Council on **25 October 2018**, item 11.1.13 (which was eventually approved by Council on **30 September 2021**)
- ② Erf 4892, Swakopmund - Council on **28 March 2019**, item 11.1.13
- ③ Erf 4829, Swakopmund - Council on **23 May 2019**, item 11.1.22

4. Current Situation

Due to the adverse economic situation brought on by the Covid-19 pandemic, Council has previously waived the pre-emptive rights on merit. The applicant has submitted proof of an overdraft facility from Bank Windhoek with an outstanding balance of N\$564 970.06.

ABTRACT CC is accordingly not in position to develop the erf any time soon and intend to settle their overdraft Facility by applying for approval to sell Erf 4862, Swakopmund and sell it to the third party.

The following approvals were granted by Council based not only on economic hardships, but also on merits such as old age. On **31 October 2019** Council under item 11.1.10 passed the following resolution:

- (a) *That Council waives the pre-emptive right registered over Erf 4855, Swakopmund and permits Mr Harold V Ganaseb and Mrs Jolanda Ganases to sell their erf to a third party as they are unemployed and currently in financial difficulties and the municipal services are in arrears with N\$ 71 991.44 plus N\$ 242 360.55 from the First National Bank.*
- (b) *That in future, Council waive its pre-emptive rights based on the merit of the application provided that the applicant submits evidence to support the appeal and claim.*

On **26 March 2020**, Council under item 11.1.5 passed the following resolution:

- (a) *That Council waives the pre-emptive right registered over Erf 4893, Swakopmund and permits Mr Samuel Venter to sell his erf to a third party in order to pay his outstanding debts as confirmed by his accountant Messrs Prestige Accounting & Tax Services CC.*
- (b) *That Council takes notes of the financial proof provided by Mr Samuel Venter that he is unable to afford and or develop his erf.*

On **31 August 2020**, Council under item 11.1.4 passed the following resolution:

- (a) That Council waives the pre-emptive right registered over Erf 4841, Swakopmund and permits PSG Trading Enterprises CC to sell their erf to a third party in order to settle their mortgage bonds and municipal account.
- (b) That Council takes note of the financial proof provided by PSG Trading Enterprises CC that they are unable to afford and develop Erf 4841, Swakopmund.

On **29 October 2020**, Council under item 11.1.1 passed the following resolution:

That Council considers the merit of being a pensioner as motivation whether to waive the pre-emptive right registered over Erf 4857, Swakopmund and permits Mr Valentino Bonadei to sell their erf to a third party as he is unable to develop Erf 4857, Swakopmund.

On **30 September 2021**, Council under item 11.1.26 passed the following resolution:

That Council accepts the merit motivation for the closing of business operations in Swakopmund and waives the pre-emptive right registered over Erf 4812, Swakopmund and permits Messrs KS Properties Namibia (Pty) Ltd to sell their undivided erf to a third party.

5. Discussion

It is proposed to approve the application by ABTRACT CC and allow them to sell Erf 4850, Swakopmund to a third party.

Council is currently finalizing a sale of 3 erven zoned industrial left of the sales of 9 erven held on **15 October 2021**, therefore it would not serve any purpose to offer to purchase Erf 4850, Swakopmund from the owner for resale to the public.

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

RECOMMENDED:

That Council accepts the motivation given, i.e the financial pressure as well as the settlement of the overdraft facility and waives the pre-emptive right registered over Erf 4850, Swakopmund to permit ABTRACT CC to sell their undeveloped erf to a third party.

ANNEXURE "A"

19-03-08.4850

E 4850

ABTRAC

Absolute Tracing, Debt Collecting & Claim Consultancy CC
 Andes Street no. 5, Windhoek Eros
 P.O. Box 4267, Windhoek
 Tel: 061 - 222 919 / Fax: 061 - 222 742
 Reg No: CC 2003/1116

To the Chief Executive Officer
 Municipality
 Swakopmund
 Namibia



Subject: Notice of intent sell erf 4850, Industrial area, Swakopmund, hence the urgent request of a council waiver in this regard.

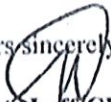
The purpose of the initial purchase of the erf was to develop such erf and expand our business footprint in Swakopmund and the coastal area. Operational changes and severe financial pressure have resulted in our business being unable to realize the planned development and business expansion. Abtrac CC has without success pursued alternative business partnership to salvage investment.

The drastic slowdown of in business activities and economic growth has resulted in our bank (who has a registered bond on the erf) applying pressure on our business to urgently sell the erf in order to honor our financial commitments.

We have received a reasonable offer that will just cover the surety commitment on the property. The potential buyer has indicated that their plans are to develop the erf. It is thus our sincere request to the council to urgently waive all current restrictions in order for us to sell erf 4850.

We trust that the council will understand that we are facing a situation that not allow us any other option than to urgently sell the property as such we hope you will consider our request favorably.

Yours Sincerely


 André Leff / CY Moller-Leff
 Members

ANNEXURE "B"

Windhoek Branch
 PO Box 2121
 Windhoek
 Namibia
 Tel: (+264 61) 299 1518
 Fax: (+264 61) 209 1660

12 October 2021

The Members
 Absolute Tracing And Claim Consultancy CC
 PO Box 4267
 Windhoek
 Namibia

Dear Sir / Madam,

BY HAND / MAIL



OVERDRAFT FACILITY: ACCOUNT NUMBER CHK 8000 628 118

It is a pleasure to advise that BANK WINDHOEK LIMITED (Registered Bank), Reg. No. 79/081 ("the Bank") has reviewed and renewed the Overdraft Facility ("the Facility") of ABSOLUTE TRACING AND CLAIM CONSULTANCY CC, Reg. No. 2003/1116 ("the Borrower"), as follows:

1. **CAPITAL AMOUNT**
 N\$850 000.00 (Eight Hundred and Fifty Thousand Namibia Dollar).
2. **REDUCTION**
 Reduction of N\$2 000 00 as from 20 October 2021
3. **INTEREST RATE**
 Interest will be calculated at the prime lending rate of the Bank, as determined by the Bank from time to time (at present 7,50% per annum) plus 3,00%.
4. **COST, FEES AND CHARGES**
 - 4.1 The Principal Debt shall include the Capital Amount of the debt on which interest is to be calculated, together with all other ancillary Costs, Fees and Charges in terms of the Facility and the Agreement.
 - 4.2 At present, these are: Overdraft Revlow Fees N\$5 610,00 and Revenue Duty Stamp Fees N\$0,00.
 - 4.3 The Bank may change the amount of any Cost, Fees or Charges subject to prior written notice to you. The aforementioned requirement of written notification to you will not be applicable in instances where such Cost, Fees and Charges relate:

Tel: +264 (61) 299 1200
 info@bankwindhoek.com.na
 www.bankwindhoek.com.na

Bank Windhoek Limited Reg. no. 79/081 Vat no. 003114015
 (Incorporated in the Republic of Namibia), 111 Main Street, Windhoek
 (C/o Branch, 111 Main Street, 1111 Windhoek) 011 Johannesburg
 *South Africa, *Uganda

A member of Capiteam Group

Handwritten initials/signature

- 4.3.1 an initiation fee in respect of the costs of initiating this Agreement;
- 4.3.2 a monthly service fee recoverable by the Bank in connection with the routine administration cost of maintaining this Agreement; and
- 4.3.3 where applicable, the cost of any credit insurance/assurance for which the Bank pays the premiums on the Borrower's behalf; and all costs and expenses that the Bank may pay or incur in connection with the enforcement of, or the preservation of any rights under this Agreement (due to the Borrower's default); including legal costs (on an attorney and own client scale), valuation costs, collection commissions or other professional fees.
- 4.4 Should you not agree with the adjustment in the Cost, Fees and Charges, you shall be allowed to terminate the Agreement within the period of 30 days from date of this letter by settling the full outstanding Facility amount together with any accrued interest, Costs, Fees and Charges outstanding at the time of termination.
- 4.5 The Bank will reserve the right to require that you pay any Cost, Fees and Charges arising from any change in law or regulation or adverse market conditions affecting the Facility.
- 4.6 For any Facility of N\$30,000,000.00 (Thirty Million Namibia Dollar) or more an Upfront Preparation Fee of 10% (Ten Percent) of the Facility Application Fee shall be payable, which shall either be deducted from the Facility Application Fee if the Facility is utilized, alternatively payable immediately upon demand should the Facility not be accepted or utilized.
- 6. EXPIRY DATE**
- The Facility will expire on 16 June 2022.
- 6. COLLATERAL SECURITY**
- 6.1 The Bank holds the following collateral securities:
- 6.1.1 ~~First and Second Covering Mortgage Bonds for N\$350,000.00 and N\$500,000.00 over Erf.4850 Swakopmund (Residential)~~
- 6.1.2 Registered Cession of Comprehensive Insurance Policy: Vacant Land;
- 6.1.3 Limited Suretyship N\$455,000.00 by Christine Yvonne Moller-Leff; and
- 6.1.4 Limited Suretyship N\$455,000.00 by Andre Leff.
- 6.2 It is a specific condition that all collateral serves as continuing covering security for all direct and indirect liabilities of the Borrower and must be in possession of the Bank and in legal order before the Facility may be utilized.
- 7. CONDITIONS PRECEDENT**
- 7.1 Not applicable.
- 7.2 All special conditions and collateral required from the Borrower and/or the Borrower's Surety must be in place to the Bank's satisfaction before the Facility will be availed.
- 7.3 This offer is valid for 30 (Thirty) calendar days from date of issuance and must be accepted, failing which the Facility shall lapse. The Facility will be deemed to be accepted as follows:

or B

4. Destruction¹¹ of High Conservation value areas;¹²
5. Production and distribution of racist, anti-democratic and/or neo-nazi media;
6. Pornography or prostitution;
7. Commercial logging operations for use in primary tropical moist forest;
8. Production or trade in wood or other forestry products other than from sustainably managed forests. This is aimed at reducing illegal logging and uncontrolled exploitation of forests. This applies to financing logging or trading with wood, but not wooden products. Production of charcoal is acceptable as long as the wood does not come from illegal logging;

B: In the event that any of the following products form a substantial part of a company's primary operations, or a financial institution, investment fund or company's financed business activities^{13 14}

9. Production in weapons and munitions;
10. Production in alcoholic beverages (excluding beer and wine);
11. Gambling, casinos and equivalent enterprises unless it are approved and regulated under Namibia gambling laws; and
12. Production in tobacco;

C: When investing in microfinance activities, the Bank applies the following items in addition to the excluded items listed above:

13. Production, trade, storage, or transport of significant volumes of hazardous chemicals, or commercial scale usage of hazardous chemicals. Hazardous chemicals include gasoline, kerosene, and other petroleum products;
14. Production or activities that impinge on the lands owned, or claimed under adjudication, by Indigenous Peoples, without full documented consent of such peoples;

D: For Trade finance projects, given the nature of the transactions, the bank applies the following items in addition to the excluded items listed above.

15. Production or activities involving harmful or exploitative forms of forced labour¹⁵/harmful child labour.¹⁶

¹¹ Destruction means the (1) elimination or severe diminution of the integrity of a habitat caused by a major, long-term change in land or water use or (2) modification of a habitat in such a way that the habitat's ability to maintain its role is lost.

¹² High Conservation Value (HCV) areas are defined as natural habitats where these values are considered to be of outstanding significance or critical importance (see www.hcvnetwork.org/)

¹³ For companies, "substantial" means more than 20% of their consolidated balance sheet or earnings. For financial institutions and investment funds, "substantial" means more than 20% of their underlying portfolio.

¹⁴ This does not apply to project sponsors who are not substantially involved in these activities. "Not substantially involved" means that the activity concerned is ancillary to a project sponsor's primary operations.

¹⁵ Percent may only be employed if they are at least 14 years old, as defined in the ILO Fundamental Human Rights Conventions (Minimum Age Convention C138, Art. 2), unless local legislation specifies compulsory school attendance or the minimum age for working. In such cases the higher age shall apply.

¹⁶ Harmful child labour means the employment of children that is economically exploitative, or is likely to be hazardous to, or to interfere with, the child's education, or to be harmful to the child's health, or physical, mental, spiritual, moral, or social development. [IFC]

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Exclusion List

A: Projects that involve the following:

1. Production or trade in any product or activity deemed illegal under Namibian laws or regulations or international conventions and agreements;
2. Production or activities involving harmful or exploitative forms of forced labour¹ or child labour^{2,3};
3. Activities or materials subject to international phase outs or bans such as:
 - a) ozone depleting substances,⁴ PCB's (Polychlorinated Biphenyls),⁵ and other specific, hazardous pharmaceuticals, pesticides/herbicides or chemicals⁶ unless they are approved under and/or regulated by Namibian laws;
 - b) trade in wildlife or wildlife products regulated under the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES),⁷ unless the activity is permitted under Namibian law;
 - c) hazardous materials such as radioactive materials,⁸ unbounded asbestos fibers,⁹ if the companies are solely providing services to the uranium mines, then the financing can only be done under the agreed 1% threshold limit for the Lessor;
 - d) cross-border trade in waste and waste products unless compliant to the Basel Convention and the underlying regulations;¹⁰
 - e) unsustainable fishing methods (e.g. blast fishing and drift net fishing in the marine environment using nets in excess of 2.5 km in length);

¹ Forced labour means all work or service, not voluntarily performed that is extracted from an individual under threat of force or penalty as defined by ILO Conventions.

² Persons may only be employed if they are at least 14 years old, as defined in the ILO Fundamental Human Rights Conventions (Minimum Age Convention C138, Art. 2), unless local legislation specifies compulsory school attendance or the minimum age for working. In such cases the higher age shall apply.

³ Harmful child labour means the employment of children that is economically exploitative, or is likely to be hazardous to, or to interfere with, the child's education, or to be harmful to the child's health, or physical, mental, spiritual, moral, or social development (ILO).

⁴ Ozone-depleting substances: Chemical compounds, which react with and deplete stratospheric ozone, resulting in "holes in the ozone layer". The Montreal Protocol lists ODS and their target reduction and phase-out dates. A list of the chemical compounds regulated by the Montreal Protocol, which includes aerosols, refrigerants, foam blowing agents, solvents, and fire protection agents, together with details of signatory countries and phase-out target dates, is available at http://ozone.unep.org/new_site/montreal_protocol.php

⁵ PCBs: Polychlorinated biphenyls; a group of highly toxic chemicals. PCBs are likely to be found in oil-filled electrical transformers, capacitors and switchgear dating from 1950-1985.

⁶ Reference documents are UN Consolidated List of Products whose Consumption and/or Sale have been Banned, Withdrawn, Severely Restricted or not Approved by Governments; Convention on the Prior Informed Consent Procedures for Certain Hazardous Chemicals and Pesticides in International Trade (Rotterdam Convention); Stockholm Convention on Persistent Organic Pollutants; WHO Classification of Pesticides by Hazard; EU Regulation (EEC) No 2455/92 Concerning the Export and Import of Certain Dangerous Chemicals, as amended.

⁷ CITES: Convention on International Trade in Endangered Species of Wild Fauna and Flora. A list of CITES listed species is available from www.cites.org.

⁸ This does not apply to the purchase of medical equipment, quality control (measurement) equipment and any other equipment where the radioactive source is considered to be trivial and/or adequately shielded.

⁹ This does not apply to purchase and use of bonded asbestos cement sheeting where the asbestos content is less than 20% (IEC)

¹⁰ Reference documents are Basel Convention of 22 March 1989 on the control of transboundary movements of hazardous wastes and their disposal (details at <http://www.basel.int/>); Regulation (EC) No 1013/2006 of 14 June 2006 on shipments of waste; Decision C(2001)107/Final of the OECD Council concerning the notification of Decision C(92)39/Final on the control of transboundary movements of wastes destined for recovery operations.

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- a) in writing by signing the acceptance clause below and returning same to the Bank before expiry;
or
- b) should the Facility Letter be sent by E-Mail, Post or Registered Mail and the Facility is utilized before expiry; or
- c) the facility is utilized before expiry.
- 7.4 Where the Facility has lapsed a new application must be resubmitted to the Bank with updated information and motivation for a new approval to be sought.
- 7.5 Should the Bank require that a mortgage bond is to be registered over property, the Borrower and/or the Borrower's Surety hereby irrevocably consent, authorize and agree that:
- all bond registrations, cancellations and all matters incidental thereto, shall be undertaken and certified by a Bank appointed conveyancer, who is qualified to practice as such in terms of section 87 of the Legal Practitioners Act (as amended); and
 - the underlying transfer of the property shall be undertaken by a qualified conveyancer, who is qualified to practice as such in terms of section 87 of the Legal Practitioners Act (as amended), as appointed by the seller to ensure the accuracy of the registered rights; and
 - the Bank shall be entitled, but not obliged, at its sole and absolute discretion to appoint a qualified conveyancer to verify the accuracy and/or legal enforceability of any title to property and/or any bond, deed, document, certificate, servitude, condition, consent, cessation, right, taxes, transfer duty or endorsement thereto produced to the Bank.

8. STANDARD CONDITIONS

The standard conditions applicable to Overdraft Facilities are as follows:

- 8.1 The Facility is subject to annual review with up-to-date financial statements.
- 8.2 In order to facilitate a risk assessment and the annual review of the Facility, the Bank requires up-to-date audited financial statements of corporate clients within 6 (Six) months of their financial year-ends. Financial statements of individuals should be made available annually within 3 (Three) months after having been requested by the Bank. Should the financial statements not be made available on the determined deadlines, the Bank reserves the right to charge a fee and/or to increase the interest rate on the Facility.
- 8.3 The service fees applicable to your account will be indicated on your bank statement.
- 8.4 Interest on debit balances will be calculated at the rate stipulated in paragraph 3 on a daily basis and capitalised monthly. The interest rate applicable from time to time will be indicated on your bank statement.
- 8.5 Interest on excesses above the amount of the Facility will be calculated at a rate not exceeding the maximum interest rate permissible under the Usury Act.
- 8.6 If the approved Facility limit is exceeded at any time without prior arrangement, the Bank incurs additional administrative costs and the Bank reserves the right to charge a fee and/or to increase the interest rate on the Facility.
- 8.7 If collateral security required to support the Facility is not furnished to the Bank timeously, the Bank reserves the right to charge a fee and/or to increase the interest rate in compensation of the higher risk.

W 15

- 8.8 Where the value of any collateral security must be determined for any purpose related to this Facility, and the Bank in its discretion determines that a valuator must be appointed, the Borrower authorizes the Bank to appoint a valuator of its choice and agree to accept such valuation and to pay all costs of such valuation.
- 8.9 The Bank reserves the right to charge a fee and/or increase or decrease the interest rate should there be any unforeseen change in circumstances. This includes, but is not limited to, any change in the difference between the Bank of Namibia interest rate and the Bank's Prime Rate.
- 8.10 A certificate signed by any manager, assistant manager, sub-manager, accountant or branch administrator of the Bank, whose appointment and authority need not be proved, stating a fact, amount or any other particulars in connection with the Facility, shall, for the purposes of summary judgment, provisional sentence or any other matter in connection with the Facility, be prima facie proof thereof (in the absence of manifest error).
- 8.11 In terms of general banking practice the Facility is repayable on demand.
- 8.12 The Bank reserves the right to record any non-performance in terms of the Facility with any credit bureau.

9. JURISDICTION

- 9.1 This Agreement shall in all respects be governed and construed in accordance with the laws of the Republic of Namibia.
- 9.2 The Parties hereby agree, in terms of section 46 of the Magistrate Court Act, Act 32 of 1944, as amended, in respect of any legal proceedings relating to this Agreement, to the jurisdiction of the Magistrate Court having jurisdiction in respect of them in terms of section 28(1) of the said Act; provided that the Bank shall in its discretion be entitled to institute any such legal proceedings in the High Court of Namibia where such court has jurisdiction.

10. UNDERTAKINGS

10.1 Positive Undertakings

The Borrower hereby agrees and undertakes that the Borrower shall:

- 10.1.1 obtain and comply with the terms of and do all that is necessary to maintain in full force and effect and to fully comply with the terms and conditions provided for in all material authorizations, permits, agreements, endorsements, approvals, licenses and consents required to enable the Borrower to lawfully conduct its business and affairs (including the environmental authorizations/permits);
- 10.1.2 permit the Bank to verify any document regarding environmental risks, to notify with regards to inspections carried out and the fines applied by the competent environmental authorities and to periodically inform the Bank about the fulfilment and the results of the monitoring activity in respect of environmental risks; and
- 10.1.3 maintain or improve upon the environmental risk level existing at the moment when the Loan Facility was made.

10.2 Negative Undertakings

Except as otherwise provided for in this Agreement, the Borrower shall not do any of the following without the prior written approval of the Bank, which approval shall not be unreasonably withheld:

10.2.1 engage in any activity listed on the Bank's Exclusion List attached hereto as Schedule 1.

11. REPRESENTATIONS AND WARRANTIES

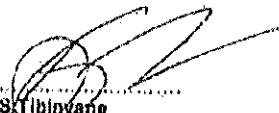
11.1 The Borrower (if applicable) represents and warrants in favour of the Bank that:

11.2 The Borrower is not in contravention of any Applicable Laws (shall mean all applicable laws, ordinances, writs, regulations, judgments, orders, published practices, official directives, rulings, notice, announcement (including but not limited to any budget speech) or guideline by any government entity of the Republic of Namibia including any court, agency or authority (whether or not having the force of law) including the environmental regulations and labour safety regulations), the terms and conditions provided in any authorizations, permit, agreements, endorsements, approvals, licenses and consents (including the environmental authorizations/permits), or any applicable Exchange Control Regulations.

It is a privilege for us to assist you in achieving your financial goals. You are cordially invited to contact us should you wish to make use of any of our other financial services.

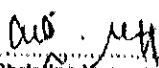
We thank you for your support.

Yours faithfully


S. Tibinyane
BUSINESS BANKER

ACCEPTANCE CLAUSE

The Overdraft Facility and all terms and conditions applicable thereto are hereby accepted by the Borrower/ for and on behalf of the Borrower.


Christine Yvonne Moller-Loff
FOR AND ON BEHALF OF THE BORROWER
Date


Andre Loff
FOR AND ON BEHALF OF THE BORROWER
Date

NOTE: If the Borrower is a minor the Borrower's legal guardian must countersign this agreement, unless the minor is emancipated. If the Borrower is a legal entity this agreement must be countersigned by all relevant authorized signatories on behalf of the legal entity.

Schedule 1



Bank Windhoek Ltd.
Branch: Windhoek (WHK)
PO Box 2121
282 Independence Avenue
Windhoek

Tel: 061-2991500
Fax: 061-2991541/2

Absolute Tracing And Claim
Consultancy CC 2003/1116
PO Box 4267
Windhoek

Run Date: 02-02-2022
Account No: CHK-8000528118
RIM No: 12470742

Date	Cheq. #	Tran. Code	Origin Branch No	Drawer No	Description	Debit	Credit	Balance
03-01-2022		615	40		INTERNET BANKING - SERVICE FEE (CHK-8002975693)	3,62		(844 469,48)
03-01-2022		754	40		ATM FOREIGN WITHDRAWAL FEES (CHK-8000528201)	59,06		(844 518,54)
03-01-2022		680	40		ATM BALANCE INQUIRY OTHER INST (CHK-8000528201)	7,99		(844 526,53)
03-01-2022		680	40		ATM BALANCE INQUIRY OTHER INST (CHK-8000528201)	7,99		(844 534,52)
03-01-2022		615	40		INTERNET BANKING - SERVICE FEE (CHK-8002975693)	3,62		(844 538,14)
03-01-2022		110	110	1	CASH DEP. ELECTRICITY		870,00	(843 668,14)
03-01-2022		636	110		CASH HANDLING FEE	16,48		(843 684,60)
03-01-2022		181	40		SBXXAFRONLINE-R/12508	293,00		(843 977,60)
03-01-2022		755	370		ATM WITHDRAWAL FEES (CHK-8000528201)	22,01		(843 999,61)
03-01-2022		150	40		BWXXNAMHIP-NIP SUB 03/01/22	3 064,00		(847 063,61)
03-01-2022		125	40		BWXXNAMHIP-NIP SUB 03/01/22		3 064,00	(843 999,61)
03-01-2022		854	40		UNSUCCESSFUL DEBIT ORDER FEE	120,55		(844 120,16)
03-01-2022		150	40		FNXXXXXNMC897433017-336	20 958,00		(865 078,16)
03-01-2022		125	40		FNXXXXXNMC897433017-336		20 958,00	(844 120,16)
03-01-2022		854	40		UNSUCCESSFUL DEBIT ORDER FEE	200,00		(844 320,16)
03-01-2022		752	410		EPAC CHARGE	1 192,00		(845 512,16)
03-01-2022		708	40		FNDO BUREAU TX FEE 7/239 DECEMBER 2021 (CHK-8002647399)	9,58		(845 521,74)
04-01-2022		680	40		ATM BALANCE INQUIRY OTHER INST (CHK-8000528201)	7,99		(845 529,73)
05-01-2022		615	40		INTERNET BANKING - SERVICE FEE (CHK-8002975693)	3,62		(845 533,36)
05-01-2022		755	371		ATM WITHDRAWAL FEES (CHK-8000528201)	44,02		(845 577,37)
05-01-2022		106	40		NA0110000075362021001		9 109,07	(836 477,30)
05-01-2022		181	40		SBXXAFRONLINE-H/12876	510,70		(836 988,00)
05-01-2022		181	40		SBXXNASHUANASHUA - 005540	1 740,57		(838 728,57)
05-01-2022		680	40		ATM BALANCE INQUIRY OTHER INST (CHK-8000528201)	7,99		(838 736,56)
06-01-2022		155	40		TONY BUSANGIZA VIRTUAL SALARY	2 100,00		(840 836,56)
06-01-2022		680	40		ATM BALANCE INQUIRY OTHER INST (CHK-8000528201)	7,99		(840 844,55)
07-01-2022		755	370		ATM WITHDRAWAL FEES (CHK-8000528201)	44,02		(840 888,57)
07-01-2022		156	40		118 201	2 000,00		(842 888,57)
07-01-2022		615	40		INTERNET BANKING - SERVICE FEE (CHK-8002975693)	3,62		(842 892,19)
07-01-2022		181	40		BWXXFHORED-FRONGORED 220107	435,87		(843 328,06)
07-01-2022		615	40		INTERNET BANKING - SERVICE FEE (CHK-8002975693)	3,62		(843 331,68)
07-01-2022		756	371		ATM WITHDRAWAL FEES (CHK-8000528201)	22,01		(843 353,69)
07-01-2022		109	40		CASH/IBUS 027851		278 983,63	(843 070,00)

This statement is only a guideline and may differ from your original Bank Windhoek Statements. It is deemed reliable but not guaranteed.



Date	Cheq. #	Tran. Code	Origin Branch No	Drawer No	Description	Debit	Credit	Balance
28-01-2022		854	40		UNSUCCESSFUL DEBIT ORDER FEE	40.37		(848 749,30)
28-01-2022		680	40		ATM BALANCE INQUIRY OTHER INST (CHK-8000528201)	7.99		(848 757,29)
28-01-2022		680	40		ATM BALANCE INQUIRY OTHER INST (CHK-8000528201)	7.99		(848 765,28)
29-01-2022		615	40		INTERNET BANKING - SERVICE FEE (CHK-8002975693)	3.62		(848 768,90)
29-01-2022		764	40		ATM FOREIGN WITHDRAWAL FEES (CHK-8000528201)	59.08		(848 827,98)
31-01-2022		615	40		INTERNET BANKING - SERVICE FEE (CHK-8002975693)	3.62		(848 831,58)
31-01-2022		755	370		ATM WITHDRAWAL FEES (CHK-8000528201)	11.01		(848 842,59)
31-01-2022		764	40		ATM FOREIGN WITHDRAWAL FEES (CHK-8000528201)	81.86		(848 924,45)
31-01-2022		680	40		ATM BALANCE INQUIRY OTHER INST (CHK-8000528201)	7.99		(848 932,44)
31-01-2022		106	40		JDG TRADING 000209		9 800,32	(839 132,12)
31-01-2022		106	40		JDG TRADING 000435		17 860,02	(821 252,10)
31-01-2022		155	40		TRF 118 839	15 000,00		(836 252,10)
31-01-2022		615	40		INTERNET BANKING - SERVICE FEE	3.62		(836 255,72)
31-01-2022		119	115	2	ELECTRICITY		740,00	(835 515,72)
31-01-2022		030	115		CASH HANDLING FEE	14,00		(835 529,72)
31-01-2022		680	40		ATM BALANCE INQUIRY OTHER INST (CHK-8000528201)	7.99		(835 537,71)
31-01-2022		155	40		MARTHA NDIWENI JONA - SALARY	1 200,00		(835 737,71)
31-01-2022		155	40		WALTER TLOMBE - RUNDUJARARA PLOT	3 100,00		(839 837,71)
31-01-2022		103	250		20403709*USD 327 68*WORLDPAY AP LTD		4 890,87	(834 847,04)
31-01-2022		097	260		20403708*USD 327 68*WORLDPAY AP LTD	117,50		(834 964,54)
31-01-2022		733	410		STATEMENT - MONTHLY (CHK-8002975693)	17,73		(834 982,27)
31-01-2022		620	410		BANK ADMIN FEE - CORPORATE	167,51		(835 149,78)
31-01-2022		733	410		STATEMENT - MONTHLY	17,73		(835 167,51)
31-01-2022		753	410		BURFAU ADMIN FEE	529,90		(835 697,41)
31-01-2022		733	410		STATEMENT - MONTHLY (CHK-8000528201)	17,73		(835 715,14)
31-01-2022		733	410		STATEMENT - MONTHLY (CHK-8000647309)	17,73		(835 732,87)
01-02-2022		161	40		BWXXEROAXI-PROTECH SECURITY CC	1 003,20		(836 736,07)
01-02-2022		161	40		BWXXSANTAM-080465388	5 092,23		(841 828,30)
01-02-2022		615	40		INTERNET BANKING - SERVICE FEE (CHK-8002975693)	3,62		(841 831,92)
01-02-2022		755	370		ATM WITHDRAWAL FEES (CHK-8000528201)	22,01		(841 853,93)
01-02-2022		615	40		INTERNET BANKING - SERVICE FEE (CHK-8002975693)	3,62		(841 857,55)
01-02-2022		680	40		ATM BALANCE INQUIRY OTHER INST (CHK-8000528201)	7,99		(841 865,54)
01-02-2022		150	40		BWXXNAMS-IP-NIP SUB 01/02/22	8 064,00		(849 929,54)
01-02-2022		125	40		BWXXHAMIP-NIP SUB 01/02/22		8 064,00	(841 993,54)
01-02-2022		854	40		UNSUCCESSFUL DEBIT ORDER FEE	120,55		(841 986,09)
01-02-2022		150	40		BWXXSANTAM-J089465309	3 582,62		(845 568,71)
01-02-2022		125	40		BWXXSANTAM-J089465309		3 582,62	(841 988,09)
01-02-2022		854	40		UNSUCCESSFUL DEBIT ORDER FEE	53,56		(842 039,65)
01-02-2022		150	40		FHXXXXXNAC897433017-337	25 516,00		(867 555,65)
01-02-2022		125	40		FHXXXXXNAC897433017-337		25 516,00	(842 039,65)
01-02-2022		854	40		UNSUCCESSFUL DEBIT ORDER FEE	200,00		(842 239,65)
01-02-2022		752	410		EPAC CHARGE	1 326,10		(843 565,75)
01-02-2022		708	40		FNDO BUREAU TX FEE 7238 JANUARY 2022 (CHK-8000647309)	14,37		(843 580,12)

ANNEXURE "C"

THE SUBDIVISION OF ERF 4007, SWAKOPMUND EXTENSION 10 INTO
 ERVEN 4792-4902,4903(STREET), 4904-4905(POS)
 AND REMAINDER STREET

SITUATE ON ERF 4007, SWAKOPMUND EXTENSION 10



AREAS		
ERF	Square Metres	ERF
4792	1027	4849
4793	1127	4850
4794	1130	4851
4795	1040	4852
4796	1040	4853
4797	1040	4854
4798	1040	4855
4799	1040	4856
4800	7157	4857
4801	2005	4858
4802	1777	4859
4803	1646	4860
4804	1527	4861
4805	1431	4862
4806	1398	4863
4807	8249	4864
4808	1278	4865
4809	1040	4866
4810	1040	4867
4811	1052	4868
4812	3400	4869
4813	2930	4870
4814	2461	4871
4815	1970	4872
4816	2871	4873
4817	9721	4874
4818	8276	4875
4819	4406	4876
4820	2150	4877
4821	2150	4878
4822	2151	4879
4823	2138	4880
4824	2052	4881
4825	2338	4882
4826	2761	4883
4827	2641	4884
4828	1,0771Ha	4885
4829	1220	4886
4830	1498	4887
4831	1180	4888
4832	1040	4889
4833	1040	4890
4834	1004	4891
4835	1135	4892
4836	1040	4893
4837	1575	4894
4838	1055	4895
4839	1030	4896
4840	1038	4897
4841	1046	4898
4842	1034	4899
4843	1678	4900
4844	1042	4901
4845	1042	4902
4846	1041	4903
4847	2233	4904 (P.O.S.)
4848	1040	4905 (P.O.S.)

ERF	Square Metres	ERF	Square Metres
4849	1040	4906	1040
4850	1040	4907	1040
4851	1130	4908	1130
4852	9557	4909	9557
4853	1020	4910	1020
4854	1040	4911	1040
4855	1040	4912	1040
4856	1040	4913	1040
4857	1108	4914	1108
4858	1006	4915	1006
4859	1,9399Ha	4916	1,9399Ha
4860	1411	4917	1411
4861	1507	4918	1507
4862	7517	4919	7517
4863	6000	4920	6000
4864	6000	4921	6000
4865	5912	4922	5912
4866	6133	4923	6133
4867	6423	4924	6423
4868	6649	4925	6649
4869	8260	4926	8260
4870	8353	4927	8353
4871	7403	4928	7403
4872	1,5140Ha	4929	1,5140Ha
4873	4,7764Ha	4930	4,7764Ha
4874	1,3049Ha	4931	1,3049Ha
4875	1,3054Ha	4932	1,3054Ha
4876	1,3053Ha	4933	1,3053Ha
4877	1,6801Ha	4934	1,6801Ha
4878	1,1400Ha	4935	1,1400Ha
4879	1,3640Ha	4936	1,3640Ha
4880	1,0082Ha	4937	1,0082Ha
4881	1,3780Ha	4938	1,3780Ha
4882	7180	4939	7180
4883	4999	4940	4999
4884	1,8174Ha	4941	1,8174Ha
4885	1,4520Ha	4942	1,4520Ha
4886	1,0782Ha	4943	1,0782Ha
4887	1,1314Ha	4944	1,1314Ha
4888	5892	4945	5892
4889	5822	4946	5822
4890	5851	4947	5851
4891	5780	4948	5780
4892	5615	4949	5615
4893	1,3379Ha	4950	1,3379Ha
4894	1,9476Ha	4951	1,9476Ha
4895	626	4952	626
4896	2,0085Ha	4953	2,0085Ha
4897	1,2042Ha	4954	1,2042Ha
4898	1,3298Ha	4955	1,3298Ha
4899	2,1612Ha	4956	2,1612Ha
4900	97	4957	97
4901	2937	4958	2937
4902	4918	4959	4918

11.1.19 **ERF 4862, SWAKOPMUND: APPLICATION TO WAIVE PRE-EMPTIVE RIGHT**
(C/M 2022/03/31 - E 4862)

Management Committee Meeting of 10 March 2022, Addendum **8.11** page **179** refers.

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

1. Introduction

The attached letter dated **03 February 2022 (Annexure "A")** was received from Virtual Properties CC requesting permission to sell the undeveloped Erf 4862, Swakopmund to a third party. Virtual Properties CC is not offering the erf to Council to repurchase such.

According to Virtual Properties CC, Covid-19 has changed their circumstances drastically, which made it impossible to develop Erf 4862, Swakopmund. In order to reduce further accumulation of debts, they resolved to sell Erf 4862 Swakopmund to a third party.

Attached as **Annexure "B"** is a letter dated **02 February 2022**, received from Bank Windhoek confirming the overdraft that Virtual Properties CC has at the bank of which they confirmed that they cannot afford to pay off.

Erf 4862 Swakopmund is offered as security to Bank Windhoek for the overdraft facility and the bank demanding that the overdraft be settled as soon as possible. It is for this reason they are requesting Council to grant them permission to sell Erf 4862, Swakopmund to 3rd party.

2. Background

Virtual Properties CC bought Erf 4862 Swakopmund measuring 1 411m² at the closed bid sale on **30 August 2013** in the amount of N\$317 475.00 plus N\$47 621.25 (15% VAT). The erf was transferred to them on **23 May 2014** in the Deeds Office.

Industrial erven in Extension 10 are registered with a restrictive condition in order to avoid speculation by purchasers to transfer properties to 3rd parties prior to developing such. Should the purchaser intend to sell undeveloped property, he / she must first offer it to Council to purchase.

Following are conditions that were registered against the title deed:

*7.1.3 that the ERF may not be alienated unless it has been improved at the minimum value stipulated in **paragraph 4 of Annexure "A"** within 24 months as from the date of transfer of the ERF into the name of the PURCHASER. "Improved" shall*

be construed to mean the construction of a building or buildings designed commensurate with the use-zoning of the ERF.

7.1.4 that should the PURCHASER fail to improve the ERF (as more fully referred to in 7.1.3 above) within the said 24 months period, the PURCHASER shall - on demand thereto by the SELLER - be obliged to retransfer the ERF to the SELLER at the PURCHASER'S cost and expense, or, in the case where the ERF has not yet been registered in the name of the PURCHASER, to surrender possession of the ERF in favour of the SELLER. In such an event the SELLER shall be obliged to repay/pay to the PURCHASER –

7.1.4.1 The purchase price, and

7.1.4.2 The value of any useful improvements, against retransfer of the ERF into the SELLER'S name, or surrender of possession in favour of the SELLER, as the case may be. The value and the usefulness of any improvement shall be determined by the SELLER'S official valuator at the cost and expense of the PURCHASER and whose determination shall be final and binding on the parties.

7.3 The PURCHASER is obliged prior to or on the date referred to in **paragraph 4 of Annexure "A"** hereto, to erect and complete a main building together with the necessary boundary fences, in accordance with approved plans and specifications in terms of the SELLER'S building regulations. The building value of such main building (outbuildings and fencing excluded) shall be at least the amount referred to in the aforementioned **paragraph 4 of Annexure "A"** hereto and shall thereafter be maintained at the said value. The improvement of the ERF shall not be considered completed until such time as the SELLER has issued a Completion Certificate in respect of the improvements at the ERF.

The above conditions were amended by Council on **24 September 2015**, under item 11.1.10 and the following was resolved:

- (a) That Council approves the following in order to both safeguard Council's intention to prevent purchasers from speculating with the erven sold in Extension 10 during 2013, while maintaining its goals of encouraging commerce:
- (i) That the development period of 2 years (subject to the conditions of re-possession) from date of transfer be amended to state that the property may not be sold unless it is developed (as defined in the deed of sale), for a period of 48 months.
 - (ii) That the clause regarding the repossession of the erven be abolished.

As per the above conditions, an addendum to the deed of sale was entered into by and between Council and Virtual Properties CC reflecting the amended conditions. Messrs Conradie & Damaseb was requested on **04 April 2016** to attend to the amendment of the conditions in the title deed. The development of Erf 4862, Swakopmund therefore must be completed before the purchaser is allowed to sell the erf to a 3rd party.

A pre-emptive right was registered in favour of Council in order to avoid speculation by the purchasers and to ensure that they construct improvements on the property before they can sell.

3. Past Decisions by Council regarding Applications to Waive the Pre-emptive Right

Council has a record of protecting the public and consistently refusing to waive the pre-emptive period for the sale of the property to third parties. The primary purpose of the restriction of sale of properties is to prevent speculation and to educate the public on the importance of owning fixed property.

Council has turned down applications by the following property owners in Extension 10 who intended to sell their unimproved erven, in the past:

- ① Erf 4812, Swakopmund - Council on **25 October 2018**, item 11.1.13 (which was eventually approved by Council on 30 September 2021)
- ② Erf 4892, Swakopmund - Council on **28 March 2019**, item 11.1.13
- ③ Erf 4829, Swakopmund - Council on **23 May 2019**, item 11.1.22

4. Current Situation

Due to the adverse economic situation brought on by the Covid-19 pandemic, Council has previously waived the pre-emptive rights on merit. The applicant has submitted proof of a significant decline in revenue from NJ's Accounting Services CC.

Virtual Properties CC is accordingly not in position to develop the erf any time soon and intend to mitigate their trading loss by applying for approval to sell Erf 4862, Swakopmund.

The following approvals were granted by Council based not only on economic hardships, but also on merits such as old age.

On **31 October 2019** Council under item 11.1.10 passed the following resolution:

- (a) That Council waives the pre-emptive right registered over Erf 4855, Swakopmund and permits Mr Harold V Ganaseb and Mrs Jolanda Ganases to sell their erf to a third party as they are unemployed and currently in financial difficulties and the municipal services are in arrears with N\$ 71 991.44 plus N\$ 242 360.55 from the First National Bank.
- (b) That in future, Council waive its pre-emptive rights based on the merit of the application provided that the applicant submits evidence to support the appeal and claim.

On **26 March 2020**, Council under item 11.1.5 passed the following resolution:

- (a) That Council waives the pre-emptive right registered over Erf 4893, Swakopmund and permits Mr Samuel Venter to sell his erf to a third party in order to pay his outstanding debts as confirmed by his accountant Messrs Prestige Accounting & Tax Services CC.
- (b) That Council takes notes of the financial proof provided by Mr Samuel Venter that he is unable to afford and or develop his erf.

On **31 August 2020**, Council under item 11.1.4 passed the following resolution:

- (a) That Council waives the pre-emptive right registered over Erf 4841, Swakopmund and permits PSG Trading Enterprises CC to sell their erf to a third party in order to settle their mortgage bonds and municipal account.
- (b) That Council takes note of the financial proof provided by PSG Trading Enterprises CC that they are unable to afford and develop Erf 4841, Swakopmund.

On **29 October 2020**, Council under item 11.1.1 passed the following resolution:

That Council considers the merit of being a pensioner as motivation whether to waive the pre-emptive right registered over Erf 4857, Swakopmund and permits Mr Valentino Bonadei to sell their erf to a third party as he is unable to develop Erf 4857, Swakopmund.

On **30 September 2021**, Council under item 11.1.26 passed the following resolution:

That Council accepts the merit motivation for the closing of business operations in Swakopmund and waives the pre-emptive right registered over Erf 4812, Swakopmund and permits Messrs KS Properties Namibia (Pty) Ltd to sell their undivided erf to a third party.

5. Discussion

It is proposed to approve the application by Virtual Properties CC and allow them to sell Erf 4862, Swakopmund to a third party.

Council is currently finalizing a sale of 3 erven zoned industrial left of the sales of 9 erven held on **15 October 2021**, therefore it would not serve any purpose to offer to purchase Erf 4862, Swakopmund from the owner for resale to the public.

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

RECOMMENDED:

That Council accepts the motivation given, i.e., Covid-19 drastically changed Virtual Properties CC's circumstances, which made it impossible to develop Erf 4862, Swakopmund and waives the pre-emptive right registered over the same property and permits Virtual Properties CC to sell their undeveloped erf to a third party.

ANNEXURE "A"**VIRTUAL PROPERTIES CC**

CC/2005/2249

Tel No.: +264 61 22 2919 or Cell No.: +264 81 210 6132 Fax No.: +264 61 24 4796

5 Andes Str / 6 Johnson Str Eros Windhoek Namibia

PO Box 24742 Windhoek Namibia

E-mail: christnemollerleff@gmail.com

02 February 2022

Municipality Swakopmund
SWAKOPMUND
NAMIBIA

TO WHOM IT MAY CONCERN

RE.: WAIVING THE CAVEAT ON ERF 4862, SWAKOPMUND

We bought this vacant Erf 4862, as it was the ideal location for development for what we had in mind for Virtual Properties CC at the time. Because of COVID19 our circumstances changed drastically within Virtual Properties CC in such a way that we will not be able to develop Erf 4862 the way we planned and must admitted with great sadness that we do not have the financial capital. We have to downscale the business and is at a stage where we are unable to develop vacant Erf 4862. Our debt is just so high and economically we came to a halt in our business.

We have a fare offer for the vacant Erf considering the state of the economical circumstances currently in Namibia and the Buyer wishes to continue to buy the Erf 4862 from Virtual Properties to develop the Erf for his own business, therefore increasing the tax on the property to the benefit of the Municipality Swakopmund.

Virtual Properties CC have currently an overdraft facility on its current account and took Erf 4862, Swakopmund as surety for the overdraft facility. The overdraft has not been renewed last year as we could not meet the high interest rates on the overdraft facility. We are under tremendous pressure from the Bank to settle the overdraft a.s.a.p., to prevent legal action against Virtual Properties CC.

Therefor, we urge you to consider this request and grant us the waiver to sell the vacant Erf 4862, Swakopmund as soon as possible and we trust to get your positive feedback soon.

Thank you in advance.

Yours faithfully


CHRISTINE, YVONNE MOELLER-LEFF
VIRTUAL PROPERTIES CC: OWNER

ANNEXURE "B"

Kudu Branch
PO Box 223
Windhoek
Namibia
Tel: +264 61-299 0300
Fax: +264 61-299 0347

02 February 2022

The Members
Virtual Properties CC
PO Box 24742
Windhoek
Namibia

Your ref:
Our ref: ADT Cloete

Dear Madam

VIRTUAL PROPERTIES CC: ACCOUNT NUMBER CHK-8000653965

We hereby provide the settlement figure/amount to be guaranteed in order to enable us to consent to the cancellation of the bond/s over the relevant property:

Mortgagor : **VIRTUAL PROPERTIES CC**

Property : **ERF 4862, SWAKOPMUND, NAMIBIA**

Settlement figure : 1. Ovedraft Facility of N\$753,000.00, (Including Cancellation Cost of N\$3000.00), plus Interest at Prime (7.50%) from 02 February 2022 to date of payment, both dates inclusive.

Please note that any amounts payable in terms hereof must be made by way of electronic transfer to our Office Account Number CHK - 8000286139, Branch code 482-172.

As interest is capitalized monthly and, as there may be other debit entries on the account (such as insurance premiums, etc.), the above-mentioned figures will only apply for a limited time. If, therefore, the above amount is not guaranteed or paid within one month from the date of this letter, revised figures must be obtained from us.

Yours faithfully

FS Van Rooyen
BRANCH MANAGER



Bank Windhoek Ltd.
Branch: Kudu (WHK)
PO Box 223
311 Independence Avenue
Windhoek

Tel: 061-2990300
Fax: 061-2990347/8/9

Virtual Properties CC
Reg nr 2005/2249
PO Box 24742
Windhoek

Run Date: 03-02-2022
Account No: CHK-8000653965
RIM No: 12489003

Date	Cheq. #	Tran. Code	Origin Branch No	Drawer No	Description	Debit	Credit	Balance
03-01-2022		856	40		CARDFEEJAN22**6056	12,50		(744 577,42)
03-01-2022		860	40		CARDPROTECTIONFEEJAN22**6056	4,45		(744 581,87)
06-01-2022		107	40		LL: 36MARGAS JAN 2022		5 000,00	(739 581,87)
25-01-2022		757	230		ACCOUNT MANAGEMENT FEE	78,73		(739 660,60)
25-01-2022		185	230		INTEREST CHARGE	6 042,48		(745 703,08)
31-01-2022		107	40		36 MARGAS RENTIES FEB		5 000,00	(740 703,08)
31-01-2022		620	230		BANK ADMIN FEE - CORPORATE	167,51		(740 870,59)
31-01-2022		733	230		STATEMENT - MONTHLY	17,79		(740 888,32)
02-02-2022		856	40		CARDFEEFEB22**6056	12,50		(740 900,82)
02-02-2022		860	40		CARDPROTECTIONFEEFEB22**6056	4,45		(740 905,27)

THE SUBDIVISION OF ERF 4007, SWAKOPMUND EXTENSION 10 INTO
 ERVEN 4792-4902,4903(STREET), 4904-4905(POS)
 AND REMAINDER STREET
 SITUATE ON ERF 4007, SWAKOPMUND EXTENSION 10



AREAS		
ERF	Square Metres	ERF
4792	1027	4849
4793	1127	4850
4794	1130	4851
4795	1040	4852
4796	1040	4853
4797	1040	4854
4798	1040	4855
4799	4208	4856
4800	7167	4857
4801	2006	4858
4802	1777	4859
4803	1646	4860
4804	1527	4861
4805	1431	4862
4806	1398	4863
4807	8249	4864
4808	1278	4865
4809	1040	4866
4810	1040	4867
4811	1052	4868
4812	3400	4869
4813	2830	4870
4814	2461	4871
4815	1970	4872
4816	2871	4873
4817	9721	4874
4818	6276	4875
4819	4406	4876
4820	2150	4877
4821	2150	4878
4822	2151	4879
4823	2138	4880
4824	2052	4881
4825	2338	4882
4826	2761	4883
4827	2641	4884
4828	1,0771Ha	4885
4829	1220	4886
4830	1488	4887
4831	1180	4888
4832	1040	4889
4833	1040	4890
4834	1004	4891
4835	1135	4892
4836	1040	4893
4837	1575	4894
4838	1055	4895
4839	1030	4896
4840	1038	4897
4841	1046	4898
4842	1034	4899
4843	1678	4900
4844	1042	4901
4845	1042	4902
4846	1041	4903
4847	2233	4904 (P.O.S.)
4848	1040	4905 (P.O.S.)

11.1.20 **STANDING RULES IN CONNECTION WITH CONVENING AND HOLDING OF, AND PROCEDURE AT, MEETINGS OF LOCAL AUTHORITY COUNCILS AND COMMITTEES ESTABLISHED BY LOCAL AUTHORITY COUNCILS**

(C/M 2022/03/31 - 1/1/1/5)

Management Committee Meeting of 10 March 2022, Addendum **8.12** page **187** refers.

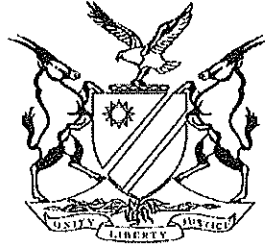
A. The following item was submitted to the Management Committee for consideration:

1. The Minister responsible for local authorities promulgated the Standing Rules in Connection with Convening and Holding Of, And Procedure At, Meetings of Local Authority Councils and Committees Established by Local Authority Councils as advertised in Government Gazette No. 5705 of **02 April 2015**.
2. The Minister emanates his powers from Section 14(6)(b) of the Local Authorities Act, 1992 (Act No. 23 of 1992). These rules are the ultimate guidelines under which meetings of Council and Committees established by Council are regulated. It is therefore important for Councillors to internalize these rules and ensure that they are always adhered to.
3. **Attached** is a copy of the rules for ease of reference.

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

RECOMMENDED:

That Council takes note of the Standing Rules in connection with convening and holding of, and Procedure at, meetings of Local Authority Councils and Committees established by Local Authority Councils as advertised in Government Gazette No. 5705 of 02 April 2015.



GOVERNMENT GAZETTE
OF THE
REPUBLIC OF NAMIBIA

N\$7.20

WINDHOEK - 2 April 2015

No. 5705

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General Notice

**MINISTRY OF REGIONAL AND LOCAL GOVERNMENT,
HOUSING AND RURAL DEVELOPMENT**

No. 140

2015

**STANDING RULES IN CONNECTION WITH CONVENING AND HOLDING OF, AND
PROCEDURE AT, MEETINGS OF LOCAL AUTHORITY COUNCILS AND COMMITTEES
ESTABLISHED BY LOCAL AUTHORITY COUNCILS: LOCAL AUTHORITIES ACT, 1992**

In terms of Section 14(6)(b) of the Local Authorities Act, 1992 (Act No. 23 of 1992), I have made the standing rules set out in the Schedule.

C. NAMOLOH
MINISTER OF REGIONAL AND LOCAL
GOVERNMENT, HOUSING AND RURAL
DEVELOPMENT

Windhoek, 16 March 2015

SCHEDULE

ARRANGEMENT OF RULES

1. Definitions
2. Notice of meetings
3. Minuting of names

4. Quorum at commencement of and during meeting
5. Sequence of business and agenda of ordinary meeting of council
6. Sequence of business and agenda of first council meeting
7. Minutes of meetings
8. Opening of council meeting
9. Language
10. Deputations
11. Petitions
12. Motions
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14. Order of motions
15. Unopposed motions
16. Opposed motions
17. Motion to rescind or motion with same tenor as previous motion
18. Reference of motions to management committee
19. Motion of no confidence in management committee
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29. Motion of order that debate be closed
30. Motion of order that next matter on agenda be proceeded with
31. Motion of order that matter be remitted to Management Committee
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42. Removal of person from chamber
43. Suspension of right to attend meetings
44. Suspension of rules
45. Interpretation of rules
46. Adjournment of meetings
47. Committee of whole council
48. Time of committee meetings
49. Resignation as member of committee
50. Filling of vacancy in committee
51. Filling of vacancy in committee during absence of member
52. Official communications

Definitions

1. In these regulations a word or an expression to which a meaning has been given in the Act has that meaning, and unless the context otherwise indicates -

“chairperson of council” means a chairperson of the council elected in terms of section 11 of the Act;

“chairperson of management committee” means a chairperson of the management committee elected in terms of section 25 of the Act;

“committee” means a committee of a council;

“council” means a local authority council;

“first council meeting” means the meetings referred to in section 14(1)(a) of the Act and includes any other meeting where a chairperson of council, vice-chairperson of council or members of the management committee are elected;

“meeting” means a meeting of a council or committee;

“member” means a member of a council;

“motion” means a motion referred to in regulation 12;

“ordinary council meeting” means a meeting of a council other than a first council meeting;

“proposal” means a proposal, other than a motion, proposed and seconded during a meeting of a council or a committee;

“the Act” means the Local Authorities Act, 1992 (Act 23 of 1992); and

“these rules” means the standing rules in connection with the convening and holding of, and procedure at, meetings of councils and committee contained herein.

Notice of meetings

2. (1) The chief executive officer must cause a notice issued by him or her to be furnished to each member of a council or committee or to be delivered to his or her business or residential address at least 72 hours before the commencement of a meeting.

(2) A notice referred to in subrule (1) must state the date, time and place of the meeting and the business to be dealt with at the meeting.

(3) If a meeting is adjourned, the chief executive officer must give written notice of the continuation of the meeting as contemplated in subrule (1).

(4) If the date, time and place of the continuation of a meeting is determined at the meeting which is adjourned, the chief executive officer must give written notice to every member of a council or committee, who was absent from the meeting which was adjourned, to reach the member at least 72 hours before the commencement of the continuation of the meeting.

(5) A member of a council or committee -

(a) must provide the chief executive officer in writing with his or her business and residential address for the purpose of delivery of the notice referred to in subrule (1) or (3); and

(b) must forthwith notify the chief executive officer in writing of a change in an address referred to in paragraph (a),

and a delivery of a notice at an address referred to in paragraph (a) or (b) is considered to have reached the member at the time of delivery of the notice.

Minuting of names

3. The minutes of a meeting referred to in rule 7 -
 - (a) must include the names of the members of a council or committee or staff member present, absent with leave and absent without leave at the meeting; and
 - (b) is *prima facie* proof of the presence, absence with leave or absence without leave of the member of a council or committee or a staff member at the meeting.

Quorum at commencement of and during meeting

4. (1) The quorum of -
 - (a) a council is as set out in section 14(3) of the Act; and
 - (b) a committee is -
 - (i) half of the total membership of the committee, if the total membership of the committee is an even number; and
 - (ii) the majority of the total membership of the committee, if the total membership of the committee is an uneven number.
- (2) The business of a meeting may only be proceeded with, if a quorum is present.
- (3) If at the expiration of five minutes after the time set for the meeting a quorum is not present, the members of a council or committee present may decide by majority vote to wait another ten minutes to try and obtain a quorum.
- (4) If a decision is not taken in terms of subregulation (3) or if the decision is taken and at the expiry of ten minutes there is still no quorum, the members of a council or committee present may, by majority vote, decide to adjourn the meeting to a specified date, time and place, and in that case the provisions of regulation 2(3) and (4) apply.
- (5) If a decision is not taken under subrule (4) -
 - (a) the chairperson of council or in the absence of the chairperson, the chief executive officer; or
 - (b) the chairperson of a committee or in the absence of the chairperson, a member of the committee,

must adjourn the meeting to a specified date, time and place and in that case the provisions of regulation 2(3) and (4) apply.

- (6) If during a meeting of a council or committee, the attention of the chairperson of council or committee is drawn to the number of members present, the chairperson must count the members present and if it is found that there is no quorum, the meeting may not proceed and subrule (4) and (5) apply with the necessary amendment as if no decision had been taken in terms of subrule (3).

Sequence of business and agenda of ordinary meeting of council

5. (1) The sequence of business of an ordinary meeting of a council is as set out in the agenda of meeting of the council and must, as far as possible, be as follows -

- (a) opening by prayer, if so desired;
- (b) adoption of the agenda of the meeting of a council;
- (c) application of leave of absence by members of a council;
- (d) confirmation of the minutes of the previous meeting of a council;
- (e) interviews with deputations or persons summoned or requested to attend the meeting of a council;
- (f) official announcements, statements and communications;
- (g) petitions;
- (h) motions of members;
- (i) answers to questions of members of which notice has been given;
- (j) report of the management committee referred to in section 26(l)(e) of the Act;
- (k) recommendations of the management committee;
- (l) reports and recommendations of committees or the chief executive officer; and
- (m) draft regulations and tariffs, if any.

(2) The sequence of business and agenda of a meeting of a committee is, with the necessary changes, substantially the same as in the case of a council.

Sequence of business and agenda of first council meeting

6. The sequence of business of a first council meeting convened in terms of section 12 of the Act is as set out in the agenda of the meeting and must as far as possible be as follows -

- (a) opening prayer, if so desired;
- (b) the election of the chairperson of council and other persons elected in terms of section 12 of the Act; and
- (c) the election of the members of the management committee as contemplated in section 22 of the Act.

Minutes of meetings

7. (1) The minutes of a meeting of a council are confirmed at the next ordinary meeting of the council.

(2) The minutes of every meeting of a committee are confirmed at the next ensuing meeting of the committee, unless the minutes or a portion of the minutes are, prior to the confirmation by the committee, submitted to a council for consideration and acceptance.

(3) If the minutes of a meeting of a committee or any portion of the minutes are submitted to a council as contemplated in subrule (2), the minutes or the portion of the minutes are confirmed by a quorum of the members of the committee at the meeting of the council.

(4) The minutes of a previous meeting which have not yet been approved must first be read at a meeting and must be signed by the chairperson of council or committee and the chief executive officer if they are confirmed.

(5) Despite subrule (4), the minutes of a previously meeting are considered as read, if the minutes lay for inspection by all members of a council or committee for 48 hours prior to the meeting at which they are submitted for confirmation.

(6) A motion or proposal on the minutes of a previously meeting may not be submitted, nor may any discussion regarding the minutes be entered into save in so far as the correctness of the minutes is concerned.

(7) An objection to the correctness of the minutes of a previous meeting must be submitted in writing to the chief executive officer, at least 24 hours prior to a meeting, for submission to the meeting together with the comments of the chief executive officer, except minor amendments approved by the members at a meeting.

(8) Any information furnished at a meeting concerning the powers or lack of powers of a council or the interest of a member in terms of section 19 of the Act must be entered in the minutes of that meeting.

(9) The minutes of a meeting must record the resolutions taken, but does not need to be a verbatim record of the meeting minuted.

Opening of council meeting

8. (1) If a chairperson of council and chief executive officer enter a council chamber, the members of council must rise and remain standing until the chairperson of council and the chief executive officer have sat down or until completion of the prayer referred to in subregulation (2), if applicable.

(2) It is optional for a council to open its meeting by a reading from the scriptures, a short lesson or a prayer by a person designated from time to time by the chairperson of council.

Language

9. (1) The chairperson of council or committee may allow a person to addresses a council or committee in a language other than the official language if that language is commonly used in the area of the council.

(2) The chairperson referred to in subrule (1) may only allow the use of the language other than the official language if he or she is of the opinion that the person addressing the council is not sufficiently proficient in the official language so as to properly express himself or herself.

(3) If a meeting is addressed in a language other than the official language, a member of a council, committee or staff member present at the meeting may request the chairperson referred to in subrule (1) to translate that language into the official language or to cause it to be translated and the translation must be verbal.

Deputations

10. (1) A deputation desirous of having an interview with a council or committee must submit to the chief executive officer a written memorandum in which the representations it wishes to make are set out.

(2) The chairperson of a council or committee must decide whether the deputation is to be heard and whether the matter can be disposed of under the ordinary powers of the meeting of the council or committee.

(3) If the chairperson of a council decides that the deputation is not to be heard, he or she may refer the matter to the management committee which must then consider the request as if it is a request for an interview with the management committee.

(4) A deputation consists of not more than five members, and only one member of the deputation may address members of council or committee, except when a question of a member of the council or committee is being answered.

(5) The council or committee may -

- (a) hear the deputation and gather all relevant information and may, after the deputation has departed, deal further with the matter; or
- (b) express, after hearing the deputation, the view or opinion of the council or committee on the representations made by the deputation.

Petitions

11. (1) A member of a council or committee may submit a petition to the chief executive officer.

(2) A petition referred to in subrule (1) -

- (a) must be properly motivated; and
- (b) may not be read to a council or committee, and no speech or comments concerning it may be heard, but must be referred to the next ordinary meeting of the management committee which must report to the council.

(3) Every petition must have the word "Petition" as a heading.

Motions

12. (1) Subject to rule 13, a member of a council or committee may introduce a motion which must relate to a matter in connection with the administration or conditions in a local authority area.

(2) The chairperson of a council or committee may reject a motion if, in his or her opinion -

- (a) it is contrary to these rules or any law;
- (b) it deals with a matter in respect of which a council or committee has no jurisdiction;
- (c) it leads to the discussion of a matter already contained in the agenda of the meeting; or
- (d) there is no seconder for a motion in the case of an opposed motion.

(3) More than four motions by a member of a council or committee may not appear on the same agenda, which number does not include motions which stand over from a previous meeting.

Notice of motions

13. (1) A member of a council or committee must give notice under the heading "Motion" of every motion he or she wishes to introduce and the notice must contain proper motivation of the motion and be signed by the member.

(2) Every notice referred to in subrule (1), must be submitted to the chief executive officer who must -

- (a) date it with the date of receipt;
- (b) number it in sequence; and
- (c) enter it into a book kept for that purpose.

(3) The chief executive officer must, in writing, acknowledge receipt of the motion referred to in subrule (1) if a member referred to in that subrule so request.

(4) A motion may only be placed on the agenda of a meeting if it is received at least six days prior to the date of the next ensuing meeting.

Order of motions

14. Subject to rule 13(4), a chief executive officer must place every motion on the agenda of the meeting in the order in which it was received.

Unopposed motions

15. (1) The chairperson of a council or committee must read out the number of every motion coming up for discussion as well as the name of the mover of the motion in order to ascertain which motion is unopposed.

(2) Subject to rule 12(2) and 18, an unopposed motion is passed without discussion and without being seconded.

Opposed motions

16. (1) A member of a council or committee who wishes to oppose a motion appearing on the agenda must, before the commencement of a meeting, lodge with the chief executive officer a written notice signed by the member to the effect that the motion is being opposed.

(2) Subject to rule 12(2), the chairperson of a council or committee must call on the mover of each opposed motion, a seconder must be obtained and the matter must be ruled open for discussion.

(3) If the mover of the motion is not present at the meeting, a seconder must be obtained and the matter must be ruled open for discussion.

Motion to rescind or motion with same tenor as previous motion

17. (1) A member of a council or committee may not introduce a motion -

- (a) to rescind a resolution taken within the preceding six months; or
- (b) with the same tenor as one rejected during the preceding six months,

unless, subject to rule 13, the motion has been signed by three members in addition to the proposer.

(2) A motion introduced in accordance with subrule (1), may only be carried by a majority of 75 percent of the total membership of a council or committee.

(3) After a council or committee has disposed of a motion referred to in subrule (2), a similar motion may not be introduced within six months of such disposal.

Reference of motions to management committee

18. (1) Prior to the passing by a council of any motion which may -

(a) result in the expenditure or revenue of a council being affected; or

(b) affect the drafting, amendment or repeal of a rule or other law,

the chairperson of the council must refer the motion to the management committee for report to the council.

(2) Subrule (1) applies with the necessary changes to a proposal before a council having the effect contemplated in subrule (1), excluding a recommendation of a management committee.

Motion of no confidence in management committee

19. (1) Subject to rules 13 to 16 inclusive, a member of a council may introduce a motion of no confidence in the management committee.

(2) Despite any provision to the contrary contained in these rules, a motion referred to in subrule (1) may not be placed on the agenda of the next ordinary meeting, but the chief executive officer must at that meeting read out the motion and the motivation advanced in respect of the motion.

(3) After reading out the motion and the motivation advanced under subrule (2), the motion must be placed on the agenda of the next ordinary meeting or a special meeting of a council convened for that purpose and the council must consider the motion.

(4) Every member of a management committee in respect of which a motion of no confidence has been introduced as contemplated in subrule (1) must be given an opportunity to address a council, and if a motion referred to in that subrule is carried by a council every member of the management committee must resign and a member who fails or refuses to resign is considered to have resigned.

(5) A council must immediately determine a date for a meeting in order to elect members of a management committee in accordance with section 22 of the Act.

(6) A former member of a management committee is, at an election referred to in subrule (5), eligible for re-election.

Questions

20. (1) A member of a council or committee may put a question at a meeting relating to a matter which arises from or relates to the business of a council or committee.

(2) A member referred to in subrule (1) must submit to the chief executive officer a written and signed notice of the question, referred to in that subrule, at least 48 hours prior to the commencement of the meeting.

- (3) The chief executive officer must -
- (a) as early as possible after receipt of the notice referred to in subrule (2), submit a copy of the notice to the chairperson of a council or committee from whose business the question originates; and
 - (b) prior to the commencement of the meeting at which the question must be answered, furnish a copy of the notice referred to in subrule (2) to every other member of a council or committee and to the chairperson of a council or committee or the member presiding at the meeting.
- (4) The chairperson of a council or committee to whom a notice referred to in subrule (2) has been submitted under subrule (3)(a), must answer the question in writing.
- (5) The chairperson referred to in subrule (4) must hand the written answer to the chief executive officer at least two hours prior to the commencement of the meeting at which the question is to be answered and the chief executive officer must hand it over to the members of the council or committee together with a copy of the notice referred to in subrule (3).
- (6) The chairperson of a council or committee may decide that the answering of a question stands over to the meeting of the council or committee following on the meeting referred to in subrule (1).
- (7) Despite subrule (1), a member of a council or committee, subject to subrules (8), (9) and (10) and after written notice, may put a question which in the opinion of the chairperson of a council or committee is of urgent public interest.
- (8) A notice referred to in subrule (7) must -
- (a) be signed the member and be co-signed by the chairperson of the council or committee from whose business the question originates; and
 - (b) be handed to the chief executive officer at least 10 minutes prior to the commencement of the meeting at which the question is to be answered.
- (9) A question referred to in subrule (7) is answered verbally and not in writing.
- (10) If the member who has put a question referred to in subrule (7) so request, the chief executive officer must ensure that the answer to the question is given in writing to the member together with the minutes of the meeting at which the question is answered.
- (11) If a shorter notice than 48 hours as required under subrule (2) of putting of a question has been given to the chief executive officer or if a member has given a notice under subrule (7) and the question is not of urgent public interest as contemplated in subrule (7), the question must be disposed of in the manner contemplated in subrule (3), (4), (5) and (6) on the next ordinary meeting following the meeting prior to which the question was put.
- (12) The chairperson of a council or committee may rule that a question put under subrule (1) or (7) be disposed of in the interests of good order on the next ordinary meeting of the council.
- (13) Subject to this rule, a question referred to in this rule may be discussed after it has been answered in the manner provided for in this rule.
- (14) A chairperson of a council or committee may reject a question if he or she is of the opinion that it is out of order or is not clearly put or that this rule has not been complied with.

Reports of management committee to council

21. (1) The report of a management committee regarding its decisions on matters delegated to it or in respect of the exercise of its powers or the performance of its functions as contemplated in section 26(1) of the Act must be placed on the agenda of every ordinary meeting of a council.

(2) The chairperson of the management committee or in his or her absence, a member of the management committee requested by the chairperson, must put the report referred to on subrule (1) to a council for information.

(3) A report referred to in subrule (1) may be discussed, but a motion or proposal may not be introduced on the report, except that cognisance of the matter may be taken.

(4) Any question or proposal in connection with a report referred to in subrule (1) must be submitted, prior to the meeting on which the report is placed on the agenda of that meeting, to the chief executive officer in writing and it may only be disposed of at the meeting subsequent to the first mentioned meeting.

Recommendations of management committee

22. (1) The recommendation of the management committee to a council must be placed on the agenda of an ordinary meeting of a council in accordance with rule 5.

(2) The chairperson of a management committee or in his or her absence, a member of the management committee requested by the chairperson must propose each recommendation of the management committee for acceptance by the council.

(3) Subject to subrule (4), a proposer referred to in subrule (2) may, with the consent of at least two-thirds of the member of the management committee present, amend a recommendation of the management committee or withdraw an item on the report of the management committee for remission to the management committee.

(4) An ordinary majority of the members of a management committee is sufficient for an amendment referred to in subrule (3) which, in the opinion of the chairperson of a council, is of a non-material nature.

(5) For the purposes of these rules a recommendation of a management committee is considered as a proposal which has been seconded.

Reports of committees

23. (1) A report of a committee to a council must be placed on the agenda of an ordinary meeting of the council in accordance with rule 5.

(2) The chairperson of a committee or in his or her absence a member of the committee requested by the chairperson must propose each recommendation of the committee for acceptance by a council.

(3) A proposer referred to in subrule (2) may, with the consent of at least two-thirds of the members of the committee present, amend a recommendation of the committee or withdraw an item on the report of the committee for remission to that committee.

(4) Rule 21(3) applies with necessary changes to a report submitted for information in terms of subrule (1).

Proposals and motions of order that may be introduced

24. Subject to any provision to the contrary contained in these rules, if a motion or proposal is under discussion during a meeting it may only be proposed that -

- (a) the motion or proposal be amended;
- (b) the matter be voted upon; or
- (c) any of the following motions of order be introduced, namely that the -
 - (i) meeting be adjourned;
 - (ii) debate be suspended;
 - (iii) debate be closed;
 - (iv) next matter on the agenda be proceeded with; or
 - (v) matter be remitted to the management committee.

Amendments

25. (1) Every amendment of a motion or proposal must relate to the motion or proposal before a council or committee in respect of which it is introduced.

(2) An amendment may not be introduced in respect of an unopposed motion.

(3) If the chairperson of a council or committee require, an amendment must be put in writing, signed by the proposer and be submitted to the chairperson and chief executive officer.

(4) Every written amendment must be read out by the chairperson referred to in subrule (3) and after the reading the proposer may speak on the amendment.

(5) After a proposer has spoken on an amendment, under subrule (4), the amendment must be seconded, before a council or committee discusses it or votes on the amendment.

(6) An amendment lapses if there is no a seconder under subrule (5).

(7) A member may only address a council or committee once on an amendment, but a proposer of a motion or proposal to which the amendment under discussion was proposed may reply.

(8) A member who has formally seconded an amendment may immediately or later speak on the amendment.

(9) After an amendment to a motion or proposal has been introduced and seconded, further amendment may not be introduced before the first amendment is disposed of.

(10) If an amendment is carried, the original motion or proposal, as amended, is the motion or proposal before a council or committee and any further amendment may be introduced in respect of the amended motion or proposal.

Proposal that matter be voted upon

26. (1) If a proposal that a matter under discussion be voted upon is carried, the matter must be voted upon without further discussion.

(2) A proposal referred to in subrule (1) may be made at any time during the course of the debate, but not while a speech is in progress.

(3) Subject to subrule (4), a proposal referred to in subrule (1) may not be discussed.

(4) A proposer of a matter referred to in subrule (1) may, if the proposal is seconded, speak on the proposal for not more than five minutes.

(5) A proposal referred to in subrule (1) lapses if there is no seconder to the proposal.

Motion of order that meeting be adjourned

27. (1) If a motion of order that a meeting be adjourned is carried, the meeting must adjourn in accordance with rule 46.

(2) A member may not introduce or second more than one motion referred to in subrule (1) in respect of the same sitting of a meeting.

Motion of order that debate be suspended

28. (1) Subject to subrule (2), if a motion of order that a debate be suspended is carried, the discussion of the matter must resume at the next ordinary meeting and a council or a committee must proceed to the next matter on the agenda.

(2) Despite subrule (1), a special meeting may be convened for the discussion of a matter in respect of which a debate has been suspended as contemplated in subrule (1).

(3) When a suspended debate is resumed the member who proposed the suspension is entitled to speak first.

(4) A member may not introduce or second more than one motion of order referred to in subrule (1) in respect of the same debate.

Motion of order that debate be closed

29. (1) If a motion of order that a debate be closed is carried, the motion lapses completely.

(2) A member may not introduce or second more than one motion referred to in subrule (1) in respect of the same debate at the same meeting.

Motion of order that next matter on agenda be proceeded with

30. (1) If a motion of order that the next matter on the agenda be proceeded with is carried, the motion under discussion lapses and a council or committee must without further discussion proceed to the next matter on the agenda.

(2) A member may not introduce or second more than one motion referred to in subrule (1) at the same meeting.

Motion of order that matter be remitted to management committee

31. If a motion of order that a matter be remitted to the management committee is carried, the matter must be remitted without further discussion to the management committee and a council or committee must proceed to the next matter on the agenda.

(2) A proposal referred to in subrule (1) may be made at any time during the course of the debate, but not while a speech is in progress.

(3) Subject to subrule (4), a proposal referred to in subrule (1) may not be discussed.

(4) A proposer of a matter referred to in subrule (1) may, if the proposal is seconded, speak on the proposal for not more than five minutes.

(5) A proposal referred to in subrule (1) lapses if there is no seconder to the proposal.

Motion of order that meeting be adjourned

27. (1) If a motion of order that a meeting be adjourned is carried, the meeting must adjourn in accordance with rule 46.

(2) A member may not introduce or second more than one motion referred to in subrule (1) in respect of the same sitting of a meeting.

Motion of order that debate be suspended

28. (1) Subject to subrule (2), if a motion of order that a debate be suspended is carried, the discussion of the matter must resume at the next ordinary meeting and a council or a committee must proceed to the next matter on the agenda.

(2) Despite subrule (1), a special meeting may be convened for the discussion of a matter in respect of which a debate has been suspended as contemplated in subrule (1).

(3) When a suspended debate is resumed the member who proposed the suspension is entitled to speak first.

(4) A member may not introduce or second more than one motion of order referred to in subrule (1) in respect of the same debate.

Motion of order that debate be closed

29. (1) If a motion of order that a debate be closed is carried, the motion lapses completely.

(2) A member may not introduce or second more than one motion referred to in subrule (1) in respect of the same debate at the same meeting.

Motion of order that next matter on agenda be proceeded with

30. (1) If a motion of order that the next matter on the agenda be proceeded with is carried, the motion under discussion lapses and a council or committee must without further discussion proceed to the next matter on the agenda.

(2) A member may not introduce or second more than one motion referred to in subrule (1) at the same meeting.

Motion of order that matter be remitted to management committee

31. If a motion of order that a matter be remitted to the management committee is carried, the matter must be remitted without further discussion to the management committee and a council or committee must proceed to the next matter on the agenda.

General provisions relating to motions of order

32. (1) A motion of order may be introduced verbally.

(2) As soon as a motion of order is introduced all discussions of the matter is discontinued immediately and after a seconder for the motion of order has been obtained the proposer is entitled to speak on the motion of order for not more than five minutes.

(3) A motion of order lapses if there is no seconder to the motion.

(4) A seconder of a motion of order may not speak on the motion.

(5) After the proposer of a motion of order has spoken, the proposer of the matter under discussion when the motion of order is introduced may, for not more than five minutes, speak on the motion of order and thereafter the motion of order must be voted upon without further discussion.

(6) A motion of order may not be introduced within 30 minutes after a similar motion of order in respect of the same matter has been dealt with, unless if in the opinion of the chairperson of council or committee the circumstance justifies the introduction of such motion of order.

Withdrawal of motions and proposals

33. (1) A proposer may, with the consent of a council, withdraw a motion or proposal, including an amendment to the motion or proposal.

(2) A discussion may not be held during the discussion of consent for a withdrawal referred to in subrule (1).

Voting

34. (1) Subject to subrule (4), voting at a meeting of a council or committee is done by the show of hands and the result of the voting is announced by a chairperson of council or committee.

(2) If a member of a council or committee questions a decision by the show of hands, a chairperson referred to in subrule (1) must request all members -

- (a) in favour of the motion or proposal;
- (b) not in favour of the motion or proposal; and
- (c) who have abstain from voting,

to rise from their seats and the chairperson must record their names and the total votes obtained.

(3) The chairperson referred to in subrule (1) must announce who voted in favour of, and who voted against, the motion or proposal and who abstained from voting, and whether the motion or proposal has been carried or rejected.

(4) If a member insists, voting must take place by secret ballot.

(5) The voting under subrule (4) is checked by a chairperson of council or committee and the chief executive officer and the chairperson must announce the result of the voting.

(6) A chairperson of council or committee has, in the event of an equality of votes, a casting vote in addition to his or her deliberative vote.

Minuting of dissenting vote

35. (1) Subject to subrule (2), a member of a council or committee may request immediately that his or her vote against a motion, proposal or resolution be recorded in the minutes.

(2) A chairperson of council or committee may refuse to have a vote referred to in subrule (1) recorded if, in his or her opinion, an improper motive can be attributed to it.

Right to speak and reply

36. (1) Subject to any provision to the contrary contained in these rules and to subrule (2), a member of a council or committee may not speak more than once on a motion or proposal.

(2) Subject to any provision to the contrary contained in these rules, the proposer of a motion or proposal may reply before the motion or proposal is voted upon, but a member is only restricted to reply to previous speakers and may not introduce new matters.

(3) A council or committee may allow the proposer of a proposal referred to in rule 21(2) or 22(2) to clarify a matter before a specified recommendation is considered or during the discussion of the recommendation in reply to a specific question.

Duration of speeches

37. Subject to any provision to the contrary contained in these rules, a member of a council or committee may not speak for more than ten minutes on a motion or proposal, but the council or committee may allow a speech to proceed for a further period of not more than five minutes.

Members to stand and address chairperson

38. (1) A member of a council or committee, except a chairperson of council or committee, must stand when speaking unless if a chairperson allows the member to remain seated.

(2) A member of a council or committee must address a chairperson of council or committee when speaking.

Discussion to be to point

39. A member of the council or committee must confine himself or herself strictly to the matter, motion or point of order under consideration and no discussion anticipating a matter on the agenda may be allowed.

Chairperson has precedence

40. If a chairperson of a council or committee rises during a debate, a member speaking or about to speak must sit down and remain silent so that the chairperson may be heard undisturbed.

Repetition, irrelevancy and disturbance of order

41. (1) A chairperson of a council or committee must direct the attention of a meeting to irrelevancy, unnecessary repetition, unseemly language or any disturbance of the order by a member of the council or committee and if the member persists the chairperson must order him or her to stop his or her behaviour.

(2) If a member referred to in subrule (1) persists in disregarding the authority of the chairperson referred to in that subrule, the chairperson must order the member to retire from the meeting.

(3) If a member refuses to comply with an order given under subrule (2), the chairperson referred to in that subrule may instruct a law enforcement officer to remove the member from the meeting and to preclude the member from returning to the meeting.

Removal of person from chamber

42. If-

- (a) in the opinion of a chairperson of a council or committee, a person is not properly dressed; or
- (b) a chairperson of a council or committee considers it necessary for maintaining order,

the chairperson may at any time during a meeting -

- (i) give instructions that the person be removed from a council or committee chamber; or
- (ii) in a case referred to in paragraph (b), instruct that the public gallery be cleared.

Suspension of right to attend meetings

43. (1) Subject to subrule (3) and (4), a council or committee may suspend the right of a member of a council or committee to attend a meeting of a council or committee, if the member -

- (a) fails or refuses to comply with an order referred to in rule 41(2);
- (b) wilfully obstructs the business of a meeting of the council or committee;
- (c) fails or refuses to comply with an order given under rule 42; or
- (d) publishes or discloses -
 - (i) a document of a council or committee;
 - (ii) the proceedings of a council, committee or a committee relating to land or other property which a council is acquiring or expropriating;
 - (iii) legal or arbitration proceedings in which a council is part of, or
 - (iv) any other matter in which the publication or disclosure may prejudice the interest of the council or committee.

(2) Despite any provision to the contrary contained in these rules, a proposal to suspend a member as contemplated in subrule (1) may be moved at any stage during a meeting.

(3) A proposal to suspend a member as contemplated in subrule (1) may not be decided upon before the member proposed to be suspended is afforded an opportunity to state his or her case to a council or committee.

(4) A member referred to in subrule (1) may be suspended under that subrule for a period not exceeding one month.

Suspension of rules

44. (1) Despite any provision to the contrary contained in these rules, but subject to subrule (2), a member of a council or committee may propose during a meeting that these rules be suspended for a purpose which such member must state.

(2) A council or committee may, by majority vote of members, suspend one or more provisions of these rules for the purpose of discussing a specific matter, except rules 4, 7, 13(1), 15, 24, 34, 39,40 and 46.

(3) A proposal referred to in subrule (1) may only be made in regard to a specific matter, but lapses if it is not adopted by a majority vote of members of a council or committee.

(4) A chairperson of a committee may, at a meeting of the committee, apply any provision of these rules which is not applicable to the committee if he or she is of the opinion that it is necessary or expedient for the proper dispatch of the business of the committee.

Interpretation of rules

45. (1) A member of a council or committee may request that a ruling of a chairperson of the council or committee on the interpretation of these rules be recorded in the minutes of the meeting.

(2) A chief executive officer must keep a list of rulings referred to in subrule (1).

(3) A chairperson referred to in subrule (1) must sign the entry in a list referred to in subrule (2) of each ruling he or she has given.

(4) A member of a council or committee who made a request under subrule (1) may verbally require during the meeting or in writing within five days after the meeting that the chief executive officer submit the matter to the management committee.

(5) A management committee referred to in subrule (4) must consider the matter and report to a council.

(6) A council may, on the recommendation of the management committee, order that the ruling of the chairperson of the council or committee be withdrawn or amended.

Adjournment of meetings

46. (1) A chairperson of a council or committee may adjourn a meeting to a specified day, time and place if it appears to him or her that further continuation of the meeting is undesirable on account of irrelevancies or disturbance of the peace.

(2) If a meeting is adjourned by the chairperson of a council or committee under subrule (1), the members of the council or committee must rise and remain standing until the chairperson and the chief executive officer have left the chamber.

Committee of whole council

47. A council may, at any time before or during a meeting, go into committee of the whole council for the purpose of considering a matter referred to in section 14(2)(a) of the Act.

Time of committee meetings

48. (1) A committee may itself determine the date, time and venue of its meetings.

(2) A meeting of a committee may only be held with the consent of a council during a meeting of the council.

Resignation as member of committee

49. (1) A member of a committee who wishes to resign as member of the committee must submit a written resignation to the chief executive officer.

(2) A resignation referred to in subrule (1) may not be withdrawn.

Filling of vacancy in committee

50. (1) A chairperson of a committee must report a vacancy which has occurred in the committee to a council and the council may fill the vacancy.

(2) A report referred to in subrule (1) is submitted before the next ordinary meeting a council after the committee meeting at which the vacancy referred to in that subrule is reported.

Filling of vacancy in committee during absence of member

51. If leave is granted to a member of a committee to be absent from a meeting of the committee and such absence may result in the lack of a quorum at the meeting, a council may designate another member to serve on the committee in the place of the absent member during his or her absence.

Official communications

52. An official communication on behalf of a council or committee may only be made by the chief executive officer or by a member of the council or a staff member designated for that purpose by the council.

11.1.21 **ERF 4861, SWAKOPMUND: APPLICATION TO WAIVE PRE-EMPTIVE RIGHT**
(C/M 2022/03/31 - E 4861)

Management Committee Meeting of 10 March 2022, Addendum **10.1** page **03** refers.

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

1. Introduction

The attached letter dated **03 January 2022 (Annexure "A")** was received from Beniz Trading CC requesting permission to sell the undeveloped Erf 4861, Swakopmund to a third party. Beniz Trading CC is not offering the erf to Council to repurchase such.

According to Mr Ben Shigwedha of Beniz Trading CC, due to current economic downturn they have experienced a decline in their business revenue and thus led them into rates and taxes arrears. As part of their mitigation measures, they resolved to sell Erf 4861, Swakopmund to prevent further accumulation of arrears.

A letter dated **27 January 2022 (Annexure "B")** was received from NJ's Accountancy Services CC confirming that financial record of Beniz Trading CC reflects a significant decline in the revenue that has resulted in a trading loss.

Their business is mainly focused on property valuation and real estate. The Covid-19 pandemic resulted in a sharp fall in property sales and development. It is for this reason they are requesting Council to grant them a permission to sell Erf 4861, Swakopmund.

2. Background

Beniz Trading CC bought Erf 4861 Swakopmund measuring 1 416m² at the closed bid sale on **30 August 2013** in the amount of N\$488 610.77 plus N\$73 291.62 (15% VAT). The erf was transferred to them on **25 February 2014** in the Deeds Office.

Industrial erven in Extension 10 are registered with a restrictive condition to avoid speculation by purchasers to transfer properties to 3rd parties prior to developing such. Should the purchaser intend to sell undeveloped property, he / she must first offer it to Council to purchase.

Following are conditions that were registered against the title deed:

*7.1.3 that the ERF may not be alienated unless it has been improved at the minimum value stipulated in **paragraph 4** of **Annexure "A"** within 24 months as from the date of transfer of the ERF into the name of the PURCHASER. "Improved" shall be construed to mean the construction of a building or buildings designed commensurate with the use-zoning of the ERF.*

7.1.4 that should the PURCHASER fail to improve the ERF (as more fully referred to in 7.1.3 above) within the said 24 months period, the PURCHASER shall - on demand thereto by the SELLER - be obliged to retransfer the ERF to the SELLER at the PURCHASER'S cost and expense, or, in the case where the ERF has not yet been registered in the name of the PURCHASER, to surrender possession of the ERF in favour of the SELLER. In such an event the SELLER shall be obliged to repay/pay to the PURCHASER -

7.1.4.1 The purchase price, and

7.1.4.2 The value of any useful improvements, against retransfer of the ERF into the SELLER'S name, or surrender of possession in favour of the SELLER, as the case may be. The value and the usefulness of any improvement shall be determined by the SELLER'S official valuator at the cost and expense of the PURCHASER and whose determination shall be final and binding on the parties.

7.3 The PURCHASER is obliged prior to or on the date referred to in **paragraph 4 of Annexure "A"** hereto, to erect and complete a main building together with the necessary boundary fences, in accordance with approved plans and specifications in terms of the SELLER'S building regulations. The building value of such main building (outbuildings and fencing excluded) shall be at least the amount referred to in the aforementioned **paragraph 4 of Annexure "A"** hereto and shall thereafter be maintained at the said value. The improvement of the ERF shall not be considered completed until such time as the SELLER has issued a Completion Certificate in respect of the improvements at the ERF.

The above conditions were amended by Council on **24 September 2015**, under item 11.1.10 and the following was resolved:

(a) That Council approves the following in order to both safeguard Council's intention to prevent purchasers from speculating with the erven sold in Extension 10 during 2013, while maintaining its goals of encouraging commerce:

(i) That the development period of 2 years (subject to the conditions of repossession) from date of transfer be amended to state that the property may not be sold unless it is developed (as defined in the deed of sale), for a period of 48 months.

(ii) That the clause regarding the repossession of the erven be abolished.

As per the above conditions, an addendum to the deed of sale was entered into by and between Council and Beniz Trading CC reflecting the amended conditions. Messrs Conradie & Damaseb was requested on **04 April 2016** to attend to the amendment of the conditions in the title deed. The development of Erf 4861, Swakopmund therefore must be completed before the purchaser is allowed to sell the erf to a 3rd party.

A pre-emptive right was registered in favour of Council to avoid speculation by the purchasers and to ensure that they construct improvements on the property before they can sell.

3. **Past Decisions by Council regarding Applications to Waive the Pre-emptive Right**

Council has a record of protecting the public and consistently refusing to waive the pre-emptive period for the sale of the property to third parties. The primary purpose of the restriction of sale of properties is to prevent speculation and to educate the public on the importance of owning fixed property.

Council in the past turned down applications of property owners in Extension 10 who intended to sell their unimproved erven, listed below for ease of reference:

- ① Erf 4812, Swakopmund - Council on **25 October 2018**, item 11.1.13 (which was eventually approved by Council on 30 September 2021)
- ② Erf 4892, Swakopmund - Council on **28 March 2019**, item 11.1.13
- ③ Erf 4829, Swakopmund - Council on **23 May 2019**, item 11.1.22

4. Current Situation

Due to the adverse economic situation brought on by the Covid-19 pandemic, Council has previously waived the pre-emptive rights on merit. The applicant has submitted proof of a significant decline in revenue from NJ's Accounting Services CC.

Beniz Trading CC is accordingly not in position to develop the erf any time soon and intend to mitigate their trading loss by applying for approval to sell Erf 4861, Swakopmund.

The following approvals were granted by Council based not only on economic hardships, but also on merits such as old age:

On **31 October 2019** Council under item 11.1.10 passed the following resolution:

- (a) That Council waives the pre-emptive right registered over Erf 4855, Swakopmund and permits Mr Harold V Ganaseb and Mrs Jolanda Ganases to sell their erf to a third party as they are unemployed and currently in financial difficulties and the municipal services are in arrears with N\$71 991.44 plus N\$242 360.55 from the First National Bank.
- (b) That in future, Council waives its pre-emptive rights based on the merit of the application provided that the applicant submits evidence to support the appeal and claim.

On **26 March 2020**, Council under item 11.1.5 passed the following resolution:

- (a) That Council waives the pre-emptive right registered over Erf 4893, Swakopmund and permits Mr Samuel Venter to sell his erf to a third party in order to pay his outstanding debts as confirmed by his accountant Messrs Prestige Accounting & Tax Services CC.
- (b) That Council takes notes of the financial proof provided by Mr Samuel Venter that he is unable to afford and or develop his erf.

On **31 August 2020**, Council under item 11.1.4 passed the following resolution:

- (a) That Council waives the pre-emptive right registered over Erf 4841, Swakopmund and permits PSG Trading Enterprises CC to sell their erf to a third party in order to settle their mortgage bonds and municipal account.
- (b) That Council takes note of the financial proof provided by PSG Trading Enterprises CC that they are unable to afford and develop Erf 4841, Swakopmund.

On **29 October 2020**, Council under item 11.1.1 passed the following resolution:

That Council considers the merit of being a pensioner as motivation whether to waive the pre-emptive right registered over Erf 4857, Swakopmund and permits Mr Valentino Bonadei to sell their erf to a third party as he is unable to develop Erf 4857, Swakopmund.

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

RECOMMENDED:

That Council approves the merit of the decline in business revenue and the resultant trading loss and waives the pre-emptive right registered over Erf 4861, Swakopmund and permits Beniz Trading CC to sell their undeveloped erf to a third party.

ANNEXURE "A"

P.O. Box 55160, Rocky Crest
 Tel: +264-61-213 641
 EFax: +264-88620909
 Cell: +264-81-280 5501
 E-mail: info@beniz.com.na
www.beniz.com.na

REG: CC/2008/4968

TAX NO.: 481 1479 - 011

The Chief Executive Officer
 Swakopmund Municipality
 P.O. Box 53
 Swakopmund
 Namibia



03 January 2022

Dear Sir/Madam

REQUEST TO WAIVE CONDITION OF SALE 7.1.3 OF THE DEED OF SALE FOR ERF 4861, SWKOPMUND

A request is hereby made to Council to waive the above-mentioned condition of sale "that the erf may not be alienated unless it has been improved". Due to current economic down turn, we have experienced a decline in our business revenue and this has led to our tax and rates account for Erf 4861, Swakopmund to be in default.

As part of our risk and debt mitigation measures, we have resolved to sell Erf 4861, Swakopmund to prevent further accumulation of arrears. In the light of the given background, we are therefore requesting council to waive condition of sale 7.1.3 of the sale agreement to enable us to sell the property and rid ourselves of the debt burden in order to save the business revenue. We are currently not in a financial position to develop Erf 4861, Swakopmund any time soon.

We Hope that our request will be considered positively.

Yours faithfully

A handwritten signature in black ink, appearing to read "B Shigwedha".

BEN SHIGWEDHA
MANAGER/PROPERTIES AND OPERATIONS

ANNEXURE "B"

27 January 2022

TO WHOM IT MAY CONCERN

I hereby certify that **BENIZ TRADING CC** Reg no: **CC/2008/4968** accounting records for the financial year 2021/2022 reflects a significant decline in the revenue that has resulted in a trading loss. It is believed that the negative impact of covid-19 on the Namibian economy was the main cause for the loss in the entity. Beniz Trading CC main business focus is property valuation and real estate, this sector was not spared by the negative impact of covid-19 as it has resulted in a sharp fall in property sale and development. Therefore, the financial losses in the close corporation has put Beniz Trading CC in a difficult financial position as the entity is struggling to cover its operating costs. Thus, the company is seeking other means to raise capital and invest in the close corporation.

If I can be of further assistance, please do not hesitate to contact me.

Yours faithfully

A handwritten signature in black ink, appearing to read "Nelson J. Mvula", is written over a horizontal line.

Nelson J. Mvula

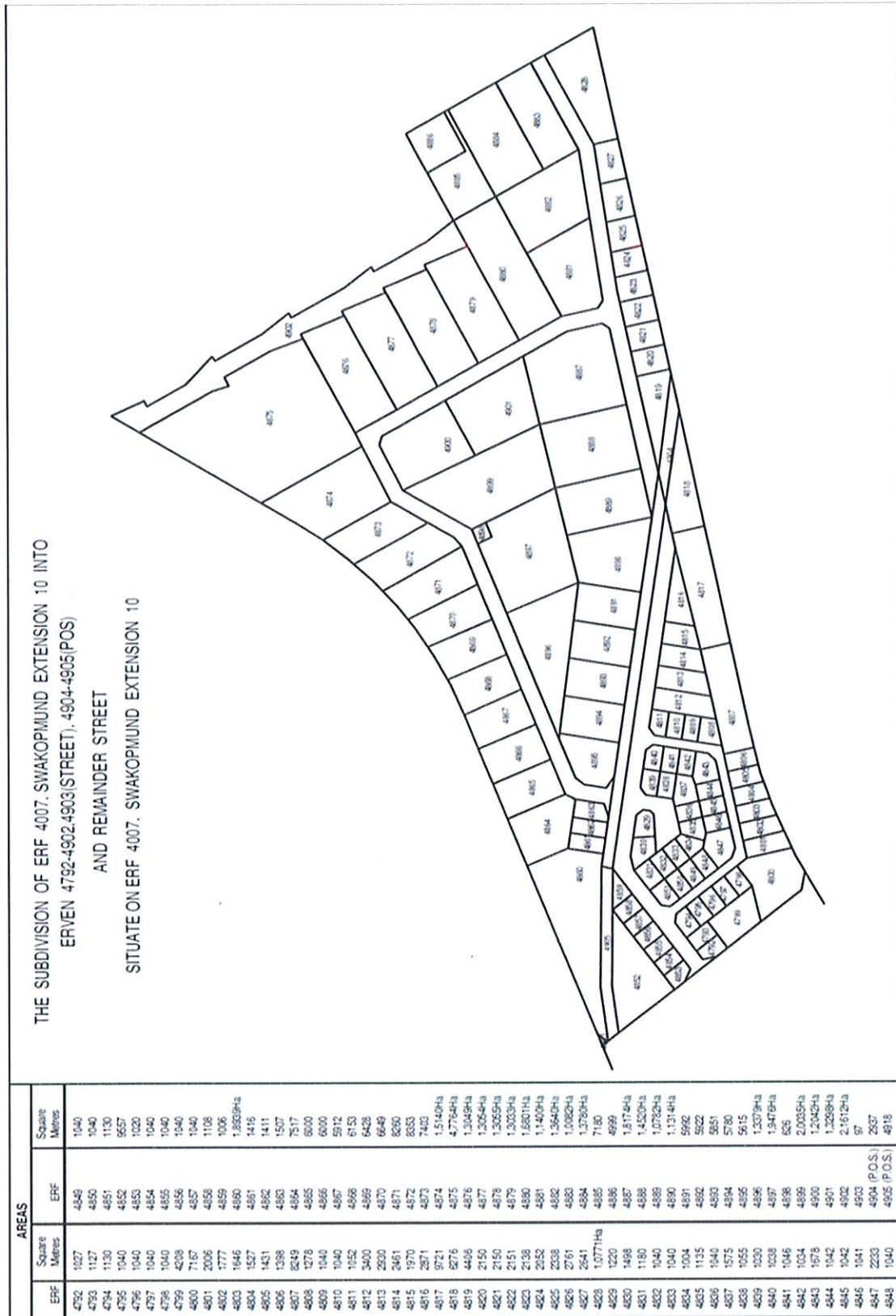
SAIBA 2379 BAP (SA)

Accounting officer

+264 814503806

+264852384927





11.1.22 **CONFIRMATION OF CANCELLATION: ERF 4675, MONDESA TO DRC PROPERTY GROUP (PTY) LTD**
(C/M 2022/03/31 - M 4675)

Management Committee Meeting of 10 March 2022, Addendum **10.2** page **09** refers.

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

1. **Introduction**

This submission is tabled to Council to take note of the cancellation of the transaction for the sale of Erf 4675, Extension 13, Mondesa to DRC Property Group (Pty) Ltd due to failure to secure the purchase price by Wednesday, **23 February 2022**. The agreement lapsed and is of no force or effect.

A letter dated **27 February 2022 (Annexure "A")** was received from TUT Investment CC as negotiator / facilitator on behalf of DRC Property Group (Pty) Ltd requesting Council to grant the developer a month to secure funding for the project. No application was received from DRC Property Group (Pty) Ltd for an extension of the performance period.

A map indicating the location of Erf 4675, Mondesa (measuring 10 148m²) is attached as **Annexure "B"**.

2. **Brief Background**

On **23 February 2017** under item 11.1.3 Council approved the private treaty sale of the following two erven located in Extension 13, Mondesa:

- *Erf 4675, Extension 13, Mondesa - DRC Property Group (Pty) Ltd*
- *Erf 4679, Extension 13, Mondesa - HW Investment (Pty) Ltd*

The township was registered as Extension 13, Mondesa (previously known as Block 23) in the Deeds Office on **14 February 2020**. Therefore, although Council approved the transactions on **23 February 2017**, the transactions could only be attended to after **14 February 2020**.

The deed of sale was signed on **15 June 2021** and the purchase price and 15% VAT (in total amounting to N\$ 4 668 080.00) had to be secured by Monday, **13 September 2021**. The instruction to transfer was issued to Council's conveyancer on **15 June 2021** and a copy was provided to DRC Property Group (Pty) Ltd. Council signed the required transfer documents on **15 July 2021**.

On **11 August 2021** Council's conveyancer reminded the developer of the due date and also enquired when payment can be expected to which the developer replied on **15 August 2021** that they will hopefully be in a position to provide a bank guarantee by the due date.

On **10 September 2021** the developer requested Council's conveyancer to grant them an extension of time. In reply the developer was informed on **16 September 2021** that an official, motivated application should be submitted to Council and not the conveyancer. On **21 September 2021** Council issued a notice in terms of the deed of sale to DRC Property Group (Pty) Ltd to rectify the breach of not having secured the purchase price and 15% (attached as **Annexure "C"**). The due date for the notice period was **28 October 2021**. The developer was granted time until Wednesday, **23 February 2022** to secure the purchase price.

No further correspondence was received from the developer, except for the letter received from TUT Investment CC on behalf of the developer (**Annexure "A"**).

3. Provisions of the Deed of Sale

Clauses 3.3 and 3.4 of the deed of sale provides that should the purchase price and 15% VAT be secured by bank guarantee within 90 days from last party signing the deed of sale (i.e. by Monday, **13 September 2021**), but not be transferred by Wednesday, **23 February 2022** the purchase price will escalate as set-out in clause 3.4:

3.3 *The purchase consideration shall become due and payable by the Purchaser to the Seller within 90 days of the Signature Date, alternatively, the Purchaser shall secure payment of the purchase consideration by means of an acceptable bank guarantee for payment of the purchase consideration within 90 days of the Signature Date. Whether or not the bank guarantee is acceptable, shall lie in the sole discretion of the Attorneys.*

3.4 *In the event that the Purchaser fails to comply with the provisions of 3.3 above and the Seller opts not to invoke its entitlement to cancel the sale summarily (on account of such failure), the purchase consideration shall increase by 5% on 23 February 2022. For the avoidance of doubt, the parties record that the purchase consideration, inclusive of VAT, shall in such event amount to N\$4.901.484,00 and shall become due and payable, alternatively, be secured by acceptable bank guarantee for payment, on 23 February 2022.*

Therefore should the purchase price (N\$4 059 200.00) have been secured by formal bank guarantee by **13 September 2021**, but not transferred by **23 February 2022** the purchase price would now amount to N\$4 801 484.00. The developer has not secured the purchase price and the agreement lapsed on **23 February 2022** without any further notice or consideration of any motivation for an extension of time to secure the purchase price.

DRC Property Group (Pty) Ltd was informed on **08 February 2022** of a shortfall on the cost for the compilation of the deed of sale in the amount of N\$11 194.50 which is still outstanding (the deposit paid in the amount of N\$10 000.00 was not sufficient to cover all expenses).

4. Council's Standard Resolution regarding Extensions of Time

Notwithstanding no official application being received from DRC Property Group (Pty) Ltd for an extension of time prior to the lapsing of the agreement on **23 February 2022**, Council passed the following resolution on **01 July 2021** under item 11.1.18:

- (c) That Council repeals point (d) of the resolution of 31 January 2019 and 25 April 2019 so that transactions are automatically cancelled if the purchaser does not perform in terms of the conditions of sale and the deed of sale.

5. Erven Located in Extension 13, Mondesa and Future Sale

Extension 13, Mondesa is not yet fully serviced, and service connections are only available on the boundaries.

On **30 July 2020** Council made the following decision under item 11.1.4:

- (a) That Council takes note of the applications received for erven located in Extension 13, Mondesa; listed under point 2 in the submission.

- (b) That preference be given to the following applicants for developments because they were kept in abeyance:

- Omukumo Development Group Pty Ltd (Mr Sonny L Ndalumbumo)
- Mafikeng Investments (Mr Ernest Lisho)
- Dolphin Development Group (Mr L Kisting)
- PS HSE Consulting (Precious Gowases)

PS HSE Consulting relinquished their claim to an erf in Extension 13, Mondesa in exchange for the opportunity to purchase Erven 8440 and 8441, Extension 31. (Item 11.1.4, Cnl of 25 Mar 2021)

- (c) That Council approves the sale of the newly created erven by public sale once Extension 13, Mondesa is serviced, and an upset price can be determined.

A map indicating the various applications which were submitted to Council on **30 July 2020** is attached as **Annexure "D"**.

It is therefore proposed that the cancelled Erf 4675, Mondesa be added to the above erven (point (c)) for sale by closed bid once Extension 13, Mondesa is fully serviced.

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

RECOMMENDED:

- (a) That Council confirms the cancellation of the transaction for the sale of Erf 4675, Mondesa, Extension 13 to DRC Property Group (Pty) Ltd due to failure to secure the purchase price and 15% VAT by the due date.
- (b) That TUT Investment CC be informed that the deed of sale entered into between Council and DRC Property Group (Pty) Ltd lapsed on 23 February 2022 and is of no force or effect.
- (c) That the General Manager: Finance recover the outstanding cost in the amount of N\$11 194.50 from DRC Property Group (Pty) Ltd incurred for the transaction of Erf 4675, Mondesa.
- (d) That Erf 4675, Mondesa be added to the list for the Closed Bid Sale once service installation is finalized, as was resolved under point (c) of Council's decision passed on 30 July 2020 under item 11.1.4.



Postal: P.O. Box 751 Windhoek, Namibia, 9000
 Contact: +264 811 255557 +264 81 2580822
 Email: toucyt@gmail.com and tutinvestment@gmail.com

ANNEXURE A

Your Excellence Business Harbor!

27 February 2022

ATTENTION: Mr. Andre Plaatjies

CC: Alpheus Benjamin
CEO: Swakopmund Municipality

CC: Marlene de Jager

CC: Hon. Neville Andre
Governor of Erongo

CC: Wynand Kurz
Project Owner

Extension to solicit investor for the MATUTURA SHOPPING MALL in SWAKOPMUND.

This letter is in retrospective to the allotment letter issued to **DRC PROPERTY GROUP (PROPRIETARY) LIMITED** for the construction of the Matutura Mall project in Swakopmund. **TUT Investment CC** was introduced to **Mr. Kurz** through a mutual business associate about two weeks ago. The project looked very lucrative and without hesitation we jumped on the band wagon. Respectively, we took cognizant of the fast approaching due date for their negotiation with the **Swakopmund Municipality**, however we knew that we shall wish to be part of your beautiful towns development and thought its worthy to give it a shot.

May I introduce **TUT INVESTMENT CC**, represented by **Ms. Toucy U. Tjijombo** in her capacity as the negotiator/facilitator is soliciting of funds for the project. Hence, on behalf of **DRC PROPERTY GROUP (PROPRIETARY) LIMITED** we wish to humbling appeal to the **Swakopmund Municipality** for an extension of a month whilst engaging with potential investors in RSA.

Quoting from an email received from our promising investor dated **18th February 2022** at **07:48am** it reads as follows:

Hi Toucy,

Good to hear from you.

Please send high-level information on the mall opportunity in Swakopmund. We also have a land position there which we are waiting to unlock.

On the Petrol Fillings Station (PFS) opportunity - definitely of interest and we do have capital available. If you are able to send details then we can revert.

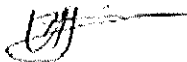
All the best.

It is against this background that we again appeal to your good office to work hand-in-hand with us by granting an extension to **DRC PROPERTY GROUP (PROPRIETARY) LIMITED**. We promise to keep the **Swakopmund Municipality** abreast of all development within the requested extension date. We hold ourselves available for any clarification should it be deemed necessary on any preferred communication platform.

Looking forward to your confirmatory responds in this developmental matter as it is a win-win situation to all parties involved.

Do not hesitate to engage me, on **+264 81 2555 782** or **+264 811 255557** at your convenience.

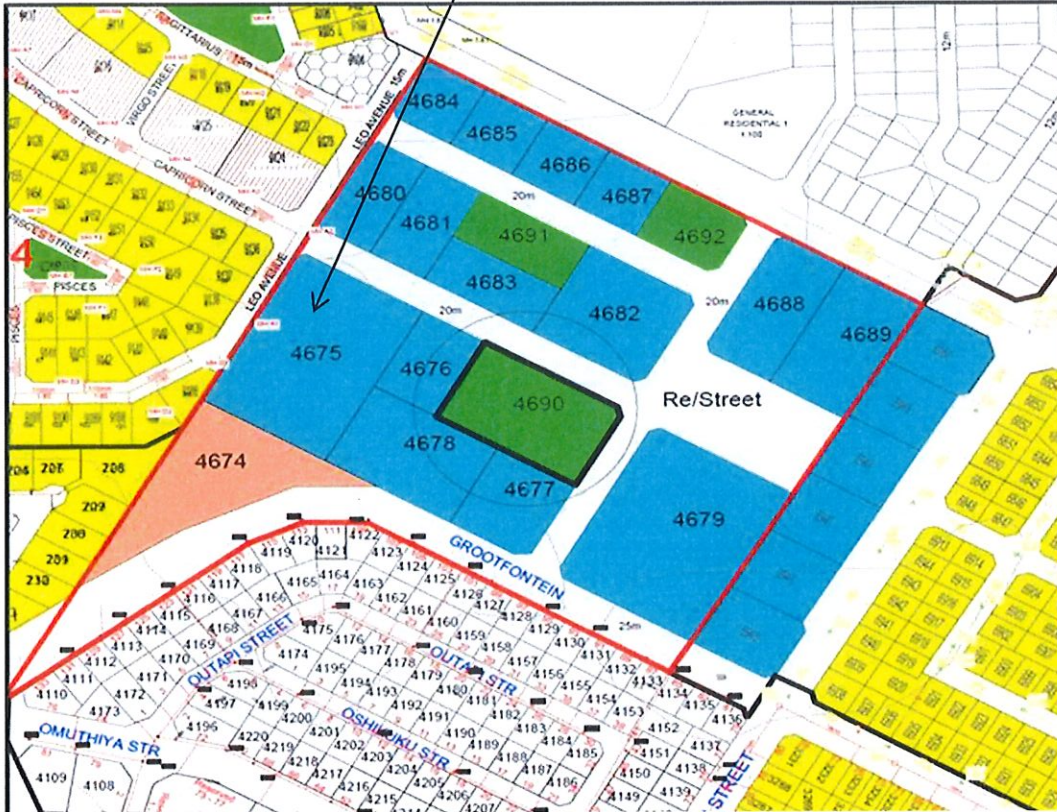
Yours in Swakopmund development,



.....
Founder/Director
Toucy Tjijombo

ANNEXURE "B"

DRC Property Group (Pty) Ltd



ANNEXURE "C"



MUNICIPALITY OF SWAKOPMUND

(064) 4104216
 53 Swakopmund
 NAMIBIA
www.swkmun.com.na
auushona@swkmun.com.na

Enquiries: Ms A Uushona

21 September 2021

DRC Property Group (Pty) Ltd
 P O Box 8436
 SWAKOPMUND
 13001

wynandkurz@gmail.com / drcjointventure@gmail.com

Dear Sir

NOTICE:
SALE OF ERF 4675, MONDESA TO DRC PROPERTY GROUP (PTY) LTD

The abovementioned refers.

Kindly be informed that the purchase price for the sale of Erf 4675, Mondesa was not paid in full or secured by formal bank guarantee on **Monday, 13 September 2021** as per the provisions of the Deed of Sale (clause 3.3).

You are therefore given 30 days notice in terms of clause 10.2 to rectify the breach by either cash payment or by securing the purchase price and 15% by bank guaranteed. **The 30 days notice period lapses Thursday, 28 October 2021** (which period includes the 7 days provision for delivery by post).

Should the purchase price and 15% VAT be secured by bank guarantee within the above period, but not be transferred by **Wednesday, 23 February 2022** the purchase price will escalate as set-out in clause 3.4.

3.4. *In the event that the Purchaser fails to comply with the provisions of 3.3 above and the Seller opts not to invoke its entitlement to cancel the sale summarily (on account of such failure), the purchase consideration shall increase by 5% on 23 February 2022. For the avoidance of doubt, the parties record that the purchase consideration, inclusive of VAT, shall in such event amount to N\$4.901.484,00 and shall become due and payable, alternatively, be secured by acceptable bank guarantee for payment, on 23 February 2022.*

In conclusion, you are granted an extension of time to secure the purchase price and 15% VAT by **Wednesday, 23 February 2022** in terms of above clause.

Should the purchase price not be paid in cash or secured by formal bank guarantee (subject to payment of interest) by **Wednesday, 23 February 2022**, the transaction is cancelled without any further notice or consideration of any motivations for an extension of time to secure the payment.

Should you have any enquiries, please contact Ms A Uushona at ☎ 064-4104216.

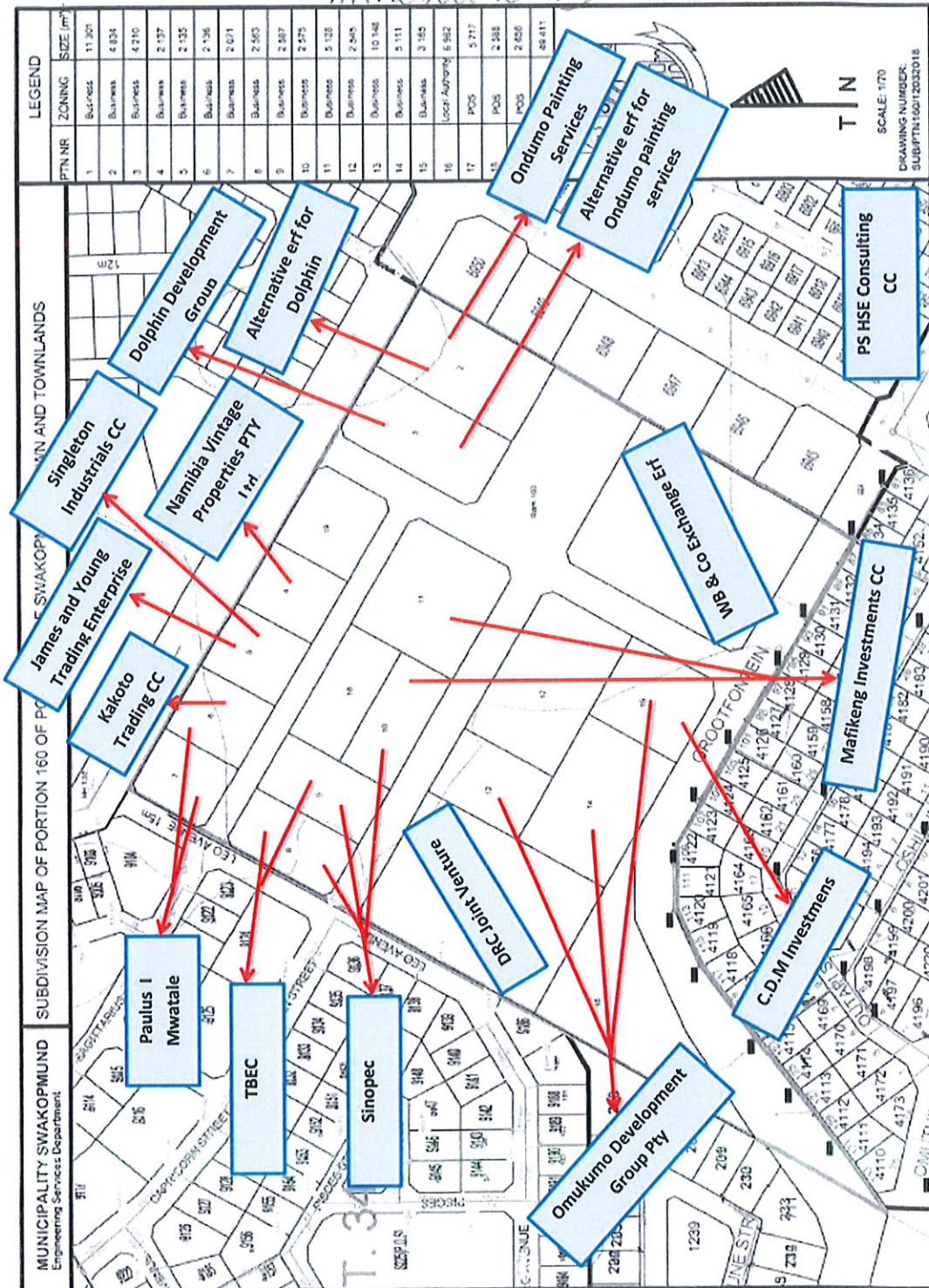
Yours faithfully,


 Mr A. Plaattje
 GM: Corporate Services & HC (Acting)

Copy: GM: Finance
 Kinghorn Associates

/au

ANNEXURE "D"



11.1.23 **REQUEST TO ALLOW THE COASTAL GENOCIDE COMMITTEE TO COMMEMORATE THE GENOCIDE REPARATION WALK**
(C/M 2022/03/31 - 14/2/21/1/3; 7/2/3)

Management Committee Meeting of 10 March 2022, Addendum **10.3** page **00** refers.

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

1. Introduction

The purpose of this submission is to request Council to allow the Coastal Genocide Committee to hold the Ovaherero, Ovambanderu and Nama Genocide Commemoration on **25-27 March 2022** in Swakopmund.

2. Background:

The Herero and Nama genocide is an annual commemorative event held in remembrance of the **Ovaherero and Nama Genocide** and plays a critical role in the history of the liberation struggle in "**German Southwest Africa**" against imperial Germany during 1904-1908. The Ovaherero and Nama communities honor and pay respect to their ancestors every year through this event.

This year, two different groups send request through the Ovaherero Traditional Authority (OTA) seeking support and approval from Council to commemorate the Ovaherero and Nama Genocide. The Ovaherero Genocide Foundation (OGF), wantsto host the event on **2 - 3 April 2022** while the Coastal Genocide Committee would like to hold the same on **25 - 27 March 2022**.

Council on **24 February 2022**, among others resolved as follows:

That Council accepts the request from the Ovaherero Genocide Foundation of the Ovaherero Traditional Authority to commemorate the Ovaherero and Nama Genocide of 1904-1908 through a reparation walk on 2-3 April 2022".

The above resolution means that, Council did not positively consider the application from the Coastal Genocide Committee to host the Ovaherero and Nama Genocide commemoration event but only the application from Ovaherero Genocide Foundation.

3. Discussion

The above Council resolution was communicated to Mr Uahimisa Kaapehi - Chairperson of the Coastal Genocide Committee. Unfortunately, he is not pleased with the resolution thus requesting Council to reconsider its decision and allow them to

go ahead with their event. Furthermore, he is requesting Council's audience to directly communicate his appeal as he believes that Council is taking a well-coordinated tactic to deny his people their rights to express and practice their culture and pay respect to their ancestor.

In support of his request, the Chairperson of the Coastal Genocide Committee has submitted the below attached documentation to support his request:

- Letter dated 20 January 2022 addressed to the Emergency and Law enforcement division requesting traffic escort. (Annexure "A")
- Letter dated from the Manager Traffic – informing the association that the traffic on duty will escort the march in the street concern (Annexure "B")
- Proof of payment for the escort dated 15 February 2022 (Annexure "C")

- Letter dated 2 February 2022 from Ombara Vipuire Kapuuu reaffirming that the Coastal Genocide Committee is organizing the coastal event (Annexure "D").
- Event Programme for the genocide commemoration (Annexure "E")
- Email dated 14 February 2022 between the Coastal Chairman and the Municipal Sport Officer confirming the booking of the sport field (Annexure "F")
- Letter dated 20 January 2022 from Mr Kaapehi requesting for a donation (Annexure "G")
- Letter Dated 7 March 2022 requesting Council to consider giving the Coastal Genocide Committee the opportunity to host their event (Annexure "H").

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

RESOLVED: (For Condonation by Council)

- (a) That Council grant permission to the Coastal Genocide Committee to host the Genocide Commemoration Event on 25-27 March 2022.**
 - (b) That in future, only one march be permitted per historic event.**
-

ANNEXURE A



Copy

COASTAL GENOCIDE COMMITTEE

P O Box 3474 Vineta
SWAKOPMUNDOVAHERERO, OVAMBANDERU & NAMA GENOCIDE 15TH COMMERATION
Fifteenth anniversary of the Genocide Walk

Inquiries: Mr. Uahimisa (081-4092470/ 0811613197)

20 January 2022

Community development department
Traffic officer
Swakopmund

Dear Sir or Madam

SUBJECT: REQUEST FOR ORDER AND PROTECTION DURING THE 15th COMMEMORATION EVENT

The Ovaherero/Ovambanderu and Nama communities will hold a commemoration event in Swakopmund at the Vineta Sports Field on the 25th – 27th March 2022.

A peaceful marching will take place on 26 March 2022 from Cemetery Kramersdorf (DR.KUAIMA RIRUAKO STR) to the Venita Sport Complex. The proceedings are set to start at 09H00.

Therefore, we are requesting the service of the traffic office department in terms of availing Traffic offices to escort the group.

Your presence and support in this regard will be highly appreciated.

Yours in traditional matters.

General Obest

S.Kavaa

Coastal Chairperson (OGI')

Uahimisa Kaapehi

ANNEXURE B



MUNICIPALITY OF SWAKOPMUND

Ref No: 7/2/3

Enquiries: T. Shindume

(064) 4104651
 (064) 4104131
 53 Swakopmund
 NAMIBIA
 www.swkmun.com.na
 mcloete@swkmun.com.na

26 January 2022

The Coastal Chairperson
 Coastal Genocide Committee
 P. O. Box 3474
 Swakopmund
 13001

Dear Sir

REQUEST TO ESCORT THE MARCHING GROUP

We refer to your letter dated 20 January 2022 regarding the above, and wish to inform that Council has no objection against such an organised event in the streets of Swakopmund on Saturday, 26 March 2022 at about 09h00, subject to the following conditions:

- That the event commences from the Cemetery in Kramersdorp in Rhode Allee/Moses //Garob Street, left in Tobias Hainyeko street, right Welwitchia Street to the Vineta Sports Fields in Welwitchia Street as indicated in your letter.
- That the event shall take place on the left-hand side of the streets concerned and all traffic rules and regulations shall be obeyed.
- That the intersections and crossings concerned will be supervised by marshals under your personal command, with red flags (**300mm x 300mm**) as is always the case with other organisations that present marches in Swakopmund.
- That Council is indemnified from all and any claims in respect of damages to property or injury to people, which might arise from the event. **Please complete the attached indemnity form and send it back to the Traffic offices on or before 25 March 2022.**

The Traffic Officers on duty will escort the march in the streets concerned.

Please note that the following must be paid on/before **Friday, 25 March 2022** at the cashiers in the Main Municipal Building.

✓ N\$ 1 996.95 being overtime for 2 (two) Traffic Officers @ an hourly rate of N\$133.13.(1.5x5 x hours)

✓ Vote no. - ~~3505 522 055 000~~ (350522055000)

✓ Municipal Bank Details: First National Bank
 Account No. 62249603300
 Branch Code 280472
 Cheque Account
 Swakopmund Branch
 FIRNNANX

Please forward proof of payment to the following email address: mcloete@swkmun.com.na for ease of reference.

If you encounter any problems you are welcome to contact Senior Traffic Officer, T. Shindume for assistance on telephone number (064)-4104652 during office hours and cell phone number 081 127 4330 after hours.

We wish you good luck with your "COMMEMORATION EVENT".

Yours faithfully



MJA Cloete
ACTING GENERAL MANAGER: ECONOMIC DEVELOPMENT SERVICES

Mjac/aocj

MUNICIPALITY OF SWAKOPMUND
ECONOMIC DEVELOPMENT SERVICES
P.O. Box 53, Swakopmund
2022 -01- 26
Tel: 064-4104650
MANAGER: Emergency & Law

MUNICIPALITY OF SWAKOPMUND
15 FEB 2022

#1 302116

ANNEXURE C

SWAKOPMUND MUNICIPALITY OFFICIAL RECEIPT 58, SWAKOPMUND

Swakopmund Municipality OFFICIAL RECEIPT 4104111

Date : 2022/02/15 Time : 11:16:59 AM

Receipt No. : 302116 Pos : 000

Payment Type : Cash

Received From : THE COASTAL CHAIR PERSON

Vote Number : 350522055000 - DIRECT INCOME

Payment Analysis :
General Payment 000019 N\$1976.75

Amount Paid N\$ 1976.75
Amount Tendered N\$ 2000.00
Change N\$ 23.25

Processed by : 000004 - Juanita Steyn

ONLY MACHINE PRINTED RECEIPTS VALID



ANNEXURE D



OVABHERERO TRADITIONAL AUTHORITY
 OUMONAPARE UO MANANENO UO VAHERERO
 OFFICE OF OF THE CHAIRPERSON

P.O. Box 25319/2010101, Namibia, E-mail: Oya@Oya.org.na • 064 84 598255

The Chief Executive Officer
 Swakopmund Municipality
 Eronga Region
 Republic of Namibia

02 February 2022

Att: Mr. A Benjamin

**RE: REAFFIRMING OUR COMMITMENT TOWARDS THE REPARATION WALK AND
 COMMEMORATIONS OF THE LOST LIVES AT CONCENTRATION CAMPS.**

I trust that this letter will find you in good spirit.

It is once again that time of the year when the descendants of the 1904-08 genocide gather in the coastal town of Swakopmund to commemorate the fallen Heroes and Heroines of the war of resistance.

We hereby as it has been the practice over the last fifteen years inform your office that the Coastal Genocide Committee, a coastal branch of the OGF has started with preparations towards the event which will take place during the weekend of 25-26 March 2022.

The Ovaherero Traditional Authority through its various structures is in full collaboration with the OGF and the CGC to make a resounding success out of these years' commemorations.

I am counting on your usual understanding and support.

Yours Sincerely

Ombara Vipura Kapuuo

Acting Chief and Chairman -- Ovaherero Traditional Authority



ANNEXURE E



PROGRAMME



ERONGO, SWAKOPMUND

24 25 - 27 MARCH 2022 VENUE: Vineta North Rugby Field

118 years on: The Spirits of our Ancestors live on

ANNEXURE F

Jahimisa Kaapehi

From: Uahimisa Kaapehi <ukaapehi@gmail.com>
Sent: Monday, 14 February 2022 14:20
To: Uahimisa Kaapehi
Subject: Fw:Request of booking of the venue for Genocide reparations work.
Attachments: Bookings 2022.docx

Sent from my Huawei phone

----- Original message -----

From: Bonny Oaseb <eoaseb@swkmun.com.na>
Date: Mon, 14 Feb 2022, 8:39 am
To: "Uahimisa Kaapehi (gmail)" <ukaapehi@gmail.com>
Subject: RE: Request of booking of the venue for Genocide reparations work.

Good day,

Attached are the bookings information, the booking was made 15 December 2021 at 16h11.

Kind regards

Bonnie

Engelhardt Oaseb | Community Development Officer Sport | Economic Development Services |

From: Uahimisa Kaapehi <ukaapehi@gmail.com>
Sent: Monday, February 14, 2022 8:32 AM
To: Bonny Oaseb <eoaseb@swkmun.com.na>
Subject: Request of booking of the venue for Genocide reparations work.

Good morning Bonnie, can you please provide me with the information of last year when I book the venue of Municipality and both weekends for Reperation work . Thanks in advance.

Sent from my Huawei phone

ANNEXURE G

CPJ



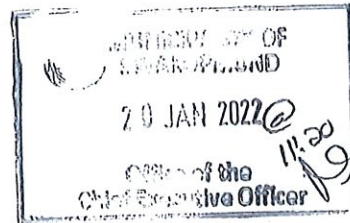
COASTAL GENOCIDE COMMITTEE
P O Box 3474 Vineta
SWAKOPMUND

OVAHERERO, OVAMBANDERU & NAMA GENOCIDE 15TH COMMERATION
Fifteenth anniversary of the Genocide Walk

Inquiries: Mr. Uahimisa Kaapeli (081-4092470/ 0811613197)

20 January 2022

The Chief Executive Officer
Municipality of Swakopmund
Mr. A Benjamin



SUBJECT: REQUEST FOR ANY KIND OF DONATION

The Ovaherero/Ovambanderu and Nama communities residing in Coastal area have decided to honor and pay respect to our ancestors who sacrificed their lives in Swakopmund during the 1904-1908 Genocide.

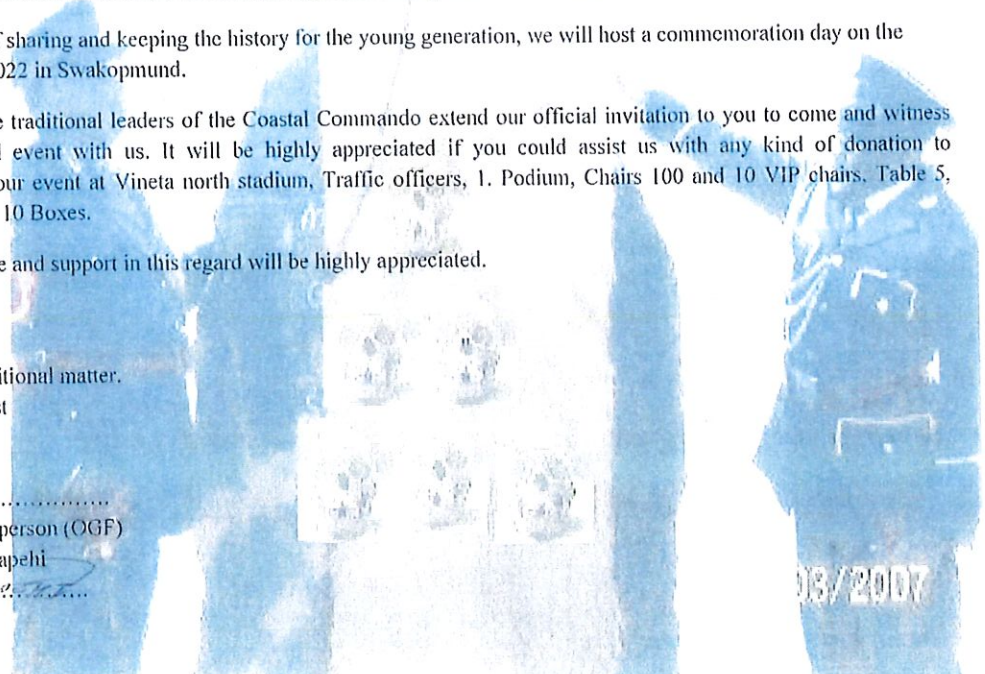
In the spirit of sharing and keeping the history for the young generation, we will host a commemoration day on the 26th March 2022 in Swakopmund.

Therefore, the traditional leaders of the Coastal Commando extend our official invitation to you to come and witness this historical event with us. It will be highly appreciated if you could assist us with any kind of donation to complement our event at Vineta north stadium, Traffic officers, 1. Podium, Chairs 100 and 10 VIP chairs. Table 5, Water bottles 10 Boxes.

Your presence and support in this regard will be highly appreciated.

Yours in traditional matter.
General Obest
S.Kavaa

S.Kavaa
.....
Coastal chairperson (OGF)
Uahimisa Kaapeli
Uahimisa Kaapeli



ANNEXURE H



COASTAL GENOCIDE COMMITTEE
P O Box 3474
SWAKOPMUND

OVAHERERO, OVAMBANDERU & NAMA GENOCIDE 15TH COMMEMORATION
Fifteenth anniversary of the Genocide Walk

Inquiries: Mr. Uahimisa (081-4092470/ 0811613197)

07 March 2022

The Mayor of Swakopmund

Dear Honorable: Her Worship Louisa Kativa

Namibia

**SUBJECT: OVAHERERO/OVAMBANDERU AND NAMA 15TH
COMMEMORATION**

The Ovaherero/Ovambanderu and Nama communities residing at the Coastal area have decided to honor and pay respect to our ancestor who sacrificed their lives in Swakopmund during 1904-1908 Genocide.

In the spirit of sharing and keeping the history for the young generation, we will host a commemoration day on the 26th March 2022 in Swakopmund. We hereby extend our official invitation to our Mayor to come and witness this historical event with us. And as we have booked the venue on the 15th December 2021 then on the 20th January 2022 we write an official letter to the CEO informing him about the date that we are going to have our event on the weekend of 25th to 27th March 2022. We are requesting the council to give us opportunity to practice our culture and pay respect to our ancestor on the weekend of 25th March 2022.

Your presence and support in this regard will be significantly appreciated.

Yours in traditional matters and Coastal chairperson:

General Obest

S.Kavaa

.....*S.Kavaa*.....

Coastal Genocide Committee (OGF)

Uahimisa Kaapehi

.....*Uahimisa Kaapehi*.....

03/2007

11.1.24 **COUNCIL'S OUTSTANDING DEBTS**
(C/M 2022/03/31 - 3/1/1/1/1, 3/2/7)

Management Committee Meeting of 15 March 2022, Addendum 5.1
page **04** refers.

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

The **attached** submission was discussed during the month of **November 2021** and the below copied in decision was taken by Council regarding the handling and recovering of Council's Outstanding Debts.

- (a) *That it be noted that Councils' Outstanding Debt as at 20 October 2021 amounted to N\$100 107 389.86.*
- (b) *That it be noted that the Cabinet Directive states that Council MAY NOT disconnect water supply.*
- (c) *That it be noted that the Finance Department is currently busy with Debt Recovery Strategies with internal resources as well as through our Debt Collectors.*
- (d) *That Council announce in the newspapers, social media platforms and NBC that Consumers will be granted grace period to make arrangements for settlement of their Outstanding Debts with Council, during the period 1 December 2021 until 31 March 2022.*
- (e) *That Council approves a 10% settlement discount for payment of account balances older than 90 days.*

Council's Outstanding Debt (**Annexure "B"**) as at **8 March 2022** amounted to **N\$130 351 972.09**. Total number of 485 Re-payment Arrangements were made for during the grace period which was granted to the Account Holders.

Reminders (**Annexure "C"**) for the payment of Service Accounts were sent out to Government Offices and Institutions, as well as the usual letters of demand to all Account Holders. In view of the Total Outstanding Debts, it is recommended that Council considers disconnection of water supply due to non-payment of Service Accounts as from **1 April 2022**.

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

RECOMMENDED:

- (a) **That Council proceeds with disconnection of water supply for non-payment of Service Accounts as from 1 April 2022.**
- (b) **That disconnection be implemented in order of priority as follows:**
 - (i) *Government and parastatals*
 - (ii) *Businesses*
- (c) **That the General Manager: Finance submits a proposal on residential disconnections.**
- (d) **That residential account holders be encouraged to continue to pay or make arrangements to settle their municipal accounts.**

ANNEXURE "A"**M/C ADDENDUM NO:**

(11 November 2021)

COUNCIL'S OUTSTANDING DEBTS**(3/1/1/1 & 3/2/7)**

During the deliberations of the Special Management Committee, which was held on **21 October 2021**, the General Manager Finance presented an overview of Council's Outstanding Debts, and whereafter proposals were discussed on Strategies as to how the Outstanding Debts can recovered.

- (i) *Councils Outstanding Debt as at **20 October 2021** amounted to **N\$ 100 107 389.86**.*
- (ii) *As per Cabinet Directive Council **MAY NOT** disconnect water supply.*
- (iii) *Finance Department is currently also busy with Debt Recovery Strategies with internal resources as well as through our **Debt Collectors**.*
- (iv) *In order to recover Outstanding Debts, it was proposed during the deliberations of the meeting that:*
- (v) *That Council publish an article in the newspapers and social media platforms whereby the Consumers will be granted grace period to make arrangements for settlement of their outstanding debts with Council, during the period **1 December 2021 till 31 March 2022**.*
- (vi) *That Council also considers granting **30%** settlement discount for payment of account balances **older than 90 days and plus**.*

The purpose of this submission is for Council to identify possible solutions that can be implemented to enhance recovery of the Outstanding Debts.

Attached (**Annexure "A"**) hereto is a summarized version of the Total Outstanding Debts as of **20 October 2021**.

"FOR CONSIDERATION"

General Manager: Finance (HN/afs)

ANNEXURE "B"

02:43:16
Page 71

08 March 2022

** Swakopmund Municipality - PRODUCTION *-
Trial Balance per Service (Age Analysis)

BALANCES AS ON : 2022/03/08

TOWNSHIP:		GRAND TOTALS		FROM DAYS ZERO FOR GROUP OR SERVICE CODE ALL AND/OR RECEIPT CODE ALL		VAL-L/E: I ACCT-TYPE:		NET	
ALL DEBTORS WITH ALL BALANCES		FROM DAYS ZERO FOR GROUP OR SERVICE CODE ALL AND/OR RECEIPT CODE ALL		VAL-L/E: I ACCT-TYPE:		VAL-L/E: I ACCT-TYPE:		NET	
CYCLE FROM:	CYCLE TO:	DEBTOR-TYPE:	DEBTOR-TYPE:	DEBIT	CREDIT	DEBIT	CREDIT	DEBIT	CREDIT
0	0	0	0	0	0	0	0	0	0
CURRENT	PREVIOUS	30 DAYS	60 DAYS	90 DAYS PLUS	DEBITS	CREDITS	DEBITS	CREDITS	NET
CYCLE:	CYCLE:	0	0	0	0	0	0	0	0
00005CONSU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-10020.10
00000VAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00001BOLK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-32547.99
000017VAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000018GENER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-7902987.74
000018VAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00002IMEDUL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1204.62
000021VAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000031DEPOS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-2325.28
000031VAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BESA ELECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	162.24
BESA VAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BR REFUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BR VAT	0.00	9091.26	5888.00	5236.00	0.00	0.00	0.00	0.00	97104.36
BREA REFUS	0.00	13.80	13.80	35.20	0.00	0.00	0.00	0.00	0.00
BREA VAT	0.00	88647.76	56764.00	49543.88	0.00	0.00	0.00	0.00	1546509.95
BS SEWER	0.00	1228.20	646.60	533.40	0.00	0.00	0.00	0.00	17460.06
BS VAT	0.00	843968.11	380495.26	32023.60	0.00	0.00	0.00	0.00	4721663.22
BSPA	26.40	34524.00	18615.20	19500.00	0.00	0.00	0.00	0.00	247128.61
BSPA SEWER	2637.96	698160.19	320341.35	226451.33	0.00	0.00	0.00	0.00	3129849.08
BSEA VAT	192.00	25610.40	7508.40	4811.54	0.00	0.00	0.00	0.00	86066.64
BW WATER	126.66	44510.11	23704.75	20465.39	0.00	0.00	0.00	0.00	356938.04
BW VAT	0.00	145.84	49.96	180.84	0.00	0.00	0.00	0.00	426.60
BWBA WATER	1986.49	1215560.60	564782.00	458759.93	0.00	0.00	0.00	0.00	7846563.01
BWBA VAT	74.78	24336.18	8351.64	6685.51	0.00	0.00	0.00	0.00	110949.74
BWBEWATER	0.00	28314.97	14927.91	11979.33	0.00	0.00	0.00	0.00	131817.78
BWBEWAT	0.00	190.00	95.00	76.00	0.00	0.00	0.00	0.00	627.00
DE CONSU	9151.55	9168.95	4275.00	2375.00	0.00	0.00	0.00	0.00	42502.62
DE VAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INEL IN EL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48.00
INEL VAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INRF LF RE	0.00	65.90	0.00	0.00	0.00	0.00	0.00	0.00	298113.97
INRF VAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INSE LF SE	0.00	135.10	0.00	0.00	0.00	0.00	0.00	0.00	398777.48
INSE VAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INSDOLF SU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5836.91
INSDOLFVAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INVAO11F AS	62.71	91.54	0.00	0.00	0.00	0.00	0.00	0.00	2230706.66
INVAO11VAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INWA LF WA	0.00	75.44	0.00	0.00	0.00	0.00	0.00	0.00	552433.77
INWA VAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INWA REFUS	4222.00	1771939.42	770130.10	624386.84	0.00	0.00	0.00	0.00	9541319.74
RE	414.90	106813.20	39952.80	32877.30	0.00	0.00	0.00	0.00	474433.70

BALANCES AS ON : 2022/03/08

TOWNSHIP: ALL DEBTORS WITH CYCLE FROM: SERVICE	GRAND TOTALS		FROM DAYS ZERO FOR GROUP OR SERVICE CODE ALL AND/OR RECEIPT CODE ALL		DEBTOR-TYPES:		VAT-I/E: I ACCT-TYPE:		NET
	0 CURRENT	0 PREVIOUS	30 DAYS	60 DAYS	90 DAYS PLUS	DEBITS	CREDITS		
SE	2136.69	2281475.99	1089494.32	876907.76	10405954.49	14655969.25	0.00	0.00	14655969.25
SE WAT	105.30	39565.50	13646.10	10818.60	11245.37	176586.87	0.00	0.00	176586.87
SU	5348.96	780387.08	378847.23	377544.24	7307541.41	8845658.92	0.00	0.00	8845658.92
SU WAF	174.11	80956.79	42435.66	38971.70	531942.31	694480.57	0.00	0.00	694480.57
SWAMNSU AD	0.00	0.00	0.00	0.00	10.00	10.00	0.00	0.00	10.00
SWAMNSU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
STADNRVAT	0.00	28.25	16.95	11.30	33.90	90.40	0.00	0.00	90.40
SUDEBOSU DE	0.00	4.25	2.55	1.70	5.10	13.60	0.00	0.00	13.60
SUDEBOSU	0.00	196.00	0.00	0.00	0.00	196.00	0.00	0.00	196.00
SUGRVESU GR	0.00	29.40	0.00	0.00	0.00	29.40	0.00	0.00	29.40
SUGRVESU	0.00	0.00	0.00	0.00	2726.48	2726.48	0.00	0.00	2726.48
SUINRSU IN	0.00	0.00	0.00	0.00	15.00	15.00	0.00	0.00	15.00
SUINRSU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SULNEFSU LA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SULNEFSU	0.00	18819.19	16576.43	17335.82	1351613.99	1404345.43	0.00	0.00	1404345.43
SULOANSU RE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SULOANVAT	59.40	59.40	0.00	0.00	279.40	338.20	0.00	0.00	338.20
SURCONSU RE	8.91	8.91	0.00	0.00	41.31	50.22	0.00	0.00	50.22
SURCONVAT	0.00	9167.10	9167.10	9167.10	134366.85	161866.25	0.00	0.00	161866.25
SURENTSU SU	0.00	1375.07	1375.07	1375.07	19725.45	23851.66	0.00	0.00	23851.66
SURENTVAT	0.00	0.00	0.00	0.00	85.00	85.00	0.00	0.00	85.00
SUSPRRSU SP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUSPRRVAT	54771.86	66313.64	54603.03	57456.48	1489598.45	1722743.46	0.00	0.00	1722743.46
SUSONSU SU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUSUNVAT	686.00	473121.46	192143.91	158908.12	1253424.75	2084281.34	0.00	0.00	2084281.34
SUWSTSH SU	64.80	37206.14	11910.48	9728.48	69446.72	128356.62	0.00	0.00	128356.62
SUWSTVAT	0.00	181.74	181.74	181.74	132682.48	133227.71	0.00	0.00	133227.71
VA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
VAF	0.00	1474.05	484.97	484.97	21098.71	23542.70	0.00	0.00	23542.70
VAHOLDASSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
VAFOLDVAT	3243.89	930498.42	3266173.09	2566269.34	34392106.03	48526790.77	0.00	0.00	48526790.77
VATOWNASSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
VATOWNVAT	16124.35	5380502.57	2174038.01	1805308.92	17399442.12	26775415.97	0.00	0.00	26775415.97
WA	841.35	308487.55	97493.91	85981.65	605903.51	1098707.97	0.00	0.00	1098707.97
WAF	101805.52	22032454.24	9323034.56	792937.09	96191645.64	135241777.05	-7949085.73	0.00	127292691.32
WAT	1902.55	660495.23	243099.17	211317.47	1942466.35	3059280.77	0.00	0.00	3059280.77
GRAND TOTAL	103708.07	22692849.47	9566133.73	7804154.56	98134111.99	138301057.82	-7949085.73	0.00	130351972.09

ANNEXURE "C"



MUNICIPALITY OF SWAKOPMUND

(064) 410 4317
(064) 410 4120
P O Box 53 Swakopmund
NAMIBIA
www.swkmun.com.na
dkhunuxas@swkmun.com.na

Enquiries: D Khunuxas

4 February 2022

Executive Director
Ministry of Health and Social Services
P/Bag 5004
SWAKOPMUND
13001

Dear Sir / Madam

NOTICE OF ARREARS IN RESPECT OF ACCOUNT NUMBER 50373700014

Notice is hereby given in terms of the Local Authorities Act (Act 23 of 1992), that your account is in arrears as set out in the statement attached hereto dated **20 January 2022**.

Please note that should the outstanding balance of **N\$ 2 910 349.92** as reflected in the aforementioned statement, not be settled on or before **31 March 2022** and/or failure to do the necessary payment arrangements, your account will be handed over to our attorneys for the recovery of the outstanding balance, including any interest and legal costs. Furthermore, the water supply will be disconnected without prior notice.

In the event of the aforesaid account having been settled in the meantime, please forward the proof of payment to the following email address, Ms Della Khunuxas: dkhunuxas@swkmun.com.na.

I trust that you will find the above in order.

Yours faithfully

A Benjamin
CHIEF EXECUTIVE OFFICER

HN/afs



MUNICIPALITY OF SWAKOPMUND

 (064) 410 4317
 (064) 410 4120
 P O Box 53 Swakopmund
NAMIBIA
 www.swkmun.com.na
 dkhunuxas@swkmun.com.na

Enquiries: D Khunuxas

22 February 2022

Iiyambo SN
P O Box 1012
SWAKOPMUND
13001

Dear Sir / Madam

NOTICE OF ARREARS IN RESPECT OF ACCOUNT NUMBER 70006400020

Notice is hereby given in terms of the Local Authorities Act (Act 23 of 1992), that your account is in arrears as set out in the statement attached hereto dated **17 February 2022**.

Please note that should the outstanding balance of **N\$ 5 655.00** as reflected in the aforementioned statement, not be settled on or before **31 March 2022** and/or failure to do the necessary payment arrangements, your account will be handed over to our attorneys for the recovery of the outstanding balance, including any interest and legal costs. Furthermore, the water supply will be disconnected without prior notice.

In the event of the aforesaid account having been settled in the meantime, please forward the proof of payment to the following email address, Ms Delila Khunuxas: dkhunuxas@swkmun.com.na.

I trust that you will find the above in order.

Yours faithfully

H. Naruseb
GENERAL MANAGER: FINANCE

HN/afs

11.1.25 **REQUEST FOR PARTNERSHIP BETWEEN SWAKOPMUND MUNICIPALITY AND ZANZIBAR URBAN MUNICIPAL COUNCIL (TANZANIA)**

(C/M 2022/03/31 - 5/2/4/5)

Management Committee Meeting of 15 March 2022, Addendum 5.4
page 48 refers.

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

1. Introduction

The Mayor of Zanzibar Urban Municipal Council, His Worship Mr Aili Haji Haji through the office of the High Commissioner of Namibia wishes to collaborate with the Swakopmund Municipal Council in several key areas.

In the **attached** letter (**Annexure 'A'**), the Zanzibar Urban Municipal Council proposes a twinning agreement that will consist of a signed Memorandum of Understanding between the two Municipalities.

2. Background

Twinning agreements are of cardinal importance in terms of institutional capacity building, mutual understanding and sharing of critical information. The purpose of twinning is to help foster relationships that construct better corporations in various sectors to the benefit of the sister towns.

Zanzibar is a Tanzanian archipelago off the coast of East Africa. On its main island, Unguja, also known as Zanzibar, is Stone Town, a historic trade center with Swahili and Islamic influences. The northern villages Nungwi and Kendwa have wide beaches lined with hotels. Zanzibar Urban is a lower middle-income region covering an area of 230 km square, having a population of 766 000 people. It is admired for its cultural diversity that makes it a tourism hub which is their lead industry. Zanzibar Urban has an annual growth rate of 7.0%.

3. Proposed areas of twinning between Zanzibar and Swakopmund

The Zanzibar Urban Municipality intend to share knowledge and expertise in the following areas:

- *Revenue Collection*
- *Investment*
- *Training- for Capacity Building*
- *Town Planning*
- *Economic Activities*
- *Culture*

The High Commissioner of the Republic of Namibia requested that the Office of the Mayor should start the process of official communication progress and information to Zanzibar Urban Municipal Council through Ministry of International Relations and Cooperation.

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

RECOMMENDED:

- (a) That Council approves the collaboration between the Zanzibar Urban Municipal Council and the Swakopmund Council.**
 - (b) That a Memorandum of Understanding be compiled and signed by both parties which will include the cooperation in the following areas:**
 - 1. *Revenue Collection***
 - 2. *Investment***
 - 3. *Training- for Capacity Building***
 - 4. *Town Planning***
 - 5. *Economic Activities***
 - 6. *Culture***
 - (c) That the Office of the Mayor liaises with the Zanzibar Urban Municipal Council through the Ministry of International Relations and Cooperation.**
-



REPUBLIC OF NAMIBIA

MINISTRY OF INTERNATIONAL RELATIONS AND COOPERATION

Tel.: (061) 2829111
Telegram: MINFORA
Fax: (061) 223937/221145/220265
E-mail: headquarters@mfa.gov.na
Ref: 1/1/159/1
Enquiries: M. Shiweda

Private Bag 13347
WINDHOEK

26 November 2021

Her Worship, Cllr. Louisa Kativa
Mayor
PO Box 53
Municipal Offices
Swakopmund
Namibia

Your Worship,

**PARTNERSHIP BETWEEN SWAKOPMUND MUNICIPALITY IN THE
REPUBLIC OF NAMIBIA AND ZANZIBAR URBAN MUNICIPAL COUNCIL
IN THE UNITED REPUBLIC OF TANZANIA**

I have the honour to forward herewith for consideration, a letter dated 25 November 2021, received from H.E. Mr. Lebbius Tangeni Tobias, High Commissioner of the Republic of Namibia in the United Republic of Tanzania, proposing to your good office a possible municipal partnership between Swakopmund Municipality and Zanzibar Urban Municipal Council in the United Republic of Tanzania.

Counting on your usual cooperation and understanding.

Yours sincerely,


Penda Naanda
Executive Director



HIGH COMMISSION OF THE REPUBLIC OF NAMIBIA

Tel: (255) 0222601903
 Fax: (255) 0222602003
daressalaam@mireo.gov.na
namhcdhr@gmail.com

P.O. Box 80211
 3 Rufiji Street
 Masaki,
 Dar es Salaam
 Tanzania

Ref:

25 November 2021

Councillor Louisa Kativa
 Her Worship the Mayor
 Corner of Rakutuka & Daniel Kamho Street
 P.O Box 53
SWAKOPMUND

Dear Worship Louisa Kativa,

**PARTNERSHIP BETWEEN ZANZIBAR URBAN MUNICIPAL COUNCIL IN THE UNITED
 REPUBLIC OF TANZANIA AND SWAKOPMUND MUNICIPALITY IN THE REPUBLIC OF
 NAMIBIA**

I am writing to inform your worship Louisa Kativa that on the 19th November 2021, I have visited the Lord Mayor Mr. Ali Haji Haji of the Zanzibar Urban Municipal Council.

We have discussed a number of issues regarding economic upliftment between our two countries. We have further discussed about partnerships of our towns or cities in our countries. I have during our discussion proposed a partnership between Swakopmund Municipality and Zanzibar Urban Municipal Council. The Lord Mayor with his delegation welcomed the proposal and agreed to it.

The Lord Mayor and his delegation have indicated some of the areas in which they want to cooperate which they said will be included in a Memorandum of Understanding that the two parties will sign at a later stage when the process of partnership kicks off. These areas are as follows:

- Revenue collection;
- Investment;
- Training - for capacity building;
- Planning;
- Economic activities;
- Culture

Basing on that, I am therefore hereby officially informing Your Worship Councillor Louisa Kativa about the partnership between Swakopmund Municipality, in the Republic of Namibia and Zanzibar Urban Municipal Council in the United Republic of Tanzania

All official correspondence must be addressed to the High Commissioner

I wish to further encourage your worship the Mayor and your team to please commit yourself to this partnership and keep it effective for the benefit of our people from both countries. Swakopmund Municipality through the office of the Mayor can as soon as possible start the process of the official communication through the Ministry of International Relations to the Zanzibar Urban Municipal Council.

Your worship the contact details of the Lord Mayor are as follow:

Mr. Ali Haji Haji
The Lord Mayor
Zanzibar Urban Municipal Council
P.O Box 1288
ZANZIBAR

Email: mayor@zmc.go.tz
Office email: info@zmc.go.tz
Tel: +255242231330
Mobile: +255773906917

Please accept Your Worship, the assurances of my highest consideration.

Yours Sincerely,



Lebbius Tangeni Tobias
High Commissioner

Cc. Mr. Alfeus Benjamin
The Chief Executive Officer
Swakopmund Municipality

Cc. Hon. Neville Andre
Governor of Erongo Region

Aili Gebhardt

From: Annalize Swart
Sent: Wednesday, 09 February 2022 12:24
To: Andre Plaatjie
Cc: Delinda Hanes; Aili Gebhardt
Subject: FW: FOLLOWUP: PARTNERSHIP BETWEEN SWAKOPMUND MUNICIPALITY IN THE REPUBLIC OF NAMIBIA AND ZANZIBAR URBAN MUNICIPAL COUNCIL IN THE UNITED REPUBLIC OF TANZANIA
Attachments: 1380_001.pdf

Act GM:CS&HC

The CEO advised that this request be discussed with him. A meeting will be scheduled in due course.

Kind regards

Annalize Swart | Executive Assistant to the Chief Executive Officer | Chief Executive Office | 4100

From: Delinda Hanes <dhanes@swkmun.com.na>
Sent: Wednesday, February 9, 2022 11:33 AM
To: Aili Gebhardt <agebhardt@swkmun.com.na>
Cc: Annalize Swart <aswart@swkmun.com.na>
Subject: FW: FOLLOWUP: PARTNERSHIP BETWEEN SWAKOPMUND MUNICIPALITY IN THE REPUBLIC OF NAMIBIA AND ZANZIBAR URBAN MUNICIPAL COUNCIL IN THE UNITED REPUBLIC OF TANZANIA

Ms. Gebhardt

Please see attached request sent to the Office of the Mayor. They are requesting for twinning with our Council.

Regards

Delinda Hanes | Personal Assistant to the Mayor | Office of the Chief Executive Officer | 4103

From: Mweneni Shiweda <mshiweda@mirco.gov.na>
Sent: Tuesday, 08 February 2022 04:12 PM
To: Judith Guriras <jguriras@swkmun.com.na>; Delinda Hanes <dhanes@swkmun.com.na>
Cc: Aino Humphrey <ahumphrey@mirco.gov.na>; Ministry of International Relations and Cooperation <headquarters@mirco.gov.na>; Sabine Böhlke-Möller <sbohlke@mirco.gov.na>; Namibian High Commission in Tanzania <daressalaam@mirco.gov.na>
Subject: FOLLOWUP: PARTNERSHIP BETWEEN SWAKOPMUND MUNICIPALITY IN THE REPUBLIC OF NAMIBIA AND ZANZIBAR URBAN MUNICIPAL COUNCIL IN THE UNITED REPUBLIC OF TANZANIA

Dear Delinda,

As per our telephone conversation earlier today. I am making a follow up regarding the attached letter and would high appreciate any feedback regarding the request.

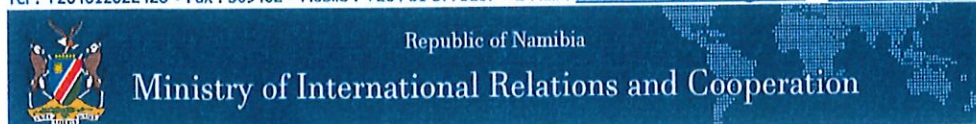
I hope to hear from you soon.

Kind regards

Mweneni Shiweda

Foreign Relations Officer

Tel : +264612822428 • Fax : 309462 • Mobile : +264 81 5773287 • E-Mail : mshiweda@mirco.gov.na • www.mirco.gov.na



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From: Mweneni Shiweda

Sent: Monday, November 29, 2021 9:36 AM

To: 'jguriras@swkmun.com.na' <jguriras@swkmun.com.na>

Cc: Aino Humphrey <ahumphrey@mirco.gov.na>; Ministry of International Relations and Cooperation <headquarters@mirco.gov.na>; Sabine Böhlke-Möller <sbohlke@mirco.gov.na>

Subject: PARTNERSHIP BETWEEN SWAKOPMUND MUNICIPALITY IN THE REPUBLIC OF NAMIBIA AND ZANZIBAR URBAN MUNICIPAL COUNCIL IN THE UNITED REPUBLIC OF TANZANIA

Dear Judith,

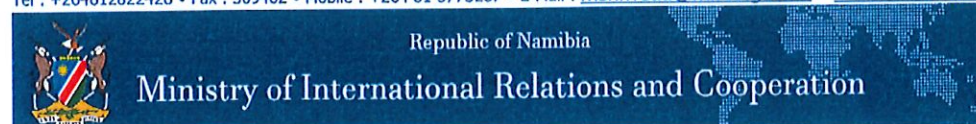
As per our conversation earlier this morning, kindly find attached for Her Worship's consideration.


Kind regards,

Mweneni Shiweda

Foreign Relations Officer

Tel : +264612822428 • Fax : 309462 • Mobile : +264 81 5773287 • E-Mail : mshiweda@mirco.gov.na • www.mirco.gov.na



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11.1.26 **REQUEST FOR SPONSORSHIP TOWARDS THE ANNUAL GOVERNOR'S CUP HOSTED IN SWAKOPMUND**
(C/M 2022/03/31 - 3/15/1/6/1)

Management Committee Meeting of 15 March 2022, Addendum **5.5** page **55** refers.

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

1. Introduction

Council received a letter from the Office of the Governor requesting for sponsorship towards the seventh edition of the Annual Governor's Cup Scheduled to take place in Swakopmund from **15-18 April 2022**.

2. Background

The Governor's Cup launched in 2013 at Karibib and started with the aims of unearthing raw football, netball, and volleyball talents in the Erongo region and identifying U/20 players in Erongo to represent the region at regional and national youth level.

3. Governor's Cup

The last tournament was hosted in Swakopmund in 2020, which was an outstanding success. Many spectators from all over Erongo are expected at the 3-day event, this will present an economic opportunity for small and large business enterprises to showcase their products and services.

The organizers are requesting Council to sponsor from the following category list:

1. *Bronze sponsors - N\$ 20 000 - 30 000.00*
2. *Silver sponsors N\$ 35 000 - 50 000.00*
3. *Gold sponsors N\$50 000.00 - 60 000.00*
4. *Main Sponsors 75 000.00*

In return publicity in the form of display of pull up banners, Cocktail Dinner, Outdoor Banners display stadiums over the 3 days Council's logo will be placed on the event poster and programs, and Council will get a slot on the official opening programme. The organizing Committee will also produce a full report to account for the funds raised and expenditure to sponsors and partners.

4. Discussion: Sponsorship & Donation Committee

This item was tabled at the Sponsorship & Donation Committee meeting held on **8 March 2022** and it was revealed that the event slated to be hosted during the Independence weekend (**19-21 March 2022**), was postponed to the Easter Weekend (**15-18 April 2022**).

It was also revealed that the Vineta Sports Stadium was reserved for the event but the venue is not paid yet.

The Sponsorship Committee discussed the request, and it was proposed that Council sponsor the venue of the event, which was reserved accordingly, and the cost thereof is as follows:

Rental: All weekend tournament (Vineta Central Sports Stadium)

Soccer	N\$2 601.30
Netball	N\$2 093.00
Volleyball	N\$1 375.40
Total:	<u>N\$6 069.70</u>

In addition, Council's standard conditions should apply.

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

RECOMMENDED:

- (a) That the sponsorship request for hosting the 7th Annual Governor's Cup scheduled to take place from 15-18 April 2022 in Swakopmund, be noted.
 - (b) That Council sponsors towards the rental fees for the venue (Vineta North Sport Stadium) to the value of N\$11 069.70.
 - (c) That the costs of N\$11 069.70 be defrayed from the Publicity Vote: 150515566000 where N\$122 991.18 is available.
 - (d) That the following Council's standard conditions be applied by the Organizers:
 - (i) That the organizers ensures that the facilities including the parking area are cleaned and restored to their original conditions to the satisfaction of the General Manager: Economic Development Services within 48 hours after the event.
 - (ii) That Council be indemnified against any claims that may arise from using the stadium.
 - (iii) That the organizers be responsible for the provision of additional public ablution facilities on site, if required.
 - (iv) That organizers make prior arrangements with Erongo-RED for electricity connection at their own cost, should it be required.
 - (v) That organizers submit proof that the following arrangements have been made:
 - Emergency Services
 - Traffic Control and Parking
 - Waste removal
 - Security Services
 - Liquor license (if required)
-



REPUBLIC OF NAMIBIA

ERONGO REGION

Office of the Governor

1st Floor II Plaza Hotel Building I Libertine Amadhila Street II Private Bag 5033I Swakopmund
Tel: +264 (0)64 417900 II Fax: +264 (0)64 417906

Enquiries: E.J.Boingob
E-mail: yndy11@ng2@gmail.com

17 February 2022

MR ALFEUS BENJAMIN
CHIEF EXECUTIVE OFFICER
SWAKOPMUND MUNICIPALITY

DEAR MR BENJAMIN

RE: REQUEST FOR SPONSORSHIP OF GOVERNOR'S CUP 2022

Sports participation is a fun way that encourages healthy living habits, improve mental wellbeing and academic performance, thus it presents a befitting platform for young gifted athletes to showcase their talents while either learning something or someone new.

The "Governor's Cup" is an annual sports bonanza geared towards development of youth in sport at the grassroots constituency level. As the flagship event on the sports calendar of Erongo, Governor's Cup is setting the stage for unearthing raw soccer, netball and volleyball talents from all Constituencies to represent our region at national youth Sports events, including the annual Namibian Newspaper Cup.

Consequently the Office of the Governor, in collaboration with Erongo Regional Council, Erongo Football League, Erongo Regional Netball Association and Erongo Regional Volleyball Association is planning to host the Seventh (7th) Edition of the annual Governor's Cup 2022 under the stewardship of the Governor's Cup Organizing Committee. This year's event is envisaged for the weekend of the 18th - 21st March 2022 in Swakopmund, and will include Soccer, Netball and Volleyball.

It is against this background that we are requesting for your benevolent indulgence in sponsoring us towards the successful hosting of the Governor's Cup 2022. In return, your company will be allowed to display its banners at the stadium for the duration of the event and will also be mentioned in the Governor's speech.

Please accept, Dear Mr Benjamin, the assurances of my highest consideration.

Yours Sincerely,


HON. NEVILLE ANDRE
GOVERNOR: ERONGO
ERONGO REGIONAL COUNCIL
PRIVATE BAG 5033
SWAKOPMUND
2022



Erongo Governor's Office in partnership
with the Erongo Regional Council

Governor's Cup 2022



1st Floor ,Plaza Hotel Building
Libertine Amathila Street, Vineta.
Private Bag 5033, Swakopmund

Mr Jacky Gaingob
(Telephone) +264 64 417 901 / 0812327375
Email: jackygaingob@gmail.com

Governor's Cup History

The greatest athletes of our time all started from somewhere. They started with someone believing and showing up for them. It is, therefore, our civic responsibility to stand up for the undiscovered, underprivileged raw gifted volleyball star in the remote settlement of Utuseb, for that acrobatic young goalkeeper with his corner's stones that the builders have rejected in Otjimbingwe, for the talented young goal shooter that dazzles with her quick reflexes in the dusty netball fields of Okongue.

Consequently, the Annual Governor's Cup provides a befitting platform for young gifted players from all Constituencies in Erongo to showcase their talents as the flagship event on the regional sporting calendar.

The aim of the Governor's Cup is to unearth raw soccer, netball and volleyball talents in the region as well as to identify talented U/20 players within Erongo to represent the region at the regional and national youth levels, especially at the annual Namibian Newspaper Cup and the National Youth Games.

This sports bonanza is called the "Governor's Cup" in recognition of the fundamental role played by the Office of the Governor towards the successful organizing and subsequent hosting of the maiden tournament in 2013 in Karibib, which was the first ever Governor's Cup in Namibia.

The subsequent Governor's Cups were backed by the Office of the Governor and Erongo Regional Council in collaboration with Erongo Football League, Ministry of Sport, Youth & National Service, LA's and the Local Organising Committee (from the host Constituency) under the stewardship of the Governor's Cup Organizing Committee.

They were hosted in the following towns, namely:

1 st Edition -2013	:	Karibib
2 nd Edition- 2015	:	Uis
3 rd Edition- 2017	:	Karibib
4 th Edition-2018	:	Omaruru
5 th Edition – 2019	:	Henties Bay
6 th Edition - 2020	:	Swakopmund

Details of the event

The event for 2022 seventh (7th) Edition of the Annual Governor’s Cup is scheduled to take place in the coastal of Swakopmund from the 19th – 21st March 2022 under the Theme: *“Setting the stage for Excellence”*.

As sports have the propensity to bring about positive economic development and social change, the hosting of the Governor’s Cup is rotated annually throughout all Constituencies to ensure that all areas of the region are represented and developed through sports. For the Office of the Governor, this annual event marks not only a celebration of sport and youth but it signifies uniting of people from all walks of life in our region as a whole. Thus, the Governor’s Cup is not just a game, but it is beyond balls on the field of play. It is not only about scoring goals but is more about learning something or someone new. This event is more than sports.

Small and Medium enterprises will be empowered with a platform at the stadiums to showcase and sell the products and services to the many people that will be come to watch the different games in the three sports codes od Soccer, Netball and Volleyball. There will also be entertainment for the fans to create a wonderful environment.

Event Sponsors

The organizing committee is both honored and proud to have successfully hosted 6 editions of this event (Annual Governor’s Cup) with the support sponsors and partners over the years.

It’s against this background that the Governor’s Office and the Erongo Regional Council is appealing and encouraging businesses across all sectors in the region and country at large for financial support to fund the event budget and make this event a huge success.

Financial Projections



Graph 1

Governor's Cup 2022 Budget

Event Expenses

ITEM	DUE DATE	AMOUNT
Logistic and Transport	10/03/2022	\$70,000.00
Accommodation and Catering	10/03/2022	\$80,000.00
Soccer	10/03/2022	\$25,000.00
Netball	10/03/2022	\$22,000.00
Volleball	10/03/2022	\$22,000.00
Branding and Publicity	29 Feb 2022	\$65,000.00

Graph 2

The two graphs above show the organizing Committee projections for the financial requirements for 2022 7th Edition of the Annual Governor's Cup that is scheduled to take place over 3 days 19th – 21st March 2022. In order to create relationships with our sponsor's and partners to benefit on publicity and media mileages for their support to the event.

1. Bronze sponsors - N\$ 20 000 - 30 000.00
2. Silver sponsors N\$ 35 000 - 50 000.00
3. Gold sponsors N\$50 000.00 - 60 000.00
4. Main Sponsors 75 000.00

In return publicity in the form of display of pull up banners Cocktail Dinner, Outdoor Banners display stadiums over the 3 days, company logos will be placed on event poster and programs, and the Main and Gold sponsors will get a slot on the official opening programme.

In addition the organizing Committee will produce full report to account for the funds raised and spent that will be provide to sponsors and partners.

The official bank account of the Governor's Cup:

Name: Governor's Cup
 Bank: Standard Bank – Swakopmund
 Branch Code: 082172
 Account Number: 60002329270

11.1.27 **CAPITAL AND OPERATIONAL BUDGETS FOR 2022 / 2023 FINANCIAL YEAR**

(C/M 2022/03/31 - 3/1/1/1/1; 3/1/1/2/1)

Management Committee Meeting of 15 March 2022, Addendum **5.2** page **10** refers.

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

The purpose of this submission is for Council to consider approving the Capital and Operational Budgets, for the Financial Year 2022 / 2023, attached as (**Annexure "A", "B"**).

1. Capital Budget

Attached (**Annexure "A"**) hereto the Capital Projects amounting to **N\$301 280 000.00** of which the amount of **N\$59 650 000.00** has been earmarked for Continuation Projects and the remaining balance of **N\$241 630 000.00** will be for the New Projects.

2. Operational Budget

Attached (**Annexure "B"**) hereto also is the summarised version of Council's balanced Operational Budget for Council's further consideration and for approval.

2.1 Water Supply - Bulk Purchase Price

The current Bulk Purchase Price of water from the Utility is **N\$14.87**. Council however has not yet received any communication from the water Utility on any price adjustments for the Bulk Purchase Price. Normally the Basic Price is linked to the Bulk Purchase and is as such also subject to Council's approval.

2.2 Assessment Rates - General Valuation Roll

The General Valuation Roll exercise of rateable properties was completed in **May 2020** and was implemented as from **1 July 2021** at reduced rates.

2.3 Water, Waste (Refuse removal) and Waste Water (Sewerage) Tariffs

Due to prevailing economic circumstances, it is once again recommended that Council consider **NOT** to increase the Tariffs for the 2022 / 2023 Financial Year. The current Tariffs are attached hereto as **Annexure "C"**.

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

RECOMMENDED:

- (a) That Council increases all tariffs with 3% for the 2022 / 2023 Financial Year, except for the tariffs pertaining to Senior Citizens, Bungalows and basic water tariffs.
 - (b) That Council approves the Capital Budget amounting to N\$318 741 000.00.
 - (c) That Council approves the balanced Operational Budget amounting to N\$520 492 000.00
-

ANNEXURE "A"

Capital Budget				
Capital Projects 2022 - 2023				
Department / Section	Votenummer	Description	Continuation Projects	New Projects
Council	10-10-3-10-001-00	Office Furniture	-	50 000
Corporate Services & Human Capital	15-00-3-10-001-00	Office Furniture	-	30 000
Corporate Services & Human Capital	15-05-3-10-001-00	Office Furniture	-	50 000
Corporate Services & Human Capital	15-05-3-10-129-00	High Density Filing Cabinets	-	500 000
Corporate Services & Human Capital		Partitioning of Production Room	-	50 000
Corporate Services & Human Capital		Document Management System	-	800 000
Corporate Services & Human Capital		File Tracking Location Installation	-	50 000
Corporate Services & Human Capital		20 x Portable Heaters / Aircons	-	120 000
Corporate Services & Human Capital		Single Cab Vehicle	-	300 000
Corporate Services & Human Capital		Live Streaming Camera and Equipment	-	100 000
Corporate Services & Human Capital		Replacement of PA System	-	50 000
Corporate Services & Human Capital		Replacement of MAN 3000 PABX	-	500 000
Corporate Services & Human Capital		Welcome Sign and Head Office Signage	-	100 000
Low Cost Housing	25-05-3-10-058-00	Construction of Social Housing	6 527 000	5 000 000
Low Cost Housing	94-01-1-01-060-00	Contruction of Houses - Phase 2 Built Together	-	6 320 000
Finance	20-05-3-10-001-00	Office Furniture	-	80 000
Finance	20-05-3-10-005-00	Partioning of Offices	70 000	-
Cemeteries		Construction of Niche	-	70 000
Cemeteries		Replacement of Water Pipeline - Mondesa Cemetery	-	150 000
Public Buildings	25-05-3-10-060-00	Renovations Rest Rooms (Solid Waste Management)	-	4 000 000
Public Buildings	25-05-3-10-053-00	Design and Construction of Public Ablution Facility - Kavita Park	2 465 000	5 000 000
Public Buildings	25-05-3-10-056-00	Constrction of SME Industrial Park	21 000 000	-
Public Buildings	25-05-3-10-122-00	Satelite Pay Point	228 000	-
Public Buildings		Development of IT Business Centre	-	2 000 000
Business and Market Stalls		Design of Open Market - Woerman Brock Mondesa	-	500 000
Health Services	30-00-3-10-001-00	Office Furniture	-	50 000
Health Services	30-00-3-10-136-00	Urban Agriculture Infrastructure	-	500 000
Fire Brigade	35-00-3-10-137-00	Purchase of 5 000 Litre Fire Truck	6 000 000	-
Fire Brigade	35-00-3-10-139-00	Equipment - Call Centre	-	300 000
Fire Brigade	35-00-3-10-138-00	Purchasing of Two (2) Rescue Vehicles	900 000	-
Fire Brigade		New Fire Rescue Truck (Pumper) - 10 000 Litre	-	7 400 000
Fire Brigade		Additional Garages For Fire Trucks	-	2 200 000
Fire Brigade		Fire Brigade Training Pops	-	350 000
Fire Brigade		Fire Rescue (Emergency) Equipment	-	1 500 000
Fire Brigade		Office Furniture	-	100 000
Mole, Pier & Strand		Construction of Revetment North of Jetty	-	7 500 000
Mole, Pier & Strand		Consultancy Services - Coastline Protection	-	2 000 000
Mole, Pier & Strand		Upgrade and Renovations of Mole Seating Cubicles	-	1 200 000
Parks and Gardens	40-05-3-10-140-00	New Tractor	300 000	-
Parks and Gardens		Fencing - Vineta Sports Stadium	-	150 000
Parks and Gardens		Development of Mini Soccer Field - Matutura	-	300 000
Parks and Gardens		Development of New Parks	-	800 000
Parks and Gardens		New Vehicile - Replacement of N 8482 S	-	450 000
Parks and Gardens		20 x Skip Containers	-	800 000
Parks and Gardens		Upgrading of Hanganeni Sportfield	-	1 040 000
Economic Development Services	45-00-3-10-001-00	Office Furniture	-	50 000
Engineering Services	50-00-3-10-001-00	Office Furniture	-	50 000
Engineering Services		2 x New Vehicles	-	750 000
Engineering Services		Creation of Office Space	-	150 000
Town Planning	50-00-3-10-015-00	Formulation of the Swakopmund Structure Plan	354 000	-
Town Planning	50-00-3-10-143-00	Adhoc Planning and Cadastral	1 379 000	-
Town Planning	50-00-3-10-144-00	Planning and Surveying of Portions 182, 183 and 184	439 000	-
Town Planning	50-00-3-10-145-00	Surveying of Hage Square	459 000	-
Town Planning	50-00-3-10-146-00	Reviewing of Town Planning Scheme	404 000	-
Town Planning	50-00-3-10-147-00	Township Etablishments on the Northern Portion and Survey	105 000	-
Town Planning	50-00-3-10-148-00	Desert View Planning and Survey	321 000	-
Town Planning		Consultancy Services for Planning of Northern Wedge	-	2 000 000

Environmental		Gravel Mining Vulnerability Assessment	-	500 000
Environmental		Environmental Impact Assessment of Municipal Projects	-	300 000
Environmental		Tide Gauge and Wind Anemometer	-	200 000
Electricity Supply	55-00-3-10-093-00	Street Lights Extensions 40, 41 and 42	1 982 000	-
		Streetlights	-	2 500 000
		Extension 32 Kramersdorf	-	40 000 000
		Extension 40 Matutura (Streetlights)	-	3 500 000
Water Supply	60-00-3-10-095-00	Water Replacement Program (New Extensions)	-	3 000 000
		Extension 32 Kramersdorf	-	3 500 000
		Extension 40 Matutura	-	3 000 000
		Water Reservoir Smallholdings	-	23 000 000
		Pipe Replacement Program	-	3 000 000
		Re-location of Midblock Water Line	-	1 000 000
		Installation of Domestic Prepaid meters	-	3 000 000
		Waterloss Reduction Program	-	1 000 000
		Repalce Isuzu KB 200 N 605 S	-	400 000
		New KSB Tower Pumps	-	1 000 000
		Relocation Water Pipeline (300 AC) from Reservoir to Tamariskia Cemetery	-	5 000 000
		Repair Main flow Meters	-	300 000
Streets	65-00-3-10-042-00	Upgrading of Storm Water Systems	-	5 000 000
Streets	65-00-3-10-151-00	Planning and Design of Various Roads (Anton Lubowski and Libertina Amadhila Streets)	4 315 000	2 000 000
		Upgrade of Grootfontein Road from Regenstein to Ondjamba Avenue	-	5 000 000
		Ondjamba Avenue - Phase 1	-	5 500 000
		Extension 32 Kramersdorf	-	7 000 000
		Extension 40 Matutura	-	3 000 000
Solid Waste Management	70-00-3-10-001-00	Office Furniture	-	100 000
Solid Waste Management	70-00-3-10-063-00	6 000 x Refuse Bins	-	6 000 000
Solid Waste Management	70-00-3-10-155-00	Deep Collection (Molok Bags)	-	150 000
Solid Waste Management	70-00-3-10-154-00	Extension of Landfill Site	2 000 000	-
		Street Corner Bins	-	1 000 000
		2 x New LDV's	-	1 500 000
Waste Water	75-00-3-10-076-00	Clean and Repair Raw Water Pump	1 266 000	-
Waste Water	75-00-3-10-167-00	Upgrading of Sewerage Infrastructure	3 375 000	-
Waste Water	75-00-3-10-157-00	Emergency Generator and Building	1 500 000	-
Waste Water	75-00-3-10-158-00	Mile 4 Pumpstation Rising Main to DRC Pumpstation	1 200 000	-
	75-00-3-10-159-00	Sanitation Centres - DRC	2 561 000	-
		Redirection of existing pump mains to new plant Phase 1	-	10 000 000
		Two Jetvac Truck	-	8 700 000
		Vacuum Sewage Truck	-	3 000 000
		Sluice gate valves & baskets for pumpstations	-	1 000 000
		Lifting Station for Ext 32, 33 and 36 Kramersdorf	-	16 500 000
		Extension 32 Kramersdorf	-	7 500 000
		Extension 42 Matutura	-	6 000 000
Purified Effluent	75-05-3-10-085-00	Extensions to Semi-Purified water	-	1 000 000
Purified Effluent		Changes To Flow Meters - Old Sewerage Plant	-	800 000
Aerodrome	80-00-3-10-142-00	Upgrading of Aerodrome	500 000	-
Tourism		Painting of Aframe Rooms	-	600 000
Tourism		Casserole Pots and Pans	-	110 000
Tourism		Bedding	-	430 000
Tourism		Dustbins	-	80 000
			59 650 000	241 630 000
		TOTAL		301 280 000

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Calculate on netto budget

Account No	Description	Budget Last Year	Expenditure To Date	User	
				Estimate	Approx
% Est	% Approx				Budget

COUNCIL					

EXPENDITURE					

EMPLOYEE RELATED COSTS: WAGES/SALA					
00-00-1-01-005-00	SALARIES & WAGES	100930500	60407663.28	107875000	+ 100.00 + 6.88
00-00-1-01-010-00	SALARIES: ANNUAL BONUS	8450000	6272286.28	8961000	+ 100.00 + 6.04
00-00-1-01-015-00	SALARIES : OVERTIME	12511000	8553553.89	13708000	+ 100.00 + 9.56
00-00-1-01-020-00	ALLOWANCES : STANDBY	757000	277802.45	540000	+ 100.00 - 28.66
00-00-1-01-025-00	ALLOWANCES : UNIFORMS	264000	28725.79	200000	+ 100.00 - 24.24
00-00-1-01-030-00	ALLOWANCES : VEHICLE	2709000	1580960.00	3238000	+ 100.00 + 19.52
00-00-1-01-035-00	ALLOWANCES : HOUSING	4802000	2955739.83	7136000	+ 100.00 + 48.60
00-00-1-01-040-00	LONG SERVICE AWARDS	532400	328933.00	408000	+ 100.00 - 23.36
00-00-1-01-045-00	WATER SAN & SEWAGE (STAFF)	3406800	2125091.63	3955000	+ 100.00 + 16.09
00-00-1-01-050-00	SHIFT ALLOWANCES	300000	256497.56	300000	+ 100.00
00-00-1-01-060-00	HOUSING SUBSIDY	31278000	18194802.26	29067000	+ 100.00 - 7.06
00-00-1-01-065-00	SANITATION ALLOWANCE	492400	282200.00	503000	+ 100.00 + 2.15
00-00-1-01-075-00	TRANSPORT ALLOWANCE	5280000	3054000.00	5280000	+ 100.00
00-00-1-01-080-00	CONTRACT WORKERS	2411600	1560829.94	2005000	+ 100.00 - 16.86
00-00-1-01-085-00	JOB ATTACHMENT	1015000	888974.55	1303000	+ 100.00 + 28.37
00-00-1-01-090-00	RECRUITMENT COSTS & MEDICAL TESTS	254500	19257.82	225000	+ 100.00 - 11.59
00-00-1-01-100-00	LIFE SAVERS	100000	94833.47		- 100.00
SUB-TOTAL:SALARIES WAGES & ALLOW		175494200	106882151.75	184704000	+ 100.00 + 5.24

EMPLOYEE RELATED COSTS: SOCIAL CON					
00-00-1-05-005-00	CONTRIBUTIONS : PENSION FUND	21828100	13022361.62	23168000	+ 100.00 + 6.13
00-00-1-05-010-00	CONTRIBUTIONS : MEDICAL AID FUND	21779800	13085589.23	22701000	+ 100.00 + 4.22
00-00-1-05-015-00	SOCIAL SECURITY ACT	570500	272927.66	570000	+ 100.00 - 0.08
00-00-1-05-020-00	MED AID : PENS CURRENT SERVICE COS	4000000	3128442.88	5100000	+ 100.00 + 27.50
SUBTOTAL: SOCIAL CONTRIBUTIONS		48178400	29509321.39	51539000	+ 100.00 + 6.97

REMUNERATION OF COUNCILLORS					
00-00-1-20-005-00	COUNCILLORS : ALLOWANCES	2725000	1724640.00	2700000	+ 100.00 - 0.91
00-00-1-20-010-00	SITTING FEES	300000	178400.00	300000	+ 100.00
SUBTOTAL: REMUNERATION OF COUNCILL		3025000	1903040.00	3000000	+ 100.00 - 0.82

DEPRECIATION & AMORTISATION					
00-00-1-35-005-00	DEPRECIATION	8469700	4524.25	8470000	+ 100.00
00-00-1-35-010-00	EXTERNAL: REDEMPTION	340000		120000	+ 100.00 - 64.70
SUB-TOTAL:DEPR AND AMORT		8809700	4524.25	8590000	+ 100.00 - 2.49

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					Budget	Approx		
REPAIRS & MAINTENANCE								
00-00-1-40-010-00	BUILDINGS & STRUCTURES (CIVIL)	3014500	1098363.11	2912000			+ 100.00	- 3.40
00-00-1-40-015-00	BUILDINGS & STRUCTURES (ELECTRICAL)	100000	11711.92	100000			+ 100.00	
00-00-1-40-020-00	CENTRAL HEATING & FREEZER UNIT	190000	164556.51	200000			+ 100.00	+ 5.26
00-00-1-40-025-00	CENTRAL SPORT FIELD	660000	658304.51	700000			+ 100.00	+ 6.06
00-00-1-40-030-00	CONSUMER CONNECTIONS	139100	137339.75	250000			+ 100.00	+ 79.72
00-00-1-40-045-00	REPLACEMENT OF METERS	5000000	3256887.92	6000000			+ 100.00	+ 20.00
00-00-1-40-050-00	FIRE HYDRANTS (REPLACEMENTS)	200000	5600.00	500000			+ 100.00	+ 150.00
00-00-1-40-055-00	FRIDGES REPLACEMENTS (X6)	111000	96478.70					- 100.00
00-00-1-40-060-00	FRIDGES STOVES & EQUIPMENT	30000		30000			+ 100.00	
00-00-1-40-085-00	DECORATIVE LIGHTS	50000		50000			+ 100.00	
00-00-1-40-095-00	MAINTENANCE : AIRPORT	500000	73855.86	600000			+ 100.00	+ 20.00
00-00-1-40-120-00	MAINTENANCE : REFUSE DUMP	55000		55000			+ 100.00	
00-00-1-40-130-00	PURIFIED SEWAGE NETWORK	300000	46320.04	300000			+ 100.00	
00-00-1-40-140-00	ROAD SIGNS & ROBOTS	1000000	598039.34	1500000			+ 100.00	+ 50.00
00-00-1-40-145-00	SEWAGE CONNECTIONS	100000	71472.29	200000			+ 100.00	+ 100.00
00-00-1-40-150-00	SEWAGE DISPOSAL WORKS	200000	112168.91	250000			+ 100.00	+ 25.00
00-00-1-40-155-00	SEWAGE NETWORK	2200000	1359220.76	2300000			+ 100.00	+ 4.54
00-00-1-40-170-00	MAINTENANCE: STREETS AND ROADS	4900000	3828778.20	5500000			+ 100.00	+ 12.24
00-00-1-40-175-00	TOOLS & EQUIPMENT (REPLACEMENT)	401400	128255.00	408000			+ 100.00	+ 1.64
00-00-1-40-180-00	FLEET MAINTENANCE	5729000	2056894.06	5984000			+ 100.00	+ 4.45
00-00-1-40-185-00	WATER NETWORK	3056000	1909457.43	4006000			+ 100.00	+ 31.08
00-00-1-40-190-00	WORKSHOP CHARGES (INTERNAL)	89400		8000			+ 100.00	- 91.05
00-00-1-40-200-00	KERBSTONE MAINTENANCE	750000	251692.48	750000			+ 100.00	
00-00-1-40-205-00	ROADMARKING	1100000	151165.92	1100000			+ 100.00	
00-00-1-40-225-00	PAVEMENT REPAIR	1650000	484417.88	1650000			+ 100.00	
00-00-1-40-230-00	STORMWATER INSTALLATION / REPAIRS	300000	6872.91	300000			+ 100.00	
00-00-1-40-235-00	PPP: CLEANING OF STREETS	2500000	1221673.30	3000000			+ 100.00	+ 20.00
00-00-1-40-240-00	PPP: MILLING OF MANURE	250000	78820.00	250000			+ 100.00	
00-00-1-40-250-00	MAINTENANCE NEW PLANT	990000	481902.23	1000000			+ 100.00	+ 1.01
00-00-1-40-255-00	CONDITION MONITORING	169400	33670.05	170000			+ 100.00	+ 0.35
00-00-1-40-260-00	DE-RUSTING OF VEHICLES	2680000		2680000			+ 100.00	
00-00-1-40-265-00	WATER PUMPS	400000		400000			+ 100.00	
00-00-1-40-270-00	AIR TOOLS	100000	12673.00	100000			+ 100.00	
00-00-1-40-275-00	FENCING OF WATER RESERVOIRS	900000		750000			+ 100.00	- 16.66
SUB-TOTAL:REPAIRS & MAINTENANCE		39814800	18336592.08	44003000			+ 100.00	+ 10.51
INTEREST: EXTERNAL								
00-00-1-45-005-00	EXTERNAL: INTEREST	560000	167664.72	560000			+ 100.00	
SUBTOTAL INTEREST: EXTERNAL		560000	167664.72	560000			+ 100.00	
BULK PURCHASES								

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					Budget	Approx		
00-00-1-50-010-00	WATER PURCHASES	81000000	47222430.01	84000000			+ 100.00	+ 3.70
	SUBTOTAL BULK PURCHASES	81000000	47222430.01	84000000			+ 100.00	+ 3.70
	GENERAL EXPENSES							
00-00-1-55-005-00	INTERNAL AUDIT SERVICES	800000	477220.96	1200000			+ 100.00	+ 50.00
00-00-1-55-015-00	ASSESSMENT RATES PAY TO REG.COUNCI	7400000		8000000			+ 100.00	+ 8.10
00-00-1-55-020-00	BRINE PURCHASES	120000	31800.00	120000			+ 100.00	
00-00-1-55-025-00	VEHICLE TRACKING SYSTEM	683000	276043.44	664000			+ 100.00	- 2.78
00-00-1-55-030-00	BURIAL FEES (PAUPERS)	5800	4373.55	10000			+ 100.00	+ 72.41
00-00-1-55-035-00	RENEWAL OF RADIO LICENCES	75600	10989.51	77000			+ 100.00	+ 1.85
00-00-1-55-040-00	CIVIL PROTECTION (COVID-19)	300000	42787.16	200000			+ 100.00	- 33.33
00-00-1-55-045-00	RENEWAL OF VEHICLE LICENCES	1581700	674462.41	1581000			+ 100.00	- 0.04
00-00-1-55-055-00	CONFERENCE EXPENSES	912000	181918.41	891000			+ 100.00	- 2.30
00-00-1-55-060-00	SOFTWARE LICENCES	800000	566045.98	1050000			+ 100.00	+ 31.25
00-00-1-55-070-00	CONSUMABLE ITEMS	1497000	777177.38	1642000			+ 100.00	+ 9.68
00-00-1-55-075-00	CONTAGIOUS DISEASES	15000	2061.29	15000			+ 100.00	
00-00-1-55-085-00	PPP'S: CLEANING OF BUNGALOWS	340000	171756.57	400000			+ 100.00	+ 17.64
00-00-1-55-090-00	DEVERMINISATION	30000	24102.61	30000			+ 100.00	
00-00-1-55-095-00	ANIMAL CONTROL	170000	163079.93	250000			+ 100.00	+ 47.05
00-00-1-55-100-00	CONSUMER EDUCATION	35000		35000			+ 100.00	
00-00-1-55-105-00	ELECTRICITY (E-RED)	4463000	2770612.75	4863000			+ 100.00	+ 8.96
00-00-1-55-110-00	REFILLING OF FIRE EXTINGUISHERS	100000		100000			+ 100.00	
00-00-1-55-115-00	ENTERTAINMENT : MAYOR	15000	7129.84	20000			+ 100.00	+ 33.33
00-00-1-55-120-00	FAIR EXPENSES	80000	26432.75	80000			+ 100.00	
00-00-1-55-125-00	FUEL	4926200	2525619.27	5283000			+ 100.00	+ 7.24
00-00-1-55-130-00	FUNCTIONS & ENTERTAINMENT	725000	289916.58	773000			+ 100.00	+ 6.62
00-00-1-55-135-00	GARAGE RENTAL	110000	35140.00	110000			+ 100.00	
00-00-1-55-140-00	GARDEN EQUIPMENT	115400	75499.90	118000			+ 100.00	+ 2.25
00-00-1-55-145-00	STABILIZATION-FIRE VICTIMS SITES	50000		50000			+ 100.00	
00-00-1-55-150-00	IMPLEMENT & LABOUR CHARGES (CIVIL)	524900	219287.46	542000			+ 100.00	+ 3.25
00-00-1-55-165-00	KERB STONES MAINTENANCE	320000		320000			+ 100.00	
00-00-1-55-170-00	ROAD MARKING	180000	27275.28	180000			+ 100.00	
00-00-1-55-175-00	CLEANING OF STREETS	1000000	6440.00					- 100.00
00-00-1-55-180-00	MAINTENANCE : SURFACED ROADS	830000	86400.88	830000			+ 100.00	
00-00-1-55-185-00	MAINTENANCE : GRAVEL ROADS	6020000	2593751.65	6000000			+ 100.00	- 0.33
00-00-1-55-190-00	MAINTENANCE : PAVEMENTS	300000	1713.68	300000			+ 100.00	
00-00-1-55-195-00	STORM WATER REPAIRS	50000	1520.00	50000			+ 100.00	
00-00-1-55-200-00	IMPLEMENT & LABOUR CHARGES (ELECTR	20000	13188.47	20000			+ 100.00	
00-00-1-55-205-00	INSURANCE	1718100	1085302.74	1837000			+ 100.00	+ 6.92
00-00-1-55-210-00	RENEWAL OF DRIVERS LICENCES (STAFF	37700	5337.20	39000			+ 100.00	+ 3.44
00-00-1-55-220-00	LAUNDRY EXPENSES	550000	296989.08	550000			+ 100.00	
00-00-1-55-225-00	ROAD SAFETY CAMPAIGN	22000	14161.15	22000			+ 100.00	
00-00-1-55-230-00	LUNCH FOR THE ELDERLY	400000	399961.25	500000			+ 100.00	+ 25.00
00-00-1-55-235-00	LEGAL FEES	1150000	1089411.36	1400000			+ 100.00	+ 21.73
00-00-1-55-240-00	LICENCES	22000		22000			+ 100.00	
00-00-1-55-245-00	LOSS CONTROL	41000	3726.80	50000			+ 100.00	+ 21.95

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00-00-1-55-260-00	MEDICAL EXAMINATIONS	245700	43215.87	246000			+ 100.00	+ 0.12
00-00-1-55-265-00	MEMBERSHIP & SUBSCRIPTION FEES	291000	166970.43	421000			+ 100.00	+ 44.67
00-00-1-55-270-00	OIL	81900		90000			+ 100.00	+ 9.89
00-00-1-55-275-00	NOTICES & ADVERTISEMENTS	562000	307977.94	512000			+ 100.00	- 8.89
00-00-1-55-280-00	PLANTS EX NURSERY	364200	254003.80	398000			+ 100.00	+ 9.28
00-00-1-55-285-00	POLLUTION CONTROL	262000	243150.56	300000			+ 100.00	+ 14.50
00-00-1-55-290-00	POSTAGE	865000	461598.71	865000			+ 100.00	
00-00-1-55-295-00	BANK	1421100	479656.73	1350000			+ 100.00	- 5.00
00-00-1-55-300-00	CORPORATE GIFTS & PROMOTIONAL ITEM	400000	35006.63	400000			+ 100.00	
00-00-1-55-305-00	PRINTING & STATIONARY	2009500	883160.96	2051000			+ 100.00	+ 2.06
00-00-1-55-310-00	PROFESSIONAL FEES	390000		600000			+ 100.00	+ 53.84
00-00-1-55-315-00	PROFESSIONAL SERVICES	571000	20467.30	453000			+ 100.00	- 20.66
00-00-1-55-320-00	PROCESSING OF ACCOUNTS	400000	234174.35	450000			+ 100.00	+ 12.50
00-00-1-55-325-00	PROTECTIVE CLOTHING	1900500	749535.59	1983000			+ 100.00	+ 4.34
00-00-1-55-330-00	PUBLICITY	590500	253975.46	790000			+ 100.00	+ 33.78
00-00-1-55-335-00	PUBLICITY : MAYORS OFFICE	15000	11203.43	20000			+ 100.00	+ 33.33
00-00-1-55-340-00	RENEWAL OF TV LICENCES	63000	32301.65	63000			+ 100.00	
00-00-1-55-350-00	PURCHASES SEEDLINGS	15400	5644.28	16000			+ 100.00	+ 3.89
00-00-1-55-355-00	BASELINE RISK ASSESSMENT	80000	25461.00	80000			+ 100.00	
00-00-1-55-360-00	CLEANING OF OFFICES	500000	226961.50	600000			+ 100.00	+ 20.00
00-00-1-55-370-00	GREEN ENVIRONMENT PROJECT	60000	4651.61	60000			+ 100.00	
00-00-1-55-375-00	PROJECT SHINE	110000	82614.00	30000			+ 100.00	- 72.72
00-00-1-55-385-00	RENTAL : TOOLS AND IMPLEMENTS	1000		1000			+ 100.00	
00-00-1-55-405-00	RENTAL : ELECTRONIC EQUIPMENT	850500	470218.66	936000			+ 100.00	+ 10.05
00-00-1-55-410-00	RENTAL : CYLINDERS	25000	9547.12	25000			+ 100.00	
00-00-1-55-415-00	PURCHASE : PA SYSTEM	15000		15000			+ 100.00	
00-00-1-55-420-00	RESEARCH	25000	10819.60	25000			+ 100.00	
00-00-1-55-425-00	SEASONAL EQUIPMENT	25000	20200.57	30000			+ 100.00	+ 20.00
00-00-1-55-430-00	SEAWEED REMOVAL	50000	40517.50	70000			+ 100.00	+ 40.00
00-00-1-55-435-00	SECURITY GUARDS	7500000	5105249.38	8400000			+ 100.00	+ 12.00
00-00-1-55-450-00	PPP: GROUPS	915000	658368.50	1095000			+ 100.00	+ 19.67
00-00-1-55-455-00	PPP: GROUPS	180000	94446.50	180000			+ 100.00	
00-00-1-55-460-00	SUNDRY EXPENSES	6200	3913.02	6000			+ 100.00	- 3.22
00-00-1-55-465-00	TELEPHONE	1991400	1052383.37	2132000			+ 100.00	+ 7.06
00-00-1-55-470-00	TOOLS & EQUIPMENT: REPLACEMENT	1746400	31358.96	963000			+ 100.00	- 44.85
00-00-1-55-475-00	TRAINING EQUIPMENT & MATERIALS	10000		10000			+ 100.00	
00-00-1-55-480-00	TRAINING OF PERSONNEL	728700	53124.06	680000			+ 100.00	- 6.68
00-00-1-55-485-00	VET LEVY	2252000	1111644.35	2460000			+ 100.00	+ 9.23
00-00-1-55-490-00	VALUATION COSTS	200000	3826.00	200000			+ 100.00	
00-00-1-55-495-00	ADVERTISING MATERIALS	15000		15000			+ 100.00	
00-00-1-55-500-00	W C A	1162100		1162000			+ 100.00	
00-00-1-55-510-00	CLEANING OF WARDS	4440000	2432588.91	4400000			+ 100.00	- 0.90
00-00-1-55-515-00	ANNUAL LICENCE FEES	73000	55053.43	80000			+ 100.00	+ 9.58
00-00-1-55-520-00	TEAM BUILDING EVENTS	40000	4800.00	40000			+ 100.00	
00-00-1-55-525-00	SWAKOPMUND MAYORAL SPORTS TORUNAME	30000	5233.91	30000			+ 100.00	
00-00-1-55-535-00	CANCELLATION: RESERVATIONS	50000	23750.00	20000			+ 100.00	- 60.00
00-00-1-55-550-00	PURCHASES: PRE-PAID TOKENS	250000	141593.47	250000			+ 100.00	
00-00-1-55-555-00	IEC MATERIAL	20000	2704.34	20000			+ 100.00	

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00-00-1-55-570-00	MEDICAL EXPENSES (INJURIES ON DUTY	44000	41713.17	44000		+ 100.00	
00-00-1-55-575-00	LABORATORY FEES	57500		58000		+ 100.00	+ 0.86
00-00-1-55-580-00	URBAN GARDEN PROJECT	200000	66444.11				- 100.00
00-00-1-55-585-00	JOB EVALUATIONS	503000	11929.04	548000		+ 100.00	+ 8.94
00-00-1-55-590-00	MAINTENANCE REFUSE DUMP	3200000	1978834.52	3400000		+ 100.00	+ 6.25
00-00-1-55-595-00	SKIP SYSTEM; DRC	55000		55000		+ 100.00	
00-00-1-55-600-00	CONTROL OF MOSQUITOES	50000	6000.00	50000		+ 100.00	
00-00-1-55-605-00	RENT; MOBILE TOILETS	1735000	1196963.00	1850000		+ 100.00	+ 6.62
00-00-1-55-615-00	IMPLEMENTATION; STRATEGIC PLAN			500000		+ 100.00	+ 100.00
00-00-1-55-620-00	NEW PLANT; OUTSOURCING	4000000	2589192.29	4600000		+ 100.00	+ 15.00
00-00-1-55-625-00	NEW PLANT; ELECTRICITY	12600000	6911615.61	12500000		+ 100.00	- 0.79
00-00-1-55-630-00	NEW PLANT; CONSUMABLES	384000	8974.60	400000		+ 100.00	+ 4.16
00-00-1-55-645-00	MARKETING STRATEGY	200000	-14899.98	200000		+ 100.00	
00-00-1-55-650-00	WEBSITE DESIGN AND MAINTENANCE	100000	15000.00	100000		+ 100.00	
00-00-1-55-655-00	RENTAL : COMPUTER SYSTEM	9584100	4864343.30	16722000		+ 100.00	+ 74.47
00-00-1-55-660-00	SWAKOPMUND MARKETING	250000	15284.95	300000		+ 100.00	+ 20.00
00-00-1-55-665-00	SALE OF ERVEN	120000	103200.00	120000		+ 100.00	
00-00-1-55-670-00	AUCTIONERS	50000		50000		+ 100.00	
00-00-1-55-675-00	BEAUTIFICATION OF TOWN	92000	82639.92	100000		+ 100.00	+ 8.69
00-00-1-55-680-00	SEEDLING TABLES	6000		6000		+ 100.00	
00-00-1-55-685-00	OUTDOOR AIR QUALITY TEST KIT	50000		80000		+ 100.00	+ 60.00
00-00-1-55-690-00	STANDBY GENERATORS ANNUAL SERVICE	70000		70000		+ 100.00	
00-00-1-55-695-00	REPLACE MANHOLE COVERS	150000	15100.63	150000		+ 100.00	
00-00-1-55-705-00	ADDITIONS TO SCADA SYSTEM	600000		600000		+ 100.00	
00-00-1-55-710-00	REPLACE HIGH PRESSURE HOSES	120000	43897.60	120000		+ 100.00	
00-00-1-55-715-00	REPAIR TOWER WATER INLET PIPE	100000		100000		+ 100.00	
00-00-1-55-720-00	UPGRADE PUMPSTATION 15 CONTROL BOA	150000		150000		+ 100.00	
00-00-1-55-725-00	REPLACE FLOW TO TOWN METER	60000		60000		+ 100.00	
00-00-1-55-730-00	REPLACE ROTARY ASSEMBLY OLD KSB SL	110000	93892.00	150000		+ 100.00	+ 36.36
00-00-1-55-735-00	IINTERGRATION OF DIGRETTERS	90000		90000		+ 100.00	
00-00-1-55-740-00	CRITICAL SPARE PARTS	600000	415713.39	700000		+ 100.00	+ 16.66
00-00-1-55-745-00	PURCHASING OF CUTLERY	100000	76952.35	100000		+ 100.00	
00-00-1-55-750-00	PURCHASING OF SHOWER MATS	57000	44500.00	57000		+ 100.00	
00-00-1-55-755-00	PURCHASING MICRO WAVES	97000		97000		+ 100.00	
00-00-1-55-760-00	TV & DSTV FOR BRANDBERG & SPITZKOP	37500	11419.38	38000		+ 100.00	+ 1.33
00-00-1-55-775-00	PAYMENTS: DONATIONS	1810000	1747673.29	2000000		+ 100.00	- 88.95
00-00-1-55-780-00	PAYMENTS: FUNDS & GRANTS	2150000	2026629.91	2000000		+ 100.00	- 90.69
00-00-1-55-785-00	BUILDING STANDARDS	300000		300000		+ 100.00	
00-00-1-55-790-00	EMERGENCY EQUIPMENT	200000	21379.92				- 100.00
00-00-1-55-800-00	CHLORINE KIT			60000		+ 100.00	+ 100.00
	SUB-TOTAL:GENERAL EXPENSES	112416600	53206103.74	120172000		+ 100.00	+ 6.89
	GRANTS						
00-00-1-60-010-00	MAYOR'S CHILDREN XMAS PARTY	50000		50000		+ 100.00	
00-00-1-60-015-00	SUNDRY GRANTS	1500		2000		+ 100.00	+ 33.33
00-00-1-60-020-00	S.P.C.A. : WATER	4000	999.99	4000		+ 100.00	

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Calculate on netto budget

Account No	Description	Budget Last Year	Expenditure To Date	User		% Est	% Approx
				Estimate Budget	Approx Budget		
00-00-1-60-025-00	ART ASSOC. (RENT WOERMANN HOUSE)	1500		2000		+ 100.00	+ 33.33
00-00-1-60-030-00	YOUTH ORGANISATIONS	5000		5000		+ 100.00	
00-00-1-60-040-00	INDEPENDENCE & 125 YEARS CELEBRATI	10000		350000		+ 100.00	+ 999.99
00-00-1-60-045-00	STUDENTS SUBSIDY	450000	265662.76	450000		+ 100.00	
00-00-1-60-050-00	PUR.SEW.: ROSSMUND GOLF CLUB	500000	101103.00	50000		+ 100.00	- 90.00
00-00-1-60-055-00	PUR.SEW.: SWK FOOTBALL CLUB	100000	21745.80	50000		+ 100.00	- 50.00
00-00-1-60-060-00	PUR.SEW.: REITERVEREIN	50000	3295.80	50000		+ 100.00	
00-00-1-60-065-00	PUR.SEW.: CENTRAL SPORTSGROUNDS	30000		30000		+ 100.00	
00-00-1-60-070-00	DISTRICT AIDS COMMITTEE (DAC)	5000		5000		+ 100.00	
00-00-1-60-075-00	PUR;SEW PRO ED AKADEMIE	150000	34425.00	50000		+ 100.00	- 66.66
00-00-1-60-080-00	BURSARIES	120000	47946.76	120000		+ 100.00	
	SUBTOTAL GRANTS	1477000	475179.11	1218000		+ 100.00	- 17.53
	DONATIONS						
00-00-1-65-005-00	FOOD AID PROGRAM	150000		150000		+ 100.00	
00-00-1-65-010-00	YOUTH CHOIR	1000		1000		+ 100.00	
00-00-1-65-015-00	BLOOD TRANSFUSION SERVICES	1000	1000.00	1000		+ 100.00	
00-00-1-65-020-00	ERONGO REG COUNCIL	1000		1000		+ 100.00	
00-00-1-65-025-00	JUNIOR COUNCIL : SEMINAR	5000	1000.00	5000		+ 100.00	
00-00-1-65-030-00	DONATIONS BY MAYOR	4000	504.00	10000		+ 100.00	+ 150.00
00-00-1-65-035-00	ERONGO :HOUSE OF SAFETY	55000	55000.00	55000		+ 100.00	
00-00-1-65-045-00	MUSIC WEEK / CULTURAL	1000		1000		+ 100.00	
00-00-1-65-050-00	FIRE VICTIMS	100000	84489.08	130000		+ 100.00	+ 30.00
00-00-1-65-055-00	PARTNERSHIP: THE DOME SWAKOPMUND	530000	501000.00	530000		+ 100.00	
00-00-1-65-060-00	JOHANNITER UNFALLHILFE	1000	1000.00	1000		+ 100.00	
00-00-1-65-065-00	CANCER ASSOCIATION	1000	1000.00	1000		+ 100.00	
00-00-1-65-070-00	SPORTS CLUB	1000		1000		+ 100.00	
00-00-1-65-075-00	ASSOCIATION FOR THE HANDICAP	1000		1000		+ 100.00	
00-00-1-65-080-00	S.P.C.A.	5000	5000.00	5000		+ 100.00	
00-00-1-65-090-00	BOOKPRIZES (SCHOOLS)	16000	12000.00	16000		+ 100.00	
00-00-1-65-095-00	ACCOMODATION NAMIBIAN POLICE	120000	64092.00	120000		+ 100.00	
	SUBTOTAL DONATIONS	993000	726085.08	1029000		+ 100.00	+ 3.62
	LOSS ON SALE OF PPE						
	CONTRIBUTIONS						
00-00-1-75-030-00	LEAVE GRATUITY FUND	1930000		1930000		+ 100.00	
00-00-1-75-040-00	IMPAIRMENT			1900000		+ 100.00	+ 100.00
00-00-1-75-095-00	PROVISION: BONUSSES	320000		320000		+ 100.00	
00-00-1-75-100-00	PROVISION: SEVERANCE PAY	1580000		1580000		+ 100.00	
00-00-1-75-115-00	PROVISION: EARLY RETIREMENT	740000		740000		+ 100.00	

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Account No	Description	Budget Last Year	Expenditure To Date	User		% Est	% Approx
				Estimate	Approx Budget		
	SUB-TOTAL:CONTRIBUTIONS	4570000		6470000		+ 100.00	+ 41.57
	DEPARTMENTAL CHARGES						
00-00-1-90-045-00	PURIFIED SEWAGE EFFLUENT	3000		3000		+ 100.00	
00-00-1-90-050-00	REFUSE REMOVAL	1072700	572987.60	1134000		+ 100.00	+ 5.71
00-00-1-90-055-00	SEWAGE LEVIES	1220000	592886.00	2251000		+ 100.00	+ 84.50
00-00-1-90-075-00	WATER CONSUMPTION	1485400	674274.40	1556000		+ 100.00	+ 4.75
	SUB-TOTAL:DEPARTMENTAL CHARGES	3781100	1840148.00	4944000		+ 100.00	+ 30.75
	TOTAL OPERATING EXPENDITURE	480119800	260273240.13	510229000		+ 100.00	+ 6.27
	REVENUE						
	NON EXCHANGE REVENUE						
	ASSESSMENT RATES						
00-00-2-05-005-00	ASSESSMENT RATES	-146900000	-103779825.05	-160000000		+ 100.00	+ 8.91
00-00-2-05-010-00	INTEREST: LATE FEES	-2400000		-2400000		+ 100.00	
	SUBTOTAL ASSESSMENT RATES	-149300000	-103779825.05	-162400000		+ 100.00	+ 8.77
	GRANTS AND SUBSIDIES						
00-00-2-10-005-00	CAPITAL INCOME	-220000	-17830.00	-220000		+ 100.00	
00-00-2-10-010-00	SUBSIDY	-2450000	-1901530.94	-2450000		+ 100.00	
00-00-2-10-015-00	SUBSIDY (50%)	-2500000		-2500000		+ 100.00	
00-00-2-10-040-00	INTEREST: CURRENT ACCOUNTS	-3000000	-192267.59	-3000000		+ 100.00	
00-00-2-10-045-00	INTEREST ON CALL ACCOUNTS	-25930000		-27000000		+ 100.00	+ 4.12
00-00-2-10-055-00	INTEREST ON SALE OF ERVEN	-200000	-348962.12	-200000		+ 100.00	
	SUB-TOTAL:GRANTS AND SUBSIDIES	-34300000	-5232220.58	-35370000		+ 100.00	+ 3.11
	SUBTOTAL NON EXCHANGE REVENUE	-183600000	-109012045.63	-197770000		+ 100.00	+ 7.71
	EXCHANGE REVENUE						
	GENERAL INCOME						
00-00-2-20-020-00	BUNGALOWS	-200000	-122912.00	-200000		+ 100.00	
00-00-2-20-025-00	CARAVAN PARK	-60000		-60000		+ 100.00	
00-00-2-20-030-00	SPITZKOPPE	-3500000	-945427.45	-2000000		+ 100.00	- 42.85
00-00-2-20-035-00	COMMISSION (N.H.E.)	-10000	-2016.77	-10000		+ 100.00	
00-00-2-20-040-00	CONSUMER CONNECTIONS	-150000	-154880.50	-150000		+ 100.00	

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					Budget	Approx		
00-00-2-20-045-00	CONSUMERS	-700000	-416350.00	-700000			+ 100.00	
00-00-2-20-050-00	RENTAL COUNCIL CHAMBERS	-3000		-3000			+ 100.00	
00-00-2-20-055-00	DEPARTMENTAL: PURIFICATION	-1000000	-3401427.14	-4200000			+ 100.00	+ 320.00
00-00-2-20-060-00	DEPARTMENTAL: WATER SALES (CONSUMP	-1300000	-1139012.32	-1300000			+ 100.00	
00-00-2-20-065-00	DOG LICENCES	-45000	-16281.20	-45000			+ 100.00	
00-00-2-20-070-00	COMPLIANCE CERTIFICATE	-150000	-136772.45	-150000			+ 100.00	
00-00-2-20-085-00	DEBIT ORDER COSTS	-160000	-86974.80	-160000			+ 100.00	
00-00-2-20-105-00	ENCROACHMENT	-45000	-44669.04	-45000			+ 100.00	
00-00-2-20-110-00	ENGINEERING CHARGES	-1000000		-1000000			+ 100.00	
00-00-2-20-120-00	FAIR	-30000	-32543.41	-40000			+ 100.00	+ 33.33
00-00-2-20-130-00	FIRE BRIGADE CHARGES	-700000	-491619.00	-750000			+ 100.00	+ 7.14
00-00-2-20-135-00	FISH	-2700000	-846424.56	-2700000			+ 100.00	
00-00-2-20-140-00	RELWITSCHIA	-1000000	-474319.05	-1000000			+ 100.00	
00-00-2-20-145-00	GECKO	-750000	-233678.94	-750000			+ 100.00	
00-00-2-20-150-00	DUNES	-3900000	-1272750.57	-3900000			+ 100.00	
00-00-2-20-155-00	GRAVE CARETAKING	-2000	-392.00	-2000			+ 100.00	
00-00-2-20-160-00	GARAGE: E-RED	-20000		-20000			+ 100.00	
00-00-2-20-165-00	RENTAL: HR TRAINING ROOM	-10000		-10000			+ 100.00	
00-00-2-20-180-00	ISSUE OF PLANTS : DEPARTMENTAL	-372500		-373000			+ 100.00	+ 0.13
00-00-2-20-200-00	LATE FEES	-2200000	1549606.14	-2200000			+ 100.00	
00-00-2-20-210-00	LEASE : CONFERENCE ROOM	-55000	-32173.92	-55000			+ 100.00	
00-00-2-20-225-00	LEASE : ERVEN (RUL)	-80000	-59921.91	-60000			+ 100.00	- 25.00
00-00-2-20-230-00	CLEANING OF OPEN AREAS	-2700000	-2319346.00	-3200000			+ 100.00	+ 18.51
00-00-2-20-235-00	LEASE : TOWN HALL (MAHETAGO)	-95000	-545.00	-95000			+ 100.00	
00-00-2-20-245-00	RENTAL: MULI PURPOSE CENTRE	-110000	-19299.17	-110000			+ 100.00	
00-00-2-20-250-00	LEASE : TOWN HALL (TAM)	-200000	-5748.86	-200000			+ 100.00	
00-00-2-20-265-00	LUXARY BUNGALOWS 6	-3500000	-1278646.34	-3500000			+ 100.00	
00-00-2-20-270-00	MAINTENANCE : ADVERT SIGNS	-2200	-1510.00	-3000			+ 100.00	+ 36.36
00-00-2-20-275-00	MAINTENANCE INCOME	-435000	-30410.38	-435000			+ 100.00	
00-00-2-20-285-00	MINIMUM CONSUMPTION	-20000000	-13354076.56	-20000000			+ 100.00	
00-00-2-20-290-00	MINIMUM CONSUMPTION: PENSIONERS	-550000	-413625.00	-550000			+ 100.00	
00-00-2-20-315-00	OTHER SPORTSCLUBS	-400000	-263259.00	-400000			+ 100.00	
00-00-2-20-330-00	PROFIT ON OIL	-15000		-15000			+ 100.00	
00-00-2-20-335-00	PURIFICATION : TOWN	-20500000	-14155392.30	-23000000			+ 100.00	+ 12.19
00-00-2-20-340-00	RE-CONNECTION FEES	-550000	-71339.40	-550000			+ 100.00	
00-00-2-20-350-00	REGISTRATION OF BUSINESSES	-1400000	-610231.81	-1400000			+ 100.00	
00-00-2-20-355-00	RENTAL : AIRPORT	-1000		-1000			+ 100.00	
00-00-2-20-360-00	RENTAL : BUSINESS BUILDINGS	-15000	-8092.00	-15000			+ 100.00	
00-00-2-20-365-00	RENTAL : ABATTOIR	-55000	-47700.00	-55000			+ 100.00	
00-00-2-20-395-00	RENTAL : HANGERS	-1400000	-747674.09	-1400000			+ 100.00	
00-00-2-20-410-00	RENTAL : KIOSK	-150000	-166158.16	-150000			+ 100.00	
00-00-2-20-415-00	RENTAL : LAND	-3900000	-2470650.76	-3900000			+ 100.00	
00-00-2-20-420-00	RENTAL : MEDULETU COMMUNITY HALL	-70000	-22468.35	-70000			+ 100.00	
00-00-2-20-440-00	RENTAL : SIDE WALKS	-15000	-161.65	-15000			+ 100.00	
00-00-2-20-445-00	RENTAL : STAFF HOUSES	-180000	-113064.00	-180000			+ 100.00	
00-00-2-20-450-00	RENTAL : STRAND HOTEL	-30000		-30000			+ 100.00	
00-00-2-20-460-00	RENTAL : WOERMANN HOUSE	-350000	-2100.16	-350000			+ 100.00	
00-00-2-20-465-00	REPRODUCTION OF PLANS	-10000	-26.09	-10000			+ 100.00	

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Account No	Description	Budget Last Year	Expenditure To Date	Estimate	User		% Est	% Approx
					Approx Budget			
00-00-2-20-475-00	SERVICE CHARGES: PURIFIED WATER	-797900	-369432.00	-798000			+ 100.00	+ 0.01
00-00-2-20-480-00	REFUSE REMOVAL (BUSINESSES)	-11500000	-6836518.14	-12000000			+ 100.00	+ 4.34
00-00-2-20-485-00	REFUSE REMOVAL (HOUSEHOLD)	-20500000	-12353307.00	-21000000			+ 100.00	+ 2.43
00-00-2-20-500-00	SALE OF PLANTS	-700000	-648865.32	-700000			+ 100.00	
00-00-2-20-505-00	SAND EXPLOITATION LEVIES	-230000	-41435.00	-230000			+ 100.00	
00-00-2-20-510-00	SEWAGE CONNECTIONS	-50000	-13380.00	-50000			+ 100.00	
00-00-2-20-515-00	SMALL HOLDINGS	-400000	-281153.00	-400000			+ 100.00	
00-00-2-20-525-00	SPORT FIELD	-50000	-54455.50	-60000			+ 100.00	+ 20.00
00-00-2-20-540-00	SPORTGROUNDS (GOVERNMENT)	-45000	-19712.00	-45000			+ 100.00	
00-00-2-20-545-00	STREETS MAINTENANCE TOWN	-3900000	-2069190.00	-3900000			+ 100.00	
00-00-2-20-550-00	SUNDRY FINES	-10000	-10629.76	-10000			+ 100.00	
00-00-2-20-560-00	AMOUNTS CHARGED OUT	-3600		-4000			+ 100.00	+ 11.11
00-00-2-20-565-00	SUNDRY INCOME (RECEIPTS)	-805900	-128146.49	-807000			+ 100.00	+ 0.13
00-00-2-20-570-00	SUNDRY INCOME (WIFI VOUCHERS)	-200		-1000			+ 100.00	+ 400.00
00-00-2-20-575-00	SUNDRY REMOVALS	-220000	-102413.80	-220000			+ 100.00	
00-00-2-20-600-00	MOON VALLEY	-650000	-166482.83	-650000			+ 100.00	
00-00-2-20-610-00	WATER SALES	-76500000	-45528486.90	-76500000			+ 100.00	
00-00-2-20-615-00	WORKSHOP INCOME	-300000	-94467.17	-300000			+ 100.00	
00-00-2-20-625-00	RENTAL : SAFES	-2000		-2000			+ 100.00	
00-00-2-20-640-00	PRE-PAID METERS	-1500000	-870060.25	-1500000			+ 100.00	
00-00-2-20-650-00	RENT : HAWKERS AREA	-35000	-6851.03	-35000			+ 100.00	
00-00-2-20-655-00	REGISTRATION: PLUMBERS	-4500	-1344.00	-5000			+ 100.00	+ 11.11
00-00-2-20-665-00	STREETLIGHTS: BASIC	-2600000	-587548.92	-2600000			+ 100.00	
00-00-2-20-670-00	RENT: ERF 630	-170000	-84816.00	-170000			+ 100.00	
00-00-2-20-680-00	RENTAL BUSINESS STALLS	-80000	-136986.00	-80000			+ 100.00	
00-00-2-20-690-00	TRAINING INCOME	-30000	-6406.20	-30000			+ 100.00	
00-00-2-20-695-00	LA SURCHARGE	-15500000	-7749006.74	-15500000			+ 100.00	
00-00-2-20-705-00	DEPARTMENT: BASIC	-700000		-700000			+ 100.00	
00-00-2-20-710-00	DISPOSAL FEES: BUSINESSES	-4000000	-2468200.00	-4500000			+ 100.00	+ 12.50
00-00-2-20-715-00	DISPOSAL FEES: CONSUMERS	-1300000	-752904.00	-1500000			+ 100.00	+ 15.38
00-00-2-20-720-00	SALES: PROMOTIONAL ITEMS	-8000	-8157.80	-13000			+ 100.00	+ 62.50
00-00-2-20-740-00	PENALTIES: ILLEGAL BUILDINGS	-50000	679028.00	-200000			+ 100.00	+ 300.00
00-00-2-20-755-00	SALE OF TOKENS (PRE-PAID WATER)	-200000	-208904.00	-200000			+ 100.00	
00-00-2-20-765-00	ADMINISTRATION LEVY (15%)	-250000	-277046.67	-350000			+ 100.00	+ 40.00
00-00-2-20-775-00	BURIAL FEES	-170000	-377434.76	-400000			+ 100.00	+ 135.29
00-00-2-20-780-00	ADMISSION FEES : WOERMANN TOWER	-775000	-507830.62	-775000			+ 100.00	
00-00-2-20-785-00	ABBATOIR INSPECTION FEES	-90000	-18718.00	-90000			+ 100.00	
00-00-2-20-790-00	BUILDING PLAN INSPECTION FEES	-19000	-4342.50	-19000			+ 100.00	
00-00-2-20-800-00	BASIC : UNDEVELOPED ERVEN	-3100000	-1790411.92	-3100000			+ 100.00	
00-00-2-20-805-00	BASIC : TOWN	-39000000	-26679387.63	-42000000			+ 100.00	+ 7.69
00-00-2-20-810-00	BETTERMENT FEES	-150000	-685453.36	-150000			+ 100.00	
00-00-2-20-825-00	OUTSOURCE GYM	-48000		-48000			+ 100.00	
00-00-2-20-835-00	RENTAL: MARKET STALLS	-140000		-140000			+ 100.00	
00-00-2-20-870-00	INTEREST ON HOUSING LOANS	-50000	-70805.62	-50000			+ 100.00	
00-00-2-20-875-00	INTEREST ON HOUSING LOANS	-10000		-10000			+ 100.00	
00-00-2-20-885-00	SALE O ERVEN	-25450000	-39291057.31	-40000000			+ 100.00	+ 57.17
	SUB-TOTAL:GENERAL INCOME	-267969800	-195085471.56	-312459000			+ 100.00	+ 8.50

Ordinary Council Meeting - 31 March 2022

GBR06002
GG520*-* Swakopmund Municipality - PRODUCTION *-*
Budget Report Before Approval

08 March 2022

13:59:04

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Budget Year : 2022/2023 All Accounts Budget Type(s) 12 Report Selection 4

Calculate on netto budget

Account No	Description	Budget Last Year	Expenditure To Date	Estimate	User		% Est	% Approx
					Approx Budget			

SUBSIDIES								

SUB-TOTAL:EXCHANGE REVENUE								
		-267969800	-195085471.56	-312459000			+ 100.00	+ 8.50

GROSS INCOME								
		-471569800	-304097517.19	-510229000			+ 100.00	+ 8.19

NET INCOME/EXPENDITURE								
		8550000	-43824277.06					- 100.00
=====								
COUNCIL								

EXPENDITURE								

EMPLOYEE RELATED COSTS: WAGES/SALA								
00-10-1-01-005-00	SALARIES & WAGES	3015500	1991891.00	3210000			+ 100.00	+ 6.45
00-10-1-01-010-00	SALARIES: ANNUAL BONUS	251000	205571.94	267000			+ 100.00	+ 6.37
00-10-1-01-015-00	SALARIES : OVERTIME	10000	515.97	10000			+ 100.00	
00-10-1-01-030-00	ALLOWANCES : VEHICLE	319000	210592.00	348000			+ 100.00	+ 9.09
00-10-1-01-035-00	ALLOWANCES : HOUSING	26000	43534.68	110000			+ 100.00	+ 323.07
00-10-1-01-040-00	LONG SERVICE AWARDS	18400		4000			+ 100.00	- 78.26
00-10-1-01-045-00	WATER SAN & SEWAGE (STAFF)	120000	32618.90	100000			+ 100.00	- 16.66
00-10-1-01-060-00	HOUSING SUBSIDY	1168000	735096.72	1090000			+ 100.00	- 6.67
00-10-1-01-075-00	TRANSPORT ALLOWANCE	60000	40000.00	48000			+ 100.00	- 20.00
00-10-1-01-080-00	CONTRACT WORKERS	5000		5000			+ 100.00	
00-10-1-01-085-00	JOB ATTACHMENT		32367.56	40000			+ 100.00	+ 100.00
00-10-1-01-090-00	RECRUITMENT COSTS & MEDICAL TESTS	10000		5000			+ 100.00	- 50.00

SUB-TOTAL:SALARIES WAGES & ALLOW								
		5002900	3292188.77	5237000			+ 100.00	+ 4.67

EMPLOYEE RELATED COSTS: SOCIAL CON								

00-10-1-05-005-00	CONTRIBUTIONS : PENSION FUND	652000	437897.28	693000			+ 100.00	+ 6.28
00-10-1-05-010-00	CONTRIBUTIONS : MEDICAL AID FUND	441000	289442.60	459000			+ 100.00	+ 4.08
00-10-1-05-015-00	SOCIAL SECURITY ACT	20000	4813.07	20000			+ 100.00	
00-10-1-05-020-00	MED AID : PENS CURRENT SERVICE COS	4000000	3128442.88	5100000			+ 100.00	+ 27.50

SUBTOTAL: SOCIAL CONTRIBUTIONS								
		5113000	3860595.83	6272000			+ 100.00	+ 22.66

REMUNERATION OF COUNCILLORS								

00-10-1-20-005-00	COUNCILLORS : ALLOWANCES	2725000	1724640.00	2700000			+ 100.00	- 0.91
00-10-1-20-010-00	SITTING FEES	300000	178400.00	300000			+ 100.00	



MUNICIPALITY OF SWAKOPMUND

ANNEXURE "C"

TARIFFS 2021 / 2022

LEVYING OF RATES AND RATEABLE PROPERTY

The Council of the Municipality of Swakopmund under Section 73(1) of the Local Authorities Act 1992 (Act 23 of 1992) as amended, determines the rates payable in respect of the rateable property for the financial year ending 30 June 2020 as set out in the Schedule. Effective 01 July 2021.

1. LEVYING OF RATES AND RATEABLE PROPERTY

1.1 ALL ERVEN IN TOWNSHIPS

- (a) On the site value of rateable property N\$0.014020 cent per dollar of such value per annum.
- (b) On the improvement value of rateable property N\$0.006472 cent per dollar of such value per annum.

TARIFF DETAIL	2020/2021	2021/2022
All Erven in Townships		
On Site	N\$0.018693	N\$0.014020
Improvements	N\$0.008629	N\$0.006472

1.2 SMALLHOLDINGS

(a) Businesses:

- (i) On site value: N\$0.039234, less 60% per dollar per year.
- (ii) On improvement value: N\$0.007896, less 60% per dollar per year.

TARIFF DETAIL	2020/2021	2021/2022
Smallholdings: Business		
On Site	N\$0.052312, less 60% per dollar	N\$0.039234, less 60% per dollar
Improvements	N\$0.010528, less 60% per dollar	N\$0.007896, less 60% per dollar

(b) Agriculture:

- (i) On site value: N\$0.003917, less 60% per dollar per year.
- (ii) On improvement value: N\$0.001588, less 60% per dollar per year.

TARIFF DETAIL	2020/2021	2021/2022
Smallholdings: Agriculture		
On Site	N\$0.005222, less 60% per dollar	N\$0.003917, less 60% per dollar
Improvements	N\$0.002117, less 60% per dollar	N\$0.001588, less 60% per dollar

AMENDMENT OF SEWERAGE AND DRAINAGE REGULATIONS

The Council of the Municipality of Swakopmund under Section 30(1)(u) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended further amends the Regulations Relating to Sewerage and Drainage, Notice 273 of 2016, as set out in the Annexure for Tariffs and Fines: Effective 01 July 2021.

2. SEWERAGE

A. ANNEXURE FOR TARIFFS AND FINES

(a) Tariffs (Regulation 8 & 9)

Property / Use	2020 / 2021		2021 / 2022	
	Basic Tariffs	Additional Tariffs	Basic Tariffs (N\$) per month	Additional Tariffs (N\$) per / m ³ portable water)
	196.00	6.00	196.00	6.00
(i) Household & Sectional Title Deeds	234.00	8.00	234.00	8.00
(ii) Flats				
(iii) Dry Businesses and Industries (thus producing predominantly domestic sewage)	182.00	6.00	182.00	6.00
(iv) Wet Business and Industries (producing higher volumes un-concentrated sewage – 250 mg/l and chemical oxygen demand regularly less than 750 mg/l, and not exceeding any other parameters)	234.00	8.00	234.00	8.00
(v) Wet Business and Industries (thus producing concentrated sewage – thus suspended solids regularly more than 250 mg/l and chemical oxygen demand regularly more than 750 mg/l)				
(vi) Old Age Homes, Churches & Charity Institutions	196.00	6.00	196.00	6.00
(vii) Schools, Hostels & Hospitals	196.00	6.00	196.00	6.00
(viii) Departmental / Governmental	234.00	8.00	234.00	8.00
(ix) Bungalows	182.00	4.40	182.00	4.40
(x) Undeveloped	182.00	4.40	182.00	4.40
(xi) Senior Citizens	182.00	N/A	182.00	N/A
(xii) Lions Club	168.40	5.00	168.40	5.00
	160.00	5.00	160.00	5.00

B. INDUSTRIAL OR COMMERCIAL WASTE

Every user on whose lot industrial; or commercial waste is produced and which is connected to the councils sewers, shall, in addition to the above. Mentioned charges for the use of Council's sewers and sewerage works pay to the Council the amount of N\$0.58/kl waste water discharged from such lot into the sewers (for the purpose of determining the amount of waste water it shall be deemed to be 60% of the fresh water used). Provided that institutions using water for cooling purposes only and which have a device installed for cooling water for re use, shall be exempted from this additional charge, if the cooling installation functions to satisfaction of the General Manager: Engineering Services: Provided further that where the General Manager: Engineering Services is satisfied that no excess waste water of noxious matter from such lot is admitted to the Council's sewers, the user shall be exempted from the payment of the above – mentioned charge in respect of such a lot

	2020/2021	2021/2022
	1.00	1.00

C. ANNEXURE G - POLICY FOR DISPOSAL OF HAULED SEWAGE
(Regulation 50(4))**(a) Disposal of Hauled Sewage in contravention of the Regulations**
(Paragraph 2)

The fine shall include and must be determined as a minimum fine of Eight Hundred and Fifty Namibia Dollar (N\$ 850.00) or such amount as Gazetted at the time of the non-compliant disposal:

- (i) plus the cost to clean up the disposal / spillage as determined by Council in hand with resources used;
- (ii) plus administration cost of 25% of the cost to clean up the spillage

(b) Sewage Disposal Permit
(Paragraph 4)

The cost for a Disposal Permit valid for six months must be Sixty Namibia Dollar (N\$ 60.00) or such amount as Gazetted at the time of the non-compliant disposal

(c) Disposal Fee
(Paragraph 4)

- (i) The disposal fee must be based on a rate of Twenty Namibia Dollar (N\$ 20.00), or such amount as Gazetted at the time, per cubic metre, multiplied by the registered usable capacity of a vehicle as displayed in the Disposal Permit.
- (ii) Charges must be based on vehicle full load capacity only. Partial loads will be considered as full loads.
- (iii) Sewage transported in small containers such as 210 litre drums must be charged a minimum of Twenty Namibia Dollar (N\$ 20.00) or such amount as Gazetted at the time, per container, regardless of the number of containers per truck.
- (iv) The charge to receive sewage from mobile toilets must be Twenty Namibia Dollar (N\$ 20.00) or such amount as Gazetted at the time, per mobile toilets, regardless of the number of mobile toilets per truck.

(d) Clearing of Blockages and Services Provided by the Council
(Regulation 16)

(i) Private Sewers

The cost to clear blockages on private sewers must be paid by the occupier(s) of the premises to Council at a tariff of N\$ 300.00 or such amount as Gazetted at the time, per hour or part of an hour that it requires to clear the blockage, with the time exclusive of the travelling time to the site.

(ii) Public Sewers

The cost to clear blockages in public sewers where such blockage was determined (in hand with sub regulation 16.(5) by the occupier(s) of a premises, the cost for such work plus 15% administrative cost must be payable by the occupier(s) of the premises to Council.

(iii) Conservancy Tank or Septic Tank

The cost to empty a conservancy tank or septic tank must be determined as the:

1. implement charge rate, plus;
2. the travelling cost, plus;
3. personnel cost, with the number and hourly rate of the personnel depending on the specific implement, equipment or plant required

(i) Travelling Costs

The travelling cost must be determined from the per-kilometre cost to travel for the implement, equipment or plant for the distance between the home base of the implement, equipment or plant and the premises.

(e) Fees for Registration and Renewal as Drain Layers
(Regulation 26)

The fees payable to the Council for:-

- | | | |
|-------|--|------------|
| (i) | the registration of a person as a drain layer is | N\$ 500.00 |
| (ii) | the renewal of such a registration is | N\$ 500.00 |
| (iii) | the issue of a duplicate registration card is | N\$ 250.00 |
- or such amounts as Gazetted at the time.

(f) Inspections
(Regulation 56)

The fee to carry out an inspection at any premises to ascertain whether a contravention of these regulations of which the owner or occupier has previously been notified, has been remedied, is N\$ 300.00 per inspection, or such amount as Gazetted at the time.

(g) Fines / Penalties
(Regulation 57)

The fine identified in Regulation 57 "Penalties" must be N\$ 5 000.00 (Five Thousand Namibia Dollar) or such amount as Gazetted at the time, or imprisonment for a period not exceeding 6 months.

AMENDMENT OF REGULATIONS RELATING TO FIRES AND THE MUNICIPAL FIRE BRIGADE

The Council of the Municipality of Swakopmund under section 30(1)(u) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended further amends the Regulations Relating to Fires and the Municipal Fire Brigade promulgated under Government No. 123 of 1962, as set out in the - Effective 01 July 2021.

FEES FOR SERVICES RENDERED

3. FIRE BRIGADE (VAT Exclusive)

		2020 / 2021	2021 / 2022
(a)	These tariffs are applicable to fire fighting services rendered towards non-residents of Swakopmund and are also applicable to cases where the Fire Brigade is called out to emergencies outside the Municipal boundaries of Swakopmund (VAT Exclusive) .		
	(i) An hourly tariff per vehicle calculated from the time of departure at the fire station up to the return to the station for the first 2 hours or portion thereof.	644.00 <i>Per Vehicle</i>	644.00 <i>Per Vehicle</i>
	(ii) An hourly tariff per vehicle calculated after the first 2 hours elapsed for each subsequent hour or portion thereof.	483.00 <i>Per Vehicle</i>	483.00 <i>Per Vehicle</i>
	(iii) An hourly tariff for the services of a Chief Fire Officer or portion thereof in respect of every fire.	193.00	193.00
	(iv) An hourly tariff for the services of a firefighter or portion thereof in respect of every fire.	193.00	193.00
	(v) Travelling charges only in respect of firefighting services rendered outside the municipal boundaries. Per kilometre or part thereof travelled, calculated from the point of departure at the fire station up to the return to the station (minus 20 kilometre for Municipal Border Boundaries).	N\$24.00/ km	N\$24.00/ km
	(vi) For water used per m ³ , plus such other expenses regarding the supply of water as may be incurred (Bulk Tariff plus distribution and losses)	35.00	35.00
	(vii) Any cost incurred due to damage of any vehicle, plant or equipment be added to cases where the Fire Brigade is called out to emergencies outside the Municipal boundaries of Swakopmund.	<i>Full cost be</i> <i>Recovered</i>	<i>Full cost be</i> <i>Recovered</i>
	(viii) Such other actual expenses as may be incurred by the Council.	<i>Full cost be</i> <i>Recovered</i>	<i>Full cost be</i> <i>Recovered</i>
(b)	(i) For inspection / protection services rendered at public functions an hourly tariff or portion thereof for each fire-fighter.	176.00	176.00

(c) Monthly Fire Service Levy:

A monthly Fire Service Levy is to be levied for the provision of fire fighting services within Municipal boundaries of Swakopmund is to be added to Municipal service accounts of consumers as follows:

		2020 / 2021	2021 / 2022
(i)	Residential	2.00	2.00
(ii)	Informal Businesses	11.00	11.00
(iii)	Formal Businesses	16.50	16.50
(d) Lecture Room Rental			
(i)	Lecture Room (VAT Exclusive)	439.00/ Day	439.00/ Day
(e) Cleaning of Buildings			
(i)	Cleaning of buildings outside (VAT Exclusive)		
	A tariff for one (1) pumper appliance and two (2) fire-fighters Per hour or portion thereof in respect of cleaning a building	1 099.00	1 099.00
(f) Training			
		Duration	2020 / 2021
			2021 / 2022
(i)	Fire Extinguisher Course (without own extinguisher).	1 Day	483.00
	(ii) Fire Extinguisher Course (with own extinguisher).	1 Day	351.00
(iii)	Basic Fire Fighting Course	3 Days	3 009.00

ON THE LIST ALL PRICES WERE RAISED WITH 10 % EXCEPT THE MONTHLY FIRE SERVICE LEVY.

AMENDMENT OF STANDARD BUILDING REGULATIONS

The Council of the Municipality of Swakopmund, under section 30(1)(u) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended further amends the Standard Building Regulations promulgated under Government Notice 21 of 15 February 1975 (Government Gazette No 3448 as set out in the schedule) and Amendment of the Standard Building Regulations as per General notice 496 of Gazette 6196 dated 2016-12-15): Effective 01 July 2021.

4. STANDARD BUILDING REGULATIONS

A. APPENDIX B – TARIFFS FOR BUILDING INSPECTORATE

(Regulation 5)

	2020 / 2021	2021 / 2022
(a) Compiling of a locality diagram of an erf for information purposes	156.00	156.00
(b) Scrutinising of plans of any building, structure or advertising sign submitted in terms of these regulations for approval:		
(i) Basic charge of any plans or any structure or building and for the renewal of plans per submission for Building Approval	290.00	290.00
(ii) Additional amount payable based on floor area of building or structure unlimited per m ² with a limit of N\$ 10 000.00 for multi-storey buildings.	3.85	3.85
(iii) Additional amount payable for boundary walls per running metre.	2.20	2.20
(iv) Advertising signs, per application	302.00	302.00
(v) Encroachment fees (per application)	278.00	278.00
(c) Re-inspection for purpose of rectifying anomalies regarding deviation from conditions contained in the building permit or deviation from the approved building plan – per inspection requested	598.00	598.00

B. PENALTIES FOR NON-COMPLIANT CONSTRUCTION

(Regulation 31)

Penalties for unapproved building activities, or building activities not in compliance with the requirements of the Standard Building Regulations

(a) 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 plan, (This includes the boundary walls)		
(i) Walls per running metre per month	35.00	35.00
(ii) Structures per square metre per month	46.00	46.00
(b) Medium Transgression: Addition of extra structures onto the approved plan, and whereby the structure added exceeds 35% of the area of the approved plan Walls and structures per square metre per month	175.00	175.00
(c) Major Transgression: Building of any structure without the approved plan and buildings over the building line without permission for the building line relaxation Walls and structures per square metre per month	476.00	476.00

C. PENALTIES FOR UN-APPROVED DEMOLITION

(Regulation 31)

Penalties for un-approved demolition of a structure

- (a) Non-Heritage structures
 (b) Heritage structures (apart from reporting for criminal prosecution)

Payment of penalties shall be prerequisite to issue of Building Permit.

	2020 / 2021	2021 / 2022
(a) Non-Heritage structures	16 940.00	16 940.00
(b) Heritage structures (apart from reporting for criminal prosecution)	169 400.00	169 400.00
Payment of penalties shall be prerequisite to issue of Building Permit.		

D. COMPLIANCE CERTIFICATION

(Amendment of the Standard Building Regulations as per General notice 496 of Gazette 6196 dated 2016-12-15)

- (a) Issue of Compliance Certificate
 (b) Re-inspection of structure / building if not compliant at application

	2020 / 2021	2021 / 2022
(a) Issue of Compliance Certificate	363.00	363.00
(b) Re-inspection of structure / building if not compliant at application	598.00	598.00

F. PRINTING AND SCANNING

- (a) Printing of Plans
 (i) Black & White Printing
 A0-Long Plot
 A0
 A1
 A2
 A3
 (ii) Colour Printing
 A0-Long Plot
 A0
 A1
 A2
 A3
 (iii) Town Plans (Amendment Scheme)
 A0-Long Plot
 A0
 A1
 A2
 A3
 (b) Scanning of Plans
 Large format (A0 to A2)
 Small format (A4 to A3)

	2020 / 2021	2021 / 2022
(a) Printing of Plans		
(i) Black & White Printing		
A0-Long Plot	242.00	242.00
A0	161.00	161.00
A1	81.00	81.00
A2	40.00	40.00
A3	24.00	24.00
(ii) Colour Printing		
A0-Long Plot	405.00	405.00
A0	327.00	327.00
A1	242.00	242.00
A2	163.00	163.00
A3	81.00	81.00
(iii) Town Plans (Amendment Scheme)		
A0-Long Plot	368.00	368.00
A0	327.00	327.00
A1	242.00	242.00
A2	163.00	163.00
A3	81.00	81.00
(b) Scanning of Plans		
Large format (A0 to A2)	97.00	97.00
Small format (A4 to A3)	36.00	36.00

AMENDMENT OF CEMETERY REGULATIONS

The Council of the Municipality of Swakopmund under section 30(1)(u) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended further amends the Cemetery Regulations promulgated under Government Notice 91 of 1981, as set out in the Schedule: Effective 01 July 2021.

Schedule C is hereby amended -

5. (A) Fees payable to the Municipal Council in respect of residents or ratepayers of Swakopmund and their dependants:

		SWK	TAM	MON
(i)	Reservation: Single grave	1 981.10	390.50	390.50
(ii)	Reservation: Double grave:	3 899.50	779.90	779.90
(iii)	Burial Fees - Adults (Standard)	3 773.00	753.50	753.50
(iv)	Burial Fees - Children, including still-born children:	2 514.60	459.80	459.80
(v)	For a second interment in the same grave, at the same time (except for still-born children which are interred free of charge):	884.40	187.00	187.00
(vi)	The fees set out in paragraph (iii) and (iv) shall be paid in respect of the interment of ashes in a new grave.	3 773.00	753.50	753.50
		3 934.70	779.90	779.90
		2 514.60	418.00	418.00
(vii)	Grave extension Fee:			
	Single Double	269.50 470.80	269.50 470.80	269.50 470.80
(viii)	Fees for Ashes			
(a)	For the deposit of ashes in a new grave: Adults Children	2 091.10	N/A	N/A
		1 273.80	N/A	N/A
(b)	For the interment of ashes in an existing grave or ashes grave:	314.60	150.70	150.70
(ix)	For the deposit of ashes in a niche:	346.50	N/A	N/A
(x)	For interments on Saturdays, Sundays or public holidays, an additional charge of -	1 533.40	1 533.40	1 533.40
(xi)	The fees payable for a new planting in terms of paragraph (a) (i) or (b)(i) shall also be payable when the maintenance of a grave space has been interrupted for a period of three months or longer due to non-payment of the annual maintenance fees.			
(xii)	Cooling Room fees For the storage of a body in the cooling room, per day or part of a day.	202.40	N/A	N/A
(xi)	Fees for Chapel For the use of the chapel:	629.20	N/A	N/A

(B) Sale or transfer of the exclusive right of interment -

	SWK	TAM	MON
For the recording of the sale or transfer of the exclusive right of interment, including the issue of a certificate.	336.60	336.60	336.60

(C) Fees in respect of memorial work -

	SWK	TAM	MON
Deposit payable in terms of regulation 51 (not refundable) -	673.20	269.50	269.50

(D) Fees in respect of exhumations -

	SWK	TAM	MON
(a) If the exhumation is done by Council, including the interment of the mortal remains in a freshly - prepared grave and altering of registers.			
(i) Before a period of ten years has lapsed since the initial interment -	3 294.50	1 001.00	1 001.00
(ii) After a period of ten years or more has lapsed since the initial interment -	2 083.40	451.00	451.00
(b) If the exhumation is done by an authorised person, excluding the preparation of a new grave and altering the registers -	9 086.00	250.80	250.80

(E) Fees for Information and Copies

	SWK	TAM	MON
(a) For the investigation and perusal of registers or documents -	66.00	27.50	27.50
(b) For a certified copy -	4.40	4.40	4.40

(F) Fees payable to Council in respect of persons who are not residents or ratepayers of Swakopmund, or their dependents:

	SWK	TAM	MON
In respect of the Swakopmund, Tamariskia and the Mondesa Cemetery -			
(a) The fees as set out in the sub-items 1(a)(i) to (ix) plus a surcharge of	% 100.00 of such fees	100%	100%
(b) In respect of sub-items 1 (A) (x & xi), the fees as set out therein.			

AMENDMENT OF HEALTH REGULATIONS

The Council of the Municipality of Swakopmund under section 30(1)(u) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended further amends the Health Regulations promulgated under Government Notice 165 of 1958, as set out in the Schedule: Effective **01 July 2021**.

The Tariff Schedule is hereby amended –

6. HEALTH REGULATIONS

SCHEDULE

		2020 / 2021	2021 / 2022
1.	1. (i) Removal of domestic refuse at residential premises per polythene bag once weekly, or per refuse container once weekly: per month Otto Bins included	112.00	112.00
	(ii) Senior Citizens	71.00	71.00
	(iii) Disposal Fees: per month (new tariff)	6.00	6.00
	(iv) Cleaning Services	16.00	16.00
2.	2. Removal of domestic refuse at business premises per refuse container: per month		
	(vii) twice weekly monthly (Otto Bins included)	346.00	346.00
	(viii) thrice weekly monthly (Otto Bins included)	519.00	519.00
	(ix) more than thrice weekly monthly (Otto Bins included)	691.00	691.00
	(x) Disposal Fees : Permanent (New Tariff)	200.00	200.00
	3. Removal of refuse other than domestic refuse, per truck load or part thereof.	768.00	768.00
	(d) Removal of garden refuse inside erf boundaries, per truck load or part thereof. <i>Garden refuse means all refuse from flowers, grass, plants and shrubs or as otherwise stipulated by the head of the Health Department</i>	166.00	166.00
	(e) Removal of garden refuse placed on pavements, per truck load or part thereof	390.00	390.00
	(f) Emptying of a bulk refuse container		
	(i) twice weekly	1 728.00	1 728.00
	(ii) thrice weekly	2 419.00	2 419.00
	(iii) Caravan park	4 915.00	4 915.00
	(iv) Refuse Cages Businesses (three times per week)	5 184.00	5 184.00
	(v) Basic deep collection system	2 418.00	2 418.00
3.	Minimum charge in respect of		
	(g) Minimum charges levied on unoccupied houses including undeveloped erven per month	92.00	92.00
	(h) Domestic Refuse removal Plots & Rossmund		
	(i) Occupied plots – Agriculture / Residential – only per container per month	161.00	161.00
	(ii) Plots with registered business per container per month	500.00	500.00
	(i) Removal of carcasses of dead animals per truck load or part thereof	786.00	786.00
	(j) Removal of condemned products (food etc) per truck or part thereof	933.00	933.00
	(k) Special events bin rental (cost per month for one bin divide by four) x days rented – per bin	32.00	32.00
	(l) Tourism – per month	15 364.00	15 364.00
	(m) Illegal dumping	500.00	500.00

4. DISPOSAL FEES – BUSINESS OUTSIDE BORDERS OF SWAKOPMUND

2021/2022

(a)	0-8m ³	391.00
(b)	9-20 m ³	736.00
(c)	21-40 m ³	1 704.00
(d)	41-80 m ³	3 409.00
(e)	80m ³ and More	3 895.30

5. GRAVEL MINING FEES (exclusive)

2021

2022

a) New application deposit	10 362.00	10 362.00
b) Excavation permit fees (set)	41 435.00	41 435.00

6. GENERAL HEALTH REGULATION (BUSINESS REGISTRATION FEES) – VAT Exclusive

	2020 / 2021	2021/ 2022
1. Applications for renewal of business registrations shall be submitted to the General Manager: Health Services on or before 31 March of each year; the date on the official municipal receipt to be accepted as the date of application.		
2. A late fee of 10% per month shall be charged in addition to the registration fee retrospective from 1 January of the relevant year for applications received after 31 March of that year		
3. a) Registration of food business	1 028.50	1 028.50
b) Registration of non-food business	544.50	544.50
c) Duplicate Certificates	33.50	33.50
d) Hawkers (Informal Traders)	145.20	145.20

7. ABBATOIR INSPECTION FEES (VAT Exclusive)

a) Cattle	23.00	23.00
b) Small Stock	12.00	12.00
c) Pigs	12.00	12.00

8. DOG IMPOUNDING / LICENCE FEES

1. Impounding Fees: per dog plus 15% administration fee	83.00	83.00
2. Licensing Fees:		
(a) Dog Taxes per dog: maximum of 2 dogs	55.00	55.00
(b) State Pensioner per dog: limited to 1 dog	18.00	18.00
(c) Sterilised per dog: limited to 1 dog	18.00	18.00
(d) For third dog	165.00	165.00
(e) For fourth dog	275.00	275.00
(f) Bees removal	300.00	300.00

AMENDMENT OF THE CHARGES AND FEES IN RESPECT OF THE WATER SUPPLY TARIFF STRUCTURE

The Council of the Municipality of Swakopmund under section 30(1)(u) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended, determined the tariff structure for the supply of water in the Swakopmund Town and Townlands with effect from 1 July 2012. Effective 01 July 2021.

A. POTABLE WATER

		2020/ 2021	2021/ 2022
(a)	Basic Tariffs		
(i)	All Consumers except Senior Citizens and Smallholdings For water supplied, for the first 8 m ³ at N\$ 14.87/m ³ plus meter rent for a 20 mm diameter meter at N\$ 7.70 / month	126.66	126.66
(ii)	Senior Citizens For water supplied, for the first 8 m ³ at N\$ 2.75/m ³ plus meter rent for a 20 mm diameter meter at N\$ 3.00 / month	25.00	25.00
(iii)	Smallholdings For water supplied, for the first 8 m ³ at N\$ 14.87 plus meter rent for a 20 mm diameter meter at N\$ 7.70 / month	126.66	126.66
(b)	Staggered water tariffs Swakopmund and Smallholdings per m³		
(i)	9 m ³ to 30 m ³	17.85	17.85
(ii)	31 m ³ to 60 m ³	22.50	22.50
(iii)	More than 60 m ³	34.80	34.80
(c)	Special water tariffs for Smallholding Owners – only applicable for Owners involved in Agricultural and farming activities per m³:		
(i)	9 m ³ to 30 m ³	17.85	17.85
(ii)	31 m ³ to 60 m ³	19.30	19.30
(iii)	More than 60 m ³	21.53	21.53
(d)	Departmental Consumption per m³	13.00	13.00

B. TREATED EFFLUENT WATER

		2020 / 2021	2021/ 2022
(a)	Basic Tariffs		
(i)	All Consumers except listed below For water supplied, for the first 8 m ³ at N\$ 3.60/m ³ plus meter rent for a 20 mm diameter meter at N\$ 7.70 / month	36.50	36.50
(ii)	Rossmund For water supplied, for the first 8 m ³ at N\$ 3.60/m ³ plus meter rent for a 20 mm diameter meter at N\$ 7.70 / month	36.50	36.50
(iii)	Sport Clubs For water supplied, for the first 8 m ³ at N\$ 3.60/m ³ plus meter rent for a 20 mm diameter meter at N\$ 7.70 / month	36.50	36.50
(iv)	Lions Club For water supplied, for the first 8 m ³ at N\$ 1.10/m ³ plus meter rent for a 20 mm diameter meter at N\$ 3.00 / month	11.80	11.80
(b)	Consumption per m³		
(i)	All Consumers except listed below	7.00	7.00
(ii)	Rossmund	2.00	2.00
(iii)	Sport Clubs	3.60	3.60
(iv)	(aa) Lions Club 9 m ³ to 30 m ³	24.80	24.80

(bb) Lions Club 31 m ³ to 60 m ³	30.70	30.70
(cc) Lions Club more than 61 m ³	30.70	30.70
(v) Departmental	2.00	2.00

C. WATER LEAKAGE

A special tariff per m³ where proven water leakage is experienced (over 60 m³ water)

Credit will be issued in respect of additional sewerage based on the average water consumption for the period over which leak occurred to maximum 6 (six) months, however no credit will be allowed where the leakage was experienced in the house / premises which have gone through the sewerage system.

	14.87	14.87

D. WATER METERS

Rent for water meters, per meter per month

- (a) 20 mm (Senior Citizens and Lions Club)
- (b) 20 mm (All except Senior Citizens)
- (c) 25 mm
- (d) 32 mm
- (e) 40 mm
- (f) 50 mm
- (g) 80 mm
- (h) 100 mm
- (i) 150 mm

(a)	3.00	3.00
(b)	7.70	7.70
(c)	17.80	17.80
(d)	32.60	32.60
(e)	44.00	44.00
(f)	60.00	60.00
(g)	74.00	74.00
(h)	113.60	113.60
(i)	250.00	250.00

E. WATER CONNECTION / DISCONNECTION

- (a) For replacement of a seal which has been tampered with by the consumer
- (b) For the special reading of a meter on request of the consumer
- (c) For the disconnection of the water supply upon termination of service on request by consumer
- (d) For the reconnection of water supply after disconnection on request by the consumer
- (e) For reconnection of the water after the water supply was disconnected on account of violation of regulations
- (f) Monies payable for any testing
- (g) Refundable Deposit on Services account.
- (h) Connection / Disconnection service accounts.

(a)	1 022.00	1 022.00
(b)	131.00	131.00
(c)	143.00	143.00
(d)	143.00	143.00
(e)	237.60	237.60
(f)	356.40	356.40
(g)	475.20	475.20
(h)	59.40	59.40

F. UNDEVELOPED ERVEN

Monthly availability fee

	79.70	79.70
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AMENDMENT OF THE CHARGES AND FEES IN RESPECT OF PUBLIC HALLS

The Council of the Municipality of Swakopmund under section 30(1)(u) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended, further amends the charges and fees in respect of public halls, as set out in the Schedule: Effective 01 July 2021.

The tariff Schedule is hereby amended-

8. DEPARTMENTAL TARIFFS**A. TARIFFS FOR LEASE OF PUBLIC HALLS (VAT EXCLUSIVE)**

		2021 / 2022		
		Town Hall	Meduletu	Multi-Purpose Hall
1.	MUSIC SHOWS			
	Before 24:00	2 732.00	1 002.00	-
	After 24:00 per hour	736.00	509.00	-
	Kitchen (by day or by night or part thereof)	283.00	-	-
2.	WEDDINGS			
	Before 24:00	2 732.00	1 002.00	4 333.00
	After 24:00 per hour	736.00	509.00	989.00
	Kitchen (by day or by night or part thereof)	283.00	-	794.00
3.	DRAMATIC PERFORMANCES, CONCERTS AND SIMILAR FUNCTIONS			
	Professional	1 275.00	1 002.00	2 006.00
	Amateur	765.00	182.00	1 516.00
	Educational Institutions	364.00	292.00	573.00
4.	FUND RAISING			
	By day	1 275.00	674.00	2 006.00
	By night	1 639.00	883.00	2 580.00
5.	FORMAL MEETINGS			
	By day	1 784.00	509.00	2 831.00
	By night	2 697.00	728.00	4 277.00
6.	FILM SHOWS			
	Films	1 859.00	616.00	2 949.00
7.	RELIGIOUS MEETINGS / CHURCH SERVICE			
	Half a day (9:00-13:00) (14:00-18:00)	728.00	562.00	1 155.00
	Full day (09:00-18:00)	1 324.00	1 324.00	2 102.00
	By night (18:00-00:00)	1 623.00	545.00	2 575.00
8.	PUBLIC MEETINGS			
	By day	1 624.00	546.00	2 575.00
	By night	2 452.00	592.00	2 575.00
9.	SPORT PURPOSES			
	For practices : Amateur (per occasion)	331.00	209.00	-
	Professional (per occasion)	464.00	322.00	-
	Matches where entrance fees are charged			
	Amateur (per occasion)	1 026.00	522.00	-
	Professional (per occasion)	1 328.00	652.00	-
10.	EXHIBITIONS	2 805.00	2 551.00	4 069.00
11.	BLOOD TRANSFUSION CLINICS			
	By day or by night or part thereof	Free of charge subject to deposit fees payable		
12.	A deposit shall be payable in all instances in addition to the tariff of lease (No VAT).			
	- Original receipt must be submitted for refund purposes.			
	(i) Ordinary Booking	1 680.00	1 680.00	3 135.00
	(ii) Music Shows	11 313.00	11 313.00	-
	(iii) Weddings	5 656.00	5 656.00	9 982.00

AMENDMENT OF THE CHARGES AND FEES IN RESPECT OF TOURISM FACILITIES

The Council of the Municipality of Swakopmund under section 30(1)(u) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended, further amends the charges and fees in respect of tourism facilities, as set out in the Schedule: Effective 01 July 2021.

The tariff Schedule is hereby amended-

9. B. TOURISM FACILITIES

BUNGALOWS (VAT & TOURISM LEVY EXCLUSIVE)

		2020/ 2021 Peak Periods (15% VAT & 2% Tourism exclusive)	2020/ 2021 Non-Peak Periods (15% VAT & 2% Tourism exclusive)	2021 / 2022 Peak Periods (15% VAT & 2% Tourism exclusive)	2021 / 20212 Non-Peak Periods (15% VAT & 2% Tourism exclusive)
B.1.	BUNGALOWS (VAT excluded)				
1.	Rest houses Tariffs per day (BED levy excluded)				
	Fish	527.35	480.34	527.35	480.34
	Gecko	587.18	557.26	587.18	557.26
	Welwitschia	606.84	582.05	606.84	582.05
	Dunes	870.09	771.79	870.09	771.79
	Dunes A (new)	821.37	723.08	821.37	723.08
	Spitzkoppe	1 047.01	809.40	1 047.01	809.40
	Brandberg A	1 141.88	904.27	1 141.88	904.27
	Brandberg B	1 237.61	1 047.01	1 237.61	1 047.01
	Moon Valley	1 428.21	1 141.88	1 428.21	1 141.88
	Extra Matrass	173.91	130.43	173.91.00	130.43
2.	Key deposits (No VAT):				
	Brandberg A & B	300.00	300.00	300.00	300.00
	Moon Valley	300.00	300.00	300.00	300.00
	Fish, Gecko, Welwitschia, Dunes and Spitzkoppe		200.00	200.00	200.00
	Peak Season: 20 th December to 05 th January Public Holidays: Easter, Independence, Heroes , and Ascension days				
	Non – Peak Season: Period not mentioned above				
	50% Deposit payable upon booking confirmation				
	A key deposit shall be payable in all instances in addition to the tariff of accommodation (No VAT) - original receipt with bank confirmation must be submitted for refund purposes.				
3.	In the event of the cancellation the following rules shall apply:				
(i)	+30 days prior to the arrival / event			10% of the booking value	
(ii)	30 -15 days prior to the arrival / event			25% of the booking value	
(iii)	14 -8 days prior to the arrival / event			50% of the booking value	
(iv)	7 – 4 days prior to the arrival / event			75% of the booking value	
(v)	3 -0 days prior to the arrival / event			100% of the booking value	
(vi)	No Show			100% of the booking value	
(vii)	Lease Conference room				
	External		521.74	547.83	
	Internal Department		347.83	382.61	
	Conference Wi Fi Voucher per day		1 043.48	1 043.48	
(viii)	Wi-Fi				
	1 Gig			43.48	
	3 Gig			86.96	
	5 Gig			130.43	

AMENDMENT OF THE CHARGES AND FEES IN RESPECT OF SPORT FACILITIES

The Council of the Municipality of Swakopmund under section 30(1)(u) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended, further amends the charges and fees in respect of sport facilities, as set out in the Schedule: Effective 01 July 2021.

The tariff Schedule is hereby amended-

10. D. SPORT FACILITIES (GENERAL) - VAT EXCLUSIVE

1. MEMBERSHIP (ANNUAL FEES)

Payable on or before February each year:

Schools: Based on the development fee per child per annum:

Up to N\$350.00

N\$ 500.00

N\$ 500.00 and above

(i) Clubs

(ii) Other Users per occasion

2. SPORTFIELDS

Fees per event (except training) by Members

All school sports

Fees per event (except training) by:

Clubs (Members)

Soccer

Rugby

Cricket

Netball

Basket Ball

Softball

Volleyball

Tennis

Hockey

Entertainment Area

Clubs (Non-Members)

Soccer

Rugby

Cricket

Netball

Basket Ball

Softball

Volleyball

Tennis

Hockey

Entertainment Area

All weekend Tournaments / Events rates for Members

Refundable deposit (payable in addition to the rental fee)

Refundable deposit for events other than sports

Soccer

Rugby

Cricket

Netball

Basket Ball

Softball

Volleyball

Tennis

	2020/ 2021	2021/ 2022
	1 132.00	1 132.00
	1 697.00	1 697.00
	2 263.00	2 263.00
	3 087.00	3 087.00
	888.00	888.00
<i>Free of charge</i>		<i>Free of charge</i>
	458.00	458.00
	458.00	458.00
	329.00	329.00
	329.00	329.00
	266.00	266.00
	266.00	266.00
	266.00	266.00
	266.00	266.00
	266.00	266.00
	266.00	266.00
	1 038.00	1 038.00
	1 249.00	1 249.00
	1 249.00	1 249.00
	1003.00	1003.00
	1 003.00	1 003.00
	1 003.00	1 003.00
	657.00	657.00
	657.00	657.00
	657.00	657.00
	1 038.00	1 038.00
	1 038.00	1 038.00
	2020/ 2021	2021/ 2022
	1 145 .00	1 145 .00
	4 293.00	4 293.00
	825.00	825.00
	825.00	825.00
	602.00	602.00
	602.00	602.00
	486.00	486.00
	486.00	486.00
	486.00	486.00
	486.00	486.00

Hockey	486.00	486.00
<u>All weekend Tournaments / Events rates for Non-Members</u>		
Refundable deposit (payable in addition to the rental fee)	1 145.00	1 145.00
Refundable deposit for events other than sports	4 293.00	4 293.00
Soccer	2 262.00	2 262.00
Rugby	2 262.00	2 262.00
Cricket	1 820.00	1 820.00
Netball	1 820.00	1 820.00
Basket Ball	1 196.00	1 196.00
Softball	1 196.00	1 196.00
Volleyball	1 196.00	1 196.00
Tennis	1 196.00	1 196.00
Hockey	1 196.00	1 196.00
Fees are inclusive of all Municipal services except electricity. Clubs are permitted to collect fees from community members intending to attend their functional activities.		
NB: Principle of 'no pay – no play' will be applied strictly.		
Deposit		
A deposit shall be payable in all instances in addition to the tariff of lease (no VAT) - original receipt must be submitted for refund purposes.		
Fees include all Municipal services except electricity. (Clubs are permitted to collect entrance fee from community intending to attend their functional activities.)		
NB: Principle of 'No Pay - No Play' will be applied strictly.		
A refundable deposit will be payable for hiring of sport fields for events such as music shows	692.00	692.00
3. <u>MUSIC SHOWS</u>		
Per Show (VAT exclusive)	6 505.00	6 505.00
Refundable deposit to be paid	19 516.00	19 516.00
4. <u>MULTI PURPOSE CENTRE</u>		
<u>SME BUSINESS UNITS AND RESTAURANT</u>		
SME Unit 1 (50.75 per m ² x N\$ 34.00/m ²)	1 191.00	1 191.00
SME Unit 2 (49.75 per m ² x N\$ 34.00/m ²)	1 167.00	1 167.00
SME Unit 3 (53.00 per m ² x N\$ 34.00/m ²)	1 243.00	1 243.00
SME Unit 4 (54.00 per m ² x N\$ 34.00/m ²)	1 267.00	1 267.00
SME Unit 5 (46.66 per m ² x N\$ 34.00/m ²)	1 100.00	1 100.00
Restaurant (including kitchen) (313.36 per m ² x N\$ 20.00/m ²)	4 324.00	4 324.00

AMENDMENT OF THE CHARGES AND FEES IN RESPECT OF LABOUR POOL - IMPLEMENT CHARGES AND STORES LEVIES

The Council of the Municipality of Swakopmund under section 30(1)(u) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended, further amends the charges and fees in respect of labour pool -, implement charges and stores levies, as set out in the Schedule: Effective 01 July 2021.

The tariff Schedule is hereby amended-

11. LABOUR POOL CHARGES

A. IMPLEMENT CHARGES

Sundry Implements: dry rates per hour

	<u>2020/2021</u>	<u>2021/2022</u>
Trucks	514.00	514.00
Hiab Truck	508.00	508.00
Bulldozers	550.00	550.00
Graders	932.00	932.00
Road Rollers	823.00	823.00
Water Tankers	629.00	629.00
Tractors	629.00	629.00
Front - End Loader	332.00	332.00
TLB - Back Hoe	865.00	865.00
Vacuum Pump	799.00	799.00
	429.00	429.00

Sundry Implements: per day

	<u>2020/2021</u>	<u>2021/2022</u>
Concrete Mixer	496.00	496.00
Concrete	496.00	496.00
Plate Vibrators	496.00	496.00
Portable Generator Set	496.00	496.00
Portable Water Pump	496.00	496.00
Bitumen Spraying Machine	496.00	496.00
Hydroblast	496.00	496.00
Compactor	557.00	557.00
Lawn Mover (Push)	557.00	557.00
Lawn Mover Ride On	998.00	998.00
Compressor	998.00	998.00
	877.00	877.00

B. STORES LEVIES

17% On Stores Stock

7 % On Direct Purchases

Capital Items : Maximum of **N\$ 2 000.00** per item

AMENDMENT OF THE CHARGES AND FEES IN RESPECT OF OTHER TARIFFS

The Council of the Municipality of Swakopmund under section 30(1)(u) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended, further amends the charges and fees in respect of other tariffs, as set out in the Schedule: Effective 01 July 2021.

The tariff Schedule is hereby amended-

12. H. OTHER TARIFFS

	2020 / 2021	2021/ 2022
1. Lease of Erven - RUL: (Tamariskia) : 66	5 410.00	5 410.00
2. Lease of Street Space : per m ² per month (VAT Exclusive)	10.00	10.00
3. Lease of Kiosk : Tamariskia Erf 503	283.00	283.00
4. Lease of Kiosk: Mondesa Erf 3701	283.00	283.00
5. Hiring of tables and chairs & other equipment (VAT Exclusive)		
(a) Per chair per day	13.00	13.00
(b) Per Podium	96.00	96.00
(c) Per Stage	133.00	133.00
(d) Per Spectator Stand (Pavilion)	195.00	195.00
(e) Transport of Spectator Stands / Stages	849.00	849.00
(f) Deposit amount for items (a) to (e) above (No VAT)	936.00	936.00
A deposit shall be payable in all instances in addition to the tariff of lease (No VAT) - original receipt must be submitted for refund purposes.		
6. Low Cost Housing Insurance (Monthly premium)	10.00	10.00
7. Interest on overdue accounts	10% per annum	10% per annum
All Municipal Services	15% per annum	15% per annum
Built Together Loan Instalments	0.83% per annum	0.83% per annum
All other loan accounts	1.25% per annum	1.25% per annum
8. Lease of Municipal Land (Public Open Spaces)		
For an area of 16m ² or less (VAT Excluded)		
(i) Daily	201.00	201.00
(ii) Weekends	268.00	268.00
(iii) Weekly	337.00	337.00
(iv) Monthly	1 009.00	1 009.00
For an area bigger than 16m ² (VAT Excluded)		
(i) Daily	268.00	268.00
(ii) Weekends	337.00	337.00
(iii) Weekly	404.00	404.00
(iv) Monthly	1 614.00	1 614.00
Business Stalls x 15 stalls (Erf 4352): 1 - 3, 14 - 16, 21 - 29 per month	561.00	561.00
Business Stalls x 12 stalls (Erf 4352): 4 - 11, 17 - 20 per month	439.00	439.00
Business Stalls x 2 stalls (Erf 4352): 33/34; 35/36 per month	439.00	439.00
Business Stalls x 2 stalls (Erf 4352): 32; 37 per month per day	306.00	306.00
	43.00	43.00
Business Stalls x 10 stalls (Erf 4354 A) per month	439.00	439.00
Open Markets (Erf 1823) per month	109.00	109.00
Open markets (Erf 3251): 1 - 42 per month	109.00	109.00
Open Markets (Erf 3251): 43 - 59 per month	58.00	58.00
Business Stalls x 27 (Erf 4354 B) per month	376.00	376.00
Open Stalls x 32 (Erf 4354 B) per month	84.00	84.00
Braai Area (Erf 4354 B) per month	84.00	84.00
Business Stalls x 5 stall (Erf 4353 - Taxi Rank) per month	289.00	289.00

A deposit for all trading facilities and premises shall be payable in all instances in addition to the tariff of lease (No VAT) – original receipt must be submitted for refund purposes

9. Trading Sites on Erf 118, Swakopmund (VAT Excluded)

(i) Arts and Crafts x 10 per month

117.00 117.00

(ii) Mobile Food Kiosks x5 per month (VAT Excl.) paid in advance

330.00 330.00

(iii) Miscellaneous sites

330.00 330.00

A deposit for Art & Craft and Miscellaneous sites shall be payable in all instances in addition to the tariff of lease (No VAT) – original receipt must be submitted for refund purposes

Daniel Kamho Fresh Produce Market:

(i) Site rent per month (Vat exclusive, paid in advance)

943.00 943.00

(ii) Toilet rental for the site

302.00 302.00

(iii) Water Usage for the site

165.00 165.00

(iv) Waste removal charge for the site

316.00 316.00

Hawker's site at Kavita Park:

(a) Site No 1 (16m² x N\$6.60/m²)

121.00 121.00

(b) Site No 2-30, 32-42, 44-55, 57-64 (10m² x N\$6.60/m²)

76.00 76.00

(c) Site No 31 (12m² x N\$6.60/m²)

91.00 91.00

(d) Site No 43 (8m² x N\$6.60/m²)

61.00 61.00

(e) Site No 56 (13m² x N\$6.60/m²)

99.00 99.00

A deposit for hawker's site shall be payable in all instances in addition to the tariff of lease (No VAT) – original receipt must be submitted for refund purposes.

10. Hiring Of Training Room Facility (per occasion)

3 660.00 3 660.00

11. LOCATION FILMING FEES

This tariff is for any production agency using Swakopmund locations for the purpose of producing feature films, television commercials, general entertainment programs and non Swakopmund documentaries.

a) Feature Films

N\$ 8 470.00
per day N\$ 8 470.00
per day

(b) Commercial Film

N\$ 4 235.00
per day N\$ 4 235.00
per day

(c) Documentaries

N\$1 815.00
per day N\$1 815.00
per day

AMENDMENT OF THE CHARGES AND FEES IN RESPECT OF AERODROME LANDING AND PARKING CHARGES

The Council of the Municipality of Swakopmund under section 30(1)(u) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended, further amends the charges and fees in respect of Aerodrome facilities, as set out in the Schedule: Effective **01 July 2021**.

The tariff Schedule is hereby amended-

I. AERODROME LANDING AND PARKING CHARGES (VAT exclusive)

Maximum certificated mass in Kilogram of an aircraft up to and including		2020 / 2021 LANDING CHARGES	2020 / 2021 PARKING CHARGES (per 24hrs or part thereof)	2021 / 2022 LANDING CHARGES	2021 / 2022 PARKING CHARGES (per 24hrs or part thereof)
1. AERODROME					
A	500 kg	36.00	6.00	36.00	6.00
B	1000 kg	58.00	12.00	58.00	12.00
C	1500 kg	85.00	18.00	85.00	18.00
D	2000 kg	116.00	23.00	116.00	23.00
E	2500 kg	148.00	29.00	148.00	29.00
F	3000 kg	177.00	36.00	177.00	36.00
G	3500 kg	207.00	41.00	207.00	41.00
H	4000 kg	236.00	47.00	236.00	47.00
I	5000 kg	295.00	59.00	295.00	59.00
J	6000 kg	354.00	70.00	354.00	70.00
K	7000 kg	414.00	82.00	414.00	82.00
L	8000 kg	473.00	95.00	473.00	95.00
M	9000 kg	531.00	107.00	531.00	107.00
N	10 000 kg	590.00	118.00	590.00	118.00

1. Thereafter for every additional 1000 kg Or part thereof an additional

58.00	18.00	58.00	18.00
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2. PASSENGER SERVICE CHARGES

Non-scheduled flights:

77.00	77.00
77.00	77.00

Scheduled flights:

3. ADMINISTRATION CHARGES

Admin & documentation fee
(Approved account holders only)

5.00	5.00
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Cash handling & administration fee
(non-account holders only)

16.00	16.00
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4. Landing for Helicopters and Training will be charged as parking fees, plus 20% administration fees.

11.1.28

COUNCILS DRAFT STRATEGIC PLAN 2022 - 2026

(C/M 2022/03/31 - 2/2/1)

Ordinary Management Meeting of 10 February 2022, Addendum 8.1 page 3 refers.

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

Council had its workshop to discuss and compile its 5-Year Strategic Plan for 2022 – 2026 on 25 October 2021 at the Training Room, that was facilitated by Messrs Ernst & Young, Council's appointed Internal Auditors.

The Chief Executive Officer herewith presents the draft Strategic Plan compiled by Messrs Ernst & Young **[Annexure A]**.

The Chief Executive Officer scrutinized the draft Strategic Plan of Messrs Ernst & Young and drafted an internal working Strategic Plan for Council's consideration and discussion. **[Annexure B]**

Additionally, the Chief Executive Officer summarized the Strategic Plan 2022-2026 and compiled and Implementation Plan indicating the execution and time frame. **[Annexure C]**

The Chief Executive Officer's 2022 Action Plan on the execution of the proposed projects for implementation has also been submitted to Council for discussion, consideration, and approval. **[Annexure D]**

These drafted, documentation has been shared electronically well in advance to be studied for purposes of validating what has been captured and for completing the information that could not be completed during the workshop session.

After discussion and updating the information, a virtual meeting will be scheduled with Messrs Ernst & Young to finalize the documentation for final submission and approval by Council.

Attachments [distributed as a separate booklet]:

Annexure A: Draft Strategic Plan 2002-2026 by Messrs Ernst & Young

Annexure B: Draft summarized Strategic Plan 2022-2026 by the Chief Executive Officer

Annexure C: Draft Implementation Strategic Plan 2022-2-2026 by the Chief Executive Officer

Annexure D: Chief Executive Officers Action & Execution Plan for 2022.

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

RECOMMENDED:

- (a) That the draft Strategic Plan 2022-2026 studied be discussed for the purpose of validating what has been captured and complete the information for finalization by Messrs Ernst & Young.
 - (b) That a virtual meeting be scheduled with Messrs Ernst & Young to finalize Council's Strategic Plan 2022-2026 for final approval and implementation.
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**THE ATTACHMENTS
OF THIS ITEM
WILL BE DISTRIBUTED
AS A SEPARATE BOOKLET**